



# Ordinary Council Meeting

## AGENDA

Council Chambers, 95-101 Alfred St, Charleville

21 September 2023

9:00am



Murweh Shire, Charleville Neighbourhood Centre, HOPE & Qld Health working together to put on the RU OK? breakfast

**Notice is hereby given that an Ordinary Council Meeting of the Shire of Murweh will be held in the Council Chambers, 95-101 Alfred St, Charleville on 21, September 2023 at 9:00am.**

## **Order of Business**

<b>1</b>	<b>Opening Prayer .....</b>	<b>4</b>
<b>2</b>	<b>Apologies and Leave of Absence .....</b>	<b>4</b>
<b>3</b>	<b>Confirmation of Minutes.....</b>	<b>4</b>
<b>4</b>	<b>Business Arising from Minutes .....</b>	<b>18</b>
<b>5</b>	<b>Mayoral Minute.....</b>	<b>19</b>
	5.1 Mayoral Minute - .....	19
	5.2 2024 Queensland Australia Day Program .....	21
<b>6</b>	<b>Notice of Motion.....</b>	<b>24</b>
	Nil	
<b>7</b>	<b>Correspondence for Members' Information.....</b>	<b>25</b>
	7.1 Correspondence for Councillor Information .....	25
<b>8</b>	<b>Declaration of Conflicts of Interest.....</b>	<b>40</b>
<b>9</b>	<b>Update/Change to Councillor Register of Interest.....</b>	<b>40</b>
<b>10</b>	<b>Corporate &amp; Regulatory.....</b>	<b>41</b>
	10.1 Purchase of land - 53 North Road Morven .....	41
	10.2 Request use of old Royal Flying Doctor Hangar at the Charleville Airport .....	43
	10.3 Duplex Complex 53 Edward Street Charleville .....	53
	10.4 Morven Recreational Grounds.....	58
	10.5 Human Resources Report.....	60
	10.6 Policy review HR017 Relocation Assistance .....	62
	10.7 Workplace Health & Safety Report .....	67
	10.8 Murweh Shire Christmas Close Down .....	73
	10.9 Change of Council Meeting Dates .....	74
	10.10 Town Planning Services.....	75
	10.11 Financial Delegation Policy Review.....	76
	10.12 Three year Internal Audit Plan 2024-2026 .....	80
	10.13 Finance Report Month Ending August 2023 .....	90
<b>11</b>	<b>Economic Development .....</b>	<b>108</b>
	11.1 TOURSIM AND EVENTS REPORT .....	108
	11.2 Economic Development Report.....	112



<b>12</b>	<b>Community &amp; Health Services .....</b>	<b>114</b>
12.1	August monthly library report.....	114
12.2	Proposal by Tom Oliver Productions for Acquisition of Q150 Shed in Augathella. ....	119
12.3	Request for hire of Racecourse.....	133
12.4	University of Southern Queensland - Media Audit and Research Project .....	134
<b>13</b>	<b>Engineering Services .....</b>	<b>137</b>
13.1	Engineering Report .....	137
<b>14</b>	<b>Correspondence for Consideration.....</b>	<b>157</b>
	Nil	
<b>15</b>	<b>Confidential Matters .....</b>	<b>157</b>
	Nil	
<b>16</b>	<b>Closure .....</b>	<b>157</b>

**1 OPENING PRAYER**

**2 APOLOGIES AND LEAVE OF ABSENCE**

**Apologies**

Nil

**Leave of Absence**

Nil

**Applications for Leave of Absence**

**3 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 17 August 2023

Special Council Meeting - 24 August 2023



# Ordinary Council Meeting

## MINUTES

**Council Chambers, 95-101 Alfred St, Charleville**

**Thursday, 17 August 2023**

**9:00AM**



The Library collaborated with 'Drug Arm' on a NAIDOC window display theme 'For our Elders'.

**MINUTES OF MURWEH SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, 95-101 ALFRED ST, CHARLEVILLE  
ON THURSDAY, 17 AUGUST 2023 AT 9:00AM**

**PRESENT:** Cr S Radnedge (Mayor), Cr R Eckel, Cr P Alexander (Cr), Cr M McKellar, Cr P Taylor

**IN ATTENDANCE:** J Nicholson (Director Economic Development & Tourism), R Ranson (Director Community & Health Services), C Alexander (Contract Accountant), A Evans (Tourism Manager), K Crosby (Acting Director Corporate & Regulatory Services)

**1 OPENING PRAYER**

1. Fr Doohan delivered the prayer for the guidance of council.

**2 APOLOGIES AND LEAVE OF ABSENCE**

**Apologies**

S Taylor (CEO), R Ranjit ( Director Engineering Services)

**Leave of Absence**

Nil

**Applications for Leave of Absence**

**3 CONFIRMATION OF MINUTES**

**RESOLUTION 179/23**

Moved: Cr R Eckel

Seconded: Cr P Taylor

That the minutes of the Ordinary Council Meeting held 20 July 2023 be taken as read, confirmed and signed as a correct record of proceedings.

**CARRIED**

**RESOLUTION 180/23**

Moved: Cr M McKellar

Seconded: Cr R Eckel

That the minutes of the Special Council Meeting held 20 July 2023 be taken as read, confirmed and signed as a correct record of proceedings.

**CARRIED**



**4 BUSINESS ARISING FROM MINUTES****5 MAYORAL MINUTE****5.1 ENDORSEMENT OF FLYING MINUTES****RESOLUTION 181/23**

Moved: Cr M McKellar

Seconded: Cr R Eckel

That Council endorse the actions from the flying Minutes below:

That Council approves attendance of Mayor Radnedge at a meeting with Maranoa Regional Council and Rex Airlines in Brisbane 3 August regarding air services to Charleville

and

That Murweh Shire Council submits the following motions to the LGAQ Conference;

1. The LGAQ calls on the Australian Government to call on the immediate cessation of the Carbon Transport and Storage Corporation (CTSCo) Project and further, request state and federal governments to work collaboratively to protect the Great Artesian Basin for regional communities, as it is the only reliable source of fresh water for much of inland Australia.

2. The LGAQ calls on the Queensland Government to advocate for a solution to the disposal of solar panels. This could include reclamation, recycling, and implementation of a levy mechanism for solar panels to ensure better waste disposal and explore manufacturers liability for the photovoltaic (PV) panels to encourage sustainable management and work with government for industry wide solutions.

**CARRIED**

**6 NOTICE OF MOTION****MOTION****RESOLUTION 182/23**

Moved: Cr P Alexander

Seconded: Cr P Taylor

That Council considers the confidential matter(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012

**:CARRIED**

**15.2 CEO CONTRACT****RESOLUTION 183/23**

Moved: Cr P Alexander

Seconded: Cr M McKellar

Alternative 2 – Termination of Employment

That Council-

- 1) Pursuant to clause 6.6 of the Contract of Employment between Council and the Chief Executive Officer:-

- a. Terminates the Contract within Probation Period
  - b. Elects to pay the Chief Executive Officer one week remuneration package provided for in the contract, in lieu of notice; and
- 2) Pursuant to section 195 of the *Local Government Act 2009*, appoints J Nicholson (Director Economic Services) as Acting Chief Executive Officer until further Council resolution.

**CARRIED**

At 9:15 the Director of Community & Health Services exited the meeting.

**MOTION****RESOLUTION 184/23**

Moved: Cr M McKellar

Seconded: Cr P Taylor

That Council moves out of Closed Council and resumes normal proceedings..

**CARRIED****7 CORRESPONDENCE FOR MEMBERS' INFORMATION**

Nil

**8 DECLARATION OF CONFLICTS OF INTEREST****9 UPDATE/CHANGE TO COUNCILLOR REGISTER OF INTEREST****10 CORPORATE & REGULATORY****10.1 EXCESS DOG APPLICATION****RESOLUTION 185/23**

Moved: Cr P Alexander

Seconded: Cr P Taylor

That Council approve the keeping of more than two dogs within the Town Area with the following extra conditions:

1. Excess dog permit is not transferrable; and
2. All dogs are to be registered and appropriate fees paid in accordance with Council's Statutory Fees and Charges; and
3. Adhere to *Sub-ordinate Local Law No. 2 (Animal Management) 2012, Schedule 8 Requirements for proper enclosures for animals (1) to (3)* and

4. Any non conformance with *Keeping of Animals*, may result in an authorised officer of Council cancelling the approved excess dog permit, and the animal owner is to remove all excess animals within seven days of Council's issued notice.

**CARRIED**

## **10.2 HUMAN RESOURCES REPORT**

### **RESOLUTION 186/23**

Moved: Cr P Alexander

Seconded: Cr R Eckel

That Council receives the Human Resources Report

**CARRIED**

## **10.3 POLICY REVIEW HR-009 DISCRIMINATION BULLYING HARASSMENT POLICY**

### **RESOLUTION 187/23**

Moved: Cr P Taylor

Seconded: Cr M McKellar

That Council approves Policy HR-009 Discrimination, Bullying & Harassment Policy as tabled

**CARRIED**

## **10.4 WORKPLACE HEALTH & SAFETY REPORT**

### **RESOLUTION 188/23**

Moved: Cr R Eckel

Seconded: Cr M McKellar

That Council receives the report from the Workplace Health & Safety Section

**CARRIED**

## **10.5 VALUATION – ROADS, DRAINAGE, BRIDGES AND AIRPORT INFRASTRUCTURES**

### **RESOLUTION 189/23**

Moved: Cr P Alexander

Seconded: Cr P Taylor

- 1) That Council note the valuation report as presented.
- 2) That Council authorise management to update the asset register reflecting the new amounts as per the valuation report effective 30 June 2023.
- 3) Subject to Final outcome of the review from Sheppards services.

**CARRIED**

**10.6 FINANCIAL REPORT JULY 2023****RESOLUTION 190/23**

Moved: Cr M McKellar

Seconded: Cr P Alexander

That Council notes the Financial Report to end July 2023

**CARRIED****10.7 OPERATIONAL PLAN 2023-2024****RESOLUTION 191/23**

Moved: Cr R Eckel

Seconded: Cr P Taylor

That Council *as per section 104 (7) of the Local Government Act and LG Reg.2012 Div 4, S174* adopts the Draft Operations Plan for 2023-2024."

**CARRIED**

At 10:08 AM, Cr Shaun (Zoro) Radnedge left the meeting.

At 10:09 AM, Cr Shaun (Zoro) Radnedge returned to the meeting.

**10.8 COUNCIL ASSISTANCE 2023-2024****RESOLUTION 192/23**

Moved: Cr P Alexander

Seconded: Cr P Taylor

That Council approves in principal the Community Assistance Grants 2023-2024 as tabled.

**CARRIED**

The meeting adjourned for a morning tea break at 10:17 AM.

The meeting resumed normal proceedings at 10:44 AM.

**10.9 INDEXATION - WATER AND SEWERAGE INFRASTRUCTURE, BUILDINGS AND OTHER STRUCTURES****RESOLUTION 193/23**

Moved: Cr P Alexander

Seconded: Cr R Eckel

- 1) That council receive the MSC indexation valuation report June 2023
- 2) That Council approve the annual asset indexation valuation outcome and proposed disclosures for financial statement preparation and reporting for the year ending 30 June 2023.



**CARRIED****10.10 CORPORATE AND REGULATORY SERVICE INFORMATION****RESOLUTION 194/23**

Moved: Cr M McKellar

Seconded: Cr R Eckel

That Councils approve the report from Corporate &amp; Regulatory Services.

**CARRIED****11 ECONOMIC DEVELOPMENT & TOURISM****11.1 COSMOS CENTRE REPORT - JULY 2023****RESOLUTION 195/23**

Moved: Cr M McKellar

Seconded: Cr R Eckel

That Council notes the July Report from the Cosmos Centre &amp; Planetarium.

**CARRIED****11.2 CHARLEVILLE VISITOR INFORMATION CENTRE REPORT****RESOLUTION 196/23**

Moved: Cr P Alexander

Seconded: Cr P Taylor

That Council notes and receives the monthly report from the Visitor Information Centre.

**CARRIED****11.3 WWII SECRET BASE & TOUR REPORT JULY 2023****RESOLUTION 197/23**

Moved: Cr P Taylor

Seconded: Cr R Eckel

That Council receives the WWII Secret Base &amp; Tour Report for July 2023

**CARRIED****11.4 TOURISM AND EVENTS REPORT****RESOLUTION 198/23**

Moved: Cr R Eckel

Seconded: Cr M McKellar

That Council notes the Tourism and Events report for July.

**CARRIED**

## **11.5 ECONOMIC DEVELOPMENT REPORT**

### **RESOLUTION 199/23**

Moved: Cr R Eckel

Seconded: Cr P Taylor

That Council receives and notes the Economic Development report as presented.

**CARRIED**

## **12 COMMUNITY & HEALTH SERVICES**

### **12.1 LIBRARIES REPORT**

#### **RESOLUTION 200/23**

Moved: Cr P Taylor

Seconded: Cr M McKellar

That Council notes the report from the Murweh libraries.

**CARRIED**

### **12.2 COMMUNITY & HEALTH SERVICES REPORT**

#### **RESOLUTION 201/23**

Moved: Cr R Eckel

Seconded: Cr P Alexander

That the report from Community and Health Services be received and noted.

**CARRIED**

### **12.3 AUGATHELLA DIGGERS CAMPDRAFT ASSOCIATION - SPONSORSHIP**

#### **RESOLUTION 202/23**

Moved: Cr M McKellar

Seconded: Cr P Alexander

Option 1: That Council provides cash sponsorship of \$750 towards Augathella Diggers Campdraft Association's 2023 event, or

**CARRIED**

**13 ENGINEERING SERVICES****13.1 STATUS OF INGROUND TANK (BLADDER) - CHARLEVILLE****RESOLUTION 203/23**

Moved: Cr R Eckel

Seconded: Cr P Alexander

That Council receives and notes the status of the Charleville Inground Tank (Bladder).

**CARRIED**

**13.2 ENGINEERING REPORT****RESOLUTION 204/23**

Moved: Cr M McKellar

Seconded: Cr P Alexander

That Council receives and notes the Engineering Report.

**CARRIED**

**14 CORRESPONDENCE FOR CONSIDERATION**

Nil

**15 CONFIDENTIAL MATTERS****RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

**15.1 Application to lease land at the Charleville Airport**

This matter is considered to be confidential under Section 275 - e of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with contracts proposed to be made by it.

**15.2 CEO Contract**

This matter is considered to be confidential under Section 275 - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the appointment, dismissal or discipline of employees.

**15.1 APPLICATION TO LEASE LAND AT THE CHARLEVILLE AIRPORT**

**RECOMMENDATION**

1. That Council has laid this item on the table until more information is supplied with location, size of land and size of proposed building.

**RESOLUTION 205/23**

Moved: Cr P Taylor

Seconded: Cr M McKellar

That Council moves out of Closed Council into Open Council.

**CARRIED**

**16 CLOSURE**

There being no further business the Mayor declared the meeting closed at 12:19 pm.

Cr Shaun Radnedge

MAYOR





**SHIRE OF MURWEH**

**MORVEN - CHARLEVILLE - AUGATHELLA**

# **Special Council Meeting**

## **MINUTES**

**Council Chambers, 95-101 Alfred St, Charleville**

**Thursday, 24 August 2023**

**5:00PM**



**MINUTES OF MURWEH SHIRE COUNCIL  
SPECIAL COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, 95-101 ALFRED ST, CHARLEVILLE  
ON THURSDAY, 24 AUGUST 2023 AT 5:00PM**

**PRESENT:** Cr S Radnedge (Mayor), Cr R Eckel, Cr P Alexander (Cr), Cr M McKellar, Cr P Taylor

**IN ATTENDANCE:** J Nicholson (A/CEO & Director Economic Development & Tourism)

**1 OPENING PRAYER**

Fr Doohan delivered the prayer for the guidance of council.

**2 APOLOGIES AND LEAVE OF ABSENCE**

**Apologies**

Nil

**Leave of Absence**

Nil

**Applications for Leave of Absence**

**3 DECLARATION OF CONFLICTS OF INTEREST**

**4 UPDATE/CHANGE TO COUNCILLOR REGISTER OF INTEREST**

**5 CONFIDENTIAL MATTERS**

**RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

**5.1 Interim CEO**

This matter is considered to be confidential under Section 275 - e of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with contracts proposed to be made by it.

**MOTION**

**RESOLUTION 206/23**

Moved: Cr P Alexander

Seconded: Cr P Taylor

That Council considers the confidential matter(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012.

**CARRIED**

## **MOTION**

### **RESOLUTION 207/23**

Moved: Cr R Eckel

Seconded: Cr M McKellar

That Council moves out of Closed Council and resumes normal proceedings.

**CARRIED**

## **5.1 INTERIM CEO**

### **RESOLUTION 208/23**

Moved: Cr P Alexander

Seconded: Cr P Taylor

Pursuant to Section 195 of the *Local Government Act 2009*, appoints B Scott as the interim Chief Executive Officer, commencing Monday 28 August 2023.

**CARRIED**

## **6 CLOSURE**

There being no further business the Mayor declared the meeting closed at 5:10pm.

Cr Shaun Radnedge

MAYOR

**4 BUSINESS ARISING FROM MINUTES**



## 5 MAYORAL MINUTE

### 5.1 MAYORAL MINUTE -

**Author:** Mayor

**Authoriser:** CEO

#### **RECOMMENDATION**

That Council engage the Department of Sport and Recreation to;

1. Develop a Sport and Recreation Plan for Murweh Shire Council communities in consultation with the community and sporting groups; and
2. Develop a master plan for the future placement of sporting and ablution facilities at the Charleville Show Grounds and Racecourse precinct on the completion of a Sport and Recreation Plan for Murweh Shire Council

#### **MURWEH SHIRE SPORT AND RECREATION PLAN AND PRECINCT MASTER PLAN**

That Council consider the engagement of the Department of Sport and Recreation to;

1. Develop a Sport and Recreation Plan for Murweh Shire Council communities in consultation with the community and sporting groups; and
2. Develop a master plan for the future placement of sporting and ablution facilities at the Charleville Show Grounds and Racecourse precinct on the completion of a Sport and Recreation Plan for Murweh Shire Council

As I move through the community, I get more and more requests from community members and sporting clubs for additional sporting infrastructure.

With the completion of the refurbished racetrack, and the additional interest in many codes of children and adult sport, from traditional team sports to differing horse and motorcycle disciplines, I believe it would be good governance to put some structure around developing and funding sporting facilities.

The Council is also hearing from Queensland State and the Australian Governments, and with the usual quick turnaround times for the call and close for grant applications, that grant seekers need to have 'shovel ready projects' developed for submission.

#### **Financial Risk**

There is also a very high financial risk to Council in applying for public asset grants with projects not fully developed. It is good governance and prudent financial management that Council understands the costs involved of the initial capital investment to the whole of life operating costs of projects. This knowledge will inform any impacts to current and future budgets prior to applying for funding or responding to community requests.

#### **Support from the Queensland Government**

In discussions with Ms Penny Pike, Engagement Officer, South West Region, Department of Sport and Recreation, she has indicated that the Department can assist in developing a Sport and Recreation Plan for the Murweh Shire Council and its communities.

**Link to Corporate Plan**

[Type here](#)

**ATTACHMENTS**

**Nil**

**5.2 2024 QUEENSLAND AUSTRALIA DAY PROGRAM****Author: Mayor****Authoriser: CEO****RECOMMENDATION**

That Council registers an expression of interest in hosting a Great Australian Bites (GAB) Event in Charleville for Australia Day 2024

**BACKGROUND**

Australia Day Awards are usually presented each year with a sausage sizzle at the pool in Charleville. Attendance at this is usually pleasing however events that have been held with other activities around them have attracted more of the community.

Morven and Augathella communities arrange their own event (with some funding in the budget from Council), councillors attend the events in each town where available.

The attached email from the Premier advises of Great Australian Bites (GAB) program funding is available for Australia Day.

We have participated in the Australia Day Ambassador Program twice, but that involves a cost to Council and hasn't necessarily attracted more locals to participate in the awards event.

Relevant staff have some initial ideas about what could be done e.g., bushtucker fun day in the park with our jumbo games, water slides, music etc. I believe that this is a great opportunity to obtain funding to enhance our Australia Day Award celebrations and seek Council's support in registering our interest to the Department.

**ATTACHMENTS****1. 2024 Queensland Australia Day Program**

---

**From:** The Premier of Queensland <[the.premier@premiers.qld.gov.au](mailto:the.premier@premiers.qld.gov.au)>  
**Sent:** Tuesday, September 12, 2023 4:05 PM  
**To:** Shaun Radnedge <[Shaun\\_Radnedge@murweh.qld.gov.au](mailto:Shaun_Radnedge@murweh.qld.gov.au)>  
**Subject:** 2024 Queensland Australia Day Program

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Premier of Queensland  
Minister for the Olympic and Paralympic Games



**Brisbane 2032**  
Olympic and Paralympic  
Games Host  
*Queensland*



1 William Street Brisbane  
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Website [www.thepremier.qld.gov.au](http://www.thepremier.qld.gov.au)

Councillor Shaun Radnedge  
Mayor  
Murweh Shire Council

Dear Councillor Radnedge

Australia Day is a time for all Australians to come together to reflect on our history, respect the stories of others and celebrate our nation, achievements and people. Australia Day has many different meanings to many different Australians and is marked and celebrated in a diverse way.

Your council is encouraged to be a part of Queensland's Australia Day celebrations in 2024 and I ask for your support to celebrate our national day.

**Australia Day Ambassador Program**

The Australia Day Ambassador Program, in partnership with the National Australia Day Council, invites local councils to host a range of activities and celebrations on Australia Day and welcome Ambassadors into

communities to join the festivities. Ambassadors are inspirational individuals who generously volunteer their time, experiences and stories, often delivering speeches, officiating competitions or presenting Australia Day awards.

Australia Day Ambassadors include past recipients of the Australian of the Year Awards, talented athletes, medical professionals, business leaders, media personalities and community workers who provide inspiration and pride to Australia Day events.

The Department of the Premier and Cabinet (DPC) works with local councils to match Ambassadors with community celebrations and supports councils and Ambassadors every step of the way.

#### **The Great Australian Bites (GAB) program**

The GAB program encourages communities to come together and celebrate Australia Day with family and friends. These events showcase Queensland's exceptional produce and provides an opportunity for local entertainers to perform.

Heading into its ninth year in 2024, I invite your council to register an Expression of Interest to host a GAB event. In hosting this event, you would be supported by a partnership arrangement with DPC, which includes funding of up to \$16,000 (GST exclusive) for the GAB program, as well as marketing and event support.

#### **Other programs**

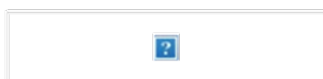
You are encouraged to participate in activities that respect Aboriginal and Torres Strait Islander communities to ensure that localised meaningful, reflective and respectful Australia Day events can be achieved.

More information can be found on the Queensland Government Australia [website](#), and the National Australia Day Council [website](#). Your office will be provided with links shortly to register interest in the Australia Day Ambassador Program and the GAB program for 2024, with Expressions of Interest to be submitted online by **20 October 2023**.

For more information, or to discuss your interest in the Australia Day programs, please contact Events and Engagement, DPC, by email at [australiaday@premiers.qld.gov.au](mailto:australiaday@premiers.qld.gov.au) or on telephone (07) 3003 9200.

Thank you for supporting Queensland's Australia Day celebrations for 2024.

Yours sincerely



**ANNASTACIA PALASZCZUK MP**  
**PREMIER OF QUEENSLAND**  
**MINISTER FOR THE OLYMPIC AND PARALYMPIC GAMES**

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This email was sent by Executive Correspondence Unit, PO Box 15185, CITY EAST QLD 4002 to  
[shaun\\_radnedge@murweh.qld.gov.au](mailto:shaun_radnedge@murweh.qld.gov.au)

**6 NOTICE OF MOTION**

Nil

## **7 CORRESPONDENCE FOR MEMBERS' INFORMATION**

### **7.1 CORRESPONDENCE FOR COUNCILLOR INFORMATION**

**Author:** CEO Assistant/RADF Liaison

**Authoriser:** CEO

#### **BACKGROUND**

Please find attached correspondence from the CEO for your information.

#### **LINK TO CORPORATE PLAN**

- 1.2.1 Council has in place effective whole of community communication and engagement strategies

#### **ATTACHMENTS**

1. CQFES letter re AWS implementation
2. Drinking Water Quality Management
3. 2024 Revaluation Program



File No: QFS/15951  
Ref No: 01851-2023



Office of the  
Commissioner

Queensland Fire and  
Emergency Services

Dear Colleagues and Partners

The Australian Warning System (AWS) is a new national approach to warnings. It includes consistent warning levels (Advice, Watch and Act, Emergency Warning), call-to-action statements, icons, and colours to achieve consistency and give people clear and targeted information about what to do to stay safe before, during and after an incident or disaster. The system builds on existing warning frameworks and applies nationally to bushfire, flood, severe weather (storm), cyclone and extreme heat. It is designed to be adaptable and scalable to other hazards in the future.

Queensland Fire and Emergency Services (QFES) has been leading a project to implement the AWS in Queensland. The project will deliver on the Queensland Government's commitment to implement the AWS, complemented by a national education campaign, in response to recommendations 13.3 and 13.4 of the Royal Commission into National Natural Disaster Arrangements (RCNDA).

The Queensland Government further committed to implementing the AWS for all nationally agreed hazards by 1 November 2023, including guidance and training to Local Governments (LGs) and relevant agencies, and a community education program, in response to recommendations 11 and 12 of the Inspector-General of Emergency Management's South-East Queensland Rainfall and Flooding Event February-March 2022 Review (SEQ Rainfall and Flooding Review).

The AWS, along with an education campaign, has already been implemented for the hazard of bushfire by QFES. QFES will retain responsibility for all AWS bushfire warnings in Queensland, and Queensland Health will issue all AWS extreme heatwave warnings in Queensland. LGs and other disaster management partner agencies are encouraged to promote these warnings.

Clarification of responsibilities and accountabilities for issuing AWS storm, cyclone and flood warnings is critical to the effective implementation of the AWS in Queensland. There has been extensive stakeholder engagement about warning responsibilities and accountabilities for these hazards, and feedback has been varied.

Emergency Services Complex  
125 Kedron Park Road Kedron

GPO Box 1425 Brisbane  
Queensland 4001 Australia

Telephone 13 QGOV  
Website [www.qfes.qld.gov.au](http://www.qfes.qld.gov.au)

ABN 93 035 163 778



Feedback received directly from LGs, state agencies and the Local Government Association of Queensland (LGAQ) Policy Executive has been considered along with the broader changes occurring in the disaster management sector.

Taking all factors into account an AWS implementation model has been developed which has been supported by the Honourable Mark Ryan MP, Minister for Police and Corrective Services and Minister for Fire and Emergency Services, and the Honourable Anastacia Palaszczuk MP, Premier of Queensland, Minister for the Olympic and Paralympic Games.

#### **AWS implementation model – storm, flood and cyclone**

Queensland LGs will create, approve and issue all local AWS flood, storm and cyclone warnings. Importantly, as requested by the LGAQ and some LG's support will be available through the Queensland Disaster Management Arrangements from the district and/or state level to create warnings, upon request.

There will be provision for the State to create, approve and issue warnings in critical situations. The State will also be able to issue broad warnings in consultation with LGs (for example, where broad cyclone AWS warnings are required).

Initially local warnings will be issued through existing local channels. Work is well progressed to scope a future 'common warnings publishing platform' initiative, which is considered vital to the long-term effectiveness of multi-hazard, multi-agency warnings in Queensland. Until this initiative is funded and delivered, interim Queensland multi-hazard publishing platforms will be established to support the sharing of locally published warnings.

State level support for warnings will initially be through the QFES Public Information and Warnings Unit, with the view to transition to a new QPS Warnings Unit once established.

Furthermore, we are committed to providing training and support to all stakeholders to ensure the successful implementation of the AWS. This will be offered through:

- Customisable warning templates, guides and assets (e.g., icons and social media tiles) for flood, storm and cyclone available via the Disaster Management portal for LGs to use.
- Online information sessions run by the AWS Project Team over the coming months.
- Formal AWS training incorporated in the Disaster Management Training Framework.
- Community engagement activities and resources.
- A state-wide AWS advertising campaign.

To keep abreast of implementation developments, including information session times, please subscribe to the AWS Update e-Newsletter via <http://bitly.ws/PJpW>. You can also contact the AWS Project Team directly with any questions at [qfes.aws@qfes.qld.gov.au](mailto:qfes.aws@qfes.qld.gov.au) or telephone on (07) 3635 3310.

Thank you for your continued dedication to ensuring Queensland communities receive the best, locally specific warnings to stay safe during natural disasters and emergencies.

Yours sincerely



Greg Leach AFSM  
Commissioner

SPID: 97



Department of  
Regional Development,  
Manufacturing and Water

7 September 2023

Chief Executive Officer  
Murweh Shire Council  
PO Box 63  
CHARLEVILLE QLD 4470

Dear Mr Scott

**Repeal and Re-issue of the Information Notice for the Decision about an approval of a Drinking Water Quality Management Plan**

I refer to the resolution of the South West Queensland Water and Sewerage Alliance (SWQWSA) meeting dated 14 June 2022 regarding Murweh Shire Council's (Council) consent to the amendment of the review and external audits due dates for Council's approved Drinking Water Quality Management Plan (DWQMP).

The Department of Regional Development, Manufacturing and Water (the regulator) received a letter on 22 March 2023, requesting the regulator's agreement to align the review and external audits due dates for Council's approved DWQMP with the regulatory due dates for the SWQWSA member councils. The delegate of the regulator considered the request and issued a letter to SWQWSA on 23 May 2023, with the inclusion of new proposed regulatory due dates for acceptance from each of the member Councils.

The regulator received written correspondence on 11 August 2023 from the Chairman of the SWQWSA, advising acceptance from SWQWSA member Councils for the proposed regulator due dates. The delegate of the regulator has decided to amend the timeframes for the review and external audit due dates for your approved DWQMP to provide consistency across the SWQWSA member councils.

The delegate of the regulator has decided to repeal the Information Notice for the Decision (the Notice) dated 1 November 2022 and re-issue the Notice to reflect the new regular review and external audits due dates for your approved DWQMP.

Please find enclosed a Repeal Notice (No 04) 2023 issued by the Regulator under section 24AA of the *Acts Interpretation Act 1954* repealing the Notice dated 1 November 2022.

Also enclosed is the re-issued Information Notice for the Decision, which details your regulatory requirements including the conditions of the approval.

1 William Street Brisbane  
Brisbane QLD 4000  
GPO Box 2247 Brisbane  
Queensland 4001 Australia  
Telephone +61 7 3137 4203  
Website: [www.rdmw.qld.gov.au](http://www.rdmw.qld.gov.au)  
ABN 51 242 471 577

If you have any related enquiries, please do not hesitate to contact Sohan Shrestha on telephone number (07) 3199 4833 or by email to [drinkingwater.reporting@rdmw.qld.gov.au](mailto:drinkingwater.reporting@rdmw.qld.gov.au).

Yours sincerely



**Imraan Yousuf**  
**A/Manager, Water Supply Regulation**  
**Water Operations and Systems**  
**Delegate of the Regulator**  
**under the *Water Supply (Safety and Reliability) Act 2008***

Cc: - Richard Ranson, Director of Community & Health Services  
Raju Ranjit, Director Engineering Service



**Water Operations and Systems****REPEAL NOTICE (No 04) 2023***Acts Interpretation Act 1954***Queensland  
Government****Department of  
Regional Development,  
Manufacturing and Water****1.0 Citation**

- 1.1 This notice, dated 7 September 2023, may be cited as the Repeal Notice (No 04) 2023 of the Information Notice for the Decision dated 1 November 2022 approving Murweh Shire Council's amended Drinking Water Quality Management Plan (DWQMP).

**2.0 Power to give notice**

- 2.1 This notice is given under section 24AA of the *Acts Interpretation Act 1954*.

**3.0 Reference to service provider**

- 3.1 A reference to service in this notice is a reference to the entity specified in section 3.2 of this notice.

- 3.2 This notice is given to:

Murweh Shire Council  
95-101 Alfred Street  
Charleville QLD 4470

**4.0 Commencement**

- 4.1 This Repeal Notice (No 04) 2023 is to commence on 7 September 2023.

**5.0 Reason for notice**

- 5.1 Pursuant to section 24AA of the *Acts Interpretation Act 1954*, the Director-General of the Department of Energy and Water Supply (the Regulator) may decide to amend or repeal a decision made by the Regulator under an Act.

- 5.2 Pursuant to section 24AA(b) of the *Acts Interpretation Act 1954* provides that the power to amend or repeal the instrument or decision is exercisable in the same way, and subject to the same conditions, as the power to make the instrument or decision.

**6.0 Decision made**

- 6.1 On 7 September 2023, the delegate of the Regulator decided, under section 24AA(b) of the *Acts Interpretation Act 1954*, to repeal the Information Notice for the Decision (the Notice) dated 1 November 2022 approving Murweh Shire Council's amended DWQMP and re-issue the Notice.

**7.0 Reason for decision**

- 7.1 The delegate of the Regulator made the decision for the following reasons.

1 William Street Brisbane  
Brisbane QLD 4000  
GPO Box 2247 Brisbane  
Queensland 4001 Australia  
**Telephone** +61 7 3137 4203  
**Website:** [www.rdmw.qld.gov.au](http://www.rdmw.qld.gov.au)  
**ABN** 51 242 471 577

- 7.2 Murweh Shire Council provided consent to the amendment of the review and external audits due dates for Council's approved DWQMP as outlined in resolution of the South West Queensland Water and Sewerage Alliance (SWQWSA) meeting dated 14 June 2022.
- 7.3 The Regulator received a letter on 22 March 2023, requesting the Regulator's agreement to align the review and external audits due dates for Murweh Shire Council's approved DWQMP with the regulatory due dates for the SWQWSA member councils. The delegate of the Regulator considered the request and issued letter to SWQWSA on 23 May 2023 with the inclusion of new proposed regulatory due dates for acceptance from each member Councils.
- 7.4 The Regulator received a written correspondence from Mr Peter See on behalf of SWQWSA member Councils on 11 August 2023, advising acceptance from all member Councils for the proposed regulator due dates. The delegate of the Regulator decided to amend the timeframes for review and external audits for Murweh Shire Council's approved DWQMP to provide consistency across the SWQWSA member councils.
- 7.5 The delegate of the Regulator decided to repeal the Notice dated 1 November 2022 and re-issue the Notice to reflect the new review and external audits due dates for the approved Murweh Shire Council's approved DWQMP.

This notice is given on Thursday, the 7<sup>th</sup> day of September 2023.



**Amirhan Yousuf**  
**A/Manager, Water Supply Regulation**  
**Water Operations and Systems**  
**Delegate of the Regulator**  
**under the Water Supply (Safety and Reliability) Act 2008**

## Water Operations and Systems

### INFORMATION NOTICE

*Water Supply (Safety and Reliability) Act 2008*  
(Section 99, subsection (1)(b))



Department of  
Regional Development,  
Manufacturing and Water

#### 1.0 Citation

- 1.1 This notice, dated 7 September 2023, may be cited as the Information Notice for the Decision to approve an amendment of the Murweh Shire council's approved Drinking Water Quality Management Plan.

#### 2.0 Power to give notice

- 2.1 This notice is given under subsection 99(1)(b), pursuant to subsection 107(4) of the *Water Supply (Safety and Reliability) Act 2008* (the Act).

#### 3.0 Reference to service provider

- 3.1 A reference to service provider in this notice is a reference to the drinking water service provider specified in section 3.2 of this notice.

3.2 This notice is given to:

Murweh Shire Council  
95-101 Alfred Street  
Charleville QLD 4470

who may be referred to in the remainder of this notice as 'you' and 'your', as applicable.

#### 4.0 Reason for Notice

- 4.1 Pursuant to section 107 of the Act, a drinking water service provider must, within 30 business days of completing a regular review of their approved Drinking Water Quality Management Plan, referred to in the remainder of this notice as the DWQMP or the plan, which indicated changes needed to be made to the plan, amend the DWQMP to reflect the changes to the operation of the water service and apply to the regulator for the approval of that amended plan.

- 4.2 Subsection 107(4) provides that subsections 95(2) and (3) and sections 96 to 99 apply to the application and the proposed amended DWQMP, as if a reference in the sections to the DWQMP was a reference to the amended DWQMP.

- 4.3 Pursuant to section 98 of the Act, the Director-General of the Department of Regional Development, Manufacturing and Water (the regulator) must consider and decide to approve or refuse to approve an amendment of an approved DWQMP lodged by a service provider under section 107 of the Act.

- 4.4 Subsection 99(1)(b) provides that the regulator may approve a DWQMP with conditions.

- 4.5 If the regulator, under subsection 99(1)(b) of the Act, approves a DWQMP with conditions, the regulator must give the service provider an information notice for the decision.

**5.0 Scheme details**

5.1 This notice applies to the Murweh Shire Council drinking water service, which includes the following water supply schemes:

- Charleville Water Supply Scheme
- Augathella Water Supply Scheme
- Morven Water Supply Scheme

**6.0 Decision made**

6.1 On 20 October 2022, the delegate of the regulator decided under section 98 of the Act, to approve the amended DWQMP, as submitted by Murweh Shire Council, on 1 September 2022, with the conditions stated in this notice.

6.2 The decision was made having regard to the DWQMP detailed in your DWQMP amendment application form, received on 8 April 2022, including changes to the sections:

- Details of infrastructure for providing the service;
- Identify hazards and hazardous events;
- Information gathering – water quality and catchment characteristics;
- Assessment of risks;
- Risk management measures;
- Operation and maintenance procedures;
- Management of incidents and emergencies;
- Risk management improvement program;
- Operational monitoring;
- Verification monitoring.

6.3 The approved amended DWQMP includes all the documents and information submitted to the regulator under sections 95 and 96 of the Act, as a component of the amendment application made on 8 April 2022 including:

- Murweh Shire Council Drinking Water Quality Management Plan received on 1 September 2022

6.4 The conditions of approval for the plan placed by the Information Notice for The Decision given to you under subsection 99(1)(b) on 1 November 2022, no longer apply and are replaced by the conditions stated in this notice.

**7.0 Conditions of approval for the plan**

7.1 The following definitions apply to conditions of your approved DWQMP:

**‘water quality criteria’** means the water quality criteria for drinking water, as defined in Schedule 3 of the Act and a health guideline value provided in the most current version of the Australian Drinking Water Guidelines (ADWG).

**‘an incident’** is the detection of *Escherichia coli* (E.coli), an ADWG parameter or radioactivity that does not comply with the water quality criteria or a pathogen, i.e. a disease-causing microorganism (e.g. bacteria, viruses and protozoa).

**‘an event’** is anything that has happened or is likely to imminently happen in your drinking water service, which you cannot manage under your approved DWQMP and/or which may adversely impact public health. An event includes, but not limited to:

- the detection of a parameter that has an aesthetic guideline value, but used as an indicator or a surrogate of other hazards (for example, turbidity), or
- the detection of a parameter that has no guideline value in ADWG, which may adversely impact public health (for example, chlorate),



- failure to undertake the water quality testing described in the DWQMP or missing data, for example, laboratory errors, where rescheduling cannot demonstrate the required frequency,
- an operational situation, which requires a response to ensure safety and continuity of supply and which is not managed by an operational procedure and/or detailed in the DWQMP.

**'manage under your approved DWQMP'** means the hazard and/or a hazardous event is identified in the DWQMP and can be managed to an acceptable level of risk, i.e., the hazard and/or a hazardous event:

- is identified in the risk assessment and has existing preventive measures documented in the DWQMP to achieve an acceptable risk level; and
- has corrective actions documented in the DWQMP to comply with the water quality criteria, or below an 'interim' health guideline value, where applicable; or
- can be managed by an operational procedure or as described in the DWQMP.

**'immediately'** means without reasonable delay, but no later than on the same day you became aware of the incident or event.

**'as soon as practicable'** means -

- for the initial notification - within 24 hours after you immediately notified the regulator of the incident or event, but no later than the close of business the next business day; and
- for the investigation report - within five (5) business days after completing your investigation of the incident or event, which includes identifying the root cause and the actions proposed to prevent or minimise the likelihood of a recurrence of the incident or event.

**'circumstances'** means a description of the incident or event, which may include the possible cause of the incident or event, the assessed potential of the event to adversely impact public health, any relevant water quality sampling or testing conducted or proposed and any corrective action(s) taken or proposed.

- 7.2 If, due to your verification or other monitoring activity, which includes a research program or another entity's monitoring activity, you become aware of an incident in your drinking water service, you must, unless you have a reasonable excuse, immediately notify the regulator of the circumstances and follow up that initial notification by giving the regulator written notice in the approved form, as soon as practicable.
- 7.3 When you become aware an event in your drinking water service, you must, unless you have a reasonable excuse, immediately notify the regulator of the circumstances and follow up that initial notification by giving written notice in the approved form, as soon as practicable.
- 7.4 You must give the regulator an investigation report, using the approved notice form, as soon as practicable. This notice must identify the cause of the incident or event and include the outcomes of your investigation, the actions taken to remedy the incident or event and any actions proposed to prevent or minimise the likelihood of a recurrence of the incident or event.
- 7.5 You may seek the regulator's formal acknowledgement for your research activities, by submitting the Research Project Notification form to the regulator.

Where you are operating under a research activity that has been formally acknowledged by the regulator, detections of parameters arising from this research activity must be reported as detailed in the regulator's formal acknowledgement.

- 7.6 The next regular review of your approved DWQMP, to ensure the DWQMP remains accurate and relevant to the drinking water service you provide, must be conducted by **1 December 2023 and at the intervals specified in section 8 of this notice.**



This review must be conducted in accordance with the regulatory guidelines made by the regulator for conducting a regular review of a DWQMP.

- 7.7 The next audit of your approved DWQMP must be conducted by **1 May 2025 and at the intervals specified in section 8 of this notice.**

This audit must be conducted in accordance with section 108 of the Act and the regulatory guidelines made by the regulator for undertaking an audit of a DWQMP and preparing audit reports.

- 7.8 The State of Queensland accepts no liability for any financial outlay you incur by implementing and complying with your approved DWQMP and the conditions of the plan.
- 7.9 You must undertake the monitoring as stated below and provide the summary of the monitoring results in writing to the regulator within 20 business days after the end of each fiscal quarter:
1. Commence *E. coli* validation sampling at a NATA accredited laboratory each fiscal quarter. Samples must be collected from all drinking water schemes at all locations stated in Table 32 (page 56) of the approved DWQMP. The first validation sampling round must be completed by 31 December 2022.
  2. In-house *E. coli* monitoring must be conducted in the Charleville Scheme on a weekly basis from at least 3 locations (Lions Club, Hilda Street; Swg Pmp 5, Galatea Street and Bore 5, 10ML reservoir site) stated in Table 32 (page 56) of the approved DWQMP.
  3. Undertake turbidity testing whenever a sample is collected for *E. coli* (in-house or validation sampling).
- 7.10 The progress on the Risk Management Improvement Program (RMIP) items must be provided in writing to the regulator, within 20 business days after the end of each fiscal quarter, commencing 1 January 2023.
- 7.11 Prior to connecting the new bore in Morven to the drinking water service, you must:
- a. Undertake a standard water analysis on at least a monthly basis from the new bore for a minimum period of 12 months; and
  - b. Update the DWQMP accordingly and submit it to the regulator for approval.

#### **8.0 Intervals for DWQMP reviews and audits under the Act**

- 8.1 Regular reviews of your approved DWQMP must be conducted every two (2) years. The interval of two (2) years is considered reasonable to ensure your approved DWQMP remains relevant and appropriate to manage all likely hazards associated with your drinking water service.
- 8.2 Audits of your approved DWQMP must be conducted every four (4) years. The purpose of this audit is to verify data accuracy, assess compliance with the DWQMP and its relevance to your drinking water service. The interval of four (4) years is considered reasonable to demonstrate your implementation of and compliance with your approved DWQMP.

#### **9.0 Evidential material on which findings of fact were based**

- 9.1 The delegate of the regulator in making the decision mentioned in section 6.0 'Decision Made' above had regard to the following material:
- *Water Supply (Safety and Reliability) Act 2008*;
  - *Water Supply (Regulator) Delegation (No.1) 2022*;
  - *Public Health Regulation 2018*;

- Drinking Water Quality Management Plan Guidelines, November 2018;
- Australian Drinking Water Guidelines 2011, Version 3.8 Updated September 2022;
- Your DWQMP Amendment Application received on 8 April 2022;
- Your amended DWQMP received on 8 April 2022;
- Information Requirement Notice issued to you on 7 June 2022;
- Your response to an Information Requirement Notice received on 26 August 2022;
- Your further amended DWQMP received on 1 September 2022 following a phone discussion;
- Correspondence between the department and the service provider about this application;
- Case number CPL-97-22-09529;
- Your Audit Report December 2021
- Your DWQMP Report 2020/2021 FY

#### **10.0 Findings on material questions of fact**

10.1 The delegate of the regulator in making the decision mentioned in section 6.0 'Decision Made' above, made the following findings of fact:

- You have an approved DWQMP, in accordance with section 95 of the Act;
- You reviewed and amended your approved DWQMP and applied for approval of this amended plan on 8 April 2022;
- You amended the sections of the approved DWQMP, as indicated in the amendment application form;
- An Information Requirement Notice (IRN) issued to you on 7 June 2022;
- Your response to the Information Requirement Notice received on 26 August 2022;
- Your further amended DWQMP received on 1 September 2022 following a phone discussion.

#### **11.0 Reasons for the decision**

11.1 The delegate of the regulator made the decision for the following reasons:

- You amended your approved DWQMP, following its review and submitted a bona-fide amendment application to the regulator on 8 April 2022;
- Your DWQMP, as received on 1 September 2022; meets the requirements of the Act and the relevant guidelines for the drinking water supply schemes addressed.

#### **12.0 Internal review of decision**

12.1 Subsections 512(1) and 512(2)(b) of the Act provide that a person who has been given an information notice by the regulator may apply for an internal review of the decision in the notice.

12.2 An internal review application must be:

- in the approved form (WSR004 - Internal review of decision application) which can be obtained at [www.rdmw.qld.gov.au/water](http://www.rdmw.qld.gov.au/water) or from our local departmental office;
- accompanied by a statement of the grounds, on which the applicant seeks review of the decision;
- supported by sufficient information to enable the reviewer to make a decision; and
- made to the regulator by email sent to: [drinkingwater.reporting@rdmw.qld.gov.au](mailto:drinkingwater.reporting@rdmw.qld.gov.au) or posted to the address below, within 30 business days after the day you are given this information notice.

Director, Water Supply Regulation  
Water Operations and Systems  
Department of Regional Development, Manufacturing and Water  
GPO Box 2247  
Brisbane Qld 4001

- 12.3 Making an internal review application does not delay the person's obligation to comply with the notice. A person who has been given an information notice by the regulator under the Act may apply to a court with jurisdiction for a stay of the decision.
- 12.4 The latest version of the Act is available at [www.legislation.qld.gov.au](http://www.legislation.qld.gov.au) and detailing the review and appeal rights in Chapter 7. This process may not be the only right of review and you are encouraged to seek legal advice.

This notice is given on Thursday, the 7<sup>th</sup> day of September 2023.



**Imraan Yousof**  
**A/Manager, Water Supply Regulation**  
**Water Operations and Systems**  
**Delegate of the Regulator**  
**under the *Water Supply (Safety and Reliability) Act 2008***

Ref: CTS.16707/23



Department of Resources

06 September 2023

Ms Sabine Taylor  
Chief Executive Officer  
Murweh Shire Council

By email: [ceo@murweh.qld.gov.au](mailto:ceo@murweh.qld.gov.au)

Dear Ms Taylor:

**2024 revaluation program effective 30 June 2024**

I am writing to advise you of my decision on the 2024 land revaluation program. In making this decision, I considered the detailed property market analysis, the timing since the last revaluation, and feedback provided by local government areas (LGA) and key stakeholders.

I can confirm that Murweh Shire Council will not be included in the 2024 revaluation program. For your information, I have attached a summary of all LGAs included in the 2024 program.

Queensland's land valuation system is an open and transparent process delivered consistent with the *Land Valuation Act 2010*.

As your LGA will not receive new land valuations in 2024, the current land valuations will remain in effect for rating purposes for the 2024–25 financial year.

Should you have any enquiries, please contact John Thomas, Area Manager, SVS on telephone (07) 4529 1383.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Laura'.

Laura Dietrich  
Valuer-General

State Valuation Service  
Level 8, 1 William Street, Brisbane  
PO Box 15216, City East  
Queensland 4002 Australia  
Telephone: +61 7 3199 7770  
Email: [valuer-general@resources.qld.gov.au](mailto:valuer-general@resources.qld.gov.au)  
[www.resources.qld.gov.au](http://www.resources.qld.gov.au)  
ABN 59 020 847 551



## Local governments areas included in the 2024 revaluation program

1. Banana
2. Barcoo
3. Bulloo
4. Bundaberg
5. Central Highlands
6. Cook
7. Diamantina
8. Fraser Coast
9. Gold Coast
10. Goondiwindi
11. Isaac
12. Livingstone
13. Longreach
14. Moreton Bay
15. Redland
16. Somerset
17. Sunshine Coast
18. Torres
19. Whitsunday
20. Winton

**8        DECLARATION OF CONFLICTS OF INTEREST**

**9        UPDATE/CHANGE TO COUNCILLOR REGISTER OF INTEREST**

## 10 CORPORATE & REGULATORY

### 10.1 PURCHASE OF LAND - 53 NORTH ROAD MORVEN

**Author:** Manager Regulatory Services

**Authoriser:** CEO

#### RECOMMENDATION

That Council review the price offered to Queensland Government Accommodation Office, Public Works Division for the purchase of land located at 53 North Road Morven, as the Department has not accepted Council's offer of \$10,000.00, it is \$8,000.00 below the independent valuation of \$18,000.00.

Or

Council relocate its accommodation building so it fits within the footprint of land it owns.

#### BACKGROUND

Council has erected its new accommodation building in Morven on the boundary line of 53 North Road. The boundary line is not fenced, as such the encroachment was identified via mapping.

#### Purpose

Contact was made with Government Employee Housing (GEH) by Council seeking if the Department wanted to sell the block of land.

It is believed that Council employees have been utilising the land by driving onto Council's parcel of land.

An allotment around the corner sold last in 2022 for \$18,000.00, however it sold four years previously (2018) for \$8,000.00.

#### Discussion

On the 27 June 2023, the Department notified Council that it did not accept its offer of \$10,000.00. This is due to Queensland Government Land Transaction Policy, GEH are unable to sell below the market valuation price of \$18,000.00 – a copy of the independent market valuation was provided to Council.

#### Consultation

Contact was made with Elders Real Estate in Roma, seeking if they could do a desk top appraisal for Council. The advice received was that an allotment in close proximity, and similar in size sold for \$18,000.00 which set the market valuation.

#### Financial Risks

The current budget allocation to purchase land in Morven is \$10,000.00. The cost to move the accommodation unit is approximately \$10,000.00, as the unit has been set on footings.

**Environmental Risks**

Limited - Council employees driving on land not owned by Council, nor is it public land – vehicle tracks.

**Social Risk**

Nil

**Legal Risk**

Illegal use of land, unless Council obtains approval from GEH

**LINK TO CORPORATE PLAN**

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

**ATTACHMENTS**

Nil



**10.2 REQUEST USE OF OLD ROYAL FLYING DOCTOR HANGAR AT THE CHARLEVILLE AIRPORT**

**Author:** Manager Regulatory Services

**Authoriser:** CEO

**RECOMMENDATION**

That Council approve the use of the old hangar for the forthcoming 80 year Celebration of the Royal Flying Doctor operations at Charleville.

**BACKGROUND****Purpose**

The Royal Flying Doctor Service (RFDS) are celebrating 80 years of operation service at the Charleville base, in the old RFDS hangar located on John Flynn Way, Thursday 2 November 2023, from 6.00pm to 9.00pm.

The event hosted by RFDS, is being held to thank stakeholders and acknowledge those who have kept the Flying Doctor in operation. Guests will consist of RFDS staff, government personnel, key donors, long-time supporters to a long table sit down evening meal with the main focus being history of the service and facilities located at the Charleville airport. (Refer attachment 1)

**Discussion**

On 23 August 2023, discussion were undertaken with Sophie Mason, Sharlene Taylor, Maureen Scott, (RFDS representatives), Glenn Robinson (AIMS), Phil Pfingst (ARO Charleville) and the author to identify the requirements of the event.

Council will submit the Application for a special event zone (SEZ), as it is anticipated the hangar door to air side will be open taking in the view from the hangar to the wide open spaces on air side. The draft SEZ is attached for Council's review. (Refer to attachment 2)

**Consultation**

Phil Pfingst – Airport Report Officer – Murweh Shire Council

Glenn Robinson – Airport Industry Management Support

Maureen Scott – Royal Flying Doctor Service

Sophie Mason – Royal Flying Doctor Service

Sharlene Taylor – Event organiser – Royal Flying Doctor Service

**Financial Risks**

Limited – following requirements of the Special Event Zone approval from Department of Home Affairs – Regulatory submission

### **Environmental Risks**

Nil

### **Social Risk**

Limited – excellent opportunity to show case Council's support of the Royal Flying Doctor Service over the past 80 years of operation from the Charleville base.

### **Legal Risk**

Nil – all processes and procedures to be implemented under the approved SEZ

### **LINK TO CORPORATE PLAN**

- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

### **ATTACHMENTS**

1. **Royal Flying Doctor 80 year celebration of operations**
2. **Special Event Zone application Royal Flying Doctor 80 year celebration**

## RFDS Charleville 80yr Celebration



In celebration of 80 years of operation for the Charleville Base, RFDS is hosting an intimate stakeholder event to thank and acknowledge the people who have kept the Flying Doctor in the air and on the ground. The event will invite RFDS staff, government, key donors, long-time supporters and stakeholders to a long-table sit down event in the old RFDS hangar as we acknowledge our long history and look forward to the future.

### Event details

WHEN: Thursday, 2 November, 6:00pm – 9:00pm

WHERE: RFDS Charleville Base, John Flynn Way, Charleville

DRESS: Business attire

### Event Overview

Guests arrive from 6:00pm via the emergency services exit gate and walk past the closed new hangar, into the old hangar which is the main space for the event.

The old hangar will have all entry doors closed except for the small, hinged door, with the far airstrip side completely open\*, allowing the dusk red sunset view out to the airstrip to feature with a red bellied aircraft (TBC) as the hero in front of it.

Guests enjoy pre-dinner drinks from a drinks buffet set with self-serve wines \*\*, juices, soft drinks and water, admiring the view while local caterer – The Outback Food Shack – serve entrée as stand-up canapes.

The local Wool-A-Bar horse float is used as both a decorative element to help fill the space, as well as an additional service point for drinks, to be used again at the end of the night for tea and coffee.

Dinner tables are set as long trestles fanning out from the hero aircraft, dressed with linen and a pop of rustic colour via a small billy button floral on every napkin. Throughout the center of the tables are self-serve beverages and serving ware and to further style, pillar candles (battery) on timber bases. Place cards identify guest seating positions with table plans showcased on a board and easel or via powerpoint slide.

Once guests are seated, welcome speeches including a Welcome to Country by Sheryl Lawton and Shelly Williams will be followed by a shared “family style” main course. Drinks service continues with self-serve beverages both positioned throughout the tables as well as in surrounding ice buckets, with local (but limited) staff available to assist as required.

As the day becomes dark, stylized lighting will illuminate the old hangar, recognizing the history of the base as it celebrates 80 years.

Formalities continue between main course and dessert, to include highlights of the 80<sup>th</sup> Anniversary Celebration, 20-year tenure recognitions, a Light the Lanterns moment and video and an Ambassador investiture, including speeches by elected guests.

The evening concludes with individually plated dessert and departures.

## RFDS Charleville 80yr Celebration



As guests depart having celebrated the past of the RFDS in Charleville, they find the new hangar now open, showcasing the future of RFDS in Charleville with an up-lit red bellied aircraft (TBC) as hero at its center.

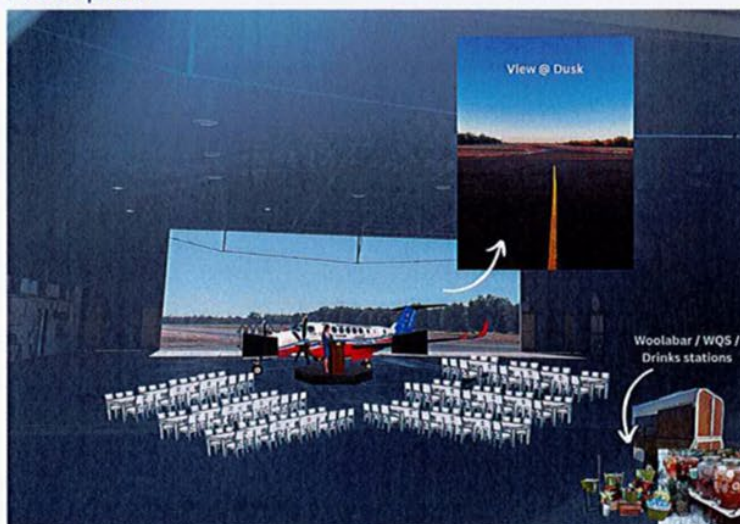
\* A security guard will be engaged to supervise the open end of the hangar to maintain airside security. Picket fencing will be in place to delineate the event barrier and prevent patrons moving airside.

\*\* At least 1 x RSA certified staff member will supervise and assist. A community liquor license has also been arranged.

### Fencing map



### Floorplan

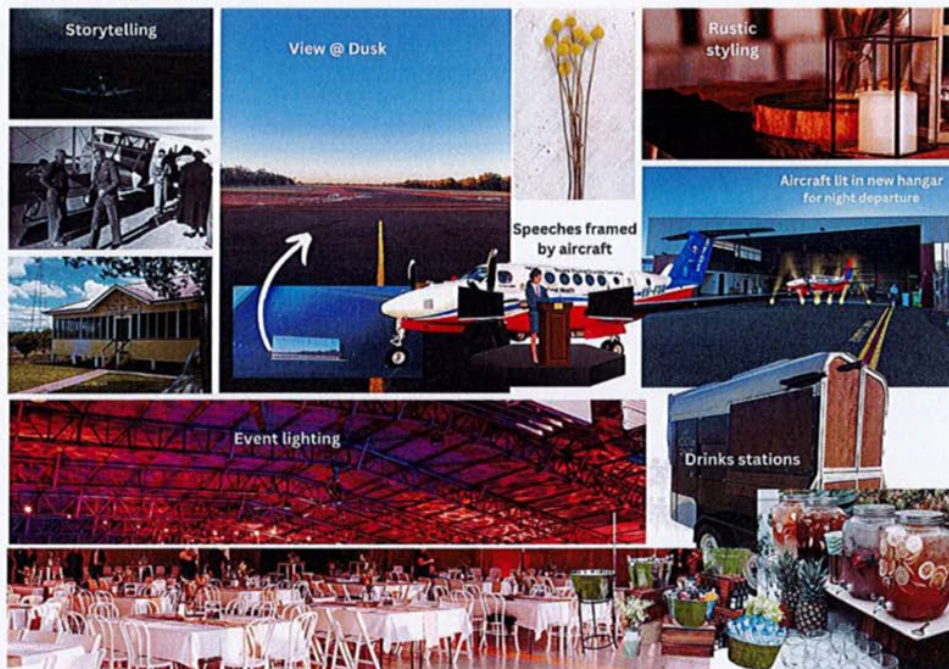




# RFDS Charleville 80yr Celebration



## Mood Board



## Access requirements

### WEDNESDAY 1 NOVEMBER – DAY BUMP IN INTO EARLY EVENING

- Task** AV set-up in the old hangar to allow for lighting to set once it becomes dark
- Who** AV third party supplier supervised by RFDS ASIC holder.
- What** Audio system for speeches and background music, stage for speeches, projector and screen or LED screen/s to support presentations. Vehicle access needed.

### THURSDAY 2 NOVEMBER – DAY BUMP IN CONTINUES + DELIVERIES MADE

- Task** SEZ fencing is installed
- Who** CRE
- What** Security fencing to be installed (refer SEZ map on page 1). Vehicle access needed.
- Task** Deliveries
- Who** Various
- What** Delivery of beverages, furniture, linen, cutlery, crockery, glassware, silverware, Wool-A-Bar horse float, guest gifts, florals, remaining AV. Vehicle access needed.
- Task** Catering set-up

## RFDS Charleville 80yr Celebration



**Who** The Outback Food Shack sets up caravan (near open side of hangar) and prepares for dinner service

**What** 3 course dinner (standing canape entrée + seated shared main course + individual dessert). Vehicle access needed.

**Task** Hangar clean

**Who** Mahon Cleaning

**What** Cleaners ensure hangar is cleaned and ready for guest arrivals

### THURSDAY 2 NOVEMBER – EVENT (6.00PM – 8.30PM)

**Task** Security

**Who** Gregory Suhan from CWAATSICH

**What** 2 x guards during event hours – 1 x temporary fenceline and 1 x hangar airstrip opening.

**Task** Event Staff

**Who** Photographer, waitstaff, bar staff, volunteers, AV operators

**What** Event delivery

**Task** Guests

**Who** Invitation only guests

**What** Attend dinner

### THURSDAY 2 NOVEMBER – BUMP OUT (from 8.30pm)

**Task** Pack down and removal

**Who** All

**What** All supply to be packed down. Fencing dismantle priority for the fuel bowser to become accessible. Some items to be removed immediately, some to be collected next day. Vehicle access needed.

### FRIDAY 3 NOVEMBER – COLLECTIONS

**Task** Hire items collected

**Who** Remaining supply

**What** Suppliers return to collect their items, vehicle access needed.





Australian Government  
Department of Home Affairs

OFFICIAL

## Application for a special event zone (SEZ) notice

Application for ☒ AIRSIDE SPECIAL EVENT ZONE  
☐ LANDSIDE SPECIAL EVENT ZONE  
☐ AIRSIDE AND LANDSIDE SPECIAL EVENT ZONE

DESCRIPTION OF PROPOSED EVENT: RFDS 80<sup>th</sup> Birthday Celebration Function

AIRPORT WHERE PROPOSED EVENT WILL BE HELD: Charleville Aerodrome

### APPLICANT DETAILS

Name Kay Crosby

Position Acting Director Corporate Services

Organisation Murweh Shire Council

Postal address PO Box 63, CHARLEVILLE QLD 4470

Telephone number Ph: 07 4656 8306

Email [kay\\_crosby@murweh.qld.gov.au](mailto:kay_crosby@murweh.qld.gov.au)

THE DATES/TIMES  
THE ONE OFF SEZ  
WILL BE IN PLACE  
FOR

And  
/or

WHAT ARE THE  
UNIQUE  
TRIGGERING  
EVENTS, DETAILS  
AND  
CIRCUMSTANCES  
FOR THE  
STANDING SEZ  
COMING INTO  
AND/OR OUT OF  
FORCE?

The purpose of this SEZ is to allow patrons airside access at the Charleville Airport. Airside access is required to permit the attendees to trek to the RFDS 80<sup>th</sup> Birthday Function which is to be held in the old RFDS Hanger.

2 November 2023

1600 – 210



**OFFICIAL**

IF YOU ARE NOT THE AIRPORT OPERATOR, PROVIDE DETAIL OF THE CONSULTATION UNDERTAKEN WITH THE AIRPORT OPERATOR

*Briefly summarise the method of consultation undertaken and attach copies of emails or other applicable correspondence as evidence of consultation. If consultation was undertaken verbally, please include the date(s) when this occurred, along with the name, position, and contact details of the representatives of the airport operator consulted.*

Wednesday 23 August, 2023 at 3.30pm – Sophie Mason, Sharlene Taylor, Maureen Scott, Glenn Robinson, Phil Pfingst and Kay Crosby

ARE YOU APPLYING FOR MORE THAN ONE ZONE? IF YES, DESCRIBE THE ZONES INCLUDING HOW AND WHEN THEY ARE PROPOSED TO BE USED

No.

HOW MANY PEOPLE ARE EXPECTED TO ATTEND THE EVENT?

Estimated up to 80 personnel

HOW DID YOU COME UP WITH THIS ESTIMATE?

Based on the proposed invitation list.

WHAT ARE THE MAIN SECURITY RISKS FOR THE EVENT?

Unauthorised airside access (beyond the SEZ).

Unauthorised entry into the SEZ from airside (other arriving pilots and/or their passengers).

Items left behind after the event.

Interference with aircraft.

HOW DID YOU IDENTIFY THESE RISKS?

Based on the risk assessment of the event carried out by the Airport ARO.

WHAT SECURITY RISK MITIGATION STRATEGIES AND SECURITY MEASURES WILL BE IN PLACE TO MANAGE ALL THESE RISKS? (refer to p.9)

Risk mitigation strategies may include but are not limited to:

- unauthorised persons entering the event area from landside and / or airside;
- unauthorised exit of persons into areas outside of the delineated event area;
- managing broader airport emergency procedures during the event period;

The event is scheduled so as not to coincide with any scheduled ATO (RPT) operations.

The event is proposed for an area away from the general aviation & ATO aircraft parking area.

The only entry point for the SEZ will be through the gate #

An airport reporting officer (ARO) will be positioned airside and given the responsibility of maintaining the integrity of both the airside and SEZ.

The ARO will conduct a serviceability inspection of the airside post the event to ensure all items have been removed.

In the 'housekeeping' brief to all guests they will be told the process for evacuating the SEZ to landside in the case this becomes required as well as advising of the inability of anyone to bring weapons or prohibited items airside.

Access to the airside will be monitored by the ARO and Security Guards.




---

**OFFICIAL**

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- introduction of weapons into the event area;
- unattended items being left in the event area; and
- the security of nearby regular passenger transport services (if applicable).

There will be an SEZ Register in place that will require signing to get through the entry point. 

Fencing will be used to restrict access to the airside and static guards will be used where fencing isn't practical.

---

APPLICANT SIGNATURE

---

DATE

---

Please attach a map clearly identifying the boundary of the proposed zone(s) and entry/exit points. If applicable, also attach emails or other relevant correspondence with the airport operator.

Your completed and signed application form and attachments should be sent to:

**EMAIL** [national.coordinator@homeaffairs.gov.au](mailto:national.coordinator@homeaffairs.gov.au)

OR

**MAIL**

Department of Home Affairs  
Regulatory Submissions  
Aviation and Maritime Security Division  
PO Box 25  
Belconnen ACT 2616

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**10.3 DUPLEX COMPLEX 53 EDWARD STREET CHARLEVILLE**

**Author:** Manager Regulatory Services

**Authoriser:** CEO

**RECOMMENDATION**

That Council

1. Consider the reallocation of grant funds from Stage one of the Works for Queensland Funding (W4Q21-24) totalling One hundred and seventy five thousand dollars to the Aged Care Units in Wildie Street Charleville; and
2. Obtain approval for the reallocation of funding from Department of State Development, Infrastructure, Local Government Planning.

**BACKGROUND****Purpose**

On 28 January 2022, Council made application to the Department of State Development Infrastructure, Local Government Planning under the Works for Queensland program for the upgrade of seven dwellings which aligned its priorities of addressing current housing shortages in south-west Queensland, provided affordable housing for lower income or elderly community members and provided short to medium term accommodation for employees.

**Discussion**

Stage One of the funding approval of One hundred and seventy-five thousand dollars (approximate) was allocated to the complex located at 53 Edward Street Charleville for the re-stumping and re-roofing as well as internal work.

It is understood that three of the units are currently occupied, two by elderly residents and one younger working age person.

Council's Building Certifier has provided the following recommendations for 53 Edward Street Charleville, as well as advising that the Fire regulation requirements are not to current standard:

***Priority of Repairs and Upgrades (Excluding Fire Separation)***

1. Replace roof, gutters, downpipes and damaged fascia and barge boards;
2. Install roof insulation whilst replacing the roof;
3. Replace stumps that are unserviceable and relevel entire building;
4. Remove large gum trees in front yard and repair damaged fences and concrete footpaths;
5. Install hot water tap to kitchen sink in Unit 3;
6. Replace all Hot water Systems to energy efficient type with Temp Mixing Valve included (investigate converting to Gas instantaneous types);
7. Replace unserviceable Stove/Ovens (if converting HWS to Gas ask residents if gas cook top and electric oven an option)
8. If installing Gas (bottled) install outlet for Gas heater in living area;
9. Replace all entry/exit stairs (complete with landings and handrails);

10. Replace all entry/exit doors that are damaged or poorly fitted (some are hollow core doors) as well as install security screen doors;
11. Replace Louver windows with glass sliding windows with security screens;
12. Repair damaged external cladding and repaint building externally;
13. Upgrade bathrooms with focus on Units 1,2 and 3;
14. Upgrade laundry areas for Units 1 and 2;
15. Install internal doors in Unit 2;
16. Internally paint Units;
17. Replace floor coverings;
18. Concrete footpaths to hills hoists to allow access for residents;
19. Replace all light fixtures for energy efficient (LED) types,
20. Install additional 240v power outlets to kitchen benches

### Consultation

18 August 2023 a discussion was held with the owner of Ray White Real Estate Charleville, regarding the options for the tenants, and future maintenance of the building located at 53 Edward Street Charleville.

Clarification from Katelyn Burey, Senior Region Advisor of the Department has been sought regarding the possible reallocation of funding (Refer to attachment 1)

### Financial Risks

Claims against Council should a fire event occur.

Approval from the Department must be completed to allow for the reallocation of funding under W4Q21-24.

Council may need to house the two elderly residents to alternate accommodation, whilst the refurbishment of Wildie Street units is being completed. (A building assessment has not been completed on these units – preliminary inspection has been completed, and has identified that the disabled ramp needs to be removed and replaced allowing space for wheelchair/mobility scooters, painting inside and out of both units, air condition upgrade/clean)

### Environmental Risks

Nil

### Social Risk

Improve the liveability of elderly residents in Council housing

### Legal Risk

Fire risk event has the potential to become a legal risk for Council –

***Extract Building Certifier Report -There are several rooms that do not have smoke alarms fitted as per the Building Code. As the building does not have firewalls all smoke alarms within the building should be interconnected, not just interconnected within the Unit they are installed.***

**LINK TO CORPORATE PLAN**

3.1.1 Health and wellbeing services meet community needs and expectations

**ATTACHMENTS**

1. **W4Q21-24 Variation and Schedule of Works**

**Kay Crosby**

**From:** Katelyn Burey <Kate.Burey@dsdilgp.qld.gov.au>  
**Sent:** Thursday, 7 September 2023 9:12 AM  
**To:** Kay Crosby  
**Cc:** Bernadette Plummer  
**Subject:** RE: Variation and Schedule of Works - W4Q works

Hi Kay,

Pertaining to the aged care unit question, tentatively yes, we can do this but in making a determination our department will require further details to add this location to the housing project.

- Confirm councils ownership of the aged care units.
- Have you got a contractor that can do the proposed painting and carpentry works at the aged care units?
- Will they be finished before the 30/06/2024?
- Is it a commercial enterprise? i.e, does the council make money out of the aged care units?
- What sort of a budget are you looking at?
- Will this be separate to the housing project or be added as an additional location?

Kind Regards,

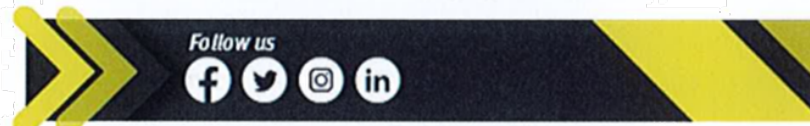


**Kate Burey**

Senior Region Advisor  
**Local Government Division**  
 Department of State Development, Infrastructure,  
 Local Government and Planning

Microsoft teams – *meet now*

M 0439 073 155  
 E [kate.burey@dsdilgp.qld.gov.au](mailto:kate.burey@dsdilgp.qld.gov.au)  
 25 Quintin Street, Roma QLD 4455  
 PO Box 350, Roma QLD 4455  
[statedevelopment.qld.gov.au](http://statedevelopment.qld.gov.au)



*I acknowledge the traditional custodians of the lands and waters of Queensland.  
 I offer my respect to elders past, present and emerging as we work towards a just,  
 equitable and reconciled Australia.*



**From:** Kay Crosby <Kay\_Crosby@murweh.qld.gov.au>  
**Sent:** Thursday, 7 September 2023 8:27 AM  
**To:** Katelyn Burey <Kate.Burey@dsdilgp.qld.gov.au>  
**Cc:** Richard Ranson <Richard\_Ranson@murweh.qld.gov.au>; Millee Smith <Millee\_Smith@murweh.qld.gov.au>;  
 Bruce Scott <Bruce\_Scott@murweh.qld.gov.au>  
**Subject:** RE: Variation and Schedule of Works - W4Q works

Good morning Kate,

Thank you for the below email seeking

- Email request for minor scope variation reducing the locations that the W4Q21-24 Housing Project will be delivered at noting that locations (street addresses and works outlined for each) that will still be progressed.



Please be advised that a report will be tabled at the next Council meeting, to be held on Thursday 21 September 2023, clarifying the duplex complex 1-5, located at 53 Edward Street Charleville. Upon resolution, a minor scope variation will be forwarded to your Department providing the works plan.

**From:** Katelyn Burey <[Kate.Burey@dsdilgp.qld.gov.au](mailto:Kate.Burey@dsdilgp.qld.gov.au)>

**Sent:** Wednesday, September 6, 2023 9:33 AM

**To:** Millee Smith <[Millee\\_Smith@murweh.qld.gov.au](mailto:Millee_Smith@murweh.qld.gov.au)>; Richard Ranson <[Richard\\_Ranson@murweh.qld.gov.au](mailto:Richard_Ranson@murweh.qld.gov.au)>

**Cc:** John Nicholson <[John\\_Nicholson@murweh.qld.gov.au](mailto:John_Nicholson@murweh.qld.gov.au)>; Bernadette Plummer

<[Bernadette.Plummer@dsdilgp.qld.gov.au](mailto:Bernadette.Plummer@dsdilgp.qld.gov.au)>; Bruce Scott <[Bruce\\_Scott@murweh.qld.gov.au](mailto:Bruce_Scott@murweh.qld.gov.au)>; Damon Meadows <[Damon.Meadows@dsdilgp.qld.gov.au](mailto:Damon.Meadows@dsdilgp.qld.gov.au)>

**Subject:** Variation and Schedule of Works - W4Q works

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Millee and Richard,

Can I please get the following from you prior to the end of this quarter :

- Email request for minor scope variation reducing the locations that the W4Q21-24 Housing Project will be delivered at noting that locations (street addresses and works outlined for each) that will still be progressed.
- Schedule of works for the W4Q21-24 'Toddlers Wading Pool Upgrades' – noting that Total Pool Constructions was awarded the tender in the last quarterly reporting period, just wanting a works Schedule that will outline how the Council is planning on delivering these works prior to 30 June 2024.

Thanks Millee!

Kind Regards,



**Kate Burey**

Senior Region Advisor

**Local Government Division**

Department of State Development, Infrastructure,  
Local Government and Planning

*Microsoft teams – meet now*

M 0439 073 155

E [kate.burey@dsdilgp.qld.gov.au](mailto:kate.burey@dsdilgp.qld.gov.au)

25 Quintin Street, Roma QLD 4455

PO Box 350, Roma QLD 4455

[statedevelopment.qld.gov.au](http://statedevelopment.qld.gov.au)



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**10.4 MORVEN RECREATIONAL GROUNDS**

**Author:** Manager Regulatory Services

**Authoriser:** CEO

**RECOMMENDATION**

That Council formally respond to Ms Kylee Tindale-Smith regarding matters raised, .

Council will:

1. Review the implementation of an voluntary envelope system which has a tear-off section for users of the facility. This will provide proof of payment for all to view; and
2. Review the practicality of locking the powered caravan sites, with management of such sites being approved through Council and or the Morven Progress Association only; and
3. Increase the fee for powered caravan site from \$10 to \$20 per site commencing 1 April 2024; and
4. Review in consultation with the Morven Progress Association the number of nights approved for stay by caravans at the Recreational Grounds; and
5. The Morven Progress Association has been approved by Council to collect the donation box funds which are deposited into Council's bank account. These funds are distributed into the Morven community upon formal application of the Progress Association.
6. Place barricades near the playground equipment to eliminate vehicular traffic and caravan parking, however this is not to impede the ease of access to the canteen/bar/cooking facilities.

**BACKGROUND****Purpose**

Kylee Tindale-Smith has provided Council formally November 2022 and again in April 2023, regarding matters of concern in relation to the Morven Recreational Grounds. It is understood that such matters have also been sent to all of the elected members.

A meeting with Ms Tindale-Smith was undertaken on 12 July 2023 with the Chief Executive Officer.

Ms Tindale-Smith is of the opinion that she is not being heard, and no further action is being undertaken by Council.

**Discussion**

The following officers from Council have provided options for Ms Tindale-Smith, Director of Economic Development John Nicholson, Manager of Tourism Amanda Evans, and the author, with the suggested options not meeting the complainants expectations.

**Consultation**

Louise Winten – Morven Progress Association

Kylee Tindale-Smith

Chief Executive Officer – Sabine Taylor



### **Financial Risks**

Purchasing of envelopes with the tear-off tag

### **Environmental Risks**

Nil

### **Social Risk**

Changes to powered sites at the Morven Recreational Grounds which users have no knowledge.

### **Legal Risk**

Nil

### **LINK TO CORPORATE PLAN**

1.2.1 Council has in place effective whole of community communication and engagement strategies

### **ATTACHMENTS**

Nil

## 10.5 HUMAN RESOURCES REPORT

**Author:** Human Resource Manager

**Authoriser:** CEO

### RECOMMENDATION

That Council receives the Human Resources Report

### BACKGROUND

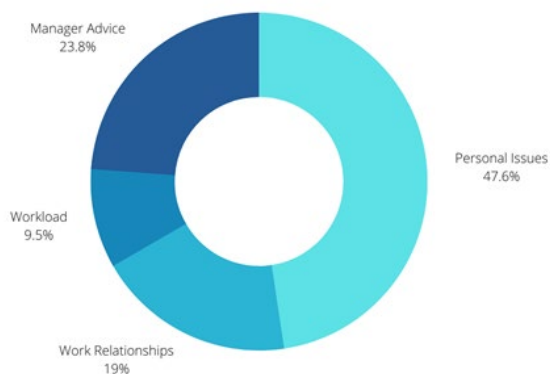
#### Recruitment:

Plumber, Assistant Store Person, Morven Labourer, Racetrack maintenance operator.

#### Resignation/Retirement:

Plumber, Store Person

#### Quarterly report from Changing Way Psychology – Dr Lisa Patterson-Kane



#### Overtime:

Pay Period	Dates	Hours	Amount	Hours	Amount
2-3	1/7/23 to 28/7/23	572	29,892	618	32,132
4-5	29/7/23 to 25/7/23	689	34,475	557	27,421
6	26/7/23 to 8/9/23	619	30,290		

Work Requests/ Issues

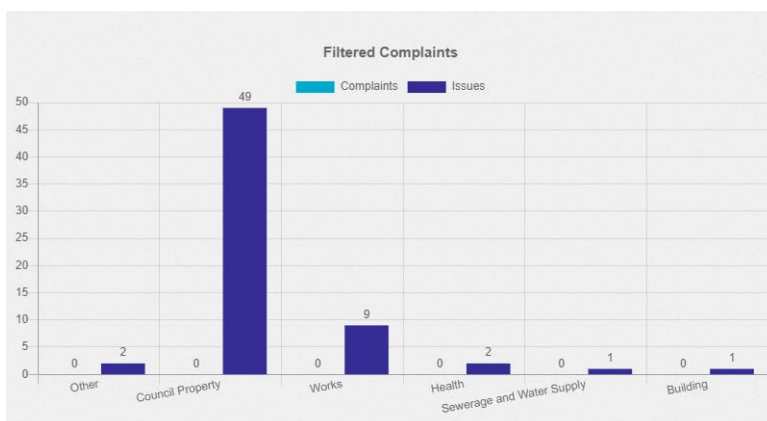
Guardian Customer Request Report



Complaints,Issues/Job Type

Job Type	Complaints	Issues
Other	0	2
Council Property	0	68
Works	0	12
Health	0	4
Sewerage and Water Supply	0	6
Building	0	2

Resolved Work Request



Complaints,Issues/Job Type

Job Type	Complaints	Issues
Other	0	2
Council Property	0	49
Works	0	9
Health	0	2
Sewerage and Water Supply	0	1
Building	0	1

LINK TO CORPORATE PLAN

- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

Nil

**10.6 POLICY REVIEW HR017 RELOCATION ASSISTANCE**

**Author:** Human Resource Manager

**Authoriser:** CEO

**RECOMMENDATION**

That Council approves Policy HR017 Relocation Assistance

**BACKGROUND****Purpose**

The purpose of this Policy is to facilitate the appointment of employees by providing financial assistance to meet relocation expenses.

Council recognises employees are the most valuable resource and accordingly endeavours to attract highly skilled and trained people to work within the organisation. Sometimes this involves appointment of staff from outside of the Local Government Authority and their consequent relocation.

**Consultation**

The following staff were consulted in relation to the revision of this policy.

- CEO
- Directors
- Human Resources Manager

**Social Risk**

Workplaces which do not implement the above policy effectively can gain a reputation as having a poor culture and being undesirable places to work.

**Legal Risk**

Failure to implement and maintain the standards in this policy could expose Council to litigation or compensation claims.

**LINK TO CORPORATE PLAN**

- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

**ATTACHMENTS**

1. HR017 Relocation Assistance Policy





## Relocation Assistance Policy

<b>Policy No:</b>	HR-017
<b>Council Resolution Ref:</b>	
<b>Date Adopted:</b>	
<b>Review Date:</b>	1 August 2022
<b>Version No:</b>	2
<b>Responsible Officer:</b>	HR Manager

### Purpose

The purpose of this Policy is to facilitate the appointment of employees by providing financial assistance to meet relocation expenses.

Council recognises employees are the most valuable resource and accordingly endeavours to attract highly skilled and trained people to work within the organisation. Sometimes this involves appointment of staff from outside of the Local Government Authority and their consequent relocation.

### Commencement of Policy

This Policy will commence on adoption by Council. It replaces all other relocation assistance policies (whether written or not).

### Application

This policy applies to all Murweh Shire Council employees whose employment has been identified as eligible for a relocation package and includes terms and conditions for reimbursement of expenses.

Contracted Senior Executive Management shall negotiate directly with Council prior to and/or at the time of appointment. In the case of all CSEM positions excepting that of the Chief Executive Officer, the Chief Executive Officer is authorised to negotiate and if appropriate approve the application on Council's behalf and further, in the case of the appointment of Council's Chief Executive Officer the Mayor be approved to negotiate and if appropriate approve the application on Council's behalf.

### Policy

#### Eligibility for Relocation Assistance

A person will be eligible for relocation assistance where:

1. Upon acceptance of a contract, permanent or fixed term position with no less than 2 years appointment, where the employment with Council is to be on a full-time basis.
2. They are permanently residing outside of Murweh Shire – or a minimum of two hundred (200) kilometres from what will be their normal work area with Council at the time of being offered employment with Council.
3. A member of their immediate family is not simultaneously receiving similar assistance from his/her employer.

Payment of relocation assistance will be at the CEO's discretion depending on level of applicant's experience, qualifications and position within the organisation.

Human Resources will include a copy of this Policy with the candidate's Letter of Offer.



## Relocation Assistance Policy

### Payment of Relocation Assistance

Payment of relocation expenses will only occur after Council has approved a recognised removalist service provider following the provision of 3 quotes by the new employee. Generally the lowest quote will be accepted, and the new employee is responsible for making all removalist arrangements. Council will not accept liability for services that the new employee secures by deposit but fails to utilise.

Council will reimburse up to the value of \$5,000.00 (ex.-GST) for incurred expenses. Authorisation for any payment under this policy must be given by the Chief Executive Officer or delegate.

All costs are initially directly paid by the employee.

Reimbursement is made on the basis of actual expenses paid. Claims must be supported by appropriate statements/receipts/invoices and a completed Relocation Expenses Claim Form which is to be forwarded to Human Resources. Human Resources will then co-ordinate the claim for reimbursement.

### Reimbursement to Employee

Relocation expenses will be reimbursed in the following manner:

- 50% is payable once the employee has completed 6 months of satisfactory service.
- Remaining 50% will be reimbursed upon completion of twelve (12) months satisfactory service.
- No reimbursement for claims submitted more than 6 months after the commencing of employment will be approved.

### Reimbursable Items

- Removal of household furniture and effects.
- Accommodation on route depending on the distance involved.
- Motor vehicle fuel expenses subject to the production of receipts for such expenses. Mileage will not be paid.
- Accommodation, food/meals.

### Employee Reimbursement to Council

Where an employee ceases their employment voluntarily prior to one year of service being completed, the employee is required to pay back to Council a percentage of the relocation expenses paid by Council based on the following scale:

Period	Description
0 – 6 months	100% of relocation expenses claimed by the employee
6 – 12 months	75% of relocation expenses claimed by the employee

### Audit and Review

This policy shall be reviewed every three years or as required due to changes to in legislation.

### Definitions

Nil



## Relocation Assistance Policy

### References

- *Local Government Act 2009*

### Version Control

Version No.	Date	Approved	Amendment
1.0	9 August 2019	CEO	Council Resolution
2.0		CEO	

### Approval

Chief Executive Officer			
Date:	dd/mm/yyyy	Signature:	

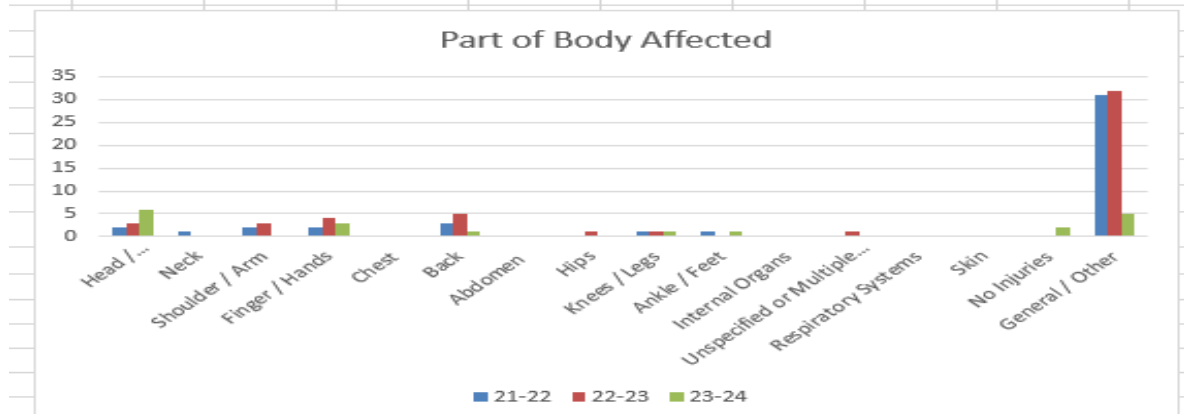
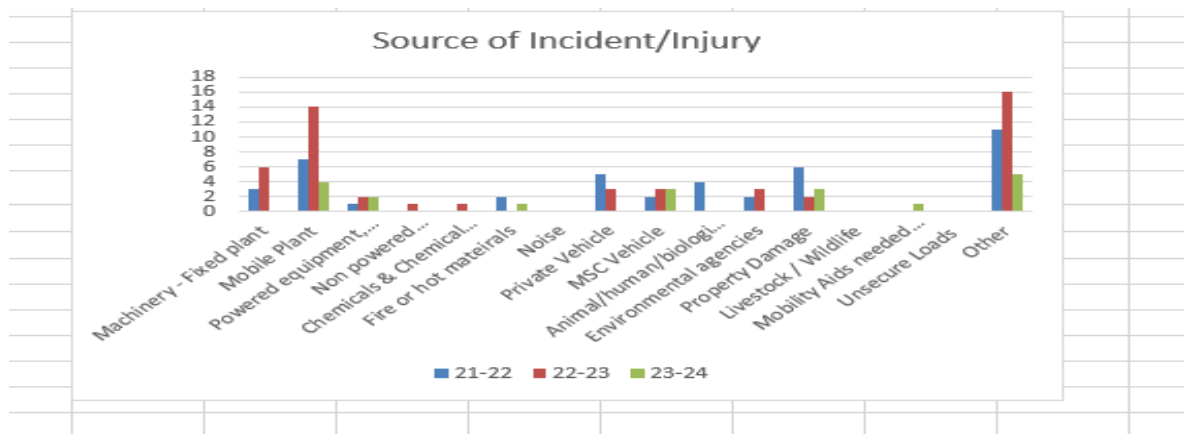
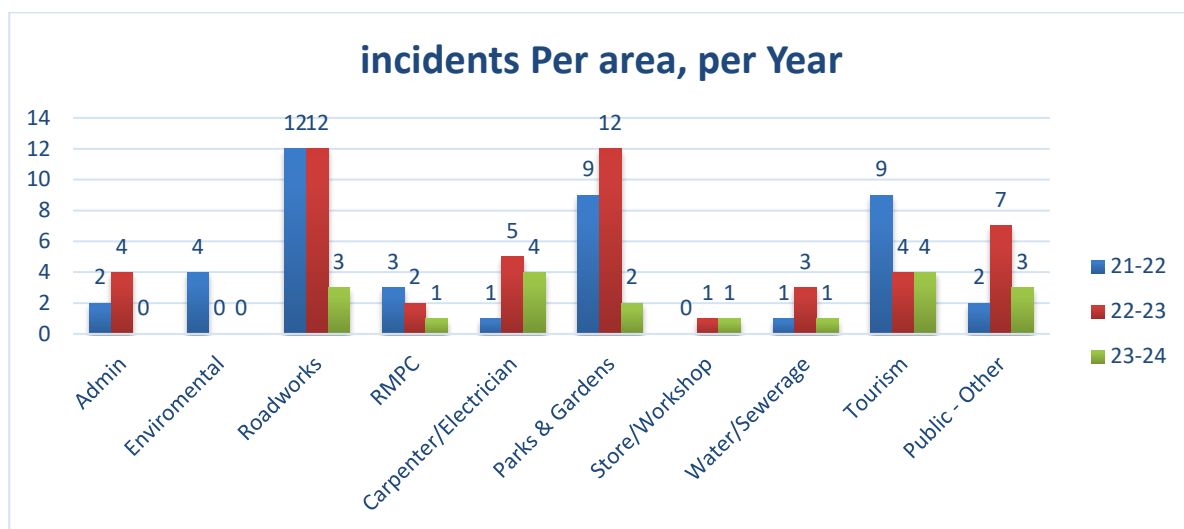
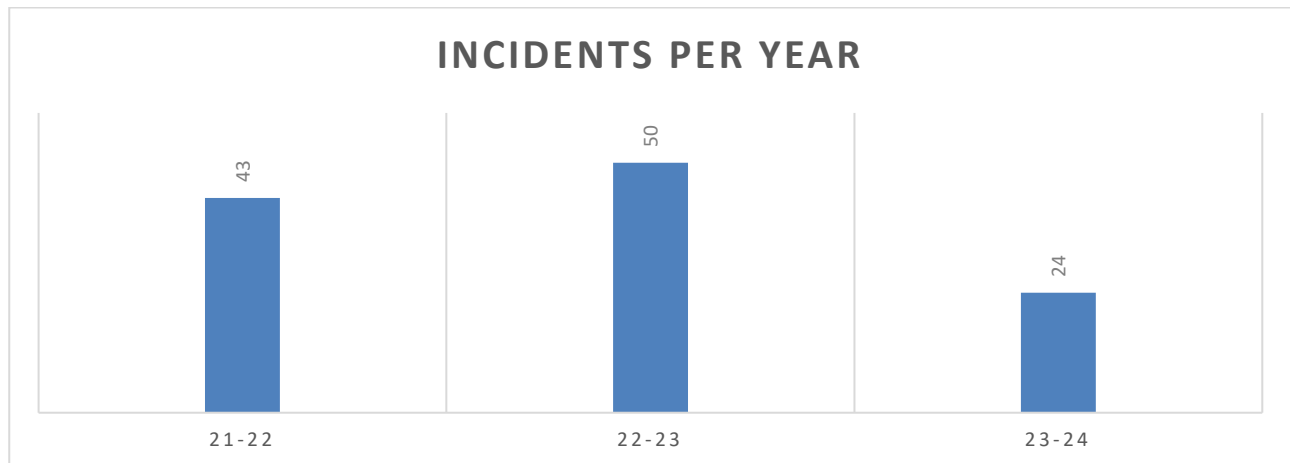


**10.7 WORKPLACE HEALTH & SAFETY REPORT****Author:** WH&S Advisor**Authoriser:** CEO**RECOMMENDATION**

That Council receives the report from the Workplace Health &amp; Safety Section

**BACKGROUND**

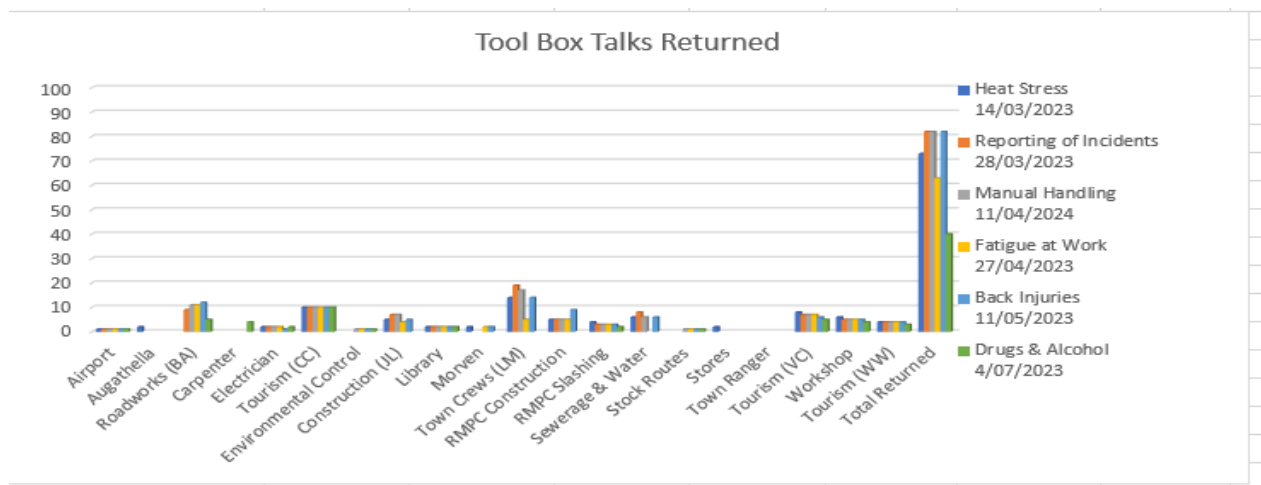
<b>INCIDENT REPORTS (since last report)</b>			
<b>IR #</b>	<b>Date</b>	<b>Details</b>	<b>Department</b>
IR-430	26/3/2023	Water Tank at Morven Rail Hub. When Council staff tried to fix the leak, it was noticed that someone had tried to gain access via the inspection hatch. The water tank, valve and lining have been damaged. Police were notified. The damage will cost approx.. \$30,000.00 to fix. <a href="#">CCTV cameras have now been installed.</a>	Water
IR-431	2/8/2023	When using a grinder, a piece of debris from the cutoff wheel came off and hit the staff member in the eye. Causing a scratch on the eyeball. Medical assistance was sought after a clean all was good. <a href="#">When using a grinder, a full face shield must be worn. Safety goggles have been ordered by stores.</a>	Carpenter
IR-432	14/8/2023	Someone broke into the Electrical Box at the Netball Courts. Police were notified. The damage will cost approx.. \$500.00 to fix. <a href="#">Box now fixed.</a>	Electrical
IR-433	3/08/2023	The Grader Operator bent the top stair on the grader while turning around and turning the blade at the same time. <a href="#">A toolbox talk was carried out on this incident.</a>	Roadworks
IR-434	9/08/2023	The guide poster broke into pieces while using it. <a href="#">To old and now has been disposed of.</a>	Roadworks
IR-435	22/08/2023	Closed sandwich press on hand. <a href="#">Slow down and take more care.</a>	Tourism
IR-436	29/08/2023	Grader fuel cap broken and fuel stolen. Police were notified. <a href="#">Place cameras in/on machines.</a>	RMPC
IR-437	24/08/2023	Wife was pushing husband along front path in his 4 wheel trolley and where the path meets the road he flipped over. Scraped elbow and head. <a href="#">Wife said she was pushing him too fast. The yellow paint on the path will be repainted.</a>	Tourism



## TAKE 5's

A reminder was sent out to employees.

## TOOL BOX TALKS



## HAZARD REPORTS/INSPECTIONS

In August, one Hazard inspection was conducted in Charleville at a Loam Pit near Brumby Drive, and one at the Coladdi Tennis Courts area.

### Brumby Drive Loam Pit:

The Loam Pit has been worked on by machinery from the public and is currently in a dangerous state.

The Pit is a potentially high risk of collapsing and seriously harming or causing fatal injury to any person in the vicinity of that area.

#### Action:

Danger No Entry Signage has been ordered through Stores and will be erected at the site.

Cameras have been fixed and will be moved closer to the Pit to give clear camera footage.

A Supervisor has been asked to arrange for an Excavator to come in and drag the loam from the top of the Pit down to the bottom, creating a sloped mound instead of the straight steep wall that existed previously.

### Cooladdi Tennis Court Areas:

#### Tennis Courts:

Exposed and damaged electrical cables going to the court lights could be a potential risk of a person getting electrocuted.

Courts are in a poor state with big gaps in the concrete from movement of the ground which could cause the potential risk of trips and falls.

Seating is unsafe with very splintered seats which has the potential to cause piercing to a person's body.

Kids Playground area fencing panels are missing which has a high risk of a child escaping and possibly being harmed or injured.

#### Tennis Court Building:

The building is missing steps at one entrance of the building, and exterior guttering and fascia boards have fallen onto the ground which has the potential to cause trips and falls.

Flooring in the building (timber floorboards) is lifting in areas and has gaps with the potential to cause trips and falls.

#### Action:

All electrical cables have been disconnected by an electrician.

Lock all areas out to the Public until Builders have completed repairs and maintenance.

## RCD Testing

All RCD testing has been completed in Charleville, Augathella & Morven. Any that were faulty have been replaced, a few have been added and the new register has been completed. These will be tested again in 12 months. Safety First.

## FIRE EXTINGUISHERS

On the 9<sup>th</sup> of August Wormald conducted six monthly Inspections and Tested our Fire Equipment in our work area buildings and in our Plant/Machinery in Charleville, Augathella, and Morven.

## AIR MONITORING FOR ASBESTOS FIBRES

Air monitoring equipment was set up inside the Augathella Council Depot building in four locations: North, South, East and West sides of the building to indicate the presence of airborne asbestos fibres.

Samples were then analysed in accordance with Safe Work Australia's Guidance Note on the Membrane Filter Method for the Estimation of Airborne Asbestos Fibres, 2nd Edition, 2005 [NOHC:3003: (2005)] and COHLABS Laboratory Method MFM-1. (Certificate Number: N23-2110 provided in Appendix A).

Analysis results identified 1 potential asbestos fibre in two of the samples.

A count of 10 fibres per sample is considered the upper limit of background airborne asbestos fibres before you would need to work out where the fibres were coming from.

E.g., For an asbestos removal job, 10 and under is not a major concern. For 10 – 15 fibres, we would need to check their work area as fibres are escaping that area, 15 – 20 fibres would require a shutdown of work and find the release of fibres problem.

FYI: The analysis method requires each of these filters to be cut in half, one half analysed and the other put aside if additional analysis is required. Each half-filter sample is then checked in 100 separate fields of view for a specific fibre size.

As mentioned previously, the method for analysis of airborne asbestos fibre does not differentiate between asbestos fibre and other fibres and materials of a certain size.

I.e., any potential fibre size of 3 microns in diameter or less and 5 microns in length or longer will meet the criteria for a 'countable fibre'.

Either way, some fibres were identified, and a potential risk may be present.

Laboratory / Filter Number	Activity / Location	Volume (Litres)	Fibre Count (fibre / Fields)	Airborne Concentration (Fibres / mL)
OH98933 / 24 CZ178307	Static Location: Eastern side of shed, internal	540	1 / 100	<0.01
OH98933 / 25 CZ178312	Static Location: Western side of shed, internal	540	1 / 100	<0.01
OH98933 / 26 CZ178162	Static Location: Southern side of shed, internal	540	0 / 100	<0.01
OH98933 / 27 CZ178285	Static Location: Northern side of shed, internal	540	0 / 100	<0.01
OH98933 / 28 CZ178329	Field Blank.	-	0 / 100	N/A

<b>Limit of Detection</b>	-	<b>10 / 100</b>	<b>0.01</b>
<b>Regulatory Limit</b>			<b>0.1</b>

### Air Monitoring Results

These results indicate that there is no elevation in airborne asbestos fibre concentration above normal background levels.

No one was present / working within this building at the time of the air monitoring.

Note: A count of at least 10 fibres per 100 fields is considered an elevated level and would give a calculated concentration of 0.01 fibres/ml, which is the lower limit of reporting of the method.

The method does not differentiate between asbestos fibres and any other material which has an equivalent size and shape. These fibres can be small organic fibres or dust particles that fit the count criteria of the method.

### Conclusions

The following conclusions are based on sampling results:

- Levels of potential airborne asbestos fibres deemed below the limit of detection.
- If workers were to resume normal use of this shed, it is possible that higher levels of asbestos fibres could become airborne from persons disturbing dust within the building.

### Recommendations

- Consider removing all ACM from this structure and replacing it with new building materials or completely rebuilding after asbestos removal.
- When scheduling removal, an approved Class B Asbestos Removalist should conduct all asbestos removal works.
- Ensure the removalist supplies all relevant licences and documentation relating to the safe and effective control measures to be used during the removal process.

## INCIDENT ALERT

In February 2023, a roofer was fatally injured when he fell over 5 metres from the roof of a shed under construction. Early investigations indicated he was installing roof sheeting on a portal-framed shed when for reasons yet to be established, he lost his balance near the live leading edge and fell to the ground.

### Murweh Shire Council's Control Measures for Working at Heights:

- Risk Assessments- Working at Heights
- Safety Break Quizzes-Height Safety
- Working at Heights Training and Certification
- Testing and Inspections conducted by Bunzl Safety & Lifting for our height safety equipment
- Three monthly Elevating Work Platform safety checks conducted by our workshop
- Working at a height or on a roof with a pitch of more than 26 Degrees Safe Work Method Statement

## WHS COMMITTEE MEETINGS

Last meeting held: **21 June 2023**

Next meeting: **TBA**

**Think Safe**

**Work Safe**

**Home Safe**

[Link to Corporate Plan](#)

### 3.2.1 Safety and protection strategies meet community needs and expectations

**ATTACHMENTS**

**Nil**

**Author:** CEO Assistant/RADF Liaison  
**Authoriser:** CEO

Council offices and outside staff will close over Christmas Holiday period as in previous years;

Tuesday 2<sup>nd</sup> January 2023                      office will reopen

A skeleton workforce will be arranged for this closedown period to carry out essential works. Those staff required (if available) will be advised when they are required for skeleton duty.

**LINK TO CORPORATE PLAN**

- ## ATTACHMENTS

Page 73

**10.9 CHANGE OF COUNCIL MEETING DATES**

**Author:** CEO Assistant/RADF Liaison

**Authoriser:** CEO

**RECOMMENDATION**

That Council due to conflicting dates of the LGAQ Conference and Christmas close down dates that the Council Meeting for October be rescheduled from Thursday 19th to Friday 20<sup>th</sup> October 2023 and the December meeting moved from Thursday 21<sup>st</sup> to Thursday 14<sup>th</sup> December 2023."

**BACKGROUND****Purpose**

The LGAQ Conference is being held 16 - 18 October in Gladstone, given the travel time needed it is proposed to move the council meeting date to Friday 20 October 9:00am instead of the Thursday when the Mayor, CEO and one Councillor will be travelling.

The first day of the Christmas close down for all staff is Thursday 21<sup>st</sup> December, to allow for minutes to be published and any items actioned the meeting be rescheduled to Thursday 14<sup>th</sup> December 2023.

**LINK TO CORPORATE PLAN**

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

**ATTACHMENTS**

Nil



**10.10 TOWN PLANNING SERVICES**

**Author:** CEO Assistant/RADF Liaison

**Authoriser:** CEO

**RECOMMENDATION**

That Council delegates authority to the interim Chief Executive Officer to go to public market for the services of a qualified Town Planner as required by Murweh Shire Council.

**BACKGROUND**

The current Murweh Shire Council Town Planner has advised that he is intending to retire in March 2024 after providing many years of consulting services to Murweh Shire.

Therefore, I propose that Murweh Shire Council seek expressions of interest for the provision of Town Planning services on an as needs basis.

I seek the approval and delegation of Council to act on the above recommendation.

**LINK TO CORPORATE PLAN**

- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

**ATTACHMENTS**

Nil

**10.11 FINANCIAL DELEGATION POLICY REVIEW****Author: Accountant****Authoriser: CEO****RECOMMENDATION**

That Council approve the Financial Delegation Register update as tabled.

**BACKGROUND****Purpose**

The procurement policy was approved by the Council during the budget 2023-24 adoption on 21 July 2022.

The Chief Executive Officer (CEO) has the following authority specified in the Policy.

**4.2 CEO financial and procurement authority**

*In accordance with Section 257 of the Local Government Act 2009 Council delegates the Chief Executive Officer (CEO) the authority to incur financial expenditure in accordance with this policy on behalf of Council, and to negotiate and conclude contracts to the value of \$200,000 under the following provisions:*

- (a) *There has been provision for the expenditure in the current approved budget; or*
- (b) *The contract has been entered into because of genuine emergency or hardship.*

**4.3 CEO may delegate financial and procurement authority**

*In accordance with Section 259 of the Local Government Act 2009 the CEO may delegate authority to incur financial expenditure and negotiate and conclude contracts to officers to whom they deem appropriate.*

*The CEO must approve financial delegations in writing by recording them in the Register of Delegations. Any officer incurring expenditure may only do so in accordance with the constraints imposed by the Council or the CEO in respect to a financial delegation.*

*The CEO may review the level of the financial and procurement limit as deemed appropriate for a relevant officer.*

The main changes are as follows:

- Removal of officers' name previously listed in the procurement delegation limits table.
- Addition of Manager, Regulatory Services

As there are positions currently filled by interim management, it is prudent to seek Council approval of the updated Financial Delegation Register.

### **Financial Risks**

All expenditure must be approved by authorised officers within their financial delegation limits.

### **LINK TO CORPORATE PLAN**

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

### **ATTACHMENTS**

- 1. **Financial Delegation Policy**



## Murweh Shire Council Financial Delegation

Policy No:	FIN-013	Date adopted:	21 September 2023
Council Resolution Ref:		Review Date:	As required
Responsible Officer:	Chief Executive Officer	Version No:	1

### 1. Purpose

This financial delegation applies to the procurement of all goods, equipment and related services; construction contracts and service contracts (including maintenance) by Council and regulates the disposal of assets. It also provides information on the roles and responsibilities of key officers involved in the purchasing function to ensure compliance with the *Financial Management Systems* as laid down in Section 104 of the *Local Government Act 2009* and the *Local Government Regulation 2012* Chapters 5 and Chapter 6.

### 2. Application

The Council delegates the Chief Executive Officer (CEO) the authority to incur financial expenditure on behalf of Council under the following provisions:

- a) Where expenditure has been provided for in Council's budget; or
- b) In the opinion of the Chief Executive Officer such expenditure is required because of genuine emergency or hardship (Section 173 LGR 2012 refers).

Other officers may only incur expenditure on behalf of the Council if;

- a) The officer has been granted financial delegation by the Chief Executive Officer; and
- b) Expenditure is provided for in Council's budget; or
- c) In the case of genuine emergency or hardship and the power to incur expenditure in the circumstances has also been delegated.

Any officer incurring expenditure may only do so in accordance with any constraints imposed by the Council or the Chief Executive Officer in respect to a financial delegation.

**Procurement Delegation Limits\***

<b>Authorised Officer</b>	<b>Authority Limit</b>
Chief Executive Officer or Acting CEO	Up to \$200,000 plus GST
Director of Corporate and Regulatory Services	Up to \$100,000 plus GST
Director of Engineering Services	Up to \$100,000 plus GST
Director of Community and Health Services	Up to \$100,000 plus GST
Director of Economic Development & Tourism	Up to \$100,000 plus GST
Manager Regulatory Services	Up to \$50,000 plus GST
Asset Engineer	Up to \$50,000 plus GST
WH&S Advisor	Up to \$5,000 plus GST
Human Resource Manager	Up to \$5,000 plus GST
Workshop Foreman	Up to \$5,000 plus GST
Store Person	Up to \$5,000 plus GST
Tourism Marketing & Product Development Officer	Up to \$2,000 plus GST
VIC Coordinator	Up to \$2,000 plus GST
Cosmos/Planetarium Coordinator	Up to \$2,000 plus GST
WWII Coordinator	Up to \$2,000 plus GST
Chief Executive Officer's Assistant	Up to \$1,000 plus GST

\* These delegation limits are provided for purchases contained within each area of responsibility (e.g. Engineering – Works and Services/Roads), purchases requiring to be authorised in absence of the respected Authorised Officer are to be referred to the respective Supervisors (e.g. Stores to Director of Corporate and Regulatory Services, Director of Engineering Services to Chief Executive Officer)

All reimbursements for staff and Councillors expenses must be authorised by either the Chief Executive Officer or Directors.

### 3. References

- *Local Government Act 2009* Chapter 4, Part 3, Section 104 Financial Management Systems
- *Local Government Regulation 2012* Chapter 6, Part 3 Default contracting procedures
- *Local Government Regulation 2012* Chapter 5, Part 6 Spending

Approved by:

Bruce Scott

Interim Chief Executive Officer

**10.12 THREE YEAR INTERNAL AUDIT PLAN 2024-2026****Author: Accountant****Authoriser: CEO****RECOMMENDATION**

That Council notes the three-year Strategic Internal Audit Plan 2024-26.

**BACKGROUND**

Section 207 of the *Local Government Regulation 2012* requires Council to have an Internal audit function.

*Section 207 Internal audit*

*For each financial year, a local government must—*

- (a) prepare an internal audit plan; and*
- (b) carry out an internal audit; and*
- (c) prepare a progress report for the internal audit; and*
- (d) assess compliance with the internal audit plan.*

Crowe Howarth (CH) was appointed as Council's internal auditor since 2021.

The current three-year plan will end in 2023.

The new plan presented sets out the scope of the planned work to be undertaken during the financial year 2024-26. Please note that there is an option in the plan to review Cyber Security review for council consideration in the future.

For the financial year 2023-24, the areas of focus for review are Policy Framework Documents Maintained/Reviewed and Accounts Payable. The estimated cost to undertake the review is \$ 27,500. The fee includes follow up of prior year audit recommendations, audit and risk committee meetings (if applicable) and Cybercrime vulnerability scorecard.

**Financial Risks:** Compliance - Council is required to have an internal audit as per Section 207 of the Local Government Regulation 2012

**Legal Risk:** noncompliance with the LG Act.

**LINK TO CORPORATE PLAN**

- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

**ATTACHMENTS**

- 1. Internal Audit Plan 2024-26





# Three-year Strategic Internal Audit Plan

Financial Year 2024 - 26

September 2023

Confidential

Prepared for: Murweh Shire Council

Audit / Tax / Advisory

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# 1. Strategic Internal Audit Plan Executive Summary

## 1.1 Introduction

The Three (3) Year Strategic Internal Audit Plan sets out the scope of the planned work to be undertaken by Crowe during the financial year 2024- 26, as Murweh Shire Council's (Council's) outsourced Internal Auditor.

The Strategic Internal Audit Plan should be considered as a working document and where key issues arise, the Strategic Plan should be reviewed and updated to reflect the requirements of Council.

Internal Audit is responsible to Council's Audit and Risk Committee for contributing to the achievement of Council's goals and objectives by adopting:

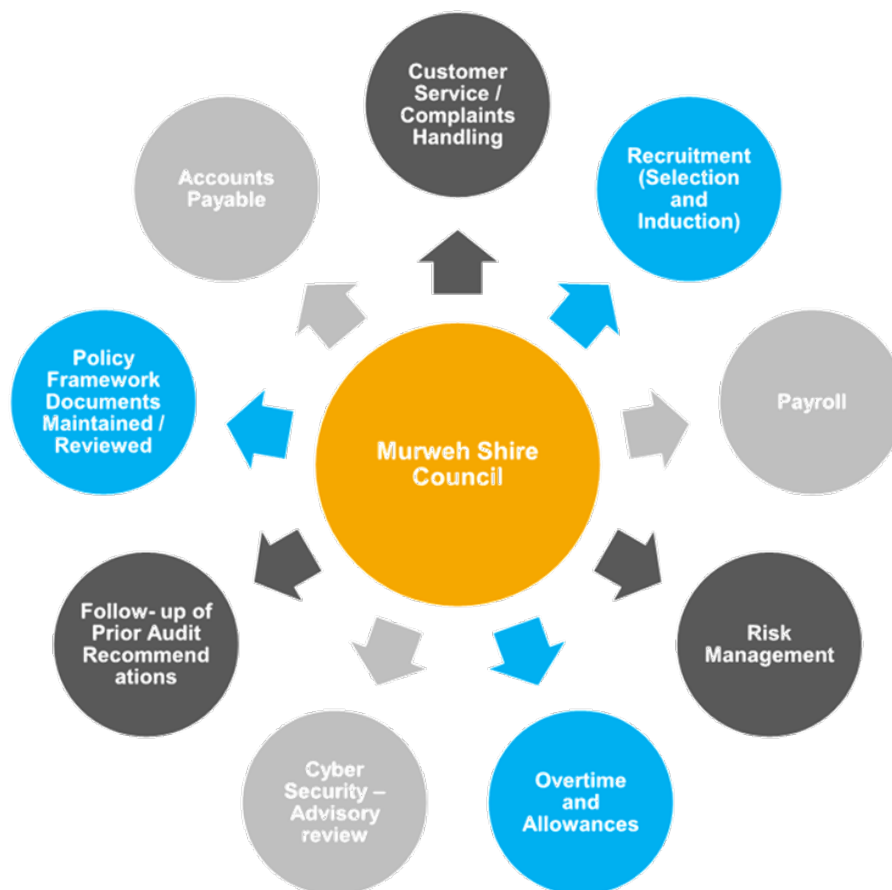
	<b>A risk-based approach</b>	We will develop an Internal Audit Plan that includes the core risks of Council. We will also support Management with a culture that recognises the need to manage risk and seeks continuous improvement in business processes.
	<b>Integration with other Assurance providers</b>	We will co-ordinate the internal audit work with other Assurance providers of Council, such as the External Auditor, to ensure there is efficiency within the audit effort and to avoid duplication (wherever possible).
	<b>Flexibility</b>	We will respond quickly to changes in the business environment, business risks and Council's priorities.
	<b>Operational efficiency</b>	We will be cost effective in terms of the cost and quality of the work we perform.
	<b>Practical and timely recommendations</b>	We will ensure that our recommendations are practical and realistic, and are communicated to Management in a timely manner, so there are "no surprises" within our report findings.

## 1.2 Business Environment

The Murweh Shire covers 43,905 square kilometres and has over 5,000 residents primarily in the towns of Charleville, Augathella, Morven and Cooladdi. Agriculture, Forestry and Fishing is some of the largest industries accounting for 49.1% of total business in the region.

Murweh Shire Council's mission is to maximise the economic, social and lifestyle potential for the Shire.

The following key activities, and associated risks and opportunities, have been considered in the selection of internal audit activities within the Three (3) Year Strategic Internal Audit Plan.



### 1.3 Linking Your Core Business Processes and Strategic Risks to the Audit Plans

We note that the current risk register includes Financial, Growth, Climate, Asset and Property, Human Resources, and Project Management risks. These risks and discussion with the management have been considered in the development of the three (3) year Strategic and Annual Internal Audit Plan.

The symbol "X" indicates that an internal audit has been scheduled within the relevant calendar year and will cover some aspect of the associated risk. It should be noted that an "X" does not indicate full coverage of a risk, as a risk may be managed through a number of business processes and control procedures. Similarly, an internal audit of a process may be associated with more than one risk area.

### 1.4 CyberCrime Reviews

Local government (LG) entities are increasingly using online services to connect with their communities and conduct government business. Alongside the many benefits that arise from this digital connectivity are just as many, if not more, risks. None more challenging than the attempts of cybercriminals to gain unlawful access to government systems and information, disrupting supply chains and services. The number of cyber-attacks across government rose sharply during the COVID-19 pandemic and will continue to present challenges for governments who are entrusted with citizen information and ongoing delivery of essential services.

LG entities use key systems to deliver services to their communities and in doing so collect and store vast amounts of information about their residents and operations. This information is attractive to cybercriminals. LG entities need to understand and mitigate their cyber security risks. In doing so, entity capability and public confidence in digital initiatives and government processes will be strengthened.

We have found that LG entities have not managed their cyber security risks well. Out-of-date software accounted for a large number of cyber security vulnerabilities and despite staff awareness training, LG entities lacked controls to prevent their staff falling victim to social engineering attacks (for example phishing emails). Our experience is that LG entities we audited also lacked appropriate incident response and recovery plans to respond to cyber security incidents and recover key systems.

LG entities should give regard to good practice principles in the Australian Government Information Security Manual and the Essential Eight controls to protect systems and information. While remediations will require an investment of time and money, support from senior management is equally important to uplift cyber security maturity.

An effective cybersecurity assessment is the beginning, once completed it can drive a risk-based IT internal audit plan. Audit frequency should correspond to the level of risk identified, and applicable regulatory requirements / expectations.

- IT General Computer Controls
- External Penetration and Vulnerability Testing
- Internal Vulnerability Testing
- Data Protection and Information Security
- Third-party Management
- Risk Analytics
- Crisis Management
- Social Media
- Data Loss Protection (DLP).

Three-Year Strategic Internal Audit Plan

Murweh Shire Council

5

Key Business Process	Prior Years	2023/24	2024/25	2025/26 Watchlist
Infrastructure charges				
Design				
Application Process				
Treasury and Cash Management				
Cash at Non-primary Locations				
Fees and charges Development				
Accounts Payable		X		
Rates and Charges				
Budget/Budgeting				
Payroll				X
Procurement	2018/19			
Segregation of Duties	2018/19			
Delegations	2018/19			
IT Systems and Security	2019/20			
Managing Social Media Risk	2020/21			
Document Security / Storage	2021/22			
Council Website (Accuracy of Information)	2021/22			
Follow- up of Prior Audit Recommendations		X	X	X
Related Parties				
Compliance with legislative requirement	2020/21			
Long Term Financial Planning Framework				
Output Performance Measurement and Reporting				
Fraud Management & Prevention	2017/18			
Risk Management	2018/19			X
Policy Framework Documents Maintained / Reviewed		X		
Plant Utilisation				
Contributed Assets				
Asset Security / Access Management	2014/15			
Asset Administration	2018/19			
Asset Maintenance				
Capital Works Management	2021/22			
Road Management Plan				
Stores and Workshops	2017/18			
Water and Sewerage Operations	2018/19			
Business Continuity Plan	2020/21			
Disaster Recovery Plan	2020/21			



## Three-Year Strategic Internal Audit Plan

## Murweh Shire Council

6

Key Business Process	Prior Years	2023/24	2024/25	2025/26 Watchlist
Customer Service / Complaints Handling			X	
Learning and Staff Development				
Recruitment (Selection and Induction)			X	
Performance Management System				
Workforce Management and Succession planning				
Leave Balances				
Conflicts of Interest	2019/20			
Code of Conduct				
Overtime and Allowances	2018/19			X
Customer Service / Complaints Handling			X	
Learning and Staff Development				
<b>Watch list – Annual Review of Cyber Security Phased over three years</b>				
Cyber Security – Advisory Review		X	X	X

## 1.5 Proposed Cyber Security for Consideration Phased over Three Years

### Cybercrime vulnerability scorecard

In conjunction with Europe's largest forensic research centre at the UK's University of Portsmouth, Crowe has developed an assessment tool and report to provide your organisation with a cybercrime vulnerability rating and a checklist of what you need to do.

### External vulnerability assessments

We look at your domains to see if your emails can be spoofed. We look for out of date, unsupported software, open ports which can be hacked, and known vulnerabilities which haven't been resolved.

### Internal vulnerability assessments

We provide you with the specialist diagnostic hardware which looks inside your network and systems for weaknesses.

### Searches for compromised Emails and passwords

We search the Dark Web (the part of the Web which cannot be searched using normal search engines) for compromised emails and passwords.



## Three-Year Strategic Internal Audit Plan

Murweh Shire Council

5

## 2. Annual Internal Audit Plan for the Year Ending 30 June 2024

No	Internal Audit Area	Indicative Timing 2023-24				Audit Objectives	Proposed Scope of work	Estimated Fee
		Q1	Q2	Q3	Q4			
1	Policy Framework Review	X				Strategic Risk Register.	<p>We will obtain an understanding of the internal policies, procedures and requirements pertaining to the Policy Framework and documents reviewed and maintained under this framework. Specifically, we will:</p> <ul style="list-style-type: none"> <li>Conduct a sample-based review of Council's Policy Framework documents and determine if they are up-to-date and reflect the current practices.</li> <li>Determine whether the Policy Framework (e.g., ownership of documents and frequency of document reviews) is sufficient to ensure timely and appropriate review of the documents.</li> </ul>	\$8,800
2	Accounts Payable		X			Strategic Risk Register.	<p>We will obtain an understanding of the internal policies, procedures and requirements pertaining to Accounts Payable. Specifically, we will review:</p> <ul style="list-style-type: none"> <li>Payment authorisation for grants, donations and subsidies provided by Council.</li> <li>Duplicate payment controls.</li> <li>Data entry controls.</li> <li>Processes for managing system Masterfile changes.</li> <li>Payment processes and controls (cheque &amp; EFT).</li> <li>Controls identified in Fraud Risk Register.</li> </ul>	\$16,700
3	Update of the rolling Three-year Strategic Internal Audit Plan	X				Strategic Risk Register.	<p>We will liaise with the Audit and Risk Committee, Management and the External Auditor to seek input into the development of the Strategic and Annual Internal Audit Plans.</p> <p>This will include consideration of the Council's risk profile, organisational changes and key</p>	\$500

Three-Year Strategic Internal Audit Plan

Murweh Shire Council

6

No	Internal Audit Area	Indicative Timing 2023-24				Audit Objectives	Proposed Scope of work	Estimated Fee
		Q1	Q2	Q3	Q4			
4	Follow-up of Prior Audit Recommendations				X	General Administration.	General Administration include: <ul style="list-style-type: none"> <li>Follow up and testing over prior period findings, including reporting to Management.</li> <li>Meetings with the appointed External Auditor.</li> <li>Completion of planning and debrief meetings with the team, as required.</li> </ul>	\$1,000
5	Audit and Risk Committee Meetings				X	We will attend the Audit and Risk Committee via teleconference to provide an update on: <ul style="list-style-type: none"> <li>Significant audit issues</li> <li>Progress against the Internal Audit Plan</li> <li>Other emerging matters.</li> </ul>		\$500
<b>Total indicative cost (Including GST)</b>								<b>\$27,500</b>
<b>Proposed Cyber Security costings for consideration</b>								
Cybercrime vulnerability scorecard								Complimentary
External vulnerability assessments								\$7,000
Internal vulnerability assessments								\$7,500
Searches for compromised Emails and passwords								\$7,000



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**10.13 FINANCE REPORT MONTH ENDING AUGUST 2023****Author: Accountant****Authoriser: CEO****RECOMMENDATION**

That Council receive the Finance Report for the month ending 31 August 2023.

**BACKGROUND**

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report summarising Council's actual performance against budgeted performance must be provided to Council.

This report provides information to Council regarding actual financial performance for the month ended 31 August 2023 against the Budget FY23/24 as adopted by the Council.

**Highlights of this month's Financial Report:****Report - Period Ending 31 August 2023****Revenue**

Total revenue of \$ 4.4 M to 31 August represents 8 % of the total budget of \$53.2 M.

These statements are for 2 months of the financial year and generally would represent 16 % of the overall budget.

Actual revenue year to date is behind at 8 %. Noting that majority of key revenue items such as general rates and charges will be issued in September and February and FAGs is generally received towards the end of the financial year.

**Expenses**

Total expenditure of \$ 6.5 M to 31 August represents 18% of the total budgeted expenditure of \$ 36.4 M.

Actual expenses of 18%, which is slightly over the year to date of budget of 16%. The result includes the year-to-date depreciation for 2023-24 and annual insurance premiums have been paid.

**Outcome**

There is currently a cash balance of \$ 10.6 M, versus last month's balance of \$ 11.6 M.

Restricted cash – grant not yet spent: \$ 3.6 M (last month \$ 3.3 M). This includes the unspent loan of \$1.0 M.

Actual unrestricted/surplus cash: \$ 7.0 M (last month \$8.2 M).

Please note that net cost to operate the tourism facilities at the end of August was a positive of \$ 91,473 compared with the YTD negative budget of \$ 181,414.

**Capital Works**

See the Capital Funding Report 2023 – 24 for details of all projects.

1. Cash Position
2. Monthly Cash Flow Estimate
3. Comparative Data
4. Capital Funding – budget V's actual
5. Road Works – budget V's actual

**1. Cash Position as at 31 August 2023**

<b>CASH AT BANK</b>					
	Operating Account				\$583,691
<b>SHORT TERM INVESTMENTS</b>					
	National Bank of Australia				\$ -
	QTC Cash Fund				\$10,043,753
			<b>Total</b>		<b>\$ 10,627,444</b>
The following items should be backed by cash and investments, plus any increases in the surplus of Debtors over Creditors.					
	Cash backed <b>Current Liabilities</b> (AL,LSL,SL,RDO)				\$2,305,349
	Restricted cash - grants/loan received not yet spent				\$3,628,178
					<b>\$ 5,933,527</b>
Balance of estimated rates/other <b>debtors</b> - estimated <b>creditors</b> :					
	(	\$3,488,829	-	\$491,322 )	\$ 2,997,507
Plus cash surplus/(deficit)	\$	10,627,444	-	\$ 5,933,527	\$ 4,693,917
<b>Working Capital</b>			<b>Total</b>		<b>\$ 7,691,424</b>

**2. Monthly Cash flow Estimate: - September 2023**

Cash Flow Estimate			
Receipts		Expenditure	
Rates	\$25,000	Payroll	\$880,000
Fees & Charges	\$25,000	Creditor Payments	\$1,000,000
Debtors	\$50,000	Loan Payments	\$55,000
Grants/Claims/Loan QTC	\$1,400,000	Lease Payments	\$0
<b>Total</b>	<b>\$1,500,000</b>	<b>Total</b>	<b>\$1,935,000</b>
Therefore cash is expected to decrease by		<b>\$435,000</b>	in the period.

### 3. Comparative Data for the month of August 2023

Comparative Year	2023	2022	2021
	\$000	\$000	\$000
Cash position	\$ 10,627***	\$ 9,934	\$ 4,725
Working capital	\$ 7,691***	\$ 4,828	\$ 2,831
Rate arrears	\$ 498*	\$ 596	\$ 527
Outstanding debtors	\$ 79	\$ 229	\$ 382
Current creditors	\$ 480	\$ 355	\$ 650
Total loans	\$ 3,623**	\$2,821	\$3,070

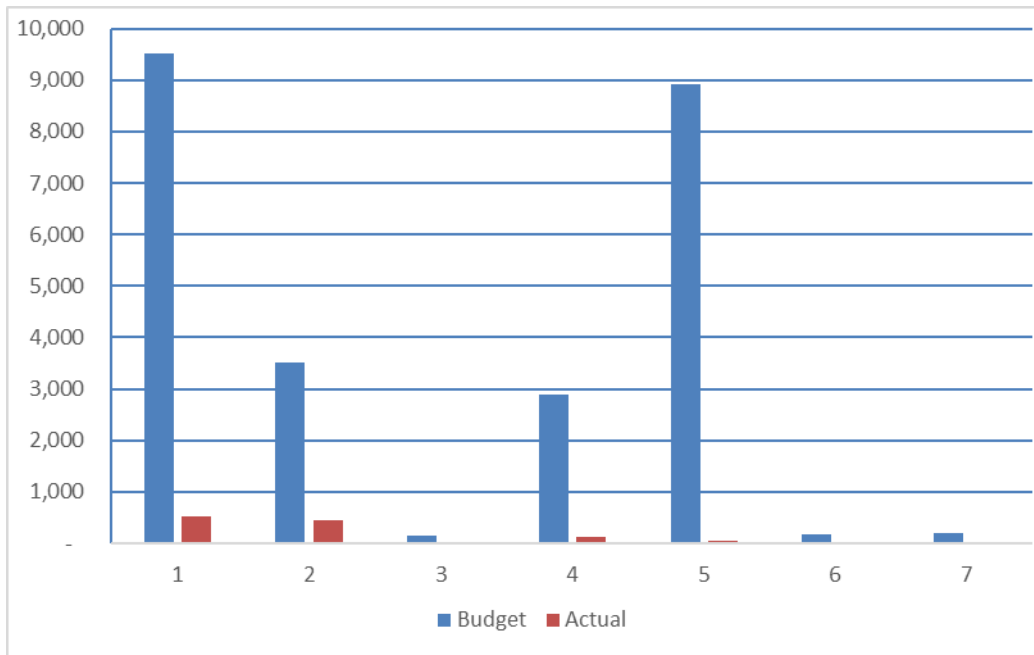
\*Net of rates paid in advance of \$ 442,617.

\*\* Includes \$1.0 M loan

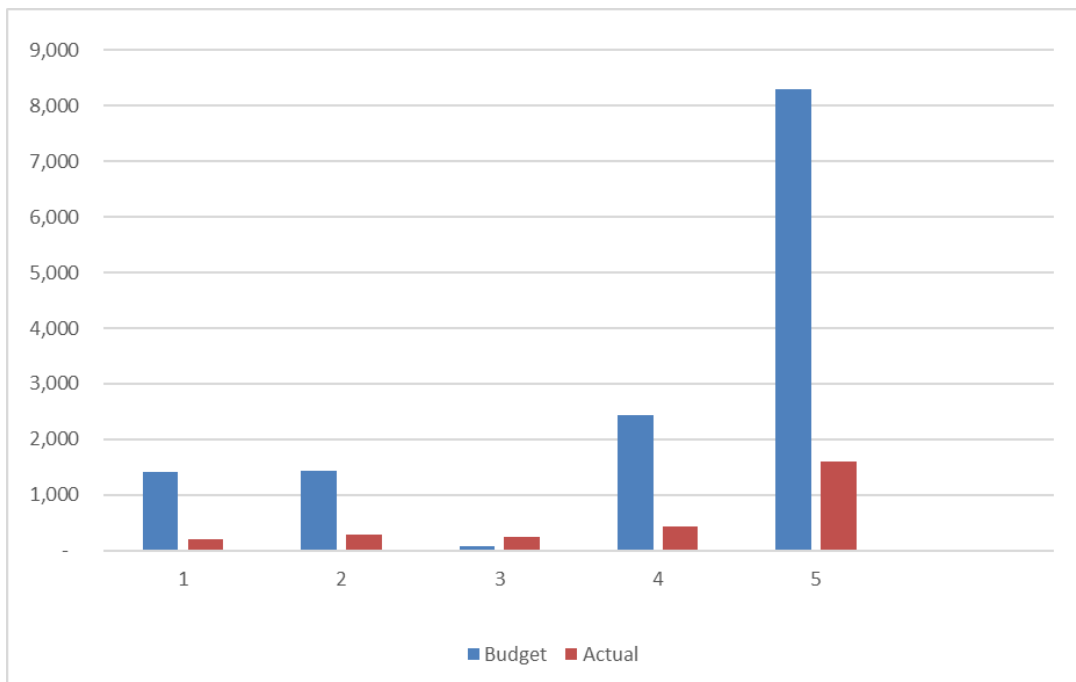
\*\*\* FAG advance payment \$10.5M

### 4. Capital Funding: Year to 31 August 2023





		Budget \$(000)	Expended YTD Actual \$(000)	% of Budget Expended
	<b>Total Capital Funding</b>	<b>\$25,368</b>	<b>\$1,146</b>	<b>4.52%</b>
1	<b>Buildings / Other Structures</b>	\$9,505	\$522	5.49%
2	<b>Plant &amp; Equipment / Furniture &amp; Fittings</b>	\$3,510	\$456	12.99%
3	<b>Airport Upgrade</b>	\$160	\$0	0.00%
4	<b>Roads &amp; Drainage Infrastructure</b>	\$2,893	\$120	4.15%
5	<b>Water &amp; Sewerage Infrastructure</b>	\$8,907	\$48	0.54%
6	<b>Office/Other Equip</b>	\$182	\$0	0.00%
7	<b>QTC - Loan Redemption</b>	\$211	\$0	0.00%

**5. Road Works Expenditure: Year to 31 August 2023**

	<b>Total Road Expenditure</b>	<b>\$13,647</b>	<b>\$2,755</b>	<b>20%</b>
<b>1</b>	<b>Rural Roads</b>	\$1,409	\$212	<b>15%</b>
<b>2</b>	<b>Town Streets</b>	\$1,424	\$278	<b>20%</b>
<b>3</b>	<b>Private Works</b>	\$80	\$243	<b>304%</b>
<b>4</b>	<b>RMPC Works</b>	\$2,434	\$425	<b>17%</b>
<b>5</b>	<b>Flood Damage</b>	\$8,300	\$1,597	<b>19%</b>
<b>6</b>	<b>Other</b>	\$0	\$0	<b>0%</b>

**LINK TO CORPORATE PLAN**

- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.













**ATTACHMENTS**

- Capital Funding August**
- Rates Arrears**
- Revenue & Expenditure**
- Balance Sheet August 2023**

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS  
2023-24












AUGUST 2023

Projects											
Asset Class/GL Number	Job Number	Project Description	Funding source	30/06/2023 Balance carry over projects	Actual year to date 2023-24	% of 2023-24 budget	Budget Project Costs 2023-24	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)	Progress (%)
<b>Airport</b>											
242-4000-0	8000-3607-0	Airport Reseals	LRCIP 3	\$ 181,594	\$0	0.00%	\$65,000	DCS	Txi-way Bravo Strenghtening completed 29 August by engineering services. Invoice to come		<div></div>
	8000-3606-0	Augathella Aerodrome Upgrade Planning	LGSSP 22-24	\$ 65,005	\$0	0.00%	\$95,000	DCS	60% - Seeking further clarification from Contractor regarding quote for vegetation clearing.		<div></div>
	<b>Sub total</b>			<b>\$ 246,599</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$160,000</b>				
360-4000-0 and 370-4000-0	8000-2580-0	Landfill remediation works	LRCI Stage 3	\$ 244,111	\$3,947	2.26%	\$175,000	DCS	Test Pitting Program is complete, for the exception of two areas where waste has been removed. Approximately another 20 pits to ber completed		<div></div>
	8000-1600-0	Augathella Industrial Land	General	\$ 20,805	\$0	0.00%	\$9,200	DCS	Land is purchased for agreed price. Extension Granted for Survey of Subdivision until June 2023. On the basis that the surveyor would not commit to a firm start date.		<div></div>
	8000-1650-0	Morven Industrial Land	General	\$ -	\$0	0.00%	\$10,000	DCS	Not started		
	8000-2575-0	Refurbish existing racecourse complex building	LRCI Stage 3	\$ 32,256	\$91,568	34.55%	\$265,000	DES	07.06.2023 Tender for the refurbishment of the existing air condition system (Warrego Room) was awarded to Charleville Refrigeration and Electrical Pty Ltd for \$195,659 excl. GST. Works have commenced on site. 7.7.2023 waiting for Air condition from supplier		<div></div>
	8000-1760-0	Council housing renewals	W4Qld 21-24	\$ -	\$0	0.00%	\$250,000	DCS	Contractor expected on site. DES preparing schedule- other projects. 53 Edward Street stop work. Report being present to Council on 21 September 2023 - approval from Department for scope variation		<div></div>
	8000-1750-0	Executive Housing	Loan	\$ -	\$0	0.00%	\$1,000,000	CEO	Not started		
	8000-1751-0	SES Shed	SES/Council	\$ -	\$22,901	22.78%	\$100,509	DES	Started		<div></div>
	8000-2551-0	Glass Door - Charleville Town Hall	General	\$ 78	\$0	0.00%	\$15,000	DCS	Quotes in process. Hope to complete as soon as Roma Glass can action		<div></div>
	8000-2952-0	Placing of Gates and Fence for Charleville Townhall	General	\$ -	\$0	0.00%	\$30,000	DCS	Quotes being sourced from Young's welding to make gates.		<div></div>
	8000-2595-0	Upgrade existing Toddler Pool at Charleville Swimming pool - W4Qld	W4Qld 21-24	\$ 37,398	\$0	0.00%	\$199,500	DCHS	Full structural & hydraulic design & plans received. Being checked by Council engineer, then will request quotes on vendorpanel. No responses from Vendorpanel. Have one contractor who has confirmed interest and is still trying to organise sub-contractors.		<div></div>

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS  
2023-24

AUGUST 2023

Asset Class/GL Number	Job Number	Project Description	Funding source	30/06/2023 Balance carry over projects	Actual year to date 2023-24	% of 2023-24 budget	Budget Project Costs 2023-24	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)	Progress (%)
	8000-2579-0	Charleville Weighbridge	LRCIP 3	\$ 5,179	\$0	0.00%	\$395,000	DES	07.06.2023 Consultation with the engineering department was held on 5.6.23 regarding the proposed site at the Council Depot. Genuine issues were raised and a new site has been proposed for opposite the truck stop on the Mitchell Hwy between Qantas Dr and Bollon.7 Rd. TMR supportive of location.7.7.2023. 07.09.2023 Detail survey and concept plan prepared to send to DTMR for formal approval with Road Corridor Permit.		
	8000-2950-0	Amenities at Alfred St	W4Qld 21-24	\$ 2,215	\$90,188	61.02%	\$147,800	DES	07.06.2023 Tender for construction awarded to Gecko Builders & Concreters for \$52,441.40 inc GST, works postponed to October due to it being tourist season and the toilets being the only ones in the CBD area.7.7.2023 received the toilet kits and payment made		
	8000-2598-0	Refurbish Shire Libraries -W4Qld	W4Qld 21-24	\$ 91,062	\$10,312	17.48%	\$59,000	DCHS	Front door of Charleville library is already installed. Looking at shade/awning options for the new concrete slab once it is completed.		
	8000-2359-0	Upgrade existing Charleville Cemetery	LRCIP 3	\$ 135,084	\$14,915	100.10%	\$14,900	DCS	Installation of Concrete Beams & Plaque restoration- 100% complete		
	8000-2360-0	Installation of shade facilities at Charleville Swimming Pool	LRCIP 3	\$ -	\$0	0.00%	\$250,000	DCHS	Plans now received for toddler pool, and we now know where all plumbing & electricity will run. Therefore we can now start requesting quotes via vendorpanel. No progress since last report.		
	8000-2591-0	Columbarium - three towns	LRCIP 3	\$ 108,609	\$11,990	28.96%	\$41,400	DES	Work in progress, near completion		
	<b>Sub total</b>			<b>\$ 676,798</b>	<b>\$245,821</b>	<b>8.30%</b>	<b>\$2,962,309</b>				
<b>445-4000-0</b>	8000-1200-0	Plant Purchase	General	\$ -	\$456,211	13.00%	\$3,510,000	DES	Carry over funded plant and fleet on order		
	<b>Sub total</b>			<b>\$ -</b>	<b>\$456,211</b>	<b>13.00%</b>	<b>\$3,510,000</b>				
<b>525-4000-0</b>	8000-2305-0	Kerb and Channel annual renewals	General	\$ -	\$5,593	3.73%	\$150,000	DES	Annual allocation - n progress.		
	8000-2310-0	Box culvert BOM to RFDS	General	\$ -	\$0	0.00%	\$20,000		Not started		
	8000-3040-0	Walking the Grant Project	MR	\$ 27,825	\$0	0.00%	\$28,285	DES	Walking Network Plan received from Shepherd Services.		
	8001-3040-0	Footpath renewals	General	\$ -	\$22,457	11.23%	\$200,000	DES	Annual allocation - n progress.		

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS  
2023-24

AUGUST 2023






Asset Class/GL Number	Job Number	Project Description	Funding source	30/06/2023 Balance carry over projects	Actual year to date 2023-24	% of 2023-24 budget	Budget Project Costs 2023-24	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)	Progress (%)
	8001-4061-0	Mt Tabor Road	R2R/TIDS	\$ -	\$91,534	4.37%	\$2,095,000	DES	07.09.2023 9km of formation complete, 1km of gravel carted and approx. 4,500m3 of gravel pushed ready for carting.		
	8000-3017-0	Flood Levee Renewal	General	\$ -	\$0	0.00%	\$100,000	DES	Contract has been awarded. 4.08.2023 job not yet started. 07.09.2023 Planned to commence early October 2023		
	8000-3018-0	Flood Levee Remediation Works	National Flood Mitigation Infrastructure Program 21-22	\$ -	\$0	0.00%	\$300,000	DES	07.06.2023 Tender for works advertised closing on 14.06.2023. Contract has been awarded. 4.8.2023 job not yet started. 07.09.2023 Planned to commence early October 2023		
	<b>Sub total</b>			<b>\$ 27,825</b>	<b>\$119,584</b>	<b>4.13%</b>	<b>\$2,893,285</b>				
555-4000-0	8000-5254-0	Charleville water renewals	General	\$ -	\$4,622	2.31%	\$200,000	DES	Annual allocation In progress 07.09.2023 Baker Street main replacement complete. Grant Street planned to commence in the week starting 11.09.2023		
	8000-5260-0	Morven water renewals	General	\$ -	\$2,528	1.69%	\$150,000	DES	Annual allocation In progress		
	TBA	UV Cleaning system	General	\$ -	\$0	0.00%	\$25,000	DES	Not started		
	8000-5252-0	Augathella water renewals	General	\$ -	\$0	0.00%	\$150,000	DES	Annual allocation		
	<b>Sub total</b>			<b>\$ -</b>	<b>\$7,150</b>	<b>1.36%</b>	<b>\$525,000</b>				
585-4000-0	8000-5350-0	Sewerage Augathella Annual Budget	General	\$ -	\$0	0.00%	\$100,000		Annual allocation		
	8000-5360-0	Sewerage Charleville Annual Budget	General	\$ -	\$0	0.00%	\$150,000	DCHS	Annual allocation		
	8000-5370-0	Augathella CED Scheme	LGSSP 22-24	\$ 4,149	\$37,809	2.02%	\$1,869,850	DCHS	SMEC commenced preliminary design phase. Now working with DSDLGIP steering committee. Project Management team (In4 Advisory) have been appointed.		
	8000-5372-0	Augathella CED Scheme - Design	BoR	\$ 21,231	\$0	0.00%	\$82,769	DCHS	In progress. Now working with DSDLGIP steering committee. Project Management team (In4 Advisory) have been appointed.		
	8000-5375-0	Charleville Sewerage Treatment Plant Upgrade	LGSSP 22-24	\$ 60,646	\$2,687	0.04%	\$6,179,354	DCHS	SMEC commenced preliminary design phase. Now working with DSDLGIP steering committee. Project Management team (In4 Advisory) have been appointed.		
	<b>Sub total</b>			<b>\$ 86,025</b>	<b>\$40,496</b>	<b>0.48%</b>	<b>\$8,381,973</b>				
	8000-2650-0	Augathella Heritage Museum	Building Better Regions	\$ 335,486	\$45,849	71.07%	\$64,514	John Nicholson	Works completed and open to public. Expenditure acquitted.		
	8000-2660-0	Charleville Airport Museum	Building Better Regions	\$ 237,856	\$161,121	99.37%	\$162,144	John Nicholson	All works completed 9th September 2023. Final payments and acquittals in progress		
	8000-2670-0	Charleville WWII Base	Building Better Regions	\$ 683,906	\$7,842	2.52%	\$311,094	John Nicholson	All works completed 9th September 2023. Final payments and acquittals in progress		



MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS  
2023-24

AUGUST 2023

Asset Class/GL Number	Job Number	Project Description	Funding source	30/06/2023 Balance carry over projects	Actual year to date 2023-24	% of 2023-24 budget	Budget Project Costs 2023-24	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)	Progress (%)
	8000-2680-0	Outback Museum of Australia	Building Better Regions	\$ 488,762	\$61,874	1.03%	\$6,005,206	John Nicholson	Tenders for original design came back \$4 million over budget. New designs now produced and tenders received within budget. Power and utility plans in place. Contract with SPANTECH signed(\$5.9 million) 8th September 2023. Ground works due to start in end September. Variation to design and extension date to June 2024 now awaiting Department approvals.		
				\$ 1,746,009	\$276,687	4%	\$6,542,958				
597-4000-0	8000-1782-0	Computer hardware annual renewals	General	\$ -	\$0	0.00%	\$25,000	DCHS	Annual allocation		
597-4000-0	8000-1790-0	IT/Finance and Records System	General	\$ 125,871	\$0	0.00%	\$100,000	DCHS	Continuation of prior year.		
	8000-1795-0	Install CCTV cameras at selected Council facilities	LRCIP 3	\$ 42,869	\$0	0.00%	\$57,131	John Nicholson	Infrastructure all in place. Cameras purchased. All being installed 5th - 19th September. MOU to be produced for Police monitoring and agreement on ongoing maintenance and replacement costs.		
	<b>Sub total</b>			\$ 168,740	\$0	0.00%	\$182,131				
	<b>Total Capital</b>			\$2,951,996	\$1,145,948	4.6%	\$25,157,656				
Loan repayments		Current Loans Payments	General	\$ -	\$0	0.00%	\$211,118	DCS	Due quarterly, beginning 15th September 2023		
	<b>Sub total</b>				\$0	0.00%	\$211,118				
<b>GRAND TOTAL</b>				\$2,951,996	\$1,145,948	4.5%	\$25,368,774				

# STATEMENT OF RATES AND CHARGES

**31 August 2023**



	ARREARS 30 JUNE 2023	LEVIES	INTEREST	RECEIPTS	DISCOUNT	WRITE OFFS	PENSIONER STATE	PENSIONER COUNCIL	BALANCE
<i>Charleville</i>	\$201,902.49	\$0.00	\$3,024.72	\$21,096.29	\$0.00	\$2.04	\$0.00	\$0.00	\$183,828.88
<i>Augathella</i>	\$29,395.01	\$0.00	\$453.12	\$3,008.15	\$0.00	\$0.00	\$0.00	\$0.00	\$26,839.98
<i>Morven</i>	\$14,569.63	\$0.00	\$244.57	\$143.54	\$0.00	\$0.00	\$0.00	\$0.00	\$14,670.66
<b>Total Urban</b>	\$245,867.13	\$0.00	\$3,722.41	\$24,247.98	\$0.00	\$2.04	\$0.00	\$0.00	\$225,339.52
<i>Rural</i>	\$161,197.23	\$0.00	\$2,625.00	\$7,348.29	\$0.00	\$11.90	\$0.00	\$0.00	\$156,462.04
<b>TOTAL GENERAL</b>	\$407,064.36	\$0.00	\$6,347.41	\$31,596.27	\$0.00	\$13.94	\$0.00	\$0.00	\$381,801.56
<b>CLEANSING</b>	\$107,785.92	\$0.00	\$1,618.32	\$10,368.20	\$0.00	\$1.77	\$0.00	\$0.00	\$99,034.27
<b>SEWERAGE</b>	\$133,949.45	\$0.00	\$1,880.52	\$17,291.67	\$0.00	\$4.03	\$0.00	\$0.00	\$118,534.27
<b>WATER</b>	\$291,214.36	\$0.00	\$4,389.04	\$28,688.10	\$0.00	\$10.53	\$0.00	\$0.00	\$266,904.77
<b>EXCESS WATER</b>	\$2,086.61	\$0.00	\$0.00	\$70.78	\$0.00	\$0.00	\$0.00	\$0.00	\$2,015.83
<b>C.E.D.</b>	\$14,771.70	\$0.00	\$213.21	\$2,756.11	\$0.00	\$0.00	\$0.00	\$0.00	\$12,228.80
<b>LEGAL FEES</b>	\$7,500.00	\$0.00	\$0.00	\$797.42	\$0.00	\$0.00	\$0.00	\$0.00	\$6,702.58
<b>LAND CHARGES</b>	\$1,553.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,553.50
<b>TOTALS</b>	\$965,925.90	\$0.00	\$14,448.50	\$91,568.55	\$0.00	\$30.27	\$0.00	\$0.00	\$888,775.58
STATE EMERGENCY LEVY									\$52,304.46
<b>TOTAL CURRENT &amp; ARREARS</b>									\$941,080.04
RATES PAID IN ADVANCE									\$442,617.15
<b>TOTAL OUTSTANDING</b>									\$498,462.89

## ARREARS ANALYSIS

Current Year	1 Year	2 Years	3 Years	4 Years	5 Years +	Interest	Total
\$0.00	\$496,771.43	\$188,391.57	\$87,566.23	\$32,071.62	\$34,615.65	\$101,663.54	\$941,080.04



General Ledger2023.6.13.1		Revenue and Expenditure Summary								Page - 1	
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 18% of year elapsed. To Level 4. Excludes committed costs)											
MURWEH SHIRE COUNCIL (Budget for full year)		Financial Year Ending 2024								Printed(CLAIREA): 03-09-2023 2:48:20 PM	
		REVENUE		EXPENDITURE		SURPLUS/(DEFICIENCY)					
		31 Aug 2023	Budget	31 Aug 2023	Budget	31 Aug 2023	Budget				
1000-0001	EXECUTIVE MANAGEMENT										
1100-0002	CORP GOVERNANCE SUB PROGRAM	0.00	0%	0	87,219.45	14%	625,882	(87,219.45)	14%	(625,882)	
1200-0002	SPECIAL OPERATIONS SUB PROGRAM	0.00	0%	0	0.00	0%	2,663	0.00	0%	(2,663)	
1300-0002	DISASTER MANAGEMENT SUB PROGRAM	0.00	0%	17,500	5,296.60	6%	82,931	(5,296.60)	8%	(65,431)	
1500-0002	HUMAN RESOURCES SUB PROGRAM	0.00	0%	500	40,057.37	11%	371,400	(40,057.37)	11%	(370,900)	
1000-0001	EXECUTIVE MANAGEMENT	0.00	0%	18,000	132,573.42	12%	1,082,876	(132,573.42)	12%	(1,064,876)	
2000-0001	CORPORATE SERVICES										
2100-0002	REVENUE SUB PROGRAM	117,015.11	1%	11,575,481	0.00	0%	0	117,015.11	1%	11,575,481	
2200-0002	STORES OPERATION SUB PROGRAM	0.00	0%	0	19,219.06	15%	132,500	(19,219.06)	15%	(132,500)	
2300-0002	ADMINISTRATION SUB PROGRAM	19,759.17	10%	200,000	567,527.03	20%	2,866,577	(547,767.86)	21%	(2,666,577)	
2400-0002	FINANCE SUB PROGRAM	0.00	0%	0	9,401.84	9%	106,537	(9,401.84)	9%	(106,537)	
2500-0002	ONCOSTS SUB PROGRAM	0.00	0%	0	156,478.36	-391%	(40,000)	(156,478.36)	-391%	40,000	
2600-0002	LIBRARY SUB PROGRAM	10.91	0%	18,800	53,755.61	18%	303,000	(53,744.70)	19%	(284,200)	
2700-0002	AERODROMES SUB PROGRAM	78,695.68	20%	385,000	153,513.60	16%	975,535	(74,817.92)	13%	(590,535)	
2800-0002	AREA PROMOTION/DEVT SUB PRO										
2800-0003	ECONOMIC DEVELOPMENT	655,613.04	4%	16,904,794	52,557.74	10%	550,016	603,055.30	4%	16,354,778	
2805-0003	COUNCIL HOUSING	0.00	0%	1,000	29,359.17	20%	150,000	(29,359.17)	20%	(149,000)	
2815-0003	CULTURAL DEVELOPMENT	0.00	0%	25,000	13,979.00	7%	200,000	(13,979.00)	8%	(175,000)	
2820-0003	TOURISM & PROMOTION										
2855-0004	TOURISM AND PROMOTION	676,935.60	31%	2,160,163	796,026.40	23%	3,423,326	(119,090.80)	9%	(1,263,163)	
2820-0003	TOURISM & PROMOTION	676,935.60	31%	2,160,163	796,026.40	23%	3,423,326	(119,090.80)	9%	(1,263,163)	
2800-0002	AREA PROMOTION/DEVT SUB PRO	1,332,548.64	7%	19,090,957	891,922.31	21%	4,323,342	440,626.33	3%	14,767,615	
2000-0001	CORPORATE SERVICES	1,548,029.51	5%	31,270,238	1,851,817.81	21%	8,667,491	(303,788.30)	-1%	22,602,747	
3200-0001	HEALTH/ENVIRONMENTAL SERVICES										
3200-0002	SPORT, REC & COMMUNITY FACILITIES										
3200-0003	SPORTS & RECREATION FACILITIES										
3200-0004	PARKS GARDENS & RESERVES	17,161.47	57%	30,000	241,770.63	14%	1,700,455	(224,609.16)	13%	(1,670,455)	
3220-0004	RACECOURSE	1,943.74	6%	31,000	31,854.60	13%	251,245	(29,910.86)	14%	(220,245)	
3240-0004	SWIMMING POOLS	0.00	0%	0	53,450.34	15%	347,956	(53,450.34)	15%	(347,956)	
3200-0003	SPORTS & RECREATION FACILITIES	19,105.21	31%	61,000	327,075.57	14%	2,299,656	(307,970.36)	14%	(2,238,656)	

General Ledger2023.6.13.1		Revenue and Expenditure Summary						Page - 2	
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 18% of year elapsed. To Level 4. Excludes committed costs)		Financial Year Ending 2024						Printed(CLAIREA): 03-09-2023 2:48:20 PM	
MURWEH SHIRE COUNCIL (Budget for full year)									
		REVENUE		EXPENDITURE		SURPLUS/(DEFICIENCY)			
		31 Aug 2023	Budget	31 Aug 2023	Budget	31 Aug 2023	Budget		
3260-0003	COMMUNITY FACILITIES								
3260-0004	TELEVISION, CCTV and WIFI	0.00	0%	20,316.81	49%	(20,316.81)	49%	(41,119)	
3270-0004	HALLS & CENTRES	38,705.29	77%	83,993.00	21%	(45,287.71)	13%	(350,466)	
3280-0004	SHOWGROUNDS	3,198.92	11%	32,025.58	12%	(28,826.66)	12%	(245,000)	
3290-0004	CEMETERIES & MEMORIALS	5,669.09	11%	18,327.15	9%	(12,658.06)	8%	(160,000)	
3320-0004	PUBLIC CONVENIENCES	0.00	0%	38,753.64	18%	(38,753.64)	18%	(215,767)	
3330-0004	AGED CARE	12,234.29	12%	28,630.47	18%	(16,396.18)	27%	(59,896)	
3260-0003	COMMUNITY FACILITIES	59,807.59	26%	222,046.65	17%	(162,239.06)	15%	(1,072,248)	
3200-0002	SPORT, REC & COMMUNITY FACILITIES	78,912.80	27%	549,122.22	15%	(470,209.42)	14%	(3,310,904)	
3400-0002	ENVIRONMENTAL SUB PROGRAM								
3410-0003	COMMUNITY HEALTH	10,980.64	51%	12,830.02	6%	(1,849.38)	1%	(210,580)	
3435-0003	ANIMAL CONTROL	13,448.10	18%	17,611.63	6%	(4,163.53)	2%	(201,180)	
3460-0003	RESERVES	0.00	0%	25,923.85	9%	(25,923.85)	9%	(281,000)	
3475-0003	STOCK ROUTES	0.00	0%	14,725.46	1%	(14,725.46)	3%	(487,000)	
3400-0002	ENVIRONMENTAL SUB PROGRAM	24,428.74	4%	71,090.96	4%	(46,662.22)	4%	(1,179,760)	
3500-0002	REFUSE MANAGEMENT SUB PROGRAM								
3500-0004	CHARLEVILLE REFUSE MANAGEMENT	2,200.03	0%	94,454.24	11%	(92,254.21)	42%	(220,442)	
3540-0004	MORVEN REFUSE MANAGEMENT	54.01	0%	5,972.76	13%	(5,918.75)	32%	(18,586)	
3570-0004	AUGATHELLA REFUSE MANAGEMENT	136.33	0%	5,813.38	19%	(5,677.05)	-21%	26,663	
3500-0002	REFUSE MANAGEMENT SUB PROGRAM	2,390.37	0%	106,240.38	11%	(103,850.01)	49%	(212,365)	
3200-0001	HEALTH/ENVIRONMENTAL SERVICES	105,731.91	6%	726,453.56	11%	(620,721.65)	13%	(4,703,029)	
4000-0001	ENGINEERING SERVICES								
4100-0002	ENGINEERING OFFICE SUB PROGRAM	0.00	0%	688,860.54	16%	(688,860.54)	16%	(4,436,606)	
4200-0002	BUILDING & PLANNING SUB PROGRAM	2,617.00	3%	57,244.99	29%	(54,627.99)	55%	(100,000)	
4300-0002	PLANT OPERATIONS SUB PROGRAM	14,556.73	2%	(221,402.25)	45%	(496,167)	20%	1,191,167	
4400-0002	PRIVATE WORKS ACTIVITIES	276,182.32	5%	732,128.93	25%	(455,946.61)	-17%	2,671,858	
4500-0002	OTHER ROAD ACTIVITIES SUB PROGRAM	2,488,609.09	23%	2,215,599.56	21%	273,009.53	111%	245,507	
4000-0001	ENGINEERING SERVICES	2,781,965.14	16%	3,472,431.77	19%	(690,466.63)	161%	(428,074)	
5100-0001	WATER & SEWERAGE SERVICES								
5100-0002	WATER SUPPLY ACTIVITIES SUB PROGRAM								
5100-0003	CHARLEVILLE WATER	3,684.61	0%	104,494.18	17%	(100,809.57)	-11%	939,211	

General Ledger2023.6.13.1		Revenue and Expenditure Summary								Page - 3	
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 18% of year elapsed. To Level 4. Excludes committed costs)											
MURWEH SHIRE COUNCIL (Budget for full year)		Financial Year Ending 2024								Printed(CLAIREA): 03-09-2023 2:48:20 PM	
		REVENUE		EXPENDITURE		SURPLUS/(DEFICIENCY)					
		31 Aug 2023	Budget	31 Aug 2023	Budget	31 Aug 2023	Budget	31 Aug 2023	Budget		
5200-0003	MORVEN WATER	223.37	0%	106,182	29,681.82	24%	125,000	(29,458.45)	157%	(18,818)	
5300-0003	AUGATHELLA WATER	470.53	0%	188,558	29,506.30	20%	147,888	(29,035.77)	-71%	40,670	
5390-0003	WATER DEPRECIATION	0.00	0%	0	102,245.50	17%	613,473	(102,245.50)	17%	(613,473)	
5100-0002	WATER SUPPLY ACTIVITIES SUB PROGRAM	4,378.51	0%	1,862,795	265,927.80	18%	1,515,205	(261,549.29)	-75%	347,590	
5400-0002	SEWERAGE ACTIVITIES SUB PROGRAM										
5400-0003	CHARLEVILLE SEWERAGE	1,876.49	0%	909,210	49,817.64	11%	441,744	(47,941.15)	-10%	467,466	
5450-0003	AUGATHELLA SEWERAGE	213.21	0%	89,911	9,897.11	8%	130,000	(9,683.90)	24%	(40,089)	
5490-0003	SEWERAGE DEPRECIATION	0.00	0%	0	62,634.16	17%	375,805	(62,634.16)	17%	(375,805)	
5400-0002	SEWERAGE ACTIVITIES SUB PROGRAM	2,089.70	0%	999,121	122,348.91	13%	947,549	(120,259.21)	-233%	51,572	
5100-0001	WATER & SEWERAGE SERVICES	6,468.21	0%	2,861,916	388,276.71	16%	2,462,754	(381,808.50)	-96%	399,162	
TOTAL REVENUE AND EXPENDITURE		4,442,194.77	8%	53,209,929	6,571,553.27	18%	36,403,999	(2,129,358.50)	-13%	16,805,930	

General Ledger2023.6.13.1		Balance Sheet			Page - 1		
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 17% of year elapsed. To Details. Excludes committed costs)		Financial Year Ending 2024			Printed(CLAIREA): 13-09-2023 7:23:24 AM		
MURWEH SHIRE COUNCIL (Budget for full year)							
		OPENING BALANCE	YEAR TO DATE 31 Aug 2023	BUDGET	CURRENT BALANCE 31 Aug 2023	BUDGET	
CURRENT ASSETS							
=====							
0100-0001	CURRENT ASSETS						
0105-3000	Cash at Bank - General Account	362,046.10	219,075.29	---	581,121.39	65%	897,573
0110-3000	Cash on Hand	1,570.00	0.00	0%	1,570.00	109%	1,438
0115-3000	QTC - Cash Investments	12,441,155.90	(2,397,402.48)	---	10,043,753.42	195%	5,147,732
0116-3000	NAB - Term Deposits	0.00	0.00	0%	0.00	0%	0
0117-3000	Cash: Cosmos Centre Float	500.00	0.00	0%	500.00	125%	400
0118-3000	Cash: Visitor Info Centre	300.00	0.00	0%	300.00	---	0
0120-3000	Accounts Receivable - Rates	681,304.33	(182,941.44)	---	498,362.89	81%	613,788
0121-3000	Acct Rec - Rates EOY Receipts	340,463.27	(340,463.27)	---	0.00	0%	0
0127-3000	Provision for Doubtful Rates	0.00	0.00	0%	0.00	0%	0
0130-3000	Stores and Materials	286,340.37	5,834.76	---	292,175.13	127%	230,151
0132-3000	Inventory - Cosmos Centre	90,799.41	0.00	0%	90,799.41	249%	36,515
0140-3000	Prepaid Expenses	253,896.09	0.00	0%	253,896.09	149%	170,792
0147-3000	Accrued Revenue - General	844,918.78	(228,669.98)	---	616,248.80	---	0
0148-3000	Contract Assets	1,546,067.84	0.00	0%	1,546,067.84	---	0
0150-3000	Workers Compensation Receivable	16,254.62	(1,335.42)	---	14,919.20	48%	31,131
0155-3000	Accounts Receivable - Debtors	347,105.56	(268,131.29)	---	78,974.27	3%	2,327,260
0156-3000	Accts Rec - Debtors EOY Receipts	50,092.73	(50,092.73)	---	0.00	0%	0
0160-3000	Provision for Doubtful Debts	(166,333.03)	0.00	0%	(166,333.03)	>999%	(15,000)
0165-3000	GST Receivable/Suspense	92,525.59	50,107.09	---	142,632.68	<999%	(13,934)
0170-3000	Industrial Land for Resale	1,156,028.41	0.00	0%	1,156,028.41	---	0
0171-3000	Provision for Obsolescence	(679,028.40)	0.00	0%	(679,028.40)	---	0
0100-0001 CURRENT ASSETS TOTAL		17,666,007.57	(3,194,019.47)	---	14,471,988.10	154%	9,427,846
TOTAL CURRENT ASSETS		17,666,007.57	(3,194,019.47)	---	14,471,988.10	154%	9,427,846

General Ledger2023.6.13.1		Balance Sheet			Page - 2		
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 17% of year elapsed. To Details. Excludes committed costs)		Financial Year Ending 2024			Printed(CLAIREA): 13-09-2023 7:23:24 AM		
MURWEH SHIRE COUNCIL (Budget for full year)							
		OPENING	----- YEAR TO DATE -----		----- CURRENT BALANCE -----		
		BALANCE	31 Aug 2023	BUDGET	31 Aug 2023	BUDGET	
NON-CURRENT ASSETS							
=====							
0200-0001	NON-CURRENT ASSETS						
0200-4000	Land at Cost	0.00	0.00	0%	0	0.00	0%
0205-4000	Land for Resale	0.00	0.00	0%	0	0.00	0%
0210-4000	Land at Valuation	3,125,500.00	0.00	0%	0	3,125,500.00	56%
0211-4000	Land Improvements at Valuation	0.00	0.00	0%	0	0.00	0%
0215-4000	Land Clearing Account	20,804.99	0.00	0%	19,200	20,804.99	15%
0217-4000	WIP - Land Improvements	5,540.50	5,800.00	---	0	11,340.50	2%
0221-4000	Aerodrome Landing Strip at Cost	442,570.92	0.00	0%	0	442,570.92	---
0231-4000	Aerodrome Landing Strip at Valuation	16,048,376.91	0.00	0%	0	16,048,376.91	157%
0241-4000	Accum Depn - Aerodrome Landing Strip	(3,447,247.21)	(38,161.66)	---	0	(3,485,408.87)	103%
0242-4000	WIP - Aerodrome Upgrade	246,598.99	0.00	0%	160,000	246,598.99	4%
0300-4000	Buildings at Cost	11,580,680.57	0.00	0%	0	11,580,680.57	>999%
0310-4000	Buildings at Valuation	58,882,901.27	0.00	0%	0	58,882,901.27	114%
0320-4000	Accum Depn - Buildings	(24,833,451.05)	(170,559.66)	---	0	(25,004,010.71)	190%
0330-4000	Other Structures at Cost	9,240,441.59	0.00	0%	0	9,240,441.59	>999%
0340-4000	Other Structures at Valuation	317,374.39	0.00	0%	0	317,374.39	4%
0350-4000	Accum Depn - Other Structures	(2,352,494.76)	(78,805.00)	---	0	(2,431,299.76)	83%
0360-4000	WIP - Buildings	1,778,342.53	370,459.68	5%	8,173,467	2,148,802.21	7%
0370-4000	WIP - Other Structures	880,660.00	134,141.80	10%	1,312,600	1,014,801.80	4%
0380-4000	Parks at Cost	1,889,532.75	0.00	0%	0	1,889,532.75	---
0381-4000	Accum Depn - Parks	(6,075,158.17)	(24,979.68)	---	0	(6,100,137.85)	479%
0382-4000	WIP - Parks	0.00	0.00	0%	0	0.00	0%
0383-4000	Parks at Valuation	13,213,417.39	0.00	0%	0	13,213,417.39	747%
0400-4000	Equipment and Furniture Fittings	5,444,671.48	0.00	0%	0	5,444,671.48	309%
0410-4000	Accum Depn - Equipment and FF	(4,008,730.81)	(139,185.16)	---	0	(4,147,915.97)	292%
0411-4000	Plant	14,899,374.82	0.00	0%	0	14,899,374.82	106%
0415-4000	Accum Depreciation - Plant	(7,072,663.55)	0.00	0%	0	(7,072,663.55)	71%
0420-4000	Furniture and Fittings	0.00	0.00	0%	0	0.00	0%
0430-4000	Accum Depn - Furniture and Fittings	0.00	0.00	0%	0	0.00	0%
0445-4000	Plant Clearing Account	0.00	456,211.18	13%	3,510,000	456,211.18	3%
0500-4000	Road Infrastructure at Cost	12,765,204.41	0.00	0%	0	12,765,204.41	299%
0510-4000	Road Infrastructure at Valuation	342,578,476.22	0.00	0%	0	342,578,476.22	150%
0520-4000	Accum Depn - Road Infrastructure	(71,458,363.78)	(577,101.00)	---	0	(72,035,464.78)	150%
0525-4000	WIP - Road Infrastructure	27,825.10	171,360.69	6%	2,893,285	199,185.79	1%
0530-4000	Water Infrastructure at Cost	2,843,162.16	0.00	0%	0	2,843,162.16	>999%
0540-4000	Water Infrastructure at Valuation	32,549,093.39	0.00	0%	0	32,549,093.39	170%
0550-4000	Accum Depn - Water Infrastructure	(16,940,014.22)	(102,245.50)	---	0	(17,042,259.72)	208%
0555-4000	WIP - Water Infrastructure	0.04	7,149.84	1%	525,000	7,149.88	0%
0560-4000	Sewerage Infrastructure at Cost	844,013.02	0.00	0%	0	844,013.02	386%
0570-4000	Sewerage Infrastructure at Valuation	25,844,982.89	0.00	0%	0	25,844,982.89	122%
0580-4000	Accum Depn - Sewerage Infrastructure	(14,582,674.09)	(61,814.16)	---	0	(14,644,488.25)	206%
0585-4000	WIP - Sewerage Infrastructure	86,025.20	40,496.49	0%	8,381,973	126,521.69	1%

General Ledger2023.6.13.1		Balance Sheet				Page - 3		
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 17% of year elapsed. To Details. Excludes committed costs)								
MURWEH SHIRE COUNCIL (Budget for full year)		Financial Year Ending 2024				Printed(CLAIREA): 13-09-2023 7:23:24 AM		
		OPENING	YEAR TO DATE			CURRENT BALANCE		
		BALANCE	31 Aug 2023	BUDGET		31 Aug 2023	BUDGET	
0586-4000	WIP - Aurora Estate Stage 2	12,067.70	0.00	0%	0	12,067.70	100%	12,068
0587-4000	WIP - Aurora Estate Stage 3	24,682.00	0.00	0%	0	24,682.00	132%	18,650
0588-4000	WIP State Gov - Bradleys Gully Div	0.00	0.00	0%	0	0.00	0%	0
0589-4000	WIP - Industrial Estate	7,800.00	0.00	0%	0	7,800.00	0%	3,146,051
0595-4000	Residential Land Resale (NCA)	0.00	0.00	0%	0	0.00	0%	0
0596-4000	Right of Use Assets	221,275.59	0.00	0%	0	221,275.59	---	0
0596-4001	Accumulated Amortisation	(221,275.59)	0.00	0%	0	(221,275.59)	---	0
0597-4000	Equipment Clearing Account	168,739.92	6,894.00	4%	182,131	175,633.92	7%	2,458,657
0599-4000	Landfill Asset	0.00	0.00	0%	0	0.00	0%	0
0200-0001 NON-CURRENT ASSETS TOTAL		404,998,063.51	(338.14)	0%	25,157,656	404,997,725.37	100%	404,958,920
TOTAL NON-CURRENT ASSETS		404,998,063.51	(338.14)	0%	25,157,656	404,997,725.37	100%	404,958,920
TOTAL ASSETS		422,664,071.08	(3,194,357.61)	-13%	25,157,656	419,469,713.47	101%	414,386,766
CURRENT LIABILITIES		=====						
0600-0001 CURRENT LIABILITIES								
0600-5000	Accounts Payable	0.00	444,699.17	---	0	444,699.17	---	0
0605-5000	Accrued Expenses - All	1,729,513.56	(1,693,449.36)	---	0	36,064.20	>999%	459
0610-5000	Fire Services Levy Payable	29,675.21	(19,115.59)	---	0	10,559.62	64%	16,515
0612-5000	Contract Liabilities	2,670,045.23	0.00	0%	0	2,670,045.23	---	0
0613-5000	Prepaid Rates	340,463.27	(340,463.27)	---	0	0.00	0%	0
0614-5000	Unearned Revenue	0.00	0.00	0%	0	0.00	0%	0
0615-5000	PAYG Payable	0.00	0.00	0%	0	0.00	0%	0
0625-5000	Payroll Suspense	0.00	0.00	0%	0	0.00	0%	0
0630-5000	Wages Advance	0.00	0.00	0%	0	0.00	0%	0
0632-5000	RDO & Toil Accumulated	10,424.45	7,957.95	---	0	18,382.40	91%	20,229
0635-5000	Stock Routes Fees Payable	0.00	1,123.60	---	0	1,123.60	3%	34,435
0636-5000	Finance Lease - Current	0.00	0.00	0%	0	0.00	0%	0
0640-5000	Office Extension Current Loan	0.00	0.00	0%	0	0.00	0%	(27,759)
0645-5000	Cosmos Centre Current Loan	0.00	0.00	0%	0	0.00	0%	(60,342)
0650-5000	Medical Centre Current Loan	10,365.59	0.00	0%	39,424	10,365.59	-86%	(12,002)
0660-5000	Morven Rail Current Loan	61,276.19	0.00	0%	59,507	61,276.19	-39%	(155,288)
0665-5000	Plant Replacement Current Loan	0.00	0.00	0%	0	0.00	0%	(228,366)
0666-5000	Plant Replacement No 2 Current Loan	0.00	0.00	0%	0	0.00	0%	(171,804)
0670-5000	Residential Current Loan	47,103.26	0.00	0%	23,067	47,103.26	-23%	(200,686)
0671-5000	Flood Mitigation Current Loan	47,507.43	0.00	0%	45,334	47,507.43	104%	45,786
0672-5000	Airport Upgrade Current Loan	46,346.90	0.00	0%	43,786	46,346.90	806%	5,750
0675-5000	Annual Leave payable	944,654.98	17,222.57	---	0	961,877.55	114%	846,327

General Ledger2023.6.13.1		Balance Sheet				Page - 4	
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 17% of year elapsed. To Details. Excludes committed costs)							
MURWEH SHIRE COUNCIL (Budget for full year)		Financial Year Ending 2024			Printed(CLAIREA): 13-09-2023 7:23:24 AM		
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		OPENING	YEAR TO DATE		CURRENT BALANCE		
		BALANCE	31 Aug 2023	BUDGET	31 Aug 2023	BUDGET	
0680-5000	Long Service Leave Payable	1,095,362.80	8,199.43	---	0	1,103,562.23	89%
0685-5000	Sick Leave Payable	208,053.09	13,474.83	---	0	221,527.92	94%
0690-5000	Land Rebate Holding Account	(7,000.00)	0.00	0%	0	(7,000.00)	100%
0697-5000	Salary Sacrifice Deduct - Before Tax	256,295.57	15,773.82	---	0	272,069.39	---
0698-5000	Salary Sacrifice Deduct - After Tax	(259,996.50)	(5,012.00)	---	0	(265,008.50)	---
0699-5000	Suspense Account: General Account	64,583.67	490,833.42	---	0	555,417.09	>999%
		-----	-----	-----	-----	-----	-----
0600-0001	CURRENT LIABILITIES TOTAL	7,294,674.70	(1,058,755.43)	-501%	211,118	6,235,919.27	391%
		-----	-----	-----	-----	-----	-----
		TOTAL CURRENT LIABILITIES	7,294,674.70	(1,058,755.43)	-501%	211,118	6,235,919.27
		-----	-----	-----	-----	-----	-----
		NON-CURRENT LIABILITIES					
		=====					
		0700-0001 NON-CURRENT LIABILITIES					
0700-6000	Non-Current Long Service Leave	174,469.53	0.00	0%	0	174,469.53	116%
0701-6000	Finance Lease - Non current	0.00	0.00	0%	0	0.00	0%
0740-6000	Office Extension Non-Current Loan	0.00	0.00	0%	0	0.00	0%
0745-6000	Cosmos Centre Non-Current Loan	0.00	0.00	0%	0	0.00	0%
0750-6000	Medical Centre Non-Current Loan	0.00	0.00	0%	0	0.00	0%
0760-6000	Morven Rail Non-Current Loan	821,457.91	0.00	0%	0	821,457.91	87%
0765-6000	Plant Replacement Non-Current Loan	0.00	0.00	0%	0	0.00	0%
0766-6000	Plant Replacement No 2 Non-Current	0.00	0.00	0%	0	0.00	0%
0770-6000	Residential Develop Non-Current Loan	953,025.41	0.00	0%	0	953,025.41	382%
0771-6000	Flood Mitigation Non-Current Loan	976,746.28	0.00	0%	0	976,746.28	99%
0772-6000	Airport Upgrade Non-Current Loan	669,103.76	0.00	0%	0	669,103.76	79%
0780-6000	Landfill Restoration Provision	2,788,439.19	0.00	0%	0	2,788,439.19	---
		-----	-----	-----	-----	-----	-----
0700-0001	NON-CURRENT LIABILITIES TOTAL	6,383,242.08	0.00	0%	0	6,383,242.08	191%
		-----	-----	-----	-----	-----	-----
		TOTAL NON-CURRENT LIABILITIES	6,383,242.08	0.00	0%	6,383,242.08	191%
		=====	=====	=====	=====	=====	=====
		TOTAL LIABILITIES	13,677,916.78	(1,058,755.43)	-501%	211,118	12,619,161.35
		=====	=====	=====	=====	=====	=====
		NETT ASSETS/(LIABILITIES)	408,986,154.30	(2,135,602.18)	-9%	24,946,538	406,850,552.12
		=====	=====	=====	=====	=====	=====



General Ledger2023.6.13.1		Balance Sheet				Page - 5	
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 17% of year elapsed. To Details. Excludes committed costs)							
MURWEH SHIRE COUNCIL (Budget for full year)		Financial Year Ending 2024		Printed(CLAIREA): 13-09-2023 7:23:24 AM			
=====							
		OPENING	----- YEAR TO DATE -----		----- CURRENT BALANCE -----		-----
		BALANCE	31 Aug 2023	BUDGET	31 Aug 2023	BUDGET	
COMMUNITY EQUITY		=====					
0800-0001	EQUITY						
0800-0002	SHIRE CAPITAL						
0805-7000	Retained Surplus	47,026,755.59	0.00	0%	0	47,026,755.59	100% 47,026,756
0807-7000	Retained Surplus-Cosmos	(1,275,671.18)	0.00	0%	0	(1,275,671.18)	<999% 42,875
0810-7000	Asset Revaluation Reserve - Roads	198,081,845.00	0.00	0%	0	198,081,845.00	166% 119,269,628
0811-7000	Asset Revaluation Reserve - W & S	25,625,035.16	0.00	0%	0	25,625,035.16	107% 23,900,593
0812-7000	Asset Reval Res - Bldgs & Structures	36,683,835.43	0.00	0%	0	36,683,835.43	96% 38,355,807
0813-7000	Asset Revaluation Reserve-Land	716,322.33	0.00	0%	0	716,322.33	22% 3,203,461
0815-7000	Asset Revaluation Reserve Aerodrome	14,067,900.21	0.00	0%	0	14,067,900.21	161% 8,723,400
0816-7000	Asset Revaluation Reserve - Plant	0.00	0.00	0%	0	0.00	0% 0
0820-7000	Current Surplus / Deficit	0.00	(2,135,602.18)	-13%	16,805,930	(2,135,602.18)	-13% 16,805,930
0825-7000	Year End Surplus/Deficit	88,060,131.76	0.00	0%	0	88,060,131.76	69% 127,200,863
		-----					
0800-0002	SHIRE CAPITAL TOTAL	408,986,154.30	(2,135,602.18)	-13%	16,805,930	406,850,552.12	106% 384,529,313
0830-0002	RESERVES						
0800-0001	EQUITY TOTAL	408,986,154.30	(2,135,602.18)	-13%	16,805,930	406,850,552.12	106% 384,529,313
		-----					
TOTAL COMMUNITY EQUITY		408,986,154.30	(2,135,602.18)	-13%	16,805,930	406,850,552.12	106% 384,529,313

## 11 ECONOMIC DEVELOPMENT

### 11.1 TOURSIM AND EVENTS REPORT

**Author:** Tourism Manager

**Authoriser:** CEO

#### RECOMMENDATION

That Council notes the Tourism and Events Report.

#### Budget Tracking:

Budget	●	●	●
Visitor Information Centre			✓
Charleville Cosmos Centre			✓
WWII Secret Base			✓
Events and Marketing			✓

#### Meetings Attended:

Premiers Department Regional Community Forum – Agricultural Showcase  
 Historic House Centenary Medal Presentation  
 Denver Veanland, Royal Historical Society  
 Outback Tourism Development Officers Round Table  
 SWQ Tourism Steering Committee Meeting

#### SWQ Tourism Steering Committee Meeting:

Feedback from Outback Queensland Tourism Association (OQTA) indicates that tourism in south west Queensland is holding up in the market better than the rest of outback Queensland. Locals indicated that the south west region is the first they have come across that is performing almost as well as or better than 2022 or 2021. This has been attributed to the close and positive working relationship that the South West Regional Organisation of Councils (SWQROC) have with each other and the collaborative marketing initiatives we have pursued as a wider region.

#### Media:

Outback Queensland Tourism Association (OQTA) sent an e-newsletter to their subscribers featuring Charleville.

#### Greyhound and Queensland Rail Bookings:

The Charleville Visitor Information Centre took 5 Greyhound bookings and 6 Queensland Rail bookings in the month of August.

### Charleville Visitor Information Centre:

Charleville VIC Walk in Stats													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2019	230	159	285	1333	1893	2150	2896	1666	1737	158	303	123	12933
2020	193	201	186	0	24	606	1333	1351	2183	1236	657	340	8310
2021	367	266	1134	3543	2086	6972	7169	3393	5040	2758	982	750	34460
2022	670	332	1311	3544	3433	6313	6703	4713	4660	2234	1022	544	35479
2023	677	656	1184	2947	4290	6582	6002	4646					26984

Charleville VIC Phone Stats													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2019	103	91	125	159	139	156	206	223	219	131	92	37	1681
2020	83	138	111	59	78	199	101	153	277	183	149	40	1571
2021	124	84	325	461	652	1222	344	384	490	366	188	152	4792
2022	147	170	318	526	666	998	1019	725	554	349	255	109	5836
2023	159	206	314	488	800	1075	1010	709					4761

Information Packs Sent Out													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2019	16	25	14	9	8	14	6	9	5	1	4	1	112
2020	3	6	5	5	3	8	4	0	0	0	2	2	38
2021	8	12	15	13	6	3	0	0	2	1	1	0	61
2022	0	7	9	10	5	9	6	16	5	4	1		72
2023	4	8	6	3	7	6	2	1					37

Email Enquiries													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2018								0	5	3	4	8	22
2019	3	6	16	8	8	10	4	11	8	17	4	6	101
2020	6	7	114	11	2	2	168	5	12	18	15	15	375
2021	20	20	86	61	306	712	713	33	149	28	9	5	2142
2022	12	17	24	102	36	25	48	26	19	8	12	7	336
2023	12	17	18	25	45	47	34	22					220

The Charleville Visitor Information Centre saw a 1.4% decrease in visitor numbers for the month of August compared to the same period last year, however numbers are still significantly higher than pre-covid.

### Morven Visitor Information Centre:

The Morven Visitor Information Centre saw 643 visitors through the doors in August compared to 420 visitors in the same period last year. The Centre has seen an increase in bus groups stopping and exploring Morven, along with an increase in campers enquiring about Tregole National Park.

### Augathella Visitor Information Centre:

The Augathella Visitor Information Centre saw 264 visitors through the month of August.

### Bilby Experience:

Bilby Experience Pax													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2021			231	1749	1559	1334	2928	1334	2418	1334	272	270	13429
2022	178	0	547	1633	1606	2515	2777	1890	1992	876	270		14284
2023	76	105	288	1159	1442	2454	2144	1656					9324

Bilby Experience Shows													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2021	0	0	15	72	61	101	102	48	64	37	23	19	542
2022	21	0	43	60	60	74	73	60	66	47	13	11	528
2023	8	11	26	58	64	75	59	55					356



#### A must do in Charleville

#### Aug. 2023 • Couples

What an absolutely fantastic experience. The staff were so passionate and knowledgeable. Their work toward saving the Bilby's from extinction is incredible.

We walked away learning something special and feel good about the fact that all proceeds go to saving these cute little creatures.

### Charleville Cosmos Centre:

This August at the Cosmos Centre saw an increase in bookings and visitors compared to previous years. Less cloud this year may attribute to the increase in Big Sky Observatory bookings.

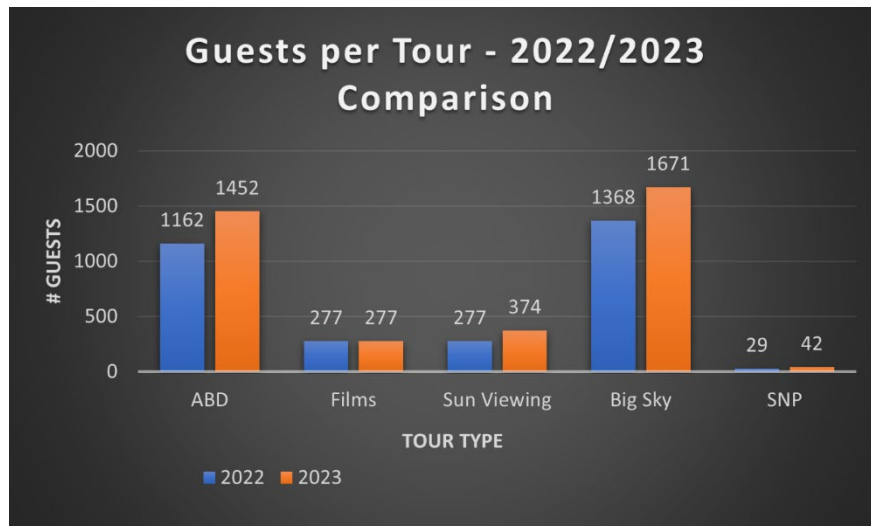
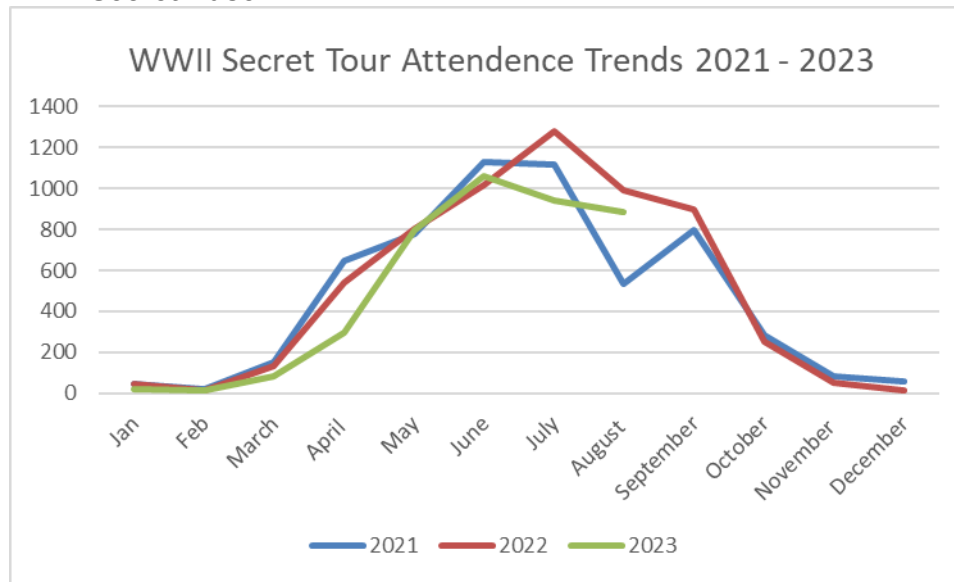
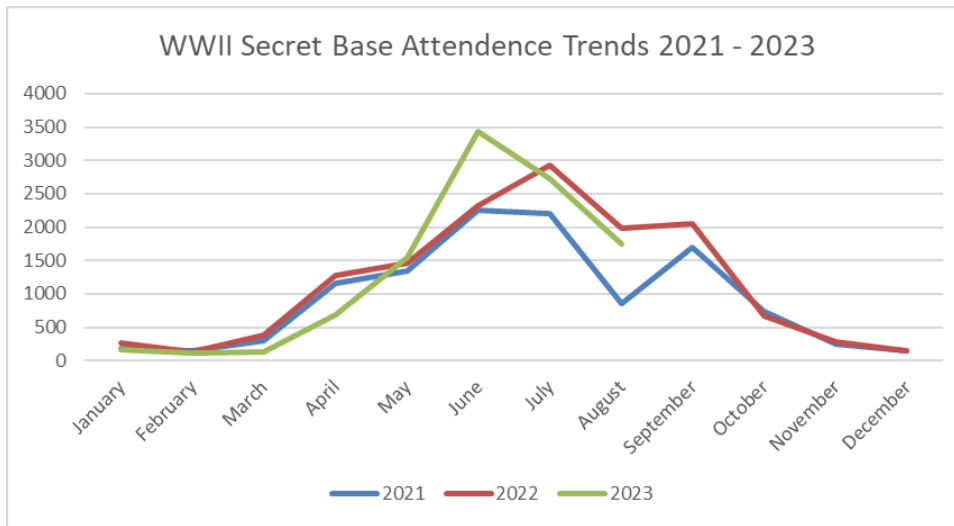


Figure 1: "ABD" is Astronomy by Day - interactive exhibit | "Films" are the Planetarium movies | "Big Sky" is the Big Sky Observatory – the main night tour | "SNP" is the Small and Personal tour with the 30" telescope

### WWII Secret Base:





RSL



Exhibition installation progress images as at 29/08/2023.

## LINK TO CORPORATE PLAN

- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

## ATTACHMENTS

Nil

**11.2 ECONOMIC DEVELOPMENT REPORT**

**Author:** Director Economic Development

**Authoriser:** CEO

**RECOMMENDATION**

That Council accepts the Economic Development Report

**PROJECT UPDATE****BBRF – TOURISM PRECINCT**

**Airfield Museum** will be completed this week. Information boards are in place, interactives are working, and the theatrette will be the last to be completed this week.

**World War II** - RSL Section will be completed this week. All story boards and interactives are in place. Some equipment just waiting for connection this week and then should be ready for public viewing.

**Outback Museum of Australia:-** Government Department will be releasing more money this week. Easement for Ergon to relocate power lines is now approved. Council solicitors have scrutinised contract to be signed with SPANTECH (the successful tenderers) and we have reverted with a few amendments. March Studios are coordinating this, and we should be in a position to sign contract this week.

A variation request to extend completion date of the museum from 31st December 2023 to the 30th June 2024 has been lodged with the Department.

**CCTV Cameras:** - A team of technicians has arrived in Charleville this week to install cameras around the designated sites with an estimated completion by 16th September.

**FUNDING INITIATIVES**

<b>Growing Regions Fund: -</b>	\$5.4 million application submitted for second stage of Outback Museum of Australia.
<b>Rural Economic Futures Fund (EOI)</b>	\$750,000 application completed for feasibility and business case for Charleville Rail Freight exchange and loading bay
<b>Rural Economic Futures Fund (EOI)</b>	\$750,000 application completed for feasibility and business case for Charleville Waste Management and Recycling Facility
<b>Rural Economic futures Fund (EOI)</b>	\$300,000 application completed for feasibility and business case for Croxdale Carbon Sink initiative.
<b>Regional Flying Arts.</b>	Assistance to Charleville Cultural Association for \$24,000 art trail funding
<b>Earth Check Certification</b>	Sheila Peake has been retained to collate all information necessary for Murweh Shire Council to attain Earth Check Certification for the Shire.

**Consultations and meetings**

- Directors' meetings each Wednesday
- Seamus Batstone and Mitchell residents. Tour round Charleville and discussion on how Gymnasium and river walk were funded.
- Tour around businesses with Dominique Lamb, Queensland's small Business Commissioner
- Meeting with March Studio and SPANTECH builders
- Councillors Integrity Training Course (Department of Local Government)
- Meeting with Queensland Reconstruction Authority – Tyrone McLean.
- Attendance as Council representative for WHS Masterclass at Town hall
- Presentation from Carbon Transport & Storage
- Staff Integrity Training course (Department Local Government)
- Tele conference with Damon Meadows re Augathella STP and waste disposal options
- Attendance at the Regional Communities Forum – Charleville Showgrounds
- On site meetings with Charles Fry and the Xzibit crew for WWII and Airfield installations.
- OMOA contract discussions with SPANTECH and Shane Charles solicitors.

**LINK TO CORPORATE PLAN**

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

**ATTACHMENTS**

**Nil**



## 12 COMMUNITY & HEALTH SERVICES

### 12.1 AUGUST MONTHLY LIBRARY REPORT

**Author:** Charleville Librarian

**Authoriser:** CEO

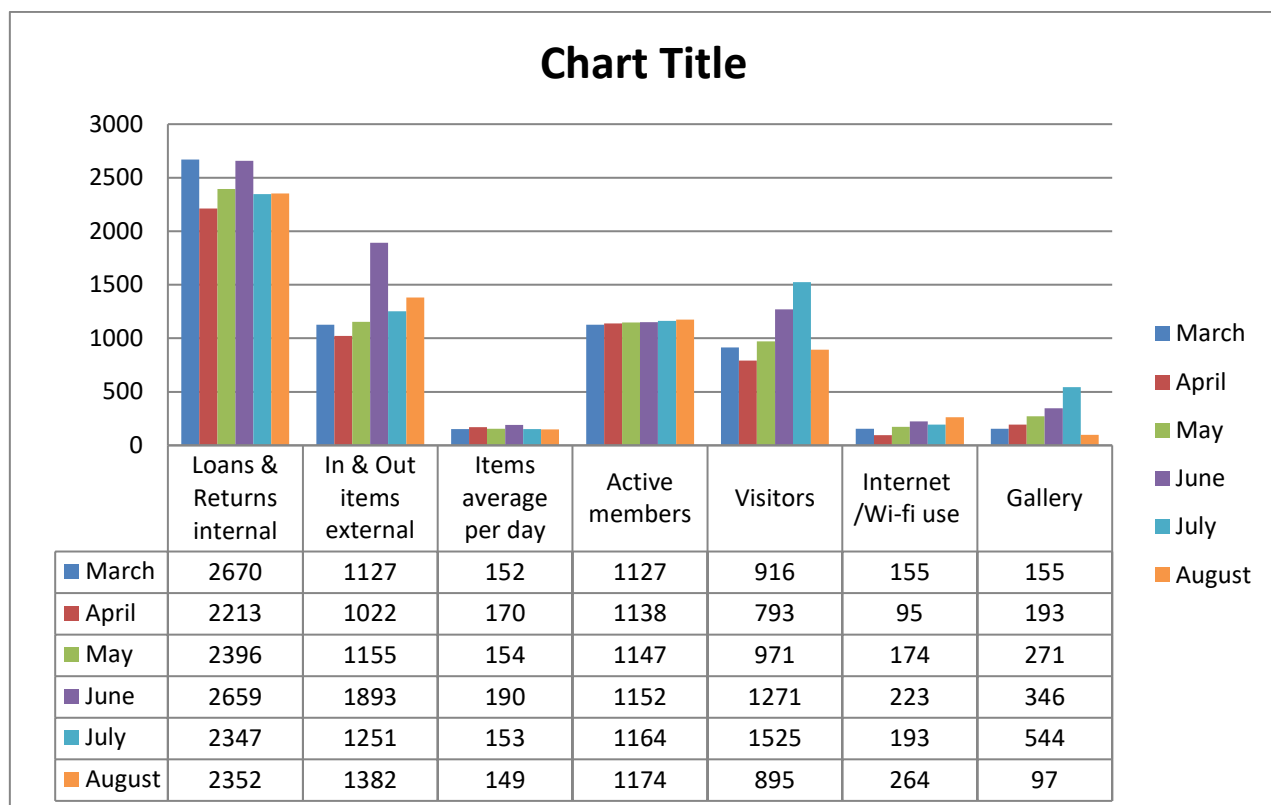
#### RECOMMENDATION

That Council receives report from the library.

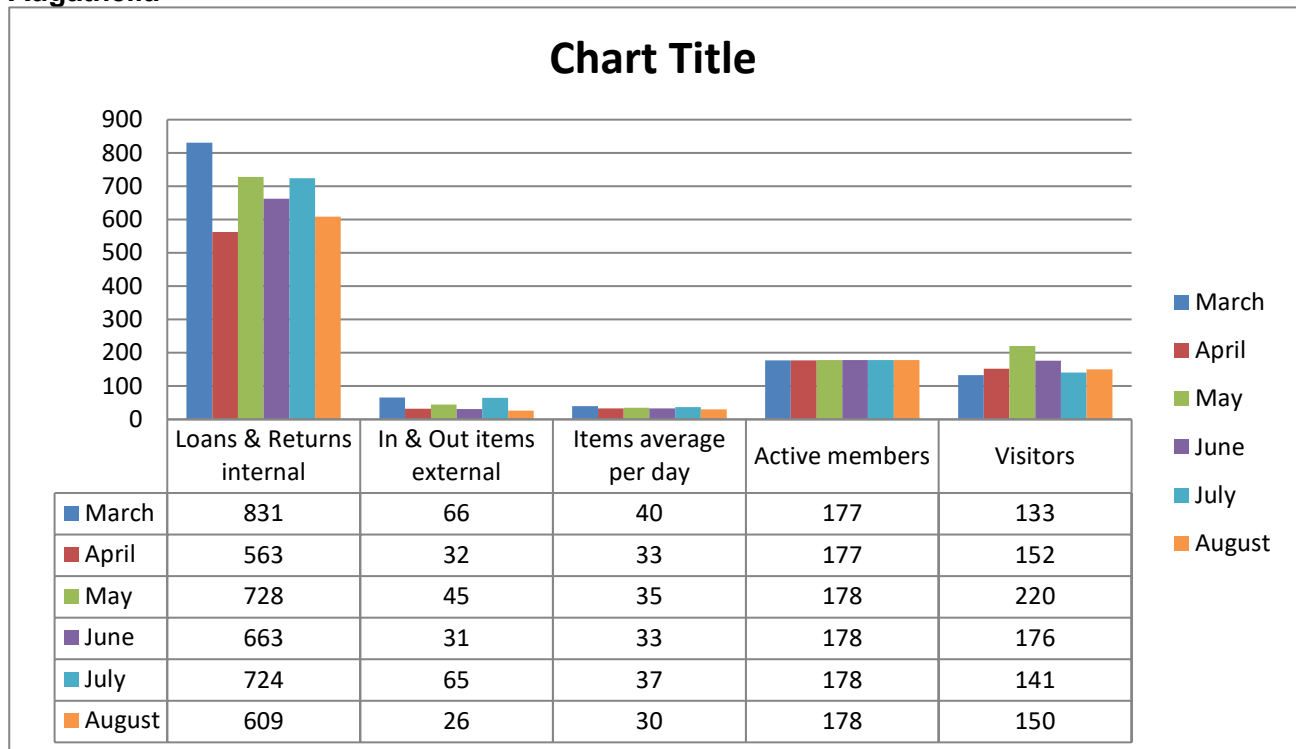
#### BACKGROUND

Report for August 2023 – Charleville / Augathella & Morven

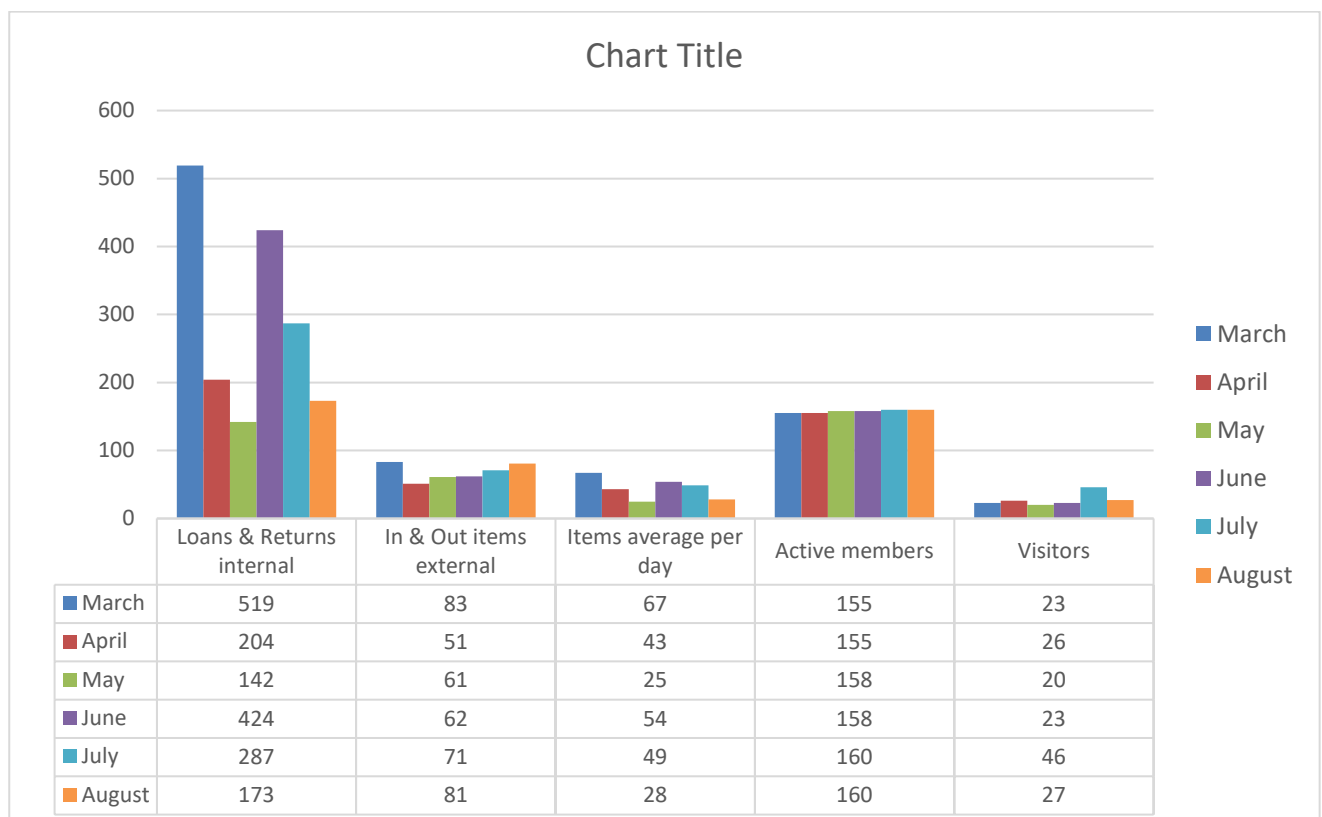
##### Charleville



## Augathella



## Morven



## Operational Information

### Charleville Library

Back area has been paved (see pictures below) and mural for around the kids' room doorway has been completed (see pictures below). Renovations left to be completed are shade roof for back area, mats, or soft coating for back area (to run Storytime sessions) and front door.

Outdoor area can be used for outdoor seating (quiet place for patrons for work/study), a messy play area for First 5 Forever sessions and space for future library events.



Membership is still rising with 1174 members, 10 of which were added in August.

The month of August has been busy, we had a total of 895 visitors to the library. We have been updating our social media and advertising by making new flyer for First 5 Forever, the library and for tourist cards. We have also changed our Facebook social media handle from Charleville, Augathella & Morven Libraries to Murweh Libraries. We have created a reading nook in the library using our Storytime cushion for book week and then decided that we would like to keep this here permanently for the kids' section (pictures below). Healthy ageing has loaned out two puzzles to the Charleville library so that a puzzle station could be set up. This is a new way to encourage locals and tourists to stay in the library longer as well as to initiate conversations (pictures below).



## Projects

Have begun collaborating with the neighbourhood centre regarding once-a-month youth sessions/social club to be run out of the Gallery. The library is looking into providing more programs/events for youth, seniors and First nations for the community. We are also looking into collaborating with community organisations for our First 5 Forever Storytime sessions such as Healthy ageing, Paramedics, First nations, police, fire fighters, Flora Wong and more.

## State Library of Queensland Reporting

The annual reporting and First 5 Forever forward plan has been completed for the year by the Charleville library team and Richard Ranson. The next reporting date will be February for the mid-point check in for the First 5 Forever Forward plan. This reporting is how we show the State Library of Queensland what we use the funding for and how we are progressing and providing for the community.

## **First5 Forever –**

### Morven & Augathella

Storytime session in Morven and Augathella have been running fortnightly since the start of August.

They have been very popular, and the parents and school are appreciative that these Storytime's have started in both Morven and Augathella. We have had a total of 76 parents and children attend the sessions for August. The dates for the sessions for the rest of the year are attached (see picture)



### Charleville

80 people attended Storytime sessions in July.

Moving the sessions back into the library has shown an increase in attendance numbers as the location is more convenient for families and allows the library to promote resources, facilities, and membership. Collaborated with Flora Wong who has attended a few Storytime sessions to play music and has been able to introduce herself as well as why she is here to families.

**Mulga Lands Gallery –** 97 people visited the Gallery. The gallery was shut for half of the month of August. Most visitors have been entering via the front doors as Flora Wong has been playing in the gallery, which means we have not been able to have an exact number of visitors.

## **Morven Library**

No comment.

## **Augathella Library**

264 Augathella experience visitors.

Library was closed for a few days this month as staff were away/sick.

**LINK TO CORPORATE PLAN**

- 3.3.1 The education needs of the community are represented and pursued
- 1.2.1 Council has in place effective whole of community communication and engagement strategies

**ATTACHMENTS**

**Nil**

**12.2 PROPOSAL BY TOM OLIVER PRODUCTIONS FOR ACQUISITION OF Q150 SHED IN AUGATHELLA.**

**Author:** Director Community & Health Services

**Authoriser:** CEO

**RECOMMENDATIONS**

Option 1: That Council accepts the offer from Tom Oliver Productions, or

Option 2: That Council chooses not to accept the offer.

**BACKGROUND**

Tom Oliver Productions has expressed keen interest in acquiring what is known locally as the Q150 shed in Augathella. The correct name for such structures is a Spiegel tent and are a European concept. The Q150 shed was designed in Belgium. The proposal is for Tom Oliver Productions to remove and refurbish the Q150 shed and utilise it at events such as the Wynnum Fringe Festival.

**Discussion**

The Q150 shed has seen little use and has deteriorated markedly since its installation, with leaking roofs and rotting floorboards. The proposal would see approximately \$300,000 invested in the removal and refurbishment of the Q150 shed. The cleared site would then need some concrete beams removed, and to be levelled/grassed. Tom Oliver Productions would contribute \$5000 towards council or a local contractor to conduct these works.

The proposal would see some excellent marketing opportunities for Council. The Q150 shed would be renamed "The Augathella Spiegel tent", and its refurbishment together with the history of Augathella will be promoted at the Wynnum Fringe & other festivals. A video of the Q150 shed and Augathella's role in preserving its legacy also be pitched to the media including the Courier Mail and the ABC.

Tom Oliver Productions would also like to return to Augathella, including the town in its touring circuit.

**Financial Risks**

Minimal. The costs of refurbishment and removal will be borne by Tom Oliver Productions.

**Environmental Risks**

Nil.

**Legal Risk**

Nil.

**LINK TO CORPORATE PLAN**

- 1.2.1 Council has in place effective whole of community communication and engagement strategies

**ATTACHMENTS****1. Augathella Spiegel tent Proposal**



**Murweh Shire Council**

PO Box 63, Charleville  
QLD, 4470  
(07) 4656 8355

**Subject: Proposal for Acquisition of 'The Shed' Spiegeltent by Wynnum Fringe Festival**

Dear Members of the Murweh Shire Council,

I hope this message finds you well. It was lovely meeting with your wonderful team today. I am writing to present an exciting proposal on behalf of Wynnum Fringe, an award-winning Queensland Festival, and to request your support for a project that holds immense cultural and economic potential for both our organisations and the Augathella community.

Wynnum Fringe, founded in 2020, has rapidly evolved into a highly acclaimed festival, attracting 70,000 attendees to date, and showcasing the incredible talents of over one thousand local, interstate, and international artists. Our festival has been built on a shoestring with strong values of employing artists and bringing the community together. In four short years we have forged healthy partnerships with key entities such as the Queensland Government, Brisbane City Council, and Tourism & Events Queensland. We are currently working with Arts Queensland through the Strategic Partnerships Fund and one task involves having our own tour-able performance venue by 2025. This leads perfectly into meeting you and our proposal outlined below.

We propose the acquisition of The Shed, which we would proudly rename '**The Augathella Spiegeltent.**' This not only offers an exceptional opportunity to preserve the town's legacy but also ensures that every visitor to the venue in future years will encounter the town's name and discover its unique story. This name will be clearly presented on the entry way to the venue as well as appear on every ticket, social media post and communication channel associated with shows that play in it forevermore. We loved visiting your beautiful town and meeting some members of your local community. This name would give all visitors to the venue the opportunity to learn about the warm hospitality of Augathella locals.

Wynnum Fringe 2022



WYNNUMFRINGE.COM

TOM@TOMOLIVER.COM.AU

@WYNNUMFRINGE





Our proposal can be summarised as follows:

- **Costs Coverage:** Wynnum Fringe acknowledges the significant financial implications of removing and restoring The Shed, which total a minimum of \$280,000. This includes an estimated removal cost of \$50,000 to \$70,000. It is understood by both parties that the tent has the following defects which make it currently unusable - rotting floorboards, rotting internal cladding, leaking roof and windows, all furniture/ tables to be replaced, bar and entry way rebuilt, security attachments to be installed and more subject to a final engineer inspection. We pledge to bear these expenses entirely, relieving the local community of this financial burden and committing to recycling this portable structure back into a performance venue. Leaving a field in Augathella for future community purpose.
- **Cultural Enrichment and Tourism Development:** We commit to partnering with Murweh Shire Council to create tourism pathways, enticing visitors from Brisbane to Charleville & Augathella. This collaboration promises to foster economic growth for the region.
- **Asset Utilisation:** Wynnum Fringe's existing assets, such as a 90-person capacity Marquee named 'The Lunchbox' and a retro caravan converted into a mobile stage, will complement The Augathella Spiegeltent around Australia, allowing us to offer a diverse range of experiences for our growing audience. We would like to bring The Lunchbox & Miles: The Caravan Stage back with us to Augathella for a local event and fundraising opportunity which tells the rich history of the region and keeps the story of Augathella alive for future generations.
- **Community Engagement:** We would like to collaborate in producing a compelling video that narrates the story of The Shed and Augathella's pivotal role in preserving this legacy and your continued commitment as a region to the arts in Queensland. This will be sent to our 10,000 person data base and similar size social media following. We will work with our PR team at the festival to pitch the announcement story to various news outlets including Courier Mail, ABC News and many other online distributors.
- **Support for Augathella:** It is unclear how much it would cost to repatriate the field where The Shed currently sits. In an ideal world, we would love to support the repatriation of the field where the tent is currently situated. On inspection we believe that it is possible to dismantle the concrete and return the grass to normal. We would love to be connected with a local company to quote this work. We are willing to contribute \$5,000 + GST to this project with the hope that it can be achieved with local suppliers for this amount.



- **Community Celebration:** We propose hosting a 'Farewell The Shed' (agreed title by you of course!) party after the structure's relocation which is produced in-kind by my team and features 'The Lunchbox' Marquee, Miles: The Caravan Stage and performances from some Murweh artists, providing local organisations with an opportunity to fundraise (potentially through a bar?) for the next phase of the park.
- **Grand Announcement:** We invite representatives from Murweh Shire Council and the Augathella Progression Group to join us at the closing performance of the Wynnum Fringe Festival 2023, confidentially featuring headline acts Daryl Braithwaite and Marcia Hines AM with over 1,000 attendees. This will serve as the platform to announce 'The Augathella Spiegel tent' arrival in Wynnum 2024, reaffirming Murweh Shire Council, Augathella and Wynnum Fringe's commitment to nurturing the arts in Queensland. Additionally, we will showcase the aforementioned Augathella video on the big screen during this event.

We believe that the acquisition of **The Augathella Spiegel tent** not only strengthens Wynnum Fringe's ability to continue telling Australian stories and bringing communities together but also offers substantial benefits to the Murweh Shire Council and Augathella community.

We kindly request your support for this proposal and the opportunity to discuss the finer details of this endeavour.

#### Our future plans?

- Present Wynnum Fringe Festival once per year.
- Launch the brand 'Queensland Fringe' which pop's up successful acts from Wynnum Fringe in regional Queensland towns.
- Travel the tent to other Australian Festival's through our networks at Adelaide Fringe, Fringe World Perth, Melbourne Fringe and others.
- Present a variety of ticketed and free live performances for communities domestically and internationally.
- In alignment with our strategic plan, we estimate that "The Augathella Spiegel tent" will have been visited by at least 35,000 attendees in year 1 (2024), through to 100,000 attendees per year in combination with bookings of the tent at other festivals by year 3 (2027), and more by the time we get to the Olympic Games in Brisbane 2032. Huge exposure for Augathella.

Thank you for considering this exciting prospect. On a personal level, my Dad and Grandparents are from Gin Gin. Grandad worked in local Government in the Wide Bay Region for years. Although not close to Murweh, I have a strong connection to regional Queensland, local council, and a burning desire to celebrate these types of regions.





Attached are letters of support from various Government & Industry representatives from past projects, our draft budget for renovation and our company bio, which hopefully gives you the confidence that we can deliver the above plan. I sincerely thank you for your time and hope that we can talk further about this proposal.

Warm regards,

A handwritten signature in black ink, appearing to read "Tom Oliver".

Tom Oliver

**Founder | CEO | Artistic Director**

0411667279 | [tomoliver.com.au](http://tomoliver.com.au) | [wynnumfringe.com](http://wynnumfringe.com)



**two.festivals****TOP****Tom  
Oliver  
Productions****Introducing TWO Festivals Pty Ltd: Your Creative Powerhouse!**

TWO Festivals Pty Ltd, the brainchild of visionary founder Tom Oliver, is the proud parent company of two thriving entertainment enterprises: Tom Oliver Productions (The Producer) & Wynnum Fringe (The Thriving Festival). Born in the vibrant heart of Brisbane, Australia, this multi-pronged, award-winning entertainment dynamo turns creative dreams into reality. They just get-it-done. Conceptualise, develop, produce, direct, market, and assist with big and small projects - often all at once! From electrifying events, heart-pounding concerts, and captivating festivals to mesmerising theatre shows, globe-trotting tours, engaging activations, venues, and more - TWO Festivals is where creativity knows no bounds.

Here's a glimpse of their remarkable journey:

**Wynnum Fringe:** This award-winning spark on Queensland's cultural calendar celebrates non-mainstream arts, entertainment, and cultural experiences in Wynnum's bayside suburbia. With venues sprouting from underutilised spaces, purpose-built portable stages, uplifting street design, food trucks, and a diverse program of ticketed and free events, Wynnum Fringe has seen a phenomenal 300% annual growth in ticket sales since 2020. Drawing attendees from across Australia, it has injected over \$2.5 million into the local economy, offered arts experiences to 70,000+ individuals, and employed 1,000+ arts workers. Notably, in March 2022, Tom Oliver and Wynnum Fringe clinched the prestigious Gold Matilda award for its outstanding contributions to the Arts & Entertainment industry.

**The Team:** Guided by Tom Oliver (Founder/CEO/Artistic Director) and bolstered by an extraordinary team, including David Carberry (Executive Producer), Tracey Lucock (Partnerships Manager), Joe Chow (Associate Producer), Amanda Borrett (Marketing Advisor), and Stephanie Oliver (Bookkeeper), TWO Festivals is a creative force to reckon with.

**Proud Highlights:** TWO Festivals' impressive accomplishments include a new three-year partnership with the Queensland Government through Arts Queensland's Strategic Partnerships Fund. This follows a regular partnership with Tourism & Events Queensland with endorsement from Hon Minister Stirling Hinchliffe (Minister for Tourism) and Hon Minister Leeanne Enoch (Minister for Arts). They have been instrumental in local events in collaboration with Brisbane City Council and Lord Mayor Adrian Schrinner, actively participating in preparations for the 2032 Brisbane Olympics. They've forged partnerships with numerous local businesses, fostering the growth and celebration of the Arts in Queensland.

**Trusted by Legends:** Renowned artists with diverse backgrounds trust TWO Festivals with their talent, including Ian Moss, Kate Miller-Heidke, Marcia Hines AM, Glenn Shorrock, Diesel, Cal Wilson, Dave

Hughes, Akmal, Sarah McLeod, Bachelor Girl, Hope D, Thirsty Merc, Russell Morris, Reece Mastin, Eurogliders, Dragon, and Rhonda Burchmore OAM.

**Versatility in Action:** TWO Festivals' diverse portfolio spans festivals like Wynnum Fringe (2020-present), unforgettable concerts like Rock The Bay (2021), engaging events like Music In Minnippi and Gigs On Greene, assets for hire like Miles: The Caravan Stage, captivating activations including Down Town Toyota's Murrarie Muster and yana marumba (Walk Good) in partnership with Quandamooka Elders, and pop-up venues like the Bayside Music Hall.

Their theatrical expertise shines through their partnership with Blake Entertainment as Associate Producer of the recent Australian tour of Rolling Thunder Vietnam (Musical Direction by Chong Lim AM and Direction by David Berthold) and as exclusive Australian Producers for hit British Theatre makers Wright & Grainger. Their recent Australian tour (produced by TOP) of "The Gods The Gods The Gods," saw huge attendance at Sydney Opera House, Brunswick Ballroom, Adelaide Fringe and more. Awards on this tour include: Winner of Best Theatre (Adelaide Fringe), Winner of Critics Choice (Adelaide Fringe), Winner of Best Theatre (Fringe World Perth).

**The Future:** TWO Festivals is currently developing three new Australian works for the global market.

In a world where creativity reigns supreme, TWO Festivals Pty Ltd stands as the ultimate creative collaborator, turning imagination into reality, one project at a time!

[www.tomoliver.com.au](http://www.tomoliver.com.au) | @tomoliverproductions

# WYNNUM FRINGE

<b>Augathella Tent budget</b>	<b>Units / weeks</b>	<b>Cost per Unit</b>	<b>NET TOTAL</b>	<b>SUPER 10.5%</b>	<b>GROSS (EST)</b>	<b>Bare minimum</b>
<b>Removal</b>						
Crew x 5 days (5 local, 5 specialized)	10	\$1,700.00	\$17,000.00	\$1,785.00	\$18,785.00	\$18,785.00
Travel 5 crew	5	\$800.00	\$4,000.00	\$420.00	\$4,420.00	\$4,420.00
Accommodations 5 nights 5 people Augathella	5	\$600.00	\$3,000.00	\$315.00	\$3,315.00	\$3,315.00
Containers	2	\$6,000.00	\$12,000.00	\$1,260.00	\$13,260.00	\$13,260.00
Freight	2	\$10,000.00	\$20,000.00	\$2,100.00	\$22,100.00	\$22,100.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$61,880.00
<b>New Repair materials costs</b>						
Main Skin & Front entry skin	1	\$25,000.00	\$25,000.00	\$2,625.00	\$27,625.00	\$27,625.00
New shackles & straps	150	\$50.00	\$7,500.00	\$787.50	\$8,287.50	\$8,287.50
Plywood 25mm	122	\$125.00	\$15,250.00	\$1,601.25	\$16,851.25	\$16,851.25
Plywood 12mm	69	\$69.00	\$4,761.00	\$499.91	\$5,260.91	
Parquetry flooring	100	\$120.00	\$12,000.00	\$1,260.00	\$13,260.00	
Upper window replacement/weatherproofing repair	30	\$450.00	\$13,500.00	\$1,417.50	\$14,917.50	\$14,917.50
Roof inner lining design, purchase, sewing, install	1	\$10,000.00	\$10,000.00	\$1,050.00	\$11,050.00	\$11,050.00
New tables & furniture materials	10	\$500.00	\$5,000.00	\$525.00	\$5,525.00	\$5,525.00
New front door	1	\$2,000.00	\$2,000.00	\$210.00	\$2,210.00	\$2,210.00
Bar rebuild	1	\$5,000.00	\$5,000.00	\$525.00	\$5,525.00	
Design Works	1	\$5,000.00	\$5,000.00	\$525.00	\$5,525.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$116,037.16
<b>Labour cost</b>						
Floor repair	100	\$350.00	\$35,000.00	\$3,675.00	\$38,675.00	\$38,675.00
Furniture repair	100	\$350.00	\$35,000.00	\$3,675.00	\$38,675.00	\$38,675.00
New window installation	40	\$350.00	\$14,000.00	\$1,470.00	\$15,470.00	
						\$92,820.00
<b>Artist comissioning costs</b>						
Exterior painting comission	3	\$10,000.00	\$30,000.00	\$3,150.00	\$33,150.00	
Labour & studio costs	3	\$5,000.00	\$15,000.00	\$1,575.00	\$16,575.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Land repatriation costs Murweh Council</b>						
Concrete removal	2	\$1,500.00	\$3,000.00	\$315.00	\$3,315.00	
Grass	1	\$1,500.00	\$1,500.00	\$157.50	\$1,657.50	
	0	\$0.00	\$0.00	\$0.00	\$0.00	
<b>TOTALS</b>					\$ 325,434.66	\$ 225,696.25
						Contingency 50,000
						\$ 275,696.25





From your Council Representative

**Councillor Paul Bishop**  
Representing Division 10 – Birkdale North/Thorneside

General inquiries 07 3829 8999

Council after hours 07 3829 8999

Business hours 07 3829 8605

Mobile 0478 836 286

Email [paul.bishop@redland.qld.gov.au](mailto:paul.bishop@redland.qld.gov.au)



Our Ref: PB: cv  
File no: A7290980

27 January 2023

To whom it may concern

**Letter of support for the Wynnum Fringe**

I am writing to offer our support for Wynnum Fringe, and to express our appreciation for the significant and sustained impact that the festival has had on the Redlands community and beyond.

As the Councillor for Redlands, I have had the pleasure of observing the growth and success of the Wynnum Fringe Festival over the past few years. In particular, I was impressed by the high level of audience reach that the festival achieved in 2022, not just from the Redlands area but from all over Southeast Queensland. There is unbounded potential for the festival to become a National and internationally renowned event on the Fringe Festival circuit.

We understand the importance of significant and sustained support for the festival to enable it to continue to grow out-of-region visitors, and to provide substantial ongoing economic and cultural benefits to the region. We are committed to supporting the festival in every way we can, and we believe that the festival plays an important role in promoting the region and encouraging tourism.

We would like to extend our congratulations on the success of the festival, and we look forward to the continued growth and success of the festival in the future. Please let us know if there is anything we can do to assist you in your efforts.

Thank you for your time and consideration.

Yours sincerely

**Cr Paul Bishop**  
**Councillor for Division 10**

Redland City Council  
ABN 86 058 929 428

Cnr Bloomfield & Middle Sts.  
Cleveland Qld 4163

PO Box 21,  
Cleveland Qld 4163

[www.redland.qld.gov.au](http://www.redland.qld.gov.au)





## Aboriginal and Torres Strait Islander Corporation

keeping our people together

2<sup>nd</sup> of March 2023

To whom it may concern,

As the General Manager of Winnam Aboriginal and Torres Strait Islanders Corporation, and leading organisation in our community, we have worked with the team at Wynnum Fringe on successful engagements and collaborations previously. Last year we worked on seed projects such as the First Nations Zone, Yana Marumba, and the language walk, all of which have huge potential for long-term benefit in elevating First Nations and Quandamooka stories and artwork to the wider community.

Winnam recognises the Wynnum Fringe as a strong collaborator and key platform for future engagement and are proud that they continue to be seeking Indigenous engagement, and leading long-term projects in multidisciplinary arts to showcase First Nations and Quandamooka stories to a local and National audience as the festival cultivates.

I wholeheartedly support and encourage their ongoing work, as they have demonstrated a strong history of conducting themselves in a professional and culturally appropriate and sensitive manner in accordance with our laws and protocols.

Please do not hesitate to contact me if you have any further questions on (07) 3396 3431 or via email [gm@winnam.org](mailto:gm@winnam.org)

Kind regards,

Shellee Wilkinson  
**General Manager**  
**Winnam Aboriginal and Torres Strait Islanders Corporation**

Shop 2-3 124 Florence Street, Wynnum – PO Box 201, Wynnum QLD 4178  
P: 07 3396 3431 F: 07 3396 3902 E: [admin@winnam.org](mailto:admin@winnam.org) W: <https://winnam.org/>  
ICN: 1065 – ABN: 83 593 023 581



TO WHOM IT MAY CONCERN

I am writing in support of Tom Oliver Production's application to produce the Valley Fiesta on behalf of Brisbane City Council.

I was first introduced to Tom in 2016 when he auditioned for my production of the theatre show Velvet. He then toured Australia and New Zealand as the lead character. I later employed him as a member of the Marcia Hines Band and have since seen Tom progress from a lead actor in stage productions to being one of Australia's most exciting young arts leaders, most recently as artistic director of the inaugural Wynnum Fringe.

I am impressed by the level of professionalism that Tom and his team displayed last year, as well as the skills he displayed in raising the required capital in a short, six-week turnaround. If TOP produces the Valley Fiesta, this project will have a very positive effect on the Australian entertainment industry, local business both in Fortitude Valley and within the greater Brisbane area.

The opportunity to work with Tom again is positive and enthusiastically embraced by myself and my colleagues. I have full confidence that Tom will look after my client Marcia Hines and all artists booked to perform at the Valley Fiesta.

Please don't hesitate to reach out should you have any further questions.

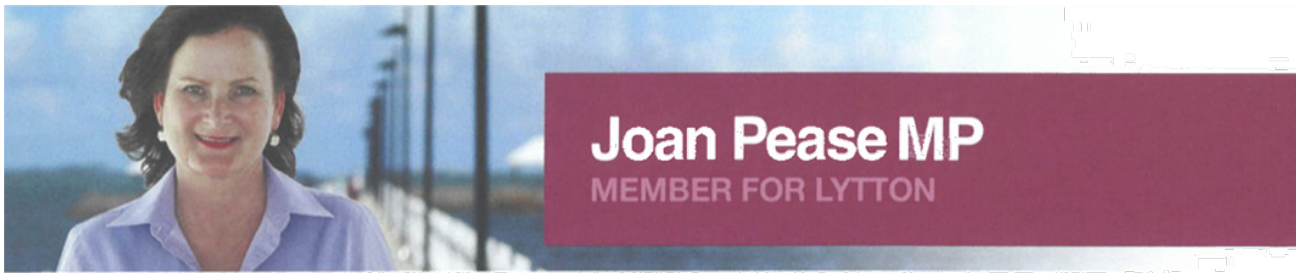
Yours sincerely,

Peter Rix

22 April 2022

+61 2 9332 4553 | +61 417 214 377

PO Box 165 Potts Point NSW 1335 3.11/46a Macleay St Potts Point NSW 2011 [rixmanagement.com](http://rixmanagement.com)  
A division of Organised Pandemonium Pty Ltd aff The Clarendon Unit Trust



JJ/23

27 February 2023

To whom it may concern,

**RE: LETTER OF SUPPORT – WYNNUM FRINGE**

I'd like to write and confirm my commitment to the wonderful Wynnum Fringe. I, Joan Pease MP, Member for Lytton, have loved working with Tom and his team over the years. What Wynnum Fringe has achieved as a business, and the risk Tom has taken to get there, is truly remarkable.

To sign himself up for \$800,000 of risk in 2022 when there was no major funding available, to make sure the event proceeded, the community came together and artists/ creative workers got paid, is nothing short of herculean.

I have been a supporter of the Festival since the beginning and will continue to do so. To help its strategic growth and make sure that it continues to be a huge asset for Brisbane, the Bayside community, the tourism sector and most importantly the Arts industry. Wynnum Fringe has outlined a four step plan to change the business model and will enhance this moving forward to make sure the Festival can become sustainable.

36,000 people attended Wynnum Fringe in 2022. Since its beginning (during a global pandemic in 2020) the festival has spent \$2 million dollars on artists, arts workers, and local suppliers. This does not include the money spent by attendees in local shops, restaurants and bars each year. On top of its economic benefits, Wynnum Fringe brings the community together. It enhances the culture of our region and helps us develop as humans.

I am proud to commit \$5000 (Five Thousand Dollars) for the 2023 Wynnum Fringe as co investment towards this project and I would strongly urge the Government to do the same. It's a no-brainer and I hope that we can mitigate the financial risk of Wynnum Fringe so we can continue to enjoy the amazing quality of work that Wynnum Fringe presents every year.

Kind regards,

Joan Pease MP  
MEMBER FOR LYTTON



P (07) 3915 1100  
F (07) 3915 1109

E [lytton@parliament.qld.gov.au](mailto:lytton@parliament.qld.gov.au)  
A 100 Edith Street, Wynnum 4178 QLD

w [joanpease.com](http://joanpease.com)



Tom Oliver &lt;tom@tomoliver.com.au&gt;

---

**Wynnum Fringe and ABC Radio Brisbane**

2 messages

**Anthony Frangi** <Frangi.Anthony@abc.net.au>

Tue, Feb 21, 2023 at 11:02 PM

To: Tom Oliver &lt;tom@tomoliver.com.au&gt;

Dear Tom

On behalf of ABC Radio Brisbane, congratulations on the success of Wynnum Fringe 2022. As media partner, we were thrilled to support this local arts initiative that also featured a community engagement and indigenous program across the three weeks.

Wynnum Fringe has grown over the years, bringing mainstream arts, entertainment, and a cultural experience to the greater Brisbane area. In 2022, our ABC audience enjoyed meeting locals and festival performers through outside broadcasts, radio interviews and live national TV reports. Our ABC Radio Brisbane Breakfast team, Loretta Ryan and Craig Zonca were also proud to be official Festival Ambassadors.

As Brisbane's only annual Fringe festival that appeals to a wide range of audiences, ages and backgrounds, ABC Radio Brisbane would be delighted to support this event again in 2023.

We look forward to working closely with you and your team to showcase this quality community arts festival experience that is accessible to everyone.

All the best

Anthony Frangi

Anthony Frangi  
Local Manager  
ABC Radio Brisbane  
[114 Grey Street, South Brisbane QLD 4101](#)  
E: [frangi.anthony@abc.net.au](mailto:frangi.anthony@abc.net.au)  
M: +61 419 677 545

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We acknowledge Aboriginal and Torres Strait Islander peoples as the First Australians and Traditional Custodians of the lands where we live, learn and work.

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**Tom Oliver** <tom@tomoliver.com.au>  
To: Anthony Frangi <Frangi.Anthony@abc.net.au>  
Cc: David Carberry <david@tomoliver.com.au>

Wed, Feb 22, 2023 at 3:46 AM

Thanks very much Anthony! I look forward to working with you again!!

[Quoted text hidden]

--

Tom Oliver  
**Director**  
PO BOX 475, Wynnum, 4178  
Direct: 0411 667 279 | Office: 0411 405 733  
Tom Oliver Productions Pty Ltd - ABN: 45 643 443 734



**Wynnum Fringe | Rock the Bay | Miles: The Caravan Stage**

Our office operates on sacred Quandamooka Country.



**12.3 REQUEST FOR HIRE OF RACECOURSE**

**Author:** Director Community & Health Services

**Authoriser:** CEO

**RECOMMENDATION**

That Council allow an exemption for bottled beer to be served at this event as requested.

**BACKGROUND**

Email received from Michael Young (as below) requesting the use of glass stubbies at his wedding function. Policy at the racecourse is one of no glass, however, this will be the only glass and stubby coolers will probably be used therefore the risk is deemed minimal.

*Hi Nikita,*

*I am writing to ask permission for an exemption to allow glass stubbies at our wedding which is booked at the racecourse venue on the 23<sup>rd</sup> of September.*

*We are planning to setup outside on the grassed area near the roses/ finishing straight.*

*It would only be the Stubbies that would be glass, the rest would be the polycarbonate drinkware.*

*Thank you for time in considering this request.*

*Regards*

**Michael Young**

**Young's Welding Works Pty Ltd**

**LINK TO CORPORATE PLAN**

- 1.2.1 Council has in place effective whole of community communication and engagement strategies

**ATTACHMENTS**

**Nil**



**12.4 UNIVERSITY OF SOUTHERN QUEENSLAND - MEDIA AUDIT AND RESEARCH PROJECT**

**Author:** Director Community & Health Services

**Authoriser:** CEO

**RECOMMENDATIONS**

Option 1: That Council agrees to partner with the University of South Queensland in conducting the media audit and research project, or

Option 2: That Council chooses not to participate.

**BACKGROUND**

The University of Southern Queensland is keen to undertake research in the Murweh Shire to Ascertain the needs of its communities regarding media use, consumption and needs.

**Discussion**

The University seeks to establish a partnership with Council whereby Council will act as a liaison between the university and community members. Council will also provide support with development and distribution of a survey, use of meeting room and video conferencing facilities, and possible hosting of workshop to gather key leaders in the community.

**Financial Risks**

Minimal. The project will require some staff resources for administration tasks.

**Environmental Risks**

Nil.

**Legal Risk**

Nil.

**LINK TO CORPORATE PLAN**

- 1.2.1 Council has in place effective whole of community communication and engagement strategies

**ATTACHMENTS**

1. Media Audit and Research Project



University of  
Southern  
Queensland

School of Creative Arts  
07 3470 4642  
Ashley.jones@usq.edu.au

3 August 2023

Cr Shaun (Zoro) Radnedge  
Mayor  
Murweh Shire Council  
PO Box 63  
Charleville Qld 4470

E. shaun\_radnedge@murweh.qld.gov.au

Dear Shaun,

**Re: Media audit and research project**

Thank you for your time via zoom as we discussed a research project that I am undertaking. As promised, I am pleased to provide an overview of the project and my request of council to support this work. The research project is building on a wider rural Queensland research project that I undertook back in 2019. That body of work provided a general overview of the current state of play in the bush around media use and consumption. It took in Roma, Charleville, Longreach and Emerald. The research has provided me with some good, baseline data and qualitative information from which to now move to this next research project. It highlights some of the current media behaviours and attitudes societally, so it will flow well into this new project.

The aim is to undertake research in the Murweh Shire to gain a comprehensive understanding of the needs of the community in terms of media use, consumption and needs. This research will include: 1. all of the organisations that provide a media service into the community, this includes social media as well as traditional media. 2. Local residents, community organisations, agencies, organisations in the community, and also, 3. local government and other levels of government. It is vitally important to understand what services are available, what is required and how well the media channels are working. The project will firstly understand and analyse the needs, capacity, opportunities, and challenges providing the community with clear data and findings that will include a series of next steps.

The next phase of the project will implement those changes identified and review with key stakeholders how well these changes have worked for the community. This phase may require some funding which can be discussed in the near future.

It is my belief that the most effective way to undertake this level of work is through collaboration and partnership with council. The in-kind support of both organisations will ensure this work will be carried out to a high standard. I am asking for your consideration of the following:

- Establishing a partnership – essentially a letter of intent from the university to council and confirmation of same by joint signature
- Support by way of assisting with communicating with the key stakeholders in the community
- Potential support in making residents aware of the survey – online, so they will potentially participate.
- Provision of a meeting room for zoom or in person meetings with locals.
- Potential for consideration to hold a small workshop where council hosts a morning tea or afternoon tea so we can gather key leaders in the community to get some key information from these individuals.

The research report will be shared with council for its use in its day to day activities.

[unisq.edu.au](http://unisq.edu.au)

CRICOS QLD 00244B NSW 02225M | TEQSA PRV 12081

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**Time Frame/plan:**

1. Gain confirmation of support from council to undertake this project
2. Establish a small working group who can support the admin work around this.
3. Develop the online survey for distribution to the wider community
4. Establish some key meetings with stakeholders undertaken by zoom or in person. (some early meetings will need to be undertaken via zoom or teams to establish some early information. When we move to additional meetings these will be in person.
5. Establish interim reporting processes.

The aim is to undertake item 1 to 5 over August to early November 2023. A second phase of this work, with onsite meetings most likely in the first & second quarter 2024. The research will be using an action research model to ensure that this work is a "living" body of work, seeking to bring shape, form and focus.

6. And onwards, will be about focus groups and other interviews on site. (to be determined).

The project has a current ethics approval – Human Ethics - H22REA245 from the University of Southern Queensland. The findings will form part of a academic journal and I hope, with your support, a model that might assist other communities in the bush.

Finally, I am undertaking this research because of my personal value I hold for those in regional and rural Australia. It is also my love for local media and the importance of having a local voice to build a strong and resilient community.

\*

Yours sincerely



**Dr. Ashley P. Jones**

Senior Lecturer, TV and Radio Broadcast



## 13 ENGINEERING SERVICES

### 13.1 ENGINEERING REPORT

**Author:** Director Engineering Services

**Authoriser:** CEO

#### RECOMMENDATION

That Council receives and notes the Engineering Report.

#### BACKGROUND

#### Local Shire Roads

A summary of the capital works and maintenance activities on Local Shire Roads are listed below.

Road Name	Activity Name	Chainage From (km)	Chainage To (km)	Remarks
Barngo Road	Maintenance Grading	0.00	90.00	Maintenance grade
Nebine Road	Grid Expenses	7.00	27.00	Completed 6 grid replacements and removed 1
Caroline Crossing Road	Maintenance Grading	0.00	28.38	Maintenance grade
Allendale Warrah Road	Maintenance Grading	0.00	46.54	Maintenance grade
Jupp Street	Bitumen Sealing (Reseal)	0.00	0.70	Complete 6M seal
Adavale Road	Bitumen Sealing (Reseal)	2,300.00	2,700.00	Repair and seal dangerous edge
Yanna Bridge Road	Road Inspections	0.00	3,980.00	Road is in safe condition
Blackburn Road	Road Inspections	0.00	8,440.00	Road is in safe condition
Murweh Road	Road Inspections	0.00	9,620.00	Road is in safe condition
Hythe Road	Road Inspections	0.00	18,500.00	Road is in safe condition. Road needs a maintenance grade.
Guestling Road	Road Inspections	0.00	20,720.00	Road is in safe condition
Wallal Riverleigh Road	Road Inspections	0.00	34,000.00	Condition 2
Mt Tabor Road	Grid Expenses	47,950.00	47,950.00	Grid cleaned with vac truck

Mt Tabor Road	Maintenance Grade with Water/Cart	63,350.00	68,370.00	Heavy formation Graders Water cart Padfoot Multi Drum
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### **Road Maintenance Performance Contract (RMPC)**

#### **August 2023 Maintenance Works on National Highways and State Controlled Roads**

Location	Activity Name	Chainage From (km)	Chainage To (km)	Quantity	Costs (\$)
13A (Morven-Augathella)	Inspections for Forward List of Works	0.01	88.88	3,438.00	\$3,438.00
13A (Morven-Augathella)	Rest Area Servicing	0.01	88.88	4,081.00	\$4,081.00
18F (Mitchell-Morven)	Hand Mowing	67.44	92.60	1,900.00	\$11,400.00
18F (Mitchell-Morven)	Pavement Repairs Gravel (Mechanical <500m2 per 1km) Depth up to 200mm	88.43	88.43	15.00	\$2,610.00
18F (Mitchell-Morven)	Pavement Repairs Gravel (Mechanical <500m2 per 1km) Depth up to 200mm	75.68	75.68	13.50	\$2,349.00
18F (Mitchell-Morven)	Pavement Repairs Gravel (Mechanical <500m2 per 1km) Depth up to 200mm	75.67	75.67	10.00	\$1,740.00
18F (Mitchell-Morven)	Tractor Slashing, Rural	67.44	92.60	25.16	\$8,428.60
18F (Mitchell-Morven)	Pavement Repairs Gravel (Mechanical <500m2 per 1km) Depth up to 200mm	75.95	75.95	11.00	\$1,914.00
18F (Mitchell-Morven)	Pavement Repairs Gravel (Mechanical <500m2 per 1km) Depth up to 200mm	75.60	75.60	12.00	\$2,088.00
18F (Mitchell-Morven)	Other Roadside Work	67.44	92.60	5,179.00	\$5,179.00
18F (Mitchell-Morven)	Pavement Repairs Gravel (Mechanical <500m2 per 1km) Depth up to 200mm	88.46	88.492	56.40	\$9,813.60
18F (Mitchell-Morven)	Herbicide Spraying	67.44	92.60	500.00	\$2,000.00
18F (Mitchell-Morven)	Pavement Repairs Gravel (Mechanical <500m2 per 1km) Depth up to 200mm	75.72	75.72	12.80	\$2,227.20

18F (Mitchell-Morven)	Pavement Repairs Gravel (Mechanical <500m2 per 1km) Depth up to 200mm	92.45	92.45	9.20	\$1,600.80
18F (Mitchell-Morven)	Pavement Repairs Gravel (Mechanical <500m2 per 1km) Depth up to 200mm	75.70	75.70	12.50	\$2,175.00
18G (Morven-Charleville)	Rest Area Servicing	0.01	86.91	5,113.00	\$5,113.00
18G (Morven-Charleville)	Pavement Repairs (Mechanical) - Minor(50-100km)	46.41	46.42	34.20	\$ 5,950.80
18G (Morven-Charleville)	Pavement Repairs (Mechanical) - Minor(50-100km)	46.48	46.48	10.50	\$1,827.00
18G (Morven-Charleville)	Pavement Repairs (Mechanical) - Minor(50-100km)	46.86	46.86	4.50	\$783.00
18G (Morven-Charleville)	Pavement Repairs (Mechanical) - Minor(50-100km)	47.96	47.97	24.00	\$4,176.00
18G (Morven-Charleville)	Herbicide Spraying	0.01	86.91	2,500.00	\$10,000.00
18G (Morven-Charleville)	Herbicide Spraying	0.01	86.91	3,800.00	\$15,200.00
18G (Morven-Charleville)	Inspections for Forward List of Works	0.01	86.91	4,267.00	\$4,267.00
23B (Cunnamulla-Charleville)	Heavy Shoulder Grading - Rural(50- 100km)	133.50	134.89	1.35	\$11,244.15
23B (Cunnamulla-Charleville)	Heavy Shoulder Grading - Rural(50- 100km)	128.66	130.67	2.01	\$16,741.29
23B (Cunnamulla-Charleville)	Heavy Shoulder Grading - Rural(50- 100km)	128.35	130.68	2.33	\$19,406.57
23B (Cunnamulla-Charleville)	Heavy Shoulder Grading - Rural(50- 100km)	130.73	132.25	1.52	\$12,660.08
23B (Cunnamulla-Charleville)	Gravel Supply - Heavy Shoulder Grading	128.35	130.68	1,026.00	\$41,040.00
23B (Cunnamulla-Charleville)	Heavy Shoulder Grading - Rural(50- 100km)	130.74	132.25	1.51	\$12,576.79
23B (Cunnamulla-Charleville)	Gravel Supply - Heavy Shoulder Grading	126.54	128.05	576.00	\$23,040.00
23B (Cunnamulla-Charleville)	Heavy Shoulder Grading - Rural(50- 100km)	126.60	128.05	1.45	\$12,077.05
23B (Cunnamulla-Charleville)	Gravel Supply - Heavy Shoulder Grading	133.49	134.89	576.00	\$23,040.00



23B (Cunnamulla-Charleville)	Gravel Supply - Heavy Shoulder Grading	133.49	135.00	576.00	\$23,040.00
23B (Cunnamulla-Charleville)	Gravel Supply - Heavy Shoulder Grading	128.66	130.67	810.00	\$32,400.00
23B (Cunnamulla-Charleville)	Heavy Shoulder Grading - Rural(50-100km)	133.50	135.00	1.50	\$12,493.50
23B (Cunnamulla-Charleville)	Gravel Supply - Heavy Shoulder Grading	130.73	132.25	612.00	\$24,480.00
23B (Cunnamulla-Charleville)	Gravel Supply - Heavy Shoulder Grading	130.76	132.25	612.00	\$24,480.00
23C (Charleville-Augathella)	Pavement Repairs (Mechanical) - Minor(50-100km)	78.37	78.37	17.00	\$2,958.00
23C (Charleville-Augathella)	Pavement Repairs (Mechanical) - Minor(50-100km)	78.36	78.369	21.50	\$3,741.00
23C (Charleville-Augathella)	Pavement Repairs (Mechanical) - Minor(50-100km)	71.92	71.92	11.50	\$2,001.00
23C (Charleville-Augathella)	Pavement Repairs (Mechanical) - Minor(50-100km)	59.06	59.06	10.00	\$1,740.00
93A (Charleville-Quilpie)	Call Outs Required As Normal Defects	98.00	98.00	363.00	\$363.00
93A (Charleville-Quilpie)	Pavement Repairs (Mechanical) - Minor(50-100km)	16.19	16.29	25.00	\$4,350.00
<b>TOTAL</b>					<b>\$412,233.43</b>

**RMPC 23-24 Works Expenditure**

Schedules	Allocated Budget	UpToDate Expenditure	Remaining
Schedule 1 (National Highways)	\$ 720,723.85	\$ 36,526.80	\$ 684,197.05
Schedule 2 (State Highway)	\$ 1,773,800.00	\$ 843,547.59	\$ 930,252.41



***23B Mitchell Highway (Cunnamulla-Charleville) Shouldering Works***

## **Water & Sewerage**

Maintenance works carried out in August 2023.

### **Water Works**

#### **Charleville**

Activities	Completed
Service Line Breaks	6
Repair Water Mains	4
Meters Replaced/ checked	3
Pump Station Faults	2
Water Bore Maintenance	0
Disconnections	0
New Connections	0

#### **Morven**

Activities	Completed
Service Line Breaks	1
Repair Water Mains	2
Meters Replaced/ checked	1
Pump Station Faults	3
Water Bore Maintenance	0
Disconnections	0
New Connections	0

#### **Augathella**

Activities	Completed
Service Line Breaks	2
Repair Water Mains	2
Meters Replaced/ checked	1
Pump Station Faults	2
Water Bore Maintenance	0
Disconnections	0
New Connections	0



**Sewerage Works****Charleville**

Activities	Completed
Main line Chokes	4
Service Line Chokes	2
Pump Station Faults	3
Toilet Faults	2
New Connections	0
Unblock Sewer House / Main Connections	3
Pressure System Faults	0

**Morven**

Activities	Completed
Main line Chokes	0
Service Line Chokes	0
Pump Station Faults	0
Toilet Faults	1
New Connections	0
Unblock Sewer House / Main Connections	0
Pressure System Faults	0
Aquanova Fault	0

**Augathella**

Activities	Completed
Main line Chokes	1
Service Line Chokes	0
Pump Station Faults	1
Toilet Faults	2
New Connections	0
Unblock Sewer House / Main Connections	0
Pressure System Faults	0
Aquanova Fault	0

**Plumbing**

No plumbing report for month of August.

## **Electrical**

No electrical report for month of August.

## **Building**

Activity	Charleville	Augathella	Morven
Cultural Centre locks and tile repair	✓		
Clean swimming pool	✓		
Clean and pressure wash Delta Court Units	✓		
Install Blinds at 52 Galatea Street Unit	✓		
Demolish old café door opening at the airport	✓		
Paint Art Gallery, repair damages and patch walls	✓		
Plaster wall at Airport Café	✓		
Clean carpentry depot	✓		
Maintenance at CEO house – downlights and rollers	✓		
Morven tree removal clear access for large loads			✓
Morven Hall door repairs			✓
Render wall on toilet block at Graham Andrews Park in preparation for mural	✓		
Trim trees at show grounds, clear power lines and switch boxes	✓		
Replace lights at river walk	✓		
Fix street numberings	✓		
Weld fence at the pool and repair	✓		
Inspect tennis court and building at Cooladdi			

## **Town Maintenance**

<b>Activity</b>	<b>Charleville</b>	<b>Augathella</b>	<b>Morven</b>
Grave Digging	0	0	0
Edge Break	✓	✓	✓
Pothole Patching	✓	✓	✓
Repair Seal Defects		✓	✓
Bitumen Sealing (Reseal)			
Heavy Patching/Pavement Repair	✓		
Gravel Resheeting	✓		
Table Drain & Floodway Maintenance	✓	✓	
Clear Culverts	✓	✓	✓
Subsurface Drains	✓	✓	
Slashing	✓	✓	✓
Hand Mowing	✓	✓	✓
Clearing	✓	✓	✓
Weed Spraying	✓	✓	✓
Maintain Signs	✓		✓
Guidepost Maintenance			✓
Footpath Works	✓	✓	
Line Marking			
Kerb & Channel			
Street Furniture Maintenance	✓		✓
Riverwalk Maintenance			
Litter Collection	✓	✓	✓
Pit Maintenance	✓	✓	✓
Dead Animals	✓	✓	✓
<b>Other</b>			
Works Requests	✓	✓	✓
Playground Inspections	✓	✓	✓
Clean BBQs	✓	✓	✓
Slash Gully			
Plant Flowers		✓	
Fix Sprays in Park	✓	✓	✓
Water pots in Main Street	✓	✓	
Mow Ovals & Parks	✓	✓	✓
Service Plant	✓	✓	✓
New Signs	✓		

### **Completed Town Works**

- General town maintenance in all three towns



- New and bigger garden to Augathella town entrance
- New garden and remove old trees at Meatant Park
- Morven – changed sprinklers on oval
- Repair pathers in Charleville Town Hall Park
- Fixed broken kerb and channel and footpaths around town
- New garden bed at Council Office

## **Workshop**

<b>MSC WORKSHOP MONTHLY REPORT AUGUST 2023</b>	
<b>SAFETY</b>	Zero Incidents and accidents
<b>WORK CARRIED OUT ON UTES</b>	
Unit 641	Replaced clutch
Unit 661	Carried out service, replaced both upper control arms and replaced both beacon lights
Unit 651	Installed soap dispenser, installed fridge and installed Anderson plug
Unit 617	Carried out service
Unit 663	Carried out service
Unit 660	Carried out service
<b>WORK CARRIED OUT ON TRUCKS</b>	
Unit 38	Replaced failed brake booster
Unit 45	Replaced rear trunnion bushes, replaced 2 bake boosters, replaced bump stops, replaced pto switch and replaced rear taillights.
Unit 56	Replaced ride height valve
Unit 50	Carried out service, replaced rear brake cylinders, replaced rear brake linings, replaced rear brake booster, replaced front suspension and replaced thermostat housing gasket.
Unit 44	Replaced batteries
Unit 34	Replaced hydraulic hose mount, replaced tipper body control pad, replaced air con filter, repaired coolant leak, repaired engine light.
Unit 57	Carried out top motor service, replaced throttle position sensor, repaired vibrator, and replaced bin rear door seal.
<b>WORK CARRIED OUT ON GRADERS</b>	
Unit 114	Carried out 12000 hr service, repaired right hand step and installed top con parts
Unit 118	Carried out 250-hour service
Unit 117	Carried out 2000-hour service
<b>WORK CARRIED OUT ON TRAILERS</b>	
Unit 413	Replaced both front rocker box bushes
Unit 475	Replaced all brake shoes, drums and bearings

Unit 492	Completed replaced all axles and repaired ramp pivot points
Unit 320	Replaced all bearings for spray rigs
Unit 208	Repaired suspension and ramp tie down points
<b>WORK CARRIED OUT MOWERS AND TRACTORS</b>	
Unit 190	Replaced batteries
Unit 193	Repaired main wiring harness and repaired exhaust
Unit 192	Repaired exhaust and repaired headlights
<b>WORK CARRIED OUT ON MISCELLANEOUS</b>	
Unit 210 - Nifty Lift	Replaced e-stop and resealed boom extension cylinder
Unit 172 - Loader	Carried out 1000hr service and replaced both adblue control units.
Unit 191 – Drum Roller	Resealed bonnet lift cylinder
Unit 165 - Backhoe	Replaced throttle cable and throttle assembly
Unit 203 - Roller	Carried out 1000hr service, repaired air leaks and replaced high pressure injector lines
<b>ONGOING WORK</b>	
Unit 47 – Job Truck	Carrying out engine rebuild, awaiting parts to arrive.
Unit 33 – Body Truck	Has failed fan pulley, plan is to finish repairs early next week when parts arrive
Unit 56 – Job Truck	Has a flashing engine light. Problem appears to be in the control unit and truck may need to go to Toowoomba for repair.
Unit 172 - Loader	Carrying out repairs to rear chassis due to the rippers partially falling off. This is a large job but will hopefully be back on the job late next week.
Unit 192 - Tractor	Waiting for a programmed control unit to arrive and fit.
2 x new Utes	New Utes require commissioning and vehicle tracking systems installed. These jobs have been delayed due to the unusually high number of large breakdowns we have been experiencing. Planning to have completed early in the month
Unit 173 - Loader	Still waiting on Komatsu to have the loader meet our tender specifications. Things are in progress but slowly.

## **Assets Department**

### **Transport Infrastructure Development Scheme (TIDS) and Roads to Recovery (RTR)**

- Mount Tabor Road
  - 9km of formation complete, 1km of gravel carted and approx. 4500m<sup>3</sup> of gravel pushed ready for carting.

### **Local Roads and Community Infrastructure Program 3 (LRCIP3)**

- Weigh bridge – New site has been proposed for opposite the truck stop on the Mitchell Hwy between Qantas Dr and Bollon.7 Rd. Detail survey and concept plan prepared to send to DTMR for formal approval with Road Corridor Permit.

### **Charleville Levee Bank Rehabilitation Works.**

- Contract has been awarded. Planned to commence early October 2023.

## **Development Approvals**

No approvals for August.

## Murweh Shire Flood Restoration Works – August Report

### Monthly Progress Report



Project Name	Murweh Shire Dec 21, May 22 & Sept 22 Flood Restoration Delivery		
Date	7 September 2023	Report Period	August 2023
Project Manager	Russell Hood		
Reporting To	Raju Ranjit Troy McQueen		

1.	<b>Current Status</b>
	<p>There are currently 4 contract construction crews working on a combination of all events activated. The Dec 21 and May 22 programs from the 21-22 year are in delivery phase and are combined in a single reporting structure to QRA. All work under these programs is approved.</p> <p>The Sept 22 event is also in delivery phase and work is being delivered concurrently with the above 2 programs. Some roads only have damage under the Sept 22 event. There are 5 submissions approved, one of these being for emergent works reimbursement only, and another 4 submissions are lodged with QRA in the final stages of assessment.</p> <p>Overall progress for the 21-22 delivery program to the end of August 2023 as reported to QRA is 83%. Part progress for the 22-23 delivery program to the end of August 2023 as reported to QRA is 64% (for 4 of the approved submissions).</p> <p>In general, water for grading work is quickly becoming scarce and crews are having to move to areas where water is available.</p>
	<b>Day Labour Crew</b>
	<ul style="list-style-type: none"> <li>No work being done by internal day labour at present.</li> </ul>
	<b>Russell's Grader Hire</b>
	<ul style="list-style-type: none"> <li>Completed Langlo Mt Morris Road, Doobiiblah Road and Yarronvale Road. Working on Old Quilpie Road under both Dec 21 and Sept 22 events.</li> </ul>
	<b>Suffcon</b>
	<ul style="list-style-type: none"> <li>Completed Caroline Crossing Road, Raincourt Road, Laguna Road and Oxford Downs Road under both Dec 21 and Sept 22 events. Starting Biddenham Road western end in the week commencing 11 Sept 2023.</li> </ul>
	<b>Schmidt Plant Hire</b>
	<ul style="list-style-type: none"> <li>Completed Bakers Bend Road, Palmers Road, Percival Road, Wallal Riverleigh Road and De Warra Road under Dec 21 and Sept 22 events. Working on Fortland Road and starting Wheatleigh Road in the week commencing 11 Sept 2023.</li> </ul>
	<b>Hamil Contracting</b>
	<ul style="list-style-type: none"> <li>Completed Greenstead Road. Working on last 12kms of Wellwater Road and Belrose Road under Dec 21 and Sept 22 events.</li> </ul>
2.	<b>Sept 22 Submissions</b>
	<ul style="list-style-type: none"> <li>5 submissions are approved under this event as follows:  MuSC.0030.2223C.REC value \$1,584,425.90  MuSC.0031.2223C.REC value \$1,509,793.79  MuSC.0032.2223C.REC value \$596,118.37  MuSC.0034.2223C.REC value \$745,392.51  MuSC.0037.2223C.EWK value \$322,236.16 (Emergent Works 100% complete)</li> <li>4 submissions are currently being assessed by QRA under this event as follows:  MuSC.0038.2223C.REC value \$986,462.76</li> </ul>



## Monthly Progress Report



**Enginfra Consulting**  
Engineers and Project Managers

	<p>MuSC.0039.2223C.REC value \$1,350,714.56          MuSC.0040.2223C.REC value \$1,444,316.29          MuSC.0041.2223C.REC value \$3,610,403.24</p>
	<ul style="list-style-type: none"> <li>Value of all submissions under the Sept 22 event including Project Management, Contingencies and Escalation is \$11.8M, noting that the final 4 submissions are still going through the final assessment and approval phase.</li> </ul>
3.	<b>Overall Program Progress</b>
	<ul style="list-style-type: none"> <li>Dec 21 and May 22 overall program progress is 83% to end of August 2023.</li> <li>Sept 22 part program progress is 64% to end of August 2023.</li> <li>QRA monthly progress reports and payment claims prepared and imported into QRA Mars Portal and lodged on 7 September 2023.</li> </ul>
4.	<b>Budget</b>
	<ul style="list-style-type: none"> <li>Total claimable expenditure Dec 21 and May 22 events to end of August 2023 - \$4,321,174</li> <li>Estimated cost to complete - \$866,410</li> <li>Estimated final cost - \$5,187,584</li> </ul>
	<ul style="list-style-type: none"> <li>Total claimable expenditure Sept 22 event to end of August 2023 - \$1,803,495</li> <li>Estimated cost to complete - \$1,195,496</li> <li>Estimated final cost - \$2,998,991</li> <li>This has lowered substantially from previous month as both Noorooloo and Bollon Roads were completed under budget due to more favourable material moisture content at the time of grading as compared with the dry conditions currently being experienced.</li> <li>This reporting relates to the first 4 approved submissions only at this stage.</li> <li>Reporting expenditure on other submissions will commence when final approval is received.</li> </ul>
	<ul style="list-style-type: none"> <li>Payment claims are being made each month where expenditure of a submission exceeds 30% upfront payment. Where submissions have reached 90% completion, no further payments will be made until the final close-out of the submission is done, when the final 10% will be paid.</li> <li>Submission MuSC.0031.2223C.REC has been completed and is now in close-out phase. The final cost for this submission was \$745,265.</li> </ul>
5.	<b>Potential Risks and Issues</b>
	<ul style="list-style-type: none"> <li>Delivery of Sept 22 works prior to approval is a risk Council carries, however work is currently on submissions already lodged and damage is similar to that previously approved under prior events.</li> <li>Cashflow is a concern for Council as costs have exceeded the 30% upfront payments from the Dec 21 event and payment claims can only be made after expenditure is reported each month.</li> <li>Final approval of the last 4 Sept 22 event submissions was raised with the QRA Regional Liaison Officer on Thursday 24 August 2023 seeking to accelerate this final stage, given the time elapsed since these were lodged and that a considerable amount of these works have already been completed.</li> <li>As mentioned above, water is becoming an issue for crews given the ongoing dry conditions and existing water holes are drying up quickly. At present, this is being managed by moving to areas where water is still available, and this will continue to be monitored. Works may need to be deferred until this is resolved if there is no rain over the coming Spring and Summer months.</li> </ul>



**Dec 21 Event Flood Restoration**

Asset / road name	Recommended Value	Claimed Expenditure	% Complete	Timing
Barngo Road	\$ 494,831.04	\$ 491,250.52	97%	Betterment left
Bogarella Road	\$ 64,001.48	\$ 76,709.96	100%	
Caldervale Road	\$ 15,453.92	\$ 23,493.26	100%	
Caroline Crossing Road	\$ 11,633.65	\$ 11,804.36	100%	
Cunno Road	\$ 65,259.78	\$ 39,502.71	100%	
Hoganthulla Road	\$ 32,712.54	\$ 25,140.32	100%	
Mona Road	\$ 668.16	\$ 106.29	100%	
Orange Tree Crossing	\$ 7,915.22	\$ 12,136.33	100%	
Rosewood Road	\$ 22,084.35	\$ -	0%	Sep-23
Waterford Road	\$ 2,500.81	\$ 2,825.02	100%	
Mt Tabor Road	\$ 1,055,284.10	\$ 732,004.07	99%	1 patch left
Balmacarra Road	\$ 62,252.69	\$ 55,431.58	100%	
Black Ward Road	\$ 415,370.48	\$ 332,080.02	100%	
Cooladdi Langlo Road	\$ 2,117.46	\$ 855.87	50%	
Coolaman Road	\$ 1,057.61	\$ -	0%	Oct-23
Creswell Access Road	\$ 2,759.13	\$ -	100%	
Croxdale Road	\$ 6,145.33	\$ 5,860.65	100%	
Middle Creek Road	\$ 308,150.50	\$ 287,691.69	100%	
Newholme Road	\$ 92,915.98	\$ 1,400.00	4%	Sep-23
Old Quilpie Road	\$ 68,382.26	\$ -	0%	Oct-23
Pinnacle Road	\$ 5,372.43	\$ 5,027.40	100%	
Red Ward Road	\$ 367,389.86	\$ 352,971.39	100%	
Rosepark Road	\$ 792.95	\$ -	0%	Aug-23
Yarronvale Road	\$ 11,707.06	\$ -	0%	Oct-23
Alice Downs Road	\$ 55,524.22	\$ 49,620.00	100%	
Armidilla Road	\$ 6,279.35	\$ 6,275.00	100%	
Bakers Bend Road	\$ 11,355.28	\$ 8,220.00	100%	
Bollon Road	\$ 12,529.98	\$ 7,569.09	100%	
Caledonia Road	\$ 2,934.05	\$ 2,970.00	100%	
Columbo Road	\$ 9,613.03	\$ 6,800.00	100%	
Dundee Road	\$ 5,295.96	\$ 5,100.00	100%	
Durella Road	\$ 25,496.45	\$ 25,915.00	100%	
Gunnawarra Road	\$ 2,112.52	\$ 1,380.00	100%	
Maryvale Road	\$ 81,488.86	\$ 79,517.50	100%	
Nebine Road	\$ 73,825.73	\$ 14,103.51	60%	
Noorooloo Road	\$ 183,664.55	\$ 181,518.61	100%	
Old Charleville Road	\$ 47,409.69	\$ 46,501.04	100%	

Palmers Road	\$	6,995.00	\$	4,460.00	100%	
Percvial Road	\$	6,046.20	\$	4,250.00	100%	
Rocky Road	\$	30,370.00	\$	29,947.26	100%	
Shelbourne Road	\$	37,743.59	\$	35,185.00	100%	
Wallal Riverleigh Road	\$	20,055.23	\$	1,460.77	100%	Costs committed
Wheatleigh Road	\$	21,430.06	\$	-	0%	Sep-23
Allendale Warrah Road	\$	103,380.29	\$	99,238.67	100%	
Belrose Road	\$	32,957.19	\$	-	0%	Sep-23
Borea Road	\$	528.80	\$	570.00	100%	
Clara Creek Road	\$	12,882.71	\$	9,485.43	100%	
Greenstead Road	\$	7,720.76	\$	-	100%	Costs committed
Gundare Road	\$	6,014.05	\$	-	0%	Sep-23
Killarney Road	\$	35,330.55	\$	859.41	8%	Oct-23
Mt Maria Road	\$	59,121.25	\$	56,605.00	100%	
Newstead Road	\$	27,901.17	\$	28,785.12	100%	
Northview Road	\$	1,760.88	\$	1,817.50	100%	
Ouida Downs Road	\$	7,042.42	\$	6,630.00	100%	
Rainmore Road	\$	23,957.20	\$	15,374.82	100%	
Uabba Road	\$	13,315.04	\$	14,313.24	100%	
Wellwater Road	\$	178,074.64	\$	168,023.67	87%	
Winnebah Road	\$	65,082.16	\$	64,860.00	100%	
Biddenham Road	\$	33,431.09	\$	2,839.25	14%	Sep-23
Cargara Road	\$	13,779.28	\$	13,929.00	100%	
Kyhber Road	\$	458,526.01	\$	344,311.79	100%	
Laguna Road	\$	41,960.76	\$	53,610.82	100%	
Naaraga Raincourt Road	\$	45,124.46	\$	-	100%	Costs committed
Old Tambo Road	\$	29,071.67	\$	-	0%	Oct-23
Dec 21 PM	\$	383,270.75	\$	372,443.91		
<b>Total</b>	<b>\$</b>	<b>5,337,161.67</b>	<b>\$</b>	<b>4,220,781.85</b>		

**DEC 21 & MAY 22 RV \$5,766,537.03**

**DEC 21 & MAY 22 EXP \$4,321,174.59**

**May 22 Event Flood Restoration**

Asset / road name	Recommended Value	Claimed Expenditure	% Complete	Timing
Adavale Road	\$ 309,538.86	\$ 72,392.83	27%	
Claren Park Road	\$ 13,770.46	\$ 5,945.49	40%	
Killarney Road	\$ 1,698.53	\$ -	0%	Defer for Sept 22
Old Tambo Road	\$ 54,919.00	\$ -	0%	Nov-23
Red Lane Road	\$ 16,370.75	\$ 7,129.96	60%	
Wardsdale Road	\$ 573.78	\$ 244.15	100%	
Wellwater Road	\$ 1,670.66	\$ -	0%	Sep-22
Project Management	\$ 30,833.32	\$ 14,680.31	45%	
<b>Total</b>	<b>\$ 429,375.36</b>	<b>\$ 100,392.74</b>		

**NOTE: Killarney Road superseded by further damage in Sept 22 Event.**

**Sept 22 Event Flood Restoration**

Asset / road name	Recommended Value	Claimed Expenditure	% Complete	Timing
Alfred Street	\$ 5,372.92	\$ -	0%	Jan-23
Belrose Road	\$ 31,830.77	\$ -	0%	Sep-23
Gowrie Crossing Road	\$ 25,823.14	\$ -	0%	Jan-24
Greenstead Road	\$ 171,245.26	\$ 38,470.00	100%	Costs Committed
River Street	\$ 7,234.47	\$ -	0%	Jan-24
Wellwater Road	\$ 1,218,192.93	\$ 591,811.17	84%	
Wills Street	\$ 5,425.84	\$ -	0%	Jan-24
Bilbie Park Road	\$ 53,510.90	\$ 50,569.20	100%	
Bollon Road	\$ 520,837.10	\$ 256,735.00	100%	
Merrigang Road	\$ 10,828.06	\$ 8,710.00	100%	
Newstead Road	\$ 71,104.80	\$ 49,391.00	100%	
Noorooloo Road	\$ 731,306.49	\$ 266,560.52	100%	
Shelbourne Road	\$ 8,525.31	\$ 5,300.00	100%	
Old Tambo Road	\$ 551,237.37	\$ -	0%	Nov-23
Allendale Warrah Road	\$ 132,020.06	\$ 89,820.00	100%	
Borea Road	\$ 87,368.78	\$ 27,590.00	100%	
Clara Creek Road	\$ 208,600.87	\$ 113,257.00	100%	
Gundare Road	\$ 81,060.69	\$ -	0%	Oct-23
Joylands Road	\$ 11,166.96	\$ -	0%	Sep-23
Meigunya Access Road	\$ 35,189.61	\$ -	0%	Oct-23
Newholme Road	\$ 26,085.76	\$ -	0%	Oct-23
Ouida Downs Road	\$ 78,642.22	\$ 62,912.20	100%	

Valeravale Road	\$	22,106.68	\$	-	0%	Oct-23
Woolabra Road	\$	7,025.92	\$	-	0%	Oct-23
Project Management	\$	333,987.66	\$	242,369.00	60%	
<b>Total</b>	<b>\$</b>	<b>4,435,730.57</b>	<b>\$</b>	<b>1,803,495.09</b>		

#### LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .
- 2.4.1 Road and street infrastructure investment is strategic and effective to accomplish maintenance priorities and development opportunities

#### ATTACHMENTS

- 1. Engineering Services Costing Report

## MURWEH SHIRE COUNCIL ENGINEERING SERVICES COSTING SUMMARY

## ROAD MAINTENANCE AND FLOOD DAMAGE

Council Meeting: 21 September 2023

Road No	Road Name	Routine Maintenance Expenditure	GRA Dec 2021 Flood Damage Expenditure	GRA May 2022 Flood Damage Expenditure	GRA Sep 2022 Flood Damage Expenditure
4001	Adavale Road	\$ 24,958.45	\$ 4,392.06	\$ 70,263.69	\$ 4,990.91
4002	Alice Downs Road		\$ 49,974.19		
4003	Allambie Road		\$ -		
4004	Allendale - Warrah Road	\$ 10,325.51	\$ 99,556.07		\$ 89,820.00
4005	Armadilla Road		\$ 6,275.00		
4006	Bakers Bend Road		\$ 8,220.00		
4007	Balmacara Road		\$ 117,711.22		\$ 35,525.00
4008	Bannermans Road				
4009	Barrigo Road	\$ 55,238.02	\$ 558,250.44		
4010	Biddenham Road	\$ 1,386.41	\$ 2,839.25		
4011	Bilbie Park Road				\$ 50,569.20
4012	Biloola Road		\$ 593.94		
4013	Blackburn Road	\$ 96.62			
4014	Loddon Road Black Tank				
4015	Black Ward Road		\$ 332,802.43		
4016	Boggarella Road		\$ 92,555.41		
4017	Belrose Road		\$ 718.52		
4018	Burrandulla Road		\$ 2,990.71		
4019	Albury Road				\$ 7,440.00
4020	Caldervale - Khyber Road		\$ 23,493.26		
4021	Auburnvale Road				
4022	Calowie Road				
4023	Cargara Road		\$ 13,929.00		\$ 13,930.52
4024	Caroline Xing Road	\$ 23,154.32	\$ 11,955.58		\$ 47,107.00
4025	Clara Creek Road	\$ -	\$ 9,485.43		\$ 113,257.00
4026	Cooladdi Access Road				
4027	Cooladdi-Langlo Crossing	\$ 141.85	\$ 6,593.71		\$ 3,216.62
4028	Cooladdi-Yarronvale Road	\$ 131.36			\$ 29,960.00
4029	Coolamon Road				\$ 2,550.00
4030	Croxdale Road		\$ 8,945.03		
4031	Cunno Road		\$ 39,502.71		
4032	Derbyshire Road				
4033	De Warra Road				
4034	Dilallah Bridge Road				\$ 6,423.23
4035	Doobiblah Road	\$ 319.91			
4036	Dundee Road		\$ 5,237.60		\$ 10,180.00
4037	Durella Road		\$ 25,915.00		
4038	Fortland Road				
4039	Glenallen Road		\$ 19.92		
4040	Glenbrook Road				
4041	Greenstead Road		\$ 7,210.00		\$ 70,137.50
4042	Guestling Road				
4043	Gundare Road		\$ 498.41		
4044	Gunnawarra Road		\$ 1,380.00		\$ 14,590.00
4045	Hillgrove Road		\$ 97.26		
4046	Hoganthulla Road		\$ 25,140.32		
4047	Hythe Road	\$ 96.62	\$ 2,751.01		
4048	Joylands Road				\$ 900.00
4049	Khyber Road	\$ 1,661.85	\$ 344,987.22		
4050	Killarney Road	\$ 4,766.71	\$ 859.41		\$ 76,114.00
4051	Laguna Road	\$ 372.97	\$ 72,226.82		
4052	Langlo River Road	\$ 10,015.54	\$ 3,593.50		\$ 88,591.50
4053	Maruga Road	\$ 16,705.52			
4054	Maryvale Road		\$ 79,819.90		
4055	Merrigang Road				\$ 8,710.00
4056	Merrigoi Road		\$ 2,927.27		
4057	Middle Creek Road	\$ 189.11	\$ 288,891.83		\$ 77,477.10
4058	Mona Road		\$ 106.29		
4059	Mt Maria Road		\$ 56,605.00		
4060	Meigunya Access road		\$ 329.56		
4061	Mt Tabor Road	\$ 2,425.32	\$ 1,022,505.93		\$ 389.09
4062	Murweh Road	\$ 96.62			
4063	Narrga (Raincourt) Road				
4064	Nebine Road	\$ 8,891.12	\$ 15,848.42		\$ 188,140.00
4065	Nebine Bollon Shortcut				\$ 1,700.00
4066	Nebine Comm. Ctr Road		\$ 1,522.10		
4067	New Farm Road				
4068	Newholme Road		\$ 5,830.44		
4069	Newstead Road		\$ 28,785.12		\$ 49,391.00
4070	Nimboy Road	\$ 141.85			
4071	Nooraloo Road	\$ 3,614.91	\$ 182,184.40		\$ 266,560.52
4072	Norah Park Road				
4073	No 7 Block Road		\$ 91.60		
4074	Old Charleville Road	\$ -	\$ 46,730.26		
4075	Old Quilpe Road	\$ 225.34	\$ 888.98		
4076	Old Tambo Road	\$ 1,277.61			
4077	Orange Tree Xing Road	\$ 0.04	\$ 62,327.35		
4078	Ouda Road				
4079	Ouda Downs Road		\$ 6,630.00		\$ 62,912.20
4080	Oxford Downs Road	\$ 168.12			
4081	Perola Park Road				\$ 14,150.00
4082	Pinnacle Road		\$ 5,027.40		\$ 1,840.00
4083	Red Ward Road	\$ 1,268.44	\$ 353,657.60		\$ 155,500.02
4084	Rhyllstone Road				
4085	Rocky Road		\$ 30,098.48		
4086	Rosebank Road				
4087	Roslin Road				
4088	Rose Park Road	\$ 622.31			
4089	Rosewood Road				
4090	Shelbourne Road		\$ 35,185.00		\$ 5,300.00
4091	Sherwood Road				
4092	Loddon Road West				
4093	Tantillon road				
4094	Tregole Road				
4095	Uabba Road		\$ 14,734.01		
4096	Urana Road				
4097	Valeravale Road	\$ 423.55			
4098	Wallal-Riversleigh Road	\$ 548.22	\$ 1,460.77		\$ 79,260.00
4099	Wardsdale Road		\$ 700.34		
4100	Waterford Road	\$ 11,128.66	\$ 53,016.07		
4101	Wellwater Road		\$ 168,785.92		\$ 611,348.67
4102	Wheatleigh Road	\$ 699.42	\$ 1,516.39		
4103	Winneba Road		\$ 64,860.00		
4104	Wiringa Road	\$ 11,733.28			\$ 19,864.50
4105	Wongalee South Rd				
4106	Wongalee North Rd				
4107	Wongamere Road				
4108	Woolabra				
4109	Wooyanong Road		\$ 602.61		
4110	Boatman Wyandra Road				
4111	Red Lane Road	\$ 6,995.05	\$ 5,797.41	\$ 1,454.55	
4112	Borea Access Road		\$ 570.00		\$ 27,590.00
4113	Clara Access Road		\$ 1,181.82		
4114	Caledonia Road		\$ 2,970.00		
4115	Wintara Road				
4117	Riccartoon Road		\$ 473.40		
4118	Yanna Bridge Road		\$ 9,798.78		
4119	27 Mile Gardens Road				
4120	Bollon Road	\$ 11,939.43	\$ 13,802.12		\$ 256,735.00
4121	Breakaway Road				
4122	Claren Park Road		\$ 5,945.49		
4123	Columbo Road		\$ 6,800.00		
4124	Cooladdi Pump Road				
4125	Creswell Access Road				
4128	Largo Hall Road				
4129	Lasso Gowrie Road				
4130	Rosemount Road				
4131	Aronfield Road				
4132	Monamby Park Road				
4133	Northview Road		\$ 1,817.50		
4134	Palmer's Road		\$ 4,460.00		
4135	Lyons Road				\$ 6,925.00
4136	Percival Road		\$ 4,250.00		
4137	Rainmore Road		\$ 17,133.39		
4138	Westlyn Road				
Total		\$ 211,759.92	\$ 4,487,369.38	\$ 71,718.24	\$ 2,499,095.58
Budget		\$ 1,408,603.00	\$ 5,337,161.67	\$ 429,375.36	Funding yet to be finalised
Percentage Expended		15%	84%	17%	
Percentage through Year		19%			

## PLANT MAINTENANCE

Item	2022-2023 Expenditure	2023-2024 Expenditure
Wages	\$ 283,243.99	\$ 27,045.99
Parts	\$ 874,028.41	\$ 148,465.59
Tyres & Tubes	\$ 127,820.33	\$ 10,584.69
Fuels & Oils	\$ 1,004,322.93	\$ 153,387.82
Registration	\$ 106,973.44	\$ -
Wages (supervision)	\$ 259,974.90	\$ 41,594.20
Consumables	\$ 40,323.16	\$ 2,006.01
Insurance	\$ 62,984.97	\$ 72,699.62
Total Expenditure	\$ 2,759,672	\$ 455,783.92
Budget Expenditure		\$ 2,929,883.00
Percentage Expenditure		\$ 455,783.92
Revenue to Date		\$831,010.65
Budget Revenue		\$ 4,318,000.00
Percentage Revenue		19%
Percentage through Year		19%

## URBAN STREET MAINTENANCE

Item	2022-2023 Expenditure	2023-2024 Expenditure
Augathella Street Lighting	\$ 17,438.07	\$ 3,393.91
Morven Street Lighting	\$ 409.11	\$ -
Charleville Street Lighting	\$ 56,892.29	\$ 10,205.35
Augathella Street Maintenance	\$ 257,355.16	\$ 57,164.16
Morven Street Maintenance	\$ 123,795.85	\$ 21,207.98
Charleville Street Maintenance	\$ 731,479.88	\$ 119,393.40
Augathella Street Cleaning	\$ 36,813.87	\$ 6,850.17
Morven Street Cleaning	\$ 39,388.23	\$ 6,941.08
Charleville Street Cleaning	\$ 292,262.67	\$ 56,312.99
Charleville Mowing/Slashing/Weeds	\$ 38,292.56	\$ 968.79
Morven Mowing/Slashing/Weeds	\$ 63,741.10	\$ 8,682.77
Augathella Mowing/Slashing/Weeds	\$ 142,645.20	\$ 29,853.37
Total Expenditure	\$ 1,800,514	\$ 320,973.97
Budget		\$ 1,423,755.00
Percentage Spent		23%
Percentage through Year		19%

## PUBLIC FACILITIES MAINTENANCE

Item	2022-2023 Expenditure	2023-2024 Expenditure
Augathella Public Facilities Maintenance	\$ 57,731.51	\$ 11,318.83
Morven Public Facilities Maintenance	\$ 47,838.33	\$ 8,584.61
Charleville Public Facilities Maintenance	\$ 75,295.65	\$ 12,168.54
Augathella Vandalism Expenses	\$ 185.40	\$ -
Charleville Vandalism Expenses	\$ 2,830.29	\$ -
Morven Vandalism Expenses	\$ -	\$ -
Total Expenditure	\$ 183,881.18	\$ 32,071.98
Budget		\$ 175,000.00
Percentage Spent		18%
Percentage through Year		19%

## PARKS AND GARDENS MAINTENANCE

Item	2022-2023 Expenditure	2023-2024 Expenditure
Augathella Parks & Garden	\$ 116,962.23	\$ 21,422.01
Morven Parks & Garden	\$ 83,752.02	\$ 16,542.02
Charleville Parks & Garden	\$ 807,011.93	\$ 92,752.53
Total Expenditure	\$ 1,007,726.18	\$ 130,716.56
Budget		\$ 950,000.00
Percentage Spent		14%
Percentage through Year		19%

**14 CORRESPONDENCE FOR CONSIDERATION**

Nil

**15 CONFIDENTIAL MATTERS**

Nil

**16 CLOSURE**