



**BOULIA SHIRE COUNCIL**

# **ORDINARY MEETING Agenda**

Friday 18 October 2024



Photo: Outback Way - Australia's Longest Shortcut Facebook page



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Note: Councillor attendance via teleconference is deemed to be in attendance at the meeting with full voting rights (as per Council resolution 2015/4.9).

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Mrs Kaylene Sloman  
Acting Chief Executive Officer

Please note:

- *Some reports contained in this agenda make reference to 'confidential redacted' attachments. These attachments are not for public display as they are of a confidential nature and for Council use only and are therefore not included within the agenda.*
- *In some instances, due to unforeseen circumstances, the sequence of the Ordinary Meeting of Council on the meeting day may vary from the order of the agenda issued. The corresponding meeting minutes will follow the outline of the originally issued agenda, however the resolution numbers noted will be in accordance with the actual sequence of the meeting on the day.*

**COMMONLY USED ACRONYMS**

<b>ALGA</b>	Australian Local Government Association
<b>BoSC</b>	Boulia Shire Council
<b>CWRPMG</b>	Central West Regional Pest Management Group
<b>DDMG</b>	District Disaster Management Group (Mt Isa)
<b>DRFA</b>	Disaster Recovery Funding Arrangements
<b>DTMR/TMR</b>	Department of Transport and Main Roads
<b>IPWEA</b>	Institute of Public Works Engineering Australia (NAMS.Plus)
<b>LDMG</b>	Local Disaster Management Group
<b>LGAQ</b>	Local Government Association of Queensland
<b>LGMA</b>	Local Government Managers Association
<b>ManEX</b>	Managers and Executive
<b>NAMS.Plus</b>	Asset Management System from IPWEA
<b>OHDC</b>	Outback Highway Development Council
<b>ORRG</b>	Outback Regional Road Group
<b>ORRTG</b>	Outback Regional Roads and Transport Group
<b>OQTA</b>	Outback Queensland Tourism Association
<b>PPR</b>	Project Proposal Report
<b>QRA</b>	Queensland Reconstruction Authority
<b>QSNTS</b>	Queensland South Native Title Services
<b>QWRAP</b>	Queensland Water Regional Alliance Program
<b>R2R</b>	Roads to Recovery
<b>RAPAD</b>	Central West Queensland Remote Area Planning and Development
<b>RAPADWSA</b>	RAPAD Water and Sewerage Alliance
<b>REPA</b>	Restoration of Essential Public Assets
<b>RMPC</b>	Roads Maintenance Performance Contract
<b>TIDS</b>	Transport Infrastructure Development Scheme
<b>WQLGA</b>	Western Queensland Local Government Association

## **RISK MANAGEMENT**

Council's risk management process is based around the following principles:

Risk Identification: Identify and prioritise reasonably foreseeable risks associated with activities, using the agreed risk methodology.

Risk Evaluation: Evaluate those risks using the agreed Council criteria.

Risk Treatment/Mitigation: Develop mitigation plans for risk areas where the residual risk is greater than our tolerable risk levels.

The Risk Matrix below is used to assess the likelihood and consequence of any risk to Council, to then identify any necessary treatment actions. This matrix will also be used to assess any risk identified in Council's reports:

Likelihood	Consequence				
	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain 5 Is expected to occur at most times	Medium M - 5	High H - 10	High H - 15	Extreme E - 20	Extreme E - 25
Likely 4 Will probably occur at most times	Medium M - 4	Medium M - 8	High H - 12	High H - 16	Extreme E - 20
Possible 3 Might occur at some time	Low L - 3	Medium M - 6	Medium M - 9	High H - 12	High H - 15
Unlikely 2 Could occur at some time	Low L - 2	Low L - 4	Medium M - 6	Medium M - 8	High H - 10
Rare 1 May occur in rare circumstances	Low L - 1	Low L - 2	Medium M - 3	Medium M - 4	Medium M - 5

## **1 Meeting Opening with the Acknowledgement of Traditional Owners**

The Mayor will acknowledge the traditional carers of the land on which Council meets, the 'Pitta Pitta' people, and pay Council's respects to the elders past and present.

The Mayor will also acknowledge past and present service personnel.

## **2 Present**

Councillors: Councillor Eric (Rick) Britton  
Councillor Sam Beauchamp  
Councillor Jack Neilson  
Councillor Jan Norton  
Councillor Julie Woodhouse

Officers: Mrs Kaylene Sloman (Acting Chief Executive Officer)  
Mr Henry Mascarenhas (Director of Works and Operations)  
Miss Lily Williams (Executive Assistant)

## **3 Apologies / Leave of Absence**

This item on the agenda allows Council the opportunity to receive apologies/leave of absence from Councillors unable to attend the meeting.

## **4 Declaration of Interests**

To help ensure openness, accountability and transparency, in accordance with the Local Government Act 2009, Councillors must declare if they have a Prescribed Conflict of Interest or a Declarable Conflict of Interest in a matter. All declarations of interest are managed in accordance with the Local Government Act 2009.

This section also allows Councillors the opportunity to lodge new or make an amendment to their annual register of interests.

## **5 Mayoral Minutes**

This item on the agenda allows business which the Mayor wishes to have considered at the meeting introduced without notice.

## **6 Notice of Motion**

This item on the agenda allows matters of which notice has been given by Councillors to be considered at the meeting.

## **7 Request to Address Council in a Public Forum**

A member of the public may take part in the proceeding of a meeting only when invited to do so by the Chairperson.

In each local government meeting, time may be required to permit members of the public to address the local government on matters of public interest related to local government. The time allotted shall not exceed fifteen (15) minutes and no more than three (3) speakers shall be permitted to speak at one meeting. The right of any individual to address the local government during this period shall be at the absolute discretion of the local government.

If any address or comment is irrelevant, offensive, or unduly long, the Chairperson may require the person to cease making the submission or comment.

For any matter arising from such an address, the local government may take the following actions:

- refer the matter to a committee
- deal with the matter immediately
- place the matter on notice for discussion at a future meeting
- note the matter and take no further action.

Any person addressing the local government shall stand, and act and speak with decorum and frame any remarks in respectful and courteous language.

Any person who is considered by the local government or the Mayor to be unsuitably dressed may be directed by the Mayor or Chairperson to immediately withdraw from the meeting. Failure to comply with such a request may be considered an act of disorder.

## **8 Petitions**

This item of the agenda allows a Councillor or Council Officer to present a petition to a meeting of the local government.

Where a petition is presented, no debate in relation to it will be allowed, and the only motion which may be moved is:

- that the petition be received

- received and referred to a committee or officer for consideration and a report to the Council, or
- not be received because it is deemed invalid.

## **9 Deputations**

A deputation wishing to attend and address a meeting of the Council shall apply in writing to the CEO not less than seven (7) business days before the meeting.

The CEO, on receiving an application for a deputation, shall notify the Chairperson who will determine whether the deputation may be heard. The CEO will inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a convenient time will be arranged for that purpose, and an appropriate time period allowed (e.g. 15 minutes).

For deputations comprising three or more persons, only three persons shall be at liberty to address the Council meeting unless the Councillors at the meeting determine otherwise by resolution. A deputation shall be given adequate opportunity to explain the purpose of the deputation.

If a member of the deputation other than the appointed speakers interjects or attempts to address the Council meeting, the Chairperson may terminate the deputation.

The Chairperson may terminate an address by a person in a deputation at any time where:

- the Chairperson is satisfied that the purpose of the deputation has been sufficiently explained to the Councillors at the meeting
- the time period allowed for a deputation has expired, or
- the person uses insulting or offensive language or is derogatory towards Councillors or others.

The CEO is responsible for the deputation including that the appointed speaker/s are notified in writing of developments or future actions as appropriate.



## **10 Confirmation of Minutes from Previous Meetings**

This item in the agenda enables previous minutes of Council meetings to be confirmed.



# BOULIA SHIRE COUNCIL

## Minutes of the ORDINARY MEETING of the Boulia Shire Council held on Friday 27 September 2024 commencing at 9:00 am

### **1 Meeting Opening with the Acknowledgement of Traditional Owners**

*Please note:*

*In some instances, due to unforeseen circumstances, the sequence of the Ordinary Meeting of Council on the meeting day may vary from the order of the agenda issued. The corresponding meeting minutes will follow the outline of the originally issued agenda, however the resolution numbers noted will be in accordance with the actual sequence of the meeting on the day.*

The Mayor opened the meeting at 9.13 am.

The Mayor acknowledged the traditional carers of the land on which Council meets, the 'Pitta Pitta' people, and paid Council's respects to the elders past and present.

The Mayor also acknowledged past and present service personnel.

It has been noted that the Mayor has reminded all Councillors in regards to registration of interests and declaration of contact with or engagement of lobbyists.

### **2 Present**

Councillors: Councillor Eric (Rick) Britton  
Councillor Jack Neilson  
Councillor Jan Norton

Officers: Mrs Kaylene Sloman (Acting Chief Executive Officer)  
Miss Lily Williams (Executive Assistant)

### **3 Apologies / Leave of Absence**

**Moved: Cr Norton**

**Seconded: Cr Britton**

That the apology from Councillor Beauchamp and Councillor Woodhouse be accepted and they be granted leave of absence from the 27th of September 2024 Council meeting.

**Resolution No.: 2024/09.1**

**Carried**

#### **4 Declaration of Interests**

There were no declarations of interest relevant to reports at this meeting.

#### **5 Mayoral Minutes**

There were no Mayoral Minutes to be noted at this meeting.

#### **6 Notice of Motion**

There were no notices of motions to be noted at this meeting.

#### **7 Request to Address Council in a Public Forum**

There were no requests to address the Council.

#### **8 Petitions**

There were no petitions presented to Council.

#### **9 Deputations**

There were no deputations to Council.

## **10 Confirmation of Minutes from Previous Meetings**

**Moved:** Cr Neilson

**Seconded:** Cr Norton

*That the minutes of the Ordinary Meeting held on 23rd August 2024 be accepted.*

**Resolution No.: 2024/09.2**

**Carried**

## **11 Reports**

### **11.1 Works and Operations**

<b>TITLE:</b>	Director of Works and Operations August 2024 Report	<b>DOC REF:</b> 11.1.1
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Works and Operations Department in line with all works and operations being undertaken for August 2024.

**Moved:** Cr Neilson

**Seconded:** Cr Britton

That Council receive the Director of Works and Operations August 2024 Report for information.

**Resolution No.: 2024/09.3**

**Carried**

<b>TITLE:</b>	Engineering Service Report August 2024	<b>DOC REF:</b> 11.1.2
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**PURPOSE:**

To inform Council on the progress of various items through an information update.

**Moved:** Cr Norton

**Seconded:** Cr Britton

*That the Engineering Services Report – News brief for August 2024 be noted*

**Resolution No.: 2024/09.4**

**Carried**

<b>TITLE:</b>	Foreman Town Services and Utilities Report August 2024	<b>DOC REF:</b> 11.1.3
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Town Department during the month of August 2024.

**Moved: Cr Neilson**

**Seconded: Cr Britton**

That Council receive the Foreman Town Services and Utilities August 2024 Report for information.

**Resolution No.: 2024/09.5**

**Carried**

<b>TITLE:</b>	Foreman Road Maintenance and Construction Report August 2024	<b>DOC REF:</b> 11.1.4
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Works Department in line with the Council works program for August 2024.

**Moved: Cr Norton**

**Seconded: Cr Britton**

That Council receive the Foreman Roads, Construction and Maintenance August 2024 Report for information.

**Resolution No.: 2024/09.6**

**Carried**

<b>TITLE:</b>	Rural Lands Protection Officer August 2024 Report	<b>DOC REF:</b> 11.1.5
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**PURPOSE:**

To advise Council of current activities relating to weed management, pest control, animal management and stock routes.

**Moved: Cr Neilson**

**Seconded: Cr Norton**

That the Rural Lands Protection Officer August 2024 Report be received for information.

**Resolution No.: 2024/09.7**

**Carried**

<b>TITLE:</b>	QRA Flood Damage Works Department August 2024	<b>DOC REF:</b> 11.1.6
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Flood Damage Program for August 2024.

**Moved: Cr Neilson**

**Seconded: Cr Britton**

That the QRA Flood Damage Works Department August 2024 Report be received for information.

**Resolution No.: 2024/09.8**

**Carried**

The meeting was adjourned for morning tea at 10.15 am.

The meeting resumed at 10.39 am.

## **11.2 Office of the Chief Executive**

<b>TITLE:</b>	Chief Executive Officers Report August 2024	<b>DOC REF:</b> 11.2.1
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**PURPOSE:**

To advise Council of relevant activities undertaken through the office of the CEO.

**Moved: Cr Neilson**

**Seconded: Cr Britton**

That the CEO Report for August 2024 be received for information.

**Resolution No.: 2024/09.9**

**Carried**

<b>TITLE:</b>	Action List Update August 2024	<b>DOC REF:</b> 11.2.2
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**PURPOSE:**

To present to Council an updated Action List.

**Moved: Cr Britton**

**Seconded: Cr Neilson**

That Council receive the Action List update for August 2024 for information.

**Resolution No.: 2024/09.10**

**Carried**

<b>TITLE:</b>	New Policy - Emergency Services Leave Policy	<b>DOC REF:</b> 11.2.3
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**PURPOSE:**

To present to Council a new policy recommended for adoption – the Emergency Services Leave Policy.

**Moved: Cr Britton**

**Seconded: Cr Norton**

That the Emergency Services Leave Policy, as presented, be adopted.

**Resolution No.: 2024/09.11**

**Carried**

<b>TITLE:</b>	Policy Review - 151 Model Meeting Procedures and Standing Orders Policy	<b>DOC REF:</b> 11.2.4
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**PURPOSE:**

Regular review of Council policies ensures that Council maintains an up-to-date guide for staff to refer to in the day-to-day management of the Council. This report deals with the review of policy 151 – Model Meeting Procedures and Standing Orders Policy.

**Moved: Cr Britton**

**Seconded: Cr Norton**

That Policy 151 Model Meeting Procedures and Standing Orders Policy as presented, be adopted.

That Policy 151 Model Meeting Procedures and Standing Orders Policy be added to Big Tin Can for Councillors.

**Resolution No.: 2024/09.12**

**Carried**

<b>TITLE:</b>	Manager - People & Culture Report August 2024	<b>DOC REF:</b> 11.2.5
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**PURPOSE:**

To provide Council with an update of the activities of the Manager – People & Culture for the month of August 2024.

**Moved: Cr Neilson**

**Seconded: Cr Britton**

That the Manager – People & Culture August 2024 report is received for information.

**Resolution No.: 2024/09.13**

**Carried**

<b>TITLE:</b>	WHS Report for August 2024	<b>DOC REF:</b> 11.2.6
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**PURPOSE:**

To inform Council of progressions and or issues of concerning regarding WH&S. Ongoing monitoring with projects to ensure correct and completed WHS paperwork is submitted and identify potential hazards and any documentation requirement shortfalls with evidentiary documents held in Magiq and Pulse. Adopt various alerts/updates into regular toolbox talks and training.

**Moved: Cr Neilson**

**Seconded: Cr Norton**

That the Workplace Health and Safety Report for August 2024 be received for information.

**Resolution No.: 2024/09.14**

**Carried**

### **11.3 Corporate Services**

<b>TITLE:</b>	Director of Corporate & Financial Services August 2024 Report	<b>DOC REF:</b> 11.3.1
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**PURPOSE:**

To advise Council of the activities of the Director of Corporate and Financial Services.

**Moved: Cr Britton**

**Seconded: Cr Norton**

That the Director of Corporate & Financial Services August 2024 report be received for information purposes.

**Resolution No.: 2024/09.15**                      **Carried**

<b>TITLE:</b>	Comparison of Interest Rates Term Deposits August 2024	<b>DOC REF:</b> 11.3.2
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**PURPOSE:**

To advise Council on the current Interest Rates available.

**Moved: Cr Britton**                      **Seconded: Cr Neilson**

That Council receive the Comparison of Interest Rates Term Deposits August 2024 for information purposes only.

**Resolution No.: 2024/09.16**                      **Carried**

<b>TITLE:</b>	Financial Report for August 2024	<b>DOC REF:</b> 11.3.3
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**PURPOSE:**

Financial Summary as at 31 August 2024.

**Moved: Cr Britton**                      **Seconded: Cr Neilson**

That the Finance Report for August 2024 be received for information.

**Resolution No.: 2024/09.17**                      **Carried**

The meeting was adjourned for lunch at 12.02 pm.

Meeting resumed at 12.25 pm.

Paul entered the meeting at 12.25 pm.

## **11.4 Economic and Community Development**

<b>TITLE:</b>	Economic & Community Development Report – August 2024	<b>DOC REF:</b> 11.4.1
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**PURPOSE:**

To provide Council with an update of the activities associated with Councils' Economic and Community development activities.

**Moved: Cr Neilson**                      **Seconded: Cr Britton**



That the Economic and Community Development Report for August 2024 be received for information.

**Resolution No.: 2024/09.18**

**Carried**

Paul Left the meeting at 12.35 pm.

<b>TITLE:</b>	Min Min Encounter & Boulia Heritage Centre Report – August 2024	<b>DOC REF:</b> 11.4.2
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**PURPOSE:**

To report on the day-to-day operations of the Min Min Encounter (MME) and Boulia Heritage Centre (BHC) and to promote tourism in the Shire and surrounding region.

**Moved: Cr Britton**

**Seconded: Cr Norton**

That the Min Min Encounter & Boulia Heritage Centre Report for August 2024 be received for information.

**Resolution No.: 2024/09.19**

**Carried**

## **12 Late Reports**

There were no late reports presented to Council.

## **13 Closed Session**

There were no closed session reports presented to Council.

## **14 General Business**

There was no general business to be noted at this meeting.

## **15 Meeting Closure**

The Mayor closed the meeting at 12.45 pm.

## **16 Confirmed**

Minutes to be confirmed at the next Ordinary Meeting of Council.

## **11 Reports**

### **11.1 Works and Operations**

<b>TITLE:</b>	Director of Works and Operations September 2024 Report	<b>DOC REF:</b> 11.1.1
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<b>REPORT BY:</b>	Henry Mascarenhas Director of Works and Operations	<b>DATE:</b> 14/10/2024
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#### **CORPORATE PLAN REFERENCE:**

Key Priority 6: Supporting local services and facilities

6.2: Support an active healthy community

6.2.1: Encourage and promote community wellbeing, including healthy and active lifestyles

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

6.2.3: Improve disability access to facilities in each community

6.2.4: Facilitate health and medical service provision for Boullia and Urandangi

#### **RISK MANAGEMENT:**

Information Report only - not applicable.

#### **PURPOSE:**

To inform Council of the current utilisation and activities of the Works and Operations Department in line with all works and operations being undertaken for September 2024.

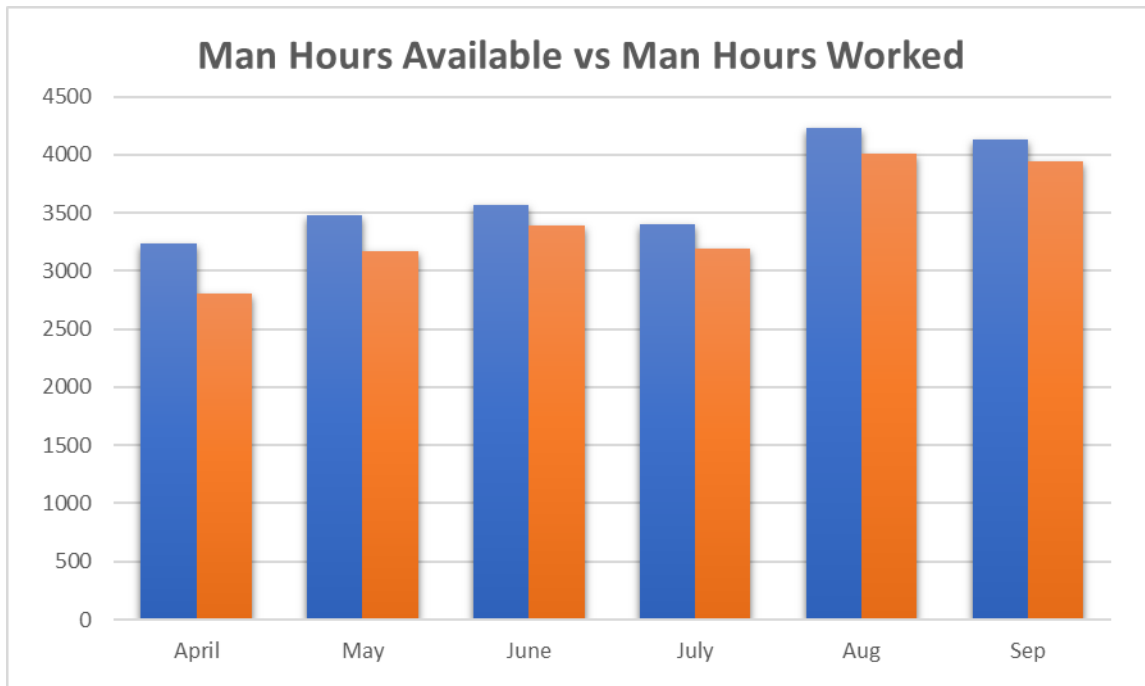
#### **CONTENT:**

##### **Operations:**

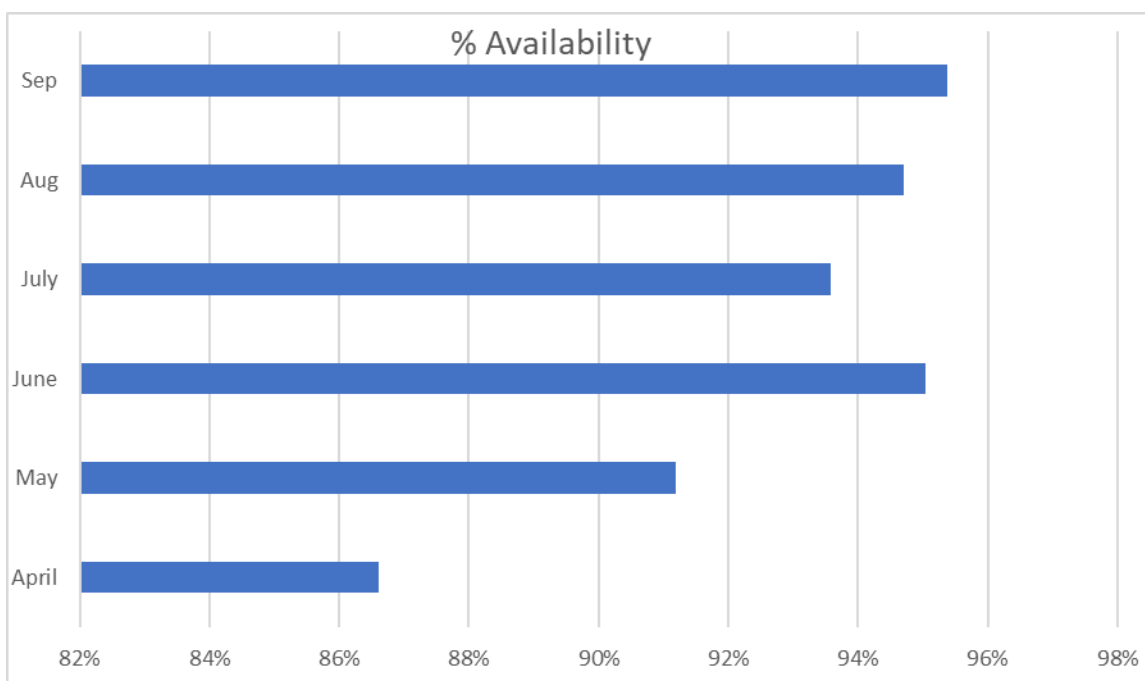
- 1) Carrying out 'business as usual' tasks within the Construction & Maintenance space as also RMPC, on-boarding of RMPC Foreman.
- 2) Community Engagement Committee has been set up to co-ordinate and liaise with Work Camp to better manage BoSC and QCS relationship, also working towards making BoSC a permanent Work Camp site.
- 3) Migration from NCO to ACO Yards Audit has been booked for October 2024.

##### **SHEQ: (Safety, Health, Environment & Quality)**

- 1) Contractor working at Dajarra Depot had a fire incident which was contained and de-brief conducted post incident. Site investigation being carried out by BoSC WHSA.
- 2) Grant Submission under SLRIP to address safety issues around the Boullia/Winton & Springvale Road Intersection, though this is part of TMR package of Outback Way for future years.
- 3) Gravel Pits have been surveyed and marked for areas where extraction is earmarked for such as Thorner-1, Ardmore-1 & Ardmore-2.



Funerals in town had an impact on Man Hours worked, focus still sits with providing support to Individuals who need the support to improve attendance.



**Water Services:**

- 1) Challenges around Saltwater Chlorination - Technician from Contractor arrived in Boulia middle of September and has provided a fix. Way forward - utilisation of softener as also having a set of OSEC cells in stock.
- 2) The Council's application for LGGSP Grant funding was not successful, will keep on liaising with key stakeholders to get access to funds to carry out a study. Letter from Mayor to be sent out to Minister of Water.
- 3) Reservoir cleaning has been completed, awaiting reports from Contractor. A few items have been identified and will be worked on by Officers.

### **People Services:**

- 1) ARO Training and First Aid/CPR Training was delivered in September for staff across the Council. Council invested approximately 290 man hours carrying out these two trainings alone.
- 2) 1 FTE has signed up for Certificate 3 in Civil Construction and another 1 FTE is considering this opportunity.
- 3) Investigating the delivery of a full & refresher training for staff who are interested in carrying out Snake Handling course.

### **Projects:**

- 1) The Racecourse Reserve Easement is still Work in Progress and being worked on by Carpenter Law on behalf of BoSC.
- 2) Work in Progress on the Overtaking Opportunity by Council Crews, on track as per scheduled delivery targets.
- 3) Truck Parking Bay TMR Project outstanding since late 2023 has been completed, final invoice to be sent through to TMR.
- 4) Industrial Sub-Division Extension of Time has been approved through to December 2024. Electrical contractor to commence work mid-October and team up with local plumber to complete outstanding tasks for electrical.

### **Challenges:**

- 1) Working with an identified contractor from Mt Isa who can potentially take away all the cars for scrap from Urandangi. Diamantina are also interested in scrap metal and may be an opportunity to collaborate with them.
- 2) Certain issues identified with LGGSP and W4Q close-outs, learnings have been taken on board and all relevant documentation for acquittal has been submitted to the Department.
- 3) The environment is getting very dry and carrying out day-to-day tasks is becoming complex due to the danger of a spark causing a fire as was evidenced in Dajarra.

### **Way Forward:**

- 1) W4Q approval has been received by BoSC for upgrades/refresh to Robinson Park and the development of a Residential Sub-Division on Diamantina Street.
- 2) The Wills Street Culvert Install Project is well advanced and is on track for completion before 30<sup>th</sup> November 2024.
- 3) South Urandangi Betterment Project has kicked off and will be completed in 3 stages, with final stage to be completed by April 2025.
- 4) Submission of SLRIP and Active Transport Grant Applications to address Construction of Springvale Road and Cycleways/Footpaths in Boulia township.
- 5) Officers to start planning delivery of Pavement & Seal on the Industrial Sub-Division for New Year on close-out of installation of utilities before Christmas 2024.
- 6) Post completion of the OT opportunity - the next stage will be the delivery of Waverley Creek, planned for early in New Year.

### **Flood Damage:**

- 1) Reviewing of capacity on the Consulting Engineering support that is being received for Flood Damage.

- 2) Reviewing capacity on amount of work being undertaken by CWO and look at options to aid.
- 3) Positive discussion with QRA to assist BoSC in chargeback of time allocation by the DWO to lead & deliver on Flood Damage Works.

**CONSULTATION:** Council Management, Council Staff, GBA, GK3, QRA

**GOVERNANCE IMPLICATIONS:**

All work to be completed within guidelines and budget allocations.

**RECOMMENDATION:**

That Council receive the Director of Works and Operations September 2024 Report for information.

**ATTACHMENTS:** Nil

Reviewed and Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman
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<b>TITLE:</b>	Engineering Service Report - News Brief for September 2024	<b>DOC REF:</b> 11.1.2
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<b>REPORT BY:</b>	Stuart Bourne GBA - Senior Civil Engineer	<b>DATE:</b> 14/10/2024
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**CORPORATE PLAN REFERENCE:**

Key Priority 2: Building and maintaining quality infrastructure

2.3: Well planned

2.3.1: Develop and implement a robust asset management plan to support effective long-term asset management

Key Priority 3: Economic Development - A sustainable local economy

3.2: Support local business and advocate for the region

3.2.3: Advocate and support the development of the Outback Highway

Key Priority 4: Caring for the environment

4.2 : Resilient

4.2.1: Implement initiatives for flood mitigation and to plan, prepare, respond, recover and build resilience from disasters for the communities of our region

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

To inform Council on the progress of various items through an information update.

**CONTENT:**

**1. Visits to the Shire**

Nil

**2. Flood Damage Works**

For a detailed summary of all Flood Damage events and their status, see attachment.

BouSC has activated for the North and Central Queensland Monsoon and Flooding, 20 December 2022 – March 2023.

REPA Slashes Ck submission - completed

Western Submissions & Eastern Submission approved, works commenced.

Betterment Submission South Urandangi Road approved.

Tropical Cyclone Kirrily, associated rainfall and flooding – Activation approved  
Submissions all lodged and broken up into the following:

**Linda Downs and Linda Downs Link** - Linda Downs, Linda Downs Link

**Northeast Roads** – Pathungra, Toolebuc, Toolebuc-Middleton (Re-Submitted)

**North Roads** – Selwyn, Selwyn Connection, Elrose

**South Roads** – Coorabulka, Slashes, Springvale, Warra, Montague

**Western Roads** – Donohue, Cravens Peak, Wirrilyerna, North and South Urandangi, Border and Headingly (Re-Submitted)

**Betterment** - Toolebuc Floodway

**CONSULTATION:** Nil – information update only

**GOVERNANCE IMPLICATIONS:**

All programmed works allocated within budget guidelines and/or new grant allocation

**RECOMMENDATION:**

That the Engineering Services Report – News Brief for September 2024 be noted.

**ATTACHMENTS:**

1. Flood Damage Events - Detailed Summary [11.1.2.1 - 1 page]

Reviewed by Director of Works and Operations	Mr Henry Mascarenhas
Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman

**Boulia Shire Council**

**Flood Damage Events - Detailed Summary (14/10/2024)**

QRA Event Code	Activation	Type	Submitted Value(Inc PM,Esc and Cont)	Approved Submission Value (Inc PM,Esc and Cont)	Final Expenditure (Acquittal)	Comments
North and Central Queensland Monsoon and Flooding, 20 December 2022 – 30 April 2023	Jan-23	CDO – Reservoir Cleaning				3 Submissions Uploaded 1. Slashes Creek - Works completed and completion photos picked up. Ready for Acquittal 2. Eastern Submission - approved 3. Western Submission - approved  Urandangi Bore Emergency Works Submission - approved  Reservoir Cleaning Submission abandoned due to lack of evidence
	Jan-23	REPA Slashes Creek	\$298,804.41	\$292,926.90		
	Jan-23	REPA Eastern Submission	\$2,793,821.10	\$2,746,669.39		
	Jan-23	REPA Western Submission	\$4,055,018.32	\$3,838,088.82		
	Jan-23	Emergency Works				
			Betterment Application	\$1,482,250.02	\$1,482,250.02	
South West Queensland Flooding 6-23 January 2024	Jan-24	Counter Disaster Operations				Activation - Approved Likely to be no REPA
	Jan-24	REPA				
Tropical Cyclone Kirrily, associated rainfall and flooding	Feb-24	Counter Disaster Operations				Activation Request - Approved Shire roads damage pick up completed. All submissions lodged
	Feb-24	REPA Linda Downs and Linda Downs Link	\$503,104.11			
	Feb-24	REPA North	\$640,032.03			
	Feb-24	REPA North East	\$1,447,707.74			
	Feb-24	REPA South	\$1,091,891.25			
	Feb-24	REPA Western	\$1,213,266.08			
	Feb-24	Toolebuc Floodway Betterment	\$1,582,475.92			



<b>TITLE:</b>	Foreman Town Services and Utilities Report September 2024	<b>DOC REF:</b> 11.1.3
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<b>REPORT BY:</b>	Ron Callope Foreman Town Services and Utilities	<b>DATE:</b> 11/10/2024
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**CORPORATE PLAN REFERENCE:**

- Key Priority 6: Supporting local services and facilities
- 6.2: Support an active healthy community
- 6.2.1: Encourage and promote community wellbeing, including healthy and active lifestyles
- 6.2.2: Maintain a high quality of life by providing facilities and resources that encourage a secure, interactive and progressive community lifestyle
- 6.2.3: Improve disability access to facilities in each community
- 6.2.4: Facilitate health and medical service provision for Boulia and Urandangi

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

To inform Council of the current utilisation and activities of the Town Department during the month of September 2024.

**CONTENT:**

**Racecourse:**

Arena and Grounds	The Boulia Camel Races Motorbike Gymkhana was held with the Parks and Gardens Crew providing assistance with the event set up. General maintenance will continue with a focus on re-establishing lawns in key areas. The cattle yards are being kept in good order with preparations underway for our upcoming Organic Integrity Audit as we transition our accreditation to ACO.
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**Town water testing and depot maintenance:**

Chlorine level testing	The plant has continued running at full capacity and levels have been sitting in our desired range. The supplier of the new Saltwater Chlorinator inspected and rectified the automated dosage problem, but the system is being monitored closely.
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**Town Entrances:**

Three Mile Campground	Three Mile campground was maintained to a high standard with tourists still utilising the camp site. The camp site has now been listed on the Free Camping website which will make the area more popular with tourists and visitors. We have received positive feedback from multiple tourists stating that the grounds were well kept and looking great. Monitoring and maintenance of the
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	campground will be ongoing.
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**Parks and Gardens:**

Council, Min Min Encounter, ANZAC and Airport gardens	Town gardens have been looking great due to the dedication and consistency of our Parks and Gardens Crew. General maintenance is ongoing around town. Planning for the proposed upgrade of both entrances to town is still ongoing.
Mowing/Whipper Snipping	Our crew was kept busy with mowing and whipper snipping. Works completed in the following areas on these days throughout September 2024: <ul style="list-style-type: none"> <li>• 1st September – Main Office</li> <li>• 3rd September – Sports Centre</li> <li>• 4th September – Fire Station</li> <li>• 5th September – Medium Strips</li> <li>• 9th September – Fire Station</li> <li>• 10th September – Stonehouse</li> <li>• 11th September – Robinson Park</li> <li>• 12th September – Medium Strips</li> <li>• 13th September – Post Office</li> <li>• 16th September – Sports Centre</li> <li>• 18th September – Min Min Encounter</li> <li>• 19th September – Council Depot</li> <li>• 23rd September – Oval</li> <li>• 24th September – Airport</li> <li>• 25th September – Stonehouse</li> <li>• 26th September – Robinson Park</li> <li>• 27th September – Pensioner Units</li> </ul>

**Depot staff and work crews attended and participated in the Queensland Child Protection Week and RU OK Day Toolbox breakfast.**

**RMPC/Works Crew:**

Working within the new budget, the crew has been concentrating on edge repairs and surface correction on the Winton Road.

Pothole repairs were completed on the Boulia/Mount Isa Road.

Concrete batching and other Private Works requests remain on a regular basis, however, are not currently an interruption to RMPC works.

Urandangi	Council services continued over the month of September as required (rubbish collection etc). Work remains focussed on the continued clean up. The airstrip has been slashed and maintained and a fire break has been established around the airport and township. There is still a current Boil Water Alert in Urandangi and is in effect until further notice.
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**Water and Sewerage: Boulia Township**

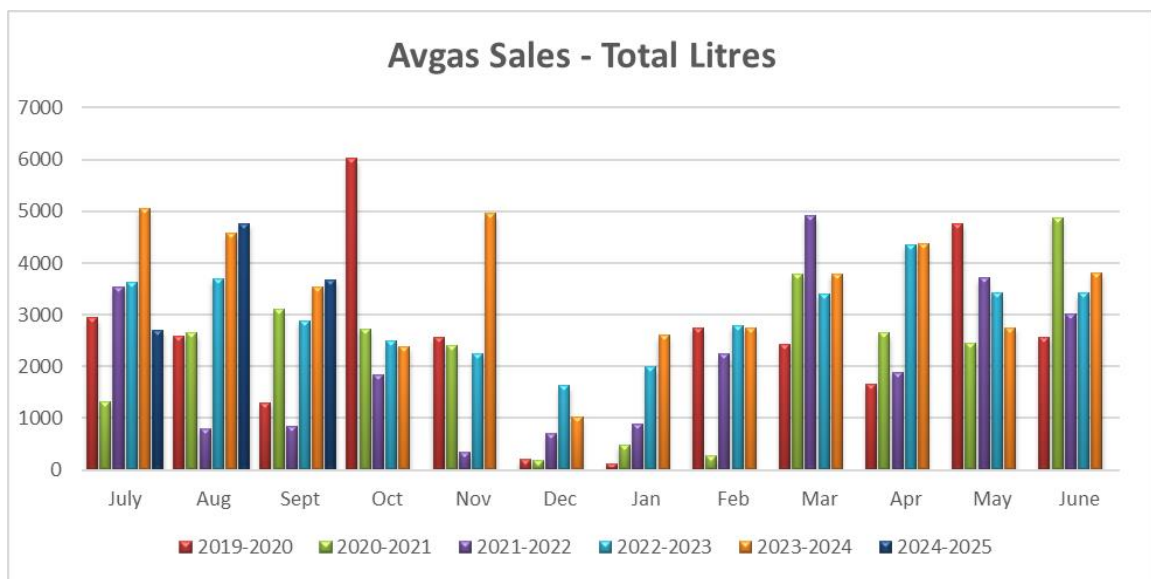
Call outs – water	Nil
Call outs – sewer	Nil
Broken mains	Nil

**Urandangi Township**

Call outs – water	Nil
Call outs – sewer	Nil
Broken mains	Nil

**Boulia Airport activity:**

Number of call outs: RFDS/Life Flight Rescue	0
Avgas/Jet A1 Refuelling	Total 21 – 21 self-fuelled through Compac



**First Aid and CPR training was completed by staff to renew or gain their qualification.**

**Road Report Closures Statistics:**

Sept 2024	Boulia/Dajarra	Dajarra/Mt Isa	Boulia/Winton	Boulia/Bedourie	Boulia/Qld Bord.
<b>Open</b>	30	30	30	30	30
<b>Closed</b>	0	0	0	0	0
<b>Restricted</b>	0	0	0	0	0

Sept 2024	Dangi Sth	Dangi Nth	Dangi Border	Toolebuc	Coorabulka	Slashes Ck	Springvale	Selwyn
<b>Open</b>	30	30	30	30	30	30	30	30
<b>Closed</b>	0	0	0	0	0	0	0	0
<b>Restricted</b>	0	0	0	0	0	0	0	0

**Boulia Feral Animal Bounty Claims:**

Feral Pigs	0
Feral Dogs	0

**CONSULTATION:** Director of Works and Operations as required.

**GOVERNANCE IMPLICATIONS:** All work completed within budget allocations.

**RECOMMENDATION:**

That Council receive the Foreman Town Services and Utilities September 2024 Report for information.

**ATTACHMENTS:** Nil

Reviewed by Director of Works and Operations	Mr Henry Mascarenhas
Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman

<b>TITLE:</b>	Foreman Road Maintenance and Construction Report September 2024	<b>DOC REF:</b> 11.1.4
<b>REPORT BY:</b>	Jimmy Newman Foreman Roads, Construction and Maintenance	<b>DATE:</b> 09/10/2024

**CORPORATE PLAN REFERENCE:**

Key Priority 2: Building and maintaining quality infrastructure  
 2.1: Well connected  
 2.1.1: Develop, manage and maintain Council controlled roads and airport infrastructure to sustain and improve connectivity and safety  
 2.1.2: Deliver quality roadwork on non-Council roads within quality assurance guidelines

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

To inform Council of the current utilisation and activities of the Works Department in line with the Council works program for September 2024.

**CONTENT:**

Current and upcoming projects are as follows:

- Prestart meeting held on site with representatives from TMR, Works Manager, Andrew Spyrakis, Works Crew and via teams Director Corporate Services, Kaylene Sloman and WH&S Officer, David Parker. The project outline was discussed.
- Boullia Shire Council site safety drug and alcohol testing was carried out by the WH&S officer.
- Diversion side track was completed.
- Additional staff engaged for the purpose of maintaining diversion side track and security of camp.
- Profiling existing pavement completed.
- Completed conditioning, forming and final trimming of subgrade.





**CONSULTATION:** Director of Works and Operations as required.

**GOVERNANCE IMPLICATIONS:**

All work completed within guidelines and budget allocations.

**RECOMMENDATION:**

That Council receive the Foreman Roads, Construction and Maintenance September 2024 Report for information.

**ATTACHMENTS:** Nil

Reviewed by Director of Works and Operations	Mr Henry Mascarenhas
Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman

<b>TITLE:</b>	Rural Lands Protection Officer September 2024 Report	<b>DOC REF:</b> 11.1.5
<b>REPORT BY:</b>	Graham Smerdon Rural Lands Protection Officer	<b>DATE:</b> 0216/10/2024

**CORPORATE PLAN REFERENCE:**

Key Priority 4: Caring for the environment  
 4.3: Sustainable  
 4.3.1: Ensure the region’s sustainability through integrated weed and pest management practices

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

To advise Council of current activities relating to weed management, pest control, animal management and stock routes.

**CONTENT:**

**RLPO:**

The month was spent doing pest weed control and 1080 baiting street patrols.

**TOWN COMMON:**

The owner of the cattle running on the Town Common did his own Common muster after getting permission from myself and the Acting CEO and after I had confirmed with the owner of Goodwood yards, he mustered his stock in forementioned yards.

The number of stock on the Town Common stands at 42 adult cattle, 22 calves and 12 camels.

The feed is starting to show some signs of drying/haying off from the heat, there is still a good amount of feed on most of the Common.

**PONY/CAMEL PADDOCKS:**

The feed is holding up well although it, like the feed on the Common, is drying/haying off.

**DOMESTIC ANIMAL CONTROL:**

No dogs or cats were trapped or handed in this month. Street patrols are ongoing.

**CWRPM (TECHGROUP):**

Nothing to report as there has not been any meets or combined work carried out in the last month.

**WEED SPRAYING SHIRE ROADS:**

No spraying has had to be carried out as there has been no pest weeds of any note growing along the sides of any of the shire roads. When we get some more rain, this is likely to change.

**RMPC:**

In the last month I have carried out pest weed spraying along the Boulia/Bedourie Rd 93D and along the Boulia/Winton Rd 99D with 1000 litres of herbicide mix used on the Boulia/Bedourie Rd and 1800 litres of herbicide mix used on the Boulia/Winton Rd. I will start pest weed spraying on the Boulia/Dajarra Rd in October.

**GRAVEL/BURROW PITS:**

At this point I am keeping an eye on those pits that have Parkinsonia bushes in them and when close to these pits I will be putting more pellets around the bushes that are growing in the pits.

**STOCK ROUTES:**

No enquires for travel permits this month.

**1080 BAITING:**

The times and dates have been sent out and there was not a lot of interest shown although I did have some properties that did bait in September with a total of 1176kg of meat treated with pig strength 1080 solution for the 3 properties that baited.

I have been asked to do one baiting so far for October, let's hope more properties decide to do some baiting.

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMMENDATION:**

That the Rural Lands Protection Officer September 2024 Report be received for information.

**ATTACHMENTS:** Nil

Reviewed by Director of Works and Operations	Mr Henry Mascarenhas
Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman



<b>TITLE:</b>	QRA Flood Damage Works Department September 2024	<b>DOC REF:</b> 11.1.6
<b>REPORT BY:</b>	Gordon Stumbris Consultant Works Overseer	<b>DATE:</b> 10/10/2024

**CORPORATE PLAN REFERENCE:**

Key Priority 2: Building and maintaining quality infrastructure

2.1: Well connected

2.1.1: Develop, manage and maintain Council controlled roads and airport infrastructure to sustain and improve connectivity and safety

Key Priority 4: Caring for the environment

4.2: Resilient

4.2.1: Implement initiatives for flood mitigation and to plan, prepare, respond, recover and build resilience from disasters for the communities of our region

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

To inform Council of the current utilisation and activities of the Flood Damage Program for September 2024.

**CONTENT:**

September program of works

**Current Projects**

**Western Submission** (Northwest Area) No. BoSC.0028.2223.REC Dec 22-April 23

**Mixed Crew**

- Headingly Road - Completed September 24 – \$651,750.37
- Urandangi Border Road – Completed September 2024 - \$274,045.43
- Urandangi South Road – Completed September 2024 - \$1,003,582.16
- Urandangi North Road – Final restoration stages, 2 weeks to completion

This will subsequently bring the Western Submission to 82% completed.

**Wills Street** – Moonah to Diamantina Street - Drainage and road pavement project **BoSC.0030.2223G.RRG** QRA funded budget \$700,000

Project is well under way with all the following completed:

- Complete removal of existing concrete floodway
- Removal of existing unsuitable material from all existing shoulders
- New pavement 150m thickness as replacement (full length – Moonah to Diamantina Street)
- Work carried out with no disruption to Boulia Medical Centre/Boulia State School

**BEFORE**

August 26, 2024 7:49 am  
-22.909648, 139.909133  
Wills Street | Wills Street | 500.0



August 26, 2024 7:54 am  
-22.909162, 139.909212  
Wills Street | Wills Street | 550.0



September 28, 2024 12:28 pm  
-22.910139, 139.909413  
Wills Street | Wills Street | 440.0



**Removal of concrete floodway**

September 28, 2024 9:46 am  
-22.909070, 139.909238  
Wills Street | Wills Street | 560.0



### After removal



### Wills Street - Future works required

- Excavation for concrete box culverts
- Contractor Mann Made Constructions to place concrete base slab to correct design height
- Placement of 24 pre-cast units (size 1200m x 300m) – 6 units (longitude) 4 units (transverse)
- Concrete headwalls & concrete aprons to inlet/outlet
- Anticipated timeframe (2 weeks from arrival onsite)

### Harris

Harris A and B have since completed work on the new Kirrily submission BoSC.0033.2324U.REC for Linda Downs Link and Linda Downs Road with a value of \$498,000 with 52 Defects. The Harris teams have done an excellent job in repairing the pavement despite the extensive damage from the Georgina River. This submission was completed within timeframe and budget. Waiting on final completion photos to conclude this submission.

### Future Works

**Urandangi South Road Betterment Application - BoSC.0031.2223G.REC**

Morcom Surveyors have since completed a detail survey of the current 10.87km of works, as well as pegged out Thorner 1 gravel pit – with outlining culture heritage and sale point areas.

The betterment application has been broken into 3 stages to raise existing pavements, to make the sections more flood resilient.

**Stage 1** - \$1,171,097.43 / 6.142km / scheduled for completion December 2024

**Stage 2** - \$ 602,917.66 / 3.302km / scheduled for completion 2025

**Stage 3** - \$ 297,207.25 / 1.426kms / scheduled for completion 2025

Harris Crews A & B scheduled to commence works October 2024.

**Christmas shut down period** - Contractors last day of work Tuesday 10<sup>th</sup> December 2024, with a resumption of work being approximately 28<sup>th</sup> January 2025.

**CONSULTATION:**

GBA as project managers for Council QRA Flood Damage work.

GK3 as project managers for Council QRA Betterment works.

Morcom Surveyors

**GOVERNANCE IMPLICATIONS:**

All work completed within QRA guidelines and budget allocations.

**RECOMMENDATION:**

That the QRA Flood Damage Works Department September 2024 Report be received for information.

**ATTACHMENTS:** Nil

Reviewed by Director of Works and Operations	Mr Henry Mascarenhas
Reviewed and Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman

## **11.2 Office of the Chief Executive**

<b>TITLE:</b>	Chief Executive Officers Report September 2024	<b>DOC REF:</b> 11.2.1
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<b>REPORT BY:</b>	Kaylene Sloman Acting Chief Executive Officer	<b>DATE:</b> 16/10/2024
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### **CORPORATE PLAN REFERENCE:**

Key Priority 5: Robust Governance

5.2: Accountability

5.2.4: Ensure transparency and accountability through integrated performance management reporting

### **RISK MANAGEMENT:**

Information Report only - not applicable.

### **PURPOSE:**

To advise Council of relevant activities undertaken through the office of the CEO.

### **CONTENT:**

#### **NWQ Local Resilience Fund – QRA \$4.6m**

The submission for the priorities have been provided and we are still awaiting a response/approval to proceed from QRA. Our projects remain:

- Hamilton Channels – upgrade to three channels - Transport and Main Roads are supportive of this project.
- Flood warning infrastructure for the Georgina Bridge and the Longreach Channels which has now been quoted for and is ready to begin as soon as this project is approved.

#### **Donohue Highway – Federal Government Funding**

Council work crews have successfully completed the first section of the Project Proposal Report (PPR) for Stage 7 PPR1 A chainage 170.5 to 176.5 - \$2.2m.

The second section of this road PPR1 B chainage 176.5 to 178.5 - \$672K has been delayed. The delays have been communicated to the Federal Government.

Submissions for future road sections which have been completed and submitted for evaluation by the Federal Government are:

- Package 3 stage 7 PPR1 C chainage 178.5 to 182.5 (on hold)
- Package 3 Stage 5 PPR3 C/D chainage 220.3 to 223.5 - noting that work is now completed and the section has been sealed.

Work on this project will commence again after the Mt Isa Road TMR work project is completed.

#### **Water Treatment Study – Local Government Funding - LGGSP 2024-2028**

Council applied for funding to assist in the review/study of the future water treatment and sustainability for Boullia - was unsuccessful. Letters have been sent from the Mayor to the Federal Minister and State Minister for consideration.

#### **Works for Queensland – Round 5 2024-2027 – State Government Funding**

Council received confirmation of approval for the Works for Queensland submission for \$1,520,000. Works for Robinson Park (shade) of \$520,000 and

Boulia Residential Estate \$1,000,000. This project has now been handed over to the Director of Works and Operations for completion.

### **Growing Regions Program Round 2 – Boulia Community Hub**

An application has been submitted for the Boulia Community Hub which will provide centralised, fit-for-purpose facilities, services and accommodation for the Boulia community and Council. Replacing outdated and dispersed accommodation.

#### **Positions Vacant:**

RLPO trainee	Interviewing at present.
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#### **Events/Conferences/Training**

<b>Date</b>	<b>Activity</b>	<b>Attendees</b>	<b>Location/completed</b>
<b>18<sup>th</sup> Oct</b>	<b>Council Meeting</b>	All Councillors	Boulia Shire Hall
<b>21<sup>st</sup> to 23<sup>rd</sup> Oct</b>	<b>LGAQ Annual Conf</b>	Mayor Rick Britton Cllr Jan Norton Cllr Julie Woodhouse	Brisbane
<b>4<sup>th</sup> to 6<sup>th</sup> Nov</b>	<b>Rural Financial Counselling</b>	Mayor Rick Britton	Townsville
<b>7<sup>th</sup> to 13<sup>th</sup> Nov</b>	<b>Rural Financial Counselling</b>	Mayor Rick Britton	Cairns
<b>26<sup>th</sup> to 27<sup>th</sup> Nov</b>	<b>RAPAD AGM</b>	Mayor Rick Britton CEO Lynn Moore Dep Mayor Jack Neilson	Brisbane
<b>29<sup>th</sup> Nov</b>	<b>Council Meeting</b>	All Councillors	Boulia Shire Hall
<b>13<sup>th</sup> Dec</b>	<b>Council Meeting</b>	All Councillors	Boulia Shire Hall

#### **RECOMMENDATION:**

That the CEO Report for September 2024 be received for information.

#### **ATTACHMENTS:** Nil

Acting Chief Executive Officer	Mrs Kaylene Sloman
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<b>TITLE:</b>	Action List Update September 2024	<b>DOC REF:</b> 11.2.2
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<b>REPORT BY:</b>	Mrs Kaylene Sloman Acting Chief Executive Officer	<b>DATE:</b> 15/10/2024
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**CORPORATE PLAN REFERENCE:**

Key Priority 5: Robust Governance  
 5.2: Accountability  
 5.2.4: Ensure transparency and accountability through integrated performance management reporting

**RISK MANAGEMENT:**

The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as **Low L-1**

**PURPOSE:**

To present to Council an updated Action List.

**CONTENT:**

Council maintains an Action List that outlines actions to be taken as a result of a Council resolution or a request for action made by Councillors in between meetings.

Items on the list are updated as progress on each item is made and is presented to Council on a monthly basis for information.

Once an action has been shown as completed it is removed from the list.

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMMENDATION:**

That Council receive the Action List update for September 2024 for information.

**ATTACHMENTS:**

1. Action List Update September 2024 [**11.2.2.1** - 10 pages]

Acting Chief Executive Officer	Mrs Kaylene Sloman
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## Bouliā Shire Council Action List

	DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
<b>Friday, 27<sup>th</sup> August 2021</b>					
1.	27/08/2021		Look at creating a bigger passing-pad at the give-way sign and possibility of moving the sign to the Town side.  1. Waverley Creek	<b>DWO - oversight</b> <b>WMgr - action</b> <b>Road crew - delivery</b> <b>Budget - TMR TIDS</b>	23/07/2024: Being addressed as TMR Project # 3015377  05/06/2024: Notice to Offeror for CN-22774 received from TMR.  22/05/2024: Special Projects for FY24/25 as per discussion between BoSC & TMR  19/4/2024 This program has been allocated to the 2024-2025 TIDS program – awaiting designs and scope of works from TMR.
<b>Friday, 16<sup>th</sup> December 2022</b>					
2.	16/12/2022		Min Min Encounter Entrance - the concrete entrance to the Encounter is showing noticeable signs of cracking which is a presentation issue for the tourist attraction.	<b>CEO - Action</b> <b>WMgr - investigate</b> <b>DWO - oversight</b> <b>CSM - Info</b> <b>Budget - Tourism</b>	<b>15/10/2024 A redevelopment has been scoped and demolition works completed.</b>  10/06/2024 Budget from 23/24 will carry over to 24/25, total of \$26,000, already spent \$5,396  08/05/2024 This item to be discussed at ManEx. Beck Britton has some ideas to propose and so that ManEx team can confirm scope of works.  31/10/23: Planter boxes and seating ordered and received, to be installed by carpenter in off tourist season.
<b>Friday, 21<sup>st</sup> April 2023</b>					
3.	21/04/2023		Cars to be removed from Urandangi after flood event.  <i>Ronnie to arrange this asap.</i>	<b>RUS - action</b> <b>WMgr - oversight</b> <b>Budget - Flood?</b>	23/07/2024: Being planned with an execution for August 2024  10/06/2024: Operational funds in Waste Mgt Urandangi \$20,000 available  22/05/2024: Shall be completed by end of June 2024.  15/2/2024 Further flood events have prevented this from occurring.  20/11/2023: removal in early 2024.
<b>Friday, 18<sup>th</sup> August 2023</b>					


4.	18/08/2023		Shade for Robinson Park – Concept brief to be completed by ECDM	<p><b>ECDM – grant? W4Q?</b></p> <p><b>Budget - Gen Res/town mtce or grant funding</b></p>	<p>22/9/2024: Spoken to Department, on Ministers' desk for approval.</p> <p>8/7/2024 : W4Q Project Submission has been made.</p> <p>10/06/2024: Funds budgeted in 2024/25 Capital Budget, dependent on grant funding.</p> <p>24/4/24 Ordinary Council Meeting comment: consider looking at fixed roof and not a sail cloth (example similar to hall side of roof)</p> <p>20/3/2024 Cllr Norton provided different option to 'shade sails'. This was forward to Council on 20/4 after budget review for their consideration.</p>
<b>Friday, 19<sup>th</sup> January 2024</b>					
5.	19/1/24	2024/01.20	<p>Tender: T2023-24.5 Sale of lots L404/B2671 and L405/B2671 Mulligan Street, Boulia (closed)</p> <p>(b) A survey for an access easement across the rear of lots L404/B2671 and L405/B2671 (to Council's requirements) be undertaken and registered by Boulia Shire Council.</p> <p><b>Action request from 23/2/24 Ordinary Meeting: Review on Easement to be completed – consider if Council should develop and possibly sell blocks. Divert water and develop road?</b></p>	<p><b>DWO - primary WMgr - delivery</b></p> <p><b>Budget - Land Dev</b></p>	<p><b>25/9/2024</b> One transfer has been signed and is in completion mode. Public Trustee is assisting with the other transfer.</p> <p>10/07/2024 Paperwork is progressing on transfer of ownership for one of the blocks. Investigations continue how to progress ownership transfer for the second block.</p> <p>10/06/2024 Contacting previous owners to get permission for signatures to complete transfers via Solicitor.</p> <p>22/05/2024: BSC does not own the land as of date, this is being investigated by CEO EA, and once landownership has been identified, next steps can be progressed in terms of Survey.</p> <p>02/05/2024 Tony Morcom working on application documents regarding easements.</p> <p>27/2/2024 Tony Morcom surveyor has been contacted to proceed with the easement survey for future land development.</p> <p>27/2/2024 No further interest has been shown by any applicants.</p> <p>22/1/24: Letter sent to tender applicants</p>
6.	19/01/2024		Wash Down Bay   Council requested fees for charging to use the washdown bay-payment options to be investigated.	<p><b>WMgr - action</b></p> <p><b>Budget - Gen Res</b></p>	<p>22/05/2024: WIP</p> <p>15/4/2024 WMgr to contact Winton Shire Council to review their facility.</p>

7.	19/01/2024		Outback Way Funding   BSC to review Longreach Channel on the Donohue Hwy with the installation of culverts. This channel goes under water before the Georgina River crossing.	<b>DWO - primary</b> <b>GBA - design</b> <b>WMgr - delivery</b> <b>Budget - subject to grant funding</b>	<b>10/10/2024 Bridge Study has been approved by QRA.</b> 23/07/2024: Grant funding from QRA has been released, submission will be made to present BoSC case. 22/05/2024: Being investigated with QRA as a part of the \$18M funding available, as also discuss under Donohue Workshop. 15/4/2024 DWO to discuss with Stuart from GBA on his next visit for future upgrades to the Longreach Channel.
8.	19/01/2024		Bouliia Household Water   BSC to investigate and advise on: 1. Installation of a third water-storage tank. 2. Cyclone separating system for debris. 3. Modular filtration system (and Treatment Officer on a retainer basis). Dual water supply? To reduce treated water usage? 4. Water filters for each residence and business in the township.	<b>DWO - primary</b> <b>WMgr - investigation</b> <b>Budget - W4Q/LGGSP?</b>	<b>15/10/2024 LGGSP Funding application unsuccessful. Mayoral letters sent to Federal and State Water Ministers to request consideration for funding assistance.</b> 09/08/2024 LGGSP submission made. Awaiting outcome. 23/07/2024: LGGSP submission being drafted to carry out Plan & Capital Works 10/06/2024 Capital Budget item of \$4m added to 2024/25 Budget, dependent on grant funding being available. 22/05/2024: QLD Water Representative invited to visit Bouliia to see "As Is" and provide some guidance, rather than engage a consultant at the front end. 17/04/2024 Currently investigation work in progress. 5/3/2024 On hold with further work from hydrologist. Further contact to be made with Carbon and Water to investigate ALL potential solutions to this ongoing problem.
<b>Friday, 23<sup>rd</sup> February 2024</b>					
9.	23/02/2024		CLlr Norton: requested Council address the excessive mozzies in the man-made water hole between Harris Yard and Burke River	<b>RLPO - investigation</b> <b>WMgr - oversight</b>	<b>15/10/2024 Fogging has taken place around the Bouliia Township 3<sup>rd</sup> to 11<sup>th</sup> October.</b> 22/05/2024: No need of fogging with current climate change. Further investigation into the water hole to be completed.

10.	23/02/2024		Cllr Beauchamp: Library plumbing issue – machine clearing sewer lines – should Council buy own water jetter	<b>DWO/WMgr Plant Committee Budget - CAPEX 24/25</b>	10/6/2024 Plant Committee to review.
<b>Tuesday 12<sup>th</sup> March 2024</b>					
11.	12/03/2024		Cllr Britton: Suggested each Councillor attend one of the face to face RAPAD meetings	<b>CEO - noting EA - action Budget - RAPAD</b>	<b>15/10/2024 RAPAD Face to Face meeting scheduled to occur in November in Brisbane. Currently noted for attendance Mayor Britton, Cr Neilson and CEO Lynn Moore.</b>  30/08/2024 August meeting attended by Rick and Sam  01/7/2024 August meetings to be held 27 <sup>th</sup> -28 <sup>th</sup> in Longreach. Second Councillor attendance tbc. Accommodation bookings reserved.  10/6/2024 Next F2F RAPAD meeting 20/8/2024 – location to be confirmed
12.	12/03/2024		Cllr Neilson: Investigate potential for footpaths to be done via TIDS funding	<b>W/Mgr - investigate RUS - action Budget - TIDS/Gen Res</b>	<b>30/09/2024 TMR funding application submitted. Await outcome.</b>  20/09/2024 TMR funding application being worked on  19/08/2024 Information webinar for funding applications being held 21/8, Council staff to join to assist with funding application preparation.  23/07/2024: 2 TMR Funding packages available under Active Transport + Walking Grants, investigation continuing with a view of submitting for both funding streams.  22/05/2024: TIDS being channelled on Donohue, PCMP is better opportunity, investigating this further.  24/04/2024 Ordinary Council Meeting note: Contact to be made with Kate Birse re unallocated funds for footpaths and kerbs.
<b>Wednesday 24<sup>th</sup> April 2024</b>					
13.	24/4/2024		Investigations to be made about rating categories for wildlife reserves (currently zoned as nature reserves)	<b>DCS - investigate</b>	10/6/2024 To be investigated.

14.	24/04/2024		LGAQ Annual Conference 21-23 Oct. in Brisbane – Mayor would like all Cllrs to attend on rotation moving forward. Cllr to attend this years conference (with Mayor and CEO) tba upon conference program becoming available.	<b>CEO Assist – action</b> <b>CEO - oversight</b>	18/09/2024 All bookings made and itinerary has been sent to attending Councillors 07/08/2024 CEO unable to attend, Cllr Woodhouse to attend with Mayor and Cllr Norton. 28/6/2024 Cllr Norton nominated attendance with Mayor and CEO. 10/6/2024 Nomination required for Cllr. 29/04/2024 CEO, Mayor and one Councillor to attend this year.
15.	24/04/2024	2024/04.3	2. That a future budget allocation be considered in the 2024-2025 budget for Councillor and Management attendance at future Australian Institute of Company Directors AICD (or like) training.	<b>DCS - Budget</b>	10/6/02024 \$10,000 allocated in the 2024-2025 budget. RAPAD is also looking into Regional training for new Cllrs and Mayors.
<b>Friday 31<sup>st</sup> May 2024</b>					
16.	31/05/2024	2024/05.12	1. That the Council agrees to become a member of the proposed CUC RAPAD. 2. That the Council nominates the Mayor to act as Director of the proposed CUC RAPAD in a similar capacity as the current Directorship of RAPAD. 3. That the Burke Street Hall be confirmed as the location for future training opportunities for the local community as an 'inkind' contribution to the project for community advancement. 4. That the CEO advise RAPAD of the outcome of this resolution.	<b>CEO – action</b>	19/07/2024 CUC Progression meeting held. 10/6/2024 CEO – Mayor has signed the documentation for Boulia to Participate in this program and the documents have been sent back to RAPAD/CUC.
17.	31/05/2024	2024/05.17	That Council proceed with the proposal to purchase the artwork from the Outdoor Billboard Gallery and authorise the Chief Executive Officer to carry out the purchase.	<b>CEO Assist – action</b> <b>CEO - oversight</b>	17/6/2024 Email to OHDC to proceed.
18.	31/05/2024	Cllr Woodhouse	Increased Social Housing   Councillor Woodhouse raised the need for having short term emergency housing available in Boulia. Item to be added to the Action List for further progressing.	<b>ECDM - action</b> <b>CEO - oversight</b>	19/07/2024 See CEO monthly information report in July 2024 Ordinary Meeting agenda for comments on funding opportunities identified. 17/6/2024 Land availability will determine this. Meeting with Qld Housing held and proposals put forward – they have nothing in line for Boulia.
<b>Friday 28<sup>th</sup> June 2024</b>					
19.	28/06/2024	2024/06.11	That the Urandangi Drinking Water Scheme be transitioned to a non-potable supply to Commence Monday 2nd December 2024 and that	<b>DWO - Action</b>	02/07/2024 Copy of Council resolution sent to GBA. In progress.

			the associated actions required are completed prior to this time.		
20.	28/06/2024		QGAP – CEO to look into current services being provided. What Community Housing tasks are being completed? Are listings of housing applications being kept? Weather station duties?	<b>CEO – Action</b>	Pending
21.	28/06/2024	Cllr Britton/ Cllr Beauchamp	Potholes around <del>Seven Post Creek</del> and Bore Creek require attention	<b>DWO – Action</b>	19/08/2024 Bore Creek WIP
22.	28/06/2024	Cllr Britton	Can we approach Road Contractor to see if they can run a water truck over the track coming into town because with the recent winds, all the dust from that area seems to be blowing dust in over town.	<b>DWO – Action</b>	19/08/2024 Will be assessed at the onset of next dry patch.
23.	28/06/2024	Cllr Norton	Footpath on Herbert Street where the old pool site used to be (next to Desert Sands Motel/corner of Herbert and Hamilton Street) - needs repair, is getting worse	<b>DWO – Action</b>	<b>30/09/2024 TMR funding application submitted. Awaiting outcome.</b> 29/08/2024 Funding application being worked on. 19/08/2024 Information webinar for funding applications being held 21/8, Council staff to join to assist with funding application preparation. 19/07/2024 Investigating funding opportunities for footpaths.
24.	28/06/2024	Cllr Norton/ Cllr Beauchamp	Give way sign on Burke Bridge – why is the give way sign on the bridge side coming into town as opposed to on the bridge side going out of town (speed for vehicles going out of town would be slower, so sign would make more sense on town side?). If sign has to remain on the Caravan Park side of the bridge, we need more warning signage in the approach to the bridge e.g 'give way ahead' and 'one lane ahead' at the 60 speed sign.	<b>DWO – Action</b>	<b>15/10/2024 Works has started on Burke St Bridge.</b> 23/07/2024: Under discussion with TMR as it's their corridor, they need to review their process to make this happen.
25.	28/06/2024	Cllr Norton	Dajarra toilet block issues – cleanliness issues and being in working order?	<b>DWO – Action</b>	23/07/2024: CSC were contacted they have advised there is a pump issue and they do not have an ETA on resolution.
<b>Friday 26<sup>th</sup> July 2024</b>					
26.	26/07/2024	2024/07.27	That the CEO contact Department of Agriculture and Fisheries (DAF) advising that the Council may not have any objections to the amended map provided which does not include Lot 108 and Lot 107. Council is requesting before they give their full consent - answers to the following:	<b>CEO – Action</b>	01/08/2024 In progress, CEO has sought advice from King & Co.

			<ul style="list-style-type: none"> <li>Who will be ultimately responsible for the management of pest and weeds on the property?</li> <li>Who is responsible for the fencing of the land as this adjoins the Town Common?</li> <li>Is there an expectation to provide services to the properties? Water, power, sewerage?</li> </ul>		
27.	26/07/2024	Cllr Norton/CEO	Installation of automatic sliding doors at entrance to the Min Min Encounter and checking of the operation of the side door at the Shire Hall.	<p><b>ECDM – Action (MME)</b></p> <p><b>Admin Super – Action (Shire Hall)</b></p>	<p>19/08/2024 An inspection of the building has been undertaken and as illustrated in the photograph there would be challenges to install a traditional sliding door due to the curvature of the building. During discussions with MME staff, it was noted that the doors are quite heavy, and both may need to be opened, to assist a person in a wheel. It is proposed to engage a trades person to investigate the spring devise/closing mechanism.</p>  <p>14/08/2024 Shire Hall side door being investigated.</p>
28.	26/07/2024	Cllr Woodhouse	Sourcing of new Grandstands for the Racecourse Reserve: this could be an avenue for clubs/Camel Races Committee to look into due to better access to funding opportunities for this sort of equipment compared to Council.	<b>ECDM - Action</b>	<p><b>15/10/2024 Refer to report regarding Committee in October Ordinary Meeting of Council Agenda.</b></p> <p>23/09/2024 Membership of Committee being advertised.</p> <p>19/08/2024 A number of proposals have been recognised at the Racecourse Reserve that can improve activities and amenity. There was a meeting some time ago with representatives of the groups in attendance. A report is on the Agenda for August Council Meeting, that proposes the establishment of a 'Racecourse Reserve Advisory Committee of Management' to consider current activities,</p>

					infrastructure initiatives and coordination between groups.
<b>Wednesday 14<sup>th</sup> August 2024</b>					
29.	14/08/2024		Proposal to change Council flag from only emblem to new Council stacked logo	<b>Admin Team/EAR - Action</b>	23/09/2024 Revised design examples to be presented to Council at the 27 <sup>th</sup> September Ordinary Meeting. 23/08/2024 Discussed at Ordinary Council Meeting – proposed new design ok subject to gold line being removed and the wording ‘Land of the Min Min Light’ be placed at the bottom of the flag. 14/08/2024 Have created a sample flag to be discussed at Council meeting in general Business
<b>Friday 23<sup>rd</sup> August 2024</b>					
30.	23/08/2024	Suggestions made by K. Mc Kelvie (during Deputation to Council)	<ul style="list-style-type: none"> <li>• Improvements to be made on Council’s social media platforms (more engagement) and encourage Google Reviews</li> <li>• Min Min Encounter flags looking dreary</li> <li>• Reminder to Graziers about what is private property and what is not</li> <li>• Consider turning the dog park on the corner of Herbert and Hamilton Street into a desert botanical garden.</li> </ul>	<b>ECDM - Action</b>	23/09/2024 The Min Min Encounter flags have been replaced. The dog park and amenities are used by community and visitors. A desert botanical garden would benefit from a more appropriate setting.
31.	23/08/2024	Cllr Neilson	Investigate possibility of using solar road markers	<b>DWO - Action</b>	
32.	23/08/2024	2024/08.26	<ul style="list-style-type: none"> <li>• That Council approve for the lease over the Rodeo Paddock (Lot 100 on SP 255329) to continue with a new leasee to be determined by tender process. The tender reserve shall be set by Council.</li> <li>• That the Council grant the CEO authorisation to call for tenders for a new lease.</li> </ul>	<b>CEO - Action</b>	10/09/2024 Tender release to be held for 6 months so paddock can be spelled. End of MOU and destock notice sent to current Lease Holder.
33.	23/08/2024	2024/08.27	That Council decide what is appropriate to be included in the land compensation claim and that the CEO advise DAF on the outcome.	<b>CEO - Action</b>	27/08/2024 Letter of Response sent to DAF
<b>Friday 27<sup>th</sup> September 2024</b>					
34.	27/09/2024		Investigate additional ground water tank for Boulia. Ensure it covers ease of cleaning, longevity, check the latest standards and capacity we can fit in location. Check out fibreglass lining.	<b>DWO – Action</b>	<b>Pending</b>
35.	27/09/2024		Investigate Council getting robotic cleaner to run 6 monthly in ground reservoirs (once old tank relined).	<b>DWO - Action</b>	<b>Pending</b>



36.	27/09/2024		Peak creek toilets, look at solar lights for inside of toilets. Too dark still.	<b>WM – Action</b>	<b>Pending</b>
37.	27/09/2024		For Kirrily REPA North Road submission, why is Fort William Road not included	<b>DWO &amp; WM – Action</b>	<b>Pending</b>
38.	27/09/2024		Wash down bay requires new hoses.	<b>DWO &amp; WM – Action</b>	<b>Pending</b>
39.	27/09/2024		Fogging of Mozzies	<b>DWO &amp; RLPO – Action</b>	<b>15/10/2024 Fogging has taken place around the Boulia Township 3<sup>rd</sup> to 11<sup>th</sup> October.</b>
40.	27/09/2024		Facebook – investigate why nothing is going on either of Council pages. Suggestion at the moment lots of works being done around town, take photos & put on site	<b>ECDM – Action</b>	<b>10/10/2024</b> planned postings for general Facebook page has begun.
41.	27/09/2024		Roof Painter – painting houses/buildings with heat resistant paint – possibly trial a few places and yearly get done. Review western wall on 63 Herbert St to be painted in heat resistant paint.	<b>MPC – Action</b>	<b>Pending</b>

### COUNCILLOR INFORMATION REQUESTS BETWEEN MEETINGS

NUMBER	DATE	Staff Member	PROJECT   ISSUE:	RESPONSE
1.	19/6/2020	<b>DWO/WMgr</b>	<b>TOURISM/ LIVEABILITY</b>   Cllr Edgar: Dam/recreational water park (boating etc)	15/2/2024: To be reviewed during the 'visioning' project - new Council March 2024 – <b>review of Corporate Plan in 2024-2025</b> 26/02/2021: Alternative dam location - obtain drone footage to identify potential location. This has been raised several times.
2.	19/06/2020	<b>ECDM/WMgr</b>	<b>BRANDING/TOURISM</b>   Cllr Britton: Consider coloured directional signage (e.g., on street signs) to help show where things are within the town 17/08/20 Signage design to stand out and be broader width	15/2/2024: To be reviewed during the 'visioning' project - new Council - March 2024 – <b>review of Corporate Plan in 2024-2025</b> 31/10/23: Signs quite expensive, subject to funding?
3.	26/02/2021	<b>WMgr</b>	<b>TOURISM/LIVEABILITY</b>   Cllr Edgar – water at the Rodeo Grounds, consider installing automated sprinkling system	15/2/2024: To be reviewed during the 'visioning' project - new Council - March 2024 – <b>review of Corporate Plan in 2024-2025</b>
4.	17/08/2020	<b>WMgr</b>	<b>TOURISM</b>   Cllr Edgar: Consider possibility of installing a walking track from the Sports Centre (Burke River Bridge -suggested) to the Rodeo Grounds Stakeholders: Pitta Pitta, Ventia, Workcamp	<b>Review of Corporate Plan in 2024-2025</b> 15/2/2024 Pitta Pitta land compensation case will impact this and also the freehold land which intersects land between the Burke River Bridge and the Racecourse. 13/6/2023: Possible legacy project through Ventia (NBN) could get this off the ground. Discussions commenced. 24/11/22: idea for a bird hide along trail maybe eligible for funding from enviro grant in 2023. Depot working on costings for gravel,

				guideposts/labour, and plant. Indigenous story signs to be developed with locals.
5.	23/06/2023	<b>Councillors CEO/DWO</b>	<b>LIVEABILITY - FUTURE RESIDENTIAL LAND SIZING</b>   consideration to be given on what size blocks could be made.	15/2/2024: To be reviewed during the 'visioning' project - new Council - March 2024 – <b>review of Corporate Plan in 2024-2025</b> 20/11/2023: Discussion workshop held. Brainstorming ideas noted for future consideration.
6.	22/09/2023	<b>CIrs</b>	<b>LIVEABILITY - FUTURE PLANNING</b>   Councillor Neilson suggested that boarding type accommodation be considering in Council's future planning.	17/6/2024 Council has received development application for private boarding - currently being advertised. 15/2/2024: This is an option which needs to be considered by private individuals/organisations.
7.	22/09/2023	<b>DWO</b>	<b>ECONOMIC DEVELOPMENT - HEAVY DUTY TRUCK BAYS AND MOBILE TOWERS</b>   Councillor Britton suggested future consideration be given to heavy duty truck bays and mobile towers between Boulia and the Northern Territory.	15/2/2024 CEO: To be considered during the construction of the Donohue Highway as funding becomes available.
8.	21/10/2022	<b>WMgr</b>	<b>LIVEABILITY</b>   Cr Norton: Can we put in a 40km speed sign for Road Trains only – talk to TMR about this for the main street	10/11/2022: The request has been sent to TMR. Awaiting road inspection by TMR.
9.	23/02/2024	<b>CEO</b>	<b>LIVEABILITY   Post Office/Community Hub:</b> if Community Hub doesn't go ahead, consider Post Office being moved or refurbished and getting a container for mail (e.g 10x7 foot)	17/6/2024 Stage 'F' of the Community Hub is being planned. Possible with a reduced scope excluding the Library.

<b>TITLE:</b>	Manager - People & Culture Report September 2024	<b>DOC REF:</b> 11.2.3
<b>REPORT BY:</b>	Rebecka Britton Manager People and Culture	<b>DATE:</b> 16/10/2024

**CORPORATE PLAN REFERENCE:**

Key Priority 3: Economic Development - A sustainable local economy  
 3.1: Facilitate employment and investment opportunities  
 3.1.1: Encourage a diverse supply of housing affordability and choices  
 3.1.2: Council owned housing is managed, is affordable, and which is suitable to meet demands

Key Priority 7: Valuing our greatest asset – people  
 7.1: An innovative culture  
 7.1.1: Adopt employment practices that develop and support a motivated and focused workforce  
 7.1.3: Ensure the workforce is adequately trained and staff have access to development programs and continually support Workplace, Health and Safety practices

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

To provide Council with an update of the activities of the Manager – People & Culture for the month of September 2024.

**CONTENT:**

**HOUSING**

**Occupancy**

Houses	All houses are occupied
Melrose Units	All units are occupied
47 Pituri Units	All units are occupied
58 Pituri Units	4/6 are leased. #2 & #6 utilised for specialist contract staff

**Capital Upgrades**

Capital works are being undertaken on housing stock on a planned/project basis with Tonkies Carpentry/Nortons Fencing.

**Work Camp**

Establishing a Community Engagement Committee – long term agenda is to establish permanent work camp.

Will be reporting on committed work camp projects in future.

**HUMAN RESOURCES**

**Available Positions**

- EOI Advertised – Trainee RLPO (has been advertised locally) (First Start Program bid success confirmed)
  - One formal application submitted – interview scheduled

**Recent Engagements**

- Casual – Depot Yardsman

**LEARNING & DEVELOPMENT**

- Fee Free Tafe options made available to staff
- Senior Administration enrolled in Diploma of Local Government (Corporate Services)
- Records Officer – enrolled in Diploma – Records Management

**PEOPLE & CULTURE - MISCELLANEOUS**

- Uptake on new uniforms has been of great success – seeking tracking numbers

**CONSULTATION:** A/CEO – Kaylene Sloman

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMMENDATION:**

That the Manager – People & Culture September 2024 report is received for information.

**ATTACHMENTS:** Nil

Reviewed and Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman
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<b>TITLE:</b>	WHS Report September 2024	<b>DOC REF:</b> 11.2.4
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<b>REPORT BY:</b>	David Parker Workplace Health and Safety Officer	<b>DATE:</b> 10/10/2024
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**CORPORATE PLAN REFERENCE:**

Key Priority 7: Valuing our greatest asset – people

7.1: An innovative culture

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

7.1.3: Ensure the workforce is adequately trained and staff have access to development programs and continually support Workplace, Health and Safety practices

Key Priority 7: Valuing our greatest asset – people

7.2: A great place to work

7.2.4: Provide a safe, healthy working environment and be proactive in all Work Health and Safety matters

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

To inform Council of progressions and or issues of concerning regarding WH&S. Ongoing monitoring with projects to ensure correct and completed WHS paperwork is submitted and identify potential hazards and any documentation requirement shortfalls with evidentiary documents held in Magiq and Pulse. Adopt various alerts/updates into regular toolbox talks and training.

**CONTENT:**

LGW – (TMR Audit requirements)	<ul style="list-style-type: none"> <li>• Sustainability work being done on the ongoing audit upkeep will now be reported here in line with the Audit Rectification Plan.</li> <li>• Continuing to work on Pulse and keeping Audit and reporting up to speed.</li> </ul>
Toolbox talks/ Presentations	<ul style="list-style-type: none"> <li>• Toolbox talks/presentations to Council staff, conducted 9 and 23 September.</li> </ul>
Compliance and Education	<ul style="list-style-type: none"> <li>• Present WHS actions/issues/iAuditor/Audit Rectification Plan to ManEx meetings weekly. <ul style="list-style-type: none"> <li>◦ September – nil issues.</li> </ul> </li> <li>• Audit conducted of Water Tower Compound – 6 Hazardous issues raised – forwarded to Ron Callope and Andrew Spyrakis for rectification.</li> <li>• Job Safety Analysis and Risk Assessment forms created – for Gutter Cleaning to be conducted.</li> <li>• On-going review of existing WHS documentation <ul style="list-style-type: none"> <li>◦ Event Preparation Checklist for Racecourse being worked on.</li> </ul> </li> <li>• Face-to-face Inductions: 5</li> <li>• Online Inductions: 3</li> <li>• Drug and Alcohol Testing: <ul style="list-style-type: none"> <li>◦ RMPC Team – 7 staff tested – 0 issues</li> </ul> </li> </ul>

Assistance to Staff/ Contractors/ Compliance	<ul style="list-style-type: none"> <li>• CWO/Flood Damage Foreman tasked to check contractor compliance via iAuditor.</li> <li>• Schedule regular alerts and inspections in iAuditor for relevant staff to perform (alerts sent out weekly to assigned staff/managers).</li> </ul>		
Near Misses, Incidents and issues	<p>Total iAuditor WHS actions/issues since last Council meeting:</p> <ul style="list-style-type: none"> <li>• Near Miss – 1 Min Min Encounter – Electrical Short</li> <li>• Hazards – 0</li> <li>• Damage – 0</li> <li>• Incidents – 1 Scrub Fire – BSC Depot, Dajarra (see attached Report and photographs)</li> </ul> <p>Having been to inspect the site, I am confident that the Property Damage Incident Report is accurate.</p>		
<b>Category</b>	<b>Description</b>	<b>Site</b>	<b>Outcome</b>
Hazards	Nil		
Damage	1	BSC Depot - Dajarra	
Incidents	1	BCS Depot - Dajarra	
Works in Progress	<ul style="list-style-type: none"> <li>• Weekly consultation with DWO and supervisors on current and upcoming projects and what is required from a WHS perspective.</li> <li>• Regularly monitor the Boulia Shire Council Hazard Risk Register.</li> <li>• Continue to upload evidentiary documents from iAuditor and hard copy documents into Magiq (our document retention software) and Pulse (linked to WHS Plan) to ensure they are available for regulatory compliance checks (Docs uploaded weekly - LGW SMS, iAuditor reports from ManEx meetings).</li> <li>• MindRazr digital health and wellbeing platform being rolled out to all Council staff. All staff now have access and has been promoted at Toolbox meetings.</li> <li>• iAuditor checklist for Event Preparation – completed 30 days out, being worked on.</li> </ul>		
Identified future work required and/or improvement areas	<ul style="list-style-type: none"> <li>• LGW - to review the Rectification Plan.</li> </ul>		
Training Required	<ul style="list-style-type: none"> <li>• First Aid/CPR Training Completed; Snake Catching Course being booked for November – Fire Warden Training being booked for Start-up week (Jan 20).</li> <li>• EWP training to be looked at, in ManEx.</li> </ul>		

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMMENDATION:**

That the Workplace Health and Safety Report for September 2024 be received for information.

**ATTACHMENTS:**

1. Photo 1 [**11.2.4.1** - 2 pages]
2. Photo 2 [**11.2.4.2** - 2 pages]
3. Photo 3 [**11.2.4.3** - 2 pages]
4. Photo 4 [**11.2.4.4** - 2 pages]
5. Fire - BSC Depot, Dajarra [**11.2.4.5** - 3 pages]

Reviewed and Approved by Acting Chief Executive Officer
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Mrs Kaylene Sloman
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Legend located on next page

21°41'42"S 139°30'58"E

21°41'42"S 139°31'10"E



PHOTO 1 - TAKEN + VIEW.

IT APPEARS THE GRASS HAD BEEN SLASHED ALONG THE BACK FENCE - GIVEN THE DISTANCE FROM THE FENCE TO THE LONG GRASS. (INSIDE).

ARROW INDICATES WHERE IGNITION APPEARS TO HAVE OCCURRED GIVEN THIS IS THE ONLY PLACE BURNT GRASS MEETS ON EACH SIDE OF THE FENCE.



Scale: 1:1090

Printed at: A3

Print date: 9/10/2024

Not suitable for accurate measurement.  
Projection: Web Mercator EPSG 102100 (3857)

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21°41'50"S 139°30'58"E

21°41'50"S 139°31'10"E





Legend located on next page

PHOTO 2 - TAKEN + VIEW

IT APPEARS THE FENCELINE  
HAD BEEN SLASHED - GIVEN  
DISTANCE FROM FENCE TO  
LONG GRASS

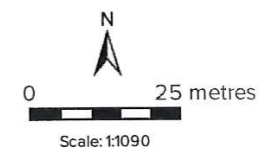
21°41'42"S 139°30'58"E

21°41'42"S 139°31'10"E



21°41'50"S 139°30'58"E

21°41'50"S 139°31'10"E



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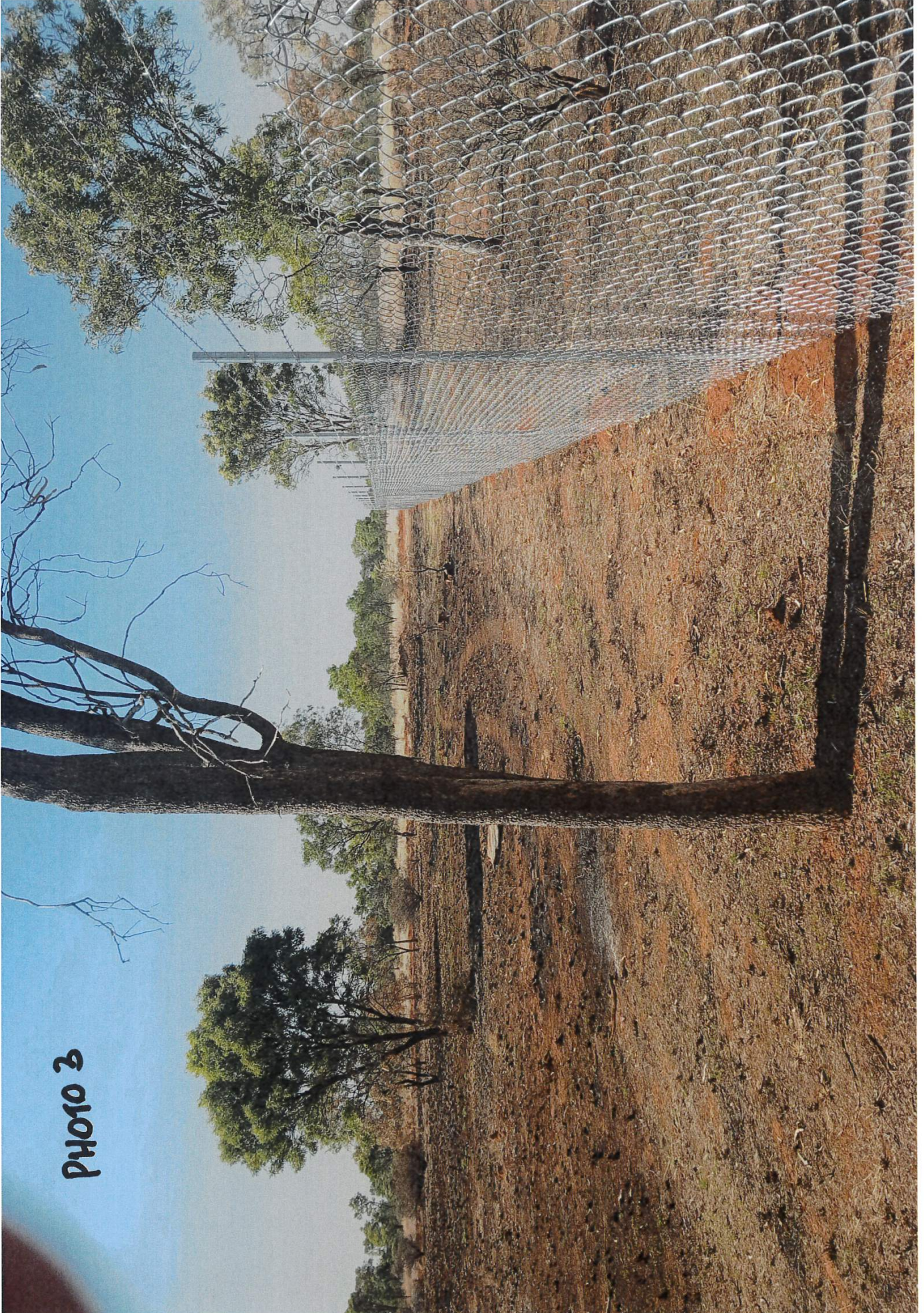


PHOTO 3



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21°41'42"S 139°30'58"E

21°41'42"S 139°31'10"E

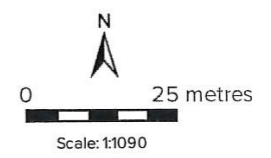


21°41'50"S 139°30'58"E

21°41'50"S 139°31'10"E

PHOTO 3 - TAKEN + VIEW.

GIVEN UNBURNT CHAFF, IT  
APPEARS THE BACK FENCELINE  
HAD BEEN SLASHED.



Scale: 1:1090

Printed at: A3

Print date: 9/10/2024

Not suitable for accurate measurement.

Projection: Web Mercator EPSG 102100 (3857)

For more information, visit <https://qldglobe.information.qld.gov.au/help-info/Contact-us.html>

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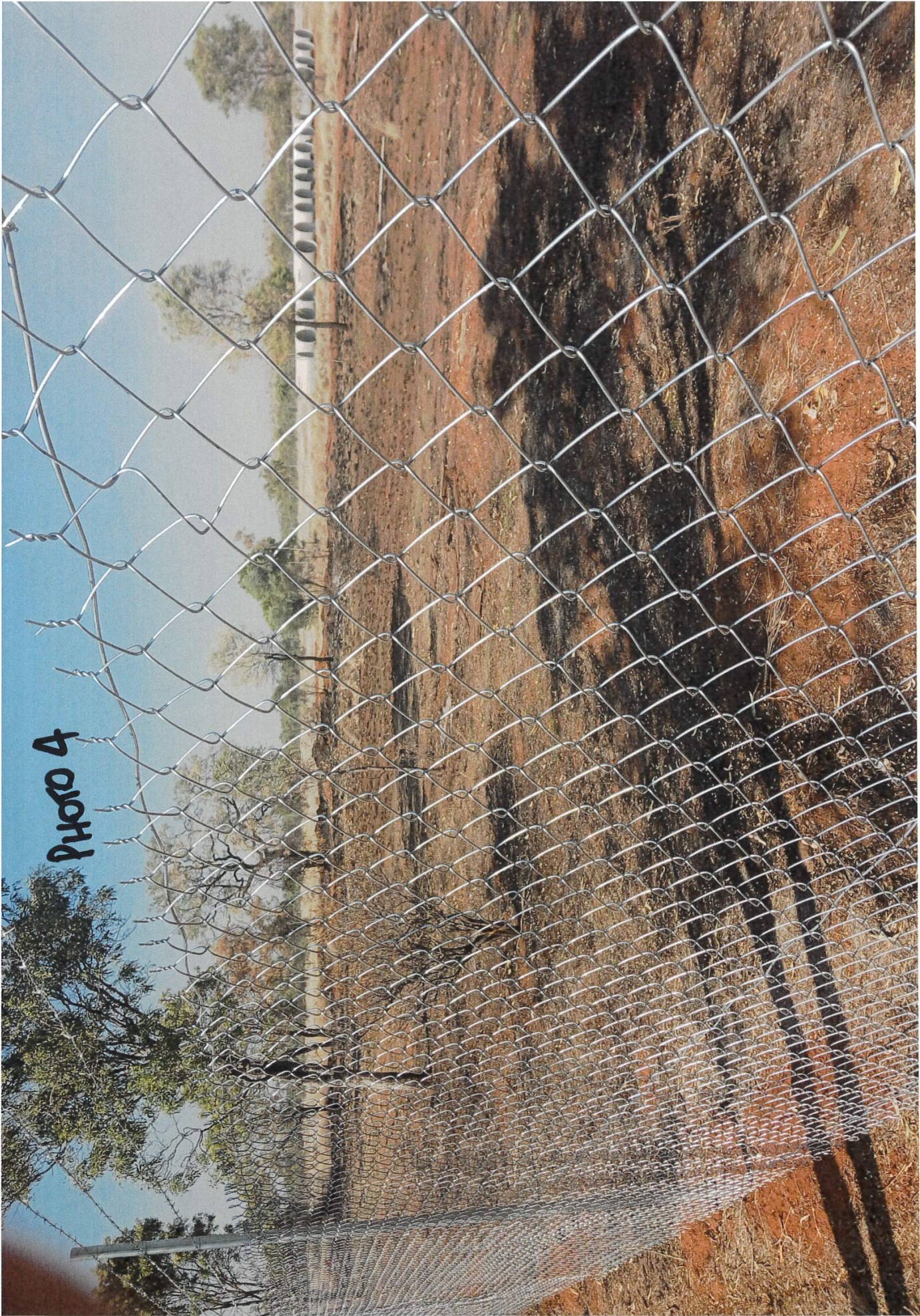


PHOTO 4



Legend located on next page

PHOTO 4 - TAKEN +  
VIEW,

THE FIRE DID GO INTO THE  
YARD, BUT GIVEN THE AMOUNT  
+ LENGTH OF GRASS - FIRE  
BURNT OUTWARD OF  
DEPOT.

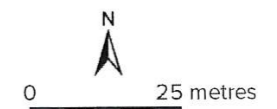
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21°41'42"S 139°31'10"E



21°41'50"S 139°30'58"E

21°41'50"S 139°31'10"E



Scale: 1:1090

Printed at: A3

Print date: 9/10/2024

Not suitable for accurate measurement.  
Projection: Web Mercator EPSG 102100 (3857)

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Property Damage STATEMENT

FRM-02

**All sections must be completed.**

Name	Employment Type	Department	Event #
Adam Norton	<input type="checkbox"/> Employee <input checked="" type="checkbox"/> Contractor		

Who was the incident reported to? (name/role)	DeJara Police	Date:	30/9/24	Time:	10:20am
--	---------------	-------	---------	-------	---------

Current Role:	Owner				
Time in Role:	14 Years	Time in the Company:	14 Years	Time in the Industry:	16 Years

Date (of incident):	30-9-24	Time (of incident):	10:20am
Asset ID:		Exact Location of Incident:	Boulton Council Depot
Supervisor's Name:			DeJara

Were you:  Directly Involved     An Eye witness     First on Site (Responder)     Supervisor

Brief description of the task being carried out at the time of the incident:

Trimming off tops of fence post with a cold saw, a hot blob of metal must of landed in the dry grass it was very windy and before i knew it there was a large fire

Was a Pre-Task Risk Assessment completed before starting the task?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Was an equipment pre-start completed prior to starting the task?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Was a planned task observation conducted with you during the shift?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Shift start & finish times:	

How would you describe the operating conditions (dusty, rough, dark etc.)?

Hot, Dry, windy

How were you feeling physically after the incident (aches, pains, stiffness, soreness)?

Fine

Were you feeling fatigued or distracted (tired, headache, personal/family issues)?

No

Please attach additional information to this statement if there is insufficient room.





Property Damage STATEMENT

FRM-02

Step by step description leading up to and including the incident (specific locations, times, tasks carried out, communications, persons involved):

I was cutting tops of post off with a cold saw. I did have a Spotter with me. as i was cutting i noticed a small fire in the dry grass about big as a dinner plate. within 5 seconds that small ~~the~~ fire increased as it was very windy, Dry, hot. immediately called DaSerrin Police to inform them i have started a fire and its travelling very fast. Police came down, she had called SES and council a few times with no luck. Short time After SES called her back and got onto the job of controlling the fire. I gave the Police ~~the~~ my statement. i made sure everything was ok, Police said it all good im right to continue work or go home. Before ~~and~~ starting any works on job site. i slashed 3m<sup>+</sup> each side ~~of~~ fence line to gain access and knock down long grass.

Was a drug and/or breathalyser test conducted?

Yes  No

Step by step description after incident occurred (locations, timeline, and communications):

Went to DaSerrin police station to do report  
Called Boulia Shire Council to let them know  
fire is under control, no damage has been done  
by fire.

Additional Information:



Property Damage STATEMENT

FRM-02


Diagram:

--

This statement is true to the best of my knowledge and belief:			
Signature:	<i>[Handwritten Signature]</i>	Date:	<i>1-10-24</i>
Witness signature:		Date:	

## **11.3 Corporate Services**

<b>TITLE:</b>	Financial Report for September 2024	<b>DOC REF:</b> 11.3.1
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<b>REPORT BY:</b>	Graeme Gillam Finance Manager	<b>DATE:</b> 14/10/2024
-------------------	----------------------------------	----------------------------

### **CORPORATE PLAN REFERENCE:**

Key Priority 5: Robust Governance

5.1: Confidence

5.1.1: Manage Council's operations in an effective manner by clearly defining the functions, services, roles and responsibilities of Council

5.1.2: Effective internal and external communication and records management

5.1.3: Adopt and integrated risk management approach

### **RISK MANAGEMENT:**

Information Report only – not applicable.

### **PURPOSE:**

Financial Summary as at 30 September 2024.

### **CONTENT:**

#### **Cash Position:**

The Cash Position determines the expected money the Council should have after every period.

#### **Income**

Total revenues to 30 September 2024 were \$11,990,147. This equates to approximately 65% of this year's budget.

#### **Expenditure**

Operating expenses to 30 September 2024 were \$4,498,622. This equates to approximately 22% of this year's budget.

#### **Liquidity**

The Cash Position determines the expected money the Council should have after every period.

	30-Sep-24	31-Aug-24
Cash at Hand	20,325,203	18,401,565
Net Cash Equivalent (Debtors-Creditors)	149,996	1,984,912
<b>Total</b>	<b>\$20,475,199</b>	<b>\$20,386,476</b>

#### **Liquidity**

CBA \$555,027

Floats \$1,091

#### **Investments**

CBA At Call 4.35% \$7,797,706

QTC 4.84% \$11,971,379 \$19,769,085

**Total** \$20,325,203

**Additional Information on Cash Position:**

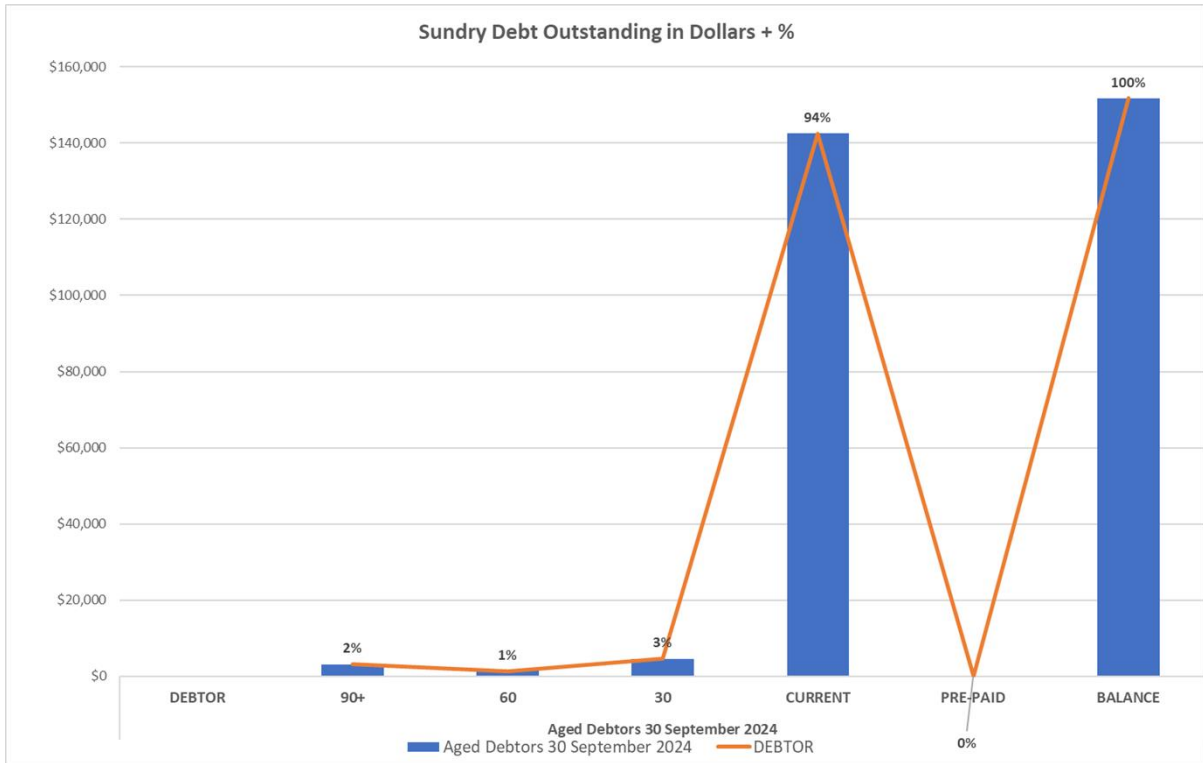
<b>Cash Balances as at 30 September 2024</b>		<b>20,325,203</b>
The following items need to be backed by cash		
Reserves 30th June		2,328,551
Funded Depreciation		1,287,450
Less Depreciation accrued		-
Employee Entitlements (Current and Non-Current)		1,311,841
Grant Funding (paid in Advance)		-
Working Capital		1,500,000
Capital Grants		1,643,005
Operating Result for 2024/2025		5,848,520
Less Capital Expenditure 2024/2025		(1,952,290)
<b>Backed by Cash</b>		<b>11,967,077</b>
<b>Cash unallocated as at 30 September 2024</b>		<b>8,358,126</b>

**Aged Debtors 30 September 2024**

DEBTOR	90+	60	30	CURRENT	PRE-PAID	BALANCE
	\$ 3,182	\$ 1,423	\$ 4,616	\$142,548	(\$0)	\$ 151,768

**90+ Days Outstanding**

For this month, amounts greater than 90+ days total \$3,182, which comprises 0% of total debtors. Payment arrangements are in place.



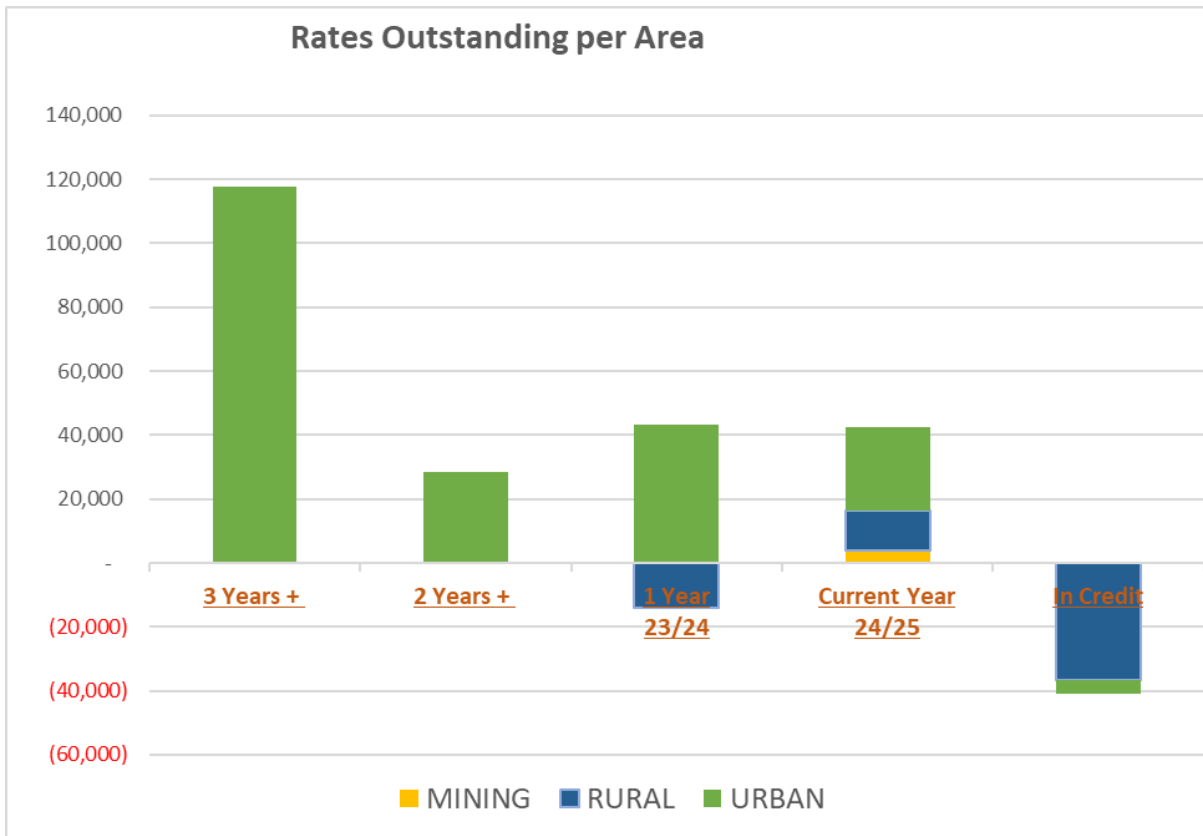
**Creditors 30 September 2024**

The total amount waiting for payment, not yet due is \$0.

**Rates 30 September 2024**

Total Outstanding is \$217,588.

RATES	3 Years +	2 Years +	1 Year 23/24	Current Year 24/25	In Credit	Total Outstanding
URBAN	\$117,866	\$28,294	\$43,259	\$26,050	\$(4,110)	\$215,469
RURAL	-	-	\$(14,131)	\$12,547	\$(36,712)	\$(1,584)
MINING	-	-	-	\$3,703	-	\$3,703
<b>ALL</b>	<b>\$117,866</b>	<b>\$28,294</b>	<b>\$29,128</b>	<b>\$42,300</b>	<b>\$(40,822)</b>	<b>\$217,588</b>



**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMMENDATION:**

That the Finance Report for September 2024 be received for information.

**ATTACHMENTS:**

1. FS Income Statement ME September-24 [11.3.1.1 - 1 page]
2. FS Cash Flow Statement ME September-24 [11.3.1.2 - 1 page]
3. FS Balance Sheet as at ME September-24 [11.3.1.3 - 1 page]
4. CONFIDENTIAL REDACTED - Income and Expenditure ME September-24 [11.3.1.4 - 2 pages]
5. CONFIDENTIAL REDACTED - Capital Budget YTD ME September-24 [11.3.1.5 - 3 pages]

Reviewed by Acting Director of Corporate & Financial Services	Mr Ian Honour
Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman

**BOULIA SHIRE COUNCIL**  
**Income Statement**  
**For the period ended 30 September 2024**

	<i>2024/2025</i>	<i>2024/2025</i>
	<i>Actual</i>	<i>Budget</i>
<b>Income</b>		
<b>Revenue</b>		
<b>Recurrent Revenue</b>		
Net rate and utility charges	971,103	1,409,740
Fees and charges	203,638	1,290,050
Rental income	64,422	333,500
Interest received	261,800	820,500
Sales - contract and recoverable works	1,440,683	6,800,000
Other Income	108,427	25,900
Grants, subsidies, contributions and donations	7,367,755	7,786,015
<b>Total Recurrent Revenue</b>	<u>10,417,828</u>	<u>18,465,705</u>
<b>Capital Revenue</b>		
Grants, subsidies, contributions and donations	1,643,005	0
Sale of property, plant and equipment	-	-
<b>Total Capital Revenue</b>	<u>1,643,005</u>	<u>0</u>
<b>Total Revenue</b>	<u>12,060,833</u>	<u>18,465,705</u>
<b>Total Income</b>	<u>12,060,833</u>	<u>18,465,705</u>
<b>Expenses</b>		
<b>Recurrent Expenses</b>		
Employee benefits	(1,095,673)	(7,558,180)
Materials & Services	(2,177,674)	(7,763,900)
Finance Costs	(8,511)	(45,100)
Depreciation	(1,287,450)	(4,895,950)
<b>Total Recurrent Expenses</b>	<u>(4,569,308)</u>	<u>(20,263,130)</u>
<b>Capital Expenses</b>	-	-
Sale of property, plant and equipment	0	-
<b>Total Expenses</b>	<u>(4,569,308)</u>	<u>(20,263,130)</u>
<b>Net Result Attributable to Council</b>	<u><u>7,491,524</u></u>	<u><u>(1,797,425)</u></u>

**BOULIA SHIRE COUNCIL**  
**Statement of Cash Flows**  
**For the period ended 30 September 2024**

	<i>2024/2025</i>	<i>Adopted Budget</i>
	<i>Actuals</i>	<i>2024-25</i>
<b>Cash Flows from Operating activities:</b>		
Receipts from customers	2,602,317	5,726,000
Payments to suppliers and employees	(3,780,751)	(11,832,000)
	<u>(1,178,435)</u>	<u>(6,106,000)</u>
Interest received	261,800	715,000
Rental income	64,421.80	357,000
Non-capital grants and contributions	7,367,755	5,766,000
Borrowing costs	(8,511)	(36,000)
<b>Net Cash Inflow (Outflow) from Operating Activities</b>	<u>6,507,031</u>	<u>696,000</u>
<b>Cash Flows from Investing activities:</b>		
Payments for property, plant and equipment	(1,952,290)	(45,968,000)
Proceeds from sale of property, plant and equipment		
Grants, subsidies, contributions and donations	1,643,005	40,829,000
<b>Net Cash Inflow (Outflow) from Investing activities</b>	<u>(309,285)</u>	<u>(5,139,000)</u>
<b>Cash Flows from Financing activities</b>		
Proceeds from borrowings		2,000,000
Repayment of borrowings	(15,213)	(631,000)
<b>Net Cash Inflow (Outflow) from Financing activities</b>	<u>(15,213)</u>	<u>1,369,000</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents held</b>	<u>6,182,532</u>	<u>(3,074,000)</u>
<b>Cash and Cash Equivalents at beginning of Reporting period</b>	14,142,671	20,575,678
<b>Cash and Cash Equivalents at end of Reporting period</b>	<u><u>\$ 20,325,203</u></u>	<u><u>\$ 17,501,678</u></u>



**BOULIA SHIRE COUNCIL**  
**Balance Sheet**  
**as at 30 September 2024**

*2024/2025 Actuals*

**Current Assets**

Cash and cash equivalents	20,325,203
Trade and other receivables	326,758
Inventories	492,938

<b>Total Current Assets</b>	21,144,898
-----------------------------	------------

**Non-current Assets**

Property, plant and equipment	208,828,291
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<b>Total Non-current Assets</b>	208,828,291
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<b>TOTAL ASSETS</b>	229,973,190
---------------------	-------------

**Current Liabilities**

Trade and other payables	(176,762)
Borrowings	(78,725)
Provisions	(1,203,342)
Contract Liabilities	(1,017,280)

<b>Total Current Liabilities</b>	(2,476,109)
----------------------------------	-------------

**Non-current Liabilities**

Borrowings	(1,104,038)
Provisions	(99,461)

<b>Total Non-current Liabilities</b>	(1,203,499)
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<b>TOTAL LIABILITIES</b>	(3,679,608)
--------------------------	-------------

<b>NET COMMUNITY ASSETS</b>	226,293,581
-----------------------------	-------------

**Community Equity**

Asset revaluation reserve	104,340,954
Other reserves	2,328,551
Retained surplus	119,624,076

<b>TOTAL COMMUNITY EQUITY</b>	226,293,581
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## **11.4 Economic and Community Development**

<b>TITLE:</b>	Economic & Community Development Report – September 2024	<b>DOC REF:</b> 11.4.1
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<b>REPORT BY:</b>	Paul Bawden Economic & Community Development Manager	<b>DATE:</b> 14/10/2024
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### **CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

1.1.1: Build a strong sense of community, capacity and pride by supporting partnerships

Key Priority 1: A strong supportive community environment

1.2: Respecting our culture and heritage, past, present and future

1.2.1: To preserve and promote the heritage and diverse cultures of our community

Key Priority 3: Economic Development - A sustainable local economy

3.4: Promote Bouliá Shire and the RAPAD region as a region for tourism and development opportunities

3.4.1: All opportunities used to increase the shires exposure to the tourism market

Key Priority 6: Supporting local services and facilities

6.1: Facilitate opportunities

6.1.2: Provide community services through government funded programs for the benefit of disadvantage members of the community

Key Priority 6: Supporting local services and facilities

6.2: Support an active healthy community

6.2.1: Encourage and promote community wellbeing, including healthy and active lifestyles

Key Priority 7: Valuing our greatest asset – people

7.4: Tourism

7.4.1: Make Bouliá the place on everyone's bucket list

### **RISK MANAGEMENT:**

Information Report only - not applicable.

### **PURPOSE:**

To provide Council with an update of the activities associated with Councils' Economic and Community development activities.

### **CONTENT:**

#### **Tourism:**

- MME Tourism Officer: Delivered visitor services during September 2024 where total numbers reflected the season.
- BSC Tourism Officer: Continued maintaining the Bouliá Heritage Complex collection and supporting visitation.

**Grants:**

- Current submissions – Work was completed on an application under the Queensland Remembers Program for a memorial artwork in the Herbert Street, median. An announcement is scheduled in early 2025.
- Current implementation - First Nations Sport & Rec program – identifying consultation and program development.

**Community Pool:**

The swimming pool opened for the summer season in mid-September, with some challenges due to maintenance required to the filters, however health standards were met.

Events such as the School Carnival and learn to swim classes have been scheduled and will be supported.

**Community Sports Centre:**

Across the month 270 people attended the Centre, averaging fourteen (14) participants each day.

The number of gym users has increased to 77. An improved approach to maintain equipment is being implemented.

Further investigations are being undertaken on programs that can better meet local interests.

**Library service:**

The facility is open across the following hours:

Monday: 8:15am – 5:00pm (Closed for lunch 1:15 – 2:15)

Tuesday – Friday: 8:15am – 1:15pm.

The First 5 Forever program is continuing with two (2) sessions a week.

ACTIVITY	CUSTOMER VOLUME - per month
Library visitors	136
Wi Fi	72
Number of new members - local	0
Tourist Members	8

**Library activities:**

During September there were some disruptions as the library was repainted. This included some sessions being held at alternate locations such as the Sports Centre.

The First 5 Forever sessions have been addressing motor skills and counting through puzzles and crafts.

The school holiday activities attracted both local children and visitors.

Opportunities to refocus and increase book club attendances are to be investigated in the coming month.

The following table details monthly attendances and identifies the effect of redecorating last month.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2023	51	137	86	131	129	88	131	197	275	182	205	152
2024	101	140	237	162	143	240	356	201	136			

**Media:**

Council’s Facebook page has increased followers by 106 in last three months. The most common residential addresses were Mt Isa followed by Brisbane, Townsville and Sydney. Some focus area over the last month were the Outback Way and anniversary of Cobb & Co in Boulia.

**Economic Development:**

A wide range of locally significant initiatives were progressed during the month, including:

- Completion of demolition works as first step to improve the appearance of the Min Min Encounter frontage to Herbert Street. Construction activities are scheduled to be completed by the end of November.
- Design of the entry feature into Robinson Park has been prepared and distributed for a quotation.
- Organising a further production on 23 October ‘The Bee Story’ comprising a children’s show (and for those young at heart). To maximise the opportunity a prior workshop is scheduled with the school and a session to meet the First 5 Forever group afterwards.
- Working with Western Queensland Health Service to improve services for the Boulia community, in particular preventative care. A Family Fun Day is scheduled to be held on Saturday 16<sup>th</sup> November at Sports Centre. The purpose is to attract a cross section of the community and encourage discussions on the performance of local health services. A proposed coordinator position is being advertised with the support of Council.
- Organised visit by Queensland Commissioner of Small Business on 4<sup>th</sup> September that included a tour of Boulia and meeting with four of the small businesses that provided positive dialogue.
- Advertising concluded for community members to nominate for membership of two new Council committees, covering the Racecourse Reserve and Arts grants. Due to the limited response a separate report is to be submitted to Council.
- Work is being undertaken on the planning of a number of events with a Citizenship Ceremony likely in November, Remembrance Day, and Australia Day.

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMMENDATION:**

That the Economic and Community Development Report for September 2024 be received for information.

**ATTACHMENTS:** Nil

Reviewed and Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman
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<b>TITLE:</b>	Racecourse Reserve Advisory Committee of Management – Review participants	<b>DOC REF:</b> 11.4.2
<b>REPORT BY:</b>	Paul Bawden Economic & Community Development Manager	<b>DATE:</b> 14/10/2024

**CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

1.1.1: Build a strong sense of community, capacity and pride by supporting partnerships

1.1.2: Liaise and work with community groups and organisations in attracting funding and/or providing support where appropriate

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

Key Priority 6: Supporting local services and facilities

6.2: Support an active healthy community

6.2.1: Encourage and promote community wellbeing, including healthy and active lifestyles

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

**RISK MANAGEMENT:**

The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as **Low L-1**.

**PURPOSE:**

The Council at its August Meeting resolved to establish an Advisory Committee of Management across the Racecourse Reserve that would include Councillors, user group representatives, community members and officer support; to identify and assess facility and maintenance improvements.

The opportunity for community nominations was advertised and closed on 20<sup>th</sup> September, however no conforming applications were received.

This report outlines an approach for independent community participation, while ensuring the important work can formally commence as soon as possible.

**CONTENT:**

**Racecourse Reserve:** This is an important community asset accommodating a wide range of activities that enrich peoples' lives and attract many visitors to the region.

**Responsibilities:** The Committee would be empowered to undertake the following:

- Identify and report on community issues.
- Monitor the condition of facilities and current maintenance.
- Suggest upgrades and improvements to the Reserve and funding opportunities.

- Identify and encourage the sharing of facilities and attract new groups to access the Reserve and surrounds.
- Provide advice during the preparation of strategic plans, such as a site master plan and/or asset management plan.

The Committee’s recommendations are to be reported to Council for consideration.

**Membership:** This comprises nominated Councillors (Chair Cr Julie Woodhouse and Deputy Chair Cr Jan Norton), together with a representative from each of the Camel Race Committee, Rodeo Association, Campdraft Club, Turf Club, Pitta Pitta and an independent person in the community.

A Pitta Pitta representative will be pursued prior to the first meeting.

An independent community member was to be identified through an advertised process.

A Council support officer was identified (but is not a proposed member).

The terms of office align with Council elections.

**Governance:** The adopted Terms of Reference address roles and responsibilities, holding/attendance at meetings, confidentiality, conflicts of interest and relationship with media.

**CONSULTATION:**

As previously raised the opportunity for an independent community person was advertised. This role is defined in the adopted Terms of Reference that state in part “The person should not be a member of any organisation already represented.”

While one submission was received the person is a member of one of the listed groups but has not been nominated as their representative.

The Terms of Reference do provide for “The Chairperson, depending on the agenda may invite/endorse other people to attend meetings.”

**GOVERNANCE IMPLICATIONS:**

The matters covered can be accommodated in the Terms of Reference.

**RECOMMENDATION:**

1. The proposed Racecourse Reserve Advisory Committee of Management be established in accordance with the Terms of Reference; with the opportunity for an independent community person to be readvertised in early 2025.
2. That the CEO be authorised to undertake the necessary implementation for the initial Racecourse Reserve Advisory Committee of Management meeting to be held in November 2024.

**ATTACHMENTS:** Nil

Reviewed and Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman
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<b>TITLE:</b>	Review of Arts and Cultural Policy – Boulia Arts and Cultural Committee Addendum	<b>DOC REF:</b> 11.4.3
<b>REPORT BY:</b>	Paul Bawden Economic & Community Development Manager	<b>DATE:</b> 14/10/2024

**CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

1.1.1: Build a strong sense of community, capacity and pride by supporting partnerships

1.1.2: Liaise and work with community groups and organisations in attracting funding and/or providing support where appropriate

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

Key Priority 1: A strong supportive community environment

1.2: Respecting our culture and heritage, past, present and future

1.2.1: To preserve and promote the heritage and diverse cultures of our community

1.2.3: To promote the heritage, arts and cultures of our communities

Key Priority 1: A strong supportive community environment

1.3: Boulia Shire to have active inclusive communities

1.3.3: Facilitate opportunities for learning, social activities, community events, grants and funding programs

1.3.4: Build social capital through provision of accessible community infrastructure and programs

Key Priority 4: Caring for the environment

4.1: Well managed

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

Key Priority 6: Supporting local services and facilities

6.2: Support an active healthy community

6.2.1: Encourage and promote community wellbeing, including healthy and active lifestyles

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

**RISK MANAGEMENT:**

The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as **Low L-1**.

**PURPOSE:**

At Council's August Meeting a review was undertaken of the Arts and Cultural Policy, with a new Addendum adopted to cover:

- Establishment and composition of the Boulia Arts and Cultural Committee (BACC) comprising Councillors and community members that can assess funding applications, before referral to Council.
- Guiding framework across appointment, term, roles, meetings and good governance.

- Delivery of at least two Regional Arts and Development Fund (RADF) grant rounds annually, to coincide with Committee meetings held following the closure of each round.
- Provision of support by the person appointed as the RADF Liaison Officer.

**CONTENT:**

**OPERATIONAL CONSIDERATIONS:**

There are three matters where it is considered that arrangements can be improved:

Councillor membership and roles: There are three Councillors (Cr Beauchamp, Cr Norton and Cr Woodhouse) with portfolio responsibilities that overlap this area. It is suggested that Council appoint a Committee Chair and Deputy Chair.

Community members: Advertising has been undertaken for community members of the BACC, that closed in September without success. It is proposed to readvertise in early 2025.

Quorum: There is currently a provision in the Addendum on the need for a quorum of at least 50% of committee members. Appreciating that a quorum cannot currently be achieved, it is proposed that the following definition be adopted: “A quorum comprises the presence of at least two portfolio Councillors.”

**CONSULTATION:**

An invitation to submit an EoI from community members was advertised, but no responses were received.

**GOVERNANCE IMPLICATIONS:**

The proposed revisions to the Addendum are consistent with the original intent and support the timely assessment of RADF applications.

**RECOMMENDATION:**

That the following Arts and Cultural Policy - Addendum revisions be adopted, and the CEO be authorised to undertake the necessary implementation through:

- Appoint of Cr \_\_\_\_\_ as Chair and Cr \_\_\_\_\_ as the Deputy chair.
- Readvertise for community members and approach people in the community to join the Committee.
- Define a Meeting quorum as attendance by least two portfolio Councillors.

**ATTACHMENTS:** Nil

Reviewed and Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman
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<b>TITLE:</b>	Min Min Encounter & Boulia Heritage Complex Report – September 2024	<b>DOC REF:</b> 11.4.4
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<b>REPORT BY:</b>	Karen Savage Tourism Officer	<b>DATE:</b> 10/10/2024
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**CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment  
 1.2: Respecting our culture and heritage, past, present and future  
 1.2.1: To preserve and promote the heritage and diverse cultures of our community  
 1.2.2: To maintain, preserve, develop and provide access to our region’s history

Key Priority 6: Supporting local services and facilities  
 6.2: Support an active healthy community  
 6.2.2: Maintain a high quality of life by providing facilities and resources that encourage a secure, interactive and progressive community lifestyle

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

To report on the day-to-day operations of the Min Min Encounter (MME) and Boulia Heritage Complex (BHC) and to promote tourism in the Shire and surrounding region.

**CONTENT:**

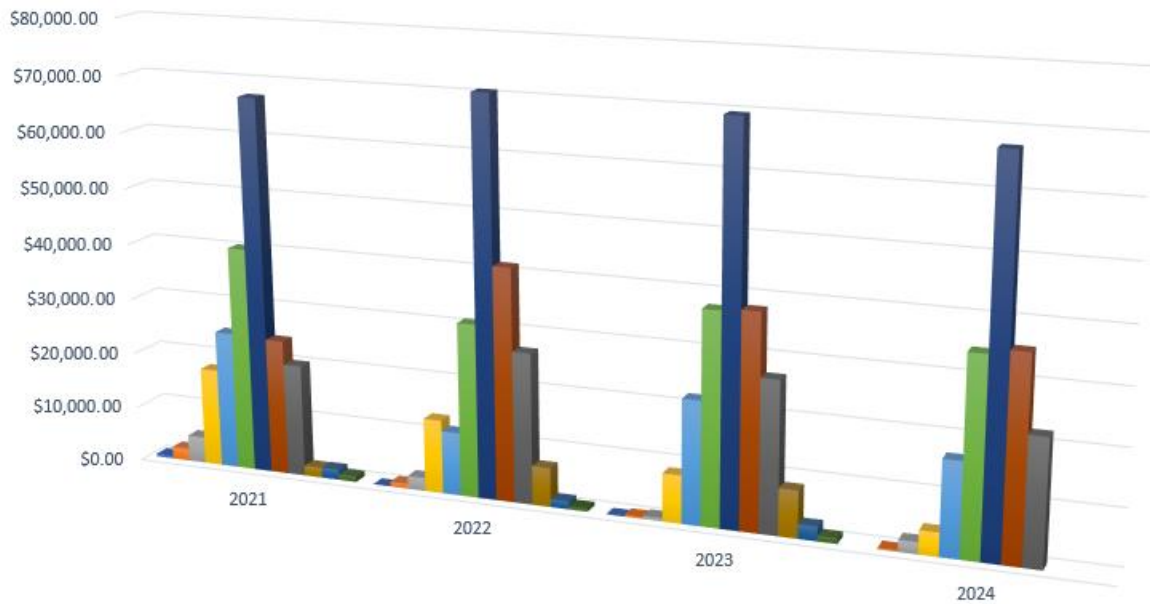
**Monthly Activity Statistics: September 2024**

Sales – tickets/merchandise	\$ 22,166.30
MME Total Visitor Stats	554
MME Tickets	244
BHC Tickets	56
COMBO Tickets	140
Rezdy Online Bookings during the month (no payment taken)	4

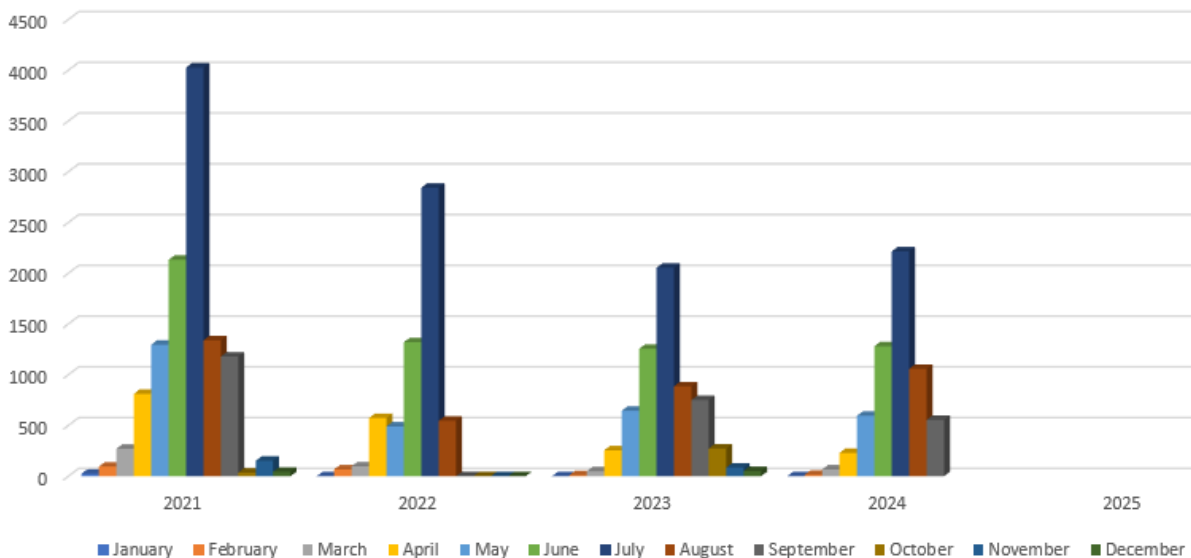
**Social Media Statistics: September 2024**

Social media pages	Reached
TripAdvisor Review	64% excellent
Google Business Profile	289 profile views, 135 interactions 42 website visits from the profile 2 Five-star reviews

### MME & BHC YTD INCOME



### MME & Heritage Complex Visitor Information



### REPORT ON ACTIVITIES HELD FOR SEPTEMBER:

Visitor Statistic Reporting:

- Explore Queensland Network survey to be completed on the 1<sup>st</sup> of each month
- Outback Queensland (OQTA) monthly report emailed by the 10<sup>th</sup> of each month

The Outback Way AGM was held in Boulia at the beginning of this month and members were treated to an evening show and a chance to network. Our last tour buses of the season also came through this month with some very good reviews being made.

**Group Bookings:** 2 group bookings this month with very positive reviews and a healthy amount of merchandise sold. We have also received group booking dates from 4 travel groups for the 2025 season.

**Social Media:** Facebook posts reached 2,430 people this month with 2,100 engaging in posts.

**Explore Queensland Network:** n/a

**Merchandise:** Our new lines of merchandise have been selling very well and are extremely popular with both tourists and the local population.

**Boulia Heritage Complex:**

The Heritage Complex has had some wonderful reviews. The new mural at the Centre has been completed and provides an interesting new feature.



**General:**

There has been a significant drop in visitor numbers this month, but merchandise sales have been steady. Our new merchandise has attracted the attention of local people and has been selling very quickly.

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMMENDATION:**

That the Min Min Encounter & Boulia Heritage Complex Report for September 2024 be received for information.

**ATTACHMENTS:** Nil

Reviewed by Economic and Community Development Manager	Mr Paul Bawden
Approved by Acting Chief Executive Officer	Mrs Kaylene Sloman

## **12 Late Reports**

Nil

## **13 Closed Session**

In accordance with the *Local Government Regulation 2012 (254J (3))*, Closed Sessions of Council are not open to the public and may be closed for the following reasons:

- a) the appointment, discipline or dismissal of the chief executive officer;
- b) industrial matters affecting employees;
- c) the local government's budget;
- d) rating concessions;
- e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;
- f) matters that may directly affect the health and safety of an individual or a group of individuals;
- g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;
- h) negotiations relating to the taking of land by the local government under the *Acquisition of Land Act 1967*;
- i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.
- j) an investigation report given to the local government under chapter 5A, part 3, division 5 of the *Local Government Act 2009*.

<b>TITLE:</b>	Bitumen Sealing Tender (VP427135)	<b>DOC REF:</b> 13.1.1
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### **CLOSED SESSION REFERENCE:**

**In accordance with the *Local Government Regulation 2012 (254J (3))*, Closed Sessions of Council are not open to the public and may be closed for the following reasons:**

**(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;**

### **PURPOSE:**

Resolve to award the Sealing Tender for reference number VP427135.

## **14 General Business**

This item on the agenda allows Councillors to raises any other general business matters for discussion or future consideration.