



Quarterly Operational Review

4th Quarter March to June 2018

BUILD STRONG DYNAMIC COMMUNITIES

Social

Support opportunities to develop the community through partnerships

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Application for RADF funding and the assessment and allocation of funding applications during the year from community groups.	Number of programs delivered equals the funding program amount.	Funding allocations made by the RADF Committee for the following: \$5000 committed to AR tour 2018 \$5000 committed to Camel Races 2017 \$2690 allocated to Fascinator workshop 2018	100%

Preserve and promote the heritage and diverse cultures of our community

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Preservation of historic memorials in the shire with locations documented and a maintenance plan created.	Documentary work completed with maintenance action plan in place.	Council has allocated funds towards a Heritage walk from the main street up to the Boulia Heritage Complex. Signage depicting historical information on various businesses in Boulia will be erected along the route.	100%
Community Services Manager	Continue the operation of the museum as a tourist attraction which showcases the heritage and history of Boulia.	Stonehouse open to the public with adequately trained staff in the delivery of historic information.	Complex to now be known as the Boulia Heritage Complex. This name has been registered in the business name register. New entry tickets to be printed with new name.	100%

Build a strong sense of community, capacity and pride through collaborative partnerships and programs

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Build strong local organisations which deliver community events and attract tourists.	Number of community events held. Number of local attendees. Number of tourist attendees.	The Shire Hall will celebrate its refurbishment and birthday on the 12th May at the annual ball. Heritage Week will be celebrated at the Stonehouse for its 130th birthday in May.	100%

Encourage and promote community wellbeing, including healthy and active lifestyles

Officer	What Output	How Activity	Work Completed	% Completed
Road and Construction Maintenance	The bus to be available for sporting activities when required.	Number of sporting events where the bus was utilised.	Requests for the bus are actioned as received.	100%
Community Services Manager	The centre staff are fully trained and the facilities are well maintained and fit for purpose.	Number of activities held at the centre. Training sessions completed for staff. Number of visitations to centre.	Greg Tuckwell has completed major refurbishment of the show.	100%
Director Works and Operations	Improved usability of the facility. Installation of a water bubbler park feature in place of the wading pool which will be open 24hrs - 7 days per week.	Tenders completed with design plans and installation completed before Nov 2017 from Works for Queensland grant funding.	Works for Queensland funding has enabled the new splash park to open along with the re-painting of the pool. The facility has proved popular and works well with 24 hours access but does have a timer attached to the system for control of water use.	100%
Executive Assistant	Full utilisation of funding available when received with community consultation.	Drought funding consultation with community received. Drought funding activities completed and reports returned on time.	Drought funding activities have been delivered within the funding period and in line with funding requirements.	100%

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Re-invigorate the existing park to include a skate ramp, and other design improvements to infrastructure.	Design plans approved and work completed before November 2017 from funding provided by Works for Qld program.	Work for Queensland funding has enabled this project to be realised. The skate park was opened on 2nd Dec with the official re-opening of the Robinson Park.	100%
Director Works and Operations	Improvement to the existing facility for both male and female jockeys.	Extension onto existing shed is designed and completed from Drought Communities Program Funding.	With the assistance of the Drought Communities Program (Federal Gov), the new jockey's room and race callers stand has been completed and was officially opened at the Easter Races.	100%
Director Works and Operations	Improved access for disabled patrons to use the facilities with funding being auspiced by Council.	Ramp and disabled access facilities to be completed by the local contract builder and the Workcamp.	The project has been completed with the assistance of grant funding applied for by the Camel Race Committee and Drought Funding (Fed Gov). The remaining painting of the fencing has now been completed by the Workcamp.	100%

Enhance digital connectivity opportunities for the Shire

Officer	What Output	How Activity	Work Completed	% Completed
Road and Construction Maintenance	Continued operation of FM transmission sites.	All sites operational.	JJJ not worked some time.	100%
Community Services Manager	Improved availability to digital functionality to support tourism.	Review completed on how digital exposure can benefit Boulia (RAPAD).	RAPAD group of Councils are progressing the idea of the 'Inland Telegraph'. This initiative has been spearheaded by Winton with the legal issues on ownership of content still to be finalised.	100%

Partner with relevant organisations to support educational opportunities for the shire

Officer	What Output	How Activity	Work Completed	% Completed
Senior Admin Officer	To engage at least one trainee in the office to complete Cert 3 in Administration.	Trainee engaged and studies commenced.	A trainee has been engaged and has been successful.	100%

Partner with relevant groups to support and deliver Emergency services within the shire

Officer	What Output	How Activity	Work Completed	% Completed
Road and Construction Maintenance	Support provided to SES and Fire groups to enable them to function in an emergency.	Reports provided back from the SES and QFES on activities of the group.	All Terrain Vehicle purchased with an application submitted for a secure shed to store the vehicle. Discussions with QFES and SES have come to an agreement to be able to use the fire station in conjunction with SES for training etc. This will avoid having to duplicate office space. This is a very logical step forward from both groups.	100%

Maintain a high quality of life by providing facilities and resources that encourage a secure, interactive and progressive community lifestyle

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Effective community celebrations which all people feel welcome.	Number of people attending each event. Number of events held.	Heritage Week a free event. Qld Day on 9th June a free event with many activities happening.	100%

BUILDING AND MAINTAINING QUALITY INFRASTRUCTURE

Environment

Plan open spaces and recreational facilities and streetscapes to improve civic pride and aesthetic appeal

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	All street lights functional.	Audit on street lights conducted with reports to Ergon on faulty lights.	<p>Order for Ergon to install the street light has been completed outside of the pool. Waiting on the correct people to enable installation to arrive in Boulia.</p> <p>Street lighting options on the other streets in Boulia which are dark are also being discussed.</p> <p>Ergon tested all the lights and changed the bulbs.</p> <p>Allocated consultancy fee in next years' budget for street lighting review.</p>	100%
Director Works and Operations	All parks and open spaces are managed in a sustainable manner with mowing and slashing completed regularly. Trees pruned or removed if dangerous.	Visible appearance of town, parks and open spaces is well maintained. No dead trees on Council land. Positive comments from visitors and community.	<p>Excellent results achieved here with further improvements to be seen over the coming months after the searing heat of summer. This will include:</p> <p>Town entrances are being developed with the installation of the Welcome to Boulia signs installed at the turn off to Bedourie and the entrance to town from Mt Isa. Old truck parking opposite Caravan Park: garden beds underway. Robinson Park entrance area has been developed.</p>	100%

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Improvement to the existing toilet facility to enable it to be an 'accessible' (prev disabled) toilet.	Toilet modifications completed by Nov 2017 from Works for Queensland grant funding.	Works for Qld project completed with toilet redesigned.	100%

Provide sustainable and environmentally sound water, sewerage and waste services for the communities within the Shire

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Reline of the remaining 2/3 of the sewer system (budget dependant).	Lifespan of system to increase to 50-100 years with limited maintenance.	100% grant funding received from the Department of State Development - Building Our Regions. Project completed.	100%
Director Works and Operations	Bore system functions to above ground tanks work and supply is constant.	No water outages.	<p>Plumber started Head works for disinfection system.</p> <p>Disinfection system building will be delivered in July.</p> <p>The first stage of the Hydro-smart system has been installed, test results proved water quality has been improved.</p> <p>All bores functioning well. Disinfection system tenders have been called and authorised to commence.</p> <p>Head works started for disinfection system. After connection to the new disinfection system the second Hydro-smart will be installed.</p>	100%
Director Works and Operations	Install disinfection technology to the water system (funding dependant).	Improved water quality and reduced turbidity.	<p>Disinfection system building will be delivered in July 2018.</p> <p>Disinfection system tender has been</p>	90%

Officer	What Output	How Activity	Work Completed	% Completed
			awarded to Evoqua Water Technologies Pty Ltd. Offsite work commenced. Project will be completed by end of May 2018.	
			Tenders closed on January 25, 2018. Recommendation report will be in February Council meeting. Tenders have been placed through the Outback Regional Water Group for the new disinfection technology system which will be progressed mid year. Several other Councils are joining with us for the tender which will reduce costs (approx \$100K) and allow us to complete other required work on the water system at the same time.	
Director Works and Operations	Water sampling conducted and variations reported to Water Board.	Reports from Water Board free from errors.	Water testing has been carried out at various locations. A new testing regime has been added to the DWQMP and submitted to the regulator. Awaiting on approval.	100%
			Water sampling completed which reveals our water quality is well within the accepted guidelines. Turbid water is still a problem when the water use is high and the bore water flows directly to town.	
Director Works and Operations	Bore system functions to above ground tanks work and supply is constant.	No water outages.	Water restriction has been lifted after rain event.	100%
			No water alerts or outages have been reported this quarter.	
			We have been able to meet supply demand this quarter with the introduction of	

Officer	What Output	How Activity	Work Completed	% Completed
			<p>restrictions.</p> <p>The restrictions in place were as a result of increased water usage (on an average 1.3ml/day) which increased the pressure on the town bore systems.</p>	
Director Works and Operations	Water sampling conducted and variations reported to Water Board.	Reports from Water board free from errors.	Sampling conducted with Drinking Water Quality Management Plan audit conducted by the Water Board without any functional issues recorded.	100%
Director Works and Operations	Regular collection of residential and commercial waste as per policy.	No complaints from residents or businesses.	Regular collections completed. Letter to business owners to be complied to determine individual requirements for waste collection in the Peak, Off Peak and Shoulder periods.	100%
Director Works and Operations	Waste facility managed in line with EPA requirements.	Waste facility is ordered and functional with little 'blow away' waste.	<p>EPA conducted audit - waiting on the report.</p> <p>Updated response to the EPA review has been submitted in December 2017.</p> <p>Response completed on actions taken on review completed in May 2017. No adverse comments. A full review and re-design of the facility will be completed in 2018.</p> <p>A massive clean up has been carried out at the Waste Depot. Temporary fencing has been installed around the dump to stop the paper waste from blowing away. New signage has been installed.</p>	100%

Develop manage and maintain roads and airport infrastructure to sustain and improve quality and safety

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Identify potential blackspot areas on roads and or bridges.	Project completed ready for funding opportunity.	Four heavy vehicle pull off areas have been identified and subsequently sealed which provides a safe rest area in high use areas.	100%
Director Works and Operations	Compliant aerodrome grounds meet with CASA requirements.	Pass of the audit via Annual inspection by CASA.	<p>Successful to secure funding from RAU. Joint procurement with ORRTG.</p> <p>Submitted funding application for Urandangie Airport runway lights and Boulia runway crack seal projects. Successfully secured funding, \$50,000, for Urandangie fencing. Grant funding to do minor repairs on Boulia airstrip has been successful.</p> <p>Fencing to be completed at Urandangie Airport in line with airstrip repairs. Grant funding to resurface the Boulia Airport has been unsuccessful at this stage.</p>	100%
Director Works and Operations	Compliant aerodrome facility including lights and markings meet with CASA requirements.	Pass of the audit via Annual inspection by CASA.	<p>With RAU funding new lighting will be installed at Urandangie. Line marking will be completed after reseal.</p> <p>Lighting at Urandangie is compliant but will need replacing in 1-2 years. Both airports are compliant at present. Line marking to be reviewed for Boulia, Urandangie and Emergency landing strip on the Donohue Highway.</p>	100%
Director Works and Operations	Shire roads which are accessible to all traffic including heavy vehicles which is safe.	Shire roads maintenance program including maintenance grading is completed each year.	Work completed on the heavy vehicle parking areas. Small area to be finished.	100%

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Special projects identified to improve road network are completed within timeframe.	Reporting to Roads to Recovery body is approved and audited by external auditors.	Roads to Recovery funding projects and submitted NDRP funding.	100%
Director Works and Operations	A further 16klms of road sealed on the Donohue Highway.	Work has been completed to the agreed standard between NT, WA and QLD.	\$4.5m funding allocation has been decided between the State and Federal Governments. These funds are controlled by TMR with documentation prepared in readiness to commence the next section in Jan 2018. 3km will be sealed on April 16, 2018.	100%
Director Works and Operations	Council utilise extraneous Council equipment to generate income.	External work is completed at a competitive rate with all costs to Council covered.	Limited requirement for Council equipment at present. Council equipment has been in-use.	100%

Provide and maintain well planned sustainable community assets to meet the needs of our community

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Facilities meet regulatory requirements and also meet WH&S standards.	Inspections by regulatory bodies and WH&S Officers meet pass rate.	All buildings meet requirement with potential of external Test and Tagging to be completed to ensure liabilities are met.	100%
Road and Construction Maintenance	Facilities are well maintained and grounds are aesthetically appealing.	Regular inspections conducted by supervisors meet level of service requirements.	All gardens have shown a distinct improvement during this period. New watering system installed to improve method of water delivery.	100%
Director Works and Operations	Improve the fencing in existence to meet racing requirements.	Running rail fencing installed at the Racecourse Reserve from Drought Communities Drought Funding.	All fencing completed with new starting box installed.	100%

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Re-paint swimming pool and improve tiling surrounds.	Pool re-painting completed and tiling surrounds repaired within the winter closure period.	Pool has been re-painted and tiles repaired with starting block covers ordered to be installed in Nov thanks to Work 4 Qld funding.	100%
Director Works and Operations	New shade structure over the main pool to be completed.	Design and tenders completed and installation completed over the winter closedown.	New solid shade structure is now completed and the final inspection to be done in Oct.	100%
Director Works and Operations	Hall facilities meet regulatory requirements and also meet WH&S standards.	Regular inspections conducted by supervisors meet level of service requirements.	Painting, curtains, PA system, kitchen and floor covering completed. Floor polishing and minor items to be completed. Hall renovations to practical completion. Painting, curtains and floor polishing have been completed. Project Completed.	100%
Director Works and Operations	Refurbish the Community Hall interior including walls, ceilings, and new kitchen.	Hall renovation completed with inspections completed by DWO and building certifier.	Renovation of the hall is now complete with official opening in May.	100%
Director Works and Operations	Urandangie Hall Facilities meet regulatory requirements and also meet WH&S standards.	Regular inspections conducted by supervisors meet level of service requirements.	Fencing installed to keep goats away. Actions completed as per set timetable by RFDS. Funding received is allocated in conjunction with Dr Don Bowley.	100%
Director Works and Operations	RSL facilities meet regulatory requirements and also meet WH&S standards.	Regular inspections conducted by supervisors meet level of service requirements.	This project is on hold until W4Q projects are completed.	0%
Director Works and Operations	RSL building renovations including a ramp, renovated kitchen and an internal toilet to be installed.	Work to be completed by the Workcamp and local qualified builder.	Work to recommence with Workcamp. Ramp partially completed.	0%

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Library facilities meet regulatory requirements and also meet WH&S standards.	Regular inspections conducted by supervisors meet level of service requirements.	Baby Rhyme Time on Thursday has once again started and been successful.	100%
Director Works and Operations	Bouliia Cemetery facilities are well maintained and grounds are aesthetically appealing.	Regular inspections conducted by supervisors meet level of service requirements.	Future layout to include a beam section. Cemetery is currently maintained by the Workcamp.	100%
Director Works and Operations	Urandangie Cemetery facilities are well maintained and grounds are aesthetically appealing.	Regular inspections conducted by supervisors meet level of service requirements.	Grounds are maintained. Requests for tree planting will depend on level of water use. A new line would need to be installed to the cemetery for this to occur.	100%
Director Works and Operations	That the bus is able to be utilised for community functions and events being well maintained, registered and roadworthy.	Bus utilised for events and other activities.	School has been utilising every day. Inspection on-track. Registration and inspections are conducted in Mt Isa. Bus is able to be utilised as required.	100%
Director Works and Operations	Airport building facilities meet regulatory requirements and also meet WH&S standards.	Inspections by regulatory bodies and WH&S Officers meet pass rate. Regular inspections conducted by supervisors meet level of service requirements.	WH&S met. Council continues to utilise this building as a meeting room which is a very practical solution at this stage. New Boardroom table has been ordered.	100%
Director Works and Operations	Post Office building facilities meet regulatory requirements and also meet WH&S standards.	Inspections by regulatory bodies and WH&S Officers meet pass rate. Regular inspections conducted by supervisors meet level of service requirements.	Secured funding from W4Q Round 2 to refurbish the facility to meet the WHS standards. Disabled access to be installed Jan 2018. Meeting office space for Pitta Pitta is being negotiated under an ILUA agreement.	100%

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Re-design and plan for new Council building.	New Council plan developed for building.	Ground work on feasibility and functional design is being reviewed with funding applied for design phase.	50%
Director Works and Operations	Council building - Depot: New demountable Depot Office to be installed to improve working conditions for staff.	Design and tender documents completed with work completed by Nov 2017 from the Works for Queensland grant funding program.	Depot Office building has been completed with staff transfer completed. Project Completed.	100%
Director Works and Operations	New cement shed with access for a forklift will secure the Council stores and comply with WH&S requirements.	Design to be completed by engineer and tender process managed by GBA.	This project will commence mid 2018. Project on HOLD. Due to funding availability.	10%
Director Works and Operations	Accessible ramp to be installed at Tom Howard Cottage with renovations to the toilets.	New ramp completed with changes made to the toilet.	This new ramp has been completed and is an asset to the facility. The quality of workmanship is excellent and was completed by our resident local builder. This ramp is functional and adds to the appearance of the building. The disabled toilet has also now been completed with the existing toilet gutted and modified to a multipurpose m/f/disabled facility. This provided a good cost effective way to achieve the desired outcome.	100%
Director Works and Operations	Stonehouse Museum work identified on the walls of the building to be repaired.	Plastering to be completed by a qualified person. Other remedial work to be completed on site.	Project completed by Workcamp crew. Work for Queensland project. Work now 90% complete with only the painting to be completed.	100%

Facilitate land and infrastructure development that meets the needs of the community and fits with the strategic plans for Council, key stakeholders including State and Federal governments

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Butcher paddock and Cooridgee paddock lease Sub-leases arranged and leaseholders engaged for 5 year leases on both properties.	Leases on Butcher Paddock and Cooridgee Paddock signed and registered. Lease payments received from leaseholders.	Still awaiting confirmation from State Land Asset Management for registration - due June 2018. Both Lessees have taken up the leases.	100%
Chief Executive Officer	Identification and progression of land areas suitable for both business, rural and residential occupancy within the shire.	Land availability options cleared with Native Title holders and DNRM. ILUA requirements met. Legal documents and agreements are signed and registered with DNRM. Titles issued on identified land.	Design and survey plans to be completed with TMR approving access to the estate for two points. Building Our Regions funding has been applied for to commence the development of this site estimated at \$1m.	100%

STRENGTHEN THE LOCAL ECONOMY

Economic

Promote tourism as an economic driver for the region

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Improvement in visitor numbers and sales revenue.	Numbers of visitors to show. Increase in income as a percentage of expenditure for sales.	A very evident increase in sales higher than the increase in visitor numbers which is a good result for the centre.	100%
Community Services Manager	Improved sustainability of the Min Min attraction.	Replacement of existing infrastructure completed with program review completed by	Work has been completed on the show and the procedure manual has been developed.	100%

Officer	What Output	How Activity	Work Completed	% Completed
		Nov 2017 from Works for Queensland grant funding.		
Community Services Manager	Increase visitor numbers by 5%. Utilisation of electronic media to promote Boulia.	Visitors to Min Min/ Stonehouse/and accommodation outlets.	A total revamp of the website and brochure is being completed with reference to what other areas are including and targeting our key attractions.	100%
Director Works and Operations	Support local tourism in Urandangie by the installation of showers and BBQ shelter at the existing toilet facility.	Structures installed by Nov 2017 from Works for Queensland grant funding.	Work for Queensland project. Facility has been ordered but because of the remote location it will rely on the second round of funding to complete the project.	100%
Community Services Manager	Increase the number of visitors to Boulia through partnerships with other regional tourism providers.	Completion of famils and external visits with the Far West Alliance to trade shows.	Tourism staff attended trade shows in Melbourne and Brisbane in 2018.	100%
Chief Executive Officer	Recognition of various Traditional Owner (T/O) groups within the shire by including signage on T/O area boundaries.	Consultation with T/O groups on wording and location of signage. Installation of signs completed.	Meeting held with Pitta Pitta group who are keen to proceed with interim signage advising that visitors are travelling through the home of the Pitta Pitta.	90%

Where controlled by Council, affordable and suitable housing to meet demand is available

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	All houses and units owned by Council are rented out. 80% occupancy rate.	Occupancy rate achieved.	As at April 2018 the occupancy rate was at 85%.	100%

Support opportunities for existing and emerging industries and business

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Support requests for further development of sites within Boulia Shire to enable increased employment of local people.	Increased number of businesses using Boulia as a base employing local people.	Existing industrial land is being progressed. Lease and ILUA for office space has been completed and has been approved by Council in the March meeting and is to be signed on 27th June.	100%

Identify other economic opportunities and enablers for the Shire

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	RAPAD - Facilitate the growth and development of the Central West and wider Outback region. By working together member local governments are united in their desire to enhance the quality of life for all residents.	Evidenced based outcomes resulting from the membership of the regional group.	Joint project with the other Councils under the Central West Strategic Digital Plan is being progressed. The RAPAD group of Councils is progressing the digitisation of the area to support the potential development of the tourism industry in the remote outback. The link provides valuable data gathering capabilities which we will be able to use to ascertain where best to market and promote ourselves.	100%

Actively support networks and partnerships between local businesses, industry groups, relevant organisations and government

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	ORRTG - Strong representation for all RAPAD Councils to road funding bodies.	Monthly meetings to review progress.	Regular monthly teleconferences attended with quarterly face to face meetings attended. Director of Works and Operations attends all	100%

Officer	What Output	How Activity	Work Completed	% Completed
			meetings. New face to face meeting (May) will be held in Boulia.	
Director Works and Operations	Utilisation of TMR funding to achieve best possible outcome in road service delivery.	Projects identified and completed as per the agreed schedule of works. Improved road access.	Regular meetings with TMR occur to review our progress against TMR funding allocation. All actions completed across the agreed schedule of works which improves the road access for the residents of Boulia. All works are within budget and time frames.	100%
			RMPC and TIDS on target.	
Director Works and Operations	Utilisation of funding to achieve best possible outcome in service delivery for water infrastructure.	Improved water infrastructure.	Hydrosmart installed Dec 2017, External Water Audit completed and passed. Water infrastructure is functioning at the best possible result at present.	100%
Chief Executive Officer	OHDC - Strong representation for the future development of the Donohue.	Monthly teleconference updates.	The group has been successful in representing Councils along the outback way to secure funding from the State and Federal Governments with \$6.25m and then a further \$10m in 2021.	100%
Chief Executive Officer	Highway as a tourist/heavy vehicle link east-west.	Further allocation of funding to seal sections of the Donohue Hwy.	Funding has been released and work has now commenced.	100%
Community Services Manager	OQTA - Improve exposure for Boulia's tourist product.	Joint attendance at trade shows. Queensland wide promotions. National exposure.	Attendance at meetings completed with membership maintained. Results limited for Western Queensland. New Far Western Representative is Cr B. Britton.	100%
Chief Executive Officer	CWRPMG - Development of a strong regional group who identify and manage pest and weed issues.	Group is functional and has had success in identifying and lobbying government for changes to funding allocations.	A regional coordinator is to be appointed to move this group in the right direction and become as proactive as both the roads and water groups. A reinvigorated group is now	100%

Officer	What Output	How Activity	Work Completed	% Completed
			linking meetings with the RAPAD face to face meetings each quarter.	
Chief Executive Officer	Lobby government departments for funding and changes to Acts where warranted.	Cross boundary assistance and support given to other members of the group.	Submissions to WQLGA and ALGA for the review of the pig snout bounty so that it is standard across all areas.	100%
Chief Executive Officer	LDMG group is functional and operates well in emergency situations.	Activations are well executed and documented. Reports to the LDMG are completed. Field and desk top exercises are completed.	Activation meeting was held in Mar 2018 due to flood events from rain up north.	100%
Chief Executive Officer	IQRAP - Improve productivity for existing industries and businesses along supply chains, enhance competitiveness of exporters, support new private sector investment and improve resilience and connectivity for the delivery of goods and services to the community.	This group is developing and gathering momentum. We are only one of 33 local governments who are members. The focus is to increase the quality and accessibility of the road network to maximise the economic prosperity of inland QLD.	The Mayor is actively engaged in this group of which he is the chairperson. It is being acknowledged as a supporting plan which identifies the local issues and provides recommendations over the long term.	100%
Chief Executive Officer	Effective representation for local issues by submission of resolutions to WQLGA for consideration by ALGA for submission to the Federal Government at ministerial Council meetings.	Resolutions are submitted and passed for review.	New submissions to be discussed with Council for the annual WQLGA in Emerald in 2018.	100%
Chief Executive Officer	Effective representation for local issues by submission of resolutions to ALGA for consideration by the Federal Government.	Resolutions are submitted and passed for review.	Further resolutions of Council to be progressed from WQLGA to ALGA which is the final stage before representations to the ministers for considerations.	100%

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Continuation of the group and the work which is completed supported by a Council representative.	Group is functional and supported.		0%
Community Services Manager	Clear and accountable allocation of housing stock to applicants.	Housing stock is utilised for the best purpose.	2 applications were received in March but neither applicant has taken up the offers of rental housing.	100%
Finance Manager	Audit Committee - Regular meetings are held in line with requirements.	Functional Audit Committee.	Audit Committee meets when required and consists of Councillors, staff, external auditor and external accountant. All actions raised by internal and external auditors are reviewed and progress against targets noted. Last meeting was held 22nd June 2018. Next meeting scheduled 8th August 2018.	100%
Human Resources	EBA Committee - Committees are formed inclusive of all areas of the Council.	Well balanced EBA supporting both staff and the Council sustainability.	Meeting has been held and wage level reviews are being conducted against other local Councils in our region. New Award pay schedules are being assessed against existing levels and allowances by external consultant.	90%
Director Works and Operations	The Plant Committee to complete reviews on plant usage making suggestion on turn over, purchase and replacement to achieve maximum value for money outcomes.	Plant purchases are within budget and plant is maintained within specified parameters to enable sound operations of the Council.	The Plant Committee has determined what plant is required for future road works and submitted to Council for review in line with our current budget. New NAVMAN plant system has been installed which will improve safety for our staff but also provide information on how well each piece of machinery is performing.	100%

CARING FOR OUR PEOPLE AND OUR ENVIRONMENT

Environment

Provide a safe and pleasant environment for families to live and work

Officer	What Output	How Activity	Work Completed	% Completed
Executive Assistant	The set of policies and local laws to ensure that all residents are able to enjoy Boulia without nuisance are reviewed annually.	Policies and Local Laws are up to date and relevant.	All policies and local laws are reviewed as required and version control is kept up to date after review by Council through the Council minutes. No new policies or laws introduced this quarter.	100%

Ensure all activities conducted by Council meet with environmental guidelines and are sustainable

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	All facilities over which we are required to hold a licence meet the QLD standards and licence renewal is achieved.	Visitation and audit by Environmental Health Officer to review all of Council operated facilities and business operating in Boulia.	Licensing review is completed by an external Heath and Environmental Officer who issues the relevant licence as they are due. All businesses in Boulia are currently licenced and they do not have any issues to be corrected which would impact the operation of their business.	100%
Rural Lands Protection Officer	Identification and management of pest animal and weed issues within the shire.	Pest animal baiting occurs. Weed identification and notification process occurs. CWRPMG meetings are attended by RLPO.	RMPC weed spraying to start in July 2018. Boulia to Mt Isa Rd starting at the Ardmore boundary and heading to the Mt Isa boundary.	100%
Rural Lands Protection Officer	Leases over the Butcher Paddock and Coridgee Laneway are managed in accordance with our lease.	Leases are sub-leased with income generated to cover lease fees to QLD Gov and managed in accordance with those requirements.	Inspection of boundary fences of both lease paddocks carried out and report handed in to CEO.	100%

Facilitate land and infrastructure planning and development that meets the needs of the community

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Review of the Town Planning Scheme which is now due for review.	Town Planning Scheme is reviewed and adopted by Council.	Initial plan developed by the DILGP to be reviewed by Council in May 2018, this will then go out for community consultation.	90%
Director Works and Operations	All building applications are completed in a timely manner with the correct fees charged.	Applications processed with minimum delays.	Development and building applications have been processed by the new online system MyDAS2 and through the Town Planners as required.	100%
Chief Executive Officer	Native Title requests are dealt with as they eventuate.	Land planning issues proceed as needed with the proper process followed.	Council engages an external resource to ensure we comply with Native Title requests (Lawyer). No requests are in train at present.	100%

Facilitate health and medical service provision for Boulia and Urandangie

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Strong relationships built on a political level between State and Federal governments.	Improved health and medical facilities for Boulia and Urandangie.	Funding agreement has now been signed with development due to start May - project end date will be Mar 2019. The joint collaboration between Boulia Shire and Queensland Health is for the construction of the Wellbeing Centre to be located at the Primary Health Care Centre. The Urandangie Clinic has been upgraded with the installation of security fencing.	75%
Chief Executive Officer	Auspiced funding for RFDS is managed in accordance with planned activities to upgrade facility over two years.	Activities completed with quarterly reports submitted.	All identified activities for this quarter have been completed with budget in order and reported on quarterly to RFDS.	100%

Caretake environmental impact areas of pests, weeds, water resources, disasters and natural resources

Officer	What Output	How Activity	Work Completed	% Completed
Rural Lands Protection Officer	Management and control of domestic animals within the township.	Limited numbers of stray animals. Unwanted or impounded animals are disposed of humanely.	<p>There has been a fall in numbers of stray dogs roaming the streets after the house to house inspection for dogs that were unregistered.</p> <p>The number of feral cats has fallen as well with the cat owners handing over the unwanted kittens to be humanely put down.</p> <p>Letters to inform the owners of registered dogs that registrations are due have improved the registration rates.</p>	100%
Rural Lands Protection Officer	Pest weed control on Council managed land is maintained.	Limited incursions with action taken for invasive species.	Pest weeds on Town Common being managed and only spot spraying required after rain.	100%
Rural Lands Protection Officer	Reduction in the number of pest animals by use of baiting and the paying of bounties for wild dog scalps and pig snouts.	Take up of baiting program offers by the landholders. Bounty payments continue. Education information available on pest animals on the website/ face to face.	<p>There were a total of 34 (18 male, 16 female) feral/wild dog scalps brought in this quarter.</p> <p>There were 89 pig snouts brought in this quarter.</p> <p>The first round of 1080 baiting took place in this quarter with 6 properties baiting with a total of 700kg of meat treated with dog strength and 2365kg of meat treated with pig strength.</p> <p>The second round will be late August to early September 2018.</p>	100%

Officer	What Output	How Activity	Work Completed	% Completed
Rural Lands Protection Officer	Town Common is managed with weed control and stock levels monitored.	Town Common Committee meets at least once per year. Members fees are paid promptly Stock which is not registered with a member will be impounded. Town Common muster is completed half yearly.	Town Common muster was carried out in May and there were 13 head of cattle removed that did not belong there. There were 2 horses impounded as the owners were not paying agistment fees. The owners paid the outstanding fees and the horses were released.	100%
Rural Lands Protection Officer	Stock route bores are maintained as appropriate with funding applied for as needed.	Stock route bores are maintained in accordance with funding received.	Funding of \$10,000.00 has been applied for to carry out capital works being the replacement of the old steel water trough at Hamilton Bore on Springvale Rd with two new poly water troughs. Funding of \$12,000.00 has been applied for to carry out capital works being the replacement of the old steel trough with two poly troughs at the Herbert Downs Bore on Herbert Downs. Both have been Provisionally Approved, once all quotes are in form 2 will be submitted.	100%
Chief Executive Officer	Compliance with the state requirements to have a State Emergency Service (SES) group.	SES - Group is supported during and after events by the use of Council equipment and staff as required. SES Management Plans are up to date.	Council continues to support the SES in both human resources and equipment requirements. Recent application for funding for a new SES shed to house the tandem vehicle was unsuccessful.	100%
Chief Executive Officer	Local Disaster Management Group (LDMG) and a Rural Fire Brigade (RFS).	LDMG - Half yearly meetings are held and reported back to DDMG. LDMG - Activation meeting for flood events are held	Activation meeting held in March 2018 due to flood event. Pre-start meeting which was held in November - results forwarded back to DDMG in Mt Isa.	100%

Officer	What Output	How Activity	Work Completed	% Completed
		and reported. LDMG Management Plans are up to date including QFES requirements. Meetings are attended and actioned.		

ROBUST GOVERNANCE

GOVERNANCE

Manage Council's Human Resources in an effective manner

Officer	What Output	How Activity	Work Completed	% Completed
Human Resources	Administration - HR policies and procedures in place to ensure staff have clear guidelines in relation to working for the Council.	Policies are reviewed and made available to staff.	These are to be reviewed in line with the EBA. All current policies are available to staff on line and on our website.	100%
Human Resources	Human Resource plan is developed to identify potential needs in the future (succession planning).	Plan will be used in the budget process for 2018-2019.	This will be reviewed in line with the new award negotiations. Organisational review on structure also under review.	50%
Human Resources	Review of existing EBA and commence consultation with staff to develop an equitable EBA which is fair to staff and sustainable for Council.	Enterprise Bargaining Agreement is developed and adopted by Council in accordance with the new State Award 2017.	EBA discussions/consultation has been completed with external provider who will assist in making sure we are legally compliant.	70%

Ensure Council's commercial activities are managed well and provide benefits to the community

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Min Min Encounter Business Plan incorporating management guides and sustainability review completed.	Business Plan and management manuals completed by Greg Tuckwell (consultant).	Plans due from Greg Tuckwell are due to be completed in Jan 2018.	100%
Community Services Manager	Stonehouse Museum Business Plan incorporating management guides and sustainability review completed.	Plans completed which identify future sustainability and infrastructure requirements into the future.	Plan has been done.	100%
Community Services Manager	Post Office Business Plan incorporating management guides and sustainability review completed.	Plans completed which identify future sustainability and infrastructure requirements into the future.	No further action at this time - Review 2018.	10%

Corporate Governance and Risk is managed well within Governance and Risk is managed well within regulatory parameters

Officer	What Output	How Activity	Work Completed	% Completed
Finance Manager	Risk Management is identified as part of the business.	Risk Management Framework is developed and implemented across the organisation.	Risk management for finance has been completed and action reviewed to ensure segregation of duties is clear.	100%
Chief Executive Officer	A business solution (IT) which covers the needs of Council at present and into the future.	Partnership with the RAPAD group to identify future solutions for Boulia in line with the region progressed.	New IT solution identified and will be implemented in Sep 2018. Significant work has now been completed to enable this to happen and it will secure the future of the Council with respect to ongoing fit for purpose financial systems. The whole of RAPAD a part from Blackall Tambo are moving to the new system which will provide consistency across several Councils.	75%

Officer	What Output	How Activity	Work Completed	% Completed
Finance Manager	Long Term Financial Plan to be updated to QTC model to a stage where it gives Council a good indication of the impact of financial decisions made by them on future decisions.	Long Term Financial Plan developed in line with QTC format.	Initial plans have been completed for the 10 year review and input onto the QTC framework. Ongoing updates are completed regularly. Plans are updated as part of the Budget process. Currently being input into the QTC database.	100%

Provide a safe working environment for all staff and visitors to Council facilities

Officer	What Output	How Activity	Work Completed	% Completed
Workplace Health and Safety	All areas within Council meet the basic standards for WH&S.	Regular reporting to ManEx on incidents and prevention activities.	Monthly reporting completed. Silver Award has been achieved by Council thanks to WH&S Officer Julie Dorries.	100%

Council's offices, depots and business enterprises are operated under 'value for money' principles

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Min Min expenditure fees and charges reflect the industry norm and mark-up on goods is reflective of costs.	Costs to visit our exhibition is reflective of other tourist attractions and minimal stock write off.	Actioned - fees comparable to other attractions. Tighter control over stock orders has resulted in limited write offs. New lines of merchandise have been sourced.	100%
Community Services Manager	Stonehouse fees and charges reflect the industry norm and mark-up on goods is reflective of costs.	Costs to visit our exhibition is reflective of other tourist attractions and minimal stock write off.	Actioned - fees comparable to other attractions.	100%
Director Works and Operations	Depot Workshop - Council plant and equipment is fully operational at all times.	Limited downtime and minimal lost productivity.	Good results this quarter with limited downtime for machinery.	100%

AN EVOLVING WORKPLACE

GOVERNANCE

Adopt employment practices that develop and support a motivated and focused workforce

Officer	What Output	How Activity	Work Completed	% Completed
Workplace Health and Safety	All staff are compliant in the use of the WH&S system and achieve an audit pass on inspections.	JLTA audit is completed and a pass is achieved by the group.	Improved compliance across the organisation with a Silver Award achieved through hard work by all staff.	100%
Senior Admin Officer	EBA groups are formed and have reviewed the existing EBA.	EBA meetings are attended by the CEO with LGAQ and other groups as requested. EBA is progressed.	EBA is progressing with working papers being provided to external consultant in Dec 2017. External consultant visited and worked through with Management wage rates and allowances. More information has been provided.	70%

Keeping pace with technological changes in the workplace environment

Officer	What Output	How Activity	Work Completed	% Completed
Senior Admin Officer	Support staff to further their development in Local Government in the use of progressive programs and resources.	Staff competent in the use of the systems used by Council.	New system to be introduced in Sep 2018 of which training and development will be done in groups. Live training system is now available on line to all staff in the office.	100%

Develop and maintain a positive and future focused culture that demonstrates and supports Council's vision and values

Officer	What Output	How Activity	Work Completed	% Completed
Human Resources	All staff are aware of how to notify ideas/complaints/suggestions.	Records of suggestions/complaints/issues to be kept on staff file.	<p>This is completed and refreshed during the annual induction session completed by the WH&S Officer.</p> <p>Working with WH&S Officer to coordinate commencement of induction refresher for Administration Staff.</p>	100%

Be known for our excellent customer service and dedication to our position

Officer	What Output	How Activity	Work Completed	% Completed
Senior Admin Officer	Confident staff able to attend to all customer enquiries and deal with difficult situations.	Annual re-fresher training on customer service as required.	<p>Communication session was arranged with Employee Assistance Provider for November with further face to face meeting during the induction period in Jan 2018.</p> <p>Session was held in January 2018 and the staff at work were in attendance. Cultural Heritage training attended by all staff.</p>	100%
Senior Admin Officer	Provide a range of administrative, customer services and facilities for the continued operation of Council.	Less than 5 complaints received per annum.	No formal complaints have been received this quarter except for the quality of our water. This complaint was not given to Council but referred straight to the Ombudsman. Action has been taken to identify the cause of the 'dirty' water. Dealt with and no further complaints received. Still no further complaints.	100%

Be an employer of choice not simply be the 'only' employer

Officer	What Output	How Activity	Work Completed	% Completed
Human Resources	Implement the Modern Award with the consultation of the Consultative Committee in the preparation of the new Enterprise Bargaining Agreement (EBA).	Modern award implemented as released with EBA successfully agreed upon.	Initial review of pays, allowances and the old EBA has been completed. Comparison of wages and allowances are being completed with other local Councils.	100%
Human Resources	Develop appropriate staff succession plan including attraction and retention policies.	Policies are developed, reviewed and approved by Council.	Will be progressed in line with the EBA.	100%

PROACTIVE AND RESPONSIBLE LEADERSHIP

Governance

Develop and implement initiatives to encourage the community to become more informed and involved in issues that may affect them

Officer	What Output	How Activity	Work Completed	% Completed
Executive Assistant	Annual meeting after following the end of year financial results are released.	Meeting held in early December after the final results are released.	This will be progressed in November when the end of year financials are released.	100%
Community Services Manager	Regular information being released through Channel Country Chatter, Facebook, websites.	Verbal feedback, monitored visits through Facebook.	All avenues available to Council are used to disseminate information to the wider community. Council website, email blast, flyers, social media, monthly newsletter, local newspaper.	100%

Manage and govern to ensure transparency and responsiveness to the needs and views of our communities in decision making practices

Officer	What Output	How Activity	Work Completed	% Completed
Executive Assistant	Council agendas are released for review 7 days prior to the meeting and agenda items are placed on the website within 2 business days after the meeting.	Monthly activity is available for viewing by the public on our website within 2 business days.	Actioned each month within time frames and loaded on the web page.	100%

To represent and collectively make decisions to benefit the entire community

Officer	What Output	How Activity	Work Completed	% Completed
Executive Assistant	Twelve ordinary Council meetings are held each year with two special budget meetings and two planning session days.	All meetings attended by all Councillors.	Meetings scheduled 12 months in advance with attendance at meetings noted for the annual report.	100%
Chief Executive Officer	Representation at all elected meeting groups supporting Boulia initiatives.	Reports received from attendees at the meetings presented to Council for information.	Representation at RAPAD, Outback Queensland Tourism, Rural Financial Services, Outback Regional Water Group, Outback Regional Roads Group, Outback Highway Development Corporation, Central West Regional Pest Management Group.	100%

A cohesive and stable Council providing leadership and confidence

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Active representation in the RAPAD group of Councils.	Success achieved with group projects.	All meetings attended by the Mayor and CEO (or DWO as appropriate) in person or by teleconference as required.	100%