



**Bulloo**  
Shire

I hereby give notice that  
an Ordinary Meeting of Council will be held on:

**Date:** Thursday, 23 January 2025  
**Time:** 9:00 AM  
**Location:** Council Chambers, 68 Dowling Street  
Thargomindah Queensland 4492

## **BUSINESS PAPER**

**Ordinary Council Meeting**

**23 January 2025**

**Tiffany Dare**  
Chief Executive Officer



**Order Of Business**

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Nil

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**1 OPENING OF MEETING****2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

The Bulloo Shire Council acknowledges the traditional owners of the land on which the meeting is being held, and pay respects to their elders, past and present.

**3 ATTENDANCE INCLUDING APOLOGIES****4 CONDOLENCES****5 DECLARATION OF MATERIAL PERSONAL INTEREST/CONFLICT OF INTEREST**

- Pursuant to section 172 of the Local Government Act 2009, a councillor who has a material personal interest in an issue to be considered at a meeting of the local government, or any of its committees
  - (a) must disclose the interest to the meeting; and
  - (b) must not be present at or take part in the meeting while the issue is being considered or voted on.
- A councillor who is barred from a meeting under subsection (1) must not be in the chamber where the meeting is being conducted, including any area set apart for the public.

## **6 CONFIRMATION OF MINUTES**

### **6.1 MINUTES OF COUNCIL MEETING - 13 DECEMBER 2024**

**File Number:** 153687

**Author:** Zoe Forge, EA

**Authoriser:** Tiffany Dare, Chief Executive Officer

**Attachments:** 1. Minutes of Council Meeting - 13 December 2024

#### **RECOMMENDATION**

That the Minutes of the Council Meeting held on Friday 13 December 2024 be received and the recommendations therein be adopted.



# **MINUTES**

## **Ordinary Council Meeting**

**13 December 2024**

**MINUTES OF BULLOO SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, 68 DOWLING STREET THARGOMINDAH QUEENSLAND 4492  
ON FRIDAY, 13 DECEMBER 2024 AT 9:00 AM**

**PRESENT:** Cr John Ferguson (Mayor), Cr Stewart Morton, Cr Russell Ferguson, Cr Maurice Parker

**IN ATTENDANCE:** Tiffany Dare (Chief Executive Officer), Zoe Forge (Minute Taker)

**1 OPENING OF MEETING**

The Mayor welcomed all Councillors and guests and declared the meeting open at 9:06am.

**2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

The Bulloo Shire Council acknowledges the traditional owners of the land on which the meeting is being held, and pay respects to their elders, past and present.

**3 ATTENDANCE INCLUDING APOLOGIES**

Cr Glyn Dare (Deputy Mayor)

**4 CONDOLENCES**

Nil

**5 DECLARATION OF MATERIAL PERSONAL INTEREST/CONFLICT OF INTEREST**

- Pursuant to section 172 of the Local Government Act 2009, a councillor who has a material personal interest in an issue to be considered at a meeting of the local government, or any of its committees
  - (a) must disclose the interest to the meeting; and
  - (b) must not be present at or take part in the meeting while the issue is being considered or voted on.
- A councillor who is barred from a meeting under subsection (1) must not be in the chamber where the meeting is being conducted, including any area set apart for the public.

Councillor	COI	Meeting Item
Nil		



**6 CONFIRMATION OF MINUTES****6.1 MINUTES OF COUNCIL MEETING - 21 NOVEMBER 2024****RESOLUTION 2024/258**

Moved: Cr Russell Ferguson

Seconded: Cr Stewart Morton

That the Minutes of the Council Meeting held on Thursday 21 November 2024 be received and the recommendations therein be adopted.

**CARRIED**

**7 BUSINESS ARISING FROM PREVIOUS MEETING**

Nil

**8 RECEPTION OF PETITIONS**

Nil

**9 NOTICE OF MOTION**

Nil

**10 RESCISSION MOTIONS**

Nil

**11 MAYORAL REPORTS****11.1 MAYORS REPORT****RESOLUTION 2024/259**

Moved: Cr Maurice Parker

Seconded: Cr Stewart Morton

That Council receive and note the Mayors Report for the month of November 2024.

**CARRIED**

**12 CHIEF EXECUTIVE OFFICER'S REPORTS****12.1 CHIEF EXECUTIVE OFFICERS REPORT****RESOLUTION 2024/260**

Moved: Cr Stewart Morton

Seconded: Cr Maurice Parker

That Council receive and note the Chief Executive Officer's report for the month of November 2024.

**CARRIED**

**13 COMMITTEE AUTHORITY MEETING MINUTES & BUSINESS ARISING****13.1 MINUTES OF LDMG COMMITTEE MEETING - 20 NOVEMBER 2024****RESOLUTION 2024/261**

Moved: Cr Maurice Parker

Seconded: Cr Stewart Morton

That the Minutes of the LDMG Committee Meeting held on Wednesday 20 November 2024 be received and the recommendations therein be adopted.

**CARRIED**

**13.2 MINUTES OF LDMG COMMITTEE MEETING - 2 DECEMBER 2024****RESOLUTION 2024/262**

Moved: Cr Russell Ferguson

Seconded: Cr Maurice Parker

That

1. The Minutes of the LDMG Committee Meeting held on Monday 2 December 2024 be received and the recommendations therein be adopted.
2. That Council endorse the local Truckit contractor to travel additional kilometers via Quilpie to collect groceries, mail, and pharmacy packages to resupply Thargomindah when the Cunnamulla/Thargomindah Road is closed due to flooding. Council will seek reimbursement through the LDMG as required.

**CARRIED**

**14 GENERAL BUSINESS & MATTERS FOR NOTING REPORTS****14.1 REGISTER OF DELEGATIONS - COUNCIL TO CEO****RESOLUTION 2024/263**

Moved: Cr Stewart Morton

Seconded: Cr Maurice Parker

That Council amend the Financial Powers outlined in Schedule B of the Register of Delegations – Council to CEO as follows:

- 1) The Chief Executive Officer's (CEO) financial delegations are **unlimited** when expenditures have been approved through a Council Resolution. For example, when Council approves a contractor to provide a service, conduct gravel crushing, or manage a project, the CEO is authorized to sign the relevant orders associated with these approved actions.
- 2) In all other instances, the CEO's financial delegation is **capped at \$200,000**.
- 3) This delegation is subject to compliance with all relevant Council policies and legislative requirements.

**CARRIED**

**14.2 STOCK ROUTE MANAGEMENT****RESOLUTION 2024/264**

Moved: Cr Russell Ferguson

Seconded: Cr Stewart Morton

That Council

- a) Approve Gibson Grazing Co. to fence within the stock route in accordance with the *Resources: Fences on Stock Routes Guidelines*, including the installation of gates to ensure public access to the stock route is maintained.
- b) Support the issuance of a 5-year road corridor permit with Transport and Main Roads to allow the fence to remain in the stock route.

**CARRIED**

**14.3 FLOOD TRUCK ACTIVATION POLICY****RESOLUTION 2024/265**

Moved: Cr Stewart Morton

Seconded: Cr Russell Ferguson

That Council endorse the revised Flood Actions Policy & Flood Truck Activation Policy, with amendments.

**CARRIED**

**Attendance**

Kate Humphris, Admin & Finance Manager, entered the meeting at 9:35am.

**14.4 FINANCIAL PERFORMANCE REPORT****RESOLUTION 2024/266**

Moved: Cr Maurice Parker

Seconded: Cr Russell Ferguson

That Council adopt the Financial Performance Report for period ending 30<sup>th</sup> November 2024 in accordance with Section 204 of the *Local Government Regulations 2012*.

**CARRIED**

**14.5 DRAFT 2024/25 BUDGET REVISION****RESOLUTION 2024/267**

Moved: Cr Stewart Morton

Seconded: Cr Maurice Parker

That Council receive and note the draft 2024/25 Budget Revision, as presented.

**CARRIED**

**14.6 ADMIN & FINANCE REPORT****RESOLUTION 2024/268**

Moved: Cr Stewart Morton

Seconded: Cr Russell Ferguson

That Council receive and note the Administration & Finance Services Report for November 2024.

**CARRIED**

**Attendance**

Kate Humphris, Admin & Finance Manager, left the meeting at 10:43am.

**Adjournment**

Council adjourned for morning tea at 10:43am.

Council recommenced the meeting at 11:05am.

**14.7 ACTIVE TRANSPORT FUND GRANT APPLICATION****RESOLUTION 2024/269**

Moved: Cr Stewart Morton

Seconded: Cr Russell Ferguson

That Council

- a) Accept the co-contribution requirements of 20% of the total project cost, amounting to \$160,000.
- b) Endorse the submission of an application under the Active Transport Fund grant for the Connecting Thargomindah: Active Footpath Network Project.

**CARRIED**

**14.8 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE - PHASE 3 ADDITIONAL PROJECTS****RESOLUTION 2024/270**

Moved: Cr Maurice Parker

Seconded: Cr Russell Ferguson

That Council endorse submission of a major variation under the LRCI Phase 3 grant program for the following additional projects:

- Hungerford Medical Centre Backup Generator;
- Shire Community Events Portable Toilets; and
- Thargomindah Golf Course Landscape Rejuvenations

**CARRIED**

**14.9 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE - PHASE 4 ADDITIONAL PROJECTS****RESOLUTION 2024/271**

Moved: Cr Russell Ferguson

Seconded: Cr Maurice Parker

That Council endorse submission of a major variation under the LRCI Phase 4 grant program for the following additional projects:

- Decrease completed projects, adjusting allocations to reflect total expenditure.
- Increase Thargomindah Swimming Pool Upgrade budget to include provisions for the filtration storage replacement.
- Increase Thargomindah Rodeo Grounds - Road Extension and Parking Access to ensure sufficient funding to complete project.

**CARRIED**

**14.10 2024/25 THARGOMINDAH ANIMAL INSPECTION PROGRAM****RESOLUTION 2024/272**

Moved: Cr Maurice Parker

Seconded: Cr Russell Ferguson

That Council endorse the Animal Inspection Program from Monday 3<sup>rd</sup> February 2025 to Friday 30<sup>th</sup> May 2025 in accordance with section 113 of the Animal Management (Cats and Dogs) Act 2008 in order to monitor compliance with the Animal Management (Cats and Dogs) Act 2008 and the Local Law No. 2 (Animal Management) 2019 in the township of Thargomindah.

**CARRIED**

**Adjournment**

Council adjourned for lunch at 12:00pm.

Council recommenced the meeting at 12:30pm.

**Attendance**

Tamie Warner, Community, Culture & Places, entered the meeting at 12:30pm.

**14.11 COMMUNITY, CULTURE & PLACES REPORT****RESOLUTION 2024/273**

Moved: Cr Stewart Morton

Seconded: Cr Russell Ferguson

That Council receive and note the Community, Culture & Places report for the month of November 2024.

**CARRIED**

**Attendance**

Tamie Warner, Community, Culture & Places, left the meeting at 12:47pm.

Donna Hobbs, Rural & Town Services Manager, entered the meeting at 12:48pm.

**14.12 RURAL & TOWN SERVICES DEPARTMENT REPORT****RESOLUTION 2024/274**

Moved: Cr Maurice Parker

Seconded: Cr Russell Ferguson

That Council receive and note the Rural Services Department Report for November 2024.

**CARRIED**

**Attendance**

Donna Hobbs, Rural & Town Services Manager, left the meeting at 12:59pm.

George Inocentes, Engineer, entered the meeting at 1:00pm.

**14.13 OPERATIONAL SERVICES REPORT****RESOLUTION 2024/275**

Moved: Cr Russell Ferguson

Seconded: Cr Stewart Morton

That Council receive and note the Operational Services Report for November 2024.

**CARRIED**

**14.14 SWRRTG TIDS - 4 YEAR WORKS PROGRAM****RESOLUTION 2024/276**

Moved: Cr Stewart Morton

Seconded: Cr Russell Ferguson

That Council endorse the TIDS 4-year program from 2025-2029

- a) Endorse Seal Widening on Bundeena Rd for 2025/2026, being \$1,047,500
- b) Endorse Seal Widening on Bundeena Rd for 2026/2027, being \$1,047,500
- c) Endorse Seal Widening on Bundeena Rd for 2027/2028, being \$1,047,500
- d) Endorse Seal Widening on Bundeena Rd for 2028/2029, being \$1,047,500

**CARRIED**

**14.15 T2024-2025-204 QRA FLOOD DAMAGE - DURHAM****RESOLUTION 2024/277**

Moved: Cr Maurice Parker

Seconded: Cr Russell Ferguson

That Council accepts the tender from Purcell Civil and Construction Pty Ltd for the sum of \$1,902,800.48 ex GST to complete T2024-2025-204 QRA Flood Damage - Durham.

**CARRIED**

**14.16 T2024-2025-205 QRA FLOOD DAMAGE - THARGOMINDAH WEST**

**RESOLUTION 2024/278**

Moved: Cr Stewart Morton

Seconded: Cr Maurice Parker

That Council accepts the tender from SC & KG Bowen for the sum of \$1,866,455.00 ex GST to complete T2024-2025-205 QRA Flood Damage - Thargomindah West.

**CARRIED**

**14.17 T2024-2025-206 QRA FLOOD DAMAGE - THARGOMINDAH EAST**

**RESOLUTION 2024/279**

Moved: Cr Russell Ferguson

Seconded: Cr Maurice Parker

That Council accepts the tender from Tolbra Earthmovers and Haulage Pty Ltd for the sum of \$1,977,586.52 ex GST to complete T2024-2025-206 QRA Flood Damage – Thargomindah East.

**CARRIED**

**14.18 CAPITAL WORKS AMENDMENT - DROP DECK FLOAT**

**RESOLUTION 2024/280**

Moved: Cr Maurice Parker

Seconded: Cr Russell Ferguson

That Council request updated quotes for the install of bi-fold ramps on Plant 773 and report back to Council.

**CARRIED**

**Attendance**

George Inocentes, Engineer, left the meeting at 1:45pm.

**15 LATE ITEMS**

Nil

**16 CONFIDENTIAL MATTERS**

Nil



**17      NEXT MEETING**

The next Ordinary Council Meeting will be held on 23 January 2025.

**18      CLOSURE**

The Meeting closed at 1:45pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 23 January 2025.

.....  
**CHAIRPERSON**

**7 BUSINESS ARISING FROM PREVIOUS MEETING**

**8 RECEPTION OF PETITIONS**

**9 NOTICE OF MOTION**

Nil

**10 RESCISSION MOTIONS**

Nil

## 11 MAYORAL REPORTS

### 11.1 MAYORS REPORT

**File Number:** 153462

**Author:** John Ferguson, Mayor

**Authoriser:** Tiffany Dare, Chief Executive Officer

**Attachments:** 1. The Hon David Littleproud MP - Outcome of discussion with Insurance Council of Australia

#### RECOMMENDATION

That Council receive and note the Mayors Report for the month of December 2024.

### MEETINGS

The Mayor and Councillors, as part of their roles attend a range of meetings. Accordingly, meetings, appointments, functions, media commitments, civic receptions and committee meetings have been listed below.

Consultation and Engagement for the month of December 2024.

#### Meetings and Consultations

5<sup>th</sup> SWQROC Meeting  
13<sup>th</sup> Ordinary Council Meeting  
13<sup>th</sup> Council Christmas Party

#### Media

2WEB  
ABC

#### Correspondence

##### *Inwards Correspondence*

- The Hon David Littleproud MP - Outcome of discussion with Insurance Council of Australia



**THE HON DAVID LITTLEPROUD MP**  
LEADER OF THE NATIONALS  
FEDERAL MEMBER FOR MARANOA

Bulloo Shire Council  
Mayor – John (Tractor) Ferguson  
PO BOX 46  
THARGOMINDAH QLD 4492

Via email: [mayor@bulloo.qld.gov.au](mailto:mayor@bulloo.qld.gov.au)

Dear Cr Ferguson,

I write to inform you of my recent discussions with the Insurance Council of Australia (ICA) regarding the increasingly prohibitive cost of insurance premiums for Local Government Areas (LGA) within the Maranoa electorate.

ICA have identified a number of Councils that should provide the National Flood Insurance Database (NFID) with updated flood studies of their LGA.

Insurers rely on the NFID to estimate flood risk. Even when risk reduction strategies such as levee banks have been undertaken, if maps are not reflective of the structural mitigation in place, insurers are unable to take that into consideration when calculating flood risk.

The Flood Study and associated mapping in place for Bulloo Shire Council is dated 2013.

If you believe that flood mitigation strategies have improved the resilience of Council residents since 2013, I urge you to consider undertaking or submitting updated Flood Studies and mapping to the NFID.

Yours sincerely,



**THE HON DAVID LITTLEPROUD MP**

09 January 2025

DLP:rp

## 12 CHIEF EXECUTIVE OFFICER'S REPORTS

### 12.1 CHIEF EXECUTIVE OFFICERS REPORT

**File Number:** 153463  
**Author:** Tiffany Dare, Chief Executive Officer  
**Authoriser:** Tiffany Dare, Chief Executive Officer  
**Attachments:** Nil

#### RECOMMENDATION

That Council receive and note the Chief Executive Officer's report for the month of December 2024.

### ITEMS FOR INFORMATION AND DISCUSSION

#### *Action Items*

Update of outstanding actions below, those actions arising in the previous Council meetings that are not listed as been completed.

Meeting Date	Subject	Action	Comments
December 2020	Survey of Warri Gate Road	Engage a surveyor to prepare two survey plans, one over Naryilco Land and the other over Nockatunga land to allow for an application be made with DNRME for a simultaneous Road Opening and Closure for the entire length of road from the Bundeena Road to Warry Gate on the Queensland/New South Wales border within the localities of Nockatunga and Cameron Corner.	As per below.
September 2024	Amend Subordinate Local Law No.1.16	Amend Subordinate Local Law No.1.16 (Depasturage of Animals On A Town Reserve) 2019	Ongoing

#### *External Meetings and Consultations for December 2024*

3<sup>rd</sup> Fourier Technologies - Account Management Meeting  
 4<sup>th</sup> Kullillii & Bulloo Consultative Committee Meeting  
 4<sup>th</sup> Department of Housing; Queensland Housing Finance Loan - Regional Trial  
 5<sup>th</sup> SWQROC Meeting  
 6<sup>th</sup> Quarterly Discussion with the Office of the Independent Assessor  
 12<sup>th</sup> Monthly TMR Meeting  
 13<sup>th</sup> Ordinary Council Meeting

### ITEMS FOR DISCUSSION

Nil

**PLANNING****Development Applications**

Material Change of Use	Reconfiguring a Lot	Operational Work	Building Work
Nil	Nil	Nil	Nil

**BUILDING, PLUMBING & DRAINAGE APPLICATIONS**

- 1x Building Application submitted; under assessment

**LAND DEALINGS****Proposed Road Opening Road Closure in Naryilco and Noccundra – Warri Gate Road**

February 2024 Update

- All field work has been completed.
- Plans of survey for the Nockatunga freehold and the Town Reserve Plan have been finalised.
- Plan of Survey for the road in the Leasehold of Nockatunga has been prepared in draft from ready for finalisation.
- Plan of Survey for the road in the Leasehold of Naryilco has been prepared in draft from ready for finalisation.

October 2024 – Mr Rosenberger advised that they are working to finalise the project and hope to have final plans by the end of October. Once completed, they will approach landowners for consent.

December 2024 – Due to ongoing health issues, no further progress has been made on the project. Given that over three years have passed, the Council initiated inquiries about transferring the project in its entirety to someone with the capacity to complete it. Mr. Rosenberger has confirmed his ability to complete the work in 2025.

Rosenbergers Surveyors are finalising the plans ready for submission for consents of owners and also for approval by the Department and by Council for the freehold subdivision. They expect to have the plans finalised by the end of January 2025.

The have already prepared the necessary authority and consent documents for the owners and lessees to sign and we have also prepared the applications to the Department and by Council. This can occur during February.

**Survey of Land**

SMK QLD has been engaged to carry out survey work in Thargomindah for potential Subdivision of Lot 1 SP258838, Lot 55 RP817010 & Lot 11SP318796. They will carry out this work in conjunction with upcoming work in Quilpie Shire.

**13 COMMITTEE AUTHORITY MEETING MINUTES & BUSINESS ARISING**

Nil

**14 GENERAL BUSINESS & MATTERS FOR NOTING REPORTS****14.1 OPERATIONAL PLAN 2024-2025 PROGRESS REPORT - 31 DECEMBER 2024 (Q2)****File Number:** 153482**Author:** Tiffany Dare, Chief Executive Officer**Authoriser:** Tiffany Dare, Chief Executive Officer**Attachments:** 1. Operational Plan 2024-2025 - Q2 Report (under separate cover)**PURPOSE**

The purpose of the report is to outline Councils progress on the Operational Plan.

**APPLICABLE LEGISLATION**

*Local Government Regulations 2012 – Section 174*

**POLICY CONSIDERATIONS**

Nil

**CORPORATE & OPERATIONAL PLAN CONSIDERATIONS**

Annual Reporting - Governance

**RECOMMENDATION**

That Council receive and note the October – December 2024 quarterly report for the Operational Plan 2024-2025 in accordance with s174 of the *Local Government Regulation 2012*.

**BACKGROUND**

The Chief Executive Officer must present a report on the progress of the Operational Plan at regular intervals of not more than three months. Accordingly, the progress report from 1<sup>st</sup> October 2024 to 31<sup>st</sup> December 2024 is attached.

An annual summary is included as part of Councils annual reporting process.

Item	Legislative reference	Requirement	Calendar action
Report on Operational Plan	s174 LGR12	The CEO must present the local government with a written assessment of the local government's progress toward implementing its annual operational plan.	Four reports per year. Minimum three-month interval.

**Previous Council Resolutions related to this Matter**

Nil



**DISCUSSION**

Of 114 goals 49% in total has been achieved, this is six months passed and as expected.

**FINANCIAL IMPLICATIONS**

On Track

**CRITICAL DATES**

1<sup>st</sup> October 2024 – 31<sup>st</sup> December 2024

**CONSULTATION**

Not applicable

**14.2 PROCUREMENT POLICY****File Number:** 153671**Author:** Tiffany Dare, Acting Chief Executive Officer**Authoriser:** Tiffany Dare, Chief Executive Officer**Attachments:** 1. 2.74.1 Procurement Policy**PURPOSE**

The purpose of this report is for Council to consider amending the Procurement policy, specifically the Procurement Reference Table.

**APPLICABLE LEGISLATION**

Section 104 - Local Government Act 2009

Chapter 6 Part 3 - Local Government Regulation 2012

**POLICY CONSIDERATIONS**

2.74.1 Procurement Policy

**CORPORATE & OPERATIONAL PLAN CONSIDERATIONS**

GOV2.2 Deliver effective strategic management and governance that provides sound organisational management and complies with relevant legislation.

**RECOMMENDATION**

That Council adopt the reviewed Procurement Policy, as presented.

**BACKGROUND**

The Local Government Regulation 2012 (the Regulation) requires that a local government must prepare and adopt a policy about procurement (a procurement policy).

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

**Previous Council Resolutions related to this Matter**

Nil

**DISCUSSION**

The Council recommends updating the Procurement Reference table to revise the Supply Type values and adjust the number of quotes required for each value. This adjustment aims to ensure compliance with the Council's Procurement Principles, including Value for Money, Open and Effective Competition, and Probity and Transparency.

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC/OPERATIONAL RISK**Implication

- Probity – There is inconsistency in the way Council is processing and approving variations and this could put Council in a position to have its integrity, the probity of its processes and tender results called into question.
- Propriety – Inconsistent application of the procurement policy, as it relates to variations, may result in actual or perceived unauthorised expenditure.
- Compliance – Similarly, current practices may result in non-compliance with the Local Government Regulation 2012.
- Financial – Superseded budgets and variations make the calculation of grant revenue, contract asset and contract liability balances more complex and may result in misstatements in the financial statement, as evidenced by several corrections made in the current and prior years.

**CRITICAL DATES**

Nil

**CONSULTATION**

Nil



# Procurement Policy

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## Procurement Policy

**Control:**

Approved by:	Council	Adopted / Approved:	18 July 2023; Resolution 2023/158
Authorised by:	Chief Executive Officer	Last Reviewed:	June 2023
Responsible Officer:	Administrative & Finance Manager	Next Review:	June 2024

**Context**

This policy contains statements of legislation, principle, policies and procedures related to the acquisition of goods, services and works by Council. It contains both statutory and mandatory requirements and guidelines for officers of the Council. It establishes minimum standards and principles which are to be applied across the organisation in the procurement of goods, services and works.

It is the responsibility of all managers and supervisors to ensure that these policies and procedures are understood by all employees and that they are administered and applied uniformly in all instances involving procurement.

The Procurement Policy provides a framework for all competitive transactions. Whilst the procurement process will vary depending upon the value and nature of the goods, services or works being obtained, the consistent objective in the procurement process is to achieve value on behalf of Council and the community.

Any proposed amendment to the procedures contained in this manual must be submitted to the Financial & Administrative Services Manager for approval by the Chief Executive Officer and adoption by Council.

**Scope**

1. This policy only applies to the procurement of goods and services; it does not apply to employment arrangements.
2. Disposal of non-current assets is dealt with under the Non-Current Asset Accounting Policy.
3. This Policy applies to all Council staff in the procurement of all goods, equipment and related services, construction contracts and contracts of service (including maintenance). It overrides all existing understanding and practices where these conflict.

**Breach of Policy**

Employees must comply with this Policy at all times. If an employee is found to have breached this Policy, they may be subjected to disciplinary action in accordance with the Performance and Misconduct Policy. The type and severity of the disciplinary action will depend upon the circumstances of the case and the seriousness of the breach. In serious cases, this may include termination of employment.

**Date of Effect**

This Policy will commence on adoption. It replaces all other specific Procurement of Goods and Services policies of Council (whether written or implied).

**Relevant Legislation / Policy**

Legislation	Policy
<ul style="list-style-type: none"> <li>➤ Local Government Act 2009</li> <li>➤ Local Government Regulation 2012</li> </ul>	<ul style="list-style-type: none"> <li>➤ Employee Code of Conduct</li> <li>➤ Delegations Register</li> <li>➤ Non-Current Asset Accounting Policy</li> </ul>

Procurement Policy

	<ul style="list-style-type: none"> <li>➤ Performance and Misconduct Policy</li> <li>➤ WHS Procedure – Purchasing &amp; Suppliers Controls</li> </ul>
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## 1. POLICY STATEMENT

1. Council's procurement activities will aim to achieve advantageous procurement outcomes by:
  - a) promoting value for money with probity and accountability;
  - b) advancing Council's economic, social and environmental policies;
  - c) providing reasonable opportunity for competitive local businesses that comply with relevant legislation to supply to Council; and
  - d) promoting compliance with relevant legislation.
2. Council acknowledges that it has an important role to play in the local economy and is committed to assisting local industry engage in business with Council.
3. Council will maintain a Register of Pre-qualified Suppliers (RoPS) to supply goods and services.
4. Council will use the default contracting procedures as set out in Chapter 6 Part 3 of Local Government Regulation 2012.

## 2. DEFINITIONS

**Approving Officer:** A Council employee with financial delegation approved by the CEO or Council in accordance with the financial delegation register.

**Creditor Officer:** This is the Council Administrative Services department responsible for the processes relating to issuing payment to suppliers for goods and services.

**Financial Delegation Register:** a register which contains the financial delegation approved by the CEO or by Council. This includes a list of manager and senior staff who are given levels of authority to approve purchase requests.

**Genuine Emergency** - conforms to one or more of the following, if it:

- a) poses an immediate threat to life, health, property, or environment;
- b) has already caused loss of life, health detriments, property damage, or environmental damage; or
- c) has a high probability of escalating to cause immediate danger to life, health, property, or environment.

**Large-sized Contractual Arrangement** is a contractual arrangement with a supplier as per the Procurement Reference Table below.

**Local Supplier** for the purpose of this policy, a 'local supplier' is a supplier that:

- a) has a current base of operations within the Bulloo Shire Council area; and
- b) provides permanent employment to a resident of the local government area; and
- c) its Australian Business Number is registered within the area of Bulloo Shire Council.

Neighbouring shires (Quilpie, Paroo and Murweh) will be considered a local supplier over businesses not recognised as a Local Supplier.

**Not feasible** means:

- a) that the supplier's offer does not comply with the procurement principles set out in this Procurement Policy; or
- b) where the required goods and/or services are not available by accessing the RoPS.

**Medium-sized Contractual Arrangement** is a contractual arrangement with a supplier as per Procurement Reference Table below.

**Pre-qualified Supplier:** is a supplier of goods or services who, as a result of request for tenders called from the local government area generally, has been assessed as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements. Any eligible person may apply for listing on the Register of Pre-qualified Suppliers (RoPS) by responding to Council Advertisement for request for tender. This advertising is conducted once every twelve months and applications, received within the 21 day time limit will be assessed and applicants notified within three months. Outside the annual invitation period, no application will be accepted.

Assessments of supplier performance are ongoing. Failure to perform to satisfactory standard may lead to the immediate removal from Council's RoPS.

**Procurement Officer:** the Council employee who is responsible for purchasing and tendering arrangements entered into by Council in accordance with the Procurement Policy, procedures and guidelines approved by Council.

**Requisition Officer:** a Council employee who identifies the need for particular goods and services for their assigned task or department under the directive of a supervisor or manager. Requisition Officer is also responsible for writing the specification.

**Stores Officer:** a Council employee responsible for receiving stock required for the use of Council. Also, for purchasing in accordance with the Procurement Policy, procedures and guidelines approved by Council with relation to items of stock required for the store.

### 3. ELEMENT ONE: - PRINCIPLES

Council officers must have regard to the following procurement principles in all purchasing activities:

#### 3.1. Value for Money

- Purchasing decisions should aim to achieve an acceptable solution at the lowest total cost.
- Lowest total cost should be determined by considering all significant costs associated with the acquisition. The nominal purchase price is important but other considerations such as timing, delivery, storage, trading terms, warranty, and ease of administration should be considered, if relevant. In the case of plant and equipment, whole of life costing should be used.
- Whole of life costing means taking into account the initial purchase price, durability and the estimated cost to operate and maintain the item of plant over its expected life.

#### 3.2. Open and Effective Competition

- Open and effective competition is important to obtaining the best possible outcomes from dealings with suppliers.
- Competition implies pursuit of best value for money, the opportunity for potential suppliers to do business with Council, absence of bias or favouritism, accountability for results and transparency of process.
- The extent to which competition may be available and appropriate will vary from case to case, depending upon such things as the number of potential suppliers and the costs and benefits of promoting competition.
- All other factors being equal, Council may give preference to local economic benefit when sourcing products. When this criteria is nominated the benefit must be identifiable and reasonable. These benefits may take the form of:



- a) increased local employment; or
- b) contribution of funds to the local economy with identifiable benefits.

### 3.3. Probity and Transparency

- Council is committed to high levels of ethical standards in purchasing.
- In every instance, decisions in purchasing must be based on value and benefit to Council and the community.
- Transparency in decision making is most formally met through written scope/specifications: written evaluations against these must be provided for accountability and record keeping.
- Information given to prospective suppliers must be designed to inform and not to mislead.
- Commercially sensitive information, including bid prices and terms must be treated confidentially.
- Officers must declare to their manager any potential or actual conflict of interest, including any situation where a supplier has an association or relationship with a Council officer.
- No purchases for private use are to be made using Council's orders or otherwise via Council unless specific written approval is obtained from the Chief Executive Officer.
- Officers must not accept from suppliers' any gifts, gratuities, entertainment or other forms of personal favour, other than those of a token kind.
- Guidelines for acceptable token gifts, benefits or hospitality are set out in the Staff Code of Conduct and reference must be made to that document.
- A tender/quotation will be disqualified from a bid if a company representative or any other person, contacts in person, by telephone or electronic means or gives or offers anything to Councillors or any Council officer as an inducement, for the purpose of seeking to influence the manner in which the tender/quotation is evaluated or awarded.

### 3.4. Conflict of Interest

- Council Staff shall at all times avoid situations in which private interests conflict, or might reasonably be thought to conflict, or have potential to conflict with their Council duties.
- Council staff shall not participate in any action or matter associated with the arrangement of a contract (i.e. evaluation, negotiation, recommendation, or approval) where that person or any member of their immediate family has a significant interest, or holds a position of influence or power in a business undertaking tendering for work.
- The onus is on the member of council staff involved being alert to and promptly declaring an actual or potential conflict of interest to the Council.
- Council staff must declare to their manager any potential or actual conflict of interest, including any situation where a supplier has an association or relationship with a Council officer. Where an officer has a potential or actual conflict of interest, they are required to complete a declaration statement.

### 3.5. Environmental Protection

- Council is committed to achieving responsible environmental management. Council shall consider and evaluate relevant environmental factors in the procurement of goods and services.
- Environmental considerations will have regard to the environmental sustainability of the project.



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Procurement Policy

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- Different goods and services have different levels of environmental impact (risk) and opportunity within them. In identifying environmental procurement priorities both factors need to be taken into account. In order to ensure comparability between competing suppliers and to ensure Council's intent is clear. Environmental requirements must be established in the order, scope of requirement or specification.
- The specification should nominate specific environmental targets. Examples of these would include goods with defined energy consumption ratings, requirements for recycled materials to be included in building and construction works, and specifications for building design and construction.

#### 4. ELEMENT TWO: - LOCAL PREFERENCE

##### 4.1. Development of competitive local business and industry

- When it is likely a local supplier is able to provide the relevant goods or services, the Procurement Officer shall ensure an opportunity has been provided, through the Pre-qualified Supplier, to allow that supplier to quote.
- Local consideration may have regard to the local level of content in the procurement of goods and services, and the cost structures applicable to the suppliers' pricing regimes for goods and services.
- The application of local content shall have consideration of Sound Contracting Principles of the *Local Government Regulation 2012*.
- Specifications should identify local content opportunities and ensure they are nominated. Local content generally relates to the provision of goods, services, labour, materials, plant and supervision.

##### 4.2. Local Preference

Council acknowledges that it has an important role to play in the local economy and is committed to assisting local industry engage in business with Council.

###### 4.2.1. Key Principles

In accordance with the Policy Statement, above, Council will undertake the following, to assist local industry and local economic development:

- 4.2.1.1 Encourage a 'buy local' culture within the Council;
- 4.2.1.2 Advertise all tenders, contracts and expressions of interest in a manner readily available to the local community;
- 4.2.1.3 Package requirements in appropriately sized contracts to suit market capacity and encourage local competition;
- 4.2.1.4 Encourage local businesses to promote their goods and services to Council;
- 4.2.1.5 Encourage the use of local distributors within the delivery chain whenever goods, materials or services have to be sourced from outside the Local Government area.

## 5. ELEMENT THREE: - PROCUREMENT PROCESS

### 5.1. Recording and Internal Control

- It is vital for effective financial control and for reporting to Council that purchase transactions are processed and recorded accurately and on a timely basis. Failure to comply with specified procedures endangers the accuracy and timeliness of management reporting.
- Internal Controls are necessary to ensure completeness, validity, accuracy, security and subsequent accountability.

**Completeness** - All purchase transactions must be properly processed on a timely basis.

**Validity** - All purchase transactions must be properly authorised and all delivered transactions must refer to goods actually received.

**Accuracy** - Purchase transactions must be recorded accurately, and allocated to the correct account.

**Security** - Physical security of records and confidentiality of commercial information must be maintained. Refer to Council's standard Terms and Conditions for suppliers regarding risk, title and insurance.

**Subsequent Accountability** - Recording must be such that there can be independent periodic checks to ensure accountability.

- Internal controls include authorisation, segregation of duties, and support of third party documentation as well as periodic management review.

### 5.2. Accountability

- Financial Authorities and Delegations are provided under the Council's Delegation to the CEO and CEO's Delegation to Officers. Managers are constrained by budgets and are held accountable through the normal process of reporting against budget. Authorisation of purchase requisitions must be within their approved delegated authority. Financial Delegations are approved by the CEO only and recorded in the Financial Register. Financial Register must be updated on a regular basis.
- Managers have some discretion to nominate those officers under their supervision who may initiate requisitions and managers have responsibility to ensure that requisitions initiated by officers in their area of control are approved. They are also responsible to ensure that delegated officers have the knowledge and experience to carry out the delegated tasks effectively and efficiently. Managers will be held totally accountable for all spending in their area of control.
- Each manager must notify the Chief Executive Officer in the event of predictable (e.g. illness etc.) absences. The Chief Executive Officer must nominate a substitute to carry out the manager's delegation. The Procurement Officer must be notified in writing, details of nominated substitution each time a substitution takes place.

### 5.3. Acceptance of Quotations

There is no requirement to accept the lowest quotation, however where a quotation, other than the lowest quotation is accepted; the authorising officer must provide a brief written justification which must be kept with the order.

#### 5.4. Ordering

Official Order Forms are not required for the following purchases but relevant authorisations are required on the invoice documentation:

- a) Australia Post;
- b) electricity accounts;
- c) telephone services accounts (excludes equipment purchases);
- d) subscriptions;
- e) licenses/registrations;
- f) freight;
- g) investments;
- h) Corporate Card purchases;
- i) items purchased from Petty Cash;
- j) advertisements;
- k) legal expenses;
- l) Caretaker's fortnight or monthly bills when Contract in place; or
- m) donations.

#### 5.5. Procurement Arrangements

##### 5.5.1. Legislative Requirements

###### Medium-sized contractual arrangement

A local government cannot enter into a medium-sized contractual arrangement unless the local government first invites written quotes for the contract.

The invitation must be given to at least 3 persons who the local government considers can meet the local government's requirements at competitive prices.

The local government may decide not to accept any of the quotes it receives.

However, if the local government does decide to accept a quote, the local government must accept the quote most advantageous to it having regard to the sound contracting principles.

###### Large-sized contractual arrangement

A local government cannot enter into a large-sized contractual arrangement unless the local government first invites written tenders for the contract.

###### Exceptions

Chapter 6 (Contracting) Part 3 Division 3 of *Local Government Regulation 2012* specifies when Council is exempt from the requirement to seek tenders or quotations for medium-sized and large-sized contractual arrangements:

- (a) Section 231 - A local government may enter into a contractual arrangement for services without first inviting written quotes or tenders if the contract is made with a person who is on an approved contractor list.
- (b) Section 232 - A local government may enter into a contract for the supply of goods or services without first inviting written quotes or tenders if the contract is entered into with a supplier from a register of pre-qualified suppliers that is made in compliance with subsections (3) to (7).
- (c) Section 233 - A local government may enter into a contract for the goods or services without first inviting written quotes or tenders if the contract is entered into with a preferred supplier under a preferred supplier arrangement that is made in compliance with subsections (3) to (9).

- (d) Section 234 - A local government may enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement.
- (e) Section 235 – A local government may enter into a contractual arrangement without first inviting written quotes or tenders if: -
  - i. the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
  - ii. the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders; or
  - iii. a genuine emergency exists; or
  - iv. the contract is for the purchase of goods and is made by auction; or
  - v. the contract is for the purchase of second-hand goods; or
  - vi. the contract is made with, or under an arrangement with, a government agency.

#### 5.5.2. Procurement Process

- The value or price of the goods, works or services to be obtained is the initial consideration in determining the appropriate procurement process. The nature of the item(s) being obtained and the state of the supply market for that item are important additional considerations. The opportunity to develop the relevant market and to encourage competition which will then benefit Council and the local community must be actively considered.
- Where local businesses (i.e. located in the Bulloo Shire) can provide the good/services required, procurement staff are encouraged to obtain quotations from those businesses in the first instance, in line with Council's intention to support local businesses.
- The Procurement Reference Table below outlines the minimum standard procurement process in each instance. The discretion to go beyond that minimum standard is available and will be exercised by the relevant manager and the Chief Executive Officer.
- Delegations and financial authorisations are consistent with the Procurement Reference Table.
- Employees requesting goods and/or services must complete the 'Request for Quote' form detailing specifications and requirements for goods and/or services they require and Requisition form, providing both completed form to the Procurement Officer to obtain quotes in accordance with this Policy.
- Once quotes have been obtained, the requisition completed by the Procurement Officer will be presented to the authorizing officer to review and approve.
- A quote can be accepted if only one quote is received out of the requested quotes invited.

#### 5.5.3. Variations

A variation is an agreed amendment to a contract that changes the original terms, conditions or scope of the contract. For the purpose of this policy, variation refers solely to a financial deviation from original contract value. The contract can be a Council purchase order or agreement signed by a delegated Council officer with an external service provider/organisation. Other variations such as non-financial scope changes, extension of time etc. are to be managed by delegated council officers.

Variation procedures for contracts are as follows:

- Each variation can only be approved in writing by a delegated officer up to their authorised financial and contractual delegation;



- The delegated officer must verify that funds are in approved budgets to meet the costs prior to the variation being actioned;
- Each variation requires an additional line item on the purchase order stating the change in scope and cost. A purchase order amendment must be approved by a delegated officer with sufficient financial and contractual delegation for the entire new aggregated order amount including the variation.
- Officers must ensure that the contract variations are not to the extent that they significantly change the contract requirements and/or substantial parts of the original procurement. If this is the case, it may be necessary to undertake another procurement process if the revised arrangements are substantially different to those selected during the original procurement.
- In the case of Council approved expenditure, all variations must be approved by Council, unless previously authorised by a Council resolution to an officer.

#### 5.5.4. Emergencies

In recognition that full compliance with existing Council procurement procedures may not support Council's needs during a critical or emergency incident, an alternative procurement process may operate during the incident. This alternative process aims to accommodate urgent Council needs, while ensuring that the procurement process adopted is reasonable and conducted with appropriate consideration of standard procurement principles.

Any emergency procurement must be authorised by the Chief Executive Officer or other delegated or legislated authority, once a critical or emergency incident has been declared.

Such incidents are:

- A state of disaster declared under the Disaster Management Act 2003, or any other emergency declaration made by the State's Premier under an enactment;
- Any incident declared by the Chief Executive Officer where the safety or security of any person or property associated with the Council is threatened, and
- An external incident to which the Chief Executive Officer has authorised the provision of urgent support.

Once the immediacy of the incident has passed, purchase orders must be raised to record the expenditure in the same way as they would have been in normal circumstances.

As soon as practical upon cessation of the emergency, a report must be presented to Council to authorise the unapproved expenditure, where this expenditure exceeds delegation, and the methodology by which it was incurred. The Council Resolution must define the genuine emergency situation (such as natural disaster), as well as delegate authority.

**Table 1: Procurement Reference Table**

Supply Type	Procedure
<b>Purchases less than <del>\$500-250</del> ex GST</b>	<p>Where the goods and/or services are less than \$500, the purchase must:</p> <ul style="list-style-type: none"> <li>a) be made on an official order form;</li> <li>b) orders must include a reasonable estimate of cost;</li> <li>c) all details must be recorded on a Requisition for Goods/or Services form and attached to the official order; and</li> <li>d) orders can only be approved by authorised employees as detailed in the Financial Delegation Register.</li> </ul> <p>Goods and/or services are to be procured by accessing the RoPS (no quotes required, please see section 5.5.1 of this policy). However, when this option is not feasible, goods and/or services can be procured by:</p> <ul style="list-style-type: none"> <li>a) accessing an LGA Arrangement (no quotes required, please see section 5.5.1 of this policy); or</li> <li>b) select one supplier that meets the requirements.</li> </ul>
<b>Purchases over <del>\$500-250</del> and less than <del>\$153,000</del> ex GST</b>	<p>Where the goods and/or services are less than \$15,000, the purchases must:</p> <ul style="list-style-type: none"> <li>a) be made using an official order form;</li> <li>b) orders must include a reasonable estimate of cost;</li> <li>c) all details must be recorded on a Requisition for Goods/or Services form and attached to the official order; and</li> <li>d) orders can only be approved by authorised employees as detailed in the Financial Delegation Register.</li> </ul> <p>Goods and/or services are to be procured by accessing the RoPS (<del>one</del><u>two</u> quote required, please see section 5.5.1 of this policy). However, when this option is not feasible, goods and/or services can be procured by:</p> <ul style="list-style-type: none"> <li>a) accessing an LGA Arrangement (no quotes required, please see section 5.5.1 of this policy); or</li> <li>b) invite at least <del>one</del><u>two</u> written quote from a supplier that meets the requirements.</li> </ul>
<b>Purchases <del>\$153,000</del> ex GST and less than \$50,000 ex GST (<del>Medium Contractual Arrangement</del>)</b>	<p>Where the goods and/or services are at and over the value of \$15,000 but less than \$50,000, the purchases must:</p> <ul style="list-style-type: none"> <li>a) be made on an official order form;</li> <li>b) orders must include a reasonable estimate of cost;</li> <li>c) all details must be recorded on a Requisition for Goods/or Services form and attached to the official order; and</li> <li>d) orders can only be approved by authorised employees as detailed in the Financial Delegation Register.</li> </ul> <p>Goods and/or services are to be procured by accessing the RoPS (<del>two</del><u>three</u> quote required). However, when this option is not feasible, goods and/or services can be procured by:</p> <ul style="list-style-type: none"> <li>a) inviting at least 3 written quotes, allowing a minimum of 72 hours and a maximum of 5b.d for a response and selecting one supplier that meets the requirements; or</li> </ul>

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Supply Type	Procedure
	<p>b) accessing an LGA Arrangement (one quote required) and selecting one supplier that meets the requirements.</p>
<p><b>Purchases \$50,000 ex GST and less than \$200,000 ex GST (Medium Contractual Arrangement)</b></p>	<p>Where the goods and/or services are at and over the value of \$50,000 but less than \$200,000, the purchases must:</p> <ul style="list-style-type: none"> <li>a) be made on an official order form;</li> <li>b) orders must include a reasonable estimate of cost;</li> <li>c) all details must be recorded on a Requisition for Goods/or Services form and attached to the official order; and</li> <li>d) orders can only be approved by authorised employees as detailed in the Financial Delegation Register.</li> </ul> <p>Goods and/or services are to be procured by accessing the RoPS (two quotes required) However, when this option is not feasible, goods and/or services can be procured by:</p> <ul style="list-style-type: none"> <li>a) inviting at least 3 written quotes, allowing a minimum of 72 hours and a maximum of 10b.d for a response and selecting one supplier that meets the requirements; or</li> <li>b) accessing an LGA Arrangement (two quotes required, please see section 5.5.1 of this policy) and selecting one supplier that meets the requirements.</li> </ul>
<p><b>Purchases of \$200,000 ex GST and above (Large-sized Contractual Arrangement)</b></p>	<p>Where the goods and/or services are at and over the value of \$200,000, tenders must be invited by:</p> <ul style="list-style-type: none"> <li>a) Council's eProcurement Platform, VendorPanel, advertised in local newspapers, on Council's webpage and Facebook. Council must allow at least 21 days from the day of advertisement for the submission of tenders.</li> </ul> <p>Only when the above is not feasible, procurement of goods and/or services at and over the value of \$200,000 can be obtained by:</p> <ul style="list-style-type: none"> <li>a) accessing VendorPanel LGA Arrangement, inviting a minimum of three suppliers to quote and allowing at least one week (preferable two weeks) to respond; or</li> <li>b) accessing an arrangement in accordance with section 232 of the <i>Local Government Regulation 2012</i> (please see section 5.5.1 of this policy) with the written approval from the Chief Executive Officer; or</li> <li>c) accessing an arrangement in accordance with section 235 of the <i>Local Government Regulation 2012</i> (please see section 5.5.1 of this policy) with the written approval from the Chief Executive Officer.</li> </ul> <p>Purchases for the recommended tenderer/supplier must:</p> <ul style="list-style-type: none"> <li>a) have approval by council resolution;</li> <li>b) be made on an official order form;</li> <li>c) all details must be recorded on a Requisition for Goods /or Services form and attached to the official order with the council resolution; and</li> <li>d) orders can only be authorised by the Chief Executive Officer as detailed in the Financial Delegation Register.</li> </ul>



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Supply Type	Procedure
	<p>Records of tenders received must be kept on file for the period outlined in the Retention and Disposal Schedules for Local Government as published by the Queensland State Archives.</p> <p>A contractual agreement must exist for construction projects greater than \$200,000, signed by both a Council representative and the contractor's representative.</p> <p>Details of all contracts of \$200,000 and over must be provided to relevant finance staff for inclusion on the Contracts Register and publication on Council's webpage.</p>

**14.3 FINANCIAL PERFORMANCE REPORT**

**File Number:** 153464  
**Author:** Kate Humphris, Admin & Finance Manager  
**Authoriser:** Tiffany Dare, Chief Executive Officer  
**Attachments:** Nil

**PURPOSE**

The purpose of this report is to present the Council Monthly Financial Statements.

**APPLICABLE LEGISLATION**

Section 204 of the *Local Government Regulations 2012*.

**POLICY CONSIDERATIONS**

Nil

**CORPORATE & OPERATIONAL PLAN CONSIDERATIONS**

Nil

**RECOMMENDATION**

That Council adopt the Financial Performance Report for period ending 31<sup>st</sup> December 2024 in accordance with Section 204 of the *Local Government Regulations 2012*.

**BACKGROUND**

In accordance with Section 204 of the *Local Government Regulations 2012*, Council must prepare a financial report and present the report at each meeting of government.

**Previous Council Resolutions related to this Matter**

Nil

**DISCUSSION**

Financial statements including Councils Operating Statement, Statement of Financial Position (Balance Sheet) and Cash Flow Statement as at 31<sup>st</sup> December 2024 are included for the information of Council.

### Financial Sustainability Indicators

All of the three key performance indicators are showing better than our target guidelines this month, even the Operating Surplus Ratio.

### Key Local Government Performance Indicators

Indicator		Target	31 <sup>st</sup> December 2024	Comment
<b>Current Ratio</b> Is Council able to pay off its short-term liabilities with its current assets?	<i>Current Assets/Current Liabilities</i>	Greater than 3%	4.12%	Better than Target
<b>Operating Surplus Ratio</b> Does Council have sufficient operating revenue to meet Council operating costs?	<i>Surplus (Deficit) from council operations / Revenue generated from Council operations</i>	0 to 10%	25%	Better than Target
<b>Unrestricted Cash Expense Ratio</b> Has Council properly planned for when payments associated with Council activities are due?	Unrestricted Cash / Expected cash operating costs for one month	Greater than 4 months	8.9mths	Better than Target

Operating Statement (Income Statement)				
For the period ended 31 December 2024				
	Dec-24	Actual - YTD	Amended Budget 2024/2025	Variance %
<b>Operating Revenue</b>				
Rates and Charges	0	3,120,409	6,236,276	50%
Less: Discount, Rebate & Remissions	0	-87,583	-180,062	49%
	<b>0</b>	<b>3,032,826</b>	<b>6,056,214</b>	
Fees and Charges	4,505	112,230	181,987	62%
Interest	129,791	750,137	1,013,646	74%
Rental Income	29,601	281,807	446,521	63%
	<b>163,897</b>	<b>1,144,174</b>	<b>1,642,154</b>	
Recoverable Works	179,246	2,289,584	3,556,870	64%
Other Income	56,619	57,321	33,896	169%
Contributions	0	0	0	
Subsidies and Grants	35,360	12,802,361	18,501,522	69%
	<b>271,225</b>	<b>15,149,266</b>	<b>22,092,288</b>	
<b>Total Operating Revenues</b>	<b>435,122</b>	<b>19,326,266</b>	<b>29,790,656</b>	
<b>Operating Expenditure</b>				
Administration and Governance Cost	309,116	2,653,340	6,132,821	43%
Corporate Services Costs	151,452	783,765	1,727,510	45%
Town Service Costs	292,310	1,807,051	3,307,892	55%
Net Plant Operating Costs	-104,931	-1,509,655	-1,760,676	86%
Rural Service	33,426	289,873	788,847	37%
Finance Services	3,353	20,160	43,657	46%
Depreciation	540,675	3,211,172	6,252,257	51%
Road Services	933,320	7,286,520	14,007,064	52%
<b>Total Operating Expenditure</b>	<b>2,158,721</b>	<b>14,542,226</b>	<b>30,499,372</b>	
<b>OPERATING CAPABILITY BEFORE CAPITAL</b>	<b>-1,723,599</b>	<b>4,784,040</b>	<b>-708,716</b>	
<b>Capital Items</b>				
Sale of non-current assets	0	0	-265,100	
Contributions	0	0	-6,973,164	
Subsidies and Grants	21,430	1,281,995	-8,202,686	
Capital Expenditure	0	0	15,440,950	
<b>INCR / (DECR) IN OPERATING CAPABILITY INCL CAPITAL</b>	<b>-1,702,169</b>	<b>6,066,035</b>	<b>-708,716</b>	

<b>Bulloo Shire Council</b> <b>Financial Position</b> <b>as at 31st December 2024</b>			
	Notes	Balance	Amended Budget 2024/2025
<b>Current Assets</b>			
Cash and Equivalents	11	29,100,158	20,301,368
Trade and Other Receivables	12	548,999	1,636,557
PrePayments		-	
Inventories	13	2,089,861	1,312,000
Contract Assets	12	2,687,512	3,242,000
		<b>34,426,530</b>	<b>26,491,925</b>
Land Held for Development /Sale	15	-	-
<b>Total Current Assets</b>	2	<b>34,426,530</b>	<b>26,491,925</b>
<b>Non-Current Assets</b>			
Trade& Other Receivables		-	42,000
Property, Plant and Equipment	18	306,571,111	300,895,000
<b>Total Non-Current Assets</b>	2	<b>306,571,111</b>	<b>300,937,000</b>
<b>TOTAL ASSETS</b>		<b>340,997,641</b>	<b>327,428,925</b>
<b>Current Liabilities</b>			
Trade and Other Payments	20	257,750	930,000
Contract Liabilities		6,910,372	3,047,000
Borrowings	21	0	0
Provisions	23	1,187,103	1,534,000
<b>Total Current Liabilities</b>		<b>8,355,225</b>	<b>5,511,000</b>
<b>Non-Current Liabilities</b>			
Trade and Other Payables	20	-	0
Contract Liabilities		0	0
Borrowings	21		0
Provisions	23	63,035	72,925
<b>Total Non-Current Liabilities</b>		<b>63,035</b>	<b>72,925</b>
<b>TOTAL LIABILITIES</b>		<b>8,418,260</b>	<b>5,583,925</b>
<b>NET COMMUNITY ASSETS</b>		<b>332,579,381</b>	<b>321,845,000</b>
<b>Community Equity</b>			
Asset Revaluation Reserve	25	191,268,535	177,345,000
Accumulated Surplus	26	141,310,846	144,500,000
Shire Capital			0
Other Reserves	28		0
<b>TOTAL COMMUNITY EQUITY</b>		<b>332,579,381</b>	<b>321,845,000</b>

<b>Bulloo Shire Council</b> <b>Statement of Cash Flows</b> <b>as at 31st December 2024</b>			
	Notes	YTD - Dec 24	Amended Budget 2024/2025
<b>Cash Flows from Operating Activities:</b>			
Receipts from Customers		5,919,035	9,777,000
Payments to Suppliers and Employees		-11,114,762	-24,212,000
		<b>-5,195,727</b>	<b>-14,435,000</b>
Interest Received		750,137	1,013,646
Rental Income		279,887	446,521
Non-Capital Grants and Contributions		15,785,707	18,501,522
Borrowing Costs		0	0
<b>Net Cash Flows from Operating Activities</b>	35	<b>11,620,004</b>	<b>5,526,689</b>
<b>Cash Flows from Investing Activities:</b>			
Payments for Property, Plant and Equipment		-4,200,716	-15,424,000
Payments for Intangible Assets			
Proceeds from Sale of Property, Plant and Equipment	5	97,507	265,000
Capital Grants and Contributions		1,281,995	8,193,591
Other Cash Flows from Investing activities			
<b>Net Cash Flow from Investing Activities</b>		<b>-2,821,214</b>	<b>-6,965,409</b>
<b>Cash Flow from Financing Activities</b>			
Proceeds from Borrowings		0	0
Repayment of Borrowings		0	0
<b>Net Cash Flow from Financing Activities</b>		<b>0</b>	<b>0</b>
<b>Net Increase (Decrease) in Cash Held</b>		<b>8,798,790</b>	<b>-1,438,720</b>
Cash at Beginning of Reporting Period 30 June 2024		20,301,368	20,301,368
<b>Cash at End of Reporting Period</b>	11	<b>29,100,158</b>	<b>18,862,648</b>

**Balance Sheet: Note 11**

Cash at bank – the majority of this has been invested in QTC at market rates to maximise return on investment.

As at 31st December 2024

Account	Balance	Interest Rate	Restricted Cash	Unrestricted Cash
<b>NAB</b>	1,683,508	3.45%		1,683,508
<b>Explorers Caravan Park</b>	8,045	0.00%		8,045
<b>QTC - 22039</b>	6,581,932	5.14%		6,581,932
<b>QTC - 22040</b>	17,506,842	5.15%	12,288,880	5,217,962
<b>QTC - 23766</b>	3,318,331	5.14%		3,318,331
<b>Float Money</b>	1,500.00	0.00%		1,500
<b>TOTAL</b>	<b>29,100,158</b>		<b>12,288,880</b>	<b>16,811,278</b>

**PLANT AND EQUIPMENT PROFITABILITY**

The table below shows actual vs budget BSC Plant Profitability as at 31<sup>st</sup> December 2024.

Job Cost	Description	Dec-24 Income/Exp	YTD Income/Exp	%	Budget	NB
<b>Revenue</b>						
7100-1905	Plant Hire	238,346	2,657,201	61%	4,379,309	
7100-1100	Fuel Rebate Subsidy	5,908	36,700	53%	69,695	
7100-1900	Flood Truck Revenue					
7100-1917	Other Income - Plant					
7100-1918	Profit/Loss on Disposal of Assets					
<b>Total Revenue</b>		<b>244,254</b>	<b>2,693,901</b>	<b>61%</b>	<b>4,449,004</b>	
<b>Expenditure</b>						
7100-2005	Plant Maintenance - Parts & Labour	55,871	482,039	44%	1,105,657	
7100-2010	Plant Maintenance - Tyres & Batteries	34,791	90,708	47%	192,689	
7100-2015	Plant Maintenance - Fuel & Oils	23,830	309,620	37%	837,904	
7100-2020	Plant Rego. & Insurance	2,403	182,850	85%	214,326	
7100-2025	Workshop Consumables	2,504	16,182	51%	31,738	
7100-2030	Workshop Operating Costs	12,508	63,944	25%	260,319	
7100-2035	Radio & T.V. Maintenance	1,507	2,203	37%	6,000	
7100-2600	Depreciation-Plant & Depot	100,487	598,452	52%	1,144,370	1
<b>Total Expenditure</b>		<b>233,903</b>	<b>1,745,997</b>	<b>46%</b>	<b>3,793,003</b>	
<b>Profit (Loss)</b>		<b>10,351</b>	<b>947,903</b>	<b>144%</b>	<b>656,001</b>	



**CONSULTANT REPORT**

Consultant	Dec 2024 Expenditure	YTD Expenditure 2024/2025	Comments
AMB Geotech SQS Pty Ltd	6,490	11,198	Soil Sample Testing
Ashurst Australia	-	7,603.97	Legal Expense
Bligh Tanner Pty Ltd	-	6,820.00	Water Engineering Services
Brandon & Associates Pty. Ltd.	-	75,272.95	Engineering Services
C Alexander and Associates Consulting Pty Ltd	-	56,209.58	Accounting Services
Ian A Rosenberger Surveyor	-	42,185.00	Surveyor
King & Company Solicitors	-	4,886.75	HSE
Ochre Community Consulting	-	13,412.37	Cultural Clearance – Warri Gate
Peak Services	5,161.20	12,502.40	Grant Support
Safe As Gold Consulting	8,695.24	8,947.68	WHS
Shepherd Services Pty Ltd	172,955.27	1,074,039.71	Road Consultancy Service (Claimable)
State-wide Building Design Solutions Pty Ltd	-	7608.70	Building Design
<b>Total</b>	<b>193,301.71</b>	<b>1,320,687.11</b>	

**DEBTORS SUMMARY -**

Debtors Category	Current	30 Days	60 Days	90 Days	Balance
Sundry Debtors	984.98	2,096.69	8,300.27	15,838.13	27,220.07
Housing	3,305.53	-	-	2,486.75	5,792.28
Common	-	944.35	-	101.80	1,046.15
Qld Government	190,639.90	-	-	-	190,639.90
Federal Government	-	-	-	-	-
<b>Total</b>	<b>194,930.41</b>	<b>3,041.04</b>	<b>8,300.27</b>	<b>18,426.68</b>	<b>224,698.40</b>

**RATES SUMMARY**

<b>Rates</b>	<b>\$</b>
Brought forward arrears including Interest	39,307.48
Interest current year	2,233.75
Rates Levied in 2024-25	3,288,371.28
<b>Total</b>	<b>3,329,912.51</b>
Less Rates Collected during 2024-25	3,116,544.77
Govt & Council pensioner subsidy 2024-25	2,308.76
Discount on rates collection during 2024-25	87,305.07
Write-Offs	15.65
Credit supplementary notices	92,903.10
<b>Total Outstanding Balance *</b>	<b>30,835.16</b>
Unallocated Receipts	27,623.89
<b>Current Outstanding Balance</b>	<b>3,211.27</b>

**14.4 DECEMBER 2024/25 BUDGET REVISION****File Number:** 153683**Author:** Kate Humphris, Admin & Finance Manager**Authoriser:** Tiffany Dare, Chief Executive Officer**Attachments:**

1. 2024/2025 Budget Amendments
2. 2024/2025 10 Year Forecast Amendment
3. 2024/2025 10 Year Forecast Sustainability Ratios Amendment

**PURPOSE**

The purpose of this report is to present the December 2024/2025 Budget Revision. The proposed amended budget most likely reflects the financial outcome as at the end of the 2024/2025 financial year.

**APPLICABLE LEGISLATION**

Local Government Act 2009

Local Government Regulation 2012

**POLICY CONSIDERATIONS**

Nil

**CORPORATE & OPERATIONAL PLAN CONSIDERATIONS**

Nil

**RECOMMENDATION**

That Council receive and adopt the December 2024/25 Budget Revision, as presented.

**BACKGROUND**

The Administration and Finance Manager and Council's executive team have reviewed current operating income and expenditure as well as capital projects where costs have increased/decreased and have proposed the amendments within this report. As such a budget amendment is required to ensure that the budget accurately reflects Council's needs.

Presented in the attachments are the final versions of the proposed amendments for the 2024/2025 Budget along with ratios and the 10-year forecast for adoption.

**Previous Council Resolutions related to this Matter**

Res 2024/125 - Adoption of 2024/2025 Budget and Ten-Year Financial Forecast

Res 2024/267 - Draft 2024/25 Budget Revision

**DISCUSSION**

Council's Administration and Finance Manager, along with the Executive team have proposed the amendments in Attachment 1 to the 2024/2025 budget.

**FINANCIAL IMPLICATIONS**

The budget amendments presented result in a total cash reduction of \$933,382 and a forecasted cash at bank as at 30 June 2025 of \$17,248,812. Refer to Attachment 2 for the amended 10-Year Forecast.

<b>Overall Impact of December 24-25 Budget Amendment</b>		
Increase in income		27,380,905
Increase in cash expenditure	-	27,693,075
Decrease in Depreciation Expense		-
<b>Reduction in Operating Loss</b>	-	312,170
Increase in Capital contribution expenditure	-	621,212
<b>Net change in Council Amended Budget</b>	-	<b>933,382</b>

Moreover, the table below illustrates the overall changes to the budget including the previous resolutions adopted this financial year.

<b>Bulloo Shire Council</b>				
<b>Total Summary of Amended Budget 2024-25</b>				
<b>Account Description</b>	<b>Budget 2024 - 2025</b>	<b>Previous + Dec Amendment Requests</b>	<b>% Change</b>	<b>\$ Change</b>
<b>Operating Income</b>				
Rates and Utility Charges	6,236,385	6,236,385		
Less: Rates Discounts and Write Offs	-180,171	-180,171		
Fees and Charges	181,986	181,986		
Interest Income	1,013,646	1,013,646		
Other Income	33,897	33,897		
Rental Income	446,520	446,520		
Sales and Other Recoverable Works	3,556,869	3,619,869		
Operating Grants and Subsidies	18,501,522	45,819,427		
<b>Operating Income Total</b>	<b>29,790,654</b>	<b>57,171,559</b>	<b>192%</b>	<b>27,380,905</b>
<b>Operating Expenses</b>				
Employee Benefits	5,563,555	5,563,555		
Councillor Remuneration	367,358	367,358		
Materials and Services	18,260,856	45,953,931		
Depreciation	6,252,257	6,252,257		
Finance Costs	43,657	43,657		
<b>Operating Expenses Total</b>	<b>30,487,683</b>	<b>58,180,758</b>	<b>191%</b>	<b>27,693,075</b>
<b>Operating result</b>	<b>-697,029</b>	<b>-1,009,199</b>		<b>-312,170</b>
<b>Capital Funding</b>				
Capital Grants and Subsidies	8,202,686	8,292,686		
Proceeds from Sale of Assets	265,100	265,100		
Council Cash Reserves	6,956,164	7,487,376		
Capital Expenditure	-15,423,949	-16,045,161	<b>104%</b>	<b>-621,212</b>
<b>Net Capital</b>	<b>0</b>	<b>0</b>		

**STRATEGIC/OPERATIONAL RISK**

Finance Risk - The amended budget most likely reflects the financial outcome as at the end of the 2024/2025 financial year to ensure Council can achieve its outcomes.

**CRITICAL DATES**

23 January 2025

**CONSULTATION**

Administration and Finance Manager

Consultant Accountant

Executive Team

Bulloo Shire Council - Budget Revision - 2024-2025 - Summary of Amendments						
Operational						
GL	Description	Current amount	Recommended increase/(decrease) amount	New amount	Source	Comment
2000-2140	Civic Reception	4,653	100	4,753	Council	Commissions - Centralink Commissions increased
3100-2410	RUMPC Contract Admin	8,962,187	8,047,745	9,009,932	Recoverable - Grant	RUMPC grants received / additional contracts
3100-2008	Library Operating Expenses	87,919	52,000	139,919	Recoverable - Grant	Grants received for Library - First Five Forever
6121-2130	Reticulation Water Hungerford	13,623	5,000	20,623	Council	Replace existing leaking pipework
7100-2008	Resoling General Maintenance	65,589	69,000	124,589	Recoverable - Insurance	Insurance claim accepted for 80 Sans Street deal.
4309-2130	Monitor Costs of Flood Gauges	80,809	6,812	87,621	Council	Repair Scone Crossing Gauge
3610-2130	Repairs and Maintenance	19,507	5,000	24,507	Council	Unexpected windstock repairs and grading of cross strip and boundary fence at Hungerford Aerodrome.
3620-2130	Repairs and Maintenance - Recreance	8,256	67,340	75,596	Council	Light grade if there is storm between now and EOP; Whipparslip/solan 3 times before 30 June; Soil testing required to proceed with seal of a gravel for forbsowing.  Rubbish collection twice a week in tourist season, once fortnight in summer; playground and grounds maintenance
5000-2026	Teebox Court Maintenance	18,700	8,500	27,200	Council	Teebox Court Maintenance - based on previous 6 months - Includes grounds maint and contractor costs.
3110-2020	Recre Grounds Expenses	90,000	6,000	96,000	Council	Amenities and grounds to be ready for Music in the Midge. Generally needs contractor repairs + cleaning
5700-2007	Ext. Council Pl. Operating Exp.	26,856	9,224	36,079	Council	Increase due to replacement of power sockets
2000-2127	Asset MGMT and Planning	42,000	40,000	82,000	Council	Peak Services Proposal to review Council grant applications
5000-1050	Community Events	452,029	10,100	462,129	Council	Security now required for Shenners Shindig
5600-2008	Swimming Pool Maintenance	23,943	12,200	36,143	Council	Providence Fluid Controls pool service. First time service and will now be an annual service. Cheaper in future due to combining surrounding Council services in one trip
6131-2140	Cooling Ponds Maintenance	81,484	40,000	121,484	Council	20% to repair burst pipes at cooling ponds + 20% to increase VMS maintenance agreement
7100-2023	Store Admin Costs	485,692	10,000	505,692	Council	Repair of Aircon at Depot
4110-2008	Refuse Operating Exp-Hungerford	8,000	5,000	13,000	Council	Scrap metal collection from suppliers was more than anticipated.
2000-3330	Shire Office Maintenance Building	45,120	12,500	57,620	Council	Variation for Arctic on Solar Health Check + Electricity costs came in very high last QTR.
6121-2024	Hungerford Water Rates and Charges	296	554	850	Council	Rates are higher than budgeted
7400-2024	Other Assets and Facilities	2,762	2,218	4,980	Council	Rates are higher than budgeted
3249-3200	QRA Submission 40	-	7,329,432	7,329,432	Recoverable - QRA	
3250-3200	QRA Submission 41	-	8,076,177	8,076,177	Recoverable - QRA	
3251-3200	QRA Submission 42	-	8,996,862	8,996,862	Recoverable - QRA	
3252-3200	QRA Submission 43	-	8,068,774	8,068,774	Recoverable - QRA	
3253-3200	QRA Submission 44	-	10,778,513	10,778,513	Recoverable - QRA	
3000-2010	Surveying Expenses	317,380	20,000	337,380	Council	Survey/Design by Chris Woodland for Rail and Shop Front Design
6131-2130	Thargomindah Water Supply - Repairs and Maintenance	20,820	13,000	33,820	Council	Supply and install of 22 manual water meters - replacing back to manual from automatic due to failure before end of life.  Separate water meters at the original independent living units
7100-2013	Radio & TV Maintenance	6,000	2,000	4,000	Council	Decrease budget as 2,300 spent last year and expected to be similar this FY
		3,751,969	27,571,388	31,323,357		
Previously Approved by Resolution for FY2025						
3000-2010	Surveying Expenses	317,380	5,000	322,380	Council	Design for Culverts at Sunnyside Creek on Beers Road
3500-2006	Hungerford Sports Ground Maint	17,872	6,467	24,339	Council	Maintenance-Hungerford Sports
7100-2008	Plant/Maint. - Pests & Labour	600,569	10,000	610,569	Council	Accept repair of Jaw Loader 788
5000-1050	Community Events Program	372,029	80,000	452,029	Council	In kind support for Music in the Midge
		1,362,350	121,467	1,424,037		

Capital						
GL	Description	Current amount	Increase amount	New amount	Source	Comment
1728-4000	Replacement of Bathroom at 24 Freu Street	-	88,000	88,000	Council	Was originally repairs that turned into full renovation. Amount to be moved from Housing Maintenance Budget
1779-4000	Water Tank Elevated Platform	28,000	5,000	33,000	Council	Done over budget due to installation costs.
1779-4000	Backup Transfer Pump and Submersible Pump - 8 for	-	11,000	11,000	Council	Need backups as we do not have any. Necessity.
1779-4000	Vaccines and Wildlife Camp Clean Up	80,000	88,500	168,500	Council	Council previously verbally approved
1779-4000	Office Printers - 8	83,222	2,500	85,722	Council	Printers already received and paid. Went over because of timeline to get them.
1748-4000	Pressure Cleaner	-	12,000	12,000	Council	Keeping bathing plant clean and ngi bowl clean
1738-4000	JET25 + 4xVAC Blower and Hose	-	82,880	82,880	Council	Replacement of blowers and hose at airport
1738-4000	GPT Upgrade	-	18,948	18,948	Council	Supply and install new GPT payment at airport
1748-4000	Water Tank 8000L on Skid Unit	-	20,000	20,000	Council	New water tank for skid unit to replace old one being used for potable water
1748-4000	4" Diesel Water Pump & Trailer	-	44,000	44,000	Council	New Water Pump
1728-4000	Multi-Roomed Cabins - BCP	-	532,738	532,738	Council	Bathroom cabins at BCP.
8000-0130	GCBF - Sculptures	-	90,000	90,000	Recoverable - Grant	Grant Received
9100-0200	Major Plant Purchases	2,923,787	236,375	3,160,162	Council	Tenders received for major plant and came under budget
		<b>2,294,509</b>	<b>646,212</b>	<b>2,940,721</b>		

Previously Approved by Resolution for FY2025						
8000-0170	Sports Oval Caravan Shelter	70,000	15,000	85,000	Recoverable - Grant	Received from Underspend on LRG projects.
	21/24 LRG 4 Underspend on Projects	70,083	-	70,083	Recoverable - Grant	Moved to Sports Oval Caravan Shelter
8000-0120	Vaccines Radio Grounds Lighting	-	17,000	17,000	Council	Vaccines Sports Grounds Arena lights
8000-0130	Carport at 24 Freu Street, Thangomindah	-	8,000	8,000	Council	Approved to purchase carport at 24 Freu St
1748-4000	Second Hand Service/Fuel Truck	150,000	-	150,000	Council	Removed while looking at other options
8000-0140	W4Q2, 3 & 8 Bedroom Houses (3 bath)	750,000	-	750,000	Recoverable - Grant	Moving budget to 3 single cabins at old caravan park
8000-0150	3 x Single Cabins - Old Caravan Park	300,000	400,000	700,000	Council + Recoverable Grant	Receiving 300k from W4Q3 bedroom house and adding 300k from Council reserve
		<b>1,340,083</b>	<b>25,000</b>	<b>1,315,083</b>		

Income						
GL	Description	Current amount	Increase amount	New amount	Source	Comment
5100-1105	FAGS - Commonwealth General Purpose Grant	7,059,246	-	7,059,246	Grant	Original budget was estimated based on previous year. We received 725k less and allocated
5100-1110	FAGS - Commonwealth Roads Grant	8,784,633	130,778	8,915,411	Grant	
5100-1140	TRIM RUMP - Recoverable Works	9,962,187	9,047,745	19,009,932	Grant	Additional Contracts
5149-1200	QRA - BSC40 - Nov 23 - RO Income	-	7,129,432	7,129,432	Grant	QRA Contracts Approved
5250-1200	QRA - BSC41 - Nov 23 - RO Income	-	5,078,177	5,078,177	Grant	QRA Contracts Approved
5251-1200	QRA - BSC42 - Feb 24 - RO Income	-	8,998,802	8,998,802	Grant	QRA Contracts Approved
5252-1200	QRA - BSC43 - Feb 24 - RO Income	-	9,068,774	9,068,774	Grant	QRA Contracts Approved
5159-1200	QRA - BSC44 - Mar 24 - RO Income	-	10,778,518	10,778,518	Grant	QRA Contracts Approved
5100-1120	Grants and Subsidies - Library	8,000	52,000	60,000	Grant	Additional Grants
1738-4000	GCBF - Sculptures	-	90,000	90,000	Grant	GCBF - Sculptures
2000-1200	Insurance Recovery	88,132	69,000	157,132	Insurance	Insurance approved for 80 Sena Street deal
		<b>18,845,218</b>	<b>27,880,905</b>	<b>36,226,123</b>		

Overall Impact of 24-25 Budget Amendment	Dec	Previous Res + Dec
Increase in Income	27,880,905	27,880,905
Decrease in Capital expenditure	-	27,889,675
Reduction in Operating Loss	-	312,170
Increase in Capital contribution expenditure	-	821,212
Net change in Council Amended Budget	<b>834,695</b>	<b>913,382</b>

**QTC Financial Forecast Template—Bulloo Shire Council**  
**Statement of Comprehensive Income**

	Jun-25B	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F	Jun-31F	Jun-32F	Jun-33F	Jun-34F
<b>Revenue</b>										
<b>Operating revenue</b>										
Net rates, levies and charges	6,056	6,286	6,506	6,734	6,970	7,214	7,466	7,728	7,998	8,278
Fees and charges	182	189	196	202	209	217	224	232	240	249
Rental income	447	463	480	496	514	532	550	570	590	610
Interest received	1,014	1,937	1,033	1,091	1,174	1,272	1,178	1,210	1,070	998
Sales revenue	3,620	3,757	3,889	4,025	4,166	4,312	4,463	4,619	4,781	4,948
Other income	34	35	36	38	39	40	42	43	45	46
Grants, subsidies, contributions and donations	45,819	20,414	21,129	21,870	22,636	23,429	24,250	25,100	25,979	26,889
<b>Total operating revenue</b>	<b>57,172</b>	<b>33,083</b>	<b>33,270</b>	<b>34,456</b>	<b>35,708</b>	<b>37,016</b>	<b>38,174</b>	<b>39,502</b>	<b>40,703</b>	<b>42,018</b>
<b>Capital revenue</b>										
Grants, subsidies, contributions and donations	8,293	2,439	2,561	2,579	2,708	2,843	2,985	3,135	3,291	3,425
<b>Total revenue</b>	<b>65,464</b>	<b>35,522</b>	<b>35,831</b>	<b>37,035</b>	<b>38,416</b>	<b>39,859</b>	<b>41,159</b>	<b>42,636</b>	<b>43,994</b>	<b>45,443</b>
<b>Capital income</b>										
Total Capital Income	265	278	292	307	322	338	355	373	392	411
<b>Total income</b>	<b>65,729</b>	<b>35,800</b>	<b>36,123</b>	<b>37,342</b>	<b>38,738</b>	<b>40,197</b>	<b>41,514</b>	<b>43,009</b>	<b>44,386</b>	<b>45,855</b>
<b>Expenses</b>										
<b>Operating expenses</b>										
Employee benefits	7,459	7,633	7,786	7,942	8,101	8,265	8,433	8,606	8,782	8,963
Materials and services	44,426	18,966	19,630	20,317	21,028	21,764	22,526	23,314	24,130	24,975
Finance costs	44	45	47	49	50	52	54	56	58	60
Depreciation and amortisation	6,252	6,551	6,875	7,179	7,503	7,862	8,189	8,471	8,968	9,457
<b>Total operating expenses</b>	<b>58,181</b>	<b>33,195</b>	<b>34,338</b>	<b>35,486</b>	<b>36,683</b>	<b>37,944</b>	<b>39,202</b>	<b>40,447</b>	<b>41,938</b>	<b>43,455</b>
<b>Net result</b>	<b>7,549</b>	<b>2,605</b>	<b>1,785</b>	<b>1,856</b>	<b>2,055</b>	<b>2,254</b>	<b>2,312</b>	<b>2,562</b>	<b>2,448</b>	<b>2,400</b>
<b>Operating result</b>										
Operating revenue	57,172	33,083	33,270	34,456	35,708	37,016	38,174	39,502	40,703	42,018
Operating expenses	58,181	33,195	34,338	35,486	36,683	37,944	39,202	40,447	41,938	43,455
Operating result	(1,009)	(113)	(1,068)	(1,030)	(975)	(928)	(1,028)	(945)	(1,235)	(1,437)



## QTC Financial Forecast Template—Bulloo Shire Council

### Statement of Financial Position

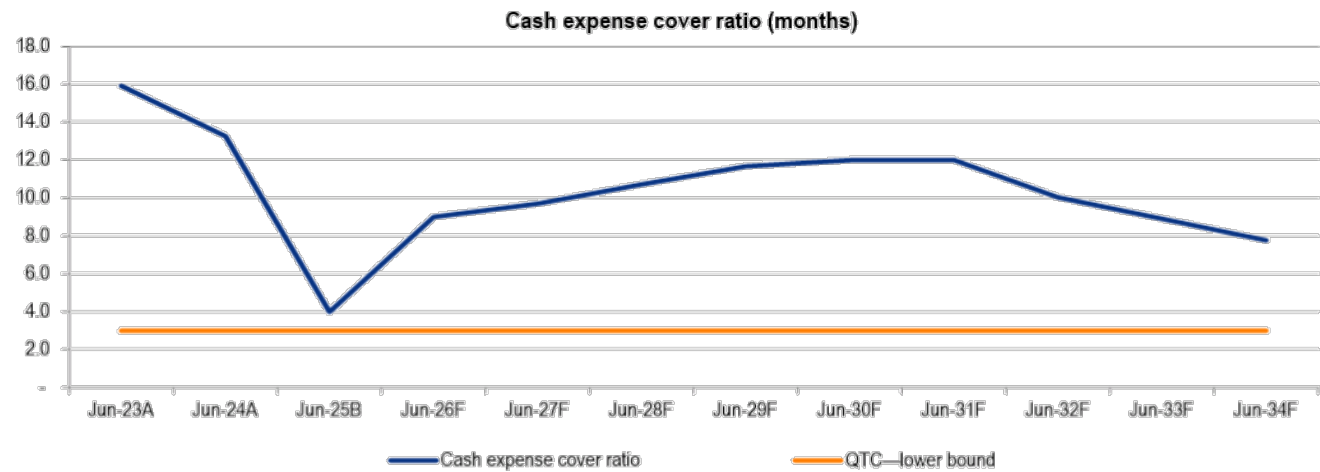
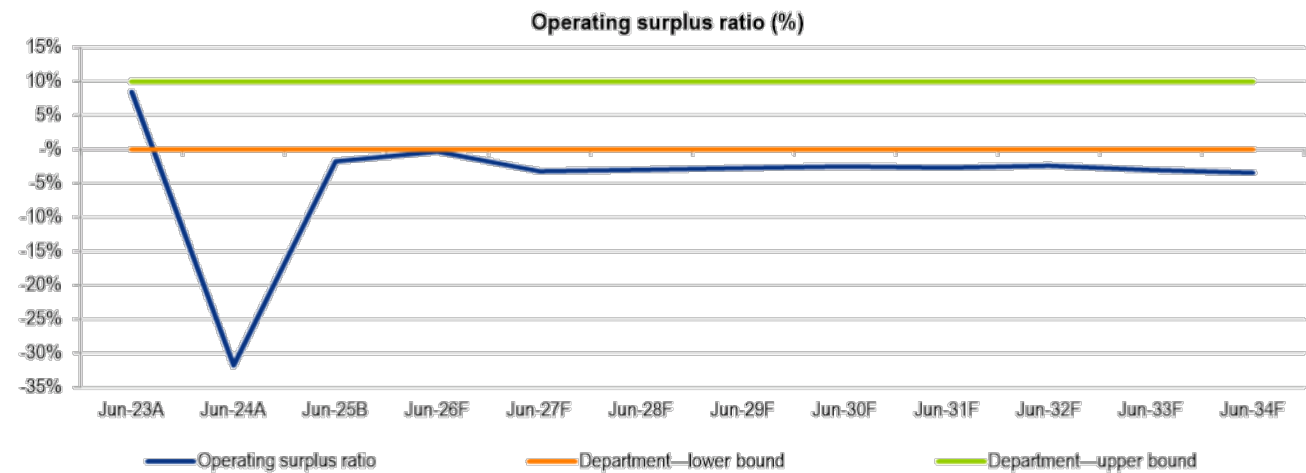
	Jun-25B	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F	Jun-31F	Jun-32F	Jun-33F	Jun-34F
<b>Assets</b>										
<b>Current assets</b>										
Cash and cash equivalents	17,249	19,949	22,153	25,256	28,322	30,014	30,979	26,705	24,443	21,966
Trade and other receivables	4,616	2,560	2,650	2,735	2,838	2,938	3,041	3,139	3,257	3,372
Inventories	1,237	1,237	1,237	1,237	1,237	1,237	1,237	1,237	1,237	1,237
Contract Assets	4,273	4,273	4,273	4,273	4,273	4,273	4,273	4,273	4,273	4,273
Other current assets	326	326	326	326	326	326	326	326	326	326
<b>Total current assets</b>	<b>27,701</b>	<b>28,345</b>	<b>30,639</b>	<b>33,827</b>	<b>36,997</b>	<b>38,788</b>	<b>39,856</b>	<b>35,681</b>	<b>33,537</b>	<b>31,174</b>
<b>Non-current assets</b>										
Property, plant & equipment	315,455	317,630	319,539	320,884	322,106	325,155	329,074	338,594	346,160	354,046
<b>Total non-current assets</b>	<b>315,455</b>	<b>317,630</b>	<b>319,539</b>	<b>320,884</b>	<b>322,106</b>	<b>325,155</b>	<b>329,074</b>	<b>338,594</b>	<b>346,160</b>	<b>354,046</b>
<b>Total assets</b>	<b>343,156</b>	<b>345,976</b>	<b>350,179</b>	<b>354,511</b>	<b>359,103</b>	<b>363,944</b>	<b>368,930</b>	<b>374,274</b>	<b>379,697</b>	<b>385,221</b>
<b>Liabilities</b>										
<b>Current liabilities</b>										
Trade and other payables	3,939	1,852	1,913	1,970	2,040	2,107	2,176	2,241	2,321	2,398
Contract Liabilities	3,888	3,888	3,888	3,888	3,888	3,888	3,888	3,888	3,888	3,888
Provisions	1,209	1,197	1,185	1,173	1,161	1,150	1,138	1,127	1,115	1,104
<b>Total current liabilities</b>	<b>9,036</b>	<b>6,937</b>	<b>6,985</b>	<b>7,031</b>	<b>7,089</b>	<b>7,144</b>	<b>7,202</b>	<b>7,256</b>	<b>7,325</b>	<b>7,390</b>
<b>Non-current liabilities</b>										
Provisions	75	102	127	152	177	202	227	252	277	302
<b>Total non-current liabilities</b>	<b>75</b>	<b>102</b>	<b>127</b>	<b>152</b>	<b>177</b>	<b>202</b>	<b>227</b>	<b>252</b>	<b>277</b>	<b>302</b>
<b>Total liabilities</b>	<b>9,111</b>	<b>7,039</b>	<b>7,113</b>	<b>7,183</b>	<b>7,266</b>	<b>7,346</b>	<b>7,429</b>	<b>7,508</b>	<b>7,602</b>	<b>7,692</b>
<b>Net community assets</b>	<b>334,045</b>	<b>338,936</b>	<b>343,066</b>	<b>347,328</b>	<b>351,837</b>	<b>356,597</b>	<b>361,501</b>	<b>366,766</b>	<b>372,095</b>	<b>377,528</b>
<b>Community equity</b>										
Asset revaluation surplus	191,238	193,525	195,869	198,275	200,729	203,236	205,827	208,530	211,411	214,445
Retained surplus	142,807	145,412	147,197	149,053	151,108	153,362	155,674	158,236	160,684	163,084
<b>Total community equity</b>	<b>334,045</b>	<b>338,936</b>	<b>343,066</b>	<b>347,328</b>	<b>351,837</b>	<b>356,597</b>	<b>361,501</b>	<b>366,766</b>	<b>372,095</b>	<b>377,528</b>

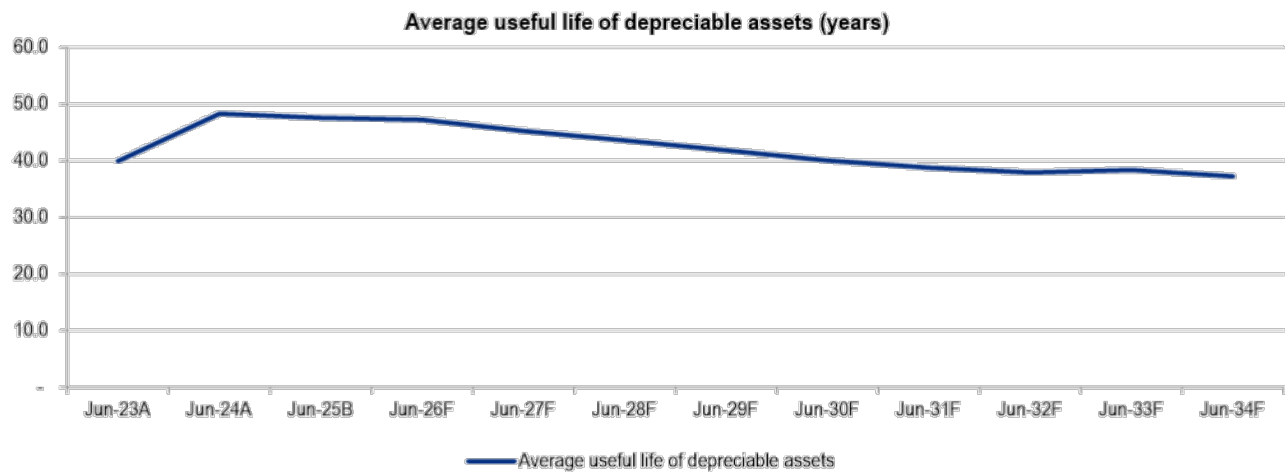
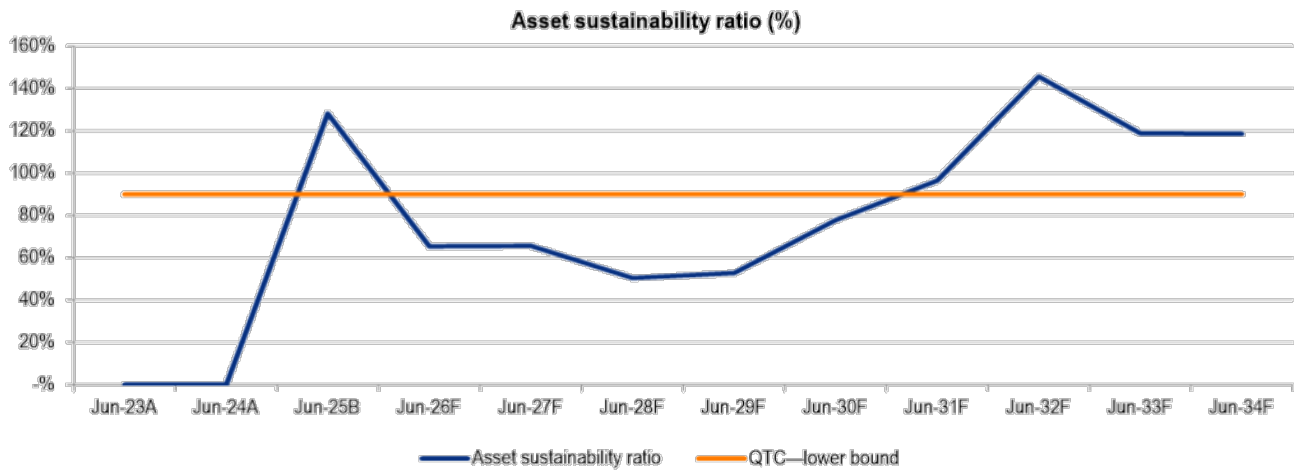
**QTC Financial Forecast Template—Bulloo Shire Council**  
**Statement of Cash Flows**

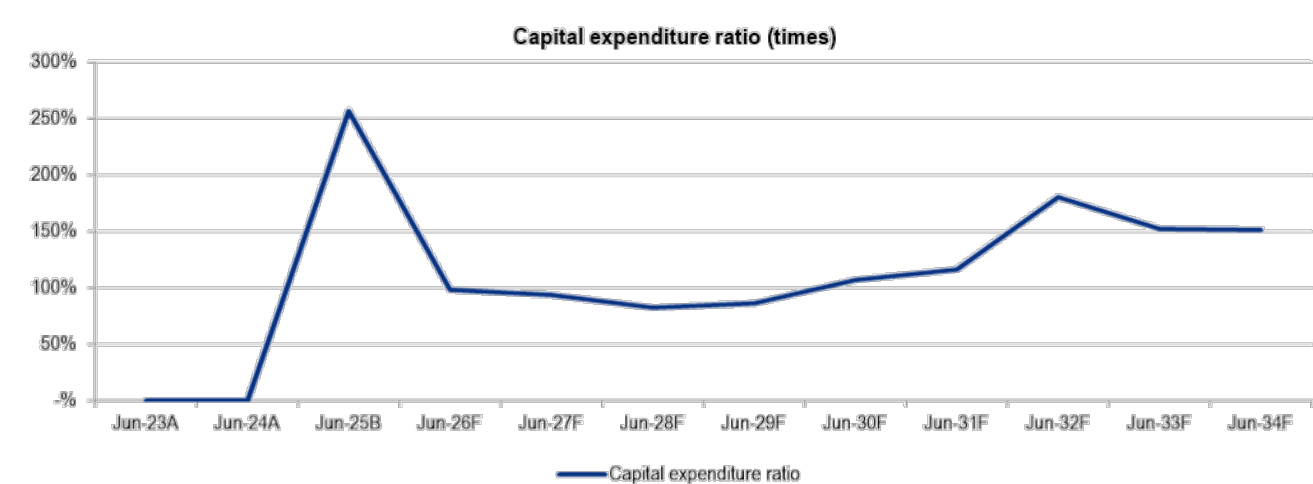
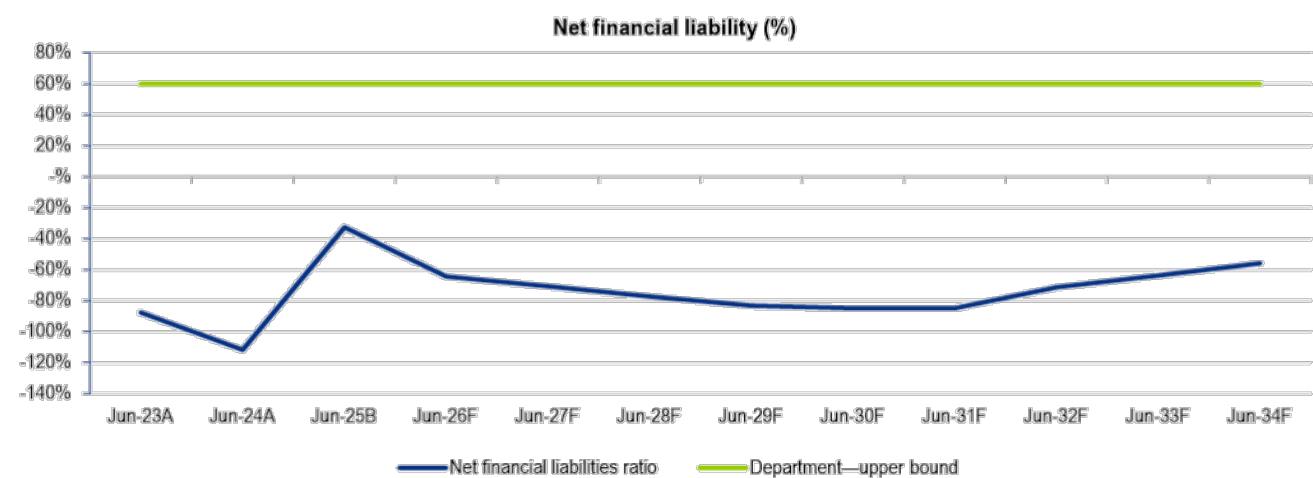
	Jun-25B	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F	Jun-31F	Jun-32F	Jun-33F	Jun-34F
<b>Cash flows from operating activities</b>										
Receipts from customers	9,321	10,237	10,598	10,971	11,350	11,750	12,161	12,590	13,024	13,483
Payments to suppliers and employees	(49,493)	(28,706)	(27,376)	(28,224)	(29,083)	(29,988)	(30,917)	(31,883)	(32,863)	(33,893)
Interest received	1,014	1,937	1,033	1,091	1,174	1,272	1,178	1,210	1,070	998
Rental income	421	462	478	495	512	530	549	568	588	609
Non-capital grants and contributions	43,173	22,502	21,071	21,814	22,568	23,364	24,183	25,036	25,901	26,815
Payment of provision	-	(10)	(13)	(13)	(13)	(13)	(14)	(14)	(14)	(14)
<b>Net cash inflow from operating activities</b>	<b>4,435</b>	<b>6,423</b>	<b>5,791</b>	<b>6,134</b>	<b>6,508</b>	<b>6,915</b>	<b>7,140</b>	<b>7,507</b>	<b>7,708</b>	<b>7,997</b>
<b>Cash flows from investing activities</b>										
Payments for property, plant and equipment	(16,045)	(6,440)	(6,440)	(5,917)	(6,471)	(8,405)	(9,516)	(15,288)	(13,653)	(14,310)
Proceeds from sale of property, plant and equipment	265	278	292	307	322	338	355	373	392	411
Grants, subsidies, contributions and donations	8,293	2,439	2,561	2,579	2,708	2,843	2,985	3,135	3,291	3,425
<b>Net cash inflow from investing activities</b>	<b>(7,487)</b>	<b>(3,722)</b>	<b>(3,587)</b>	<b>(3,031)</b>	<b>(3,441)</b>	<b>(5,224)</b>	<b>(6,175)</b>	<b>(11,780)</b>	<b>(9,970)</b>	<b>(10,474)</b>
<b>Cash flows from financing activities</b>										
Proceeds from borrowings	-	-	-	-	-	-	-	-	-	-
Repayment of borrowings	-	-	-	-	-	-	-	-	-	-
<b>Net cash inflow from financing activities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total cash flows</b>										
<b>Net increase in cash and cash equivalent held</b>	<b>(3,053)</b>	<b>2,700</b>	<b>2,204</b>	<b>3,103</b>	<b>3,067</b>	<b>1,691</b>	<b>965</b>	<b>(4,273)</b>	<b>(2,262)</b>	<b>(2,477)</b>
<b>Opening cash and cash equivalents</b>	<b>20,301</b>	<b>17,249</b>	<b>19,949</b>	<b>22,153</b>	<b>25,256</b>	<b>28,322</b>	<b>30,014</b>	<b>30,979</b>	<b>26,705</b>	<b>24,443</b>
<b>Closing cash and cash equivalents</b>	<b>17,249</b>	<b>19,949</b>	<b>22,153</b>	<b>25,256</b>	<b>28,322</b>	<b>30,014</b>	<b>30,979</b>	<b>26,705</b>	<b>24,443</b>	<b>21,966</b>

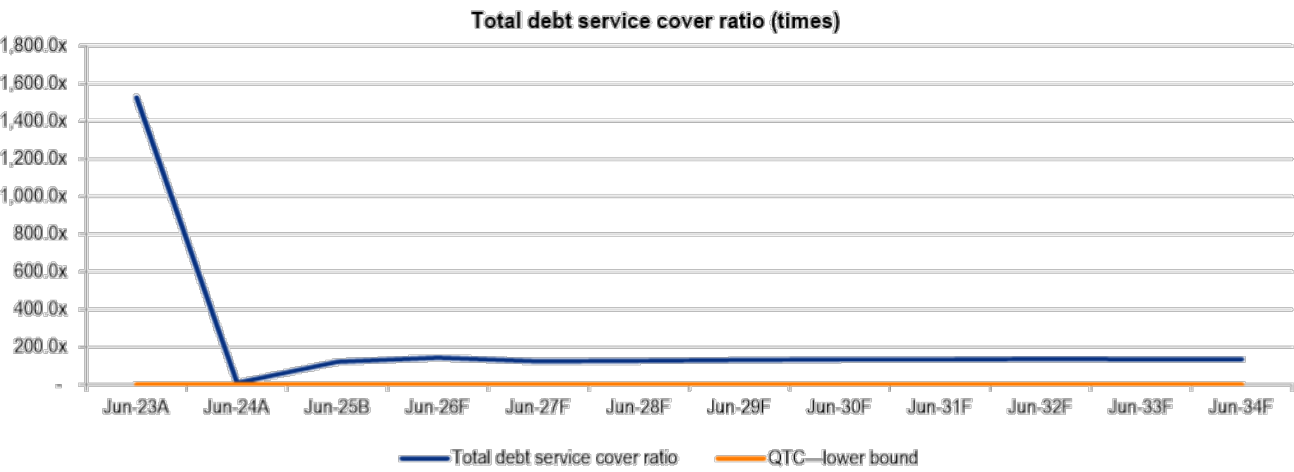
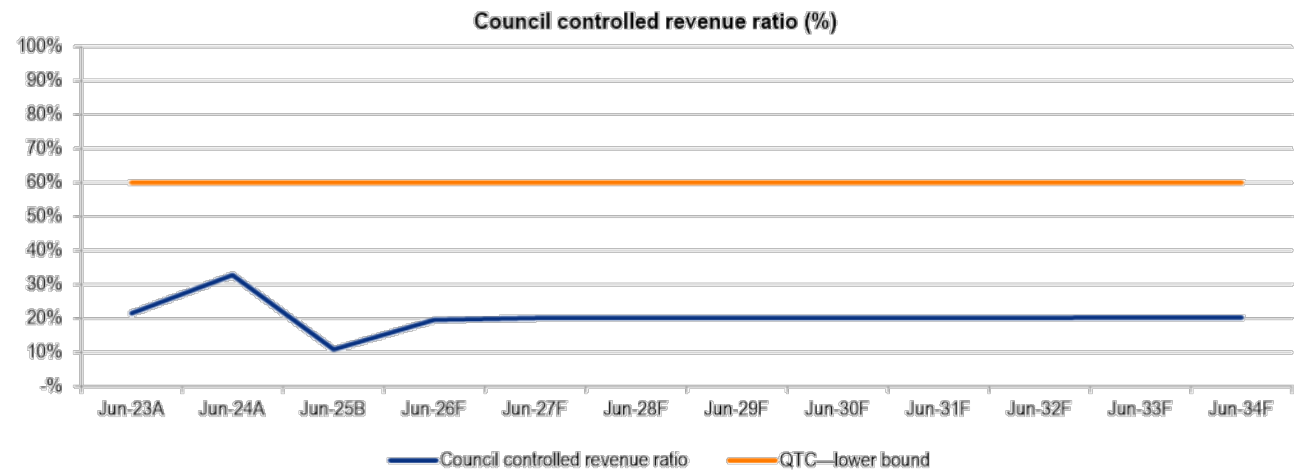
**QTC Financial Forecast Template—Bulloo Shire Council**  
**Statement of Changes in Equity**

	Jun-25B	Jun-26F	Jun-27F	Jun-28F	Jun-29F	Jun-30F	Jun-31F	Jun-32F	Jun-33F	Jun-34F
<b>Asset revaluation surplus</b>										
Opening balance	191,238	191,238	193,525	195,869	198,275	200,729	203,236	205,827	208,530	211,411
Net result	na	na	na	na	na	na	na	na	na	na
Increase in asset revaluation surplus	-	2,287	2,345	2,406	2,454	2,507	2,591	2,703	2,881	3,034
Internal payments made	na	na	na	na	na	na	na	na	na	na
Adjustment for Initial Recognition of Accounting Standards	na	na	na	na	na	na	na	na	na	na
Closing balance	191,238	193,525	195,869	198,275	200,729	203,236	205,827	208,530	211,411	214,445
<b>Retained surplus</b>										
Opening balance	135,258	142,807	145,412	147,197	149,053	151,108	153,362	155,674	158,236	160,684
Net result	7,549	2,605	1,785	1,856	2,055	2,254	2,312	2,562	2,448	2,400
Increase in asset revaluation surplus	na	na	na	na	na	na	na	na	na	na
Internal payments made	-	-	-	-	-	-	-	-	-	-
Adjustment for Initial Recognition of Accounting Standards	-	na	na	na	na	na	na	na	na	na
Closing balance	142,807	145,412	147,197	149,053	151,108	153,362	155,674	158,236	160,684	163,084
<b>Total</b>										
Opening balance	326,496	334,045	338,936	343,066	347,328	351,837	356,597	361,501	366,766	372,095
Net result	7,549	2,605	1,785	1,856	2,055	2,254	2,312	2,562	2,448	2,400
Increase in asset revaluation surplus	-	2,287	2,345	2,406	2,454	2,507	2,591	2,703	2,881	3,034
Internal payments made	-	-	-	-	-	-	-	-	-	-
Adjustment for Initial Recognition of Accounting Standards	-	na	na	na	na	na	na	na	na	na
Closing balance	334,045	338,936	343,066	347,328	351,837	356,597	361,501	366,766	372,095	377,528









**14.5 T2024-2025-204 QRA FLOOD DAMAGE - DURHAM****File Number:** 153661**Author:** Kate Humphris, Admin & Finance Manager**Authoriser:** Tiffany Dare, Chief Executive Officer**Attachments:** Nil**PURPOSE**

The purpose of this report is for Council to consider the tender responses for T2024-2025-204 QRA Flood Damage - Durham.

**APPLICABLE LEGISLATION**

*Local Government Act 2009*

**POLICY CONSIDERATIONS**

2.74.1 Procurement Policy

**CORPORATE & OPERATIONAL PLAN CONSIDERATIONS**

Maintain and upgrade the current infrastructure in accordance with the needs of the community.

**RECOMMENDATION**

That Council accepts the tender from Purcell Civil and Construction Pty Ltd for the sum of \$2,093,080.53 inc GST to complete T2024-2025-204 QRA Flood Damage - Durham.

**BACKGROUND**

Between November 2023 and April 2024, the Bulloo Council region has been subject to multiple significant rainfall events. This has resulted in extensive damage to Councils entire road network.

This report relates to the rectification of damage to the unsealed road network in the NW of the Shire (Durham Zone) which has resulted from flooding associated with a low-pressure trough in November/ December 2023 and flooding associated with ex TC Kirrily in January 2024.

The Queensland Reconstruction Authority (QRA) is a State Government authority responsible for assisting local government authorities to repair damage which has occurred to their assets as a result of natural disasters. To assist in the assessment, QRA claim process, procurement and delivery of reconstruction works, Council engaged Shepherd Services Pty Ltd (Shepherd), a specialist consultancy with significant experience in managing the disaster recovery process for local government authorities. Council Officers have worked closely with Shepherd to identify the damage, obtain QRA approvals and present the work packages to the market, to enable the reconstruction works to be completed with funding provided by QRA.

QRA restoration works for this package of work is required to be completed by 31<sup>st</sup> May 2026.

Councils' crews are engaged in Council maintenance and RMPC works and does not have the capacity to undertake these rectification works on such a large scale; therefore, Council has advertised the Tender to complete these QRA funded works under BSC.0041.2324R.REC & BSC.0042.2324U.REC prior to 31 May 2026.



This procurement followed the public tender processes, which opened on 4<sup>th</sup> November 2024 and closed on 25<sup>th</sup> November 2024. The successful tenderer will be expected to supply all the necessary labour, plant and materials to successfully undertake the work as specified. While the successful tenderer will be the principal contractor and be responsible for all necessary documentation and legislation compliance, Council will carry out regular inspections.

QRA Flood Damage Repairs- Durham:

- Arrabury Road – 10,693m
- Ballera Gas Centre Road – 3,200m
- Dig Tree Road – 7,780m
- Woomanooka Road – 19,140m

#### PREVIOUS COUNCIL RESOLUTIONS RELATED TO THIS MATTER

Nil

#### DISCUSSION

Council received five (5) tender submissions for T2024-2025-204 QRA Flood Damage – Durham.

Tenders were assessed against the following criteria:

- Value for Money
- Evidence of Capability
- Proposed Construction Period
- Quality System
- Safety Records
- Environmental System
- Contribution to Local Economy

Evaluation Summary:

Tenderers	Price Inc GST	Total Score
SC & KG Bowen	\$2,948,976.53	72.6/100
Durack Civil Pty Ltd	\$2,612,289.03	71.7/100
Purcell Civil and Construction Pty Ltd	\$2,093,080.53	76.6/100
Tolbra Earthmovers and Haulage Pty Ltd	\$3,269,108.14	69.3/100
Tuckwell Transport and Earthmoving Pty Ltd	\$2,623,279.34	49.0/100

Council made an error on previous report due to errors on pricing schedule worksheet, which had to be sent out to each Tenderer for resubmission. The Evaluation team evaluated on the previous pricing schedule. Which now has caused an error in the purchase order price. Four suppliers, SC & KG Bowen, Tolbra, Durack Civil and Purcell Civil, submitted high quality tenders and demonstrated the resources and capacity to deliver the proposed works.

Tuckwell Transport also appears to be capable of delivering the works, as they are undertaking similar work in a neighbouring Shire. However, their tender documentation was less comprehensive compared to other submissions.

Based on the total score it is recommended that Council accept the tender from Purcell Civil and Construction Pty Ltd.

#### **FINANCIAL IMPLICATIONS**

As per Tenderers' pricing above.

#### **STRATEGIC/OPERATIONAL RISK**

Loss of QRA funding for recovery works across Bulloo Shire Network for submissions.

BSC.0041.2324U.REC

BSC.0042.2324R.REC

#### **CRITICAL DATES**

30 May 2026

#### **CONSULTATION**

Evaluation Panel –

- Council – Engineer
- Council – Procurement / Tender Officer
- Shepherd Services – Superintendents Representative
- Shepherd Services – Field Officer

**14.6 T2024-2025-206 QRA FLOOD DAMAGE - THARGOMINDAH EAST****File Number:** 153662**Author:** Kate Humphris, Admin & Finance Manager**Authoriser:** Tiffany Dare, Chief Executive Officer**Attachments:** Nil**PURPOSE**

The purpose of this report is for Council to consider the tender responses for the T2024-2025-206 QRA Flood Damage – Thargomindah East contract.

**APPLICABLE LEGISLATION**

*Local Government Act 2009*

**POLICY CONSIDERATIONS**

2.74.1 Procurement Policy

**CORPORATE & OPERATIONAL PLAN CONSIDERATIONS**

Maintain and upgrade the current infrastructure in accordance with the needs of the community.

**RECOMMENDATION**

That Council accepts the schedule of rates tender submitted by Tolbra Earthmovers and Haulage Pty Ltd for the sum of \$2,626,493.36 inc GST to complete T2024-2025-206 QRA Flood Damage – Thargomindah East.

**BACKGROUND**

Between November 2023 and April 2024, the Bulloo Council region was subject to multiple significant rainfall events. This has resulted in extensive damage to Councils entire road network. This report relates to the rectification of damage to the unsealed road network in the north east of the Shire (Thargomindah East Zone) which resulted from flooding associated with a low-pressure trough in November/ December 2023 and flooding associated with ex TC Kirrily in January 2024.

The Queensland Reconstruction Authority (QRA) is a State Government authority responsible for assisting local government authorities to repair damage which has occurred to their assets as a result of natural disasters. To assist in the assessment, QRA claim process, procurement and delivery of reconstruction works, Council engaged Shepherd Services Pty Ltd (Shepherd), a specialist consultancy with significant experience in managing the disaster recovery process for local government authorities. Council Officers have worked closely with Shepherd to identify the damage, obtain QRA approvals and present the work packages to the market, to enable the reconstruction works to be completed with funding provided by QRA.

QRA restoration works for this package of work is required to be completed by 31<sup>st</sup> May 2026.

Councils' crews are engaged in Council maintenance and RMPC works and does not have the capacity to undertake these rectification works on such a large scale; therefore, Council advertised the Tender to seek a competent contractor to complete the QRA funded works under BSC.0040.2324R.REC prior to the 31<sup>st</sup> May 2026 deadline.

This procurement followed the public tender processes, which opened on 4<sup>th</sup> November 2024 and closed on 25<sup>th</sup> November 2024. The successful tenderer is required to supply all the necessary labour, plant and materials to successfully undertake the work as specified. While the successful tenderer will be the principal contractor and be responsible for all necessary documentation and legislation compliance, Council will complete regular inspections.

QRA Flood Damage Repairs- Thargomindah East:

- Besm Road – 5,025m
- Hungerford Road – 49,245m

## PREVIOUS COUNCIL RESOLUTIONS RELATED TO THIS MATTER

Nil

## DISCUSSION

Council made an error on previous report due to errors on pricing schedule worksheet, which had to be sent out to each Tenderer for resubmission. The evaluation team evaluated on the previous pricing schedule which now has caused an error in the purchase order price. Council received seven tender submissions for T2024-2025-206 QRA Flood Damage – Thargomindah East.

Tenders were assessed against the following criteria:

- Value for Money
- Evidence of Capability
- Proposed Construction Period
- Quality System
- Safety Records
- Environmental System
- Contribution to Local Economy

Evaluation Summary:

Tenderers	Price Inc GST	Total Score
SC & KG Bowen	\$1,966,130.10	70.1/100
Durack Civil Pty Ltd	\$2,003,675.39	66.7/100
Purcell Civil and Construction Pty Ltd	\$1,635,990.02	69.6/100
Russell' Grader Hire	\$1,203,685.16	64.8/100
Strezborn Pty Ltd	\$2,743,160.04	54.6/100
Tolbra Earthmovers and Haulage Pty Ltd	\$2,626,493.36	64.0/100
Tuckwell Transport and Earthmoving Pty Ltd	\$1,696,196.37	49.0/100

Three contractors, Bowen, Strezborn and Tolbra have successfully delivered previous similar contracts for Council. The three contractors have the capability and resources to deliver the proposed works.

Durack Civil is a Queensland based company and submitted a good quality tender. Durack appear to have the resources and capacity to deliver the proposed works, however, they are known for relying heavily on sub-contractors. Durack have not previously delivered works for Council or worked within Bulloo region. Significant concern was raised by the Tender Evaluation Panel regarding a condition of the Durack Tender which indicated that their Tender Pricing was based on a maximum 25km haul for water supplies. This Tender condition was deemed to be too much of a risk to the delivery of the Contract and precluded an award to Durack.

Purcell Civil is a Queensland based company and submitting good quality tender. Purcell appear to have the resources and capacity to deliver the proposed works. Purcell have not previously delivered works for Council or worked within Bulloo region. The Tender Evaluation Panel raised concerns about a previously unknown contractor who is not familiar with the region being awarded two of the three packages, given Purcell are the recommended tenderer for the Durham Zone.

Russell's Grader Hire and Tuckwell Transport are currently undertaking similar work in a neighbouring Shire and therefore, appear to be capable of delivering the proposed type contract works. Both Tenderers scored poorly on the quality of their tender documentation. The standard and content of the tender documentation did not provide the Tender Evaluation Panel confidence that either company could successfully deliver the contract works within the specified timeframe.

SC & KG Bowen received the highest score for their submission. Bowen are currently delivering an existing Contract for Council in the Thargomindah West area. The Tender Evaluation Panel recommended award of the next Thargomindah West Contract due to them already being present in that zone. The Tender submission from Bowen did not provide the Tender Evaluation Panel with sufficient confidence that they have the resources to successfully complete the works associated with two Contracts.

Tolbra have had successfully delivered previous similar Contracts for Council. Council has a clear local preference policy which favours local Bulloo based contractors or contractors who are located within the regional area. The regional area is defined as encompassing the immediate surrounding Queensland shires, northern New South Wales and north eastern South Australia. Tolbra have the ability to complete the work with sufficient resources to deliver the Tendered works, within the Contract timeframe.

It is recommended that Council accept the tender from Tolbra Earthmovers and Haulage Pty Ltd.

#### **FINANCIAL IMPLICATIONS**

As per Tenderers' pricing above.

#### **STRATEGIC/OPERATIONAL RISK**

Loss of QRA funding for recovery works across Bulloo Shire Network for submissions.

BSC.0040.2324R.REC

#### **CRITICAL DATES**

30 May 2026

**CONSULTATION**

Evaluation Panel –

- Council - Engineer
- Council – Procurement/ Tender Officer
- Shepherd Services – Superintendents Representative
- Shepherd Services – Field Officer

**14.7 SHEPHERD SERVICES PTY LTD - QRA FLOOD DAMAGE - PROJECT MANAGEMENT**

**File Number:** 153664  
**Author:** Leanne Smith, Accountant  
**Authoriser:** Tiffany Dare, Chief Executive Officer  
**Attachments:** Nil

**PURPOSE**

The purpose of this report is to seek Council approval to engage Shepherd Services under Local buy Contract LB279, to undertake Queensland Reconstruction Authority (QRA) Flood Damage - Project Management works for the following four (4) submissions: BSC.46, BSC.49, BSC.52, BSC.54. These submissions are for the Reconstruction of Essential Public Assets (REPA) work resulting from the flood event that was activated in the shire for damage in March 2024.

**APPLICABLE LEGISLATION**

Local Government Act 2009

Local Government Regulations 2012

**POLICY CONSIDERATIONS**

Procurement Policy

**CORPORATE & OPERATIONAL PLAN CONSIDERATIONS**

INF1 Provide and maintain quality infrastructure and assets that will serve the community for generations to come and meet the needs of a growing population.

**RECOMMENDATION**

That Council approve the engagement of Shepherd Services under Local Buy contract LB279 for the provision of resources to manage the delivery of flood damage projects for submissions BSC.46, BSC.49, BSC52 and BSC.54 up to a total cost of \$1,294,270 GST exclusive.

**BACKGROUND**

Council currently engages Shepherd Services under a Local Buy Agreement – LB279 to provide project management for QRA Flood Damage, road works, in the South West Corner. This has been working very well for Council for our current submissions as Council does not have the internal capacity to undertake this work.

Council is currently working through the following submissions:

- BSC 31, BSC.32 and BSC.38 are in the close out phase lodged with QRA,
- BSC.35 and BSC.36 are due to be completed in January 2025,
- BSC.40, BSC.41, BSC.42, BSC.43 and BSC.44 commencing from January 2025,

Submissions BSC.46, BSC.49, BSC.52 and BSC.54 have passed technical assessment, with funding approval expected this month, with work to be completed by 30 June 2026.

Shepherd Services has assisted Council in the pickup and delivery of the emergent works projects most of which have been completed prior to the above submissions progressing to REPA.

**Previous Council Resolutions related to this matter**

NIL

**DISCUSSION**

Shepherd Services have been engaged by Council to provide Project Management resources for Council's QRA Flood Damage submissions since August 2022. They have provided, guidance and training to Council staff as well as liaising with contractors and QRA to ensure all work is completed to the benchmark standard. Monthly status reports are provided as well as monthly meetings with Council and Councils' QRA liaison to keep everyone informed.

**FINANCIAL IMPLICATIONS**

The total estimated cost for Shepherd Services to provide consultant project management services for four (4) submissions is outlined in the table below, along with the submission values. The cost of Shepherd Services is fully recoverable from (QRA). All figures below are exclusive of GST.

SUMMARY OF SHEPHERD SERVICE ESTIMATES FOR COUNCIL REPORT - JAN 2025

Submission No	Event	Status	Value \$	Estimate No	Shepherd Est \$ Amount	Initial Funding Received	Est Retention QRA @10%
BSC.46 REPA	Late March 2024 Rain Event	Technical Approval	\$ 724,322.48	3585	\$ 70,650.00	-	\$ 72,432.25
BSC.49 REPA	Late March 2024 Rain Event	Technical Approval	\$ 7,921,366.68	3567	\$ 779,110.00	-	\$ 792,136.67
BSC.52 REPA	Late March 2024 Rain Event	Technical Approval	\$ 4,399,536.17	3570	\$ 434,720.00	-	\$ 439,953.62
BSC.54 REPA	Late March 2024 Rain Event	Technical Approval	\$ 100,164.60	3571	\$ 9,790.00	-	\$ 10,016.46
Total			13,145,389.93		1,294,270.00	-	1,314,538.99

There are another six (6) submissions lodged, (BSC.47, BSC.48, BSC.50, BSC.51, BSC.53 and BSC.55) these are still undergoing technical assessment and will be presented at a later date.

The above submissions have been split into zones to enable works to be completed in a timely manner, as QRA withholds 10% of the approved funding amount until the submission has been fully acquitted.

*In accordance with Councils Procurement Policy, Purchases of \$200,000excl GST and above (Large sized Contractual Arrangement), Council can utilize Shepherd Services under a local buy agreement, - Contract LB279. It is noted that the Policy reference table requests quotes from three LG arrangement suppliers, however Section 234 of the Regulations allows Council to enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement.*

**STRATEGIC/OPERATIONAL RISK**

Council may miss out on QRA funding if:



- work is not completed to QRA standard, with the required photographic evidence documented at the required stages,
- and the works are not completed in the specified timeframes.

**CONSULTATION**

CEO

Engineer

Shepherd Services

**14.8 ADMIN & FINANCE REPORT****File Number:** 153465**Author:** Kate Humphris, Admin & Finance Manager**Authoriser:** Tiffany Dare, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Administration & Finance Services Report for December 2024.

**ADMINISTRATION****Customer Service Requests**

Listed below is a summary of the 7 External Service Requests received for the month of December 2024.

Department - Type	Number
Housing Maintenance	2
Rates	3
Road Conditions	1
Water	1

**TENDER**

Item	Department	Status
T2024-2025-204 QRA Flood Damage-Durham	Roads	Report to Council
T2024-2025-206 QRA Flood Damage-Thargomindah East	Roads	Report to Council

**PROCUREMENT**

Bulloo Shire Council Procurement Policy states the commitment of Council to assist the local businesses in the development of competitive local business and industry. This is stated in Council Procurement Policy Statement No. 2:

*“Council acknowledges that it has an important role to play in the local economy and is committed to assisting local industry engage in business with Council.”*

To date, Council has paid a total of **\$3,917,546.74** to local contractors & businesses for all goods and services procured from 1<sup>st</sup> July 2024 to 30<sup>th</sup> June 2025.

## **GRANTS**

Council continues to seek new funding as grant opportunities arise, with the below list providing a summary of all existing and applied for grant programs:

### **Local Roads and Community Infrastructure – Phase 4**

- Thargomindah Rodeo Grounds - Road Extension and Parking Access
- Thargomindah Town Common Fence – Stage 2 – *Order for supply of material and installation of fence raised.*
- Thargomindah Memorial Park Softfall Replacement – *Tender Awarded*
- Noccundra Park Softfall Replacement – *Tender Awarded*

### **QRA Queensland Resilience and Risk Reduction Fund 2022-23 Speedy Stafford Street Stormwater Drainage**

- *Everest Civil were awarded the tender, with completion by end of April*
- *Site meeting held in November 2024 to discuss requirements and determine location points for mobilisation*
- *Procurement of materials will be through Everest Civil to reduce overall cost, separate order raised*

### **Building Our Regions Round 4**

- Monthly meetings occurring with Council, Department and FSG to ensure project is on schedule for completion
- FSG has advised Council that due to delays being able to source battery system, this work will not be completed until Q1 in 2025.

### **Queensland Microgrid Pilot Fund**

- *Final report has been accepted by the Department, high praises were given on the in-depth analysis that Ener-G Management and Council produced. Several recommendations provided in the report will be scheduled for further investigation and determining potential movement on in 2025 and onwards.*

### **Works for Queensland Round 5**

- *1x three-bedroom house – Progressing ahead of schedule, frame to be completed by end of January*
- *3x single cabins at Yapunyah Caravan Park – Progressing ahead of schedule, 2/3 remaining roofs completed by end of January*
- *Explorers Caravan Park - Solar Light Upgrade – Order raised and items being procured, scheduled to be completed prior to tourist season*
- *Thargo River Walk - Solar Light Upgrade – Order raised and items being procured, scheduled to be completed prior to tourist season*
- *Thargomindah Golf Club - State 2 – Order raised, awaiting newest update on status*
- *Innamincka & Hungerford Roads Reseal – Seal Tender Awarded at the November Ordinary Meeting*

**14.9 COMMUNITY, CULTURE & PLACES REPORT****File Number:** 153717**Author:** Tamie Warner, Community, Culture & Places**Authoriser:** Tiffany Dare, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Community, Culture & Places report for the month of December 2024

**CORPORATE / HUMAN RESOURCES ORGANISATIONAL ACTIVITY**

- Resignations – 1 x RMPC Officer
- New Employees – Nil
- Recruitment/Advertising
  - 1 x Business Trainee
  - 1 x Technical Trainee
  - 1 x Technical Officer

**HEADCOUNT**

Class	Opening Balance	New Starters	Terminated
Full Time	52		1
Part Time	2		
Casual	5	0	
Fixed Term			
Apprentice			
Totals	59		

**EQUAL EMPLOYMENT OPPORTUNITY****GENDER RATIO**

35   
Male

24   
Female

**EEO TARGET GROUPS**

11   
Indigenous

2   
Non-English

**DIVERSITY DEMOGRAPHICS**

Department	Total	Full Time		Part Time		Casual		Trainee/Apprentice	
		Male	Female	Male	Female	Male	Female	Male	Female
Executive Services	9	2	5			2			
Admin & Finance Services	8	3	3				2		
Rural & Town Services	4	3	1						
Road Services	28	23	4	1					
Community, Culture & Places	10		8			1	1		
<b>Total</b>	<b>59</b>	<b>31</b>	<b>21</b>	<b>1</b>		<b>3</b>	<b>3</b>		

Department	Total	Age Group								
		<20	21-24	25-29	30-34	35-39	40-44	45-49	50-54	55+
Executive Services	9				1	1	2	2		3
Admin & Finance	8				1	2	3			2
Rural & Town Services	4				1	1			1	1
Road Services	28	1	2	3	3		1	2	6	10
Community, Culture & Places	10	1		1			1	2	2	3
<b>Total</b>	<b>59</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>6</b>	<b>4</b>	<b>7</b>	<b>6</b>	<b>9</b>	<b>19</b>

## VISITOR INFORMATION CENTRE

### VIC Organisational Activity December 2024

#### Events

Events held in December were:

- Christmas in the Bulloo Markets
- RAAF Christmas drop visit
- Council Christmas / Break up party

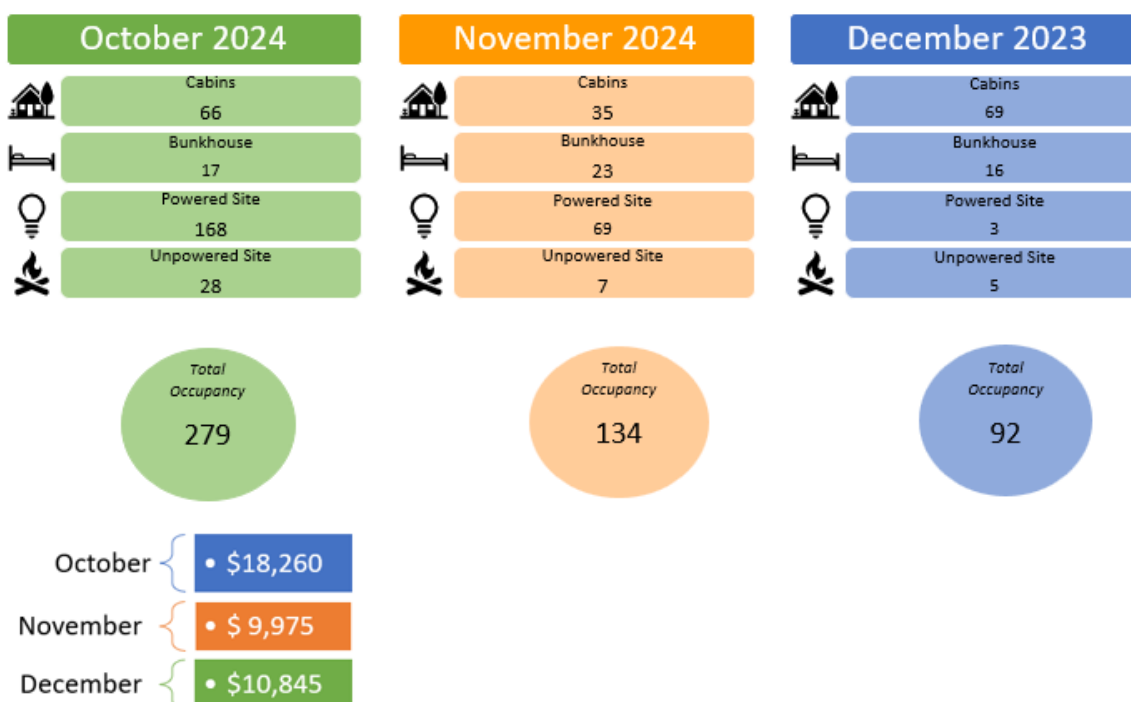
#### SWQROC Tourism Group

- Preparations in place for attending the Moreton Bay Caravan Camping Show as part of the SWQROC Tourism group for February, each Council is sending one representative to promote our area.

#### Statistics

	VIC	Facebook – Explore Bulloo	Instagram
Visitors	69	-	-
Phone calls	82	-	-
Email enquirers	47	-	-
Followers	-	8,231	1,379
New Page Likes	-	206	
Page views	-	36,000	
New Page Followers	-	19	

### EXPLORERS CARAVAN PARK



### LIFESTYLE AND RECREATION

**LIFESTYLE AND RECREATION - Library, Health, and Wellbeing Organisational Activity****Healthy Ageing**

- Activities continue at Teelow Court on Monday and Wednesday.
- Christmas Lunch was held at The Oasis Motel and was attended by 30 residents.
- A Senior First Aid course is being planned for 2025.

**Workshops**

- Rescheduling of the Hungerford Silversmithing Workshop is being looked at for February this year.

**Theatre Productions**

- We have had our last show for the year but have 4 shows already book to visit Thargomindah in 2025. The first of which will be "Funny Mummies" on the 24<sup>th</sup> March and as the title suggests is a comedy.

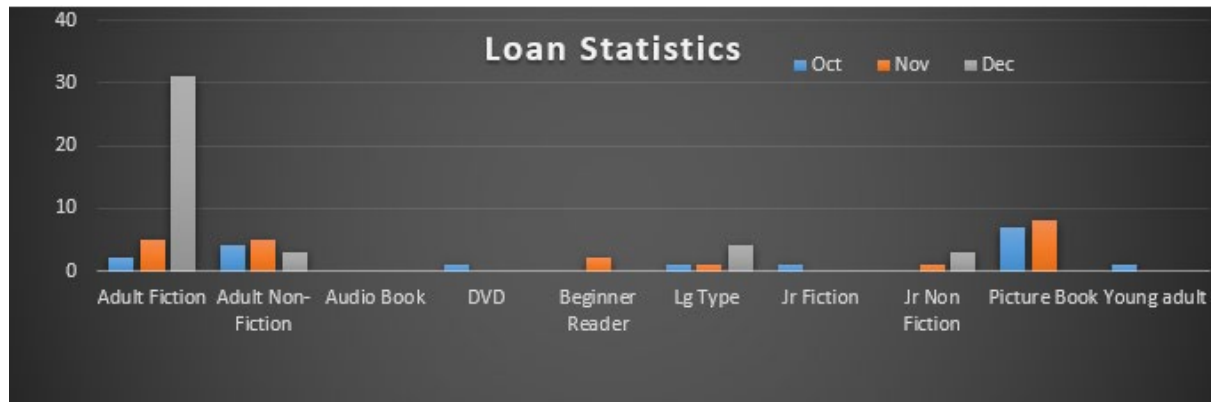
**Library**

- School holiday activities were held between 16-20<sup>th</sup> Dec.
- Playgroup will recommence on the 6<sup>th</sup> February at the library.
- The Library closed to the Public for the Christmas break on the 20<sup>th</sup> December and re-opened on the 6<sup>th</sup> January 2025.

Activity –	Users	
Total Library Visits	Nov	Dec
Tourists	3	-
Local Adults	26	14
Local Children	10	50
First 5 Forever (Parents and Children)	12	3
F5F On the Road – Hungerford and Noccundra	-	-
Book loans		
WQPHN Activities - Seniors Program		
Trip	-	-
Massage/Beauty Treatments (55yrs & Over) Thargo	16	16
Fit Bit Program	8	8
Luncheon (1)	14	30
InBody Scans	2	1
Teelow court visits		34
Workshops/Community Events/School Holiday		
Holiday Activities		50

**Monthly Loans:**

## Loans for December: 22

**Healthy Ageing Liaison Officer Report**

- Three clients are receiving CHSP cleaning.
- Assisted with telehealth, general enquiries and concerns.
- Helped clients with information on what services they needed to access for travel
- Followed up with residents turning 65 if they require My Aged Care services such as home and yard maintenance
- Meeting with Nurse navigator to update on clients
- Meeting with Vital Health physiotherapist, exercise physiologist and dietitian and encouraged use of service, help with contacting clients
- Continue fragility assessments
- Met with RFDS Clinical Care Coordinators for Thargomindah and provide client updates
- Assisted with technology issues – iPads, apps, phones, printing and scanning of documents, scam awareness
- Visits to clients to provide support and help with concerns
- Replacement massage care received remote and installed. Chair now functional again.

**Upcoming**

- Continuing Fragility Assessments and checking for client concerns
- Meet with RFDS Clinical Care Coordinator for Thargomindah and nurse navigator and provide client updates
- Help with contacting and encouraging use of Vital Health services
- Follow up and educate over 65 residents about My Aged Care
- Assist with telehealth and sourcing travel
- Follow up training for first aid
- Follow up how to provide lawnmowing services for clients



- South West Primary Care Pilot Reform Planning Thargomindah Local Governance Group meeting 18 February 2025
- Provide feedback on Primary Care Pilot Project (large portion of healthy ageing clients are part of this project to better coordinate care)
- Advanced Care Planning Workshop (Thargomindah) 26 March 2025
- Last Aid Workshop Thargomindah 9 April 2025

**Monthly Centre Totals**

55 and over	Healthy Ageing	Visiting Professionals or Therapists	Play Pool	Other Activity
34	14	16	0	19

**14.10 RURAL & TOWN SERVICES DEPARTMENT REPORT****File Number:** 153682**Author:** Donna Hobbs, Rural & Town Services Manager**Authoriser:** Tiffany Dare, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Rural Services Department Report for December 2024.

**BIOSECURITY****Landholders**

Phone, email and face to face consultations with landholders during the month on topics including rainfall, road conditions, river heights, Pest Management Plans, Rural Land Officer position, wild dog management, pig numbers, land restoration and weed management. Properties consulted during the month include Nappa Merrie, Omicron, Epsilon, Orientos, Tickalara, Bulloo Downs, Dynevor Downs, Thargomindah Station, Wiralla, Autumnvale, Yakara, Boodgherree, Kilcowera, Moombidary, Nockatunga, Naryilco, Durham Downs, Picarilli, Bingara, Besm, Nooyeah and Wombula. Face to face consultation with Orientos.

**Weed Management****Biosecurity Qld**

Gavin O'Connor from Biosecurity Qld was scheduled to visit to continue monitoring the Coral Cactus at Hungerford and the Coral Cactus and Opuntia Puberula at Bundeena, this was postponed until sometime in January due to the Paroo River flooding.

**Stock Route Management**

The Department of Resources is looking to improve its asset management of the water facilities on the Stock Route. They are requesting the Local Governments do an asset inspection of all water points and Bulloo Shire has been allotted the 2025/2026 Financial Year to complete this inspection. Future Capital Works funding opportunities will require this asset inspection to be completed within the 12 months prior. As Bulloo Shire Stock routes are classified as Secondary (previously "inactive") they are a lower priority for funding consideration.

**Meetings attended**

- 2 LDMG Meeting
- 4 Kullilli & Bulloo Shire Consultative Committee
- 16 DAFF Meeting re Cultural Heritage Management

**Town Common**

Whilst there were operators in town during the last week of work, maintenance of trough aprons in the Cattle and Horse paddocks were completed. The loader was used to put gravel around the troughs. Troughs have also been cleaned out.



#### *Town Boundary Fence*

Purchase order was issued 13.01.2025 for the construction of the Town Boundary Fence.

### **TOWN SERVICES**

#### **Airport**

- Airport operated without incident during December, with REX providing the RPT services as scheduled. From 1 January the business who was providing “Check In Service” for REX has ended their contract. Until a new contract is in place, REX will be providing the Check in Service through a REX staff member that comes in on the plane.

#### **Facilities and Housing**

- General maintenance has been completed by local contractors including plumbing, electrical and building works, with minor yard maintenance being completed by Council staff.

#### **Parks and Gardens**

- Thargomindah and Noccundra rubbish collection; areas maintained including Council Administration Building, Teelow Court, Senior Units, Flood ramps, drains, Leahy House, Airport Garden, Visitor Information Centre, Depot, SES Shed, Swimming Pool, vacant blocks and Truck Stop. Besm, Ambulance Bay, Bindegolly, Jackson-T rest areas maintained including emptying bins and whipper snipping and assisting with the set-up and clean-up of the Markets & Christmas Tree and Staff Christmas Party. Town Services had only one staff member for the month of December.

**14.11 OPERATIONAL SERVICES REPORT**

**File Number:** 153466  
**Author:** George Inocentes, Engineer  
**Authoriser:** Tiffany Dare, Chief Executive Officer  
**Attachments:** Nil

**RECOMMENDATION**

That Council receive and note the Operational Services Report for December 2024.

**WATER:****Thargomindah Town Water Supply**

- After multiple delays with sourcing the required fittings to repair the damaged pipework in the Cooling Shed, the repairs were completed on 20 December. Pressure testing of the repaired pipework is to be performed in early January, before sample monitoring can commence and a request to recommission the plant can be sent to the Regulator and the Public Health Unit. The scheduled service to be performed by NRG was postponed from December until the pressure testing has been performed. This has now been scheduled for January 2025.

**Usage**

The following readings were recorded for December 2024:

December water supply usage	18,710KL
Average daily water usage	603.55KL
Water supply usage for 2024/2025 (July - December)	121,226KL
Council's annual allocation (Licence No. 618478)	345,000KL
% of allocation used	35.1%
Maximum Air Temperature	44.1°C
Minimum Air temperature	20.1°C
Average Maximum Air Temperature	38.7°C
Average Minimum Air Temperature	25.4°C
Recorded rainfall for December 2024	32.2mm

**Hungerford (Non-potable & Raw Water Supplies)**

- River water storage in the storage dams is sufficient for town usage without restrictions for the next 6 months.
- There were no incidents reported for the raw water supply during December 2024.

**Usage**

The following readings were recorded for December 2024 for water usage in Hungerford:

Bore Water – Town Usage	
December water supply usage	202.0KL
Average daily water usage	6.5KL
Water supply usage for 2024/2025 (July - December)	1,274.0KL

Extracted from Bore	
Water extracted in December	134.0KL
Water extracted for 2024/2025 (July - December)	1,797.8KL

Raw Water – Town Usage	
December water supply usage (meter repaired on 8 December)	2,292.0KL
Average daily water usage	33.4KL
Water supply usage for 2024/2025 (July - December)	3,362.0KL

Extracted from Paroo River	
Total water extracted in December	4,411.0KL
Total water extracted for 2024/2025 (July - December)	4,411.0KL

**Noccundra (Raw Water Supply)**

- There were no incidents reported for the raw water supply during December 2024.

**SEWERAGE****Sewerage Pump Station:**

- There were no operational issues reported for the Pump Station during December 2024.

**Sewerage Treatment Plant:**

- There were no incidents reported for the Sewerage Treatment Plant during December 2024.

**Usage**

The calculated volume of effluent pumped and processed by the sewerage treatment plant is ongoing with the following results recorded. The flow through the Thargomindah Sewerage Treatment plant for December 2024 was:

Total discharge pumped to wastewater treatment plant	3,674.32KL
Total volume of effluent discharge from the Wastewater Plant	1,117.0KL
Average daily discharge to wastewater plant	122.48KL
Total discharge from Wastewater Plant 2024/2025 (July - December)	8,118.0KL

**WASTE:**

- Major clean up works were performed at the Thargomindah dump in December with the recycle area being cleared with all excess waste moved into the landfill pit. During these works, the pile of waste concrete was also moved into the recycle area.

**WORKSHOP REPORT****Previous Plant Damaged /Sitting Down**

From last month's report:

**New:**

- Generators monthly checks all around town
- **7042** – service and repair auto greaser
- **7049** – service
- **211** – service
- **3046** – service and controller
- **5073** – replace mirror
- **7048** – clear codes on dash and clean sensors

**Ongoing:**

- **7043** International Prime Mover - Damaged exhaust system
- **702** Truck Hino FG 1527 Crew Cab – broke down on way back in from Warri Gate, received some parts but mechanic has not had time to work on truck
- **5004** Door Latch on order
- **7005** Ad blu tank on order tank is leaving
- **7009** wiring problem on transmission

**Defects recorded from January 2025:**

Plant Defects Register									
STATUS									
DATE	TO BE INSPECTED	WAITING ON QUOTE	PARTS ON ORDER	ORDER NUMBER	PARTS RECEIVED	VEHICLE SERVICE	TOTAL DEFECT	COMPLETED	OUT STANDING
24-Dec	32	0	3	0	1	7	50	5	45
January	0	0	0	0	0	0	0	0	0
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
	32	0	3	0	1	7	50	5	45

### Insurance Report:

Plant Insurance Claims Register											
Reported Defect						Repaired Defect					
Date	Plant No:	Plant Description	Defect Type	Claim No	Rego	Date	Work carried out	Book in Place	Date completed	Claim Value	Excess
20/09/2024	28/06/1916	Toyota Landcruiser Ute	Damage to LH side front panels and bullbar	MO0076524	285ZFU	9/12/2024	Repair front LH side and Bullbar	Higgins Cunnamulla	Completed	\$ 2,667.11	\$ 500.00

### Purchase of Council New Plant Machine

The following new Council Plant is schedule to be deliver by the winning tenderer:

#### Still to come

- one (1) Pad Foot Roller

#### Plant Arrivals

- One (1) Loader sml

#### Investigation ongoing

- Requested Quote from Obadare in Toowoomba still waiting on a reply to supply and fit bi-fold ramps to the Baker drop deck trailer

**15 LATE ITEMS**

**16 CONFIDENTIAL MATTERS**

Nil

**17 NEXT MEETING**

**18 CLOSURE**