



# Agenda

## Ordinary Meeting

**Tuesday, 6 June 2023**

**Time: 9.15 am**  
**Location: Council Chambers**  
**82 Brisbane Street**  
**BEAUDESERT QLD 4285**

**Scenic Rim Regional Council  
Ordinary Meeting  
Tuesday, 6 June 2023  
Agenda**

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|             |  |           |
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| <b>1</b>    | <b>Opening of Meeting .....</b>  | <b>3</b>  |
| <b>2</b>    | <b>Attendance and requests for leave of absence .....</b>                                | <b>3</b>  |
| <b>3</b>    | <b>Apologies .....</b>   | <b>3</b>  |
| <b>4</b>    | <b>Prayers .....</b>   | <b>3</b>  |
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| <b>6</b>    | <b>Announcements / Mayoral Minutes .....</b>   | <b>3</b>  |
| <b>7</b>    | <b>Reception of Deputations by Appointment / Presentation of Petitions .....</b>         | <b>3</b>  |
| <b>8</b>    | <b>Confirmation of Minutes.....</b>  | <b>3</b>  |
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| <b>10.2</b> | <b>Procurement Exception under Section 235<br/>Local Government Regulation 2012.....</b> | <b>16</b> |
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- 1 Opening of Meeting**
- 2 Attendance and requests for leave of absence**
- 3 Apologies**
- 4 Prayers**
- 5 Declarations of Prescribed or Declarable Conflict of Interest by Members**
- 6 Announcements / Mayoral Minutes**
- 7 Reception of Deputations by Appointment / Presentation of Petitions**
- 8 Confirmation of Minutes**  
Ordinary Meeting - 23 May 2023
- 9 Business Arising from Previous Minutes**

## 10 Consideration of Business of Meeting

### Council Sustainability

#### 10.1 2023 Interim Report from the Auditor General

**Executive Officer:** General Manager Council Sustainability

**Item Author:** Coordinator Financial Management

**Attachments:**

1. Scenic Rim Regional Council 2023 Interim Report from the Auditor-General [↓](#) 
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### Executive Summary

This report presents the Auditor-General's observation Interim Report relating to the interim audit of Council's Financial Statements for the 2022-2023 financial year.

### Recommendation

That, in accordance with section 213 of the *Local Government Regulation 2012*, Council note the Auditor-General's observation Interim Report for the 2022-2023 financial year.

### Previous Council Considerations / Resolutions

The 2023 Interim Report from the Auditor-General report was presented to the Audit and Risk Committee on 1 June 2023 by the external auditors.

### Report / Background

The Auditor-General must prepare an observation report about the audit of a local government's financial statements in accordance with section 54 of the *Auditor-General Act 2009*.

Section 213 of the *Local Government Regulation 2012* requires that the Mayor presents a copy of this report at the next ordinary meeting. These reports about the audit of Council's financial statements prepared under section 54 of the *Auditor-General Act 2009* include observations and suggestions made by the auditor-general about anything arising out of the audit.

### Budget / Financial Implications

Nil.

### Strategic Implications

#### *Operational Plan*

Theme: 3. Open and Responsive Government

Key Area of Focus: Ongoing integrity of Council's practice and processes

*Legal / Statutory Implications*

Section 213 of the *Local Government Regulation 2012* requires that the Mayor present a copy of the of the auditor-general's observation report at the next ordinary meeting.

**Risks**

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR47 Inadequate or lack of an appropriate Financial Management Framework (including systems, policies, procedures and controls) in place to adequately minimise risk of fraudulent action and to maximise financial sustainability.

Risk Assessment

| <b>Category</b>   | <b>Consequence</b> | <b>Likelihood</b> | <b>Inherent Risk Rating</b> | <b>Treatment of risks</b>                     | <b>Residual Risk Rating</b> |
|---|--------------------|-------------------|-----------------------------|---|-----------------------------|
| Governance, Risk & Compliance<br><br>Elected members unaware of recommendations of Auditor-General in relation to Local Government. | 2 Minor            | Possible          | Medium                      | Providing regular updates to elected members. | Low                         |

**Consultation**

- Executive Team
- Relevant Managers
- Relevant Principal Specialists
- External Auditors

**Conclusion**

In accordance with section 213(3) of the *Local Government Regulation 2012*, the Mayor must present the Auditor-General's observation report at the next ordinary meeting of the local government.



2023 INTERIM REPORT

**Scenic Rim Regional Council**  
28 April 2023

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Cr Greg Christensen  
Mayor  
Scenic Rim Regional Council  
82 Brisbane Street  
Beaudesert QLD 4285

Dear Mayor Christensen

### 2023 Interim report

We present our interim report for Scenic Rim Regional Council for the financial year ending 30 June 2023. This report details the results of our interim work performed to 31 January 2023. Under section 213 of the *Local Government Regulation 2012*, you must present a copy of this report at your council's next ordinary meeting.

#### Results of our interim audit

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that council has implemented across the organisation.

#### Significant deficiencies:

- No issues raised in the current year.
- 1 unresolved from prior years

#### Deficiencies:

- 1 raised in the current year, relating to adequacy of backup regime.
- 10 unresolved from prior years

#### Financial reporting matters:

- No issues raised in the current year.
- 1 unresolved from prior years

Based on the results of our testing completed to date and the resolution of prior year issues, we have determined your internal control environment does support an audit strategy where we can rely upon your entity's controls.

Refer to *section 1 Status of issues* for further details.

If you have any questions or would like to discuss the audit report, please contact me on 3222 9787 or Ben Pepperell on 3222 9687.

Yours sincerely

Ashley Carle  
Director

Enc.

cc. David Keenan, Chief Executive Officer  
cc. Mr Stephen Coates, Chair of the Audit and Risk Committee

2023 Interim report

# 1. Status of issues

## Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Details of the deficiencies we identified during our interim audit are outlined further in this section. Refer to section 2 *Matters previously reported* for the status of previously raised issues.

| Issues                         | Significant deficiencies | Deficiencies | Other matters* |
|--------------------------------|--------------------------|--------------|----------------|
| Current year issues            | -                        | 1            | -              |
| Prior year issues – unresolved | 1                        | 10           | 1              |
| <b>Total issues</b>            | <b>1</b>                 | <b>11</b>    | <b>1</b>       |

\*Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

The following section details control deficiencies and other matters identified as at 31 January 2023. It includes a response from those charged with governance.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: [www.qao.qld.gov.au/information-internal-controls](http://www.qao.qld.gov.au/information-internal-controls) or scan the QR code.



**Internal control issues**



Significant deficiency



Deficiency



Other matter

**SENSITIVE**

















**10.2 Procurement Exception under Section 235 Local Government Regulation 2012**

**Executive Officer:** General Manager Council Sustainability

**Item Author:** Coordinator Procurement

**Attachments:** Nil

**Executive Summary**

This report seeks Council's approval for the engagement of suppliers under section 235 of the *Local Government Regulation 2012* (the Regulation) during the 2023-2024 financial year.

**Recommendation**

That Council resolve to engage the following supplier under section 235 of the *Local Government Regulation 2012*:

| <b>Supplier</b>             | <b>Services</b>   | <b>Exception</b> | <b>Expiry</b> |
|-----------------------------|---|------------------|---------------|
| Aquion                      | Smartsheet Project Management                                     | 235(a)           | 30/06/2024    |
| Armsign                     | Signage for the Story Markers Project                             | 235(b)           | 30/06/2024    |
| CWASH Pty Ltd               | Rental of land  | 235(a)           | 30/06/2024    |
| Databasics                  | Canto Digital Asset   | 235(a)           | 30/06/2024    |
| Destination Scenic Rim      | Member-based local tourism organisation                           | 235(b)           | 30/06/2024    |
| Eftsure                     | Software to assist with fraud detection with supplier payments    | 235(b)           | 30/06/2024    |
| Esri                        | Geographical Information system                                   | 235(a)           | 30/06/2024    |
| Everi                       | What's on Scenic Rim Portal                                       | 235(b)           | 30/06/2024    |
| Geomant                     | Customer Contact call centre software                             | 235(a)           | 30/06/2024    |
| ID Consulting Pty Ltd       | Annual subscription - profile.id; atlas.id and economy.id         | 235(b)           | 30/06/2024    |
| Lavender House              | Employee Assistance Program (EAP)                                 | 235(b)           | 30/06/2024    |
| Locatrix                    | Evacuation Maps and Online Fire Evacuation Training               | 235(b)           | 30/06/2024    |
| NearMap                     | GIS Mapping subscription  | 235(a)           | 30/06/2024    |
| Nosto (Stackla)             | Online "plug-in" platform   | 235(b)           | 30/06/2024    |
| OnTheNet                    | Broadband and network services                                    | 235(b)           | 30/06/2024    |
| Plant Assessor              | Plant safety risk assessment services                             | 235(b)           | 30/06/2024    |
| PRD Software                | Helpdesk, IT Asset Management and Reporting software subscription | 235(b)           | 30/06/2024    |
| Romeo Digital               | Hosting and website maintenance                                   | 235(b)           | 30/06/2024    |
| Sitech Construction Systems | Sole Distributor trimble site positioning and survey systems.     | 235(a)           | 30/06/2024    |



| <b>Supplier</b>  | <b>Services</b>  | <b>Exception</b> | <b>Expiry</b> |
|--|--|------------------|---------------|
| Solutions in Transport   | Traffic management services  | 235(b)           | 30/06/2024    |
| Stenhouse Lifting Pty Ltd  | Safety inspections of lifting and height devices   | 235(b)           | 30/06/2024    |
| uWorkin  | Jobs in Scenic Rim Portal  | 235(b)           | 30/06/2024    |
| <ul style="list-style-type: none"> <li>• Beaudesert Community Arts and Information Centre Assoc Inc;</li> <li>• Boonah District Chamber of Commerce Inc;</li> <li>• Canungra Visitor Information Centre;</li> <li>• Rathdowney Area Development and Historical Association Inc; and</li> <li>• Tamborine Mountain Chamber of Commerce and Industry Inc.</li> </ul> | Provision of services to maintain and operate Visitor Information Centres throughout the Scenic Rim. | 235(a)           | 30/06/2024    |
| Waylene Currie trading as WLRC Arts  | Graphic Design   | 235(b)           | 30/06/2024    |
| Wildlife Preservation Society of Qld   | Wildlife eDNA survey   | 235(b)           | 30/06/2024    |

**Previous Council Considerations / Resolutions**

At the Ordinary Meeting held on 9 May 2023 (Item 10.7), Council resolved to engage the following suppliers under section 235 of the *Local Government Regulation 2012*:

| <b>Supplier</b> | <b>Services</b>   | <b>Exception</b> | <b>Expiry</b> |
|-----------------|---|------------------|---------------|
| Bencee Pty Ltd  | Construction of Tamborine Mountain Library Outdoor Area | 235(b)           | 30/06/2023    |

At the Ordinary Meeting held on 7 March 2023 (Item 10.3), Council resolved to engage the following suppliers under section 235 of the *Local Government Regulation 2012* during the 2022-2023 financial year.

| <b>Supplier</b>                        | <b>Services</b>                         | <b>Exception</b> | <b>Expiry</b> |
|--|---|------------------|---------------|
| Destination Scenic Rim                 | Member-based local tourism organisation | 235(b)           | 30/06/2023    |
| Towri Sheep Cheeses                    | Promotional Event                       | 235(b)           | 30/06/2023    |
| SmartCrete Cooperative Research Centre | Recycled road base material             | 235(b)           | 30/06/2023    |

At the Ordinary Meeting held on 16 August 2022 (Item 10.4), Council resolved to engage the following suppliers under section 235 of the *Local Government Regulation 2012* during the 2022-2023 financial year.

| Supplier               | Services                              | Exception | Expiry     |
|------------------------|---------------------------------------|-----------|------------|
| Solutions in Transport | Traffic management services           | 235(b)    | 30/06/2023 |
| OnTheNet               | Broadband and network services        | 235(b)    | 30/06/2023 |
| Plant Assessor         | Plant safety risk assessment services | 235(b)    | 30/06/2023 |
| CWASH Pty Ltd          | Rental of land                        | 235(a)    | 30/06/2023 |
| Lavender House         | Employee Assistance Program (EAP)     | 235(b)    | 30/06/2023 |

### Report / Background

In accordance with section 235 of the Regulation, Council may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if:

- (a) the local government resolves it is satisfied that there is only one supplier who is reasonably available; or
- (b) 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
- (c) a genuine emergency exists; or
- (d) the contract is for the purchase of goods and is made by auction; or
- (e) the contract is for the purchase of second-hand goods; or
- (f) the contract is made with, or under an arrangement with, a government agency.

The exceptions under section 235(a) and (b) of the Regulation requires Council to resolve these exceptions and the submission of reports to Council to obtain exceptions under these Regulation provisions is commonplace in Queensland councils.

#### Aquion

Aquion provides Council with access to Smartsheet Project Management, an online project management software. The exception sought for Aquion allows Council to purchase subscription licenses through an Australian supplier. Estimated expenditure in the 2023-2024 financial year is \$25,280.

#### Armsign

Armsign have been engaged in 2022-2023 to design signage for the Story Markers project. Once initial markers are delivered, Council would like to engage the same supplier to keep the design intent consistent and enable continuation of the project without infringing on copyright. The budget for this work is expected to be between \$10,000 and \$15,000.

### CWASH Pty Ltd

CWASH Pty Ltd is the registered owner of land situated at 157-169 Helen Street, Beaudesert. Council has operated a stockpile from this site since the late 1990s. The site is beneficial to Council due to its proximity to the Helen Street Works Depot and centrally located to the greater Beaudesert/eastern works area.

In the time Council has been using the site, it has been improved to create a hardstand area, thereby increasing its usefulness to Council as an all-weather facility. Improvements by Council have rendered the site generally immune to riverine flooding. Furthermore, in a high intensity, short duration rainfall event, the hardstand area remains relatively free from water that flows down Helen Street and lies in the lower area of the property.

Given its location, Council's use of the site receives little to no negative feedback from members of the community. Previous stockpile sites have been forced to close due to adverse public feedback relating to its perceived unsightly nature and noise issues. The estimated expenditure per annum is \$13,000.

### Databasics

Databasics provides Council with access to "Canto" digital asset management software and support services. The exception sought for Databasics allows for Council to purchase Canto subscription licences through an Australian supplier to continue this access. Estimated expenditure in the 2023-2024 financial year is \$7,177. The exception is to support the continuation of the ongoing annual subscription.

### Destination Scenic Rim

Destination Scenic Rim (DSR) is the industry-led, member-based local tourism organisation for the Scenic Rim region.

As part of its mandate to help grow the region's tourism industry, Council works closely and collaboratively with DSR to support their delivery of networking, advocacy, training and marketing services to their members and the broader industry, in accordance with their annual business plan. The annual budget requirement to support DSR is \$80,000 for the delivery of actions in their 2023-2024 Business Plan and a further \$15,000 for a stipend for their Independent Chair.

### Eftsure

Banks do not match Payee Names to Account Numbers when processing electronic payments, causing payment error to non-intended recipients and creating a blind spot. Council introduced Eftsure which is a cloud-based software solution which protects outgoing bank to bank payments from crime, fraud and error which provides continuous control monitoring to protect the organisation's digital payments. It is a tool aimed to prevent payment fraud, onboard new vendors and manage the accuracy of existing vendors' banking and compliance data. The annual ongoing subscription is approximately \$6,500.

### Esri

Esri provides Council with a Geographical Information system, creating custom maps and updating Council spatial datasets that feed Intramaps and support services. The exception sought allows for continued delivery of these essential network services. Estimated expenditure in the 2023-2024 financial year is \$55,000.

### Everi

Everi is a unique online technology platform, which is a unique service in Australia, providing a solution for displaying and managing events online to serve as the primary events destination for residents and visitors. The Event Hub is fully customised, featuring curated and customisable feed of events, various communication tools and alerts. Unable to find another provider offering the full set of features and tools required. The Everi platform is utilised across various business groups in the organisation. This exception is to support the annual ongoing subscription of approximately \$16,500.

### Geomant

Geomant provides Council with customer contact call centre software. The exception sought for Geomant allows for continued maintenance and support of this essential software. Estimated expenditure in the 2023-2024 financial year is \$5,319. Exception is sought as this is a yearly contract and to allow for the continuation of services.

### ID Consulting Pty Ltd

ID Consulting Pty Ltd provides a nationally recognised and widely used economic modelling tool which provides demographic and economic statistics for regions, including the ability to utilise an online economic and event impact calculator. Council subscribed to the service in February 2018, and it is available to Council and the public. ID Consulting Pty Ltd is the sole provider of a platform which provides this data and tools. The .id system is used by over 300 local governments and regional authorities around Australia to provide a source of local demographic and economic data which is made available to the community. This is a 'public access' tool that allows Council to gain an in depth understanding of the region by reviewing key statistics in the local economy and compare these to state and national trends. This exception is to support the annual ongoing subscription of approximately \$32,450.

### Lavender House

Council offers an employee assistance program (EAP) which is a free, professional and confidential counselling service available to assist employees and their immediate family members with personal and work-related concerns. Employees may access up to three counselling sessions per year under this arrangement. Council will be conducting a procurement process early in 2023-2024 for an expanded scope of services, subject to adoption of the 2023-2024 operational budget. Expenditure for the 2022-2023 financial year amounted to approximately \$36,750. Actual expenditures for 2023-2024 would be dependent upon actual employee requirements for utilising the service.

### Locatrix

Locatrix is an online platform providing evacuation maps for all Council buildings and fire evacuation online training for all Council staff. The annual subscription is approximately \$16,000.

### NearMap

NearMap provides Council with online access to regularly updated aerial photography for GIS (mapping) and support services. The exception sought for NearMap allows for continued delivery of these essential services. Estimated expenditure in the 2023-2024 financial year is \$79,530.

### Nosto (Stackla)

Stackla (now Nosto) was contracted by Council in June 2021 as the online 'plug-in' platform to serve User Generated Content (UGC) (images) from Instagram to the Visit Scenic Rim website. This is a unique service, and the suitability of the service provided by Nosto for the Visit Scenic Rim website, along with Nosto's established use as the 'plug-in' for UGC on the website makes Nosto the preferred supplier for the continuation of this service. The annual cost for the UGC plug-in is expected to be \$15,000.

### On the Net

On the Net provides Council telephony, network infrastructure (including WiFi) and support services. The exception sought for OnTheNet allows for continued delivery of these essential network services. Estimated expenditure in the 2023-2024 financial year is \$90,000.

### Plant Assessor

Plant Assessor is an online safety system and has been providing plant safety risk assessment services to Council plant and equipment since 2010. Plant Assessor is make and model specific, and provides risk assessments to the latest Australian Standards, Legislation and State Codes of Practice. Plant Assessor also provides a corrective action management regime, for Council to ensure plant is brought up to standard, and that a safe system of work is developed for each item of plant on fleet.

A yearly assessment is undertaken by Plant Assessor, on a variety of Council owned plant and equipment, including newly purchased items. Estimated expenditure for the 2023-2024 financial year is \$12,000.

### PRD Software

PRD Software provides Helpdesk, IT Asset Management and Reporting software for Information Services and Technology. The exception sought for PRD Software allows for continued updates and support for this software. Estimated expenditure in the 2023-2024 financial year is \$5,350 and the exception is to support the continuation of the annual subscription.

### Romeo Digital

Romeo Digital was appointed by Council in 2021 to design and build a new Visit Scenic Rim (VSR) website following a highly-competitive Tender process. The website - [www.visitscenicrim.com.au](http://www.visitscenicrim.com.au) - went live in May 2022. As well as building the website, the services provided by Romeo Digital through this Tender included hosting and maintaining the website and its Search Engine Optimisation (SEO) through to 30 June 2023. Due to Romeo Digital's extensive experience and expertise with the VSR website, their deep familiarity with the Scenic Rim's tourism features and assets and the destination brand, along with their demonstrated superior customer service, it is expedient and beneficial to continue engagement of their services for website hosting and associated website maintenance and upgrades. The anticipated budget for website hosting, maintenance and upgrades, SEO and Google ad management is approximately \$76,000 for the 2023-2024 period.

### Sitech Construction Systems

Sitech are the sole distributor in this region for trimble civil engineering and construction site positioning and survey systems.

The yellow equipment used in equipment such as graders, come with the primary trimble equipment that is fitted by Hastings Deering to our fleet when we purchase them. The exception is required for the hire of this compatible equipment which communicates with Council's grader fleet equipment to position construction of drainage and roadworks from council drawings and designs which are uploaded to the hired unit. The anticipated amount for the 2023-2024 period is in the vicinity of \$170,000. If the hire of this equipment is to continue long term, the ability to purchase the equipment will also be explored.

### Solutions in Transport

It should be noted that Solutions in Transport are not listed with Localbuy or any State purchasing registers for Council to appoint.

Solutions in Transport is the leading traffic management consultancy based in Queensland and are recognised as offering a specialist services within local government. Dr Dan Sullivan was Project Manager for development of the Austroads Guide to Temporary Traffic Management (AGTTM) and initiated a program for nationally harmonised training, industry registration and company prequalification. AGTTM is the main guide to temporary traffic management (TTM) along with Queensland Guide to Temporary Traffic Management, which provides guidance for the planning, design, and implementation of safe, economical, and efficient temporary traffic management designs.

Dr Dan Sullivan provides ongoing technical support to State, Territory and Local governments and to industry. He developed the Queensland Traffic Management Design course.

Dr Dan Sullivan is also the primary technical expert contracted by the Traffic Management Association of Australia for their education and industry development program and has partnered with IPWEA-Q to deliver a TTM related workshops across Queensland and the Northern Territory. His ongoing involvement in TTM industry has him recognised as an industry specialist.

It is understood that various Queensland councils and traffic control companies have engaged Dr Dan Sullivan for his services to improve the relevant TTM process and documents. There is no known supplier who provides and has as much in-depth knowledge in TTM industry as Dr Dan Sullivan.

Being an industry specialist in TTM industry, it is recommended that the engagement of Dr Dan Sullivan from Solutions in Transport is approved as an exception to carry out the temporary traffic management related assignments, including review of traffic management plans, traffic guidance scheme, as well as facilitating workshops with both field-based and office-based employees on TTM matters including new standards and updates. Budget is provided under Capital Works for engagement of 'Solutions in Transport' through allocated budgets within the project specific areas that have an allowance for the provision of traffic management.

### Stenhouse Lifting Pty Ltd

Stenhouse Lifting Pty Ltd provide a continuation of service to Council for visual inspections and bench testing of lifting and height safety devices which Council purchased from them. They also have a portal that council can access to manage inspection schedules, certificates and failures that may have been detected. The annual spend is approximately \$5,000-6,000 for the inspections and the exception is sought based on the annual continuation of service.

### uWorkin

uWorkin is the sole provider and only operator in Australia who provides an online talent community service. Due to the uniqueness of uWorkin's products and services, they have partnered with a wide array of States, Australian Local Government Authorities and industry associations nationally to develop a solution that draws from a range of available sources to provide a one stop shop which lists all jobs available in the region, and provide a platform for local business and jobseekers to connect at no cost. This exception is to support the annual ongoing subscription of approximately \$9,000.

### Visitor Information Centres

There are five suppliers who are engaged as the Visitor Information Centre (VIC) operators. They are: Tamborine Mountain Chamber of Commerce and Industry Inc; Boonah District Chamber of Commerce Inc; Beaudesert Community Arts and Information Centre Association Inc; Canungra Visitor Information Centre; and Rathdowney Area Development and Historical Assoc. Inc.

Each supplier is provided funding as per executed Service Level Agreements to operate an accredited VIC under the Tourism and Events Queensland Visitor Information Signage Policy. Each VIC has a separate mutual agreement for VIC service provision between the VIC Operator and Council. This exception is to support a total annual amount of \$121,000.

### Waylene Currie trading as WLRC Arts

Waylene Currie, trading as WLRC Arts, is a Mununjali artist with graphic design skills. This artist provides a particular digital skill set and has been engaged with Council to work on the Reconciliation Action Plan design. This particular skill set combined with the Mununjali connection means the services provided are specialised. This exemption would allow for appropriate management of any future work that may arise from the Reconciliation Action Plan project and is not expected to exceed \$15,000.

### Wildlife Preservation Society of Qld

Wildlife Preservation Society of Qld have a seven year history of undertaking platypus eDNA surveys to better understand platypus distribution in the Ipswich/Logan region, partnering with Ipswich City Council, throughout waterways in the lower Bremer River Catchment and Logan City Council in the Logan region. Using this contractor extends existing survey efforts within this region ensuring project outcomes and consistency in delivery at a whole-of-catchment scale. The anticipated spend for the 2023-2024 financial year is approximately \$22,000.

## **Budget / Financial Implications**

All exceptions sought have allocated budgets within the 2023-2024 Annual Budget within the respective areas.

## **Strategic Implications**

### *Operational Plan*

Theme: 6. Accessible and Serviced Region

Key Area of Focus: Accessibility and reliability of Council-controlled transport, flood mitigation and drainage infrastructure, with enhanced resilience

*Legal / Statutory Implications*

Local Government Regulations, Section 235 - Other exceptions

**Risks**

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR47 Inadequate or lack of an appropriate Financial Management Framework (including systems, policies, procedures and controls) in place to adequately minimise risk of fraudulent action and to maximise financial sustainability.

SR59 Non-compliance with legislation and/or procurement policies and procedures resulting in successful claim against Council beyond limit insured for.

Risk Assessment

| <b>Category</b>  | <b>Consequence</b> | <b>Likelihood</b> | <b>Inherent Risk Rating</b> | <b>Treatment of risks</b>   | <b>Residual Risk Rating</b> |
|--|--------------------|-------------------|-----------------------------|---|-----------------------------|
| Governance, Risk & Compliance<br><br>Failure to develop and adhere to procurement policy and processes | 3 Moderate         | Possible          | Medium                      | Procurement Policy and guidelines have been developed and are reviewed annually | Low                         |

**Consultation**

Consultation has occurred with General Manager Asset and Environmental Sustainability, General Manager Customer and Regional Prosperity, General Manager People and Strategy and General Manager Council Sustainability.

**Conclusion**

Council is requested to consider, based on the rationale and merits provided in this report, to resolve to engage the recommended suppliers under section 235 of the Regulation for the period 1 July 2023 to 30 June 2024.









### 10.3 Review of Revenue Policy

**Executive Officer:** General Manager Council Sustainability

**Item Author:** Coordinator Financial Management

**Attachments:**

1. Revenue Policy as adopted 11 July 2022  
2. Revenue Policy (with tracked changes)  
3. Revenue Policy  

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### Executive Summary

The Revenue Policy sets out the principles used by Council in establishing its own source of revenues including: general rates; separate rates and charges; special rates and charges; utility charges; and fees and charges. The Policy states that the rates, fees and charges are to be determined and applied in accordance with Council's Revenue Statement.

### Recommendation

That, pursuant to sections 169(2)(c) and 193 of the *Local Government Regulation 2012*, Council adopt the Revenue Policy, which will replace the version adopted on 11 July 2022, as provided in Attachment 1.

### Previous Council Considerations / Resolutions

At the Special Meeting held on 11 July 2022, Council resolved pursuant to Sections 169(2)(c) and 193 of the *Local Government Regulation 2012*, to adopt the Revenue Policy, which replaced the version adopted on 24 June 2021.

### Report / Background

Council's budget preparation process for the 2023-2024 budget has involved a series of discussions with the Mayor, Councillors and staff - where the various components, including but not limited to the Revenue Statement, Register of Fees and Charges, the 2023-2024 Budget, and the 2023-2024 to 2032-2033 Long Term Financial Forecast, prepared by Council officers have been reviewed and revised as necessary.

The underlying intent of this budget is to strengthen Council's financial position while delivering the capital works required to ensure that we can continue to deliver the services provided to the community, at an acceptable level, well into the future.

The objectives of the Revenue Policy are to set out the principles used by Council in establishing its own source of revenues including:

- General rates;
- Special rates and charges;
- Utility Charges
- Separate rates and charges;
- Charges for Local Government Services and Facilities; and
- Other Commercial Fees and Charges.

The Policy states that the rates, fees and charges are to be determined and applied in accordance with Council's Revenue Statement.

The 2023-2024 Revenue Policy has been developed in accordance with the determinations made during Council budget discussions - it is scheduled for review and consideration annually as part of the Annual Budget process.

### **Budget / Financial Implications**

The Revenue Policy may state guidelines used for preparing the local government's Revenue Statement and must be reviewed annually in line with adoption of the annual budget.

### **Strategic Implications**

#### *Operational Plan*

Theme: 2. Sustainable and Prosperous Economy

Key Area of Focus: An industry footprint that aligns to aspirations of the region and facilitates an evolving economy

#### *Legal / Statutory Implications*

Part 3 of the *Local Government Act 2009* requires Council to have a Revenue Policy as part of a system of financial management.

Section 169(2)(c) of the *Local Government Regulation 2012* states that a local government's budget for each financial year must include a Revenue Policy.

Section 193 of the *Local Government Regulation 2012* requires that Council's Revenue Policy states:

- (a) the principles that the local government intends to apply in the financial year for:
  - (i) levying rates and charges; and
  - (ii) granting concessions for rates and charges; and
  - (iii) recovering overdue rates and charges; and
  - (iv) cost-recovery methods; and
- (b) if the local government intends to grant concessions for rates and charges, the purpose for the concessions; and
- (c) the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

### **Risks**

#### Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR47 Inadequate or lack of an appropriate Financial Management Framework (including systems, policies, procedures and controls) in place to adequately minimise risk of fraudulent action and to maximise financial sustainability.

Risk Assessment

| <b>Category</b>  | <b>Consequence</b> | <b>Likelihood</b> | <b>Inherent Risk Rating</b> | <b>Treatment of risks</b>   | <b>Residual Risk Rating</b> |
|--|--------------------|-------------------|-----------------------------|---|-----------------------------|
| Financial/Economic<br><br>Non-compliance with legislative community reporting obligations. | 4 Major            | Likely            | High                        | A revenue policy and revenue statement are prepared in accordance with the Local Government Act and Regulation. | Low                         |

**Consultation**

Mayor and Councillors, Council's Executive Team, Financial Management, Revenue Team Leader, Planning and Development and external legal providers.

**Conclusion**

The Revenue Policy for the 2023-2024 financial year is required to be adopted as part of Council's budget and is presented for consideration and adoption.







































**11 Confidential Matters**

Nil