

# AGENDA

26 FEBRUARY 2025 – 9:00 AM  
McNAMARA BOARDROOM



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# **AGENDA**

## **26 FEBRUARY 2025 – 9:00 AM**

### **McNAMARA BOARDROOM**



## **1. OPENING BUSINESS**

Cr Kate Peddle (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 Kate Peddle  
Nicole Flute  
Kelly Carter  
Kerry Wells  
Peter Fornasier  
Shane McCarthy  
Kim Middleton

#### **Staff**

Eddie Jackson – Chief Executive Officer  
Misenka Duong - Director of Engineering  
Melanie Wicks – Director of Corporate & Financial Services  
Barbra Smith –Director of Community Services & Wellbeing  
Jackie Coleman – Executive Support Officer

#### **School Students**

### **1.2 APOLOGIES**

Nil

### **1.3 LEAVE OF ABSENCE**

### **1.4 CONFIRMATION OF MINUTES**

That the Minutes of the Ordinary Meeting of Council held 28 January 2025 be taken as read and signed as correct.

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### McNAMARA BOARDROOM



## **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.
    - v.

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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.

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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**

The family of Pamela Hunt

### **1.8 RECOGNITIONS**

### **1.9 ACKNOWLEDGEMENT OF COUNTRY**

The Flinders Shire Council would like to acknowledge our Local First Nations People as well as the Yirendali people as the 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 ADVISORY COMMITTEES – MEETING NOTES**

Business and Economic Development Advisory Committee

**Officer's Recommendation** - That the notes from the Business and Economic Development Advisory Committee meeting held at the Hughenden CUC on Monday 10 February 2025 commencing at 5:30pm be received and that the recommendations contained therein be adopted.





## MEETING MINUTES

### BUSINESS AND ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

Notes from the meeting of the **Business and Economic Development** Advisory Committee held at the Hughenden CUC (Above the Library) on Monday 10<sup>th</sup> February 2025 commencing at 5.30 pm.

#### Attendance

**Business and Economic Development Advisory Committee:** Cr Niki Flute (via Teams), Cr Kerry Wells (Apology), Cr Kelly Carter, Mayor Kate Peddle

**Flinders Shire Council:** Cr Peter Fornasier (Chair), Eddie Jackson (CEO), Barbra Smith (Director of Community Services and Wellbeing), Jennifer Tasker (Tourism and Events Coordinator)

**Community and Business:** Aaron Zammit, Karina McIntosh, Erin Bell (via Teams), Lachlan Wearing, Darcie Townley, Greg Townley, Les Carter, Tyler Krogh, Darren Beeton, Cindy Middleton, James Nelson, Erin Ford, Mim Crase

**Introduction by Cr Peter Fornasier (Chair).**

#### Discussion items:

1. **Update on actions from November 2024 Advisory Committee meeting** - Council provided update on progress of actions from previous meeting. Action items which are ongoing are as follows:
  - Welcome pack to be disseminated to Chamber and Powerlink - planning in progress, and update to be provided at future meeting
  - Brodie Street Speakers – RFQ process underway and update to be provided at future meeting
  - Powerlink legacy project update – item to be discussed below.
  - Chamber of Commerce to develop report from local businesses regarding impact of introduction of commercial dumping fees on local businesses and share with Council – in progress, and update to be provided at future meeting
  - Chamber of Commerce to develop scope for Business Awards event - in progress, and update to be provided at future meeting
2. **Powerlink Legacy Projects – Update provided by Eddie Jackson, FSC CEO**
  - Council has been in discussion with Powerlink regarding commitment towards Legacy projects, however little traction to date on confirming legacy commitment to date
  - Regional reference group with all Council's involved within the project catchment, have had oversight of the Legacy Framework developed by Powerlink, to identify projects with local and regional significance
  - Council maintains close relationship with Powerlink, and will be meeting next week to discuss Legacy Projects
  - Council's position is to ensure large-scale investments contribute towards community benefit, and work is underway to develop a framework to underpin this
  - Legacy projects will align to Council and community priorities over the long term – Council to commence Corporate Planning process shortly, which will include a comprehensive community engagement plan
3. **Community Benefit Fund & Forum Update – Update provided by Eddie Jackson, FSC CEO**
  - Queensland Community Renewable Forum to be held on 30 May 2025
  - Forum timed to coincide with the Hughenden Show – allow for increased attendance at both the forum and the show
4. **Hughenden CUC Update - Update provided by Barbra Smith, FSC DCSW**
  - Council has been successful in Round 5 of the Regional University Study Hub grant program, for the establishment of the Hughenden CUC. The value of the funding is approximately \$200,000 over 3 years

- The CUC is a study hub which will be based in the space above the Library.
- Council is meeting with the Department next week to progress the funding agreement
- Planning underway to initiate affiliation process with Country University Centre (CUC) and developing up the position description for the Centre Manager
- Council to bring together an advisory committee of key partners involved in the application process, as well as any other interested community stakeholders. More information to be released on this in the coming weeks.
- Aim is to have Centre operational by mid-2025.

**5. Flinders Shire Council Procurement Policy** – copy of Flinders Shire Council Procurement Policy (Draft) provided to attendees

- Discussion regarding Council's updated procurement policy, and main update includes an increase of the minimum threshold from \$1000 to \$5000
- Consensus from attendees was that the updated policy was adequate, however implementation of the policy is where some frustration is experienced by businesses.
- Discussion regarding possible solutions aimed to improve Council's understanding of supplies available through local businesses, in addition to local businesses understanding purchasing needs/requirements of Council. Options raised by businesses included a 'Meet the supplier' event, utilisation of Vendorpanel and Procurement Officer positions
- Positive feedback was provided regarding Council's finance team and improved payment terms

**Recommendation: Council to review internal Procurement Procedure and consider implementation of suggested strategies such as business register and supplier event for local businesses.**

**6. Festival of Outback Skies (2-4 May 2025) Update** – Update provided by Jennifer Tasker, FSC Tourism Development & Events

- Ticket sales are on track and programming is set for the Festival
- Local Champion competition will launch this week to encourage visiting friends and family to attend the Festival
- Production in development for Sunday Evening performance, celebrating Yirendali culture, and local Indigenous Community involvement.
- Range of community groups, schools and businesses are getting involved in supporting the festival. Sponsorship opportunities are still available, and able to be tailored to business budget and goals
- Seeking Expressions of Interest for the following – cleaning contractor, Food Vendor (Saturday Night, DEC), Electrical Contractor and Friday Night Bar

**7. Business Incentive Grants Update** – Council provided an update that funding allocation exhausted for 2024/25.

- 8. Business impact from weather/road closures** – Discussion regarding recent weather event. Topics of discussion included:
- Whether any businesses have been impacted with road closures – nil reported
  - Bridge closure protocol – suggestion for additional Council staff to be positioned on Northside of river in the event additional assistance was required
  - Discussion regarding flood levy effectiveness at the golf course

**Officers Recommendation**

**That the notes from the meeting of the Business and Economic Development Advisory Committee held at the Hughenden CUC (Above the Library) on Monday 10<sup>th</sup> February 2025 commencing at 5.30 pm be received and that the recommendations contained therein be adopted.**

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**26 FEBRUARY 2025 – 9:00 AM**  
**McNAMARA BOARDROOM**



Community Services & Wellbeing Advisory Committee

**Officer's Recommendation** - That the notes from the Community Services & Wellbeing Advisory Committee meeting held at the Hughenden Centre for the Ages on Monday 17 February 2025 commencing at 5:30pm be received and that the recommendations contained therein be adopted.





## MEETING MINUTES

### COMMUNITY SERVICES & WELLBEING ADVISORY COMMITTEE

Notes from the meeting of the **Community Services and Wellbeing** Advisory Committee held at the Hughenden Centre for the Aged on Monday 17<sup>th</sup> February 2025 commencing at 5.30 pm.

**Community Services and Wellbeing Advisory Committee:** Cr Kerry Wells (Chair), Cr Niki Flute (apology), Cr Clancy Middleton (apology), Mayor Kate Peddle (apology)

**Flinders Shire Council:** Cr Pete Fornasier, Cr Kelly Carter, Barbra Smith (Director Community Services and Wellbeing), Dianne Sainty (Community Care Team Leader), Taree Walsh (Community Development Officer)

**Community members:** Charlie Wootten, Anne Reardon, Barry Mead, Kayleigh McIntosh, Cecily Paul, Rhonda Seymour, Mim Crase, Kate Heffernan

**Introduction by Cr Kerry Wells (Chair).**

#### Discussion items:

1. **Update on actions from November 2024 Advisory Committee meeting** - Council provided update on progress of actions from previous meeting. Action items which are ongoing are as follows:
  - Council to provide update on the Transition plan for Hughenden Centre for the Aged project and Caravan park and aquatic centre masterplan projects at the February 2025 meeting – ongoing; update at May 2025 Meeting
  - Council to continue discussion with Powerlink regarding assistance with Emergency Management and Preparedness – ongoing; update at May 2025 meeting
  - Council to develop some clear community messaging to support emergency preparedness e.g. calling '000' if there is a fire on your property, the role of the LDMG, Dashboard promotion etc. – complete. Update provided following rain event two weeks prior.

**Recommendation: Council to provide update outstanding action items and on progress of mobile phone alerts at meeting in May 2025**

2. **Community Benefit Fund & Forum Update – Update provided by Cr Peter Fornasier**
  - Queensland Community Renewable Forum to be held on 30 May 2025
  - Forum timed to coincide with the Hughenden Show – allow for increased attendance at both the forum and the show
  - Flyer disseminated and request for agenda items was encouraged
3. **Hughenden CUC Update - Update provided by Barbra Smith, FSC DCSW**
  - Council has been successful in Round 5 of the Regional University Study Hub grant program, for the establishment of the Hughenden CUC. The value of the funding is approximately \$200,000 over 3 years
  - The CUC is a study hub which will be based in the space above the Library.
  - Council is meeting with the Department next week to progress the funding agreement
  - Planning underway to initiate affiliation process with Country University Centre (CUC) and developing up the position description for the Centre Manager
  - Council to bring together an advisory committee of key partners involved in the application process, as well as any other interested community stakeholders. More information to be released on this in the coming weeks.
  - Aim is to have Centre operational by mid-2025.

#### **4. Showgrounds Development Plans (Taree Walsh, CDO)**

- Council provided an update on the grant funding awarded via Works for Queensland and Growing Our Regions to support with infrastructure upgrades at the Showgrounds
- Copies of plans for bar/canteen and recreational hall were shared, and requests for feedback by Friday 20/2/2025 to [sro@flinders.qld.gov.au](mailto:sro@flinders.qld.gov.au)

#### **5. Grants and sponsorship – Clubs and Events**

- Discussion regarding clubs and facilities in small towns, and access to grants for facility upgrades and events
- Council's Community Services team is available to assist clubs and community groups to access grants that may be suitable to meet their needs – either via Council or other grant opportunity. All clubs/groups welcome to contact the Council via email or phone to receive tailored support.

**Recommendation: Council to continue to disseminate information on funding opportunities available to club/group distribution lists and via social media.**

#### **6. Festival of Outback Skies (2-4 May 2025) Update – Update provided by Barbra Smith, FSC DCSW**

- Ticket sales are on track and programming is set for the Festival
- Local seniors will receive free tickets to the bullride on Friday night – access via the Flinders Discovery Centre
- Local Champion competition will launch this week to encourage visiting friends and family to attend the Festival
- Production in development for Sunday Evening performance, celebrating Yirendali culture, and local Indigenous Community involvement.
- Range of community groups, schools and businesses are getting involved in supporting the festival. Sponsorship opportunities are still available, and able to be tailored to business budget and goals
- Seeking Expressions of Interest for the following – cleaning contractor, Food Vendor (Saturday Night, DEC), Electrical Contractor and Friday Night Bar

#### **7. Aged Care Reform**

- Factsheet disseminated on changes occurring in Aged Care from 1 July 2025 – transition to Support at Home program
- Community Care team will continue to disseminate information to clients via the newsletter, meetings, and hosting viewing opportunities to webinars.
- Discussion regarding face to face session with Department, however closest in-person sessions are to be held in Townsville.
- More information on Support at Home program is available here:  
<https://www.health.gov.au/sites/default/files/2024-12/support-at-home-program-booklet-for-older-people-families-and-carers.pdf>

#### **8. Hughenden Centre for the Aged Maintenance and Upgrades**

- Complaints from HCA residents on the poor maintenance of the gardens and lawns, and incompleteness of improvement projects. Remains safety issues with trip hazards, trees blocking rear exits, and CCTV still to be installed. In addition, discussion regarding general maintenance required including gutter cleaning and curtain cleaning within the units.

**Recommendation: Council to prioritise maintenance and improvement works at the HCA and provide ongoing garden maintenance support.**

#### **9. Ambulance communication**

- Discussion regarding communication with ambulance and delays with calls going through call centre and then through to local station. Discussion regarding advocacy to have local calls through to local ambulance, however deemed this as not possible due to Government processes.

**Officers Recommendation: That the notes from the meeting of the Community Services and Wellbeing Advisory Committee held at the Hughenden Centre for the Aged on Monday 17<sup>th</sup> February 2025 commencing at 5.30 pm be received and that the recommendations contained therein be adopted.**

**AGENDA**  
**26 FEBRUARY 2025 – 9:00 AM**  
**McNAMARA BOARDROOM**

**2. REPORTS**

**2.01 CHIEF EXECUTIVE OFFICER**

**2.01.01 MINISTERIAL MEETINGS IN BRISBANE**

**Background** - Mayor Kate Peddle and Chief Executive Officer, Eddie Jackson travelled to Brisbane to attend planned meetings with the Premier, Deputy Premier and Ministers on 18 and 19 February 2025, for a formal introduction, lobby for funding and bring them all up to date with what is happening in our Shire.

The meetings schedule is attached and all meetings were beneficial and provided valuable information to Council.

**Officer's Recommendation** – For Council information.

## Scheduled Meetings

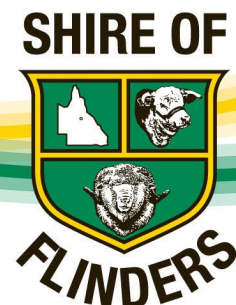
**Brisbane – 18 & 19 February 2025**

Tuesday – 18 February 2025			
Minister	Portfolio	Time	Room
Sam O'Connor	Housing & Public Works and Youth	12:15pm	Collected from Lobby
Joint Meeting <ul style="list-style-type: none"> <li>Jarrold Bleijie &amp;</li> <li>David Janetzki</li> </ul>	<ul style="list-style-type: none"> <li>Deputy Premier</li> <li>Treasurer</li> </ul>	2:30pm	Room B27 - Level 2 Parliament House
Ann Leahy	Local Government & Water, Fire & Disaster Management and Volunteers	3:00pm	Room A31 - Level 1 Parliament House
Joint Meeting <ul style="list-style-type: none"> <li>David Crisafulli</li> <li>Ann Leahy</li> </ul>	<ul style="list-style-type: none"> <li>Premier</li> <li>Local Government &amp; Water, Fire &amp; Disaster Management and Volunteers</li> </ul>	4:00pm	Room A31 – Level 1 Parliament House
Wednesday – 19 February 2025			
Tim Nicholls – Meeting with Liam Develin	Health & Ambulance Services	10:30am	Ministers Boardroom Level 37 – 1 William Street
Dale Last	Natural Resources & Mines – Manufacturing and Regional & Rural Development	12:00pm	Ministers Boardroom 37:38 – 1 William Street
Tim Mander	Sport & Racing and Olympic & Paralympic Games	1:00pm	Room A36 – Level 1 Parliament House
John-Paul Langbroek	Education & the Arts	4:00pm	Room A13 – Level 1 Parliament House
Brent Mickelberg	Transport & Main Roads	4:30pm	Room A12 – Level 1 Parliament House

# AGENDA

## 26 FEBRUARY 2025 – 9:00 AM

### McNAMARA BOARDROOM



## 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:

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

The following is a summary of the financial results as at 31 January 2025:

<b>1. Statement of Comprehensive Income</b>	
Total Recurrent Revenue	20,605,544
Total Recurrent Expenditure	17,687,846
<b>Net Operating Result - Surplus/(Deficit)</b>	<b>2,917,699</b>
Total Capital Income	3,160,545
Total Capital Expense	-
<b>Net Result - Surplus/(Deficit)</b>	<b>6,078,243</b>
<b>2. Statement of Financial Position</b>	
Total Current Assets	46,675,125
Total Non-Current Assets	255,156,847
<b>Total Assets</b>	<b>301,831,972</b>
Total Current Liabilities	3,954,217
Total Non-Current Liabilities	9,089,796
<b>Total Liabilities</b>	<b>13,044,013</b>
<b>Net Community Assets</b>	<b>288,787,959</b>
Asset Revaluation Surplus	97,770,997
Retained Surplus/(Deficiency)	191,016,962
<b>Total Community Equity</b>	<b>288,787,959</b>
<b>3. Cash Flow Statement</b>	
Cash at the beginning of the period	38,190,458
Total Payments Received	23,662,144
Total Payments Made	(20,570,345)
Cash at the end of the period	<b>41,282,257</b>

# AGENDA

26 FEBRUARY 2025 – 9:00 AM  
McNAMARA BOARDROOM



**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 2025.

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



*Discovery • Opportunity • Lifestyle*

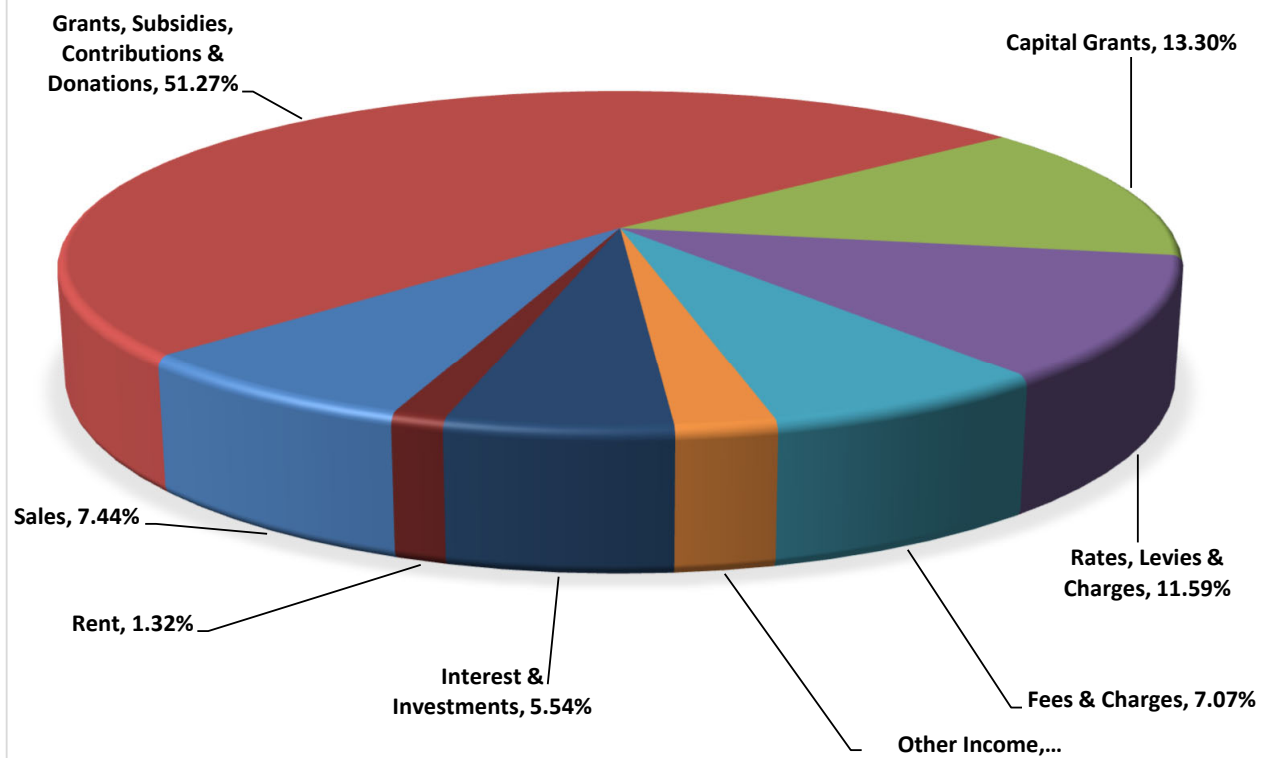


**Flinders Shire Council**  
**Financial Report**  
**for the period ended 31 January 2025**

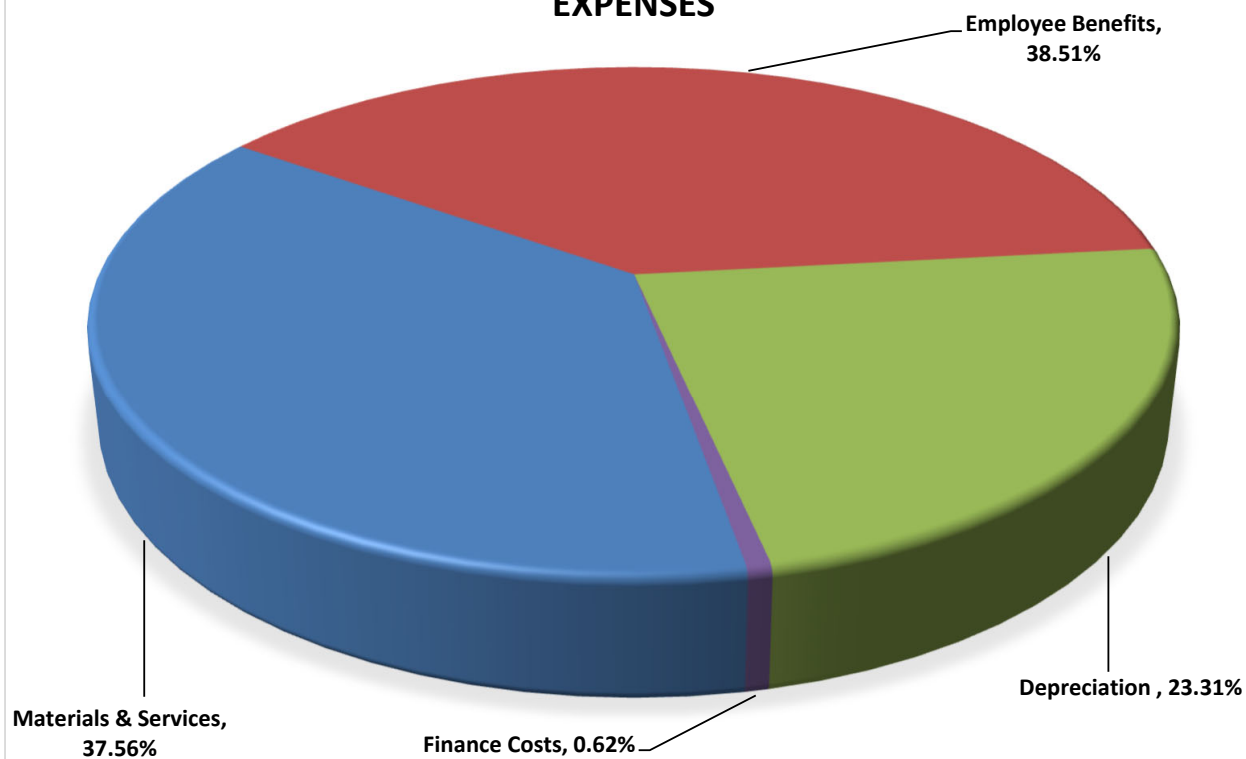
**Flinders Shire Council**  
**Statement of Comprehensive Income**  
for the period ended 31 January 2025

	2025	Budget 24/25	Variance	2024
	\$	\$	%	\$
<b>Income</b>				
<b>Revenue</b>				
<b>Recurrent revenue</b>				
Rates, levies and charges	2,754,976	5,409,391	51%	4,969,117
Fees and charges	1,680,347	1,874,737	90%	1,929,191
Sales revenue	1,769,337	3,651,454	48%	14,345,903
Grants, subsidies, contributions and donations	12,185,337	12,536,636	97%	4,080,333
<b>Total recurrent revenue</b>	18,389,997	23,472,218		25,324,543
<b>Capital revenue</b>				
Grants, subsidies, contributions and donations	3,160,545	6,020,990	52%	4,588,726
<b>Total capital revenue</b>	3,160,545	6,020,990		4,588,726
Rental income	312,801	528,391	59%	519,195
Interest received	1,315,726	1,916,071	69%	2,056,381
Other income	587,020	248,205	237%	691,015
Other capital income	-	-		91,400
<b>Total income</b>	23,766,089	32,185,874		33,271,260
<b>Expenses</b>				
<b>Recurrent expenses</b>				
Employee benefits	6,811,183	12,062,353	56%	11,339,354
Materials and services	6,643,365	10,090,322	66%	19,969,903
Finance costs	109,884	212,659	52%	329,259
Depreciation and amortisation				
Property, plant and equipment	4,123,413	5,955,839	69%	5,998,043
	17,687,846	28,321,173		37,636,559
<b>Capital expenses</b>	-	-		934,241
<b>Total expenses</b>	17,687,846	28,321,173	62%	38,570,800
<b>Net result</b>	6,078,243	3,864,701	157%	(5,299,539)
<b>Other comprehensive income</b>				
<b>Items that will not be reclassified to net result</b>				
Increase / (decrease) in asset revaluation surplus	-	-	-	(19,012,772)
<b>Total other comprehensive income for the year</b>	-	-	-	(19,012,772)
<b>Total comprehensive income for the year</b>	6,078,243	3,864,701	157%	(24,312,311)

## REVENUE



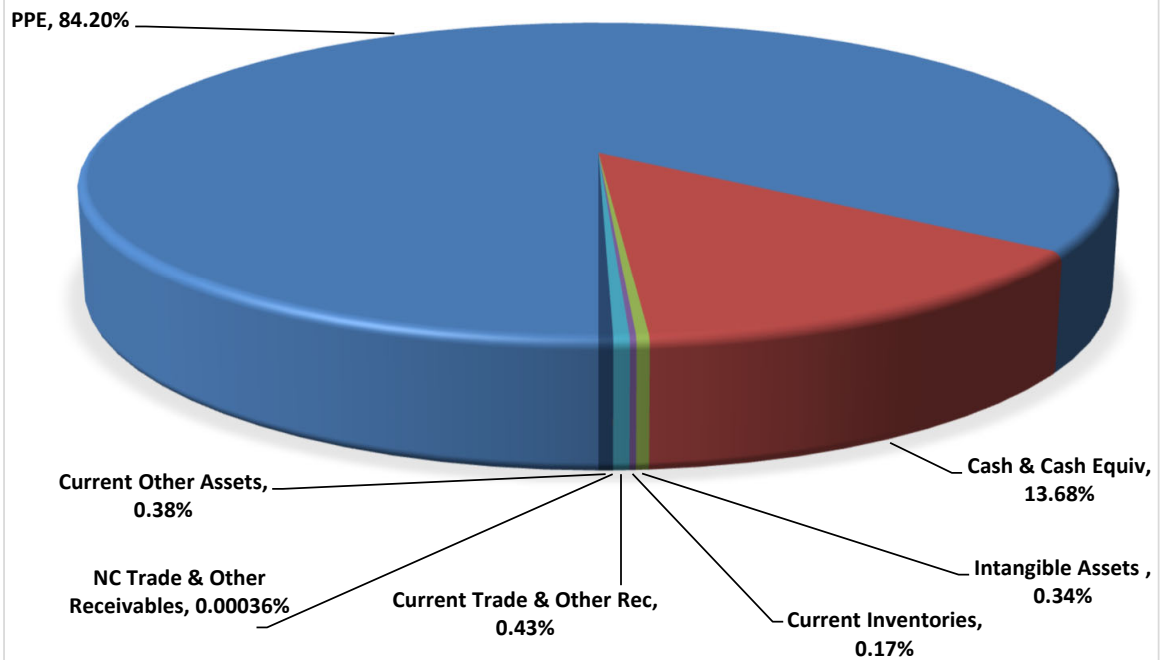
## EXPENSES



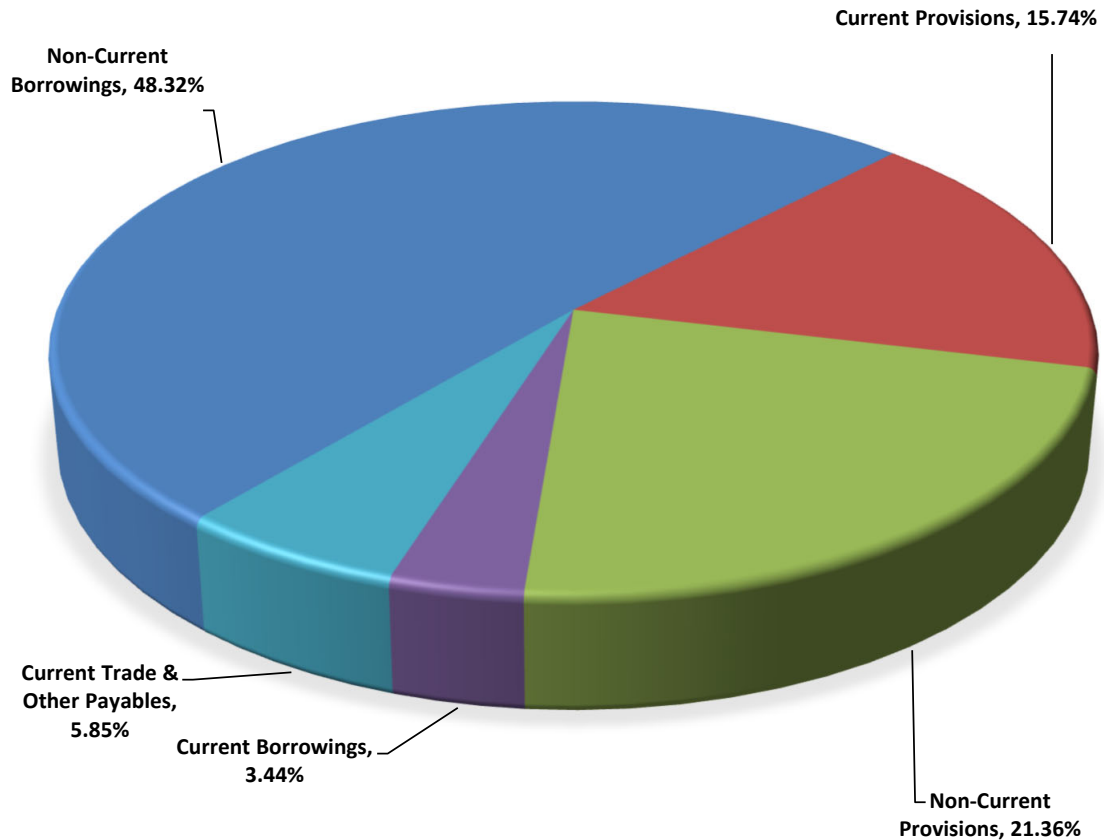
**Flinders Shire Council**  
**Statement of Financial Position**  
for the period ended 31 January 2025

	2025	Budget 24/25	Variance	2024
	\$	\$	%	\$
<b>Current assets</b>				
Cash and cash equivalents	41,282,257	36,581,909	113%	38,190,458
Receivables	1,283,264	1,190,877	108%	1,179,320
Inventories	514,063	571,623	90%	454,658
Contract assets	2,453,870	-		2,453,870
Other assets	1,141,670	1,344,981	85%	458,410
<b>Total current assets</b>	<b>46,675,125</b>	<b>39,689,390</b>	<b>118%</b>	<b>42,736,716</b>
<b>Non-current assets</b>				
Receivables	1,100	1,400	79%	1,100
Property, plant and equipment	254,133,347	280,411,234	91%	254,654,167
Intangible assets	1,022,400	1,022,400	100%	1,022,400
<b>Total non-current assets</b>	<b>255,156,847</b>	<b>281,435,034</b>	<b>91%</b>	<b>255,677,667</b>
<b>Total assets</b>	<b>301,831,972</b>	<b>321,124,424</b>	<b>94%</b>	<b>298,414,383</b>
<b>Current liabilities</b>				
Payables	763,226	871,804	88%	2,978,664
Contract liabilities	688,917	-	0%	688,917
Borrowings	449,323	712,000	63%	792,300
Provisions	2,052,751	2,307,002	89%	2,052,751
<b>Total current liabilities</b>	<b>3,954,217</b>	<b>3,890,806</b>	<b>102%</b>	<b>6,512,631</b>
<b>Non-current liabilities</b>				
Borrowings	6,303,497	6,213,850	101%	6,405,737
Provisions	2,786,299	2,171,484	128%	2,786,299
<b>Total non-current liabilities</b>	<b>9,089,796</b>	<b>8,385,334</b>	<b>108%</b>	<b>9,192,036</b>
<b>Total liabilities</b>	<b>13,044,013</b>	<b>12,276,140</b>	<b>106%</b>	<b>15,704,667</b>
<b>Net community assets</b>	<b>288,787,959</b>	<b>308,848,284</b>	<b>94%</b>	<b>282,709,716</b>
<b>Community equity</b>				
Asset revaluation surplus	97,770,997	116,783,769	84%	97,770,997
Retained surplus	191,016,962	192,064,514	99%	184,938,718
<b>Total community equity</b>	<b>288,787,959</b>	<b>308,848,284</b>	<b>94%</b>	<b>282,709,716</b>

### TOTAL ASSETS



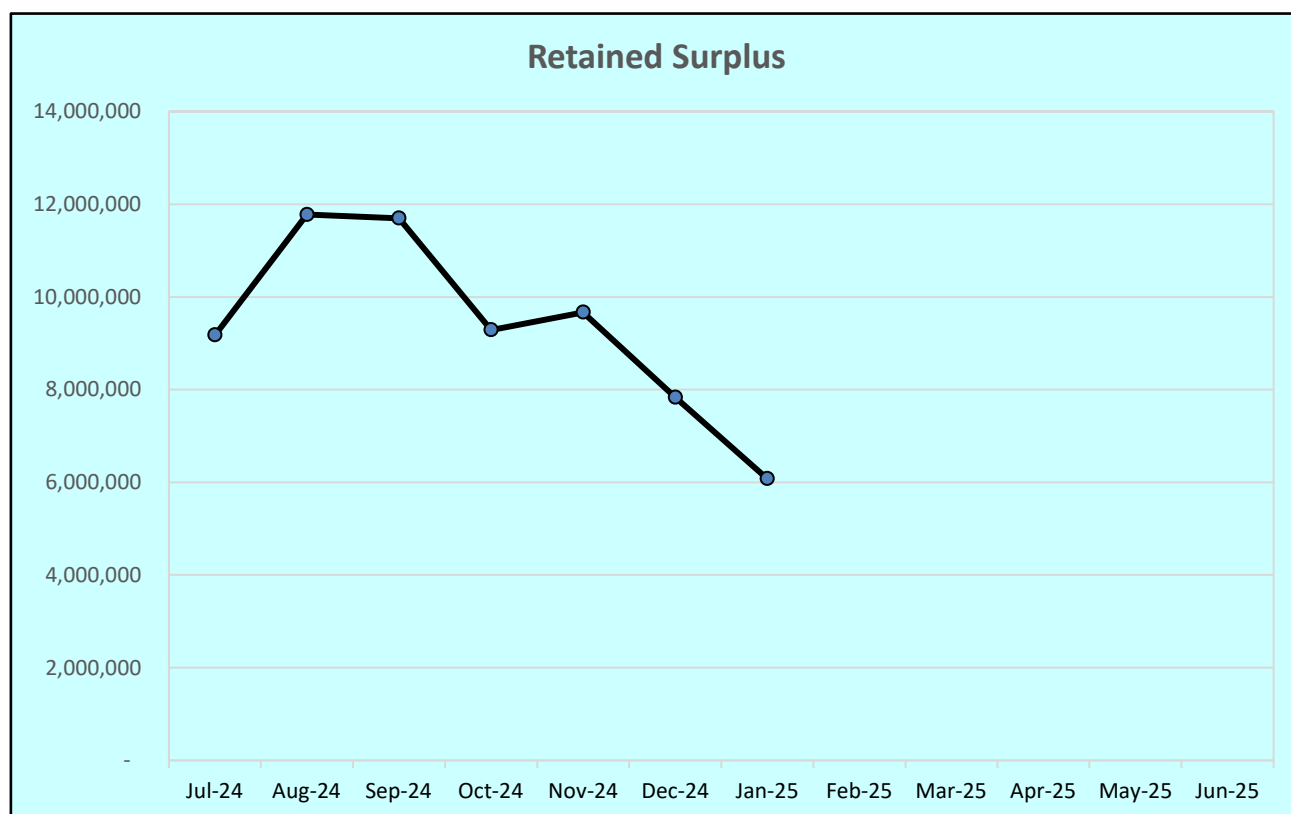
### TOTAL LIABILITIES



## Flinders Shire Council

### Statement of Changes in Equity for the period ended 31 January 2025

	Asset revaluation surplus \$	Retained surplus \$	Total \$
<b>Balance as at 1 July 2024</b>	97,770,997	184,938,718	282,709,716
Net result	-	6,078,243	6,078,243
Other comprehensive income for the year			
Increase / (decrease) in asset revaluation surplus	-	-	-
<b>Total comprehensive income for the year</b>	-	6,078,243	6,078,243
<b>Balance as at 31 January 2025</b>	97,770,997	191,016,962	288,787,959
<b>Balance as at 1 July 2023</b>	116,783,769	190,238,258	307,022,027
	116,783,769	190,238,258	307,022,027
Net result	-	(5,299,539)	(5,299,539)
Other comprehensive income for the year			
Increase / (decrease) in asset revaluation surplus	(19,012,772)	-	(19,012,772)
<b>Total comprehensive income for the year</b>	(19,012,772)	(5,299,539)	(24,312,311)
<b>Balance as at 30 June 2024</b>	97,770,997	184,938,718	282,709,716



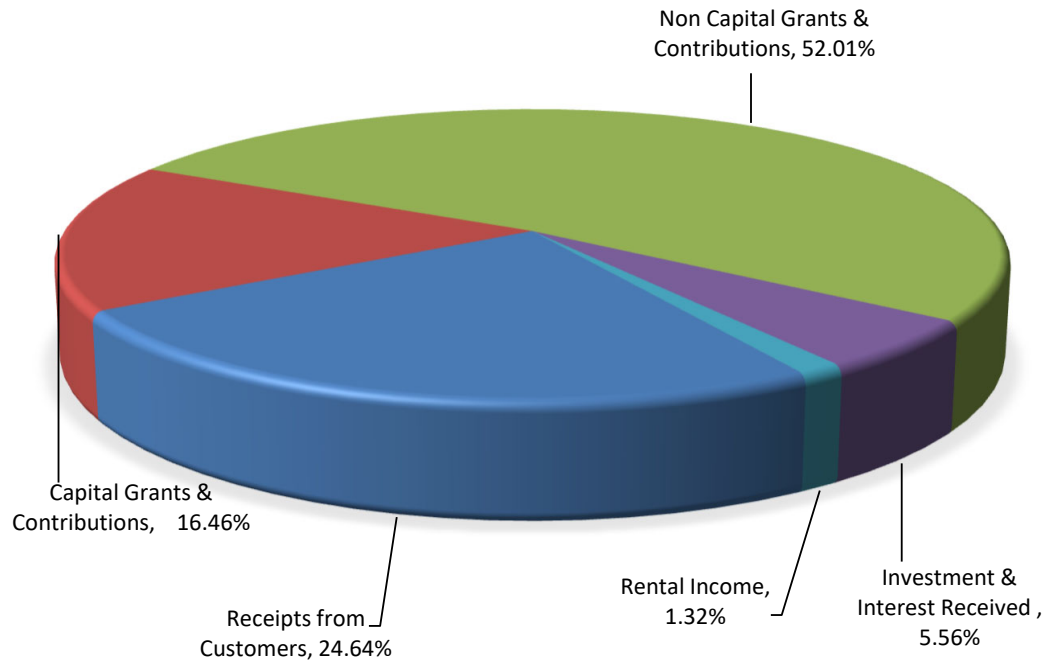


**Flinders Shire Council**

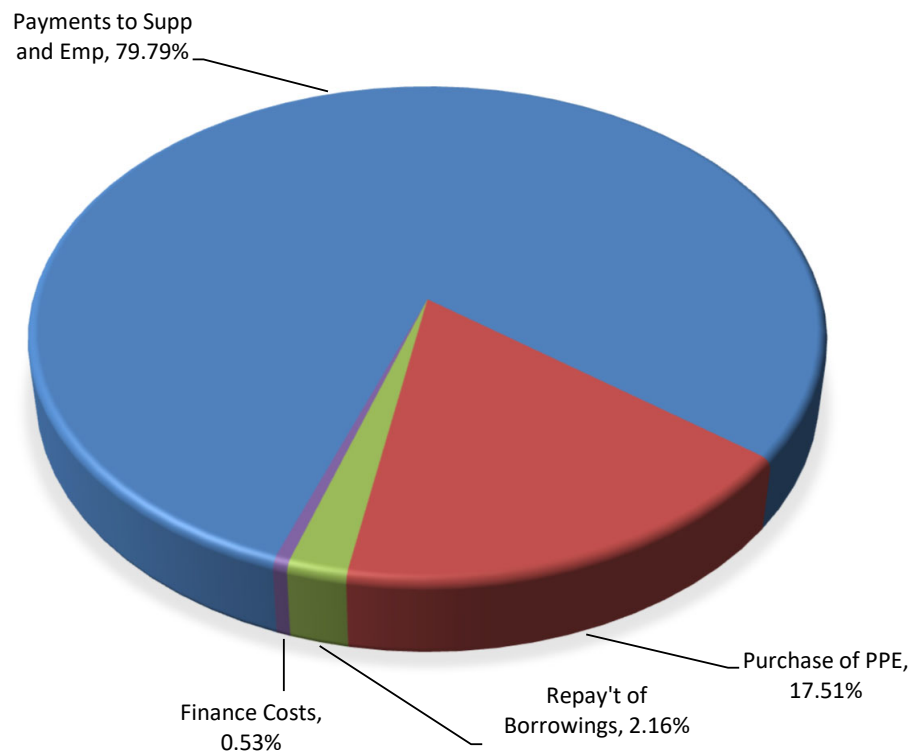
**Statement of Cash Flows  
for the period ended 31 January 2025**

	2025 \$	2024 \$
<b>Cash flows from operating activities</b>		
Receipts from customers	5,830,951	24,504,536
Payments to suppliers and employees	<u>(16,412,650)</u>	<u>(30,411,801)</u>
	(10,581,699)	(5,907,266)
Interest received	1,315,726	2,056,381
Rental Income	312,801	519,195
Recurrent grants, subsidies, contributions and donations	12,306,868	2,990,109
Borrowing costs	<u>(109,884)</u>	<u>(329,259)</u>
<b>Net cash inflow (outflow) from operating activities</b>	<u>3,243,811</u>	<u>(670,840)</u>
<b>Cash flows from investing activities</b>		
Payments for property, plant and equipment	(3,602,593)	(9,422,507)
Grants, subsidies, contributions and donations - Capital	3,895,798	3,307,635
Proceeds from sale of property plant and equipment	<u>-</u>	<u>639,571</u>
<b>Net cash inflow (outflow) from investing activities</b>	<u>293,205</u>	<u>(5,475,301)</u>
<b>Cash flows from financing activities</b>		
Proceeds from borrowings	-	-
Repayment of borrowings	<u>(445,217)</u>	<u>(896,059)</u>
<b>Net cash inflow (outflow) from financing activities</b>	<u>(445,217)</u>	<u>(896,059)</u>
<b>Net increase (decrease) in cash and cash equivalent held</b>	<u>3,091,799</u>	<u>(7,042,200)</u>
<b>Cash and cash equivalents at the beginning of the financial year</b>	38,190,458	45,232,658
<b>Cash and cash equivalents at end of the financial year</b>	<u><u>41,282,257</u></u>	<u><u>38,190,458</u></u>

### CASH RECEIPTS



### CASH PAYMENTS



**Flinders Shire Council  
Unrestricted Cash Reconciliation  
for the period ended 31 January 2025**

Cash Balance		41,282,257
<b>Less:</b>		
Current Liabilities		3,265,300
Non-Current Provisions		2,786,299
Unspent Grant Funding		2,172,268
Reserves		12,000,000
Roads	4,000,000	
Water	1,500,000	
Sewer	1,500,000	
Buildings & Other Structures	2,500,000	
Plant Replacement	2,000,000	
Cemeteries	500,000	
<b>Total Unrestricted Cash</b>		<b>21,058,390</b>

# AGENDA

## 26 FEBRUARY 2025 – 9:00 AM

### McNAMARA BOARDROOM



#### 2.02.02 ADOPTION OF PROCUREMENT POLICY

##### Executive Summary

The Flinders Shire Council Procurement Policy has been reviewed for adoption by Council.

##### Background

Section 198 of the *Local Government Regulation 2012* requires a local government to prepare and adopt a procurement policy.

The procurement policy must include details of the principles, including the sound contracting principles, that the local government will apply in the financial year for purchasing goods and services.

The *Local Government Regulation 2012* also prescribes how a local government can enter into various levels of contracts for the supply of goods or services expected to be worth, exclusive of GST, of \$15,000 or more. However, Council has more latitude in deciding contracts for the supply of goods or services expected to be worth, exclusive of GST, up to \$15,000.

The sound contracting principles are defined in section 104(3) of the *Local Government Act 2009*:

- value for money; and
- open and effective competition; and
- the development of competitive local business and industry; and
- environmental protection; and
- ethical behaviour and fair dealing

##### Discussion

The Flinders Shire Council Procurement Policy was last reviewed in June 2023.

This latest review has removed unnecessary and contradictory information which has caused confusion in the past and has simplified the format to improve readability.

A change has been made to the thresholds for the number of quotes required for goods and services under \$15000. Previous iterations of the policy had 3 thresholds:

- \$1 - \$1000 requiring minimum of 1 quote
- \$1,001 to \$5,000 requiring minimum of 2 quotes
- \$5,001 to \$15,000 requiring a minimum of three (3) fully documented written quotes.

These thresholds have not changed since at least 2014.

The latest version has simplified the process:

- \$1 - \$5,000 a minimum of 1 quote (*Purchases to be made from a local supplier where possible*)
- \$5001 - \$15,000 a minimum of two (2) written quotes must be obtained. (*At least one quote should be obtained from a local supplier where possible*)

This change takes into account the increase in cost of goods and services over the last 10 years, simplifies the process for council procurement, and expands the opportunity to engage local suppliers.

Similar thresholds are now in use in a number of similar sized councils.

# AGENDA

26 FEBRUARY 2025 – 9:00 AM  
McNAMARA BOARDROOM



## Statutory/Compliance Matters

- *Local Government Regulation 2012*
- *Local Government Act 2009*

## Financial / Budget Implications

N/A

## Consultation/engagement

All members of the ELT

**Officer's Recommendation** - That Council adopt the reviewed Procurement Policy, as presented.

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<b>POLICY TITLE:</b>	Procurement Policy
<b>POLICY NUMBER:</b>	45
<b>REVISION NUMBER:</b>	15
<b>TRIM REFERENCE:</b>	SF14/411 - R25/XXX
<b>RESOLUTION NUMBER:</b>	XXXX
<b>POLICY TYPE:</b>	Statutory
<b>APPROVING OFFICER:</b>	Council Adoption
<b>DATE OF ADOPTION:</b>	26 February 2025
<b>TIME PERIOD OF REVIEW:</b>	1 Year
<b>DATE OF NEXT REVIEW:</b>	30 June 2025
<b>RESPONSIBLE DEPARTMENT:</b>	Finance & Control

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## 1. OBJECTIVE

The objective of this Policy is to outline Council's commitment to ensuring value for money, probity and accountability of Council's procurement outcomes. It enables Council to take a strategic approach to procurement and contracting activities by identifying potential opportunities whilst managing adverse risks.

This policy, together with the procurement procedures, sets out Council's framework for its procurement and contracting activities in a manner that complies with applicable legislation, including s104 of the *Local Government Act 2009* and s198 of the *Local Government Regulation 2012*.

## 2. SCOPE

This policy is applicable to all Flinders Shire Council Employees with delegation (contractual or financial) or responsibility for Contracting Activities including:

- a) The carrying out of work; or
- b) The supply of goods and services; or
- c) The disposal of non-current assets.

It is the responsibility of these Employees to understand the meaning and intent of this Policy.

## 3. DEFINITIONS

**Contract Delegated Authority** - means the authority that the Chief Executive Officer (CEO) delegates to a Council Employee, in accordance with the Register of Delegations, for the purposes of signing a contract on Council's behalf.

**Contract Management** - is the process of managing contract creation, execution and analysis to maximize operational and financial performance while reducing financial risk.

**Council** - means Flinders Shire Council.

**Council Employee** - means all employees of Council, whether employed on a permanent, temporary, or part-time basis and includes volunteers and employees of businesses and entities contracted to provide services to, or on behalf of Council.

**Financial Delegated Authority** - means the financial level that the CEO delegates to a Council employee, in accordance with the Register of Delegations, for the purposes of approving expenditure of Council's monies. For the avoidance of doubt, Financial Delegated Authority does not authorise employees to sign any contract on Council's behalf.



**Local Business or Industry** - means a business or industry that is beneficially owned and operated by persons who are residents and ratepayers of Flinders Shire as defined under the Local Government Act 2009 (s8(2)); or is a registered business or individual that has its principal place of business within the Flinders Shire; or otherwise has a place of business within the boundaries of Flinders Shire and where possible, employs persons who are residents or ratepayers of the Flinders Shire.

**Probity** - means evidence of ethical behaviour, and can be defined as complete and confirmed integrity, uprightness, and honesty in procurement activity.

**Procurement** - means all purchasing, supply and contracting arrangements undertaken between Council and another party for the provision of goods and/or services.

**Purchase Order** - means the official document used by Council to record the purchase of goods and services. It contains Council's Standard Terms and Conditions, is produced by Council's finance system and electronically signed by the Financial Delegated Authority. A Purchase Order must be obtained prior to entering into a contract for purchase of goods or services.

#### 4. APPLICATION

This policy applies to Council's procurement activities.

#### 5. DEFAULT CONTRACTING PROCEDURES

Council has not decided to apply a strategic approach to its procurement activities as outlined in Chapter 6, Part 2 of the *Local Government Regulation 2012* at this time.

Council will operate under the default contracting procedures outlined in Chapter 6, Part 3 of the *Local Government Regulation 2012* which sets out prescribed requirements for medium sized contractual arrangements, large sized contractual arrangements, and valuable non-current asset contracts.

#### 6. SOUND CONTRACTING PRINCIPLES

##### 6.1 Value for Money

Council employees will ensure that all procurement and contract management activities achieve the most advantageous outcomes for Council (which balances meeting Council's objectives and the business requirement with efficiency, quality, risk, environmental impact, and total acquisition cost).

##### 6.2 Open and Effective Competition

Procurement should be open and result in effective competition in the provision of goods and services. Council must give fair and equitable consideration to all prospective suppliers.

##### Purchasing Thresholds

Unless an exception is made in accordance with the *Local Government Regulation 2012* Chapter 6, Part 3, Division 3, Council will apply the following threshold levels for the provision of goods and services, including the carrying out of work.

6.2.1 Goods and services to **\$5,000** (Excluding GST) – a minimum of one verbal or written quote (or estimate) is to be obtained and recorded. (*Purchases to be made from a local supplier where possible*)

6.2.2 Goods and services **\$5,001 to \$15,000** (Excluding GST) - a minimum of two (2) written quotes must be obtained. (*At least one quote should be obtained from a local supplier where possible*)

6.2.3 Medium-sized contracts for goods and services **\$15,001 to \$200,00** (Excluding GST) either in a financial year or over the proposed term of the contract - At this level it is mandatory under Section 225 of the *Local Government Regulation 2012* that a minimum of three written quotations, whenever possible, be sought from suppliers/providers which the Council considers can meet its requirements. Tenders may also be invited for the supply of goods/services, the value of which falls within this category if the Chief Executive Officer or employee so delegated is of the opinion that this course of action would be desirable'. *(At least one quote shall be sought from a local supplier where possible. Where there is more than one local supplier all should be considered.)*

6.2.4 Large-sized contract for goods and services **over \$200,000** (Excluding GST) either in a financial year over the proposed term on the contract - For purchases of \$200,000 or more that do not involve a Preferred Supplier Arrangement (Section 233 of the *Local Government Regulation 2012*) or LGA arrangement (Section 234 of the *Local Government Regulation 2012*) tenders must be sought in accordance with Section 228 of the *Local Government Regulation 2012*.

6.2.5 Suppliers wishing to do business with Council will be given every reasonable opportunity to do so, subject to satisfying Council's requirements and all relevant evaluation criteria (which may include but not be limited to demonstrated technical ability, environmental impact, company profile, professional references, quality assurances, insurances and total acquisition cost).

### 6.3 The Development of Competitive Local Business and Industry

Council is committed to supporting and developing local business and industry Council has implemented the following list that provides guidance for Council employees when purchasing future goods, services and/or works:

- Encourage local suppliers to do business with Council and actively seek out and encourage them to submit a bid when they are qualified and meet the requirements; and
- Ensuring comparisons include freight costs to the delivery point; and
- Ensuring that purchases and projects are not structured to exclude local suppliers; and
- Avoid non-standard technical requirements that local suppliers are unable to meet; and
- Ensure local suppliers are given equal opportunities to respond and are treated without prejudice; and
- Employees should utilise Council's local preference scoring matrix (as per below)
- Encourage local businesses to register on Council's Electronic Quotations System Vendor Panel [www.vendorpanel.com.au](http://www.vendorpanel.com.au)
- Encourage local businesses to register on 'Local-Buy' <https://www.localbuy.net.au/> to help them streamline the tender process.

The preference weighting to be applied as a guide to the quoted price is shown in the table below. These preference weightings can be applied to each procurement contract. These preference weightings can be applied by increasing the non-local supplier's price.

#### Local Preference Scoring Matrix

Contract Value	Local Preference Weighting/\$Amount	Maximum Cost
Up to \$200,000	10%	Capped at \$10,000
>\$200,000	10%	Council Resolution
Exceptional Cases	1.5%	

Council seeks to encourage strong competition at a local level for supply of goods and services and to maintain an active local economy with consequent community benefit by applying a major/minor rule to local suppliers where the bulk of supply will be based on competitive price, reliability, quality, timeliness of supply and all other relevant criteria; and a minority will be based on encouraging suppliers to earn more Council orders with more competitive pricing in the future.

#### **6.4 Environmental Protection**

Council will advance the sustainable use of resources and aim to minimise adverse impacts on the environment and human health through its procurement activities.

Council endeavours to favour purchasing decisions that improve markets for environmentally preferred products, enhance environmental quality, are resource responsible and directly contribute to sustainability.

Council will purchase environmentally preferred products whenever their performance, quality and total acquisition cost is equal to or better than comparable products.

#### **6.5 Ethical Behaviour and Fair Dealing**

Council employees must ensure that all procurement activities are carried out in a professional manner and comply with the Code of Conduct and in accordance with Council's Procurement policy and procedures, always ensuring the procurement processes are transparent so that suppliers are seen to be treated equally.

Only employees with the appropriate financial delegated authority can approve purchase orders, and only those with the appropriate contract delegated authority can make, vary or discharge contracts on behalf of Council. Council employees involved in the procurement process must avoid and/or declare, to their supervisor, any conflicts of interest or material personal interest, consistent with the Code of Conduct and the *Local Government Act 2009*.

~~Council's expectations in relation to our suppliers align to the Ethical Standards Mandate under the Queensland Procurement Policy.~~

### **7. USE OF A PUBLIC NOTICE FOR PROCUREMENTS BELOW THE THRESHOLD**

Council may undertake a public tender where the value of goods, services or works **does not** reach the threshold sums. In these situations, it is important to manage the associated risks and ensure greater levels of transparency. Sections 226 and 228 of the *Local Government Regulation 2012* do not preclude Council from conducting tenders under the threshold amounts.

### **8. SOLE SUPPLIER**

There may be situations where there is a single supplier of goods or services who can carry out the work or supply materials or products. It is acknowledged that council has limited access in some instances to a competitive market, especially in the context of Council's physical location.

To remain transparent Council could consider advertising via a public notice for the goods or services which may result in the one supplier responding. In this situation Council is free to enter into a contract with that supplier (*ever mindful of its obligation to obtain value for money*).

### **9. EMERGENCIES**

In the event of an emergency Council may enter into a contract, the value of which reaches the threshold amounts, for provision of goods, services or works without first putting the contract to public tender if the council resolves

that the contract must be entered into due to the emergency. The CEO has this delegated power for reasons of avoiding delays in responding to any emergency/s.

The *Local Government Act 2009* does not define what constitutes an emergency, so for the purposes of this policy the Oxford Dictionary definition is applied 'a sudden serious and dangerous event or situation which needs immediate action to deal with it'.

## 10. RELATED LEGISLATION

- *Local Government Act 2009 (the Act)*
- *Local Government Regulation 2012 (the Regulation)*
- *Public Sector Ethics Act 1994*
- *Crime and Corruption Act 2001*
- *Criminal Code Act 1899*

### *By Section*

- *Quote or tender consideration plan (Section 230 of the Regulation)*
- *Approved Contractor List (Section 231 of the Regulation)*
- *Pre-Qualified Suppliers (Section 232 of the Regulations)*
- *Preferred Supplier Arrangements (Section 233 of the Regulation)*
- *LGA Arrangement (Section 234 of the Regulation)*
- *Other Exceptions (Section 229 to 235 of the Regulation)*
- *Procurement Policy (Section 198 of the Regulation)*
- *Tender process (Sections 226 and 228 of the Regulation)*
- *Competitive local business (Section 104(3)(c) of the Act )*

### *Associated Internal Documentation*

- *Employee Code of Conduct*
- *Disciplinary Policy*
- *Fraud and Corruption Prevention Policy*
- *Corporate Plan*
- *Operational Plan*
- *Gifts and Benefits Policy*
- *Delegation Register*

## 11. REVIEW TRIGGER

This policy will be reviewed for its effectiveness and consistency in-line with relevant legislation, by the Director of Corporate & Financial Services and through Council resolution. Reviews of this policy will occur as required and by necessity, or annually in accordance with s198 of the *Local Government Regulation 2012*.

## 12. RESPONSIBILITY

This policy is to be:

- (1) implemented by Director of Corporate & Finance Services (DCFS); and
- (2) reviewed and amended in accordance with the "Review Triggers" by the Governance Manager in consultation with the DCFS.

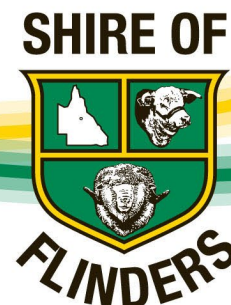
## 13. APPROVAL

Adopted at the February 2025 Council Meeting - Resolution Number XXX.

# AGENDA

## 26 FEBRUARY 2025 – 9:00 AM

### McNAMARA BOARDROOM



## 2.03 ENGINEERING

### 2.03.01 TENDER 102.2024.9 – SUPPLY AND DELIVERY OF A TRI AXLE DROP DECK TRAILER

#### Executive Summary

Tender 102.2024.9 for the supply and delivery of a Tri Axle Drop Deck Trailer close on Tuesday, 19 November 2024 on Vendorpanel. Council received seven tenders:

<u>TENDERER</u>	<u>OFFER</u>	<u>MAKE</u>	<u>MODEL</u>	<u>PRICE PER UNIT INCL GST</u>	<u>TRADE IN UNIT #827</u>	<u>NET PRICE</u>	<u>DELIVERY</u>
FWR Pty Ltd	1	FWR	Tri Axle Drop Deck - 4m Widener	\$233,475.00		\$233,475.00	12-16 Weeks
Rhino Trailers	1	Rhino	Tri Axle Drop Deck - 4m Widener	\$226,624.30		\$226,624.30	14-16 Weeks
Trailer Sales	1	FWR	Tri Axle Drop Deck - 4m Widener	\$236,775.00		\$236,775.00	
Midland	1	ST-3	Tri Axle Drop Deck - 4m Widener	\$247,104.17	\$44,000.00	\$203,104.17	15 Weeks
Lionel Moore Trailers	1	MOORE	Tri Axle Drop Deck - 4m Widener	\$180,750.00	\$70,000.00	\$110,750.00	24 Weeks
Brown and Hurley	1	ST-3	Tri Axle Drop Deck - 4m Widener	\$245,684.40	\$22,000.00	\$223,684.40	16 Weeks
Akaal Group	1	AKAAL	Tri Axle Drop Deck - 4m Widener	\$203,929.00	\$20,000.00	\$183,929.00	16 Weeks

#### Background

Council's Unit No. 827 - Jackson Low Loader Trailer is due for replacement as per the 24/25 Plant Replacement Budget.

#### Discussion

A Plant Committee meeting was held on the 12 February 2025 with a discussion to purchase the Tri Axle Drop Deck Trailer from Lionel Moore Trailers Pty Ltd with the extras of BPW ECO+ 19.5" drum brake axles, ringfeeder bracket plumbed with air and electrics and 50mm RF50 ringfeeder coupling for \$191,250.00 inc gst less trade in of Unit 827, Jackson Low Loader Trailer (red) for \$70,000.00 inc gst. Changeover price is \$121,250.00 inc gst.

#### Statutory/Compliance Matters

N/A

#### Financial / Budget Implications

This expenditure will be covered in the 24/25 Plant Replacement Budget.

#### Consultation/engagement

All tenders were discussed at the Plant Committee meeting held on Wednesday, 12 February 2025.

#### Risk Implications

N/A



# AGENDA

## 26 FEBRUARY 2025 – 9:00 AM

### McNAMARA BOARDROOM



**Officer's Recommendation** - That Council purchase the Tri Axle Drop Deck Trailer from Lionel Moore Trailers Pty Ltd with extras of BPW ECO+ 19.5" drum brake axles, ringfeeder bracket plumbed with air and electrics and 50mm RF50 ringfeeder coupling for \$191,250.00 inc gst less trade in of Unit 827, Jackson Low Loader Trailer (red) for \$70,000.00 inc GST. Changeover price is \$121,250.00 inc GST.

## 2.03.02 TENDER 102.2024.10 SUPPLY AND DELIVERY OF A GRADER

### Executive Summary

Tender 102.2024.10 for the supply and delivery of a Grader closed on Tuesday, 26 November 2024 on Vendorpanel. Council received six tenders:

TENDERER	OFFER	MAKE	MODEL	PRICE PER UNIT INCL GST	TRADE IN UNIT# 630	NET PRICE	DELIVERY
DWL Machinery Aus Pty Ltd	1	VOLVO	G930 Grader	\$186,945.00	\$	\$186,945.00	
Yello Equipment Pty Ltd	1	SANY	SMG260 Grader	\$534,108.41	TBA	\$534,108.41	4-6 Weeks date of order - currently ex stock NSW
Hastings Deering	1	CAT	150 2D X Slope	\$620,950.00	\$93,500.00	\$527,450.00	Approx 12 weeks
	2	CAT	150 3D X Mastless	\$723,800.00	\$93,500.00	\$630,300.00	
RDO Equipment	1	JOHN DEERE	770GP Grader with Premium circle	\$729,300.00	\$100,100.00	\$629,200.00	6-12 Weeks
	2	JOHN DEERE	870GP Grader with Premium circle	\$729,300.00	\$100,100.00	\$629,200.00	
GIFFCo Equipment	1	SHANTUI	SG27-C5 Grader	\$321,464.00	TBA	\$321,464.00	16 Weeks
	2	SHANTUI	SG21-C6 Grader	\$303,600.00	TBA	\$303,600.00	
	3	SHANTUI	SG21-B6 Grader	\$305,800.00	TBA	\$305,800.00	

### Background

Council's Unit No. 630 - John Deere Grader 770G is due for replacement as per the 24/25 Plant Replacement Budget.

### Discussion

A Plant Committee meeting was held on the 12 February 2025 with a discussion to purchase the Cat 150 2D X Slope Motor Grader from Hastings Deering for \$620,950.00 inc GST less trade in of Unit No. 630, John Deere Grader 770G for \$93,500.00 inc GST. Changeover price is \$527,450.00 inc GST.

### Statutory/Compliance Matters

N/A

### Financial / Budget Implications

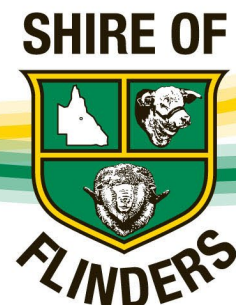
This expenditure will be covered in the 24/25 Plant Replacement Budget.



# AGENDA

## 26 FEBRUARY 2025 – 9:00 AM

### McNAMARA BOARDROOM



#### Consultation/engagement

All tenders were discussed at the Plant Committee meeting held on Wednesday, 12 February 2025.

#### Risk Implications

N/A

**Officer's Recommendation** - That Council purchase the Cat 150 2D X Slope Motor Grader from Hastings Deering for \$620,950.00 inc GST less trade in of Unit No. 630, John Deere Grader 770G for \$93,500.00 inc GST. Changeover price is \$527,450.00 inc GST.

#### 2.03.03

### TENDER 102.2024.10 SUPPLY AND DELIVERY OF TWO SIDE TIPPING TRAILERS

#### Executive Summary

Tender 102.2024.10 for the supply and delivery of two Side Tipping Trailers closed on Wednesday, 11 December 2024 on Vendorpanel. Council received eight tenders:

TENDERER	OFFER	MAKE	MODEL	PRICE PER UNIT INCL GST	TRADE IN UNIT# 815 & 828	NET PRICE	DELIVERY
B Western Truck Group C	1	TRISTAR	22m3 Side Tipping B Trailer	\$349,800.00	\$100,000.00	\$249,800.00	25 Weeks
k B a c k g r o u n d	1	MAXITRANS	23m3 B Trailer Tri Axle Door Tipper	\$343,200.00	\$	\$343,200.00	Stock trailers available early Feb 2025 unless sold prior. If new order is placed 12 weeks from order date.
John Shephard Trailers	1	STE	Tri Axle Road Train	\$68,200.00		\$68,200.00	
n Jamieson Sales & Services	1		Steel tri- axle right hand side tipping trailer	\$356,000.00	\$	\$356,000.00	
I BW Argus Builders	1		Side Tipping Trailers	\$319,744.00	\$	\$319,744.00	
U Bryth Asset Management	1		23m3 Road Train Side Door Tippers	\$450,000.00	\$	\$450,000.00	
t Brown and Hurley	1		Side Tipping Trailers	\$264,000.00	\$22,000.00	\$242,000.00	4 Weeks
N o	1	MICK MURRAY WELDING	23m3 Tri Axle Side Tipping Tow Trailers	\$372,663.40	\$57,200.00	\$315,463.40	May-25
· Akaal group 8 1	1		22m3 - 24m3 Side Tipping Trailers	\$265,460.00	\$	\$265,460.00	20 Weeks

# AGENDA

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### McNAMARA BOARDROOM



5 - Tristar ST3 Side Tipping Trailer & Unit No. 828 - Tristar ST3 Side Tipping Trailer are due for replacement as per the 24/25 Plant Replacement Budget.

#### Discussion

A Plant Committee meeting was held on the 12 February 2025 with a discussion to purchase two Side Tipping Trailers from Akaal Group Pty Ltd for \$265,460.00 inc GST.

#### Statutory/Compliance Matters

N/A

#### Financial / Budget Implications

This expenditure will be covered in the 24/25 Plant Replacement Budget.

#### Consultation/engagement

All tenders were discussed at the Plant Committee meeting held on Wednesday, 12 February 2025.

#### Risk Implications

N/A

**Officer's Recommendation** - That Council purchase the two Side Tipping Trailers from Akaal Group Pty Ltd for \$265,460.00 inc GST. Council to auction Unit 815, Tristar ST3 Side Tipping Trailer and Unit 828, Tristar ST3 Side Tipping Trailer once the new side tipping trailers are delivered.

## 2.03.04

### DECOMISSIONING OF FLUORIDE PLANT

#### Executive Summary

The State Government brought in the legislation that made it compulsory to provide fluoride into all town drinking water supplies for communities with a population over 1,000 people. The State Government also undertook to fully fund the capital costs to provide the required infrastructure. Council employed Consulting Engineers GHD to undertake the planning report and estimated costs to allow fluoride to be added to the Hughenden drinking water. The project design and costing was then approved by the State Government and a funding agreement was signed off on by Council and Government. Legislation required Council to proceed with the project to add fluoride to the Hughenden drinking water by the end of 2012.

#### Background

At Council's meeting held on Friday, 9 March 2012 Council resolved to:

1. That Council adopt the Fluoridation Concept Design Report as tabled; and
2. That Council write to and lobby the State Government for operational funds to cover the annual operational costs of providing fluoride.

#### Discussion

Under the *Water Fluoridation Act 2008 (the Act)* each local government in Queensland can decide whether the town water supplies within their area are fluoridated.

#### Deciding to cease fluoridation

A local government can elect to cease the supply of fluoridated water to communities that are currently fluoridated.

# AGENDA

## 26 FEBRUARY 2025 – 9:00 AM

### McNAMARA BOARDROOM



#### **What is the process**

Prior to ceasing fluoridation of a water supply that is currently fluoridated, the local government must have decided that ceasing fluoridation is in the best interests of the community.

Once a decision has been made, the local government must notify Queensland Health and the relevant local community by publishing a notice detailing the nature of the decision in a publicly accessible way (e.g., on the local government's website or in a newspaper circulating in the area serviced by the water supply to which the decision relates).

At least 30 days prior to ceasing fluoridation, the water supplier must notify Queensland Health and again notify the relevant local community by publishing a notice in a publicly accessible way indicating the date it intends to cease fluoridation.

#### **If a decision is made to cease fluoridation, should the water fluoridation facility be decommissioned**

Where a decision to cease fluoridation is made under the Act, the water supplier should ensure that the fluoride dosing facility is fully decommissioned and any remaining fluoride compounds are disposed of or removed from site.

Decommissioning should include the physical removal of the fluoride injection point, not just turning off the valve. The water supplier may decommission or dispose of water fluoridation assets as they wish so long as they do not breach environmental protection, work health and safety or public health legislation.

Following the decommissioning of fluoride dosing infrastructure, documentation such as Drinking Water Quality Management Plans, Standard Operating Procedures, Workplace Health and Safety manuals and site induction procedures should also be updated. Queensland Health can provide further guidance on decommissioning upon request.

#### **Statutory/Compliance Matters**

- Local government fluoridation decisions - October 2024 Version 3.0
- *Water Fluoridation Act 2008 (the Act)*

#### **Financial / Budget Implications**

Quotation received from Austek for the Removal of fluoride dosing system is \$20,800.00 Ex GST.

#### **Consultation/engagement**

N/A

#### **Risk Implications or benefits**

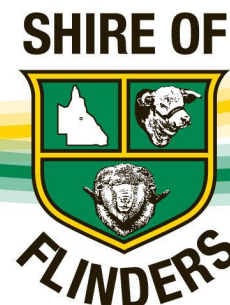
N/A

**Officer's Recommendation** - That Council approves the decommissioning of the Fluoride Plant.

# AGENDA

## 26 FEBRUARY 2025 – 9:00 AM

### McNAMARA BOARDROOM



## 2.04 COMMUNITY SERVICES AND WELLBEING

### 2.04.01 COMMUNITY GRANT PROGRAM APPLICATION - SPORTING EXCELLENCE

#### **Background**

The Quick Response Contribution to Sporting Excellence is a program to help foster and support our local participations in representational sports. The program is to assist with costs associated with attending events.

Council's Community Grants Policy supports sporting excellence donations with a tiered approach as follows:

- Representing North Queensland within Queensland - \$500
- Representing Queensland within Queensland - \$500
- Representing Queensland Interstate - \$1,000
- Representing Australia within Australia - \$1,500
- Representing Australia Overseas - \$2,000

Council has received one application under this funding stream as follows:

Organisation	Event description	Amount Requested
Layne Naylor	Layne has been selected by Wanderers Australia to play for Australia in the Junior Girls Rugby League Tour of UK and France. She will depart Australia on 1 October and return on 18 October 2025. Layne has asked for financial assistance for travel and uniform expenses.	\$2,000.00

#### **Budget implications**

Council has budgeted \$15,000 in 2024/25 towards the Quick Response Steam - Donation and has \$10,274 remaining within the budget as of 17 February 2025.

#### **Policy Considerations**

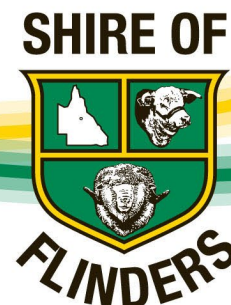
Council's Community Grants Policy – application meets all required assessment criteria as per policy.

**Officer's Recommendation** – That Council approve the application from Layne Naylor for the amount of \$2,000.00 to support her representing Australia overseas in Rugby League.

# AGENDA

## 26 FEBRUARY 2025 – 9:00 AM

### McNAMARA BOARDROOM



#### 2.04.02 COMMUNITY GRANT PROGRAM APPLICATION – EVENT STREAM

##### 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.

Council's Community Grants Policy supports community events through a tiered approach, depending on scale of event/activity as follows:

- Program/Event Support (up to \$2,500) – to support all events and program activities that meet application requirements
- Program/Event Development (up to \$10,000) – available to existing events, activities and programs seeking to develop and expand their initiative through programming, audience attraction etc.
- Special request – major events (up to \$20,000) – available to existing events that demonstrate strong social and or economic benefit to the community

Council has received one application under the Special request – major events stream as follows:

Organisation	Event description	Amount Requested
Oakley Amateur Picnic Race Club Inc.	<p>Kooroorinya Races – 08 May to 11 May 2025</p> <p>The Kooroorinya Races, hosted by the Oakley Amateur Picnic Race Club, is a long-standing community event held at Kooroorinya Falls Nature Reserve. In 2025, the event will transition to being fully club-run, independent of Racing Queensland and Australian Racing, requiring the club to cover new financial commitments, including insurance, and reducing previous grant eligibility through racing Queensland.</p> <p>Application for funding request to cover costs of hiring a live band and assist with race day expenses such as race book printing and consumables.</p>	\$10,000.00

##### Budget implications

Council has budgeted \$150,000 in 2024/25 towards Events, Infrastructure and Equipment and has \$50,773.61 remaining within the budget as of 17 February 2025.

##### Policy Considerations

Council's Community Grants Policy – application meets all required assessment criteria as per policy.

**Officer's Recommendation** – That Council approve the application from Oakley Amateur Picnic Race Club Inc. for the amount of \$10,000.00 to support Kooroorinya Races event.

**AGENDA**  
**26 FEBRUARY 2025 – 9:00 AM**  
**McNAMARA BOARDROOM**



**3. CLOSED BUSINESS**

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



# AGENDA

**26 FEBRUARY 2025 – 9:00 AM**  
**McNAMARA BOARDROOM**



## **4. INFORMATION PAPERS**

### Director of Corporate and Financial Services

- Governance & Regulatory Services Report
- Rural Lands Report
- Workplace Health & Safety Report

### Director of Engineering

- Operational Works Coordinator Report
- Senior Civil Work Coordinator Report
- Fleet Manager Report

### Director of Community Services and Wellbeing

- Library Report
- Tourism Report
- Community Grants Information Report
- Community Development Information Report
- Community Care Information Report

## GOVERNANCE AND REGULATORY SERVICES

**OUR GOVERNANCE – WE WILL WORK AS A TEAM AND ACT WITH PRIDE, ACCOUNTABILITY, TRANSPARENCY AND INTEGRITY TO DELIVER SERVICES TO OUR RESIDENTS.**

### BEST PRACTICE GOVERNANCE

#### Council Policies

##### **Policies under review**

- Procurement Policy – submitted for Council adoption.
- Smoke and Vape Free Workplace Policy – draft submitted to ELT for finalisation
- Entertainment and Hospitality Policy – to be submitted to ELT for finalisation for March meeting

#### Disaster Management

- Nil to Report

#### Environmental Health

- Nil to report

#### General

- Applications for vacancies of Rural Lands Administration Officer and Compliance Administration Officer have closed and shortlisting being conducted for interviews in February 2025

Dennis McLeod  
**Governance and Regulatory Services Manager**



## RURAL LANDS

**OUR GOVERNANCE – WE WILL WORK AS A TEAM AND ACT WITH PRIDE, ACCOUNTABILITY, TRANSPARENCY AND INTEGRITY TO DELIVER SERVICES TO OUR RESIDENTS.**

### WILD DOG CONTROL

#### Wild Dog Scalps for the Month of January 2025 – by location

Trappers	Number of scalps	Location where trapping undertaken (Property)
Trapper 1	8	<ul style="list-style-type: none"><li>Charley Creek</li></ul>
Trapper 2	6	<ul style="list-style-type: none"><li>Sandlewood</li><li>Aireworth</li><li>Woodberry</li></ul>
Public	37	<ul style="list-style-type: none"><li>Delbessie</li><li>Limbri</li><li>Ewan Plains</li><li>Redcliffe</li><li>Ballater</li><li>Torver Valley</li><li>Rokeby</li><li>Etna</li></ul>

Planning has commenced for aerial baiting in April 2025.

### SALEYARDS

#### Numbers – January 2025

Description	November 24	December 2024	January 2025
Dip Totals (Head of Cattle)	1575	1467	1433
Weigh Totals (Head of Cattle)	1318	257	2613
Yard Totals (Head of Cattle)	4188	1383	3562
Train loading	1518	0	413

Bill Paine  
Rural Lands Coordinator

## WORKPLACE HEALTH AND SAFETY

OUR GOVERNANCE – WE WILL WORK AS A TEAM AND ACT WITH PRIDE, ACCOUNTABILITY, TRANSPARENCY AND INTEGRITY TO DELIVER SERVICES TO OUR RESIDENTS.

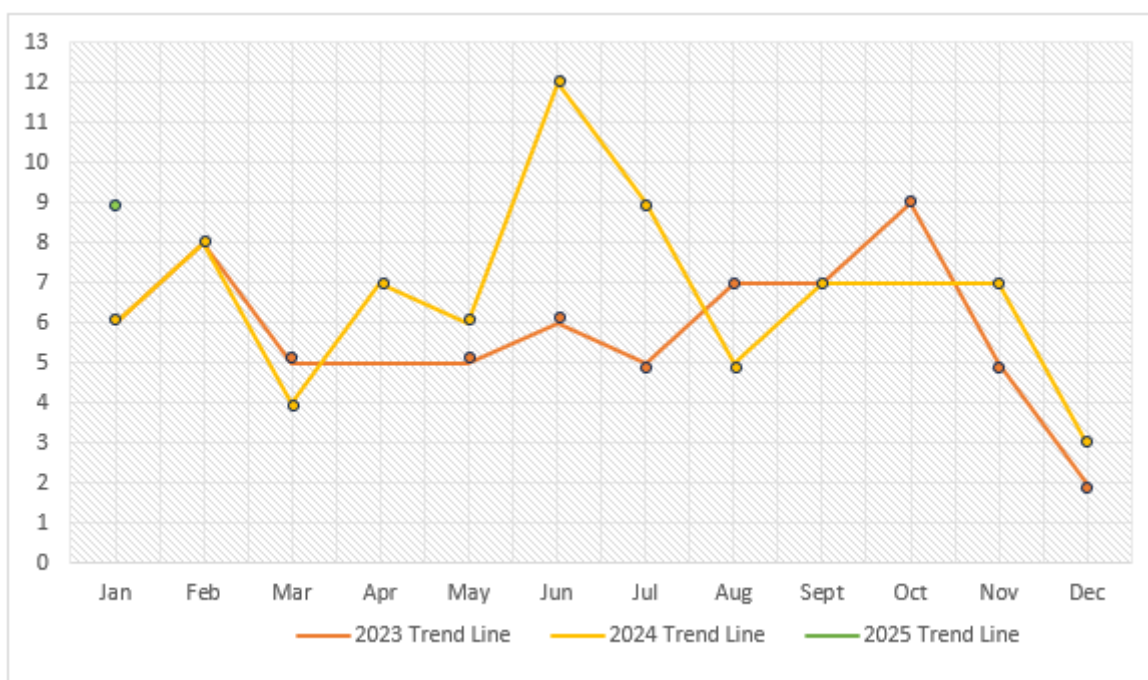
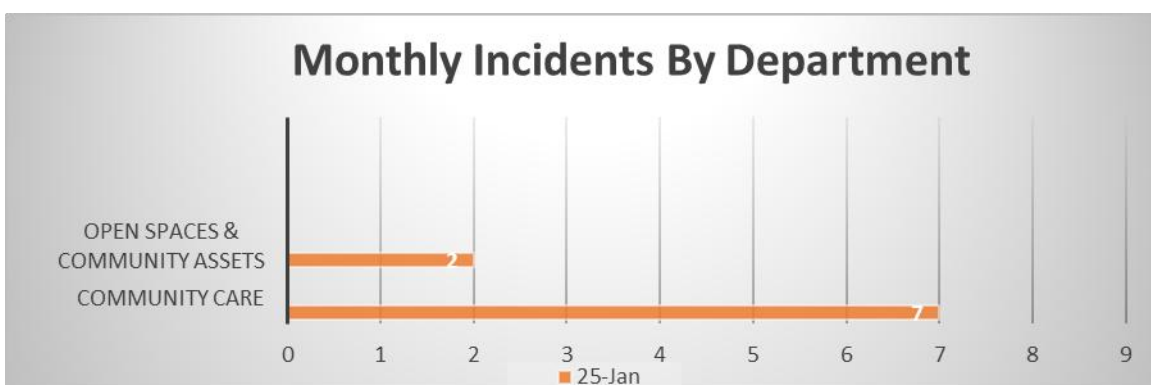
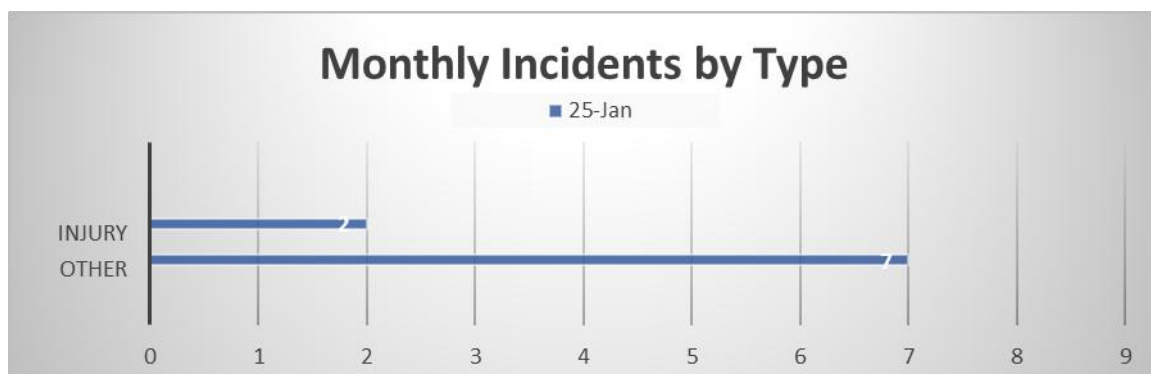
### BEST PRACTICE GOVERNANCE

#### WHS Statistics for the period 1 January to 31 January 2025

Safety Statistics	Monthly Total	Year To Date
1. Community Care Client Incident Reports	7	7
2. Council Personnel Incident Reports	2	2
3. Contractor Personal Incident Reports	0	0
4. Contractor Plant Incident Reports	0	0
5. Public Personal Incident Reports	0	0
6. Public Vehicle Incident Reports	0	0
7. Lost Time Incidents	0	2023 – 1 2024 - 2
8. Notifiable Incidents	0	0
9. Reported Near Misses	0	0
10. Total Number of Incidents	2023 = 75 2024 = 81	2025 = 9
11. Days Lost Due to Injury	23	23
12. Council Inductions	1	1
13. Contractor/Work Experience Inductions	0	0
14. FSCSMS Document / Procedures Reviewed	1	1
15. Council Procedures Developed	1	1
16. Council Policies Reviewed / Renewed	0	0
17. Completed Hazard Inspections	4	4
18. Jobsites / Projects Visited	10	10
19. Drug And Alcohol Tests Conducted	0	0
20. Personal Take 5 & Hazard Identifications Completed	98	98

#### Statistic Summary

- 1-10. As Per Attached Graphs.
- 12. Community Care – Support Worker
- 14. Risk Assessment – Australia Day Event.
- 15. CONCRETING SWMS (LIFTING ACTIVITIES)
- 17. Hughenden Workshop, Parks & Gardens, Hughenden Works Depot, Hughenden Stores
- 18. FSC Works Depot, FSC Works Depot Workshop, Hughenden Lake, Community Assets (Plumbers X2, & Parks & Gardens X4), Concrete Crew.
- 20. 98 Personal Take 5 & Hazard Reports completed for the Month by FSC Employees.



#### Workers Compensation Details

1. Claims Year to date - **0**
2. Open Claims – **2023 X1, 2024 X2 (Still Open)**
3. Light Duties - **0**
4. Closed - **0**

#### General Information and Activities

1. Audit Close Out Actions. (On-Going).
2. Fire Evacuation Plan conducted for HACC
3. Attend Open Spaces & Community Assets Fortnightly Toolbox Meeting.
4. Organising Health 4 Life (June)
5. Bullivants conducting lifting gear retag and inspection

Ash Byers  
**Safety Systems Manager**

ASSET MANAGEMENT - PARKS AND GARDENS													
Maintenance Item	Location												
Street Maintenance	Street Sweeper operated Tuesdays and Thursdays. Town streets being mowed and whippersnipped.												
Parks and Open Space	All parks and irrigated area's, mowed and whippersnipped. Hann Highway/Townville Road/Winton Road/Richmond Road, have all been slashed on roadside. Showgrounds and Recreational Lake, mowed and whippersnipped.												
Irrigation systems													
General Maintenance	Garbage Truck operates Monday, Wednesday and Friday. Torrens Creek Cemetery and town water pump station, mowed / whippersnipped and herbicided. Prairie Cemetery and town water pump station, mowed / whippersnipped and herbicided. Due to wet weather, mowing and whippersnipping of Hughenden Cemetery is still a work in progress, as are some of the town streets. Salesyard wash down bay, has been cleaned out.												
Other	Two weeks of Storm Damage clean up, Completed												
ASSET MANAGEMENT - WATER AND SEWERAGE													
Operations and Maintenance Plan													
Reactive Maintenance Undertaken Hughenden	Description	Jan-25	Dec-24	Nov-24	Oct-24	Sep-24	Aug-24	Jul-24	Jun-24	May-24	Apr-24	Mar-24	Feb-24
	Water Main	0	1	2	0	1	2	5	3	4	5	5	2
	Planned	1	1	1	2	1	3	2	1	3	2	2	1
	Water	4	6	1	3	3	2	0	3	2	0	3	2
	Unplanned	0	1	3	3	2	0	2	2	3	3	4	7
	Sewer	0	0	0	0	0	1	0	0	0	0	1	1
	House Drain	0	0	0	0	0	0	0	0	0	0	0	1
Septics	2	0	5	0	2	3	0	0	2	0	0	0	
Reactive Maintenance Undertaken Prairie	Description	Jan-25	Dec-24	Nov-24	Oct-24	Sep-24	Aug-24	Jul-24	Jun-24	May-24	Apr-24	Mar-24	Feb-24
	Water Main	0	0	0	1	2	1	2	1	1	1	2	0
	Planned	0	1	0	2	1	1	0	1	0	0	2	0
	Water	0	1	2	0	1	1	0	2	0	0	0	2
	Unplanned	0	0	0	3	0	0	0	0	0	0	0	0
	House Drain	0	0	0	0	0	0	0	0	0	0	0	0
Septics	0	3	2	0	0	0	4	0	0	0	0	0	
Reactive Maintenance Undertaken Torrens Creek	Description	Jan-25	Dec-24	Nov-24	Oct-24	Sep-24	Aug-24	Jul-24	Jun-24	May-24	Apr-24	Mar-24	Feb-24
	Water Main	0	0	0	0	0	0	0	0	0	0	0	0
	Planned	0	0	0	0	0	0	0	0	0	0	0	0
	Water	0	0	0	0	0	0	0	0	0	0	0	0
	Unplanned	0	0	0	2	0	0	0	0	0	0	0	1
	House Drain	0	0	0	0	0	0	0	0	0	0	0	0
Septics	0	0	0	0	0	0	0	0	0	0	0	0	
Reactive Maintenance Undertaken Stamford	Description	Jan-25	Dec-24	Nov-24	Oct-24	Sep-24	Aug-24	Jul-24	Jun-24	May-24	Apr-24	Mar-24	Feb-24
	Water Main					0	0	0	0	0	0	0	0
	Planned					0	0	0	0	0	0	0	0
	Water					0	0	0	0	0	0	0	0
	Unplanned					0	0	0	0	0	0	0	0
	House Drain					0	0	0	0	0	0	0	2
Septics					0	0	0	0	0	0	0	2	
Scheduled Maintenance Undertaken													
Water Consumption  (Bore Readings)	Bore No.	Jan-25	Dec-24	Nov-24	Oct-24	Sep-24	Aug-24	Jul-24	Jun-24	May-24	Apr-24	Mar-24	Feb-24
	2	476	7258	399	459	3883	2117	2789	1649	513	162	8463	5016
	5	9949	9780	9768	9853	9585	9737	9942	9880	9915	9741	8702	9126
	7	0	6321	0	0	31	5982	6251	0	2	33	3263	5261
	8	24876	25857	26198	27545	28021	24014	21745	9893	22358	23480	13996	25958
	9	9901	9649	9966	9582	9969	9929	9992	9893	9806	9722	9990	171
	Prairie	2758	2815	1855	2015	3613	6254	6011	5487	4258	6748	4707	2485
	Torrens Creek	2301	2894	2573	1554	3613	3451	3214	3652	2731	3251	2946	565
Stamford	1120	1892	1006	1251	1003	1326	1328	1255	1114	1251	1300	1202	
Scheduled Maintenance Undertaken	Still hand dosing STP due to magfo and this is working well. We have the hypo plant for Hughenden water working again now as well												
	Description	Jan-25	Dec-24	Nov-24	Oct-24	Sep-24	Aug-24	Jul-24	Jun-24	May-24	Apr-24	Mar-24	Feb-24
	WTP Hypo	1441	1403.97	652.61	605	1011.67	504.18	700.9	55.59	144.8	1403.75	1438	1375.82
	FH Standpipe 1					N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	FH Standpipe 2					N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	FH Standpipe 3					N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	FH Standpipe 4					N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	FH Standpipe 5					N/A	N/A	N/A	N/A	N/A	N/A	N/A	
FH Standpipe 6					N/A	N/A	N/A	N/A	N/A	N/A	N/A		
Sewerage Treatment Plant	Description	Dec-24	Dec-24	Nov-24	Oct-24	Sep-24	Aug-24	Jul-24	Jun-24	May-24	Apr-24	Mar-24	Feb-24
	Sewerage	23321	13548	12022	12884	11597	13955	14201	13581	15374	12441	17866	12544
	Lagoon	19743	13981	13164	12054	11988	12522	12045	11422	13966	11521	12890	10218
	STP Alum	956	1000	290.43	913	1011.67	1070.42	868.39	17.6	0	0.29	0.84	1043
	STP Hypo	222	240	103	166.83	256.85	310.75	0	0	0	839	1590	764.83
	STP Sugar	587	595	592	566	585.81	620	515.08	499	636.88	561	719	565

BUILDING SUPERVISOR'S REPORT	
Building	Works in Progress / Completed - Our work schedule has comprised of (but not limited to) numerous tasks in various areas such as;
Council Facilities	Installation of new solid door to Prairie Park, due to vandalism. Installation of new door to Torrens Creek Public Toilet, utilising existing artwork. Repair of shower door, and repair to collapsing gyprock sheeting in unit at caravan park. Repair to lock at Workers Camp Repair to DEC water feature, epoxy injection etc. Repair to storm damage of the Gymnasium front awning
Swimming Pool	The Swimming pool has been ongoing, with daily management to ensure Chlorine levels are kept in check, and chemistry is kept balanced for safe public use.
Other Maintenance	Other Maintenance tasks have been performed on a day-to-day basis as the need has arisen, and also the constant engagement of electrical contractors to complete various tasks as necessary.

ACTING SENIOR CIVIL WORKS CO-ORDINATOR REPORT - JANUARY 2024

Update on Work Crews:-

Road Construction 1 Crew:	Maintenance Works - Prairie Road
Road Construction 2 Crew:	Flood Damage Works - Dutton Downs Road
Concrete Crew:	Industrial Estate

**Maintenance Crew & RMPC Crew:**

Road Name	Repair Signs	Repair and Replace Guide Markers	Pothole Patching	Tractor Slashing	Heavy Formation Grading Works	Medium Formation Grading Works	Accessibility Grading Works	Formation Resheeting
14B – Hughenden to Charters Towers Road	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14C – Hughenden to Richmond Road	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
99B – Hughenden to Lynd Road	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
99C – Hughenden to Winton Road	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5701 – Hughenden to Muttaborra Road	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5703 – Torrens Creek to Aramac Road	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Shire Roads Maintenance - Rural Roads**

Shire Road Maintenance - Accessibility Grading Works on the below road:-

## FLEET MANAGER REPORT – JANUARY 2025

### Safety:

**Workshop Incidents:** – 0

### **Safety Talks and Procedures:**

- Eye Injury + Prevention
- Hot weather safety tips
- Slips, Trips and Falls – Procedure and prevention
- Safe handling and Lifting techniques.
- JSA and Take 5's – How to and reasons why.

(Discussed during Prestart meetings)

**Prestart Meetings:** Every Day 6:00am to 6:15am

### Available Hours in Month

(Maximum)

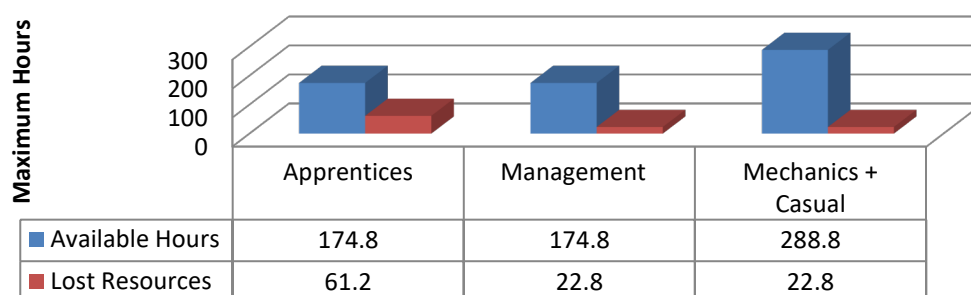
638.40 Hrs

(Lost Resources – Training, Sick and Annual Leave)

106.80 Hrs

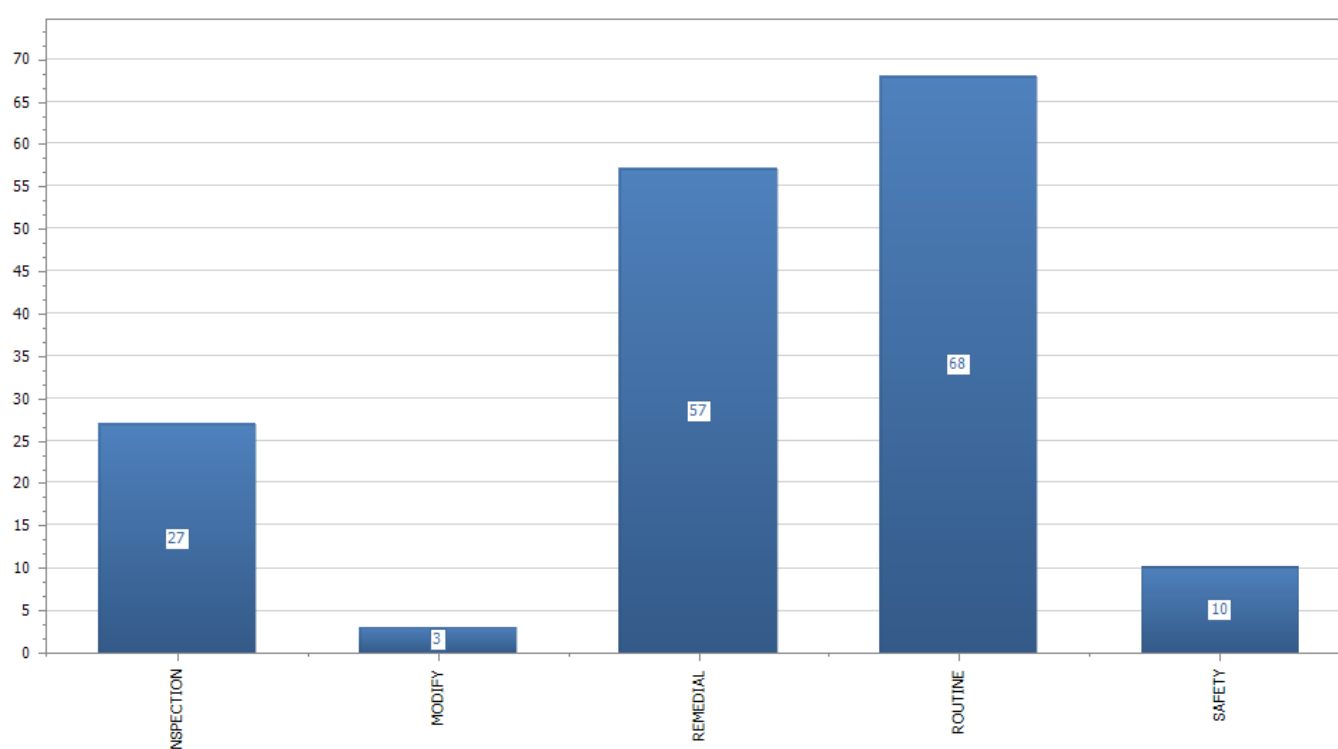
**Note – Casual has been employed– Ongoing vacancy for full time.**

### Resource Hours Comparison

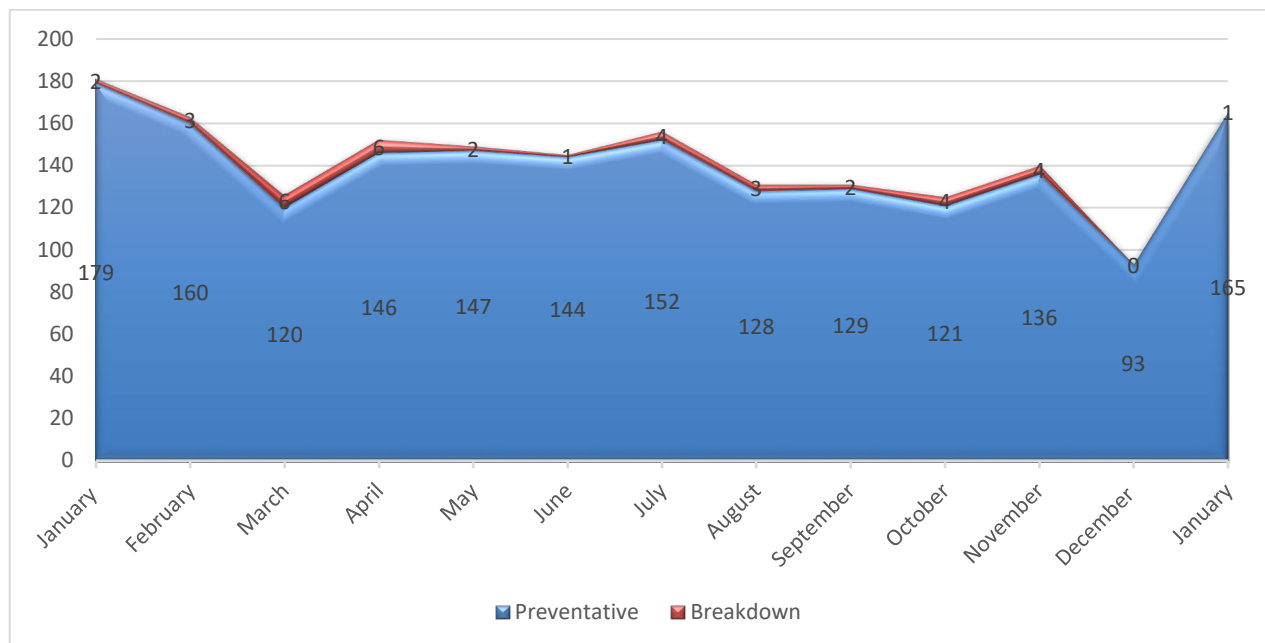


### Summary of Work Types through the Workshop for the Month of January

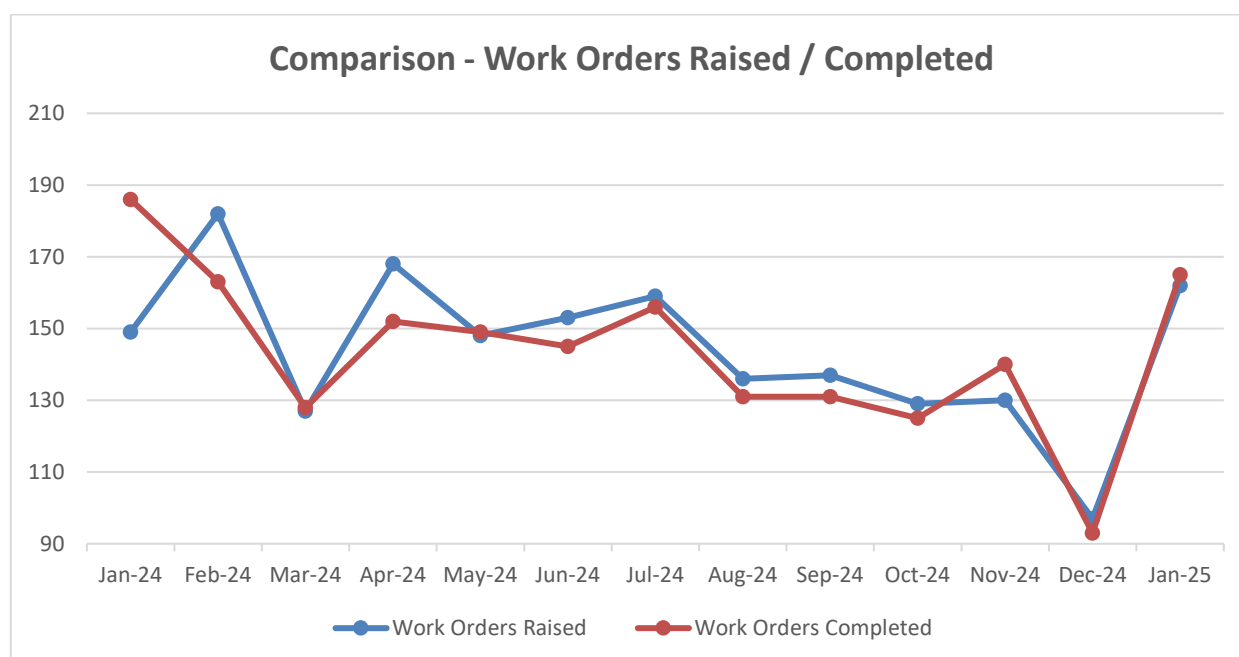
### Completed Work Order Count by Job Type







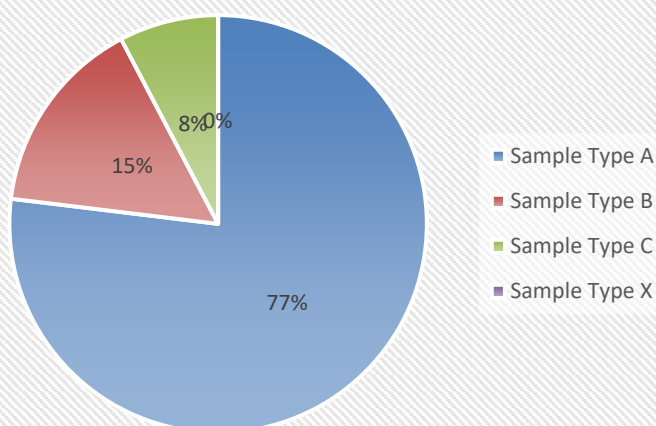
- Current Open Work Orders – 35



#### Notes, Major Work & Expenses

- Regular services are consistent and on-time.
- Department of Transport- COI - 29/01/25 - All inspections completed – 33 Units Inspected and Passed, 3 Units with minor defects (Self Clearing – Completed)
- Unit 136 – Spreader Truck – New Instrument cluster fitted – 3.5K
- Unit 603 – Stabilizer CAT – 4.8K on repairs to drum rotor
- Unit 1256 – New suspension T/Rods and Tram rods replaced prior to DOT – 3.7K
- Replacement of Tyres to units prior to COI Inspection up – Total 17K
- Qld Transport cost for Inspections – 6K

## Oil Analysis January 2025



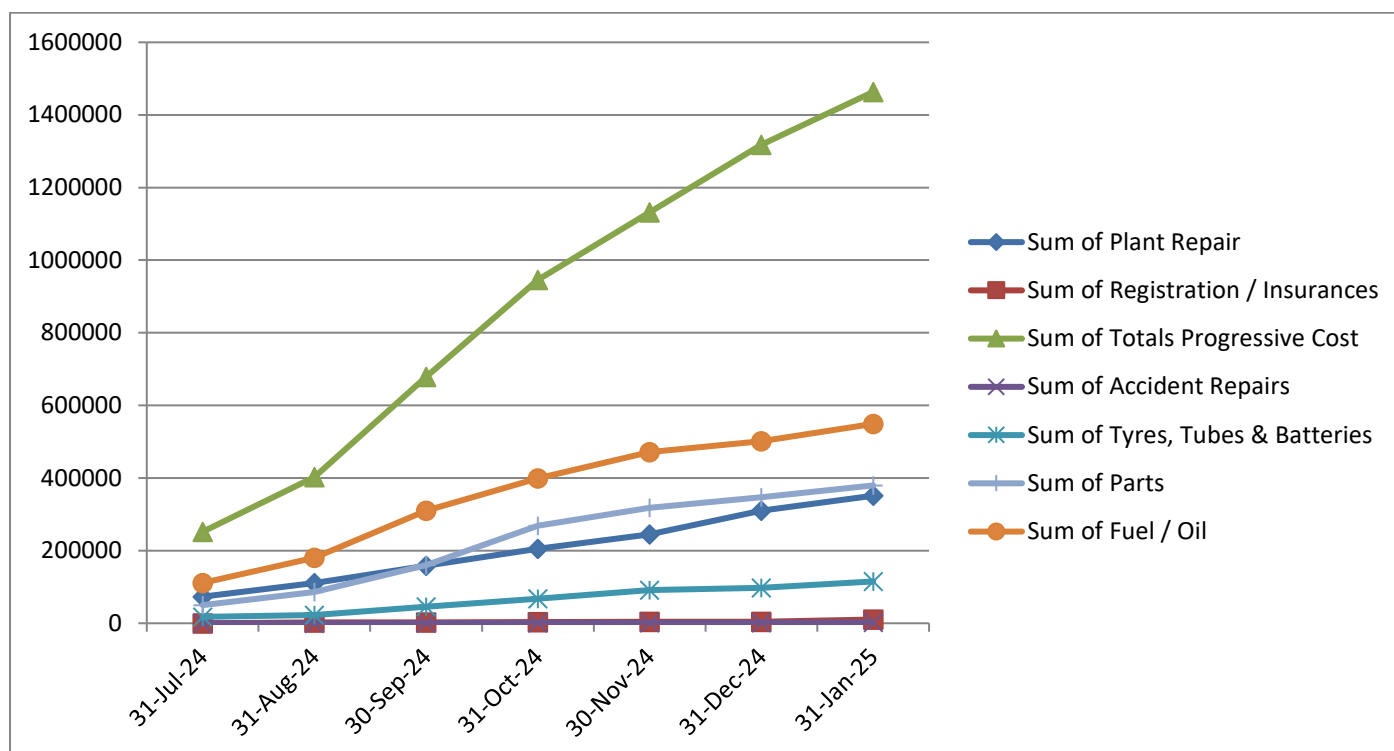
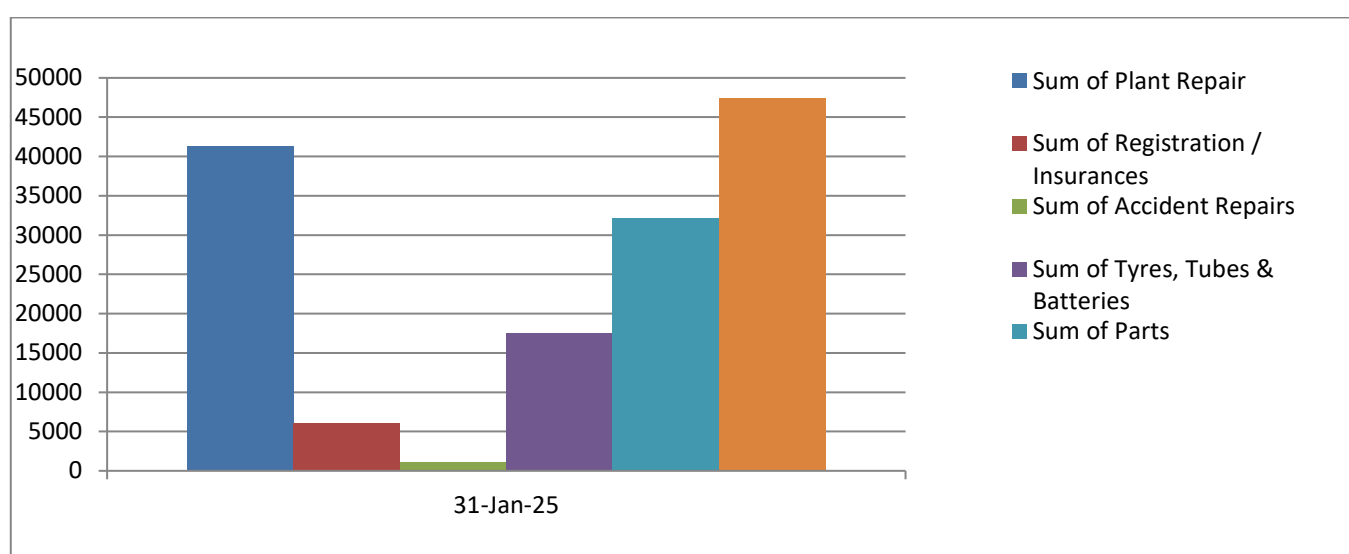
### Fluid Analysis

No major defective readings.

B Samples – Monitor Only

C Sample – Oil changed – New Machine –  
Typical of 1<sup>st</sup> sample – Monitor

### Budget: Workshop Expenses –



## **Community Development**

### **Information Report – February 2025**

#### **Australia Day Breakfast and Awards Ceremony 2025**

##### **Event Feedback Summary**

*Please note that this is a small sample size with only 3 surveys completed.*

- Overall Satisfaction: The event was well-received, with attendees rating it as Excellent (33%), Very Good (33%), and Good (33%). No respondents rated it poorly.
- Positive Aspects:
  - Food & Catering: Attendees were impressed with the food variety, quality, and the seating setup.
  - Social Atmosphere: The event fostered good networking opportunities with well-organized activities.
  - Guest Speakers: The speakers were appreciated for being engaging and keeping their presentations concise.
- Areas for Improvement:
  - Sound System: Several attendees reported issues with sound quality and background noise.
  - Event Engagement: One attendee felt the event lacked excitement and engagement.
  - Start Time: An early start time was challenging for some.
- Event Organisation: 33% rated the event as extremely organised, while 66% felt it was somewhat organised, suggesting some room for improvement.
- Staff & Customer Service: Staff received high praise, with 100% rating them as friendly and helpful.
- Pre-Event Communication: 33% of attendees felt they received all necessary information, while others felt they received only partial details, suggesting room for clearer communication before the event.
- Event Length: All respondents felt the event's duration was appropriate.
- **Suggestions:**
  - Improvements to the sound system were suggested.

- Incorporating more interactive elements was recommended to boost engagement.
- Pre-event communication needs to be more comprehensive.
- Social Media Feedback - Additionally, we have received feedback via social media regarding Australia Day, with some community members expressing concerns about the date and its significance. Comments highlight the historical and cultural impact on First Nations people and suggest the need for broader community discussion on inclusivity and reconciliation.

## **Touring Arts**

Upcoming Performance – Monday 31 March

The Funny Mummies Cabaret Spectacular

Get ready for a night of comedy, chaos, and cabaret as The Funny Mummies Cabaret Spectacular embarks on an unforgettable tour across eleven remote Queensland towns this March.

Headlined by internationally award-winning comedian Jenny Wynter, this high-energy show brings together a dynamic cast of mothers-turned-performers (and performers-turned-mothers) for a raucous blend of stand-up, character comedy, and musical mayhem. Packed with sharp wit and heartfelt humour, the performance delivers laughter as unpredictable as parenting itself.

Don't miss this one-of-a-kind celebration of motherhood, mischief, and the magic of live comedy!

- BYO Food & Drinks
- Doors open at 6.45pm for a 7pm start
- Tickets Available for purchase online or at the door

## **NAIDOC Week 2025**

This project will expand and enhance our local NAIDOC Community Celebrations in the Flinders Shire.

In 2024, the Flinders Shire Council collaborated with local schools to deliver a joint and inclusive NAIDOC celebration. Building on this success, we aim to further extend the event in 2025.

We have received interest from neighbouring communities, including Pentland, Prairie, Cameron Downs, and Richmond, whose residents are eager to travel to Hughenden to participate. The event will be open to all community members, ensuring broad engagement.

We will engage First Nations facilitators to showcase their culture through activities such as:

- Traditional cultural practices
- Dance performances

- Live music
- Weaving workshops
- Indigenous art displays

To accommodate those unable to attend the daytime activities, we will also host an evening concert featuring a First Nations musical artist.

Additionally, local family and health service providers such as Uniting Care, Prospect, and TAIHS will be invited to participate, offering community support and engagement opportunities.

**Key Outcomes:**

The event will strengthen community connections, celebrate First Nations culture, and foster inclusivity. By bringing people together, we will create an enriching experience that highlights the importance of cultural heritage and unity within the Flinders Shire.

We have submitted an EOI to the Stronger Communities and submitted a NAIDOC Local Grant to support these activities.

**Youth Week 2025**

**Background** – Funding of up to \$5000 is available for projects held in Youth Week 2025.

**Update** – Council have released a public survey requesting feedback from local youth and will submit an application to this program accordingly in response to feedback and the Youth Action Plan.

**Flinders Sports Ground Amenity Project Update**

**Background** - The new amenity project at the Flinders Sports Ground is majority funded by the Minor Infrastructure and Inclusive Facilities fund with 10% cash contribution from Council. As a condition of the funding, Council is required to have a Project Control Group and Project Manager.

**Update** - With the unexpected absent of Council Project Management (PM) staff, the project progress has slowed. The construction designs are being developed and Council is currently seeking quotes for an external PM. To continue the project and until we secure a PM, milestones have needed to be extended. Therefore, Council has formally requested an extension for the project so we can complete it. If approved, the new competition date will be 30 July, 2026.

**Active Women and Girls Program Update**

**Background** – Council was successful in receiving \$25,000 through the Active Women and Girls program. Council applied for scholarships to the Play Like a Girl program, Parent Room upgrades (e.g. feeding chairs, change table) and a fitness program.

**Update**

- Play Like a Girl program - Council has 8 scholarship spots to the Empowered to Play program. 4 spots currently are filled by local ladies, 3 of them have started the 5-week program at the beginning of February and the other 5 spots are for the April cohort. We will advertise to the sporting community for the remaining 4 spots and send another direct email to the sporting community groups.
- Parent Room upgrades – Staff to complete audit of the sporting facilities and what Parent Rooms will need upgrades (equipment) and order the appropriate equipment for the rooms.

### Move It Funding Update

**Background:** The Council has secured \$10,000 in funding from the NQ Sports Foundation to support physical activity programs within the Flinders Shire. The Move It NQ (MINQ) project, an initiative of the North Queensland Sports Foundation, is focused on promoting healthier and more active lifestyles. MINQ has developed successful evidence-based strategies and physical activity programs, becoming a leader in improving health outcomes across North Queensland.

#### Update:

- **Extension Granted:** The project timeline has been extended, with a new completion deadline set for **May 2025**.
- **Engagement with Local Providers:** Efforts have been made to collaborate with local providers, though there have been some setbacks with suppliers. Work is ongoing to finalise the program details.
- **Expression of Interest (EOI):** A call for community participation in a **Walking/Run Club** will be released by **the end of February**.

**OUR COMMUNITY - PROMOTE HEALTH AND WELLBEING**

Ensure community has access to high-quality health services and infrastructures that promote healthy lifestyles. The Flinders Shire Council Community Care Program aims to assist the frail and aged people, including those with a disability and their Carers. We provide services to assist those to live independently within the community. Community Care is funded by State and Federal Governments to deliver the following programs for the Flinders Shire community:

- Queensland Community Support Scheme (QCSS)
- Commonwealth Home Support Program (CHSP)
- Home Care Packages, Levels 1, 2, 3 & 4 (HCP)
- Veterans Home Care (VHC)
- National Disability Insurance Scheme (NDIS)
- Meals on Wheels (MOW)

**Service Delivery:**

**Table 1: Number of Clients by Program type (as 30/01/25)**

Commonwealth Home Support Program (CHSP)	Total number of clients	73
Home Care Packages	Level 1 (Low care)	0
	Level 2	4
	Level 3	8
	Level 4 (high care)	11
	Clients exited in the past 3 months	3
	Total current clients (HCP)	23
Veterans Home Care (VHC)		1
National Disability Insurance Scheme (NDIS)		5
Queensland Community Support Scheme (QCSS)		2
Community Transport		1
Private Clients		16
Care Finder		20
MOW # of clients using service		198 meals / 14 clients
Total number of clients*		117



\*Note: This figure is the total number of individuals which we provide services to, which may differ to the calculation of the total number of clients by service type. This is due to some clients receiving services through multiple funded programs e.g. Care Finder and CHSP.

Outputs & Service Hours (CHSP Program only):

**Table 2: CHSP service delivery against contracted outputs exported from SMS Alchemy as at 31/01/2025**

	<i>Monthly Contracted Outputs (24-25)</i>	<i>Actual Monthly Outputs (January 2024)</i>	<i>Output target % (Month)</i>	<i>Output target % (YTD)</i>
Domestic Assistance	196	142.5	73%	46.9%
Home Maintenance	69	70	102%	36.2%
Meals	25.48	91	357%	63.6%
Personal Care	25.48	18.75	73.5%	37.6%
Nursing	13.08	0	0%	38.0%
Social Support Group	63	13	20%	41.4%
Transport	62.5	46.75	75%	45.6%
Social Support Individual	17.8	21.25	119%	8.8%

Comments: Most service types on track to meet contracted outputs. Additional outputs available within Home Maintenance, Social Support Individual and Personal Care to be utilised across popular service types due to flexibility arrangements. Submission for 2025-2027 contract extension complete – funding increased with CPI. Outputs

HCP Surplus Funds (held by Flinders Shire Council)

Prior to September 2021, Council would retain total monthly package income for all Home Care Package clients. This resulted in Council holding all surplus funds within Council accounts. From September 2021, payment arrangement for Home Care Package clients was changed, whereby Council could opt in to return all funds held, or alternatively hold onto the funds until the clients depart the service. Surplus funds are now retained by the Government within their Home Care Account. The total value of this liability to Council has been significantly reduced over this time as 'Opt Out' clients spend their balances or depart the service.

As of 31 January 2025, HCP Surplus funds held by Council is \$ 169093.55



Care Planning & Service Delivery

**Table 3: Number of care plans due for review in February 2025**

Number of Care Plans due for review in February 2025	13
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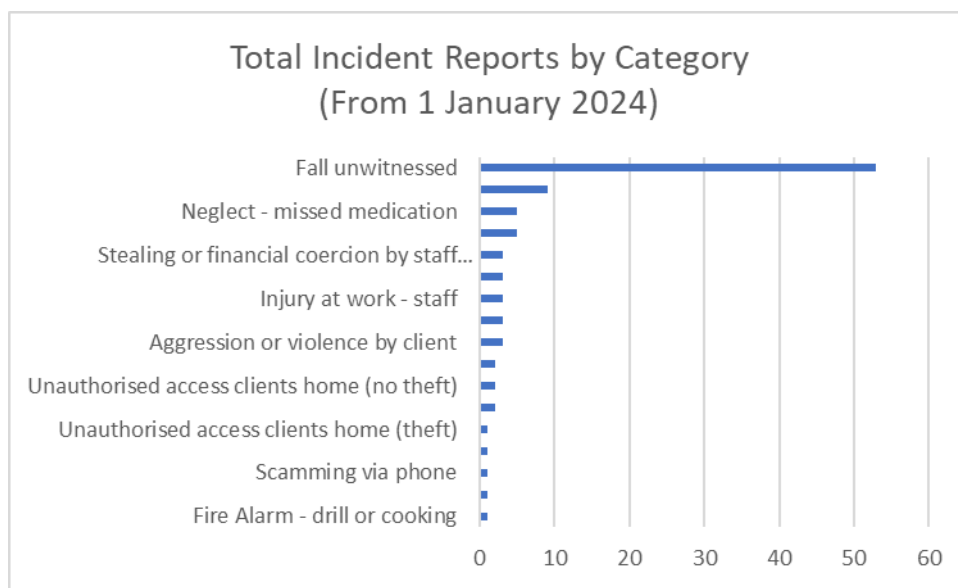
**Table 4: Unfilled shifts in January 2025**

Total unfilled shifts (hrs)	35 hrs / 16 services
-----------------------------	----------------------

**Comment:** Unfilled shifts has decreased on previous months due to increase in staff availability and implementation of cancellation procedure to ensure staff are coding cancellations correctly.

**Governance:**

	Report type	Number/KPI	Status (# resolved; # ongoing) / Comments
Complaints/Feedback/Incidents	Reported Incidents (January 2025)	12	0 Reported to SIRS 12 Closed 0 investigation/actions in progress
	Total Incidents (Skytrust) 2025	Open: 0 Closed: 12 Total: 12	Total (2025): 12
	Reported Complaints & Feedback (January & February 2025)	5	5 Closed 0 actions in progress
	Total Complaints & Feedback (2024/25)	Open: 3 Closed: 25 Total: 28	
Continuous Improvement	Number of continuous improvements (February 2025)	0	
	Total CQI (2024/25)	Open: 3 In progress: 7 Closed: 10 Total: 20	



**Comments:** Unwitnessed falls are the most prevalent incident type reported. All staff have recently completed Falls Prevention training, and clients who have reported falls have been referred for allied health assistance. The next most common incident type is linked to missed services (medication and other), due to system issues experience in early 2024, which have since been resolved with the system administrator. The service has also had reports of theft and unauthorised access early in 2024 (not linked to service provision), which have been referred to QPS.

**Risk Management:**

**High risk & Vulnerable Clients**

FSC has conducted a review of all clients against key risk factors and provided a summary within **Table 4**. These risks are managed and reviewed on a regular basis through the client care plan. The ACQSC defines consumers who are High Risk with the below categories:

- Live on their own
- Are socially isolated or lack close relationships
- Have few or no family or friends who 'check in' on them
- Have cognitive impairment and are unable to problem solve or 'speak up'
- Have communication difficulties
- Have limited mobility
- Are highly dependent on their caregiver; and
- Have only one carer.

**Table 4: Summary of clients & risk factors identified**

	Low Risk (0-2 Factors)	Medium Risk (3-4 Factors)	High Risk (5-8 Factors)
Number of Clients	83	13	15

## FLINDERS SHIRE COUNCIL

### February 2025 COUNCIL

**Comments:** Living alone is the most prevalent risk factor for clients; followed by limited mobility and only one carer. Register will be reviewed ongoing as client needs change, and risks managed on an individual client basis through care planning process.

#### Human resources:

##### Staff and training:

Total Staff	<ul style="list-style-type: none"> <li>Admin Office – 4</li> <li>Support Staff – 9</li> </ul>
Comments:	<ul style="list-style-type: none"> <li>Open EOI for Community Care Support Workers</li> </ul>
Training completed (July- November 2024)	<ul style="list-style-type: none"> <li>2 July – Professional Boundaries &amp; Aged Care Code of Conduct</li> <li>9 July – Infection Control</li> <li>16 July – Personal Safety in Home Care</li> <li>23 July - Looking after back &amp; transporting safely (Bodyfix)</li> <li>30 July – How to Document in Home Care</li> <li>14 Aug Recognising Elder Abuse &amp; Privacy &amp; Confidentiality</li> <li>2 Sep – 4Sept Medication Assist</li> <li>3 Sept - Manual Handling (new staff only)</li> <li>17-18 Sept – CPR &amp; First Aid completed</li> <li>14 October – Medication Assist Extension Training (new staff)</li> <li>15 Oct – Falls Prevention</li> <li>29 Oct - Dangers of working in the heat</li> <li>12 Nov– Aged Care Code of Conduct Refresher Training</li> <li>12 Nov – Fire Drill at HCA</li> </ul>
Training to be completed (confirmed or planned)	<ul style="list-style-type: none"> <li>Altura online training - Showering Assist (new staff only)</li> <li>TBC – Mental health and wellbeing</li> <li>19/2/2025 - Looking after your back</li> </ul>

#### General Information:

- Transition to Support at Home underway – HCP clients transition from 1 July 2025. Service review of pricing for HCP program (March Council Meeting Agenda Item)
- Work underway for recommencing Community Care Volunteers program – due to be launched in January 2025
- Emergency preparedness – service has updated list of vulnerable clients and clients requiring assistance in the event of an emergency. CCTL has completed training and is participating in LDMG.

## **Flinders Shire Council - Community Grants Information Report**

**February 2025**

The Flinders Shire Council has a range of programs under the Community Grants Program to ensure the community is vibrant and active. The program is structured in the following categories –

- **Events Stream**
  - Event Support – Up to \$2500
  - Event Development – Up to \$10000
  - Event Special Request (Major Event) – Up to \$20000
- **Facility Infrastructure and Equipment Stream**
  - Facility Infrastructure and Equipment – Up to \$10000
  - Facility Infrastructure and Equipment – Up to \$20000
- **Business Incentives Program**
  - Sole Trader - \$2000 over 5 years
  - Micro Business - \$5000 over 5 years
  - Small to Medium Business - \$10000 over 5 years
- **Quick Response Stream**
  - Quick Response Donations – Up to \$500
  - Quick Response Contribution to Sporting Excellence
    - Representing Nth QLD within QLD & representing QLD within QLD - \$500
    - Representing Queensland Interstate - \$1000
    - Representing Australia within Australia - \$1500
    - Representing Australia overseas - \$2000
- Regional Arts Development Fund
  - Community Grant Program
- **REMINDER – Programs are open on a rolling basis throughout the year.**

### **Key Highlights**

<b>Events, Infrastructure and Equipment Stream Overview 24/25</b>	
Year-to-date Total Distributed	\$99,226.39
Total Grant Recipients	14
Remaining Budget	\$50,773.61
Total Budget Pool	\$150,000.00

<b>Quick Response Stream Overview 24/25</b>	
Year-to-date Total Distributed	\$4726.00
Total Grant Recipients	11
Remaining Budget	\$10,274.00
Total Budget Pool	\$15,000.00

Business Incentives Stream Overview 24/25 - CLOSED	
Year-to-date Total Distributed	\$108,534.30
Total Grant Recipients	18
Remaining Budget	-\$8,534.30
Total Budget Pool	\$100,000.00

### **Breakdown of Grants Awarded 24/25**

#### **Events, Infrastructure and Equipment**

Project Description	Recipient	Amount	Grant Type
Sponsorship for 2024 Flinders Classic Challenge and Campdraft	Flinders Classic Challenge and Campdraft	\$2,500.00	Sponsorship
Hughenden Masters	Hughenden Golf Club	\$2,500.00	Sponsorship
Hughenden Campdraft	Hughenden Campdrafters	\$2,500.00	Sponsorship
Triples Competition	Hughenden Bowls Club	\$2,500.00	Sponsorship
St Francis Fete	St Francis School, Hughenden	\$2,500.00	Sponsorship
Stamford Races	Stamford Race Club	\$2,500.00	Sponsorship
Hughenden State School Bus Run	Hughenden State School	\$5,000.00	Sponsorship
Install reverse cycle airconditioning in the Anglican Church Hall on 8 Hardwicke Street - Me and My Mum Hub (Hughenden) location	Richmond Early Education Centre Inc.	\$15,726.39	Infrastructure
Flinders Mix and Mingle	St Francis School, Hughenden	\$10,000.00	Sponsorship
Swim Safer, Learn to Swim and Squad Program	Hughenden Hammerheads Swimming Club	\$6000.00	Sponsorship
2025 Hughenden Show	Hughenden Show Society	\$20,000.00	Sponsorship

Fencing of Prairie Town Common and around Race Track	Prairie Community Horse Sports Inc.	\$20,000.00	Infrastructure
2025 Kooroorinya Ladies Day	Kooroorinya Ladies Day	\$2500.00	Sponsorship
2 day Instructional and Coaching Weekend	Flinders Hack and Pony Club Inc.	\$5000.00	Sponsorship
<b>TOTAL</b>		<b>\$99,226.39</b>	

#### Donations and Sporting Excellence

Project Description	Recipient	Amount	Grant Type
Christmas In July Fair	Hughenden Health Auxillary	\$ 500.00	Donation
End of Year Awards Ceremony	Prairie State School	\$ 250.00	Donation
End of Year Awards Ceremony	Hughenden State School	\$ 250.00	Donation
End of Year Awards Ceremony	Cameron Downs State School	\$ 250.00	Donation
End of Year Awards Ceremony	St Francis School	\$ 250.00	Donation
P & C Trivia Night	Cameron Downs State School P & C	\$ 500.00	Donation
Long Drive for Drought - Stay over in Hughenden fees	Farm Angels Ltd	\$ 527.00	Donation
UniSport Nationals - JCU Nationals Women's Rugby 7s	Angeleah Corrigan	\$ 1,000.00	Sporting Excellence
Halloween Disco	Hughenden Gymnastics Club	\$ 500.00	Donation
Charity Bike Ride Camping	Mad Ride - Bendigo Baptist Community Care Incorporated	\$ 199.00	Donation
Community Christmas Lights Competition – Contribution to Prizes	Hughenden Lions Club	\$ 500.00	Donation
<b>TOTAL</b>		<b>\$4,726.00</b>	

**Business Incentive Program**

<b>Project Description</b>	<b>Recipient</b>	<b>Amount</b>	<b>Grant Type</b>
Rebranding Shop Front to Mitre10	HHBS Pty Ltd (Hughenden Hardware)	\$10,000.00	Small Business – Upgrade Shop Front
Custom branded Marquee	Flinders Outlaw	\$1,408.00	Sole Trader - Marketing
New website Development	Hughenden Transportable Buildings	\$5,000.00	Micro Business – Website
New concrete slab for freight storage shed	Hughenden Freight & Industrial	\$10,000.00	Small Business / Medium Business – Structural Upgrade
Custom branded Marquee	Anna Tindall Graphics Designs	\$983.80	Sole Trader – Marketing
Construction of new workshop / storage shed	Hardcor Windows and Doors Pty Ltd	\$5000.00	Micro Business – Structural Upgrade
Gravel Request	1. G & R Sealy 2. Koon Kool Pastoral Co Pty Ltd 3. Alan Payne Plumbing 4. Carter Sheds Pty Ltd 5. HGW Contracting Pty Ltd 6. Fourteen Holdings Pty Ltd 7. Townley Contracting Pty Ltd 8. Viper Water Solutions 9. Covermate (QLD) Pty Ltd 10. Townley Contracting Pty Ltd	\$76,142.50	Gravel
<b>TOTAL</b>		<b>\$108,534.30</b>	



## **FLINDERS SHIRE PUBLIC LIBRARY**

### ***Community Outreach and Events***

#### Kindy Visits

Hoping for storytelling to start when school recommences.

#### **First 5 Forever**

Numbers slowed down over the holidays. The mums and the kids have been having fun participating together in most activities.

#### ***Seniors Morning Teas***

Great participation as usual. There will be more guest speakers in February for age care.

#### ***Staff at Our Library***

Sarah has done a great job of holding down the fort this month. Our new team member is Lynita and she is enjoying her new role, and doing an excellent job.

The 'How do you Library' Open Day is in preparation mode and will prove to be a fun and educational experience with date to be confirmed.

Sarah's holiday program has produced at least 7 entries, so far, for the show this year. It has been action indoors and out during these holidays.

#### ***Other***

State Library of Queensland will be running a free video content course, a half day workshop to making social content online. We are promoting their Digital and You app., for councils to utilise for workshops and activities. Workshops are scheduled for 19 March 2025. All community members are welcome. The workshop will be held in the Council Chambers from 9am to 2pm. To book in, check out Council's Eventbrite page.

More activity at the Library is expected following the commencement of the Hughenden Country University Centre (CUC) study hub upstairs. Congratulations to all involved, this is a real boon to education facilities in the area.

#### ***Usage Statistics 6 January – 31 January 2025***

<i>Activity</i>	<i>Details – (25 days to report)</i>	<i>Average</i>
Door Tally	336 Patrons	13 patrons / day
Loans - Electronic	Quarter 1 24/25* – *calculated from SLQ stats each quarter 594	per month 198
Loans – Physical Items	547	Approx.10 loans/day
Loans - Physical returns	250	Approx.11 returns /day
Seniors Morning Tea	14 patrons over 2 sessions	7 average per session
First 5 Forever	5 children over 2 sessions	2 average per session
History Enquiries	0	Approx 0 per week
IT Assistance	11 hours plus 7 Sims	Approx.1.3 hour per day
Computer /WIFI Quiet Space	6 hours	Approx. .24 hours per day
Study Room Use	28 hours	Approx. 1.2 hours per day

Books read in Library	10 books	Approx. .4 book per week
Memberships - New	3 new members	1 per week

# flinders discovery centre

## Monthly Tourism Information Report January 2025



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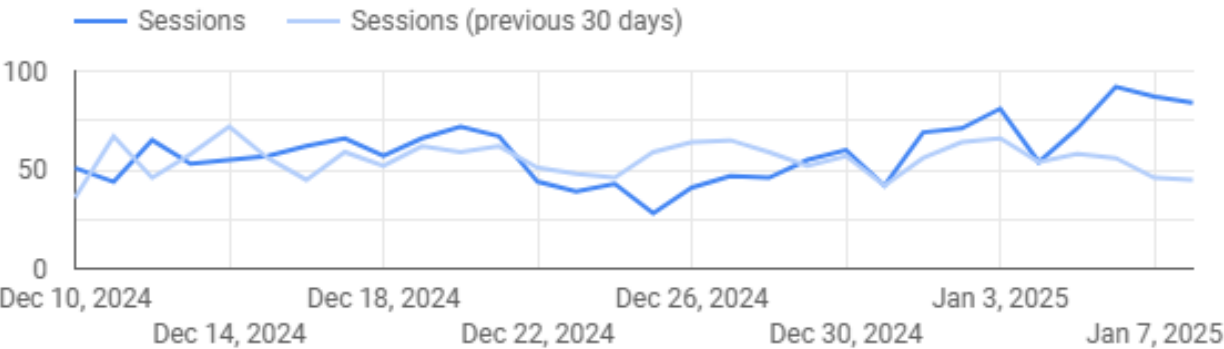
- Marketing ..... 1
  - Website ..... 1
  - Facebook..... 3
    - Top three posts based on engagement rate..... 3
  - Instagram ..... 4
    - Top three Instagram posts ..... 5
  - Reels..... 5
    - Raft Race..... 5
    - Hughenden’s Rodeo Culture ..... 5
- Flinders Discovery Centre (FDC) Updates ..... 6
  - December 2024..... Error! Bookmark not defined.
  - General Updates..... 6
  - Grant Applications..... Error! Bookmark not defined.
  - Tourism Products ..... 6
  - Free RV Site..... Error! Bookmark not defined.
  - Economic Development ..... Error! Bookmark not defined.
  - Flinders Shire Council Report - Queensland Council Energy Partnerships (QCEP) ..Error! Bookmark not defined.
  - Project Overview ..... Error! Bookmark not defined.
  - Key Objectives..... Error! Bookmark not defined.
  - Project Progress ..... Error! Bookmark not defined.
  - Milestone Progress ..... Error! Bookmark not defined.
  - Challenges & Considerations ..... Error! Bookmark not defined.
  - Next Steps..... Error! Bookmark not defined.


# Marketing

## Website

Website traffic was slightly higher than November. There has been an increase in traffic during January as people plan their outback vacation for 2025 and also traffic is likely to be driven by marketing of the Festival of Outback Skies which has been occurring on TV and radio over the holiday season.

### How many visit by day?





Monthly Overview of Digital Data

<https://www.visithughenden.com.au/>

Dec 10, 2024 - Jan 8, 2025

How are site sessions trending?

Total users

1,481

↑ 9.9% from previous 30 days

Sessions

1,770

↑ 6.4%

Bounce rate

59.66%

↓ -0.1%

Engagement rate

40.34%

↑ 0.2%

New users

1,404

↑ 9.0%

How many goals is your website reaching?

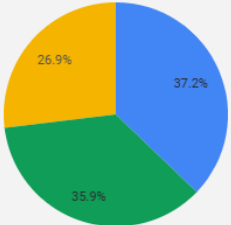
Conversions

35

↓ -18.6%

Which channels are driving engagement and conversions?

Session source / medium	Sessions	% Δ	Total users	Conversi...	% Δ
google / organic	1.4K	9.4% ↑	1,142	23	-39.5% ↓
(direct) / (none)	208	-8.8% ↓	190	0	-100.0% ↓
bing / organic	85	-8.6% ↓	65	10	233.3% ↑
thegreynomads.com.au / ref...	17	-10.5% ↓	17	2	-
facebook.com / referral	16	77.8% ↑	16	0	-
au.search.yahoo.com / referral	10	-16.7% ↓	9	0	-
hughendenvanpark.com.au / ...	10	400.0% ↑	9	0	-

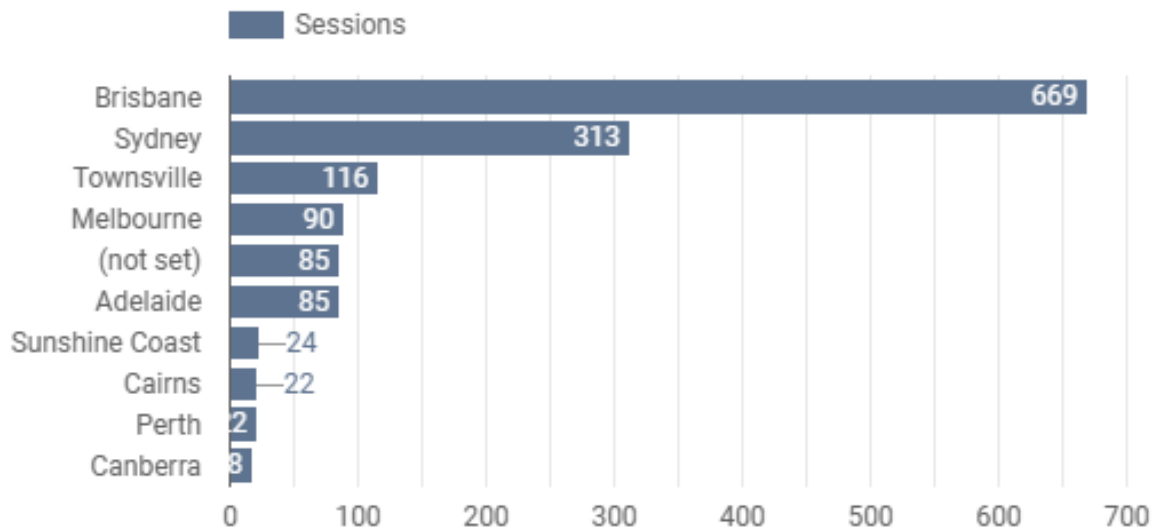


Organic Search

Display

Referral

Brisbane is still shows the most engagement, however Sydney has registered higher than usually over the past month. (Hopefully because they are planning to do the Dinosaur Trail)



#### How are your Organic rankings going?

Clicks	Average Position	Impressions	Site CTR
1,628	19.48	57,239	2.84%
↑ 5.4%	↓ -9.6%	↓ -12.5%	↑ 20.4%

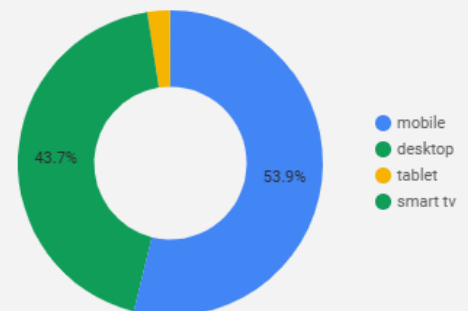
#### What keywords are people searching for?

	Query	Clicks ▾	% Δ	Impressions	% Δ	Average Position	% Δ
1.	hughenden	180	7.8% ↑	2,261	-20.8% ↓	3.45	3.4% ↑
2.	things to do in hughenden	44	57.1% ↑	174	15.2% ↑	1.78	-17.5% ↓
3.	flinders discovery centre	32	33.3% ↑	131	4.8% ↑	1.76	-6.2% ↓
4.	hughenden qld	32	28.0% ↑	339	-14.0% ↓	3	14.3% ↑
5.	porcupine gorge	32	0.0%	505	-2.7% ↓	4.22	7.8% ↑
6.	torrens creek	21	75.0% ↑	416	-23.8% ↓	4.5	9.4% ↑
7.	hughenden accommodation	16	6.7% ↑	483	-12.5% ↓	2.24	-2.0% ↓

1 - 50 / 2959 < >

#### What devices are people using?

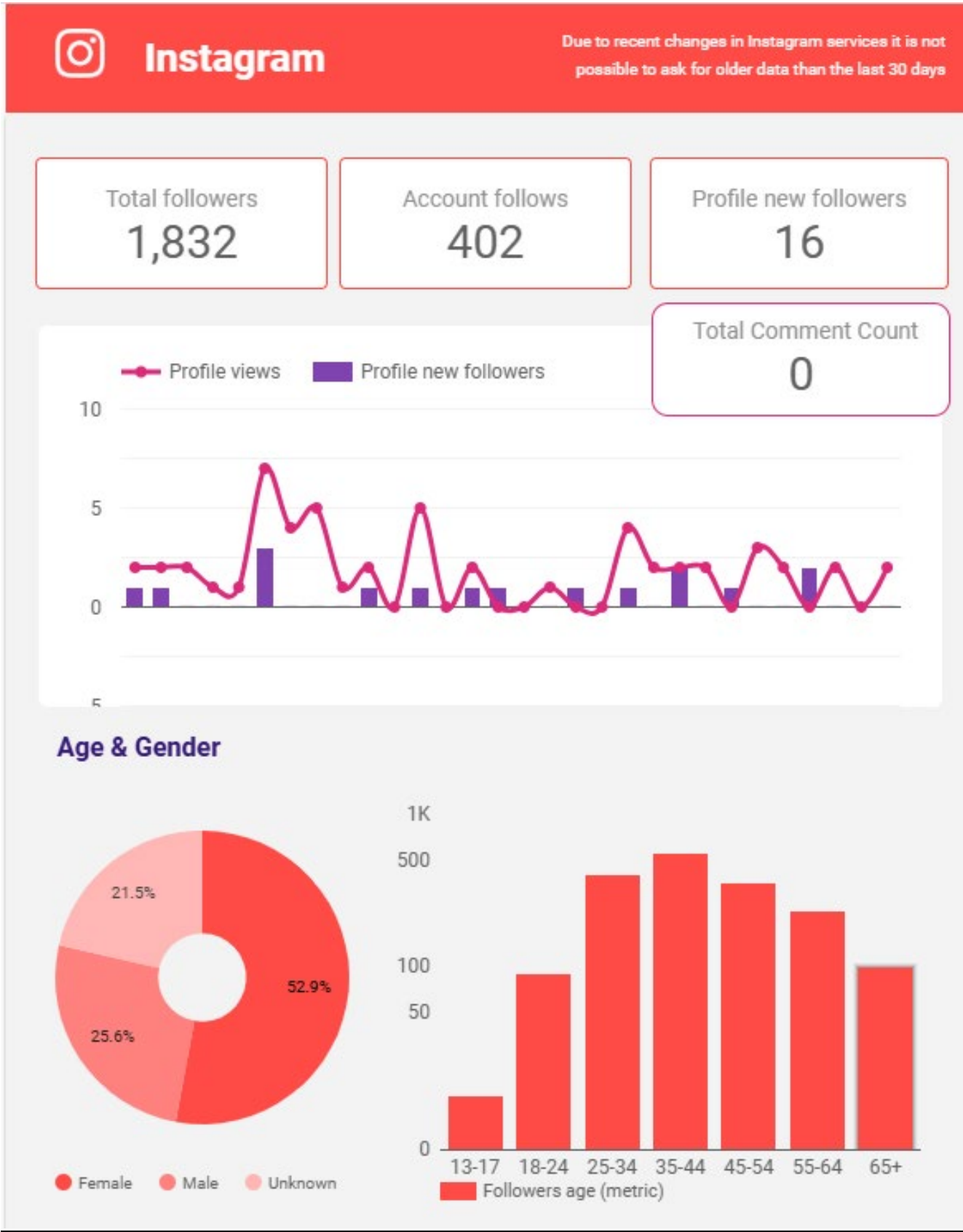
Device category	Sessions	Total users ▾	Conversions
mobile	953	823	12
desktop	773	620	21
tablet	42	39	2
smart tv	1	1	0



Facebook






Instagram





Top three Instagram posts

Instagram Posts Report							
Post image ▾	Post caption	Post date	Post reach	Post likes	Post comments count	Post saves	Post engagement
	<p>No trip to Hughenden is complete without snapping a photo at the iconic Hughenden Station sign near the showgrounds. Whether you're jumping for joy or capturing that perfect "Oh, what a feeling!" shot, it's a must-do on your visit.</p> <p>#VisitHughenden #OutbackAdventure #ExploreMore #overlandersway #outbackqueensland #thisisqueensland #EndlessHorizons</p>	Jan 2, 2025	387	41	0	0	42
	<p>Where will you be to witness the last sunset of 2024? 🌅 We recommend heading just outside Hughenden to the scenic Mt Walker! With stunning 360° panoramic views, it's the perfect spot to watch the outback light up for the final sunset of the year. Don't miss out on this breathtaking experience!</p> <p>#VisitHughenden #OutbackAdventure #ExploreMore #overlandersway #outbackqueensland #thisisqueensland #EndlessHorizons</p>	Dec 31, 2024	178	23	0	0	23
	<p>Passing through the outback? Make a stop at the freshly renovated Flinders Discovery Centre in Hughenden! Stretch your legs, meet our friendly team, uncover the region's rich history, and come face-to-face with ancient giants like the Muttaborrasaurus. It's the perfect addition to your outback adventure! 🦖</p>	Dec 16, 2024	119	3	0	0	3

Reels

Raft Race

<https://www.facebook.com/reel/2416165002061793>

Hughenden's Rodeo Culture

<https://www.facebook.com/reel/599608019390292>



## **Flinders Discovery Centre (FDC) Updates**

### **January 2025**

The Flinders Discovery Centre

- Answered 89 email enquiries
- Answered 40 phone enquiries
- received 1 positive digital reviews
- Had 199 Google business interactions

Walk-in visitors: 392 241 (up 151 from last month) Adults: 260 Children: 133

Tourism numbers peaked in 2021 (the year of lockdowns) and has slowly decreased over the past three years. Factors attributing to this include, the return of international travel, bounce back of the cruise market, and high cost of living.

Although our tourist numbers are decreasing post-covid, they are only returning to pre-covid numbers. We are seeing less volatility in the tourism market with the annual visitor number distribution smoothing. We have investment in RV's etc we are likely to see ongoing constant flow and slow incremental growth.



## **General Updates**

- Had our first training meeting with ResPax online booking system
- Waiting on a demo for our new Bepos till system



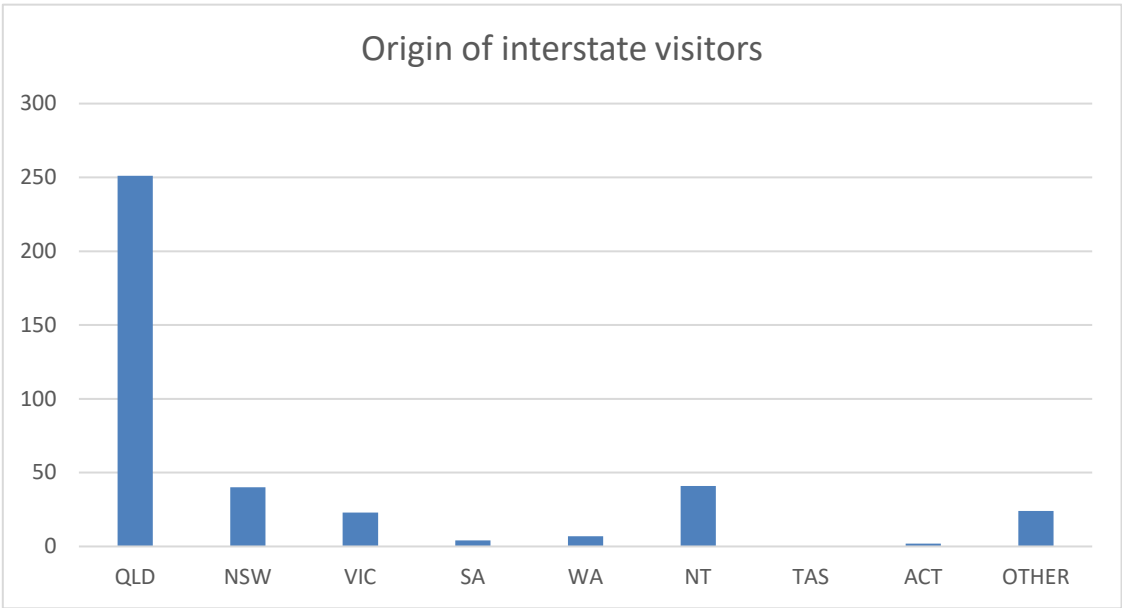
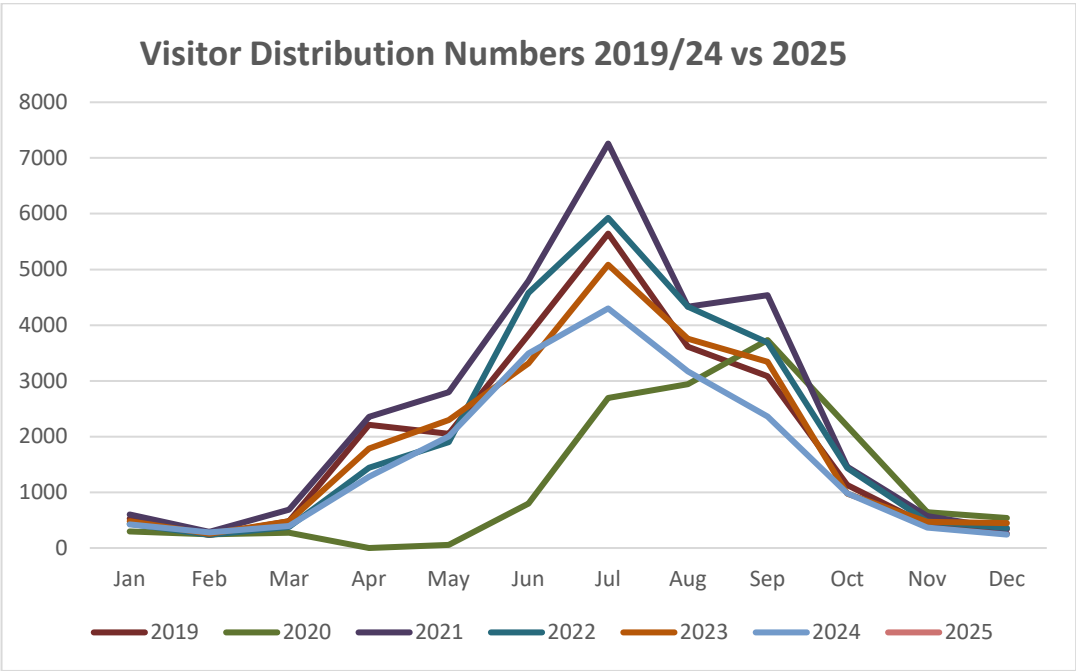
## **Tourism Products**

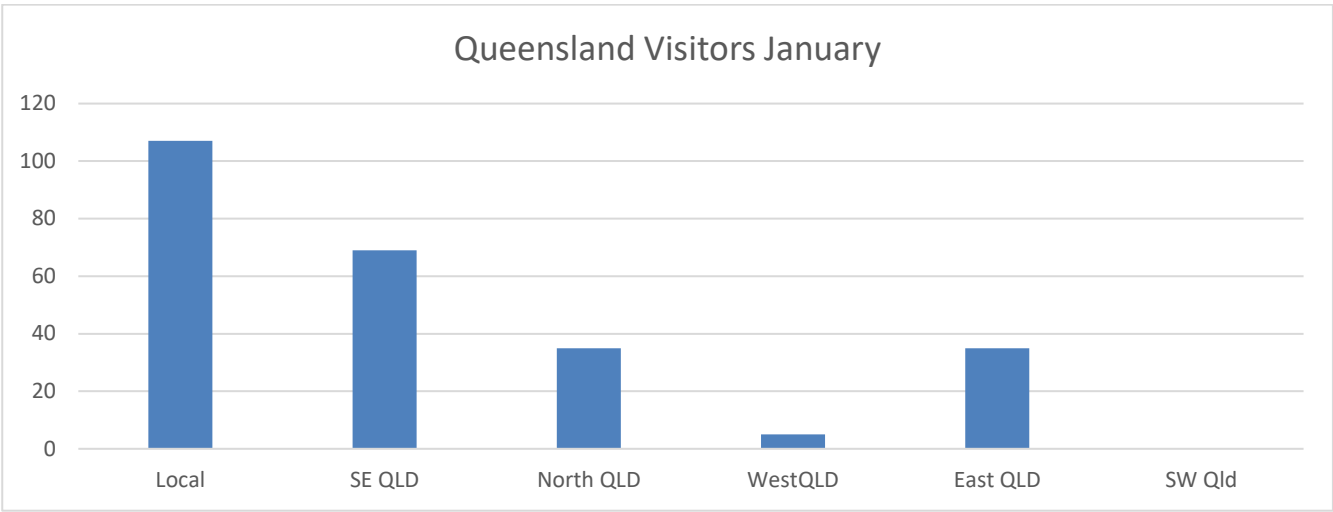
At the FDC new stock has been ordered:

- New Tow Dog Bones with Hughenden Branding on them
- New Dinosaur print dog bandanna

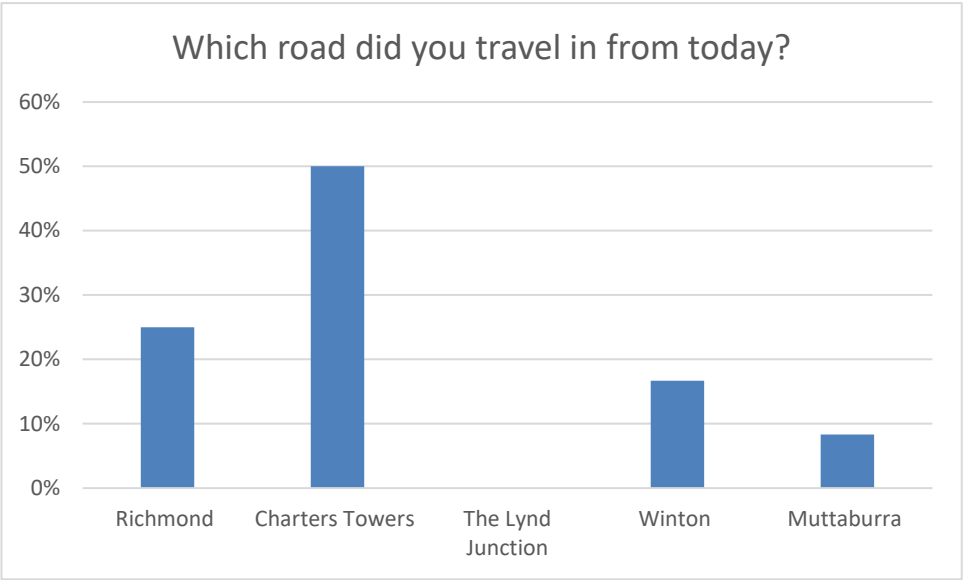
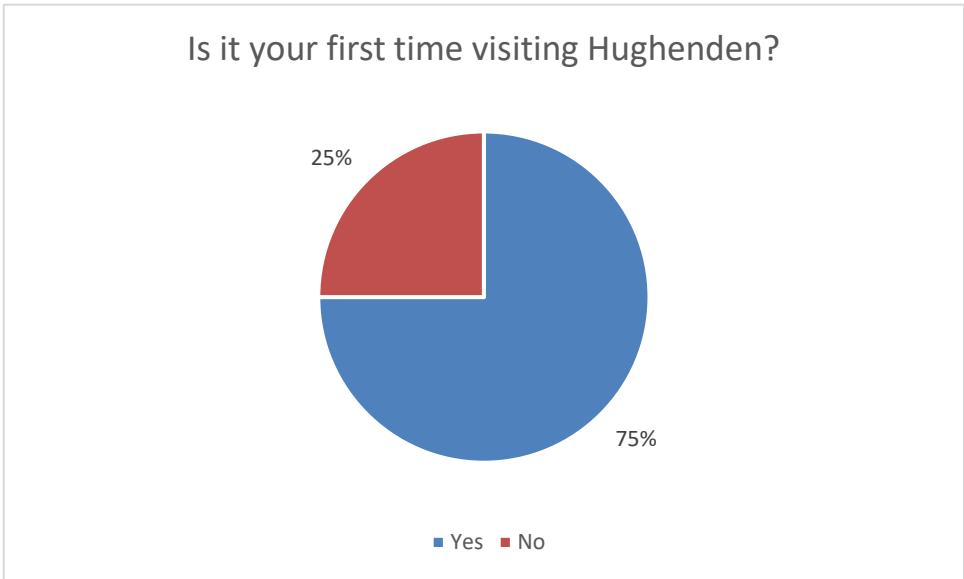


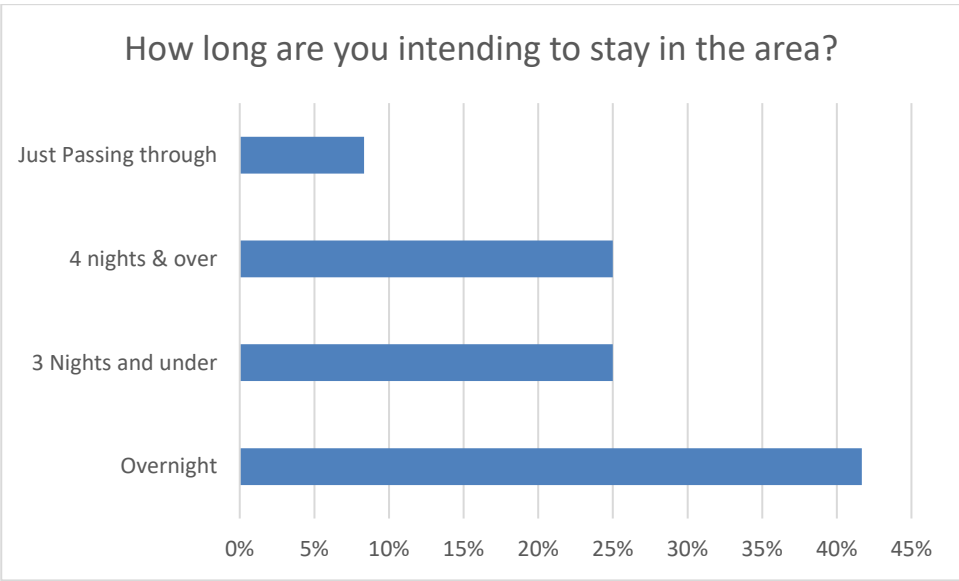
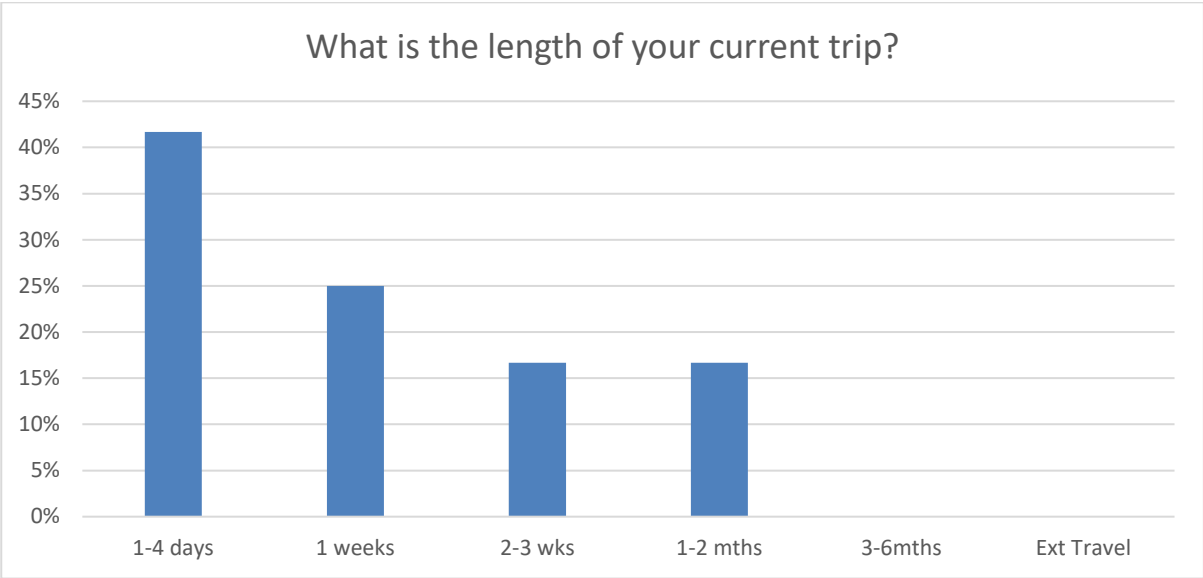
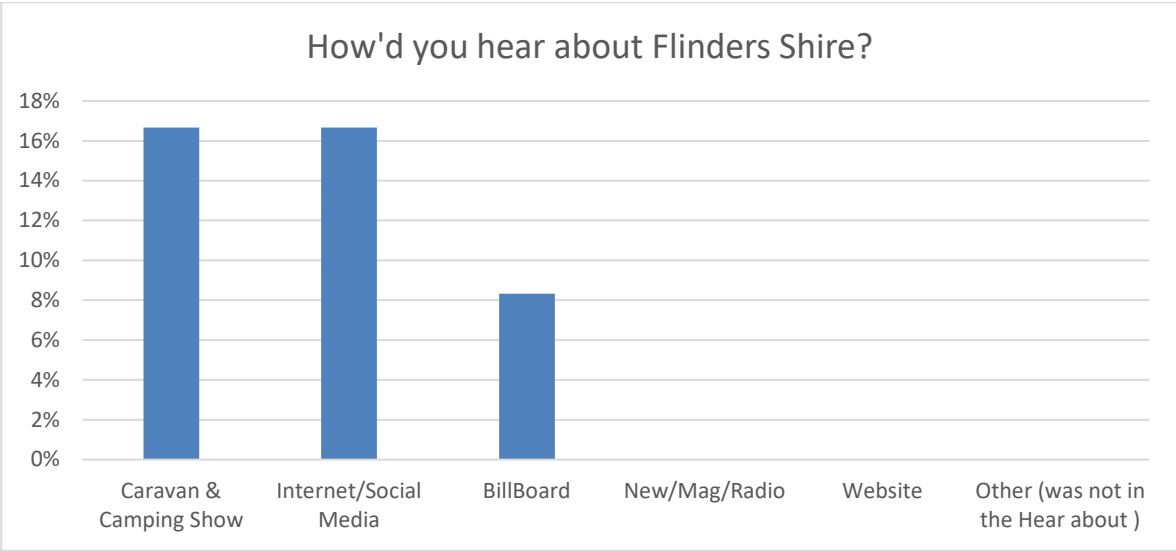
# Origin of visitors

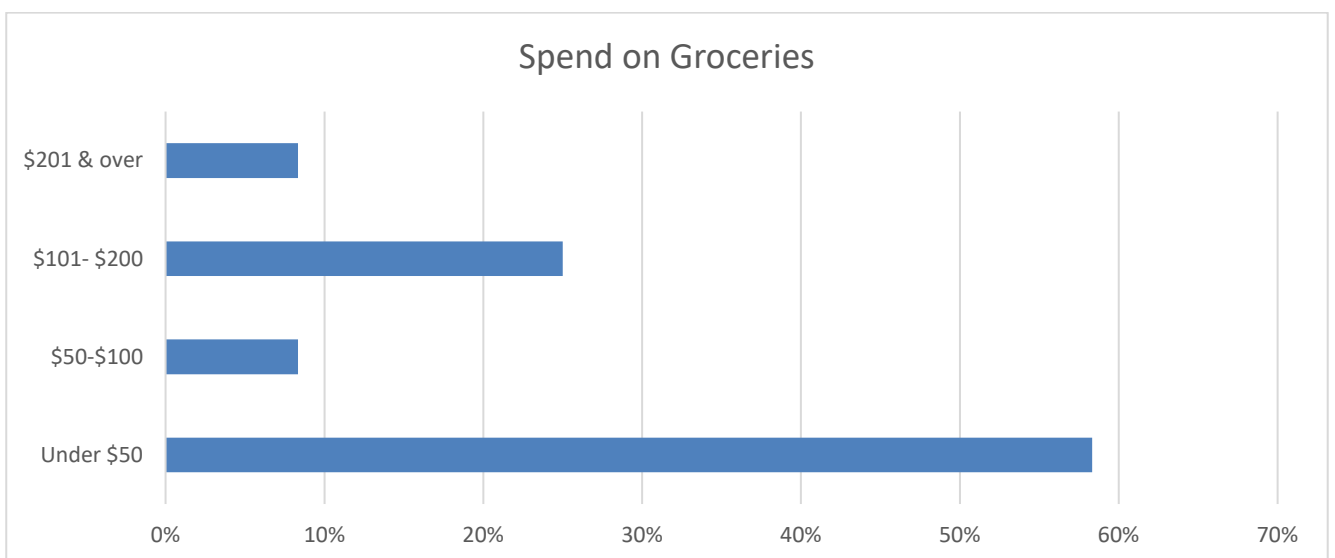
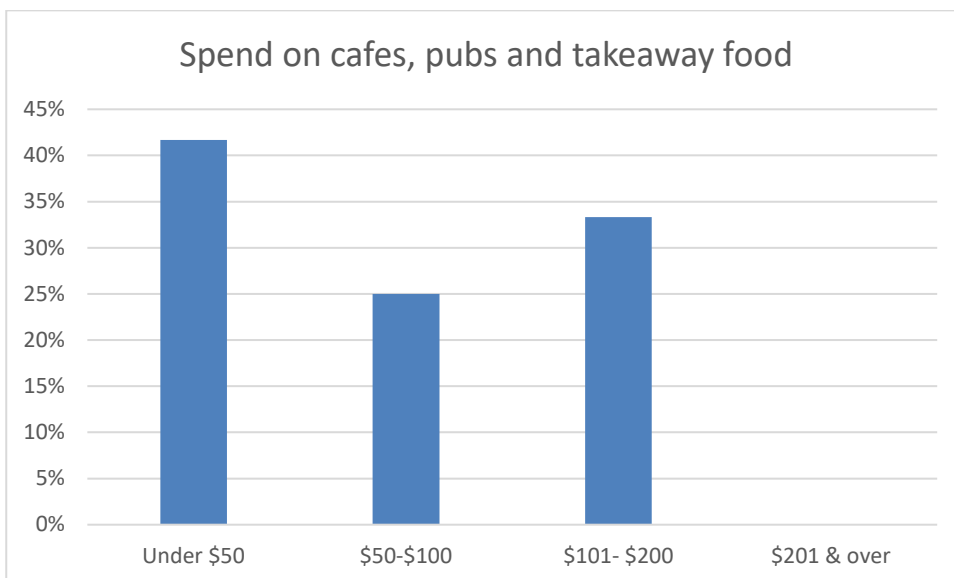
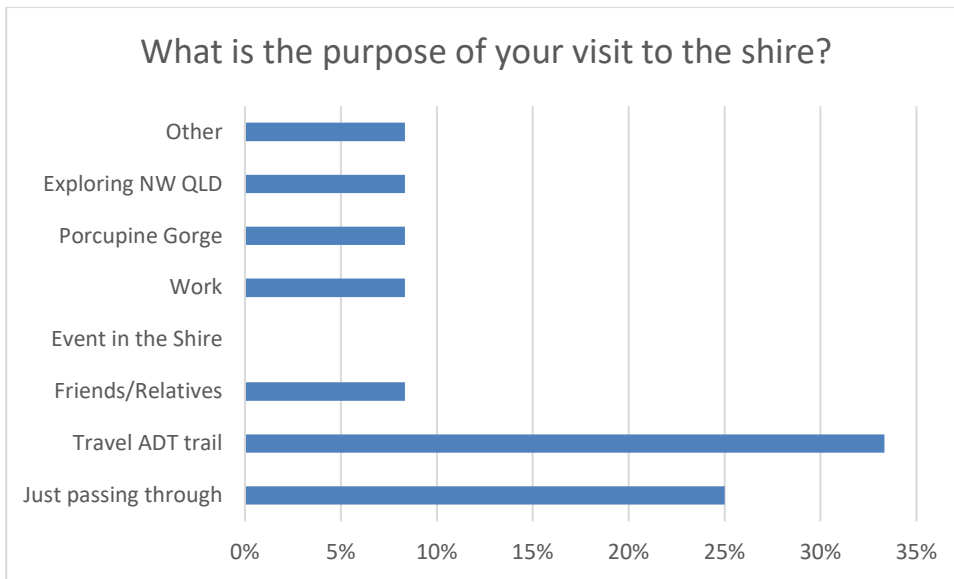


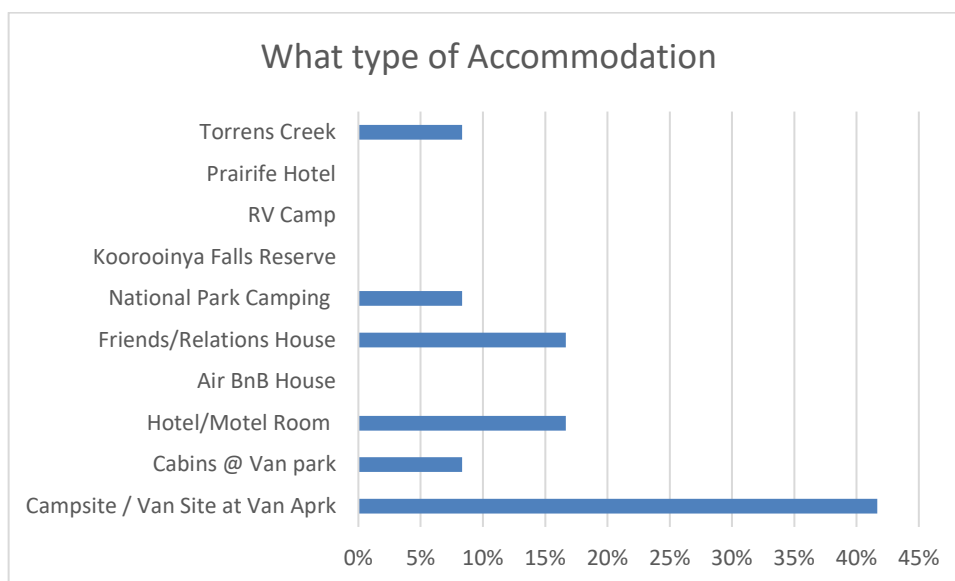
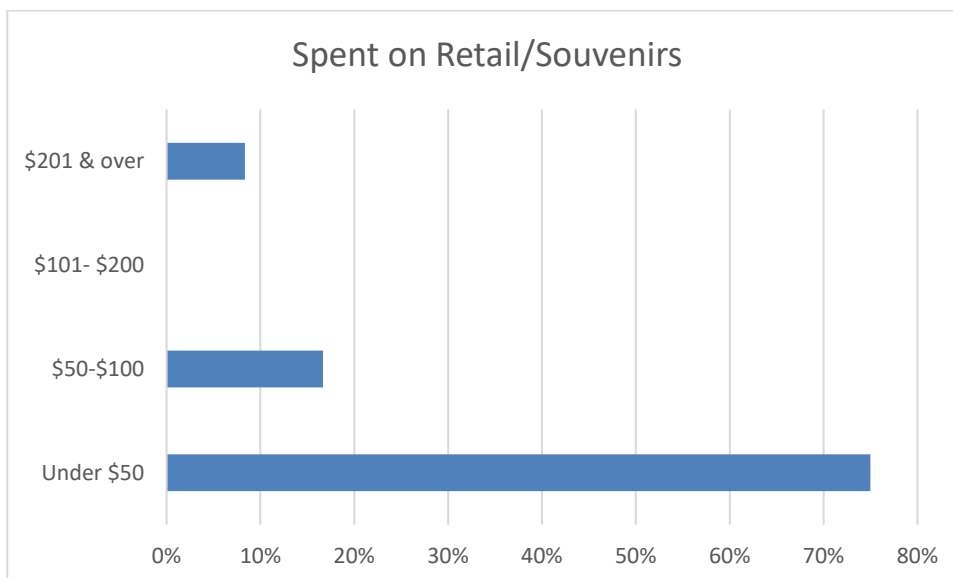
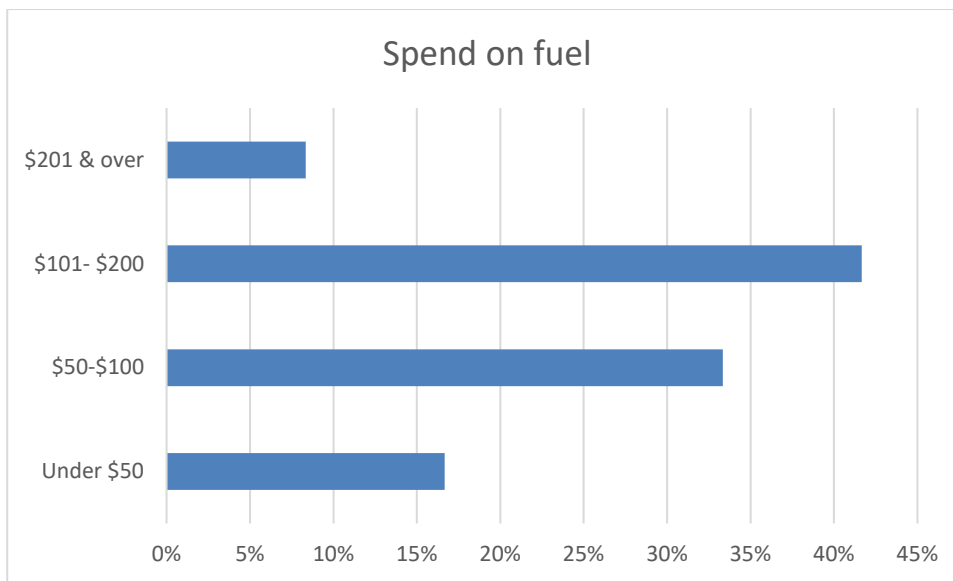


## Survey











## Tourist Comments

06.01.25 - Thank you! Very educational and fun!

06.01.25 – it was a very beautiful lovely artistic experience 8/10 would recommend

06.01.25 – One of the best of my life. Loved learning about the history of Hughenden. 10/10

07.01.25 – Ferguson Family from Charters Towers. Loved the upgrades !! Thank you

07.01.25 – Fantastic. I am a school teacher and have learned heaps to take back to my kids in Morayfield, Brisbane. Thank you!

08.01.25 – This place is very sigma! Kayla

08.01.25 – the museum was amazing

08.01.25 – A fantastic museum on the dino trail! Will be back to explore Porcupine Gorge

08.01.25 – love the museum and the information it holds... very educational and exciting to really see what roamed the earth

08.01.25 – Sehi Gut! Brub aus Potsdam, Germany

09.01.25 – amazing, cool and historical

09.01.25 – Really cool to see all the info and stories about the land and town

10.01.25 – interesting and educational. Great little town for a stopover.

11.01.25 – we had a very great time today. Loved the mixture of the pre-history and modern history

13.01.25 – on my way to a new job and thought id stop by. My mum and dad brought me here when I was younger. Safe to say it has changed abit. Love what it has become.

14.01.25 – great display, very well presented.

14.01.25 – amazing display! The kids had fun in the play area to.

15.01.25 – RAAAAH great displays.

15.01.25 – T-rex goes ROAAAR!!! Tilly

15.01.25 – It was good and amazing

16.01.25 – Amazing Display! Kids loved it

22.01.25 – Great heritage display & well presented place. Additional kids activities are Perfect!!

25.01.25 – extremely well presented

29.01.25 – Great display. Very interesting to hear about the local history

31.01.25 – It was very interesting to learn about the formation of porcupine gorge. Can't wait to go there



**AGENDA**  
**26 FEBRUARY 2025 – 9:00 AM**  
**McNAMARA BOARDROOM**



**5. PROPOSED MEETING CALENDAR**

<b>COUNCIL MEETING DATE</b>	<b>CORRESPONDENCE DUE DATE</b>
<b>Wednesday, 29 January 2025</b> Commencing 9.00am	Monday, 06 January 2025
<b>Wednesday, 26 February 2025</b> Commencing 9.00am	Friday, 31 January 2025
<b>Wednesday, 26 March 2025</b> Commencing 9.00am	Friday, 28 February 2025
<b>Wednesday, 23 April 2025</b> Commencing 9.00am	Monday, 31 March 2025
<b>Wednesday, 28 May 2025</b> Commencing 9.00am	Wednesday, 30 April 2025
<b>Wednesday, 25 June 2025</b> Commencing 9.00am	Friday, 30 May 2025
<b>Wednesday, 23 July 2025</b> Commencing 9:00am	Monday, 30 June 2025
<b>Wednesday, 27 August 2025</b> Commencing 9:00am	Thursday, 31 July 2025
<b>Wednesday, 24 September 2025</b> Commencing 9:00am	Friday, 29 August 2025
<b>Thursday, 16 October 2025</b> Commencing 9:00am	Tuesday, 30 September 2025
<b>Wednesday, 26 November 2025</b> Commencing 9:00am	Friday, 31 October 2025
<b>Thursday, 11 December 2025</b> Commencing 9:00am	Friday, 28 November 2025

**AGENDA**  
**26 FEBRUARY 2025 – 9:00 AM**  
**McNAMARA BOARDROOM**



The meeting closed at

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**Kate Peddle**  
**Mayor**  
**Flinders Shire Council**