

Boulia Shire Council



General Meeting

Wednesday 17th April 2019



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BOULIA SHIRE COUNCIL

9th April 2019

NOTICE FOR AN ORDINARY MEETING OF COUNCIL

NOTICE is hereby given that an **ORDINARY MEETING** of the Boulia Shire Council will be held on **Wednesday 17th April 2019** at the **Boulia Airport Terminal** commencing at **10 am** for the transaction of the following business.

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

1. Meeting opening with the acknowledgment of Country and Traditional Owners.
2. Present
3. Apologies / Leave of Absence
4. Declaration of Material Personal Interest / Conflict of Interest
5. Register of Interests – new / or changes recorded
6. Confirmation of Minutes from previous meeting Pg.1
7. Reports from advisory committees (nil)
8. Mayoral Minutes
9. Notice of Motion
10. Request to address Council in a public forum
11. Petition – if tabled
12. Pitta Pitta representation (when requested)
13. REPORTS:

ENGINEERS REPORT – GBA CONSULTING

Item E1 Engineering Services Report – News brief Pg.10

DIRECTOR OF WORKS AND OPERATIONS

Item DWO1 Grants Work Status Summary Pg.15

Item DWO2 Boulia Racecourse Preposed Organic Certified Pg.18

INFORMATION REPORTS

Item A NDRRA Flood Damage Works Department Pg.40

Item B Foreman, Road Maintenance and Utility Services Pg.42

Item C Foreman, Roads Maintenance and Construction Pg.45

Item D Rural Lands Protection Officer Pg.46

Item E Work Camp Report *nil this month*

CHIEF EXECUTIVE OFFICER

Item CEO1 CEO Briefing for February 2019 Pg.57

Item CEO2 Action List Pg.59

Item CEO3 3rd Quarter Operational Plan Report 2018-2019 Pg.67

MANAGER CORPORATE & FINANCIAL SERVICES

Item FM1 Manager Corporate & Financial Services Report Pg.97

ALL COMMUNICATIONS MUST
BE ADDRESSED TO
THE CHIEF EXECUTIVE OFFICER,
BOULIA SHIRE COUNCIL,
18 HERBERT ST,
BOULIA. QLD. 4829



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COMMUNITY SERVICES MANAGER

Item CSM1	Community Services Report	Pg.101
Item CSM2	Sports Centre Mural	Pg.106
Item CSM3	Min Min Site Signage	Pg.108

INFORMATION REPORTS

Item F	Min Min Encounter	Pg.110
Item G	Boulia Heritage Complex	Pg.112
Item H	Boulia Sports and Aquatic Centre	Pg.114
Item I	Library	Pg.117
Item J	Work Health and Safety	Pg.118

14. General Business
15. Correspondence for Action
16. Questions for next meeting
17. Late Reports
18. **CLOSED SESSION**

Ms Lynn Moore
Chief Executive Officer

CLOSED SESSIONS OF COUNCIL ARE NOT OPEN TO THE PUBLIC AND MAY BE CLOSED FOR THE FOLLOWING REASONS:

Local Government Regulation - 275 Closed meetings

- (1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss—
 - (a) the appointment, dismissal or discipline of employees; or
 - (b) industrial matters affecting employees; or
 - (c) the local government's budget; or
 - (d) rating concessions; or
 - (e) contracts proposed to be made by it; or
 - (f) starting or defending legal proceedings involving the local government; or

- (g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or

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BOULIA SHIRE COUNCIL

(h) other business for which a public discussion would be likely to prejudice the interests of the local government

Or someone else, or enable a person to gain a financial advantage.

(2) A resolution that a meeting be closed must state the nature of the matters to be considered while the meeting is closed.

(3) A local government or committee must not make a resolution (other than a procedural resolution) in a closed meeting.

FUNDING RECEIVED BY COUNCIL - FUNDING EXPLANATION

National Disaster Relief and Recovery Arrangements (NDRRA): Federal 75% State 25%

Federal Assistance Grants (FAGS): Federal 100%

Roads Maintenance Performance Contract (RMPC): State 100%

Transport Infrastructure Development Scheme (TIDS): Depending on program 100% or 50/50

Royalties for Regions (R4R): 50 /50 grant

Roads to Recovery (R2R): Depending Local Government Spend 40%, Federal 60%

Cyclone and Flood warning Subsidy: 100% State funded

Local Government Response Subsidy: 100% State funded

Graffiti Stop grant: 60% State funded, 40% Local Government

Safer Suburbs Scheme – Taxi Rank: 60% State Funded

DEFINITIONS

MATERIAL PERSONAL INTEREST: A Councillor has a material personal interest in the matter if any of the following person stands to gain a benefit, or suffer a loss (either directly or indirectly) depending on the outcome of the consideration of the matter at the meeting: Councillor, spouse, parent, child, or sibling, partner, employer, an entity, or another person prescribed under a regulation.

CONFLICT OF INTEREST: (REAL OR PERCIEVED)

REAL: Councillor HAS a real conflict of interest (directly related)

PERCIEVED: Councillor could reasonably be taken to have a conflict of interest in the matter (ie: family/employer)

Councillors must declare if they have a conflict (real or perceived) at the meeting prior to the item being discussed.

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COMMONLY USED ACRONYMS

ALGA	Australian Local Government Association
CWR	Central West Region
CWRPMG	Central West Regional Pest Management Group
CWRPMGtc	Central West Regional Pest Management Group technical committee
DDMG	District Disaster Management Group (Mt Isa)
DLG	Department of Local Government
DLGCRR	DLG Community Recovery and Resilience
DSDIP	Department of State Development, Infrastructure and Planning
DTMR	Department of Transport and Main Roads
EPA	Environmental Protection Authority
FAGS	Financial Assistance Grants
IPWEA	Institute of Public Works engineering Australia (NAMS. Plus)
JLT	Jardine Lloyd Thompson (Insurance brokers)
LDMG	Local Disaster Management Group
LGAQ	Local Government Association of Queensland
LGFRS	Local Government flood Response Subsidy
LGMA	Local Government Managers Association
LRRS	Local Roads of Regional Significance
NAMS.Plus	Asset Management system from IPWEA
NDRRA	Natural Disaster Relief and Recovery Arrangements
OHDC	Outback Highway Development Corporation
ORRG	Outback Regional Road Group
ORRGtc	Outback Regional Roads Group - technical committee
ORRTG	Outback Regional Roads and Transport Group
ORWG	Outback Regional Water Group
ORWtg	Outback Regional Water - technical group
OQTA	Outback Queensland Tourism Association
QDES	Queensland Department of Emergency Services
QFES	Queensland Fire and Emergency Services
QIC	Queensland Information Centres
QRA	Queensland Reconstruction Authority
QSNTS	Queensland South Native Title Services
QTA	Queensland Tourism Authority
QWRAP	Queensland Water Regional Alliance Program
R4R	Royalties for Regions
R2R	Roads to Recovery
RAPAD	Central West Queensland Remote Area Planning and Development
REPA	Restoration of Essential Public Assets
RFS	Rural Fire Service
RMPC	Roads Maintenance Performance Contract
TIDS	Transport Infrastructure Development Scheme
WQLGA	Western Queensland Local Government Association



COUNCILLOR DECLARATION OF INTEREST
Declaration of a Conflict of Interest Form

Councillor: _____

Council meeting date: _____

Agenda Item Number: _____

I declare that I have a conflict of interest in the above matter (as defined by section 175D of the Local Government Act 2009) as follows: -

I will be dealing with this declared conflict of interest by (please tick):

- a) leaving the meeting while this matter is discussed and voted on.
- b) Staying in the meeting - I have determined that this personal interest is not of sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter. However, I acknowledge that the remaining councillors must now determine, pursuant to section 175E(4) of the Local Government Act 2009: -
 - (a) Whether I have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
 - (b) If so, whether: -
 - i. I must leave the meeting while this matter is discussed or voted on; or
 - ii. I may participate in the meeting in relation to the matter, including by voting on the matter.

I understand that the above information will be recorded in the minutes of the Council meeting and placed in the Declaration of Interest Register.

Signed

Date

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COUNCILLOR DECLARATION OF INTEREST
Declaration of a Material Personal Interest Form

Councillor: _____

Council meeting date: _____

Agenda Item Number: _____

I declare that I have a material personal interest in this matter (as defined by Local Government Act 2009, section 175B as follows: -

I will be dealing with this declared material personal interest by leaving the meeting while this matter is discussed and voted on.

I understand that the above information will be recorded in the minutes of the Council meeting and placed in the Declaration of Interest Register.

Signed

Date

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**MINUTES OF THE GENERAL MEETING
OF THE BOULIA SHIRE COUNCIL
HELD ON WEDNESDAY 20th MARCH 2019
COMMENCING AT 10 AM**

Attendance:

Councillors: Councillor Rebecka (Beck) Britton
Councillor Sam Beauchamp
Councillor Brook McGlinchey
Councillor Jack Neilson

Officers: Ms Lynn Moore (Chief Executive Officer)
Mrs Nicole Tonkies (Executive Assistant)

Apologies: Councillor Eric (Rick) Britton

Opening:

The Deputy Mayor opened the meeting at 10.02 am.

Mr Stuart Bourne, Mr Harin Karra and Mr Gordon Stumbris entered the meeting at 10.02 am.

Acknowledgement of Traditional Owners

The Deputy 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 Deputy Mayor also acknowledged past and present service personnel.

It has been noted that the Deputy Mayor has reminded all Councillors in regards to registration of interests.

**2019/3.1 PROCESSING OF COUNCILLOR DECLARATION OF INTERESTS –
MARCH 2019 ORDINARY MEETING OF COUNCIL**

Moved: Councillor Neilson

Seconded: Councillor Beauchamp

Council acknowledged receipt of the following Councillor Declaration of Interests relevant to reports in the March 2019 Ordinary Meeting of Council and resolved to handle each declaration as follows:

Councillor	Agenda Item Number	Type of Declaration	How the interest will be handled
Beck Britton	CEO6 (Closed Session)	Material Personal Interest	Councillor Beck Britton has a real material personal interest in the matter and, accordingly,

			must leave the meeting room, including any place set aside for the public, and stay away while this matter is discussed and voted on.
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Carried

2019/3.2 ENGINEERING SERVICES REPORT - NEWSBRIEF

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

Moved: Councillor Beauchamp Seconded: Councillor McGlinchey
That the Engineering Services Report - Newsbrief information update be received for information.

Carried

2019/3.3 NDRRA FLOOD DAMAGE WORKS DEPARTMENT INFORMATION REPORT

PURPOSE:
To inform Council of the current utilisation and activities of the Flood Damage Program.

Moved: Councillor Beck Britton Seconded: Councillor Neilson
That the NDRRA Flood Damage Works Department report be received for information.

Carried

Mr Gordon Stumbris left the meeting at 10.38 am.

2019/3.4 GRANTS WORK STATUS SUMMARY

PURPOSE:
To advise Council of the progress of projects being completed with the assistance of either funding provided by Council, State or Federal Grants.

Moved: Councillor Neilson Seconded: Councillor Beauchamp
That the Grants Work Status Summary on the progress of the funded projects be received for information.

Carried

2019/3.5 FOREMAN, ROAD MAINTENANCE AND UTILITY SERVICES

PURPOSE:
To inform Council of the current utilisation and activities of the Town Department.

Moved: Councillor Beck Britton Seconded: Councillor McGlinchey

That Council receive the Foreman, Road Maintenance and Utility Services report for information.

Carried

2019/3.6 FOREMAN ROADS MAINTENANCE AND CONSTRUCTION

PURPOSE:

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

Moved: Councillor Neilson Seconded: Councillor Beck Britton

That Council receive the Foreman Roads Maintenance and Construction report for information.

Carried

2019/3.7 RURAL LANDS PROTECTION OFFICER

PURPOSE:

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

Moved: Councillor Neilson Seconded: Councillor Beauchamp

That the Rural Lands Protection Officer's report be received for information.

Carried

Mr Stuart Bourne left the meeting at 11.01 am.

2019/3.8 CLOSED MEETING AT 11.02 AM

Moved: Councillor Beck Britton Seconded: Councillor Neilson

Closed Session

Local Government Regulation 275

(e) contracts proposed to be made by it;

Carried

2019/3.9 OUT OF CLOSED SESSION AT 11.13 AM

Moved: Councillor Beck Britton Seconded: Councillor McGlinchey

It was resolved Council move out of the closed meeting, and adopt the recommendations discussed in closed committee.

Carried

The following recommendations were resolved from the closed session: 2019/3.10, 2019/3.11.

The meeting was adjourned for lunch at 12.03 pm.
The meeting resumed at 1.15 pm.

COUNCILLORS REMUNERATION REPORT

PURPOSE:

Council to consider remuneration for 2019-2020 financial year as required by Chapter 8, Administration, Part 1 Councillors, Division 1 Councillor remuneration, (s.244, 246, 247, 248) of the Local Government Regulation 2012.

The Councillors chose to defer the above matter until the April Ordinary Meeting of Council.

2019/3.15 DEVELOPMENT OF A REGIONAL COMMUNITY HUB COMMUNITY CONSULTATION PHASE

PURPOSE:

To advise Council of the progress for the design of a Regional Community Hub incorporating the Post Office, Library, government service offices such as QGAP, cultural display area and registered offices for the Pitta Pitta. To enable this to proceed Council will need to identify land which would be suitable for this purpose and progress to acquiring the land if not already in Council's possession (a separate Closed report for this meeting).

Moved: Councillor Neilson **Seconded:** Councillor Beauchamp

That the Council accept the Draft Consultation document for information for the suggestions on content, layout and suggested design of the Regional Community Hub.

Carried

Mr David Sinclair, Ms Barb Philips and Mr Mike Meuer from Queensland Health entered the meeting at 1.38 pm.

The Queensland Health guests provided Council with the current status of the new Wellbeing Centre/Bouliia Primary Health Clinic progress.

Mr David Sinclair, Ms Barb Philips, Mr Mike Meuer and Ms Lynn Moore left the meeting at 1.52 pm.

2019/3.16 MIN MIN ENCOUNTER FEBRUARY 2019 REPORT

PURPOSE:

To report on the day to day operations of the Min Min Encounter and to promote tourism in the Shire and surrounding region.

Moved: Councillor McGlinchey **Seconded:** Councillor Beauchamp

That the Min Min Encounter February 2019 Report be received for information.

Carried

2019/3.17 BOULIA SPORTS AND AQUATIC CENTRE (INFORMATION REPORT)

PURPOSE:

To inform Council of the current utilisation and activities of the centre.

Moved: Councillor Beauchamp

Seconded: Councillor Neilson

That Council receive the Boulia Sports and Aquatic Centre report for information.

Carried

2019/3.18 LIBRARY

PURPOSE:

To update Council on the visitations and activities in the Library.

Moved: Councillor Beck Britton

Seconded: Councillor McGlinchey

That Council receive the Library report for information.

Carried

2019/3.19 WORK HEALTH AND SAFETY INFORMATION REPORT

PURPOSE:

To inform Council of progressions and or issues of concern regarding Workplace Health and Safety.

Moved: Councillor Beck Britton

Seconded: Councillor McGlinchey

That Council receive the Work Health and Safety report for information.

Carried

Ms Lynn Moore entered the meeting at 2.05 pm.

2019/3.20 CENTRAL WEST REGIONAL PEST MANAGEMENT GROUP SUPPORT

PURPOSE:

To advise Council on the recent meeting of the revised group – Central West Regional Pest Management Group with a request for seed funding by each of the partner Councils.

Moved: Councillor Beck Britton

Seconded: Councillor Beauchamp

- That the Council received this report from the meeting of the Central West Pest Management Group meeting in Longreach for information.
- That the Council budget in the 2019-2020 financial year for \$10,000 seed funding contribution to the Central West Pest Management Group of which we are a foundation member, on the provision the seed funding contribution is not spent on printing, signage or any other resources that are currently already available.

Carried

2019/3.21 AUSTRALIAN INSTITUTE OF COMPANY DIRECTORS SCHOLARSHIP

PURPOSE:

To seek support from the Council for the application for a scholarship for the Chief Executive Officer to apply for the Australian Institute of Company Directors course which commences in May 2019.

Moved: Councillor Beck Britton **Seconded:** Councillor McGlinchey

- That the Council support the application by the CEO to the Australian Institute of Company Directors (AICD): Foundations of Directorship scholarship program.
- That the CEO complete the relevant documents for submission to Pamela.Cameron@dlgrma.qld.gov.au by 30 April 2019.

Carried

2019/3.22 MANAGER CORPORATE & FINANCIAL SERVICES REPORT

PURPOSE:

Financial Summary as at 28th February 2019.

Moved: Councillor Neilson

Seconded: Councillor Beauchamp

That the Manager of Corporate & Financial Services Report be received for information.

Carried

Councillor Beck Britton left the meeting at 2.30 pm.

2019/3.23 BUDGET REVIEW DECEMBER 2018

PURPOSE:

Budget Review to 31st December 2018 based on trends to date.

Moved: Councillor McGlinchey

Seconded: Councillor Neilson

That the budget review as presented to Council be received and that the revised budget variations as shown be adopted.

Carried

2019/3.24 CLOSED MEETING AT 2.35 PM

Moved: Councillor McGlinchey

Seconded: Councillor Neilson

Closed Session

Local Government Regulation 275

(d) rating concessions;

(h) other business for which a public discussion would be likely to prejudice the interests of the local government

Carried

Councillor Beck Britton entered the meeting at 2.50 pm.

2019/3.25 OUT OF CLOSED SESSION AT 2.54 PM

Moved: Councillor Neilson

Seconded: Councillor McGlinchey

It was resolved Council move out of the closed meeting, and adopt the recommendations discussed in closed committee.

Carried

The following recommendations were resolved from the closed session: 2019/3.26, 2019/3.27.

Councillor Beck Britton declared a Material Personal Interest in the report item CEO6 Identification/Acquisition of Land for the Development of the Regional Community Hub due to being a related party to one of the land owners mentioned within this report. In accordance with the resolution made under 2019/3.1, Councillor Beck Britton left the meeting room, including any place set aside for the public, while this matter was discussed and voted on.

2019/3.26 IDENTIFICATION/ACQUISITION OF LAND FOR THE DEVELOPMENT OF THE REGIONAL COMMUNITY HUB

PURPOSE:

To advise Council of the success of the community consultation phase of the Regional Community Hub project and to review the identification/acquisition of suitable land should the building proceed in the future. The consultation results and report is located in this month's agenda.

Moved: Councillor Beauchamp **Seconded:** Councillor McGlinchey

- That the Council receive the report for information and discussion.
- That Council authorise the CEO to proceed with the purchase of suitable land adjacent to the existing Council office to enable the building to proceed in the future.

Carried 3-0

For: Cllr Beauchamp, Cllr McGlinchey, Cllr Neilson
Against: Nil

Abstained from and not present during voting: Cllr Beck Britton

2019/3.27 RATES CONCESSION TO ENCOURAGE GROWTH WITHIN THE TOWN OF BOULIA

PURPOSE:

To encourage small business and families to purchase land and build in Boulia by offering fixed concessions for rates for a maximum period of two years.

Moved: Councillor Beck Britton **Seconded:** Councillor Neilson

- That the Council consider the following for adoption in the 2019-2020 Revenue Policy – Granting of rebates and concessions.

In accordance with Section 120 of the Local Government Regulation 2012, Council may grant a concession for the general rates component:

- For the construction of a new dwelling within the town of Boulia;
- For major building renovations to an existing dwelling within the town of Boulia;
- For the purchase of a dwelling by a first home buyer;
- For the construction of a new commercial building within the town of Boulia;
- For major building renovation to an existing commercial building within the town of Boulia;

For a **general rate concession** application to be considered the project must fulfil one of the following conditions:

RESIDENTIAL DWELLING:

- The new dwelling must have a value in excess of \$180,000 (excluding GST);
- Major building works renovation (dwelling) must be in excess of \$50,000 (excluding GST);

The construction of a new dwelling, the renovation of an existing dwelling or purchase of a dwelling by a first home buyer must have commenced after the 1st July 2019 and completed prior to an application being made for the **remission of general rates**. An application must be lodged within 12 months of the building works being completed and/or occupied.

FIRST HOME OWNER:

- The first home buyer must fulfil the requirements of the current Queensland State Government First Home Buyers Grant;

COMMERCIAL PROPERTY:

- The new commercial building must have a value of in excess of \$360,000 (excluding GST);
- Major building works renovation (commercial) must be in excess of \$100,000 (excluding GST).

The construction of a new commercial building and the major building works renovation of an existing commercial building must have commenced after the 1st July 2019 and completed prior to an application being made for the **remission of general rates**. An application must be lodged within 12 months of the building works being completed and/or occupied.

For the purpose of receiving this **general rates concession** the term commercial building is defined as a building that is used for commercial use.

Types include office, warehouses, retail and workshop types of buildings. It excludes buildings such as rental dwellings and rural grazing properties.

CONSIDERATION FOR APPROVAL

For any application to be considered:

- the application meets the relevant criteria (dwelling/commercial),
- a building permit for the necessary works must have been approved and finalised,
- verification of the value of works.

The maximum period of granted **general rates remission** is two (2) years from the first due date after the approval.

- That the Revenue Policy be amended to include the concessions identified for the 2019-2020 period.

Carried

Meeting Closure

The Deputy Mayor closed the meeting at 3.38 pm.

Confirmed:

Minutes confirmed _____

Resolution No. _____

The full agenda with all reports can be found on the Boulia Shire Council's website under the heading 'COUNCIL DOCUMENTS' (on the left hand side of the home page) with a dropdown box selection of 'Council Meetings'.

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	Engineering Services Report - Newsbrief	DOC REF: Item E1
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REPORT BY:	STUART BOURNE GBA - SENIOR CIVIL ENGINEER	DATE: 01/04/2019
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CORPORATE PLAN REFERENCE:

Water - *Objective* – Provision of an abundant quantity of quality water.

Sewerage and Waste - *Objective* – Provide sustainable and environmentally sound sewerage and waste services for the communities within the shire.

Infrastructure - *Objective* - Develop, improve and maintain infrastructure to meet the needs of the community.

Roads - *Objective* - Strive to develop, improve and maintain roads to a high standard.

PURPOSE:

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

CONTENT:

1. Visits to the Shire

20th March 2019

Council Meeting/DTMR RMPC meeting

2. Road Maintenance Performance Contracts

2018/19 (as of 31/3/19)

	Budget	Spent to Date	Remaining
Barcaldine Base RMPC	\$1,125,699	\$762,005.01	\$363,693.99
Declared Plants	\$20,000	\$17,162.70	\$2,837.30
Traffic Management and Incident Control	\$43,000	\$42,976.34	\$23.66
NDRRA Event March 2018 – Emergent Work	\$0	\$114,658.74	-\$114,658.74
Burke River Bridge Approach Pavement Widening	\$75,956.35	\$66,049.00	\$9,907.35
Reseal Prep Works 19/20	\$591,400.00	\$38,969.73	\$552,430.27
Emergent Works 19/20	TBA		
Shelter Peak Ck	\$24,377.00		\$24,377.00
	\$1,880,432.35	\$1,041,821.52	\$838,610.83
Cloncurry Base RMPC	\$236,000	\$175,240.72	\$60,759.28
	\$236,000	\$175,240.72	\$60,759.28

RMPC pavement and signage defects pickup completed on DTMR roads for Barcaldine/Cloncurry sections. Approximately 750 pavement, sign and structure defects identified. 85% completed with Grid/Culvert defects remaining on Boulia-Mt Isa Rd, will be completed in coming months.

3. Main Roads Minor Works Performance Contracts

RoadTek works:

- 'Boulia North' chg 5.07 – 17.75km (12.68km - rehab and widen).

- 'Lucknow' chg 223.78-245.3km (sections of rehab and widening). Works to commence May/June.
- Top Limestone Creek – design complete.

4. Flood Damage Works

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

The September 2016, BoSC 19.16 Approved value \$1,626,724.35: event involves both Emergent Works and Restoration of Essential Public Assets (REPA) works. Works have commenced and must be completed by 30th June 2019. Coorabulka Road, Urandangie South Road, Donohue Highway, Urandangie Border Rd, Linda Downs Road, Selwyn Rd and Slashers Creek and Linda Downs Link Rd have been completed. Spent YTD \$2,083,185 @ 31/3/2019.

The March 2018 flood event (North and North West Queensland Low and Associated Rainfall and Flooding 24th February – 8th March 2018) Emergent work (BoSC 21.18) has been approved and acquitted (\$440k). March REPA submission (BoSC 23.18) (\$7.2m) initial submission sent to QRA. Approved value of \$3.99 Million. Works to be completed by June 2020.

The February 2019 Flood Event (North and Far north Queensland Monsoon trough 25 Jan – 10th Feb 2019) Emergent Work pickup has been completed and work has commenced. Spent YTD \$205,674.25 @ 31/3/2019.

Activation has been granted for REPA and Counter Disaster Operations (CDO) for the **March 2019** event. Assessments will commence as roads become available.

NDRP Springvale Road concrete floodway replacement. Central Hire was the successful tenderer, letter of acceptance has been signed and returned. Contract has been issued. Variation 1 for a second floodway on the Springvale Rd has been approved. Works commencement has been pushed to May 2019 due to flooding. Spent YTD \$ 21,487.31.

5. Other

Project / Item

Comment

RAPAD Water and Sewer Alliance

Disinfection commissioning complete. Access pending to the data logger. Chlorine graph is attached to this report.

Donohue Highway: Outback Way Funding

\$6,139,978 spent to date as of 31st March (total \$6.25m for this round – must be spent by 30 June 2019). Bitumen seals on 65-70.3 and 87.75-92.5 have been completed in October 2018. Remaining section 92.5-97.6 and rework section completed in December 2018. The 'stretch target' section is 111.1-114.46 (approach to Georgina River).

Likely future funding is \$5m in 2019/20 and \$5m in 2020/21. This funding will enable sealing to 75% of the Donohue. Council contribution is expected as the Donohue is not a State Road.

Funding Source		Initially Approved	Contingency Approved	Total Approved
Aust Government		\$4.5m	\$500k	\$5.0m
Co-Contribution	TIDS	\$562k (TIDS 812785)	\$63k (TIDS 285266)	\$625k
	BSC	\$562k (remainder)	\$63k (remainder)	\$625k
	Total	\$1.125m	\$125k	\$1.25m
Total		\$5.625m	\$625k	\$6.25m

CONSULTATION: Nil – information update only

GOVERNANCE IMPLICATIONS:

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

CONCLUSION: Information update only

RECOMMENDATION:

That the Engineering Services Report - Newsbrief information update be noted.

ATTACHMENTS: Disinfection System chlorine graph, Flood Damage Events - Detailed Summary

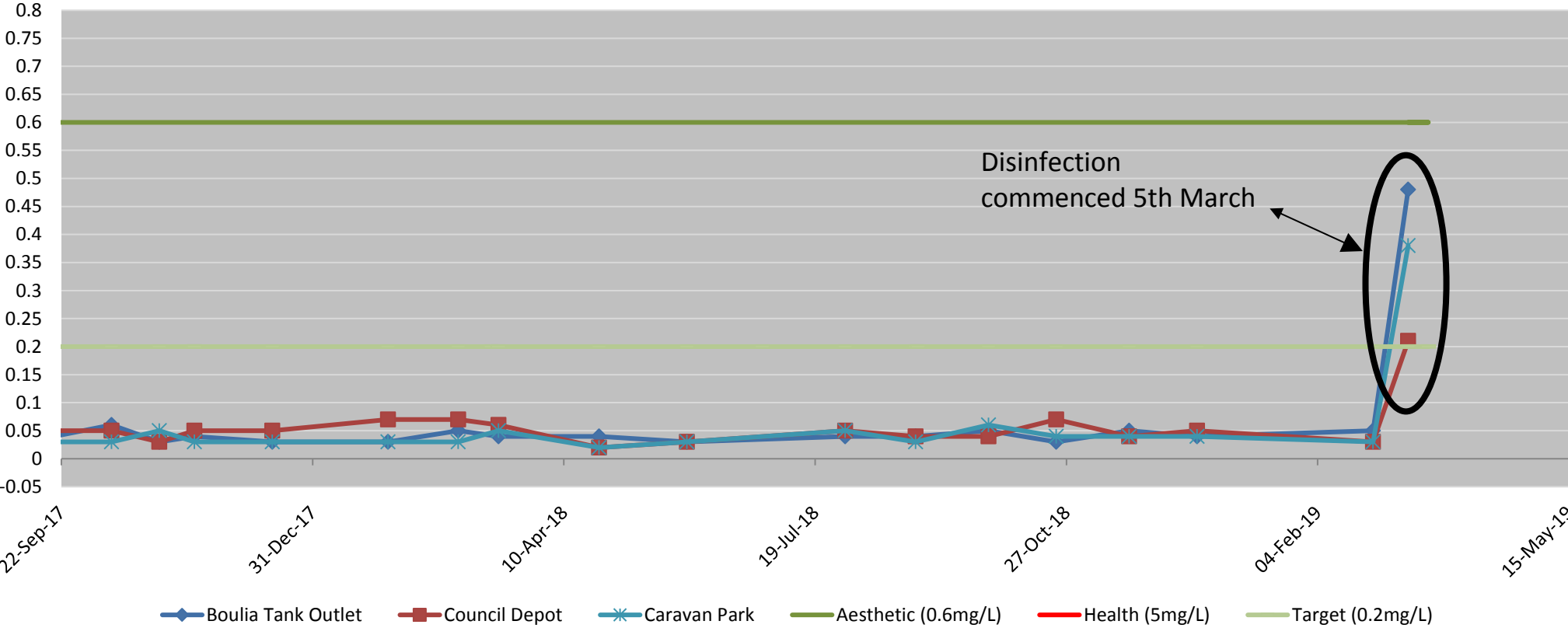
Reviewed by Director of Works and Operations

Mr Harin Karra

Approved by Chief Executive Officer

Ms Lynn Moore

Chlorine Free as Cl2 (mg/L)



Boulia Shire Council

Flood Damage Events - Detailed Summary (01/04/2019)

QRA Event Code	Activation	Type	Submitted Value	Total Expenditure to Date	Eligible	Ineligible	Status	Comments
BoSC.19.16	Sept. 2016	REPA	\$ 1,625,911.76	\$ 1,678,469.90	\$ 1,625,911.76	\$ -	Approved	Works in Progress
BoSC.23.18	March. 2018	REPA	\$ 7,200,421.00	\$ -	\$ 3,994,192.00	\$ 3,206,229.00	Approved	Approved - pending commencement after Sept 16 completed
	Feb. 2019	Emergency & REPA					Pickup and Emergency works	Emergency works commenced

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	GRANTS WORK STATUS SUMMARY	DOC REF: Item DWO1
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REPORT BY:	Mr Harin Karra Director of Works and Operations	DATE: 08/04/2019
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CORPORATE PLAN REFERENCE:

2. SOCIAL - 'Maintain a high quality of life by providing facilities and resources that encourage a secure, interactive and progressive community lifestyle'.

2.1.6 - Continue to provide or support the provision of parks and reserves, aquatic centres, sporting facilities, cemeteries and other important community services in a responsible manner.

PURPOSE:

To advise Council of the progress of projects being completed with the assistance of either funding provided by Council, State or Federal Grants.

CONTENT:

Currently Council have several funding streams which are providing funds to complete various programs across the Shire. Without this type of 'unrestricted' funding Council would be unable to complete these projects and is grateful to receive grants from the following departments:

W4Q - Work for Queensland Two

(DILGP - Department of Infrastructure, Local Government and Planning - State funding)

LGGSP - Local Government Grants and Subsidies Program

(DILGP - Department of Infrastructure, Local Government and Planning - State funding)

DCP - Drought Communities Program (Dept of Infrastructure and Regional Development – Federal funding)**BoR - Building Our Regions Funding** (DSD - Dept of State Development – State funding)**RAU - Remote Airstrip Upgrade Funding** (Department of Infrastructure, Regional Development and Cities)**NDRP - 2017-18 Natural Disaster Resilience Program** (State of Queensland acting through the Queensland Reconstruction Authority)**GGPS - Get Playing Places & Spaces****STCO - Stronger Communities Programme (Round 3)**

There are currently 29 different projects currently under progress, which are being undertaken by Council, which is a tremendous staff undertaking. Each of the projects require monthly reporting back to the funding bodies to ensure we are not in breach, and therefore could be restricted from receiving quarterly payment instalments.

Completed projects – 8	28%
Near completion projects – 10	35%
Starting stage projects – 7	24%
Other (withdrawn/ variation) – 4	13%

CONSULTATION:

- George Bourne and Associates (GBA) – various tenders.

GOVERNANCE IMPLICATIONS:

- All programs have been included in the budget for 2018-19.

RECOMMENDATION:

That the Grants Work Status Summary on the progress of the funded projects be received for information.

ATTACHMENTS: Grant Project Summary

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

Boulia Shire Council Projects / Grants Update Register

Grant Summary Status Update
As at April 8, 2019

GRANTS	PROJECTS Description	Grant Source	Approved Grant	Council Contribution	Total Allocation for the Project \$	Grant end date	Current Status of the Project
1. Sewer Upgrade	Relining project	BoR	\$ 500,000	\$ -	\$500,000	30/06/2019	Project 95% completed.
2. Shire Hall renewal	Refurbish shire hall	DCP-Drought	\$ 443,870	\$34,240	\$478,110	30/06/2019	Awning material will be dispatched this week. Beams post are ready.
3. Jockeys Room	Build extension onto existing shed	DCP-Drought	\$ 257,900	\$8,600	\$266,500	30/06/2019	Project completed and acquittal completed.
4. RSL refurbishment	Kitchen – use stove and maybe cupboard from Hall	Council Project		\$35,000	\$35,000	-	Variation applied to be completed under W4Q 2 - \$80,000
5. Urandangie clinic \$50k	Project plan to be revised by Dr Don – Lynn completes the 1/4ly	RFDS		\$ -	\$50,000	30/06/2019	New sink, taps and hot water system have been replaced. Verandah has been re-oiled. New cistern to be installed.
6. Well Being Centre	House - 3 Dialysis Rooms	DCP-Drought \$572,900		\$7,200	\$580,100	30/06/2019	Tender awarded to StHilliers, start-up meeting was held on 2/4/19. StHilliers may be on site 17/4/19.
7. Depot Cement Shed	Demolish existing shed and replace	Council Project		\$250,000	\$250,000	-	Hold until next FY.
8. Racecourse Sewer Connection	An upgrade to improve the quality of sewer treatment & wastewater disposal in compliance with relevant standards & regulations.	(W4Q2)	\$ 450,000	\$0	\$450,000	30-Jun-19	Awaiting variation approval.
9. Upgrade Council Depot Security	Upgrade new switch board, install new security cameras & lighting for the Depot.	(W4Q2)	\$ 100,000	\$0	\$100,000	30-Jun-19	Cameras will be installed in May 2019.
10. Toilet & Shower for New Truck Parking / Rest area Facility	Construct new toilet and shower for the new truck parking facilities.	(W4Q2)	\$ 100,000	\$0	\$100,000	30-Jun-19	Variation applied to withdraw the project.
11. Stage 2 Toilet Ramp & Solar Hot Water System Urandangie	Install new disabled ramp & solar hot water system for shower Urandangie.	(W4Q2)	\$ 40,000	\$0	\$40,000	30-Jun-19	Project Completed.
12. Community Hall Flooring	Repair & polish Community Hall wooden flooring.	(W4Q2)	\$ 35,000	\$0	\$35,000	30-Jun-19	Project completed.
13. Airport Fencing at Urandangie	Install new security fence around Urandangie Airport.	(W4Q2)	\$ 50,000	\$0	\$50,000	30-Jun-19	Project variation approved under RAU. Awaiting on agreement.
14. Boulia Post Office	Install new disabled ramp, repair loading deck, new access door, internal refurbishing & painting.	(W4Q2)	\$ 100,000	\$0	\$100,000	30-Jun-19	Variation requested to add additional budget to complete outside paint work.
15. Cenotaph Lighting	Remove damaged cable & install new conduit.	(W4Q2)	\$ 15,000	\$0	\$15,000	30-Jun-19	Project Completed.
16. River Water Pipe Upgrade	Remove old steel pipe & install new poly line.	(W4Q2)	\$ 65,000	\$0	\$65,000	30-Jun-19	Project completed.

Boulia Shire Council Projects / Grants Update Register

<i>GRANTS</i>	<i>PROJECTS Description</i>	<i>Grant Source</i>	<i>Approved Grant</i>	<i>Council Contribution</i>	<i>Total Allocation for the Project \$</i>	<i>Grant end date</i>	<i>Current Status of the Project</i>
17. Shade Shelter & Seating at Bubbler Park area	Install new shade structure with seating at bubble park.	(W4Q2)	\$ 20,000	\$0	\$20,000	30-Jun-19	Variation applied to withdraw the project. Listed on W4Q Round 3.
18. Workshop Refurbishing	Install shady area & painting.	(W4Q2)	\$ 35,000	\$0	\$35,000	30-Jun-19	Work will be completed end of May 2019. Awaiting on Central Hire.
19. Playground Softfall	Construction of new Softfall for the playground at the pool.	(W4Q2)	\$ 20,000	\$0	\$20,000	30-Jun-19	Project completed on 5/4/2018.
20. Disinfection Systems Implementation for Boulia Town	Install new disinfection system for Boulia Town water & modification to the mains to install the system	LGGSP	\$ 155,250	\$103,500	\$ 258,750	30-Jun-19	System has been commissioned. Going through some teething issues..
21. Asset Management Plan	Set up Asset Management plan for the Council	LGGSP	\$ 18,000.00	\$ 12,000.00	\$ 30,000	30-Jun-19	Internal review commenced. Lynn stated AMP course. AMP will be updated through NAMS PLUS.
22. Boulia Robinson Park Security Cameras & Lighting	New Security Cameras install & colorbond fencing	LGGSP	\$ 18,630.00	\$ 12,420.00	\$ 31,050	30-Jun-19	Order has been raised for cameras. Cameras will be installed in May 2019.
23. Boulia Airport Crack seal repair and switchboard upgrade	Repair RWY, upgrade new stainless-steel weatherproof switchboard and backup power connection.	RAU	32,624.53	36,624.53	\$ 69,249	30-Jun-19	Project completed. Switchboard and backup power to be completed.
24. Urandangie Airport Upgrade	Patch repair, resealing RWY, line marking, RWY emergency solar lights.	RAU	187,130.00	187,130.00	\$ 374,260	30-Jun-19	Solar lighting and fencing to be completed.
25. Floodway Upgrade - Springvale Road	Upgrade Floodway	NDRP	\$ 147,210	\$147,210	\$294,420	30-Jun-20	Central Hire & Contracting Pty Ltd will commence work after Easter.
26. Disabled Toilet Robinson Park "Meeting Place" Men's Shed Installation	Construct New wheelchair accessible toilet and baby change table facility	Stronger Communities Programme (Round 3)	\$ 20,000.00	\$ 20,370.00	\$ 40,370	30-Jun-19	Project and acquittal completed.
27. Tennis Courts - 2 Synthetic grass courts to support Tennis & Basketball	Refurbish Tennis courts	Get Playing Places & Spaces	89,800.00	23,000.00	\$ 112,800	30-Jun-20	Deed has been signed.
28. Installation Bores, Reconstruct Floodway's, Town Works	6 new bores on the Council road network, renew footpaths, renew K&C and renew one storm water drainage.	Drought Communities Extension and TIDS	1,050,000.00	21,831.00	\$ 1,071,831	30-Jun-19	Tender will be out this week. Central Hire will commence work after Easter.
29. Boulia Industrial Estate	Construct Industrial blocks	Building our Regions Round 4	994,800.00		\$ 994,800	13-Jul-20	Surveying completed. Designing started.

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	Boulia Racecourse Preposed Organic Certified	DOC REF: Item DWO2
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REPORT BY:	Mr Harin Karra Director of Works and Operations	DATE: 09/04/2019
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CORPORATE PLAN REFERENCE:

2. SOCIAL - 'Maintain a high quality of life by providing facilities and resources that encourage a secure, interactive and progressive community lifestyle'.
2.1.6 - Continue to provide or support the provision of parks and reserves, aquatic centres, sporting facilities, cemeteries and other important community services in a responsible manner.

PURPOSE:

To advise Council of the outcomes of research undertaken on the possibility of turning the Boulia Racecourse Reserve facility into a certified organic facility.

CONTENT:

Research has been undertaken with organic certification organisations to ascertain what steps and requirements Council would need to follow in order to have the Boulia Racecourse Reserve classed as a certified organic facility.

A National Association for Sustainable Agriculture Australia (NASAA) Certified Organic representative has confirmed it is possible to turn the Boulia Racecourse facility into a certified organic facility by following the following steps:

1. Complete form F1.10 USDA NOP initial application form and F2.1.11 NOP Organic System Plan Producer Questionnaire (noting that much of this second document is not applicable to us and will be completed as such).
2. An inspection will be made of the facility (the inspector will be in our area in May 2019).
3. A report will be completed from inspection of the facility.
4. A contract will be drawn up stating all conditions required.
5. Pay an annual fee of \$990 which will be due at the commencement of each financial year. NASAA Certified Organic have offered to waive the initial application fee in this instance.

In regards to having all sorts of different stock using the facility, all Council would be required to do is make sure the facility has been cleaned after use, ensuring no feed or stock droppings are left behind and have a three week vacant time span before any organic stock use the facility. All organic matters and requirements relating to the stock would be in the hands of the stock owner.

Australian Certified Organic (ACO) were also contacted for information. They sent us the welcome information pack and recommended we fill out the application papers to the best of our ability (in regards to what is applicable to Council), for it to be reviewed by a panel and then an assessment of what Council may require could be looked at further. Initial application fees may start from \$550 (exc. GST), however this would need to be confirmed once ACO have assessed our requirements.

CONSULTATION: NASSA Certified Organics, Australian Certified Organic

GOVERNANCE IMPLICATIONS:

Allocations would need to be made in the budget for the annual certification fees.

RECOMMENDATION:

That the Boulia Racecourse Preposed Organic Certified report is received for information.

ATTACHMENTS:

- F1.10 USDA NOP initial application form_280617
- F2.1.11 NOP Organic System Plan Producer Questionnaire 205
- 01_ACO_Application_formv1.24

Approved by Chief Executive Officer

Ms Lynn Moore



USDA NOP INITIAL APPLICATION FORM



Please complete this form and submit to NASAA Certified Organic. Remember to keep a copy for yourself.
 PO Box 768 Stirling SA 5152 FAX +61 (08) 8370 8381 TEL +61 (08) 7231 7700 EMAIL info@nasaa.com.au

APPLICANT DETAILS

COMPANY NAME IN FULL			
TRADING AS			
ABN		PHONE NO.	
CONTACT PERSON		FAX NO.	
POSITION		MOBILE	
EMAIL			
POSTAL ADDRESS			
PHYSICAL LOCATION ADDRESS			
YEARS OF OWNERSHIP		GOVERNMENT PERMITS/LICENSES	
LEGAL STATUS OF OPERATOR	Sole Proprietorship Legal Partnership Cooperation Trust/Non-Profit Other (specify):		
THE OPERATION IS	Farm /Livestock	Handling	Other
PROPERTY NO 1	Total Area: ha	Area to be certified: ha	
PROPERTY NO 2	Total Area: ha	Area to be certified: ha	
PROPERTY NO 3	Total Area: ha	Area to be certified: ha	

Have you or your organisation ever made application to an organic certification agency in the past?

NO YES

If **YES**, provide the name of the Certification Body

Please also enclose with your application details a full description of the outcome to that application. If you were refused certification or were decertified, please supply to NCO a copy of any notification supplied to you by the certifier in question and documented evidence to support the corrective actions taken to comply with non-



USDA NOP INITIAL APPLICATION FORM

compliances.

STANDARD

All applicants need to have read and understood the relevant USDA NOP Standards, which have been supplied with this application form.

PRIVACY & CONFIDENTIALITY

- a) NASAA CERTIFIED ORGANIC Pty Ltd (NCO) is committed to handling personal information about the applicant(s) in accordance with the Privacy Act.
- b) NCO may collect and hold information about the applicant(s) for the purposes of assessing, reviewing and making decisions about the applicant(s) suitability for certification; maintaining that certification over time and providing information on services and products that NCO considers may be useful and informative. An applicant/licensed operator may have access to their personal files held by NCO.
- c) NCO will handle all such personal information confidentially and will not divulge it to any party outside NCO without the applicant's written permission except that:
 - i. Generalised information may be extracted to be used for statistical purposes without disclosing personal details
 - ii. NCO may release such information to those bodies to which it is accredited and other certifying organisations in some circumstances as well as meeting any lawful obligations imposed upon it by statutory authorities.
 - iii. NCO may publish notice of the applicant's certification, if granted, on its website, unless formally notified to the contrary.
 - iv. Applications to USDA NOP certification: NCO may supply copies of any laboratory test results for the current and three previous years to the general public on request.

3. DECLARATION

I provide the above information on the understanding it is confidential and will be used only by NCO for the purposes of this application. I understand that if the information I have supplied is incorrect, my application shall be null and void.

SIGNED		DATE	
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PAYMENT DETAILS

US NOP APPLICATION FEE (non-refundable) Please refer to **L1.1 Fee Schedule**
INITIAL INSPECTION Please send in your initial application fee only at this stage. NCO will supply a written estimate of the costs of NOP certification, which is payable prior to inspection, refer to **L1.1 Fee Schedule**

Payment options:

Cheque: Made payable to **NASAA Certified Organic Pty. Ltd.**

Credit Card:

VISA MASTERCARD

Cardholder's Name	
Card no	
CCV no (last 3/4 digits on back)	
Expiry Date	

Direct Debit: to NASAA Certified Organic Pty Ltd account; BSB 085-458, Account No 83-272-8926
 For International Transfers: BIC/Swift Code: NATAAU3303M



Livestock Organic System Plan Questionnaire (OSP)

Please fill out this questionnaire if you are requesting organic livestock certification. Use additional sheets if necessary. Sign this form. In most instances, you must also complete and submit a Producer Organic System Plan.

SECTION 1: General Information		NOP Rule 205.401
Name & Position of Authorised Representative		Operation Name Trading as:
Address		NCO Reg # ABN:
State	Post code	City
Phone		Country
Fax		Physical address where different from postal address
Email		
Legal status: <input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Trust or non-profit <input type="checkbox"/> Corporation <input type="checkbox"/> Cooperative <input type="checkbox"/> Legal partnership <input type="checkbox"/> Other (specify)		
Year first certified	List previous organic certification by other agencies	List current organic certification by other agencies

1) Is your farm operation:

- 100% organic a split operation (both organic and conventional production)

2) Indicate livestock enterprises requested for certification.

- dairy goats pigs sheep egg production
 beef poultry for slaughter other _____

3) Do you intend to certify any crops, cropland, or pasture acreage this year? Yes No
 If yes, have you also completed an Organic System Plan for crops? Yes No

Please note that you must submit an Organic System Plan for crops to certify any land or crops including pasture.

4) Products: Identify products to be sold as organic (live animals, meat, milk, fibre, other meat or dairy products, eggs, etc):

5) Please indicate the handling activities to be conducted on or off farm:

- mix, mill or grind livestock feed for use on farm
 process fibre cool & store milk milk animals or maintain a milking facility
 wash &/or pack eggs slaughter & eviscerate animals cool, cut & wrap meat
 other _____

Please note that you must submit an Organic Handling System Plan to certify the processing/handling portion of your operation unless it is covered by NOP certification of a facility.

5) Which operations are conducted off-farm?

6) Contracted facilities for processing &/or handling: Name, location & certification details:

SECTION 2: Prior Non compliances	NOP Rule 205.406(a)(3)
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1) Did you have any non-compliances from last year's certification? Yes No Not applicable
 If yes, please complete the following table, listing each non-compliance.

NON-COMPLIANCE	DESCRIBE HOW YOU ADDRESSED THE NON-COMPLIANCE

Attach additional sheet if needed.

SECTION 3: Livestock Inventory Descriptions	NOP Rule 205.236
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1) Provide the following information for the types and numbers of animals being raised for production this year.

TYPE	ORGANIC	CONVERSION*	CONVENTIONAL**
Dairy cattle			
Dairy goats			
Dairy sheep			
Beef cattle			
Meat goats			
Meat/wool sheep			
Pigs			
Chickens			
Turkeys			
(Other)			
(Other)			

**Dairy animals can be converted to organic milk production after 12 months, but milk from these animals is not organic during the conversion.*

***Neither conventional nor conversion animals can be used for organic production, except as breeding stock.*

SECTION 4: Origin of Organic Livestock	NOP Rule 205.236
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A. Source of Mammalian Livestock Not applicable

Livestock products that are to be sold or represented as organic must be from livestock under continuous organic management from the last third of gestation. Except:

- *Milk or milk products must be from animals that have been under continuous organic management for at least 1 year prior to production. Exceptions might be made where a whole herd is converted to organic production.*

- *Nonorganic breeder stock may be brought onto an organic operation at any time. However, if offspring from that stock are to be raised as organic, the breeder stock must be brought onto the operation prior to the last third of gestation.*

- 1) Do you raise organic slaughter animals on-farm? Yes No Not applicable
- 2) Do you raise organic dairy replacement animals on-farm? Yes No Not applicable
- 3) Do you raise organic fibre producing animals on-farm? Yes No Not applicable
- 4) If you purchase any livestock, supply specific information: Not applicable

TYPE OF LIVESTOCK	IDENTIFICATION NO./CODE	DATE OF PURCHASE	PROJECTED OR ACTUAL BIRTHING DATE	PURCHASE SOURCE	ORGANIC (O) CONVENTIONAL (C)	CERTIFICATION AGENCY?

Attach additional sheet if needed.

- 5) If you are a dairy operation, what is your current plan for replacement stock? Not applicable
 - purchase organic dairy animals % of total replacements _____
 - purchase conventional stock and transition them to organic % of total replacements _____
 - raise own organic replacements % of total replacements _____
 - other (please explain) % of total replacements _____

B. Source of Poultry Not applicable

Poultry or poultry products must be from poultry that have been under continuous organic management beginning no later than the second day of life.

- 1) Do you hatch your own poultry on-farm? Yes No
- 2) If you purchase your young poultry, supply specific information: Not applicable

TYPE OF POULTRY	FLOCK NUMBER	DATE OF PURCHASE	AGE AT PURCHASE	PROJECTED SLAUGHTER OR EGG PRODUCTION DATE	SOURCE

Attach additional sheet if needed.

3) Describe purchased feed: (Enter purchased supplements and additives in section B.) Not applicable

TYPE	SOURCES	CERTIFIED BY

Attach additional sheet if needed.

- 4) How do you verify that the feed ration is sufficient to meet nutritional requirements?
- 5) What is your plan for meeting livestock nutritional needs if you have a shortage of organic feed?

B. Feed Supplements and Additives Not applicable

FDA-approved vitamins and trace minerals, including copper sulphate and magnesium sulphate, and electrolytes are allowed feed additives. Non-milk products or products from BST treated animals are not allowed. Products produced through genetic engineering (GE) or with the use of irradiation or sewage sludge not allowed.

1) List all feed supplements and additives. Not applicable

FEED SUPPLEMENT OR ADDITIVE	SOURCE	REASON FOR USE

Attach additional sheet if needed.

2) Do you use conventional supplemental milk replacers? Yes No

(Note: Conventional milk replacers without antibiotics are allowed for emergency use only until October 21, 2007, and prohibited thereafter.)

a) If yes, how do you know they do not contain antibiotics and are not made with milk from rBST-treated animals?

C. Feed Storage

- 1) How do you prevent contamination of stored livestock feed?
- 2) How do you prevent commingling of organic and conventional stored feed? Not applicable
- 3) How do you prevent or control rodents in organic feed storage areas?
- traps glue boards sanitation cats other (please explain)

D. On-farm and Custom Feed Processing

- 1) Do you process your own feed (mix, grind, roast, extrude, etc.)? Yes No

Please note: If you process organic feed for other producers or handlers, you must submit an Organic Handling Plan and become certified as an Organic Handler.

- a) If yes, is the equipment also used for nonorganic products? Yes No

- b) If yes, how is the equipment cleaned prior to processing organic feed to prevent commingling of organic and nonorganic?

swept out compressed air vacuumed purged other (please explain)

- c) If purged, do you maintain records of dates, product, and purged amounts? Yes No

- 2) Is any of your feed custom processed? Yes No

- a) If yes, is the operator certified organic? Yes No

- b) If yes, provide the name and contact information of the processor.

SECTION 5b): Livestock Pasture Management Plan

NOP Rule 205.240

See also Section 8 Pasture

A Pasture Management Plan is required for all Ruminant Producers from 17 June 2011. The producer must demonstrate with auditable records a functioning pasture management plan. Refer to Pasture Practice Standard NOP 205.240.

- 1) Map: all pastures utilized must be shown on the operation map, including location, size (hectares), identification/name, locations of permanent fences, shade and water sources. Maps attached Yes No

- 2) Describe pasture types (perennial, annual and the primary species mix).

- 3) What type of grazing is practiced? Describe

- 4) Describe typical size of paddocks, frequency of movement, duration of resting period for pastures, livestock density per hectare etc.

GRAZING SEASON

Due to weather, season or climate, the grazing season may or may not be continuous, but must be 120 days per year minimum. It is the period of time when pasture is available for grazing due to natural rainfall or irrigation. The grazing season may be extended by the grazing of residual forage. The grazing season must be declared.

- 5) Describe the conditions that characterize the grazing season on your operation. Include approximate start and end dates of the grazing season and hours per day grazed for each period (day and night).

- 6) How does the operation ensure that sufficient pasture is available to supply 30% of animal dry matter intake requirements during the grazing season?

- 7) How do you ensure enough pasture of sufficient quality to supply 30% of dry matter intake throughout the grazing season? (Rotational grazing, periodic pasture reseeding, irrigation, mowing/topping, other)

SECTION 5c): Ruminant Dry Matter Demand & Intake

NOP Rule 205.237

DRY MATTER DEMAND & INTAKE DURING THE GRAZING SEASON

During the grazing season, producers shall provide not more than an average of 70% of a ruminant's dry matter demand from dry matter fed, and an average of not less than 30% of their dry matter intake from grazing throughout the grazing season. Breeding bulls are exempted.*

Dry matter fed does not include dry matter grazed from residual forage or vegetation rooted in pasture.

The method of determining dry matter demand must be stated. Dry Matter Demand & Intake Tables are provided by the USDA NOP on the website www.ams.usda.gov NOP – go the Pasture Rulemaking Information page.

1) Complete the table or provide your own sheets containing the information required for each class of animal during the grazing season.

Dry matter fed plus dry matter grazed = Dry Matter Demand %Dry matter fed plus % dry matter grazed = 100%

Ruminant class &/or age group	Approximate Body Weight (Kgs)	Dry Matter demand during Grazing Season (Kgs/day)	Dry Matter Fed during Grazing Season (Kgs/day)	Dry Matter Grazed from Pasture during Grazing Season
Calves/young stock (weaned, up to 6 months)			Kgs/day	Kgs/day
			% of total DMI	% of total DMI
Heifers/Young stock (up to 2 years)			Kgs/day	Kgs/day
			% of total DMI	% of total DMI
Bred heifers			Kgs/day	Kgs/day
			% of total DMI	% of total DMI
Lactating animals (early)			Kgs/day	Kgs/day
			% of total DMI	% of total DMI
Lactating animals (late)			Kgs/day	Kgs/day
			% of total DMI	% of total DMI
Dry animals			Kgs/day	Kgs/day
			% of total DMI	% of total DMI
Slaughter stock			Kgs/day	Kgs/day
			% of total DMI	% of total DMI
Other:			Kgs/day	Kgs/day
			% of total DMI	% of total DMI

SECTION 6: Water	NOP Rule 205.201, .239
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1) What are your sources of water for livestock use?

bore municipal river/creek/pond spring other (specify):

2) Are there immediate contamination threats to your water source(s), i.e. pesticide or fertilizer run off, industrial pollution, etc.? Yes No

If yes, please describe the threat and the steps you are taking to mitigate the threat.

3) Water testing is advisable. What is the date of your last water test for coliform bacteria and nitrates? (Attach copy if available)

4) If you use additives in the water, list them and state reason for use: No additives used

5) If livestock have access to a river, creek, or pond how do you control erosion and protect water quality? No access

Organic livestock operations must establish and maintain livestock living conditions which accommodate the health and natural behaviour of animals. Animal environments must include access to shade, shelter, fresh air, outdoors, exercise areas, and direct sunlight suitable to the species, production stage, and climate; clean and dry bedding as appropriate to the system; and facility design which is safe and allows for natural behaviour. Manure must be managed such that nutrient recycling is optimized and soil and water degradation is minimized.

1) Describe housing used: *All facilities and outdoor livestock areas should be indicated on attached maps.*

TYPE OF HOUSING AND MAP DESIGNATION	SIZE (LENGTH X WIDTH)	TYPE OF LIVESTOCK HOUSED	NUMBER OF ANIMALS HOUSED

Attach additional sheet if needed.

- 2) Is bedding used? Yes No
- a) If yes, is this bedding typically consumed by the livestock? Yes No
- b) If so, do you have verification that bedding is organic? Yes No Not applicable
- 3) How often is housing cleaned out?
- 4) Describe sanitation or cleaning products used: No sanitation products used
- 5) Are any fumigants or prohibited pest control agents used in the facility? Yes No
- If yes, what steps do you take to prevent contamination of feed and livestock?
- 6) What source(s) of light is used in animal housing?
- 7) Is day length regulated using artificial light? Yes No
- a) If yes, please describe:
- 8) What outdoor areas other than pasture do animals use?
- 9) How long are animals indoors (hours per day)? _____ spring _____ summer _____ fall _____ winter
- 10) If any livestock are routinely denied outdoor access, please describe the circumstances and/or stages of production involved: Not applicable
- 11) Describe locations of any treated (with prohibited materials) lumber that may come into contact with livestock:
- 12) If you raise your own chicks, answer the following: Not applicable
- a) What is the type and size of housing used?
- b) What is the approximate square footage per 100 chicks?

- c) What bedding material is used?
- d) What heating source is employed?
- e) Additional relevant details:

SECTION 8: Pasture **NOP Rule 205.239(a)(2)**
 See also Section 5b) Pasture Management Plan

*The National Organic Standard requires **access to pasture for all ruminants**. Pasture must be managed to provide feed value and maintain or improve soil, water, and vegetative resources. Access to pasture for ruminants must be continuous, with temporary confinement only for reasons of inclement weather, risk to soil and water quality, requirements of an animal's stage of production, or conditions that jeopardize the health and safety of animals.*

- 1) Do you pasture any livestock? Yes No
 - a) If yes, is pasture provided to ruminant stock? Yes No Not applicable
 - b) If yes, is pasture provided to non-ruminant stock? Yes No Not applicable

2) Please describe all pastures used by all livestock: *All pastures must be indicated on field history forms.*

PASTURE ID	ACREAGE	STOCKING RATE AND LIVESTOCK TYPE	FORAGE MIX	WHAT GRAZING SYSTEM IS USED?	IS THE PASTURE ALSO MECHANICALLY HARVESTED?
				<input type="checkbox"/> Rotational <input type="checkbox"/> Continuous <input type="checkbox"/> Moveable pens	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Rotational <input type="checkbox"/> Continuous <input type="checkbox"/> Moveable pens	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Rotational <input type="checkbox"/> Continuous <input type="checkbox"/> Moveable pens	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Rotational <input type="checkbox"/> Continuous <input type="checkbox"/> Moveable pens	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Rotational <input type="checkbox"/> Continuous <input type="checkbox"/> Moveable pens	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Rotational <input type="checkbox"/> Continuous <input type="checkbox"/> Moveable pens	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Rotational <input type="checkbox"/> Continuous <input type="checkbox"/> Moveable pens	<input type="checkbox"/> Yes <input type="checkbox"/> No

Attach additional sheet if needed.

- 3) Which months of the year are ruminant livestock pastured? Not applicable
- 4) How many days per year, on average, are ruminant livestock under the

age of 12 months on pasture? Not applicable

5) How many days per year, on average, are ruminant livestock over the age of 12 months on pasture? Not applicable

6) What techniques are used to prevent waste runoff?

rotate pastures buffer zones limit number of grazing animals

harrow to spread manure evenly other (please explain)

7) What techniques are used to prevent erosion?

avoid overgrazing repair gullies terraces other (please describe)

8) Do you use fencing or other means to limit pastured livestock access to creeks, ponds, or other water bodies? Yes No Not applicable

9) What techniques are used to prevent overgrazing or decline in the pasture resource?

rotational/management intensive grazing rotate pastures with crops pasture renovation

overseeding/reseeding liming/fertilization other (please describe)

10) How do you ensure buffers are maintained between grazing areas and land not under organic management?

recessed fence line agreements with adjacent land owners/managers (obtain documentation for inspectors)

agreements with road maintenance and utility crews (obtain documentation for inspectors)

do-not-spray signs isolation from conventionally managed land other (please describe)

11) If ruminants are routinely denied access to pasture, please describe the circumstances and/or the stages of production involved. Not applicable

SECTION 9: Manure Management

NOP Rule 205.239(a)(2)

Manure must be managed so that it does not contribute to contamination of crops, soil, and water. Compost and manure are specifically defined in the NOP Regulations under Section 205.2.

1) What type(s) of manure management do you use?

spread immediately/soon as possible stockpile outdoors stockpile indoors

composting liquid no centralized accumulation of manure e.g. year-round pasturing

other (specify)

2) Do you apply manure or composted manure to your fields? Yes No

a) If yes, what is the approximate rate of application?

b) If yes, how many acres of land are available for manure and compost application?

- c) If yes, list materials added to manure or manure compost (example: bedding, barn lime, inoculants, etc.)
 - d) If yes, during what months do you apply manure or manure compost?
- 3) If you do NOT apply manure to your own land, how do you ensure that nutrients are recycled?
- 4) Does your manure handling ensure that no contamination of water resources occurs? Yes No

SECTION 10: Livestock Health Care Practices **NOP Rule 205.238**

Producer must establish and maintain preventive livestock health care practices. When preventive practices and veterinary biologics are inadequate to prevent sickness, a producer may administer those synthetic medications allowed under §205.603 and retain organic status for the treated animal. Producers may not withhold needed treatment from a sick animal even if it compromises its organic status.

A. General Information

- 1) Identify the general components of your animal health management program including preventive and management practices:
- choosing well-adapted species selective breeding raise own replacement stock
 - isolation for purchased/diseased animals culling vaccinations good sanitation
 - access to outdoors dry bedding good ventilation in housing good quality feed
 - pasture rotation nutritional supplements probiotics low stress handling
 - other (please specify)

B. List health or disease problems in the last 12 months. Include vaccinations and parasiticides given or planned: No problems

Note: Synthetic hormones and antibiotics are prohibited in organic production, but must be noted if used.

HEALTH PROBLEM/DISEASE	ANIMAL ID/CODE	PRODUCT(S) USED <i>(retain labels for inspector)</i>	APPROVED (A) PROHIBITED (P)

Attach additional sheet if needed.

- 1) Please provide the name, address, and phone number of your veterinarian:
- 2) Are your animals tested for specific diseases on a routine basis? Yes No
- a) If yes, what diseases are they tested for?
 - b) If yes, how is the testing done? by yourself veterinarian state or federal official
 other (please describe)

C. Pest management

(Retain all product labels and other documentation for all purchased pesticides, parasiticides, pest control materials, fumigants, sanitizing, and medications for the inspector.)

1) Indicate all livestock pest problems.

- flies internal parasites external parasites predators
 other *(please describe)*

2) If flies are a problem, what prevention and control measures do you use? Not a problem

- sanitation/manure removal sticky tape bug zappers good quality feed
 walk-through fly traps allowed/restricted pesticides commercial fly parasites/predators
 other *(please specify)*

3) If internal parasites are a problem, what prevention and control measures do you use? Not a problem

- controlled grazing multi-species grazing diatomaceous earth garlic or herbs
 probiotics allowed/restricted synthetic dewormers other *(please describe)*

a) How do you monitor livestock for internal parasites?

- visual/body condition faecal analysis anemia evaluation
 no monitoring is done other *(please describe)*

b) How often is monitoring done?

- daily weekly no monitoring is done other *(please describe)*

4) If external parasites are a problem, what prevention and control measures do you use? Not a problem

- facility sanitation facility fumigation dust/mud wallows diatomaceous earth
 sulphur dusts allowed/restricted pesticides medications other *(please describe)*

a) How do you monitor livestock for external parasites?

- visual inspection of animals visual inspection of facility no monitoring is done
 other *(please describe)*

b) How often is monitoring done?

- daily weekly no monitoring is done other *(please describe)*

5) If predators are a problem, what prevention and control measures do you use? Not a problem

- fencing bird netting guard animals traps noise makers

- pen/lock up animals at night restrict grazing when predation is frequent artificial lighting
 hunting other (please describe)

a) If predation is a problem, do you take steps to ensure that your control measures do not harm other wildlife? Yes No

D. Physical Alterations:

Producers may only use physical alterations that promote the welfare of the livestock. Alterations must be done in a manner that minimizes pain and stress. NOP Rule 205.238(a)(5)

- 1) List physical alteration practices you use none used
 castration dehorning ear notching tail docking branding
 removal of extra teats wing clipping beak trimming other (please describe)

2) Please describe physical alteration practices as listed above:

ALTERATION PRACTICE	METHOD USED AND MEANS FOR REDUCING LIVESTOCK STRESS	REASON FOR ALTERATION PRACTICE

SECTION 11: Pre-Slaughter Management **NOP Rule 205.102, .201, .272**

*Humane methods of handling must be used for loading, unloading, holding, shipping, and slaughter. **Slaughter facilities must be certified** in order to sell meat as certified organic.*

- 1) Where are your livestock slaughtered? Not applicable
 no slaughter on-farm processing facility other (specify)
- 2) If poultry is processed on-farm, describe slaughter and processing procedures:
- 3) If livestock are processed off-farm, give the name of the facility where animals are slaughtered, along with the contact person, address and phone number.
- 4) Is the facility certified organic? Yes No
a) If yes, by what agency? (retain proof of certification for inspector)
- 5) Please describe how animal stress and injury is minimized during loading, transport, unloading, and slaughter:
- 6) How are organic meat products stored?
 distributed immediately/no storage storage at slaughter plant storage at farm site
 storage at separate facility other (please describe)
- 7) If products are stored with or near non-organic products, what steps are taken to ensure commingling does not occur?
- 8) Attach a copy of your livestock transfer documentation.

SECTION 12: Milk Collection and Handling**NOP Rule 205.201, .272**

Organic dairy operations must meet all applicable federal and state regulatory sanitation requirements. Somatic cell and bacteria count averages must be monitored. All inputs for sanitation must be allowed and verifiable. Equipment sanitizers must present no risk of contamination. Retain labels for all cleaners, sanitizers, teat dips, and other products for inspection.

- 1) Please indicate type of milk handling systems you use. Not applicable
- pipeline automated step saver hand milking parlour
 tie stalls stanchions other (specify)
- 2) Describe cleaning cycle for milking equipment (water temperature, number of rinses, type of cleaning materials, etc.):
- a) Detergent name: _____ Acid cleaner name: _____
Sanitizer name: _____
- b) Is cleaning followed by a clear water rinse? Yes No
- 4) Please specify products used to clean animals: None used
- teat dips (specify name): udder wash (specify name): other (specify)
- 5) If you have a split operation, or have conventional milking animals in your herd, how do you ensure that the conventional milk does not commingle with organic milk? Not applicable

SECTION 13: Egg Collection and Holding**NOP Rule 205.102, .201, .272**

Organic egg operations must meet all applicable federal and state regulatory requirements. Facilities that handle eggs must be inspected and certified to verify that organic integrity is maintained. All inputs for animal sanitation must be allowed and verifiable. Equipment sanitizers must present no risk of contamination. Depending on the nature of your packing operation, you may be required to submit a separate handling plan.

- 1) Where are eggs packed? Not applicable
- on-farm off-farm packing facility other (specify)
- 2) If eggs are processed at an off-farm facility, list the name of the facility, address, phone number, and contact person:
- a) Is the facility certified organic? Yes No
- b) If yes, by what agency? (retain proof of certification for inspector)
- 3) If eggs are processed on-farm, indicate the type of packaging used:
- 4) If you have a split operation, how do you ensure that organic and conventional eggs do not commingle? Not applicable

SECTION 14: Fibre Clip**NOP Rule 205.102, .201, .272**

- 1) How is wool or hair handled after shearing? Not applicable

- Sold as organic unprocessed wool/hair
- Wool/hair sold/disposed of as non-organic
- Processed on-farm for organic product sales (organic handling plan needed)
- Processed on-farm for non-organic product sales

2) What steps do you take to ensure that organic wool/hair does not commingle with conventional products?

3) Are any cleaning or treatment products used on the unprocessed wool/hair? Yes No

If yes, please list.

4) Are the bags or other containers used to hold unprocessed wool/hair free of fungicides, insecticides, or other prohibited contaminants? Yes No

SECTION 15: Animal Identification

NOP Rule 205.201(a)(5), .236(c), .238(c)(7)

Individual animal ID for slaughter and dairy is required. Flock identification for poultry is required. Separation and identification are required for those animals that have been treated with prohibited products.

1) Describe your identification system: collars flock ID number ear tags
 tattoos leg bands branding other (specify)

2) Do you assign numbers and/or letters as part of your animal ID system? Yes No

a) If yes, give an example and explain the components of your ID number.

3) Are any animals treated with prohibited materials? Yes No

If yes, how are the animals identified and segregated?

4) If the entire poultry flock is treated with prohibited materials, what changes do you make to ensure that this flock is not sold as organic?

5) How does your ID system ensure traceability of animals and transfer of organic livestock?

- a) coming onto the operation and following throughout their life?
- b) leaving the operation?

SECTION 16: Marketing and Labelling

NOP Rule 205.300 through .311

1) How are meat products marketed/sold? Not applicable

live animal sale wholesale retail export (specify market) other (specify)

2) How is milk marketed/sold? Not applicable

wholesale retail processed on-farm export (specify market) other (specify)

3) How are eggs marketed/sold? Not applicable

wholesale retail export (specify market) other (specify)

4) How are fibre products marketed/sold? Not applicable

wholesale retail processed on-farm export (specify market) other (specify)

5) Do you use or plan to use the USDA Organic Seal on organic product labels or market information? Yes No

6) Do you use or plan to use the NASAA label on product labels or market information? Yes No

Attach all organic product labels. All labels must be approved by NCO prior to use. Note that labels must state the certifier name.

SECTION 17: Record Keeping	NOP Rule 205.103, .236(c)
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Records must disclose all activities and transactions of the operation, be maintained for 5 years, and demonstrate compliance with the NOP Rule. All records must be accessible to the inspector.

A. Records

1) Note which types of records you keep:

ORGANIC RECORDS (TICK)	DESCRIPTION
	Documentation of purchased animals
	Breeding records
	Purchased feed and/or feed supplements
	Feed labels
	Organic certificates for purchased feed
	Organic certificates for purchased organic animals
	For first time certification of animals: feed records verifying 100% organic feed for one year
	Health records (vaccines, medications, physical alterations, etc.)
	Feed storage
	Milk production
	Meat slaughter records
	Egg collection records
	Egg packing records
	Non-organic livestock, livestock production, and sales records
	Sales
	Shipping and receiving records; bills of lading, etc.
	Animal transfer documentation
	Other (describe)

2) Do you use lot numbers for any products? Yes No

a) If yes, give an example of your lot number and explain what each component means.

3) Are/will records be maintained for at least five years? Yes No

SECTION 18: Split Production	NOP Rule 205.201(a)(5)
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1) Describe all prohibited substances and practices: Not applicable

PROHIBITED SUBSTANCE OR PRACTICE	TYPE OF LIVESTOCK	WHERE/WHEN USED

Attach additional sheet if needed.

2) Describe measures taken to prevent the commingling of organic and non-organic livestock and livestock products (animal ID, segregation, audit trail, etc.)

3) Describe measures taken to prevent organic livestock and livestock products from contamination by prohibited substances.

SECTION 19: Declaration

I affirm that all statements made in this application are true and correct. No prohibited products have been applied to any of my organically managed fields during the three-year period prior to projected harvest. I understand that the operation may be subject to unannounced inspection and/or sampling for residues at any time as deemed appropriate to ensure compliance with the Organic Foods Production Act of 1990 and National Organic Program Rules and Regulations. I understand that acceptance of this questionnaire in no way implies granting of certification by NASAA Certified Organic (NCO). I agree to provide further information as required by NCO.

Signature of Operator _____ Date _____

I have attached the following documents:

- Maps of the operation (including buildings and pasture/grazing areas and showing adjoining land use and identification)
- Field history sheet (be sure to list pastures on field history sheets provided)
- Input product labels, if applicable
- Organic product labels, if applicable
- Other
- I have made copies of this questionnaire and other supporting documents for my own records & will refer to these in order to supply annual updates to NCO.

Submit completed form, fees, and supporting documents to: NASAA Certified Organic P/L

Certification Application

1 Applicant's Details

Trading Name:
 ABN:
 Type of Business:
 Business Website:

Contact Address:

 State: Postcode:

Contact 1:
 Name:
 Email:
 Phone:
 Fax:
 Mobile:

Operation Address(es) to be included in Certification
 (street,town,state):

 Contact 2:
 Name:
 Email:
 Phone:
 Fax:
 Mobile:

2 ACO Certification (Australian Certified Organic Standard (ACOS) & National Standards)

Cost Excl GST	Running Total
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Are you or have you been certified by another Department of Agriculture and Water Resources approved certifying body? Yes No

If yes please provide name of certifier:
 If transferring from another Department of Agriculture and Water Resources approved certification body, please contact the office.

<input type="checkbox"/> Fast Track (All fast track clients are liable for full travel costs plus application fee)	\$550.00	
PRIMARY PRODUCTION (tick relevant boxes)		
<input type="checkbox"/> Bio-dynamic <input type="checkbox"/> Apiculture <input type="checkbox"/> Seeds/ Seedlings <input type="checkbox"/> Growers Group		
<input type="checkbox"/> Livestock <input type="checkbox"/> Cropping <input type="checkbox"/> Horticulture <input type="checkbox"/> Wild Harvest <input type="checkbox"/> Other	\$550.00	
PROCESSING / HANDLING (tick relevant boxes)		
<input type="checkbox"/> Independent Processor/ Repacker/ Bottler (Food /Cosmetics/ Abattoir/ Retail Processor)		
<input type="checkbox"/> Wholesaler/ Licensee Processor/ Exporter/Importer		
<input type="checkbox"/> Contract Processor (Dependent)	\$550.00	
<input type="checkbox"/> Retail <input type="checkbox"/> Restaurant	\$550.00	
ADDITIONAL OPTIONAL CERTIFICATION PROGRAMS <small>(Note for USDA, JAS & IFOAM: If you select any combination of the following certification programs, the ACO office will forward you a separate application form(s). An additional fee will be payable upon return of the completed form.)</small>		
<input type="checkbox"/> IFOAM (If ticked, please complete separate application form for IFOAM)	\$550.00	
<input type="checkbox"/> USDA NOP (If ticked, please complete separate application form for USDA NOP)	\$550.00	
<input type="checkbox"/> JAS (If ticked, please complete separate application form for JAS)	\$550.00	
<input type="checkbox"/> JAS Livestock (If ticked, please complete separate application form for JAS)	\$550.00	
<input type="checkbox"/> KOREA (If ticked, please complete separate application form for KOREA)	\$550.00	
<input type="checkbox"/> COSMOS Processor (Please complete separate application form for COSMOS)	\$550.00	
<input type="checkbox"/> COSMOS Licensee Processor (Please complete separate application form for COSMOS)	\$550.00	
<input type="checkbox"/> EU - (If ticked, please complete separate application form for EU)	\$550.00	
<input type="checkbox"/> Non- GMO	\$550.00	
<input type="checkbox"/> Freshcare – Please complete the Freshcare Application Annex and submit with this form.	\$170.00	

3 Australia Certification Organic Standard (Tick box)

AUSTRALIAN CERTIFIED ORGANIC STANDARD (ACOS) - BOOK
(Purchase is optional. The electronic version of the ACOS is available free of charge from www.aco.net.au)

Australian Organic member discount purchase price

Non member purchase price

Cost Exclu GST	Running Total
\$33.00	
\$88.00	
\$220.00	
Total:	\$

4 Australian Organic Membership

NOTE: Membership is voluntary. It is not included with your Organic certification.

Membership is for keeping informed, networked & for maintaining a natural advantage in your organic business!

Membership benefits include:

- Australian Organic Market Report (annual), access to market data & research
- Invitations & discounts on attending networking & social events, workshops and training
- Access to Australia's largest organic network
- Voting rights

MORE INFO: www.austorganic.com E: contact@austorganic.com T: 07 3350 5716

Membership options below have a common expiry date of 31 January each year.

Full Year Membership

Membership Authorisation:

Full Name

Signature

 | |

Date

5 How did you hear about ACO? (Tick relevant box/es)

- Referral (friend)
 Internet
 Prominence of logo at retail
 Wholesaler
 Organic workshop or event
 Advertising (please specify)
 Other (please specify)

6 Important Notes

Domestic Clients:

1. Audit fees include first three hours of audit only; the additional hourly charge is \$165.00.
2. Audits are charged at a regional rate and soil / tissue tests (if required) will be invoiced along with any additional hourly charges, following your audit. Refer to the schedule of fees for further details.
3. Please Note: The application fee is non refundable.

Tick this box if you do not wish to receive important updates or marketing materials from ACO Certification Ltd.

International Clients:

1. Additional certification programs for international markets will attract an additional audit fee of \$1175 per day or part thereof if carried out separately from your ACO audit.
2. Travel, accommodation and meals are charged at cost to the operation/s audited.
3. Soil / tissue tests (if required) will be invoiced along with any associated DAWR import charges or courier fees.

7 Payment Options

Upon submitting this application and supporting documentation, ACO will issue an invoice for selected services which must be paid in order for the assessment process to commence.

1. Enclosed cheque made payable to ACO Ltd.
2. Credit Card or EFT option contact the ACO office Ph: (07) 3350 5706

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	NDRRA FLOOD DAMAGE WORKS DEPARTMENT (INFORMATION REPORT)	DOC REF: Item A
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REPORT BY:	Gordon Stumbris Consultant Works Overseer	DATE: 04/04/2019
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CORPORATE PLAN REFERENCE: Roads

Outcome 3.4 Strive to develop, improve and maintain roads to a high standard

3.4.5 Improve and maintain the road network to decrease closure periods due to flooding and subsequent damage

3.4.6 Maintain and improve the safety of the shire road network

PURPOSE:

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

CONTENT:

Following on from the two (2) recent rain events (Jan/Feb) and March 19, both Contract teams shall re-commence 'Emergent Works' on Tuesday 9th April concentrating on roads with large wash-outs (Major Damage) for example Selwyn Rd around Wills River Bridge, Elrose Rd at River (Major Damage). The attachment supplied gives an overall preview on the effects the above Flood Events have had on our Road Network.

Emergent Works (Jan 2019 Event)

The following roads have been completed:

- (1) Springvale Rd
- (2) Coorabulka Rd
- (3) Donohue Highway
- (4) Cravens Peak Rd
- (5) Elrose Rd
- (6) Pathungra Rd
- (7) Toolebuc Rd
- (8) Slashers Creek Rd

Both Contract Teams ceased work on Monday 25th March 2019 due to the severe weather event.

CONSULTATION: GBA as project officers on NDRRA Flood damage work.

GOVERNANCE IMPLICATIONS:

All work completed within NDRRA guidelines and budget allocations.

RECOMMENDATION:

That the NDRRA Flood Damage Works Department report be received for information.

ATTACHMENTS: Shire Roads Network – Flood Damage overview

Reviewed by Director of Works and Operations	Mr Harin Karra
Approved by Chief Executive Officer	Ms Lynn Moore

**Shire Road Report following on from Recent 'Cyclone Trevor' Rain Event
March 2019 - FD Information**

Item No	Road Name	Major Damage to asset	Minimal Damage to asset	Road Status @ 3/4/2019	
1	Elrose Road	YES		Road Closed	Damage huge at River xing
2	Coorabulka Road	YES		Road Closed	Ch 15.35 under water for (200m)
3	Spingvale Road	YES		Road Closed	Ch 12.45 under water for (150m)
4	Slashers Creek Road	YES		Road Closed	Wash-outs across Pavement
5	Toolebuc Road	YES		Road Closed	Ch 19.00 Damage in Channels
6	Pathungra Road	YES		Road Closed	Wash-outs across Pavement
7	Toolebuc/Middleton Road	Site access unavailable due to wet conditions		Road Closed	Unknown at this stage
8	Warra Road		Minor Only	Road Closed	Minimal impact from Rain Event
9	Selwyn Road	YES		Road Closed	Ch 40 to 70 Major Pavement damage
10	Selwyn Connection Road		Minor Only	Road Closed	Wash-outs across Pavement
11	Fort Williams Road	YES	Minor Only	Road Closed	River Crossings still up (3 of)
12	South Urandangie Road	YES		Road Closed	Under water on Eastern End
13	North Urandangie Road	YES		Road Closed	Huge damage to existing Seal for (1 kms)
14	Headingly Road		Minor Only	Road Closed	Pavement wash-outs various areas
15	Urandangie Border Road	YES		Road Closed	Huge impact from Georgina River
16	Linda Downs Road	YES		Road Closed	Huge impact from Georgina River
17	Linda Downs Link Road	YES		Road Closed	Huge impact from Georgina River
18	Donohue Highway	YES		Road Closed	Huge impact from Georgina River
19	Cravens Peak Road	YES		Road Closed	Unknown at this stage NO access
20	Wirriyana Road		Minor Only	Road Closed	Minimal impact from Rain Event

Please Note: This Rain Event has impacted heavily on our Shire Road Network with MAJOR DAMAGE to fifteen (15) of the twenty roads listed

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	WORKS DEPARTMENT (INFORMATION REPORT)	DOC REF: Item B
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REPORT BY:	Mr Ron Callope Foreman, Road Maintenance and Utility Services	DATE: 09/04/2019
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CORPORATE PLAN REFERENCE:

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

PURPOSE:

To inform Council of the current utilisation and activities of the Town Department.

CONTENT:

Race Course:

Arena and grounds	With the recent flooding major damages have occurred at the Racecourse on the track and throughout the grounds. In result of these damages the Easter Events have been postponed so we are working towards repairing the damages in time for the Camel Races in July.
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Town water testing and Depot maintenance:

Chlorine level testing	There has been some minor issues with the new system which are being worked on at present. Manual chlorine dosages has commenced to keep the correct levels.
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Parks and Gardens:

Council, Min Min, ANZAC and Airport gardens	All garden areas are being worked on (watering, weeding etc) to ensure they are kept looking good. A new garden bed has been installed at the Min Min Encounter and new plants have been planted in the ANZAC Park garden beds.
Signage	The replacement Heritage signage has been swapped over with the incorrect signage. The new flagpole has been installed.
Mowing/Whipper Snipping	Our crew was kept busy with mowing and whipper snipping being completing in the following areas on these days: Airport – 6 th , 8 th and 19 th March School Park – 18 th March Footpaths – 4 th -7 th , 11 th -14 th , 18 th - 20 th March Robinson Park – 4 th , 8 th , 14 th and 21 st March Council Administration Building - 5 th March Median Strips – 8 th and 19 th March Post Office – 4 th , 7 th and 11 th March Sports Centre – 21 st March Depot – 20 th March Stonehouse – 5 th and 22 nd March Min Min Encounter – 6 th and 20 th March

	<p>Pensioner Unit – 25th March</p> <p>Council Units – 7th and 22nd March</p> <p>SES/Fire Station – 21st March</p> <p>With the absence of WORK Camp the crew have also been fulfilling the tasks that WORK Camp would normally complete keeping the Parks and Gardens Crew very busy.</p>
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Town entrances:

Boulia–Bedourie–Winton roads intersection	The moon rocks project is on hold at the moment waiting for the return of WORK Camp. General whipper snipping maintenance has been completed.
Three Mile Campground	This area has been earmarked for maintenance during the next WORK Camp trip. General whipper snipping maintenance was completed however after the recent flood event it will be done again once dried out enough.

RMPC/Works crew:

RMPC budget	<p>In total we still currently have 758 defects noted on all our RMPC listed roads (with the recent flood event we are yet to complete new tasks).</p> <p>RMPC works has ceased at the moment as the crew have been busy with Emergent Works repairs after the recent flood event.</p>																																																											
Emergent Works	<p>With the March rain event, crews were out completing a lot of emergent flood damage works, in particular shoulder works on the Boulia-Winton Road. The damage to the shoulders was quite extensive.</p> <p>The following table shows the road closure statistics for March and April:</p> <table border="1"> <thead> <tr> <th rowspan="2"></th> <th colspan="3">TOTAL</th> </tr> <tr> <th>Open</th> <th>Closed</th> <th>Restricted</th> </tr> </thead> <tbody> <tr> <td>BOULIA - DAJARRA RD</td> <td>33</td> <td>5</td> <td>2</td> </tr> <tr> <td>DAJARRA - MT ISA RD</td> <td>40</td> <td></td> <td></td> </tr> <tr> <td>BOULIA - WINTON RD</td> <td>27</td> <td>13</td> <td></td> </tr> <tr> <td>BOULIA - BEDOURIE RD</td> <td>27</td> <td>11</td> <td>2</td> </tr> <tr> <td>BOULIA - QLD BORDER RD</td> <td>25</td> <td>15</td> <td></td> </tr> <tr> <td>QLD BORDER - ALICE SPRINGS RD</td> <td></td> <td>40</td> <td></td> </tr> <tr> <td>URANDANGIE SOUTH RD</td> <td>25</td> <td>15</td> <td></td> </tr> <tr> <td>URANDANGIE NORTH RD</td> <td>25</td> <td>12</td> <td>3</td> </tr> <tr> <td>TOOLEBUC RD</td> <td>25</td> <td>15</td> <td></td> </tr> <tr> <td>COORABULKA RD</td> <td>25</td> <td>15</td> <td></td> </tr> <tr> <td>SLASHERS CREEK RD</td> <td>25</td> <td>15</td> <td></td> </tr> <tr> <td>SPRINGVALE RD</td> <td>25</td> <td>15</td> <td></td> </tr> <tr> <td>SELWYN RD</td> <td>25</td> <td>15</td> <td></td> </tr> </tbody> </table>		TOTAL			Open	Closed	Restricted	BOULIA - DAJARRA RD	33	5	2	DAJARRA - MT ISA RD	40			BOULIA - WINTON RD	27	13		BOULIA - BEDOURIE RD	27	11	2	BOULIA - QLD BORDER RD	25	15		QLD BORDER - ALICE SPRINGS RD		40		URANDANGIE SOUTH RD	25	15		URANDANGIE NORTH RD	25	12	3	TOOLEBUC RD	25	15		COORABULKA RD	25	15		SLASHERS CREEK RD	25	15		SPRINGVALE RD	25	15		SELWYN RD	25	15	
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Urandangie:

Urandangie	Regular Council services continued over the month of March (mowing, whipper snipping, rubbish collection etc.)
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Water and Sewerage:

Boulia Township

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

Boulia Airport activity:

Number of call outs: RFDS	Nil (that required Council assistance).
Fuel re-supply	13 in total, 2 of which were call-outs.

Boulia Feral Animal Bounty Claims:

Feral Pigs	25
Feral Dogs	62

Boulia Road Count Data:

Road Name	Location	AADT (February)	AADT % HV (4 month average)
Burke St (Pool)	Boulia	Not Available	Not Available
Coorabulka	Ch. 1.20km	12	33.7
Donohue	Ch. 2.50km	5	34.25
Donohue	Ch. 201.00km (Kelly's Ck)	3	34.25
Headingly	Ch. 24.64 (Toby Ck)	8	37.53
Selwyn	Ch. 2.50km	17	31.51
Toolebuc	Ch.0.10km	0	26.3
Urandongie North	Ch. 0.04km	14	35.62
Urandongie South	Ch 9.22km (Moonah Ck)	Not Available	Not Available

CONSULTATION: DWO as required.**GOVERNANCE IMPLICATIONS:** All work completed within budget allocations.**RECOMMENDATION:**

That Council receive the Foreman, Road Maintenance and Utility Services report for information.

Reviewed by Director of Works and Operations

Mr Harin Karra

Approved by Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	ROAD WORKS DEPARTMENT (INFORMATION REPORT)	DOC REF: Item C
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REPORT BY:	Mr Jimmy Newman Foreman Roads Maintenance and Construction	DATE: 03/04/2019
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CORPORATE PLAN REFERENCE: ROADS Outcome 3.4 Strive to develop, improve and maintain roads to a high standard. 3.4.1 Continue sealing of Donohue Highway from Outback Highway with Outback Highway Funds
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PURPOSE: To inform Council of the current utilisation and activities of the Works Department in line with the Boulia works program.

CONTENT: Currently processing Final Trim Grader Driver applications – a successful applicant has been appointed and the employee is progressing well under the guidance of Council’s current operators. Current and Upcoming Projects are as follows: <ul style="list-style-type: none">• Commenced work on Barcaldine RMPC Ardmore-Mt Isa Rd Ch 58.75-60, 60-62.4, 62.4-64.13, 69-67.39, 67.39-72.45, 76.18-80.17 heavy shoulder grading. Missing sections due to wet conditions. 8km-16km all up both sides.• Heavy vehicle training on 14th March attended by all employees.• Ongoing Flood Damage emergent works on Ardmore-Mt Isa, Dajarra-Boulia (Cloncurry), Dajarra-Boulia (Barcy) Roads.• Experienced down time from 26th – 28th due to wide spread rain. Workforce caught up on outstanding training while caught in Mount Isa.• Crew travelled Mt Isa – Dajarra Road removing debris, silt and sand off causeways.• William Doyle, a long-time employee, will be retiring 5th April. A farewell will be held at the Depot on Friday.• Signage and replacing guide posts in conjunction with RMPC heavy shoulder grading work has been ongoing.• Tidy up flood damage Mt Isa to Boulia, going out on the Winton Road - damage on this road.

CONSULTATION: DWO as required. GBA as Project Officers on RMPC work.

GOVERNANCE IMPLICATIONS: All work completed within guidelines and budget allocations.
--

RECOMMENDATION: That Council receive the Foreman Roads Maintenance and Construction report for information.

Reviewed by Director of Works and Operations	Mr Harin Karra
Approved by Chief Executive Officer	Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	RURAL LANDS PROTECTION OFFICER (INFORMATION REPORT)	DOC REF: Item D
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REPORT BY:	Graham Smerdon Rural Lands Protection Officer	DATE: 01/04/2019
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CORPORATE PLAN REFERENCE: Preserve the pristine natural resources of the Shire by managing the environment in a sustainable manner.

Objective - Actively maintain practices which ensure environmental sustainability.

PURPOSE:

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

CONTENT:

RLPO:

The month was spent attending the Shire Rural Lands Officers Group Meeting in Longreach (attached are the minutes so you see what was discussed and what other Council's RLPO's are doing), weed spraying around the lights and airstrip cones at the airport and a Wild Dog Committee Meeting.

TOWN COMMON:

The Town Common Muster that was planned for the 30th of March had to be postponed due to the good falls of rain on the 25th and 26th of the month. A new date will be set once it is dry enough to muster.

DOMESTIC ANIMAL CONTROL:

I have nothing to report at this time.

CWRPMTG:

No news to report this time.

WEED SPRAYING SHIRE ROADS:

As I have been busy with meetings early on in the month and with it raining, I have not done any weed spraying this month. I will be getting back in to it once it dries up.

RMPC:

I have not done any RMPC weed spraying this month.

GRAVEL/BURROW PITS:

I will keep spraying the pits on the North Urandangie Rd for Parkinsonia when I get back up there.

STOCK ROUTE:

I have had three people ring me and ask about getting travel permits to drive stock along the stock routes. I told them there was not enough feed and have not heard back from them yet.

I am still waiting to hear back about the funding I applied for, I did ask when I had the meeting with DNRME early this month and they have put it on hold as they want to see what assets were lost up north from the flooding.

Once this period of rain finishes I am expecting to be getting more calls from people that didn't get the rain who will be wanting travel permits. While attending the SRLOG meeting there was a discussion about doing pasture assessments along the stock routes before issuing a Travel Permit to a drover. What has happened in the past is a drover has applied for a travel permit and the RLPO of that Council has gone and done a pasture assessment and not issued the permit, the drover has gone to DNRME and complained, then DNRME have gone out and done their pasture assessment and told the RLPO to issue the permit. This then causes some bad feeling between the RLPO and DNRME. What was suggested was for DAF, along with DNRME, to get together and hold some training with the RLPOs so that everyone is on the same page when doing the pasture assessments.

1080 BAITING:

Kristy Waddell from AgForce came over and a meeting was held to see about forming a Wild Dog Committee. Kristy is also working on a Wild Dog Management Plan for Boulia. Once everything settles down after this rain Kristy will be coming back out to meet and talk to more of the property owners/managers about wild dog control.

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

ATTACHMENTS:

Minutes of the Shire Rural Lands Officers Group (SRLOG) March 2019 meeting.

RECOMENDATION:

That the Rural Lands Protection Officer's report be received for information

Reviewed by Director of Works and Operations	Mr Harin Karra
Approved by Chief Executive Officer	Ms Lynn Moore



Longreach Meeting: Wednesday 06th & Thursday 07th March 2019

Anthony Waugh	Barcaldine Regional Council
Peter Pidgeon Jessica Fitzgerald	Barcoo Shire Council
Tony Rayner Jeffery Newton Anna-Marie Moffat Peter Klem	Longreach Regional Council
Graham Smerdon	Boulia Shire Council
Geoff Cox Ray Foxwell	Winton Shire Council
Susan Walters	Central Highlands Regional Council
Craig Magnussen Mat Warren Maurice Thompson	Southern Downs Regional Council
Neil Macdonnell Steven Negus	Blackall/Tambo Regional Council
Colin Malone	McKinlay Shire Council
Morgan Gronold	RAPAD
Jason Dolgner Kate Paterson	Desert Channels Queensland
Chris Keenan	Transport Main Roads
Tex Hayward Daniel Burton Garry Pidgeon Jenny Milson Ell Neal	Department of Agriculture and Fisheries
Charles Curry	Southern Gulf NRM
Annie Vorpapel Helen Burley Susan Waldron Leigh Deutscher	Department of Natural Resources and Mines
Chris Spencer	Rural Fire Brigade
Ian Gillespie	Environmental Health Unit
Vol Norris	AgForce
Clargi Saltmere Hope Ebsworth	Lake Eyre Basin Rangers

Day 1 Wednesday 06th March 2019.

Field Trip: The SRLOG met at the Longreach Shire Council Chambers. The Group were taken on a tour of the Snake Cactus (*Cylindropuntia spinosior*) and Coral Cactus (*Cylindropuntia fulgida*) control sites at Bexely and Leander Stations. Longreach RLO Jeff Newton explained to the group on the control programs that are being carried out on these infestations with the use of Biocontrol (Cochineal 2 different strains for each different cactus) and chemical treatments.



Thursday 07th March 2019:

08:15 Meeting Welcome and Opening. The Meeting opened by Tony Rayner (LRC).

Apologies – Liam Balderson BRC, John Fisher BRC, Michelle Doughty CHRC,

Ashley Blokland CTR & Geoff Swan BQ.

08:30 DNRME. Annie Vorpapel

Stock Routes – Functional connectivity of Stock Route Network.

- ❖ Decision on application on Issuing of Travel Permits.
- ❖ Capital Works update.
- ❖ Submit claims 2018 – 2019.
- ❖ EOI 2019 – 2020.
- ❖ Legislation does not provide blanket closure of Stock Routes.
- ❖ Permits to have a destination submitted on Permit.
- ❖ Questions – Jeff (LRC) Consistency control of Travelling Stock across all Shires.
- ❖ Stock conditions & animal welfare.
- ❖ Questions – Neil (BTRC) Drivers water trucks & Public liability.
- ❖ Water Agreements.
- ❖ Infrastructure lost during recent flooding.



09:00 DNRME. Helen Burley
Queensland Globe.

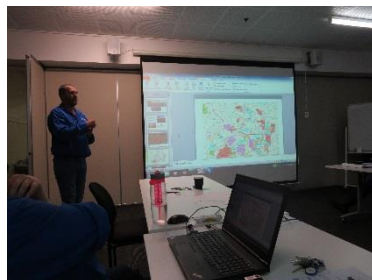
- ❖ Use of data sets in QLD Globe.
- ❖ Features of QLD Globe.
- ❖ Layers.
- ❖ Terms & getting started.
- ❖ Mapping & imagery.
- ❖ Stock Routes
- ❖ Water Facilities on SRN.
- ❖ Shire Rural Lands Officers agreed to undertake ½ day training in the use of QLD Globe date TBA.



09:30 Longreach Regional Council. Jeff Newton

Exclusion Fencing.

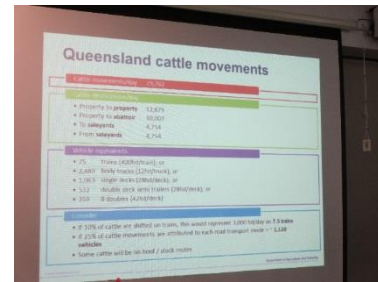
- ❖ How it began.
- ❖ First order placed – 08/02/2017.
- ❖ Business case 18 million dollars interest over 20 years.
- ❖ 70% - 80% of all fences in project completed.
- ❖ Sheep economy in local areas on rise.
- ❖ Fence Standards to have a minimum mesh height of 1.5 meters. The apron to be at least 300 mm. Distance between uprights no more than 8 meters.
- ❖ Materials and contractors tender for a panel of Pre – Qualified Suppliers.
- ❖ Other Shires have been passed on the Longreach Scheme.



10:00 Biosecurity Queensland. Ell Neal

NILS.

- ❖ Basics – Queensland cattle movements.
- ❖ 29,762 stock movements on an average day.
- ❖ Traceability of livestock.
- ❖ NLIS account for movement on or off your PIC.
- ❖ Receipt – unload ID – Where transfer was done.
- ❖ NLIS requirements for sheep & goats (NVD – Waybill)
- ❖ Mob Based Movement.
- ❖ Receipt number.
- ❖ Transaction history.
- ❖ RFID numbers whole number.
- ❖ NILS Database reporting requirements.
- ❖ Movement Documents to be held for 5 years.



10:30 Smoko.

11:00 Southern Downs Regional Council. Craig Magnussen
Managing Invasive Pest at a Local Level.

- ❖ Pest Management levy applied to general rates.
- ❖ Coupled with upfront concession.
- ❖ Concession retained if pest management obligations met.
- ❖ Concession removed if not via supplementary rates notice.
- ❖ All pest that is declared under the Biosecurity Act 2014.
- ❖ 5,300 properties with 92% return rate so far.
- ❖ Levy must be used on purpose for which collected.
- ❖ Minimum fee - \$500 Calculated according to unimproved property value Max - \$6,000.
- ❖ Aerial Wild Dog baiting, feral deer control ect. Poss. Future projects.



11:30 Desert Channels Queensland. Kate Paterson & Jason Dolgner
DCQ Update.

- ❖ Main aim is to improve on better management.
- ❖ EB Smartfarm walkover weigh to report weight gain.
- ❖ Pasture & ground cover satellite to monitor conditions.
- ❖ QSDI Project joint project at Aramac drift way reserve on Prickly Acacia.
- ❖ 300m Buffer zones.
- ❖ Flood recovery – Weed mapping offer to flood victims.
- ❖ Completed 5 year projects. Mapping of waterholes – silt.
- ❖ 38,000pigs control ongoing.

12:00 Biosecurity Queensland. Garry Pidgeon

Carcass Removal – Writing Reports.

- ❖ Oz Vet Website.
- ❖ Burial of cattle \$5,000 for each landholder.
- ❖ Landholders not to use lime. Picking the right sight for burial.
- ❖ Calcium preserves anthrax spores.
- ❖ Proper earth moving equipment to be used for burial.
- ❖ Wear proper PPE.
- ❖ Zoonosis – Q fever, Leptospirosis, Meliodossis, Staphylococcus, Brucellosis.

Writing Reports.

- ❖ **Introduction** – Purpose of report – Outline the issues – Scope of the report – List of limitations.
- ❖ **Discussion/Findings/Body** – A Description of the issue or situation which is being reported on. What was investigated, how it was investigated, what was found (evidence), and interpretations.
- ❖ **Follow problem solving method** – Define the real problem – What are the solutions to the problem – Analyse the various solutions – Chose the best solution – Implement – Monitor.
- ❖ **Conclusion** – Summary, what the report achieved –did it meet its aims, the significance of the findings and a discussion and interpretation of the findings.

12:30 Lunch.

13:00 RAPAD. Morgan Gronold

Cluster Fences.

- ❖ The challenge 2014 – 2015
- ❖ 2016 – Morgan managed Fencing Project for RAPAD.
- ❖ \$2,700/km subsidy for landholders.
- ❖ 75% impact to the sheep industry.
- ❖ Jobs lost – fewer people in communities.
- ❖ The solution to build a physical barrier and to capture data.
- ❖ Where we are now and how it has changed our future.



13:30 Biosecurity Queensland. Daniel Burton

Foot & Mouth Disease Nepal December 2018.

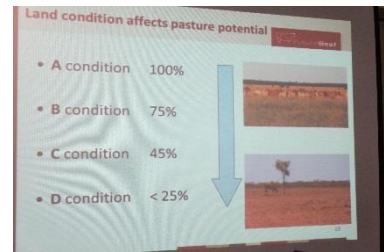
- ❖ FMD is a highly contagious viral disease of cloven hoofed animals.
- ❖ FMD is characterised by the formation of vesicles (fluid filled blisters) and erosions in the mouth, nose, teats and feet.
- ❖ Relatively low mortalities in adult animals, but causes serious production losses and is a major constraints in international trade.
- ❖ Susceptible animals are cattle, buffaloes, pigs, sheep, goats and deer. Horses are not affected.
- ❖ Clinical signs are sudden lameness in a number of animals – Salivation – Fever – Loss of appetite – In dairy cattle a sudden drop in milk yield.
- ❖ Any suspect animals are to be reported to Biosecurity Queensland Inspectors.



14:00 Biosecurity Queensland. Jenny Milson

Grazing Fundamentals.

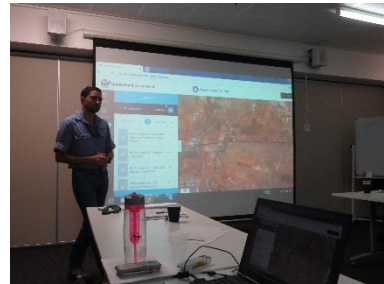
- ❖ Pasture growth depend on location, climate, type, land condition and tree density.
- ❖ 3P = Perennial – Palatable – Productive.
- ❖ Land condition affect pasture potential.
- ❖ Condition A = 100%
- ❖ Condition B = 75%
- ❖ Condition C = 45%
- ❖ Condition D = 25%
- ❖ Look after the pasture you have & assist by adjusting stock numbers to match the available feed taking in account supply & demand.



14:30 DNRME. Leigh Deutscher

Vegetation.

- ❖ Overlay on Queensland Globe.
- ❖ Notification to DNRME before carrying out operations.
- ❖ Thinning of trees.
- ❖ RVM Category A Vegetation offset.
- ❖ RVM Category B Remnant Vegetation.
- ❖ RVM Category C High value regrowth vegetation.
- ❖ RMV Category R Reef regrowth watercourse.
- ❖ Early detection satellite every 14 days.



15:00 smoko.

15:30 AgForce. Vol Norris

Update & Wild Dog.

- ❖ New Wild Dog Coordinator Kristy Waddell to work around Shires in the RAPAD area.
- ❖ Central West Regional Pest Management Partnership Group.
- ❖ Strategic context.
- ❖ 6 Achievable objectives.
 1. Awareness.
 2. Surveillance.
 3. Prevention.
 4. Commitment.
 5. Consultation & partnership.
 6. Ongoing Management.
- ❖ Flood Data Report.



15:45 Environmental Health. Ian Gillespie

EH Update.

- ❖ Legislation.
- ❖ 1080 to remain the same.
- ❖ Regulated Poisons – APVMA.
- ❖ Strychnine Permit 14004 to remain until 2022.
- ❖ Strychnine unable to get supply.
- ❖ Transportation the main issue.

16:00 Transport Main Roads: Chris Keenan.

TMR Update.

- ❖ TMR Funding.
- ❖ Element 5 declared pest.
- ❖ Good Neighbour Policy.
- ❖ Show leadership – TMR – BQ – DNRME.
- ❖ 200m buffer zone to be increased to 300m in 2019.
- ❖ Ilfracombe and Aramac Prickly Acacia program.
- ❖ Aramac and Barcaldine Prickly Acacia program.
- ❖ Blackall Mother of Millions project.
- ❖ Element 6 Fire threat reduction management plan.
- ❖ Element 2 Nature Conservation & Ecosystems.

16:15 Rural Fire Brigade. Chris Spencer.

RFB Update.

- ❖ RFB 22 Fire trucks.
- ❖ Attended 726 incidents.
- ❖ Operations on fire fighting.
- ❖ Resources & crew.
- ❖ Turnover of personal & the loss of local knowledge.
- ❖ Fire permits obtained through website QRF.
- ❖ Application process for a fire permit.
 1. Fire Warden & conditions on permit
 2. 72 hours notification to neighbours before obtaining a fire permit.
 3. Traffic Control for burning on Main Roads, Permit through TMR.
 4. Town Commons are the responsibility of the person in charge of the land.



16:45 SRLO Updates.

BTRC. Neil Macdonnell

- ❖ Stock Routes dry condition.
- ❖ 2018 1010 Wild Dog scalps.
- ❖ 2019 586 Wild Dog scalps.
- ❖ Completed all Capital Works.
- ❖ Pest Weed control carried out on Prickly Pear & Mother of Millions.

BRC. Anthony Waugh.

- ❖ Stock Routes dry condition.
- ❖ 2018 October 362 Wild Dog scalps.
- ❖ 2019 March 324 Wild Dog scalps.
- ❖ Travelling Stock 2002 head.
- ❖ Grazing permits for 1150 head.
- ❖ Capital Works Kellys Dam fenced.
- ❖ Pest Weed control carried out on Tiger Pear & Parkinsonia.

BSC. Graham Smerdon

- ❖ 2018 136 Wild Dog scalps & 956 Feral Pig snouts.
- ❖ Capital Works completed.
- ❖ Nil Travelling Stock.
- ❖ Bait in May Landholders to supply meat.

WSC. Geoff Cox

- ❖ 100 Wild Dog scalps.
- ❖ Grazing Permits for 800 head.
- ❖ Lots of inquiries from Drovers into Stock Routes.

CHRC. Susan Walters

- ❖ Capital Works carried out at Abor Dam, Gord tanks & troughs solar system replaced.
- ❖ Travelling Stock 45870 head.
- ❖ 42 Grazing Permits.
- ❖ Pest Weed control carried out on Hudson Pear, Prickly Acacia, Willows Cactus, Sword Pear & hymenachne.
- ❖ Biocontrol release of uu moth for Parkinsonia & Cochineal on Tiger Pear.
- ❖ Baiting 4000 kg.
- ❖ 1031 Wild Dog scalps.

LRC. Jeff Newton

- ❖ Baited 150 kg grain Pig.
- ❖ 46 Wild Dog scalps.
- ❖ Organise 1080 Baiting syndicates for May Baiting.
- ❖ Capital Works 2 to be completed.
- ❖ 14 inquiries for Drovers wanting to require travel Permits.
- ❖ 3 Reserves had 10 applicants.
- ❖ Pest Weed control carried out 100 litres Chemical & 4,000 litres Diesel used.

MSC. Colin Malone

- ❖ Been busy recovering from recent flooding with in the Shires.
- ❖ Lot of inquiries chasing agistment.

BSC. Peter Pidgeon

- ❖ 116 Wild Dog scalps.
- ❖ Wild Dogs are active at this time.
- ❖ Ground Baiting May.
- ❖ Capital Works ongoing.
- ❖ Applying for Weed money grant.

17:30 Meeting Closed. Next Meeting proposed Charters Towers late November 2019.

Phillip Hayward Secretary SRLOG.

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	CEO Briefing for March 2019	DOC REF: Item CEO1
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REPORT BY:	Lynn Moore Chief Executive Officer	DATE: 31/3/2019
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CORPORATE PLAN REFERENCE: GOVERNANCE

Effectively and efficiently manage Council responsibilities by ensuring all governing legislation is adhered to, and by coordinating and planning all resources.

PURPOSE:

To summarise activities from the CEO office and progress future options for the shire.

CONTENT:

Sale of Council staff houses

Ministerial approval has now been granted for the sale of identified houses to the current occupants of these houses if they still wish to proceed. This approval has been granted with strict conditions and the process will commence shortly.

Regional Community Hub

Initial community consultation has been completed. Stage 2: Council has engaged Griffith University for the potential completion of **concept drawings**. This is an excellent opportunity for both Council and the students. Initial meetings will occur on 22nd April with final presentation in June. The group will be talking with local people as well if there is an interest but primarily will be using the information gathered by Mead Perry Group.

Marmanya rates

The Office of Fair Trading are now happy to proceed once the Public Trustee has completed the full title search. This will involve advertising Expressions of Interest. Still awaiting the final OK from the Public Trustee.

Future meetings

Meeting	Date	Attendees	Reason
WQLGA Conf Longreach	8-10 Apr	Mayor, CEO, 1xCllr	Annual conference, a motion has been submitted by Boulia to the meeting to support the 1% increase in Financial Assistance Grants
LGAQ - General meeting - Brisbane	2 nd April 2019	Mayor, CEO	A meeting of all Councils has been called to discuss and debate the Government's proposals. Government proposal and LGAQ motions to be discussed sent by email.

CEO MEETINGS

March 2019	CONTACT	REASON/ISSUE
1/3/2019	RAPAD	Teleconference
1/3/2019	IT Vision	Program updates
4-7 th March	Ken Hunt	Enterprise Bargaining
5/3/2019	Hon Bob Katter	General meeting visit
8/3/2019	Pitta Pitta	Directors Board meeting
8/3/2019	Disaster State Recovery	General meeting catch up - preparedness
11/3/2019	Outback Funding	Opportunity Camel Races - Beck Britton
11/3/2019	Internal Auditor	Project Scope
12/3/2019	ManEx	Weekly meeting
13/3/2019	Internal Auditor	Exit meeting
13/3/2019	Bi Progress meeting	IT Vision financial progress
13/3/2019	Primary Health Care	Progress meeting Well-being centre
14/3/2019	Walking the Landscape	Information gathering session
16/3/2019	(Saturday) Kirsty Waddell	Dog control meeting
19/3/2019	ManEx	Weekly catch up
20/3/2019	Council meeting	Monthly meeting
22/3/2019	Griffith Uni	Regional Hub concept
22/3/2019	LDMG	Ex- T/C Trevor – preparedness
25/3/2019	LDMG	Stand up - meetings

25/3/2019	DDMG	Preparedness
26/3/2019	ManEx	Weekly catch up
27/3/2019	Local Buy	Training on products
27/3/2019	LDMG	Flood Prep
27/3/2019	Resident	Town Common
28/3/2019	IPWEA	Training course

EMAIL CORRESPONDANCE FORWARDED TO COUNCILLORS

March 2019	EMAIL CORRESPONDANCE
1/3/2019	RAPAD TELECONFERENCE 1st March 2019 - stock routes
1/3/2019	Council resolution 2019/2.16 part 2 to be placed on hold. Election of Mayors/ Councillors
1/3/2019	Meeting with Ken Hunt - Enterprise Bargaining - Monday 9-00 CEO Office
1/3/2019	Project at Boulia
5/3/2019	Enterprise Bargaining Agreement - Meeting Friday 7-30am
5/3/2019	New Funding - Queensland Disaster Resilience Fund \$38m
6/3/2019	Correspondence from the Director-General - Local Government Reforms
7/3/2019	Notice of General Meeting - LGAQ
7/3/2019	Background on dual candidacy - LGAQ meeting 2nd April
11/3/2019	Polling results - LGAQ government proposals
11/3/2019	State Disaster Recovery - teleconference
11/3/2019	Tourism Forum Action Plan Draft
14/3/2019	FW: stock route
14/3/2019	LGAQ General Meeting 2 April 2019 - Background to Motions
18/3/2019	Stock route - but wait there is more....
18/3/2019	Boulia Shire Council request for LGAQ - Association Matters – Dual Candidacy for Group 1 Councils (or less than 2000 people)
18/3/2019	2018/2019 Local Annual Government Payments
18/3/2019	Dual Candidacy....the ball is rolling
18/3/2019	Notification of EOI outcomes - Our Ref: DGBN18/1421
18/3/2019	Ocwen Energy - Unmanned Fuel Development Boulia Industrial Area
19/3/2019	Disaster recovery assistance
20/3/2019	Boulia DRFA Response - Boulia eligibility
21/3/2019	Town Common Muster
21/3/2019	Resolution from LGAQ's 2018 Annual Conference
22/3/2019	Stock Route Management Regulations and Stock Route Network Management Strategy
22/3/2019	Stock Route Management Regulations and Stock Route Network Management Strategy (further info)
23/3/2019	Flood watch for Boulia Shire - Tropical Cyclone Trevor
24/3/2019	Union visit 1st April 2019 - deferred
24/3/2019	LDMG meeting - preparedness meeting
25/3/2019	AMA Queensland correspondence re fluoridation
26/3/2019	FW: Premier's Outback Events Program - Letter of support
26/3/2019	FW: Correspondence from the National Farmers' Federation Re: Class 1 Notice NHVR
26/3/2019	FW: Increased Severity Flood Warning - Moderate for Georgina River & Eyre Creek Catchment
27/3/2019	LDMG Meeting 27th March 2019 - with dial in details
27/3/2019	Outback Way MEDIA Announcement Laverton
28/3/2019	FW: Boulia - request for change of status
28/3/2019	RE: Boulia - request to evacuate 2 homes across the river
28/3/2019	SITREP - Boulia 28/3/2019
29/3/2019	SITREP - Boulia 29/3/2019

RECOMMENDATION:

That the CEO report is received for information

Chief Executive Officer

Ms Lynn Moore

Boulia Shire Council Action List				
DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
Monday 8th July 2013				
8/07/2013		EBA with unions - Modern Award	CEO and Mayor	<p>31/3/2019 EBA draft completed to review with staff and Unions. Unions due to come out at the end of April to speak with staff and Council. Deferred visit due to flooding. Good progress.</p> <p>22/1/2019 Staff briefing at start up with consultant visit deferred to 11th March due to flooding</p> <p>6/12/2018 T/conf to define parameters and commence the initial advice that we will be negating – Staff advised through payslip advices.</p>
WEDNESDAY 23RD AUGUST 2017				
23/08/2017		Rodeo Grounds – Honour Board in Bar Area and compilation of historical records. See what funding is available in the future	CSM	<p>28/3/2019 As time permits research occurring.</p> <p>28/2/2019 Research continues.</p> <p>25/1/2019 Still compiling info for a board to be erected.</p> <p>22/11/18 Research on hold at present until 2019.</p> <p>4/10/18 Further research being completed.</p> <p>24/8/2018 This is an ongoing project doing research and finding funding.</p> <p>27/7/18 Funding availability being sought.</p> <p>25/6/2018 Historical information for this sign is on target and quotes received.</p>
MONDAY 16TH OCTOBER 2017				
16/10/2017		Industrial Estate development –funding application.	CEO	<p>31/3/2019 Industrial Estate funding approved - \$984,000 fully funded – work has commenced. Infrastructure work to be completed approx. Dec 2019.</p>
WEDNESDAY, 21ST MARCH 2018				
21/03/2018		Advertising profile of Boulia Heritage Complex’s marine fossil exhibit	CSM/CEO	<p>28/3/2019 In progress</p> <p>28/2/2019 An ad that was made for us is not being approved and further investigations are ensuing for a new production film company that can show case Boulia how we wish.</p> <p>25/1/2019 Ann’s photo and info has gone to AD2Go for production proofs.</p> <p>22/11/18 Still waiting on progress report from Brandworks</p>

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				4/11/18 New TV contract has been signed, advert to be made in coming months. This will be the next project after the implementation of the new website. 18/04/18 New television advertisement focusing on Min Min Encounter and fossils.
WEDNESDAY, 18TH APRIL 2018				
18/4/2018		– Rate free period for two years to encourage new businesses to be established in Boulia, inclusion of this initiative in budget review	CEO/FM	31/3/2019 - Report to Council on 20th March, Council approved concession to be in 19-20 budget. 9/2/2019 To be considered at budget review. Sep 2018 – Policy submitted to Council but held over for further consideration by Councillors. 23/8/2018 Revenue Policy for the 2019-2020 period content to be amended at the budget review.
22/8/2018		Consider combining the Heritage Walk signs into one large board located at the Stonehouse.	CSM	28/3/2019 In progress 28/2/2019 As stated in January, research is ongoing. 25/1/2019 This will be done further into the year 22/11/18 Progress on this halted until 2019 4/10/2018 On hold until 2019 24/8/2018 <ol style="list-style-type: none"> 1. Emailed Councillors with content for signs. 2. Further options to be explored for this project are putting the information through the television with a voice over for people who cannot read the text.
22/8/2018		Cllr Beauchamp: Consider heritage signage at the Boulia clinic.	CSM	28/3/2019 This will be a part of phase two of signs. 28/2/2019 Research continues. 25/1/2019 This will be done further into the year also 4/10/2018 Research will be done in 2019 by new staff. 24/8/2018 This will be done and put into stage two of more signage.
22/8/2018		Cllr McGlinchey: Consider putting information plaques on some machinery at the Boulia Heritage complex.	CSM	28/3/2019 New staff working on this project. 28/2/2019 This will happen throughout the year. 25/1/2019 New employee to finish this project 22/11/18 Further research to be done by new employee in 2019 4/10/2018 On hold until 2019, some work already completed. 24/8/2018 Research into machinery being organised by staff.
22/8/2018		Cllr Neilson: Look at current road signage between Urandangie and Alice Springs border. Consider need for additional signs to warn drivers of road conditions (for example 'warning unsealed').	DWO	10/03/2019 Allocated budget on W4Q Round 3 funding. 12/02/2019 allocation some budget to upgrade singe on the shire road network. 9/1/2019 Signage audit will be conducted in February 2019 09/10/2018 – Reviewing signage options.

Item CEO2

				3/9/2018 – In progress. Bull dust sections to be clearly identified.
22/8/2018	2018/8.26	<ul style="list-style-type: none"> That Council proceed with the Local Government Association of Queensland's proposal for a new Council website under their partnership with Jadu. That Council opt for the 'Channel Regional Council' templated design with homepage customisation. 	EA	<p>03/04/2019 New website has gone live. Content updates are in progress now that staff training on the website has been completed.</p> <p>12/3/2019 – Content migration undertaken and testing phase beginning.</p> <p>9/2/2019 Web site constructed – content being reviewed</p> <p>10/12/2018 In progress</p> <p>12/11/2018 Website development in progress. Draft pages being worked on by LGAQ.</p> <p>21/9/2018 Kickstart meeting held 21st September. Information being provided to LGAQ to progress the website further.</p> <p>24/8/2018 – agreement signed to proceed with new website update.</p>
Friday 26th October 2018				
26/10/2018		General Business - Boulia Ambulance Service – Council discussed the pressing need for permanent Ambulance drivers in Boulia and agreed that a business case letter on the matter was to be submitted to the Queensland Ambulance Service.	CEO/DWO/EA	<p>12/02/2019 Follow up sent to QLD Health</p> <p>9/1/2019 Email sent to Jane Hancock</p> <p>12/11/2018 In progress – working on a business case.</p>
26/10/2018	2018/10.25	<ul style="list-style-type: none"> - That the proposed wording for the Min Min Hotel Site be reworked and circulated to Councillors via email. - That the sign size be 2200 x 1100 mm. 	CSM	<p>28/3/2019 Consult with Cr Beauchamp has produced further need of more intensive research.</p> <p>28/2/2019 Further talks with Cr Beauchamp have resulted in further research work being undertaken.</p> <p>25/1/2019 No further info forthcoming, does Council wish to proceed with wording as put to Council.</p> <p>22/11/18 Waiting on input from Councillor to add to what has been put forward.</p> <p>12/11/2018 Waiting on Councillor information.</p>
26/10/2018	2018/10.27	<ul style="list-style-type: none"> - That the Boulia Sports and Aquatic Centre 24hour Member access be controlled by Policy 147 Boulia Sports and Aquatic Centre Members Policy. - That Council investigate the option of a pool disinfection alarm system. 	WHS/DWO	<p>10/3/2019 Work in progress.</p> <p>9/1/2019 Working with disinfection system supplier</p> <p>12/11/2018 24hr Member access to begin in 2019. Pool disinfection alarm system options being investigated.</p>
13/05/2014	2014/5.2	That Council investigate options for the development of the Council Offices and that Council develop a project plan in readiness for	CEO	<p>31/3/2019 Griffith Uni engaged to complete concept designs.</p> <p>13/3/2019 Report to Council in March Ordinary Meeting.</p> <p>9/2/2019 Staff, community and Councillor consultation held.</p> <p>4/1/2019 Consultant engaged</p>

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		future funding opportunities – Project: Regional Development Hub		
Friday 21st December 2018				
21/12/2018		Plaque at Urandangi Airport to be reissued	DWO	10/03/2019 Contacted various people for plaque photo. Still no information or photo received. Ellen Miller (daughter of Les also trying) for information or photo. 12/2/2019 Contacted GBA and a few station managers, no one has photos for the plaque. Email sent to the Monuments and Memories to check if anything in their records. 9/1/2019 Email sent to Ellen Miller regards to plaque photo
21/12/2018	2018/12.18	- That Council accept Bill Suters offer of the moon rocks and that the rocks be displayed at the Boulia Heritage Complex. - That Council approves to utilise the Work Camp to complete this project.	CSM	28/3/2019 In progress. 28/2/2019 No further information on this project at this time. 14/1/2019 Paperwork in progress to engage Work Camp assistance
Wednesday 23rd January 2019				
23/01/2019		Investigate potential for organic status at the Racecourse Reserve Spelling Facilities	DWO	10/3/2019 Working in progress with application. Allocated budget on W4Q R3 funding. 21/01/2019 Report to be provided to Council as soon as information is collated on requirements.
Monday 18th February 2019				
18/02/2019		Investigate potential for a Helipad to be marked out near the fuelling point at the Boulia airport and possible future Helicopter landing spots	DWO	13/3/2019 Investigation in progress
18/02/2019	2019/2.6	That the Boulia Shire Council approves the list of the projects to submit under 2019-21 Works for Queensland program, as attached to the 2019-21 Works for Queensland Projects report subject to the following amendment: - the Pool Heating project is removed and a PLC system for the Min Min Encounter is noted as a possible alternative project.	DWO	10/3/2019 Projects will be submitted through the portal.
18/02/2019	2019/2.13	- That Council authorise the CEO to commence liaising with the Office of Fair Trading and the Public Trustee to resolve the ongoing issue of the outstanding rates on the account of Marmanya Development Association Inc (deregistered) land at Urandangie.	CEO	31/3/2019 Awaiting final go-ahead from Public Trustee. 28/2/2019 Emailed Office of Fair Trading to commence proceedings. Public Trustee have completed title searches. Expressions of interest to divest the property will proceed with potential EOI closure date Friday 3 rd May.

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		<ul style="list-style-type: none"> - That Council resolve to: <ul style="list-style-type: none"> - have the Office of Fair Trading divest the property described as Lot 7 Urandangie Road North Crown Plan U16 Urandangie directly to another group with similar interests to the original association OR if unable to do so to - sell the property described as Lot 7 Urandangie Road North Crown Plan U16 Urandangie pursuant to Division 3, Subdivision 2, s142 of Local Government Regulation 2012 once divested to Council free of all encumbrances. - That the CEO be authorised to do all things necessary to progress the finalisation of the outstanding rating issue including the execution of documents, the service of notices and sale/auction pursuant to the sale of land for overdue rates. 		
18/02/2019	2019/2.14	<ol style="list-style-type: none"> 1. That Council formally resolve to seek Ministerial approval for the closed sale of the listed properties: 7 Wills St, 54 & 58 Moonah St, and 6 Mulligan St. 2. That the council authorise the CEO to do all things necessary to progress this matter. 	CEO	<p>31/3/2019 Ministerial approval has been granted with conditions. This is an excellent result for the staff of Boulia Shire Council. Valuations work etc will commence soon.</p> <p>28/2/2019 Letter of submission has been issued to the Minister seeking his approval and also forwarded to the Department of Local Government.</p>
18/02/2019	2019/2.16	<p>That the Council resolve to submit motions:</p> <ol style="list-style-type: none"> 1. To support the 1% increase in FAGS grants to Local Government for submission to both the WQLGA and NGA conferences and that motions be submitted for inclusion in the WQLGA and NGA conferences to meet deadlines. 2. That the current legislation which prevents a Mayoral candidate from also running as a separate candidate in an election disadvantages small Councils and that all Councils who have 5 elected members should be advised to support a review of the impacts and a potential solution. The CEO be 	CEO	<p>31/3/2019 Mayor and CEO will travel to Brisbane to LGAQ emergency meeting (2/4/2019) to debate the 10 issues raised – one of them being Councillor elections.</p> <p>28/2/2019</p> <ol style="list-style-type: none"> 1. FAGS submission to support the 1% increase completed and lodged via the electronic website portal. 2. Prior to an email to affected Councils to ascertain their support for a review for the ability for a Councillor running for both Mayor and Councillor in the same election, a press release has been issued by the elected government with potential changes to the election of Mayors and Councillors. It is proposed to wait to see what comes from this current activity and perhaps put our support forward if needed.

Item CEO2

		requested to write to all effected Councils to seek their support in the review.		Follow up: LGAQ are opposing this – CEO’s has emailed all group 1 councils to support an amendment to include Group 1 councils to have dual candidacy.
Wednesday 20th March 2019				
20/03/2019		Cllr Beck Britton: Look at putting previously filmed interviews on the Min Min Lights/Boulia up on the Council Facebook page/website	EA/CSM	28/3/2019 Tourism Officer managing social media will put up links as the interviews are long.
20/03/2019		Cllr Neilson: Look at the possibility of turning the lights that can be seen at night when driving into town a feature (e.g. LED lights, ‘follow the lights’ sign	DWO	08/04/2019 In progress
20/03/2019		Cllr Neilson: Look at possibility of creating ‘weir’s’ at the road points at Mucklandama and Beneacca	DWO	08/04/2019 In progress
20/03/2019		Cllr Beauchamp: Look at the possibility of key/hose nozzle collection for the wash down bay	DWO	08/04/2019 Will be reviewed later in the year when the wash down bay upgrade is undertaken through W4Q R3.
20/03/2019	2019/3.21	- That the Council support the application by the CEO to the Australian Institute of Company Directors (AICD): Foundations of Directorship scholarship program. - That the CEO complete the relevant documents for submission to Pamela.Cameron@dlgrma.qld.gov.au by 30 April 2019.	CEO	08/04/2019 Application process commenced.
20/03/2019	2019/3.26	- That the Council receive the report for information and discussion. - That Council authorise the CEO to proceed with the purchase of suitable land adjacent to the existing Council office to enable the building to proceed in the future.	CEO	08/04/2019 Letters sent to Mr Robinson and Mr & Mrs Wells.

POSSIBLE FUTURE PROJECTS identified for WORKS FOR QUEENSLAND FUNDING or similar funding				
22/11/2017	CSM/DWO	Fence for Stonehouse Complex		
20/02/2018		Shade for the Campdraft area at the back of the arena – volunteers section		
20/09/2017	DWO	Investigate the cost of installing solar lights in Boulia streets which presently have no lighting		DWO - little progress

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20/2/2019	CSM/DWO	Hay bales (fibreglass etc) for the dray when it is moved? Is this a project for Greg Tuckwell?	
28/2/2019		Rodeo grounds arena fencing renewal	
28/2/2019		Shower and toilet block for Campdrafters/Rodeo competitors	
17/3/2019		Fuel Tank – Urandangie Depot	
17/3/2019		Fossil Expansion – Boulia	
17/3/2019	DWO	Cement Shed	
17/3/2019		Steel Yard	
17/3/2019		Dinosaur in River	
17/3/2019		Augmented Reality	
17/3/2019		Awning beside Hall	
17/3/2019		Upgrade Wash Down Bay	
17/3/2019		Water connections to River Blocks in Boulia	
17/3/2019		Water connection to Golf Club	
17/3/2019		Mobile Flag Poles	
17/3/2019	DWO	Mobile VMS Trailer – electronic signs	
17/3/2019		Shade for car parking at Administration office	
17/3/2019		Table for jigsaw	
17/3/2019		Board Room Table	
17/3/2019		Redesign walkway – Administration Office	
17/3/2019		Hydrosmart SES Bore	
17/3/2019		Hydrosmart Urandangie	
17/3/2019		Fibre Optic connection Administration – Depot	
17/3/2019		Community Liaison Officer – not completely funded by Council & Qld Health	
17/3/2019		Street scape – town Boulia	
17/3/2019		Turf Oval (behind Sports Centre)	
17/3/2019		Shaded Grandstand that is portable	
17/3/2019		Heat the Pool	
17/3/2019		Permanent safe bar tables at Rodeo Grounds	
17/3/2019		Deck off the Bar at Racecourse	
17/3/2019		Deck off the front of Min Min Encounter	
17/3/2019		Street art with recycled materials depicting our history	
17/3/2019		Childcare centre	
17/3/2019		Sports & Recreation Officer (possibly integrate with Community Liaison Officer)	
17/3/2019		School of the Air room	
17/3/2019		TV Transmission	
17/3/2019		Tafe Courses held in Boulia	

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17/3/2019		Flights to Longreach	
17/3/2019		Decrease distance between Winton & Boulia	
17/3/2019		Rest Area – Power House Bore	
17/3/2019		New Housing – Rental Stock	
17/3/2019		Existing blocks Council owned subdivided if over 2023m2	
17/3/2019		Lease Sports Centre	
17/3/2019		Moving of the Jail House to complex	
17/3/2019		New fencing in some housing properties	
17/3/2019		Mural on the Sports Centre wall and Robinson Park disabled toilet	
17/3/2019		New grid and fencing at Racecourse	

COUNCILLOR INFORMATION REQUESTS BETWEEN MEETINGS			
Date	Item	Project – or Issue:	Response:
16/12/2016		<ol style="list-style-type: none"> 1. Co-contribution for Donohue Highway to be lobbied for exemption. 2. Continue to lobby for the Donohue Highway to be made a state road. 	<p>6/12/2018 – Meeting with TMR held in Brisbane.</p> <p>1/12/2018 – Letter to Dep PM</p> <p>23/8/2018 Letter to Minister for Infrastructure. Letter by OHDC to Minister.</p> <p>June 2018 - Mayor raised with Prime Minister during visit.</p> <p>29/6/2017 Meeting with Lachlan Millar – raised issue.</p>

RECOMMENDATION	That the Action List item update be received for information
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BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	3rd Quarter Operational Plan Report 2018-2019	DOC REF: Item CEO3
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REPORT BY:	Ms Lynn Moore Chief Executive Officer	DATE: 31/3/2019
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CORPORATE PLAN REFERENCE: GOVERNANCE

Effectively and efficiently manage Council responsibilities by ensuring all governing legislation is adhered to, and by coordinating and planning all resources.

PURPOSE:

To present the third quarter Operational Report for 2018-2019.

CONTENT:

The third quarter review of the Operational Plan from January to March has been completed. It reflects Council's position in relation to the Corporate Plan and progress towards goals Council aims to achieve.

**Local Government Regulation 2012
Division 4 Annual operational plan Section 173**

- (3) *The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.*
- (5) *A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.*

The report on the Operational Plan for 2018-2019 has been prepared in accordance with the legislation and has been linked to the Queensland Plan by reference to our Corporate Plan goals.

CONSULTATION: Nil**GOVERNANCE IMPLICATIONS:**

- Prepared in accordance with Local Government Regulation 2012

RECOMMENDATION:

- That Council receive the Third quarter report on the 2018-2019 Operational Plan for information.
- That the report be displayed on the Council website.

ATTACHMENTS: 3rd Quarter Operational Plan Report 2018-2019

Chief Executive Officer

Ms Lynn Moore



Quarterly Operational Review
1st January 2019 to 31st March 2019

BUILD STRONG DYNAMIC COMMUNITIES

Social

Support opportunities to develop the community through partnerships

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Application for RADF funding and the assessment and allocation of funding applications during the year from community groups.	Number of programs delivered equals the funding program amount.	A submission has gone to Arts Qld asking for the sum of \$24,000 for the 2019-2020 year to facilitate workshops, tour groups and other.	75%

Preserve and promote the heritage and diverse cultures of our community

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Preservation of historic information within the shire with locations documented identified on a plan available to the general public.	Documentary work completed with maintenance action plan in place.	On going process with information and research being gathered. New staff have started on this project.	60%
Community Services Manager	Continue the operation of the Boulia Heritage Complex as a tourist attraction which showcases the heritage and history of Boulia.	Stonehouse open to the public with adequately trained staff in the delivery of historic information.	The Complex continues to attract and the first tourist bus will start on the 16th April.	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Assist local community organisations which deliver community events such as the Boulia Camel Races, Easter Rodeo and Campdraft, and other events which support the well being of the community and support continued growth in tourism.	Number of community events held. Number of local attendees. Number of tourist attendees.	All assistance given to local community organisations as required and requested.	75%

Encourage and promote community wellbeing, including healthy and active lifestyles

Officer	What Output	How Activity	Work Completed	% Completed
Road and Construction Maintenance	The Council bus to be available for sporting activities when required.	Number of sporting events where the bus was utilised.	School is no longer using the bus to collect children. Only use is for Council supported events eg: Camel Races etc.	75%
Community Services Manager	The Boulia Aquatic Centre staff are fully trained and the facilities are well maintained and fit for purpose.	Number of activities held at the centre. Training sessions completed for staff. Number of visitations to centre.	Pool training recently occurred and new staff updated.	75%
Executive Assistant	Drought Community Support funding is promoted for community suggestions and allocated by Council to support events which encourage community connectivity.	Drought funding consultation with community received. Drought funding activities completed and reports returned on time.	All activities have now been completed and acquittal reports completed.	100%

Enhance digital connectivity opportunities for the shire

Officer	What Output	How Activity	Work Completed	% Completed
Road and Construction Maintenance	Continued operation of FM transmission sites.	All sites operational.	FM sites are regularly monitored and maintained.	75%
Community Services Manager	Increased digital connectivity throughout the shire by the use of modern technology which improves communication and allow tourism data to be collected.	Review completed on how digital exposure can benefit Boulia (RAPAD).	WiFi usage being monitored from Min Min Encounter and Library. Updates to social media promoting Boulia.	75%

Partner with relevant organisations to support educational opportunities for the shire

Officer	What Output	How Activity	Work Completed	% Completed
Human Resources	In conjunction with Job Network provider engage and support one trainee in the office to complete Cert 3 in Administration.	Trainee engaged and studies commenced.	New employee for administration has now been finalised with trainee to commence program. Investigation into the supervision of a horticultural trainee is continuing.	70%

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

Officer	What Output	How Activity	Work Completed	% Completed
Road and Construction Maintenance	Support provided to SES and Rural Fire Service groups to enable them to function in an emergency.	Reports provided back from the SES and QFES on activities of the group.	Training and equipment is provided and contact numbers are updated.	70%

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

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Community celebrations which all people feel welcome such as Australia Day, ANZAC Day, Remembrance Day, Welcome to Boulia BBQ.	Number of people attending each event. Number of events held.	ANZAC DAY planning underway. Community meeting and Get Ready program due in May. Australia Day function with Ambassador well attended functions >100.	75%

BUILDING AND MAINTAINING QUALITY INFRASTRUCTURE

Environment

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

Officer	What Output	How Activity	Work Completed	% Completed
Road and Construction Maintenance	All street lights functional enabling the use of recreational facilities after dark.	Audit on street lights conducted with reports to Ergon on faulty lights.	Yes all streetlight's are working in Town, inspections done by Ergon.	75%
Road and Construction Maintenance	Town entrances, all parks and recreational areas are managed in a sustainable manner with mowing and slashing completed regularly. Trees and shrubs pruned or removed if dead or dangerous. New seasonal plantings are completed to improve the aesthetics of the town.	Visible appearance of town, parks and open spaces is well maintained. No dead trees on Council land. Positive comments from visitors and community.	Maintenance ongoing. We have the moon rocks for the entrances on the Winton and Bedourie side. Work Camp will put them in when they get here. It will be in the shape of a camel.	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Road and Construction Maintenance	Water treatment and conditioning is consistent and remains within department guidelines. Bore system functions to above ground tanks work and supply is constant.	No water outages, quality of water improved with complaints actioned asap.	The new liquid treatment system is up and working we are monitoring the system at this stage. Complaints dealt with as received.	75%
Director Works and Operations	Regular scheduled water sampling conducted and variations reported to Water Board and the CEO.	Reports from Water Board free from errors.	Water sampling and testing completed as per DWQMP. Missed January sampling due to flood waters and road closures. Notification has been sent to Regulator.	75%
Road and Construction Maintenance	Regular collection of residential and commercial waste as per policy with annual review on collections completed.	No complaints from residents or businesses.	Regular collections of residential and commercial waste are picked up every week in a timely manner.	75%
Road and Construction Maintenance	Waste facility managed in line with EPA requirements.	Waste facility is ordered and functional with little 'blow away' waste.	Control requirements of waste is in line with EPA. Waste Depot being re-vamped.	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Natural Disaster Relief and Recovery Arrangements (NDRRA) Flood events are identified and managed with 'value for money' principles.	Road information is picked up and processed in a timely manner. Flood work is completed and reported on in a timely manner and within budget which is reported to Council on a monthly basis.	<p>Council recently had a meeting with QRA representatives in regards to NDRRA Rates Methodology.</p> <p>March 2018 Submission has been approved. Total value of work \$3.99M.</p> <p>Calculation of Council plant and day labour costs in progress.</p>	75%

Officer	What Output	How Activity	Work Completed	% Completed
Road and Construction Maintenance	TMR Roads and maintenance contracts are prepared, reviewed and submitted within approved time frames.	All TMR contracts are completed and reports submitted to confirm work completed.	TMR works are completed on time and within budget.	75%
Director Works and Operations	Identify potential black-spot areas on roads and or bridges and apply for funding.	Project completed ready for funding opportunity.	Blackspots nominations open. Projects will be submitted. Urandangie North Road Moonah Creek upgrade and Bengeacca upgrade.	75%
Road and Construction Maintenance	Transport and Main Roads RMPC roadworks are identified, completed and reported on in a timely manner and maintained within budget. Council report to be updated monthly.	Reports to Council are completed monthly with quarterly updates to Council meetings on progress against plan.	RMPC Roadworks are completed on time.	75%
Director Works and Operations	Compliant aerodrome facility including lights and markings meet with CASA requirements.	Pass of the audit via Annual inspection by CASA.	Crack sealing at the Boulia airport completed. Urandangie airport reseal and line-marking completed.	90%
Director Works and Operations	Shire roads are maintained within budget allocation and annual works program. Projects identified to reduce ongoing maintenance in the future.	Shire roads maintenance program including maintenance grading is completed each year.	Recent rain caused some damage work and will be completed through emergent works. All the shire roads in reasonably good condition.	75%
Director Works and Operations	Roads to Recovery projects are identified, recorded and completed within guidelines to improve the road network, footpaths and special projects etc.	Reporting to Roads to Recovery body is approved and audited by external auditors.	R2R funds have been spent last FY. R2R funds also used for co-contribution on Donohue HWY project.	100%

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Outback Way sealing program is being completed in line with budget allocation and works program.	Work has been completed to the agreed standard between NT, WA and QLD.	Waiting on next lot of funding. Total Sealed - 137.5. Unsealed section left - 101.1. Total \$100K left on the allocated funding.	90%
Director Works and Operations	Council manages extraneous Council equipment to obtain value for money and generate private works income where possible.	External work is completed at a competitive rate with all costs to Council covered.	Supplying concrete to DTMR project. Will be using our plant to complete Springvale floodway projects. Major plant has been purchased. Utility vehicles to be purchased.	75%
Director Works and Operations	Roads to Recovery (R2R) - programs are developed to improve the liveability of the town and surrounding areas for the shire residents.	Budget allocated from R2R is geared to make the most out of the funding.	Projects listed on the portal.	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Buildings and all Council facilities meet regulatory requirements and also meet WH&S standards. Annual inspections of power boxes and RCD's are completed.	Inspections by regulatory bodies and WH&S Officers meet pass rate.	Ongoing - Electrician has been carrying out the testing according to the legislation requirements.	75%
Road and Construction Maintenance	Building facilities are well maintained with building use monitored by the venue booking forms, income is generated where possible.	Regular inspections conducted by supervisors meet level of service requirements.	All buildings are maintained ready for community use.	75%

Officer	What Output	How Activity	Work Completed	% Completed
Road and Construction Maintenance	Maintain the buildings, grounds fencing and buildings in existence at the Racecourse Reserve to meet racing requirements.	Running rail fencing installed at the Racecourse Reserve from Drought Communities Drought Funding.	Building is well maintain and ready for bookings.	75%
Director Works and Operations	Urandangie Hall Facilities meet regulatory requirements and also meet WH&S standards.	Regular inspections conducted by supervisors meet level of service requirements.	New sink, new hot-water system, new sign has been installed and new toilet cistern has been installed. Deck has been oiled recently, premises have been cleaned.	80%
Director Works and Operations	RSL building renovations including a ramp, renovated kitchen and an internal toilet to be installed.	Work to be completed by the Work Camp and local qualified builder.	Project will commence as soon as variation approved. Project will be completed by end of June 2019.	5%
Community Services Manager	Library facilities and programs are delivered to meet the needs of the community as well as meet regulatory requirements and WH&S standards.	Regular inspections conducted by supervisors meet level of service requirements.	Children still attending in numbers every week afternoon.	75%
Road and Construction Maintenance	Bouliia Cemetery facilities are well maintained and grounds are aesthetically appealing.	Regular inspections conducted by supervisors meet level of service requirements.	Ongoing watering completed, with repairs and mowing done when needed.	75%
Road and Construction Maintenance	Urandangie Cemetery facilities are well maintained and grounds are aesthetically appealing.	Regular inspections conducted by supervisors meet level of service requirements.	We keep it well maintained for the tourists as they like looking around the old cemetery.	75%
Road and Construction Maintenance	That the bus is registered and well maintained to be able to be utilised for community functions and events.	Bus utilised for events and other activities.	Bus is ready for use for events and community.	75%

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Airport building facilities are clean and well managed to ensure a good first impression to our town and that the building meets regulatory requirements and WH&S standards.	Inspections by regulatory bodies and WH&S Officers meet pass rate. Regular inspections conducted by supervisors meet level of service requirements.	Ongoing - facilities have been kept clean all the time. Complying with WH&S standards. Ceiling has been cleaned.	80%
Chief Executive Officer	Feasibility concept completed for the redesign and plan for an incorporated Council administration building including the Library and office space which can be leased.	New Council plan developed for building.	Community consultation completed, Griffith Uni students and Professor engaged to complete concept design ready to submit to architect ready for funding when available.	50%

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

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Progress the development of the Industrial Airport Subdivision (Stage 1) by having survey plans prepared and a shelf ready project to enable the application for funding when available.	Land availability options cleared with Native Title holders and DNRM. ILUA requirements met. Legal documents and agreements are signed and registered with DNRM. Titles issued on identified land.	Shelf project completed, funding applied for - \$984,000 funding approved, work to commence June 2019, completion in Dec 2019 for stage 1.	75%

STRENGTHEN THE LOCAL ECONOMY

Economic

Promote tourism as an economic driver for the region

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Review digital media, brochure and television advertising annually to ensure content is relevant and is aimed at the target market. Record visitor numbers and sales in monthly reports to Council.	Numbers of visitors to show. Increase in income as a percentage of expenditure for sales.	The process of designing a new advertisement is under progress.	70%
Community Services Manager	The Min Min attraction is the major draw card for Boulia. Maintain and improve the experience by regular maintenance and updating program software when required.	Replacement of existing infrastructure completed with program review completed by Nov 2017 from Works for Queensland grant funding.	The show maintenance is planned for April.	75%
Community Services Manager	Increase visitor numbers by utilisation of electronic media to promote Boulia and surrounding attractions.	Visitors to Min Min/Stonehouse and accommodation outlets.	The new Council website is up and running and relevant staff have received training in this.	75%
Road and Construction Maintenance	Support local tourism in Urandangie by the improvement of facilities in the parks with the addition of more playground equipment.	Structures installed by Nov 2017 from Works for Queensland grant funding.	Works for Queensland installation of public toilets and shade structure improvements have been completed.	100%

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Promote the attractions in Boulia to increase the number of visitors to Boulia through partnerships with other regional tourism providers. ie caravan and camping shows.	Completion of famils and external visits with the Far West Alliance to trade shows.	Staff once again attended two trade shows this year, one being interstate. Staff will attend the OQTA workshops and awards night in Winton in November.	75%
Chief Executive Officer	Recognition of various Traditional Owner (T/O) groups within the shire by including signage on T/O area boundaries.	Consultation with T/O groups on wording and location of signage. Installation of signs completed.	Requests to the legal representative to progress the matter. No progress.	5%

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

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	All houses and units owned by Council are rented out. 80% occupancy rate with applications submitted through the Housing Committee for approval with accommodation to be at an agreed standard prior to letting.	Occupancy rate achieved.	All houses are tenanted and only one unit vacant at present time. A unit is being painted and maintenance is regularly carried out.	75%

Support opportunities for existing and emerging industries and business

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Support requests for further development of sites within Boulia Shire to enable increased employment of local people and review the potential for a rates free period to attract small business to town.	Increased number of businesses using Boulia as a base employing local people.	Council have now passed a resolution to qualify eligible applicants for rates free period which will be included in the Revenue Statement for 2019-2020.	100%

Identify other economic opportunities and enablers for the shire

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Remote Area Planning and Development Board (RAPAD) - Facilitate the growth and development of the Central West and wider Outback region. By working together member local governments are united in their desire to enhance the quality of life for all residents.	Evidenced based outcomes resulting from the membership of the regional group.	Mayor, CEO and Director attend all meetings either in person or by teleconference. Financial management system is now fully installed which was a collaborative project between all Councils.	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	Outback Regional Road Group (ORRTG) - Represent Boulia's needs for shire roads, roads of regional significance so we receive our fair share of funding within the group dynamic.	Monthly meetings to review progress.	Through ORRTG we have involved joint procurement airport reseal, crack seal, airport inspections. Working on drilling bores. Actively participating in the meetings and prioritising the projects according to prioritisation tool. Initiating and utilising joint procurement from the group.	75%
Director Works and Operations	Work with RAPADWSA (Water Strategic Alliance) in joint procurement for major infrastructure water projects to enable the best utilisation of funding to achieve sound outcomes for infrastructure and therefore service delivery for water.	Improved water infrastructure.	Initiating and utilising joint procurement from the group. Actively participating in the meetings and prioritising the projects according to prioritisation tool.	75%

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Outback Way Development Corporation - continuation of the joint representation for the future development of the Donohue Highway forming part of the Outback Way - Australia's longest shortcut.	Monthly teleconference updates.	Joint collaboration to the Federal Government and the State Government on the future funding of the Donohue Highway and the 20% contribution expected from Boulia Shire. This project is extremely important to Boulia Shire to enable the workforce to be sustained which supports the town.	80%
Chief Executive Officer	Continued lobbying to State and Federal government through the Outback Way for the sealing of the Donohue Highway and for this section of the Outback Way to be made a State road as are all other sections of the road in other states.	Further allocation of funding to seal sections of the Donohue Hwy.	Further funding has been released for the 2019-2020 period with a further allocation to complete the road between Boulia and the NT border earmarked.	50%
Community Services Manager	Collaboration with Outback Queensland Tourism Association (OQTA) to improve the exposure for Boulia's Tourist product - Min Min Encounter, Boulia's Heritage Complex and our 100 million year old marine fossil exhibit.	Joint attendance at trade shows. Queensland wide promotions. National exposure.	Boulia tourism staff attended trade shows in February and April. They will also attend the OQTA workshops and awards in Winton in November.	75%
Chief Executive Officer	Central West Regional Pest Management Group (CWRPMG) - Development of a strong regional group who guide the implementation of the adopted Regional Bio-Security Plan which will seek opportunities to eradicate, control and manage pest and weed issues.	Group is functional and has had success in identifying and lobbying government for changes to funding allocations.	A new revised group which include Desert Channels and AgForce has been created. Strong leadership and community involvement in small projects will be the focus going forward.	75%

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Prepare submissions to Western Queensland Local Government Association and Australian Local Government Association to lobby State and/or Federal Governments for strategic changes to Acts and regulations where warranted.	Cross boundary assistance and support given to other members of the group.	Submissions have been lodged in support of the increase of FAGS grants to 1% of GDP and the changes to the Local Government Act to allow Mayoral and Councillor candidates to run consecutively. Also a feral cat bounty as a consideration.	75%
Chief Executive Officer	Ensure that the Local Disaster Management Group (LDMG) group is functional and operates well in emergency situations. Bi-annual meetings and exercises are conducted as required.	Activations are well executed and documented. Reports to the LDMG are completed. Field and desk top exercises are completed.	Next meeting was scheduled for May but ex-tropical Cyclone Trevor provided the group a chance to put the training into action. De-brief has not occurred as the aftermath is still current at the writing of this report.	75%
Chief Executive Officer	Inland Queensland Road Action Plan (IQRAP) - Development of a concise road network plan with a view to improve productivity for existing industries and businesses along supply chains, enhance competitiveness of exporters, support new private sector investment and improve resilience and connectivity for the delivery of goods and services to communities.	This group is developing and gathering momentum. We are only one of 33 local governments who are members. The focus is to increase the quality and accessibility of the road network to maximise the economic prosperity of inland QLD.	Mayor Rick Britton has attended several meetings both with Queensland Ministers, TMR and recently in Canberra and has received good support for the project.	75%
Community Services Manager	Council housing stock is managed in a clear and accountable manner with allocation of housing stock to applicants completed via the Housing Committee.	Housing stock is utilised for the best purpose.	Housing inspections will occur again in May for targeted homes considered to be high maintenance. Council is seeking approval to sell some older houses.	75%

Officer	What Output	How Activity	Work Completed	% Completed
Finance Manager	Audit Committee - Regular meetings are held in line with requirements to review and monitor audit comments and ensure Council is performing in accordance with the Local Government regulations.	Functional Audit Committee.	The new Internal Auditor has completed the first visit and prepared the scoping document for the next three years.	55%
Human Resources	EBA Committee - Staff Committees are formed inclusive of all areas of the Council and employees have input into the group decisions.	Well balanced EBA supporting both staff and the Council sustainability.	EBA process has commenced with staff notified to be able to contribute to the new EBA. Unions have been notified.	50%
Director Works and Operations	The Plant Committee to complete reviews on plant usage making suggestion on turn over, purchase and replacement to achieve maximum value for money outcomes.	Plant purchases are within budget and plant is maintained within specified parameters to enable sound operations of the Council.	Last Plant Committee meeting held in February 2019. Plant Committee meets as required.	75%

CARING FOR OUR PEOPLE AND OUR ENVIRONMENT

Environment

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

Officer	What Output	How Activity	Work Completed	% Completed
Executive Assistant	The set of policies and local laws are reviewed annually to ensure that all residents are able to enjoy Boulia without impediment.	Policies and Local Laws are up to date and relevant.	All polices that are due for revision in 2018 have been noted and the relevant Departments responsible have been made aware that their policy is due for review.	70%

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

Officer	What Output	How Activity	Work Completed	% Completed
Director Works and Operations	All facilities over which we are required to hold a licence meet the Qld standards and licence renewal is achieved.	Visitation and audit by Environmental Health Officer to review all of Council operated facilities and business operating in Boulia.	Appropriate licences have been renewed.	75%
Rural Lands Protection Officer	Identification and management of pest animal and weed issues within the shire in accordance with the Bio-security Plan adopted by Council with reporting to be done back to CWRPMG quarterly.	Pest animal baiting occurs. Weed identification and notification process occurs. CWRPMG meetings are attended by RLPO.	All reports completed with action to support other shires also completed.	80%
Rural Lands Protection Officer	Leases over the Butcher Paddock and Coridgee Laneway are managed in accordance with our lease requirements for stock holdings.	Leases are sub-leased with income generated to cover lease fees to Qld Gov and managed in accordance with those requirements.	Both leases are managed in accordance with the lease. Regular inspections done.	80%

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

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	The new template Town Planning Scheme is progressed with community consultation and final adoption of the scheme in 2018/19.	Town Planning Scheme is reviewed and adopted by Council.	Visitation is now not expected until July when the Department will come to Boulia to do community consultation.	70%
Director Works and Operations	All building applications are completed in a timely manner with the correct fees charged.	Applications processed with minimum delays.	All applications finalised.	75%
Chief Executive Officer	Native Title/Cultural Heritage requests are dealt with as they eventuate.	Land Planning issues proceed as needed with the proper process followed.	Letters to groups regarding Town Planning issues completed. No other Native Title issues are apparent.	75%

Facilitate health and medical service provision for Boulia and Urandangie

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Strong relationships built between all levels of government who deliver health services to the people of Boulia.	Improved health and medical facilities for Boulia and Urandangie.	The Well-being Centre is now incorporated into the new Primary Health Care Centre which will be a bonus for the residents of Boulia. The Well-being Centre should be completed by May 2019.	50%
Chief Executive Officer	Au-spiced funding for Royal Flying Doctors Service (RFDS) is managed in accordance with planned activities to upgrade facility in conjunction with Dr Don to be completed as identified.	Activities completed with quarterly reports submitted.	All activities which have been requested have now been completed. Reporting back to funding body and Dr Don is completed quarterly.	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Rural Lands Protection Officer	Management and control of domestic animals within the township. Continued diligence and management of noxious weeds within the scope of Council activities along with baiting activity conducted with landholders to control pest species.	Limited numbers of stray animals. Unwanted or impounded animals are disposed of humanely.	Continual diligence - minimal animal issues apparent.	70%
Rural Lands Protection Officer	Noxious pest weed control on Council managed land and Council road reserves is maintained, monitored and reported quarterly to Council but subject to grant funding.	Limited incursions with action taken for invasive species.	Any pest weeds found on Council land and reserves has been sprayed when found.	85%
Rural Lands Protection Officer	Reduction in the number of pest animals by paying of bounties for wild dog scalps and pig snouts with a complete register of numbers reported and amounts paid by Council for the bounty.	Take up of baiting program offers by the landholders. Bounty payments continue. Education information available on pest animals on the website/ face to face.	There has been decline in the number of feral pig snouts and wild dog scalps being brought in. With approx 89 pig snouts and 13 dog scalps for the last couple of months.	85%
Rural Lands Protection Officer	Town Common is managed within the limits set and stock holders are encouraged to participate in any muster arranged by Council. Weed control and stock levels monitored and reported to Council quarterly.	Town Common Committee meets at least once per year. Members fees are paid promptly Stock which is not registered with a member will be impounded. Town Common muster is completed half yearly.	There is still a problem with stray stock that belongs to the properties that share a common boundary with the common of their stock getting on to the common and them constantly having to be asked to remove them. Town Common Policy has been amended to try to alleviate this problem.	75%

Officer	What Output	How Activity	Work Completed	% Completed
Rural Lands Protection Officer	Primary stock route bores are maintained as appropriate with funding applied for as needed. Other bores are maintained as funding allows.	Stock route bores are maintained in accordance with funding received.	More Capital Works Funding has been applied for to replace the solar pump at the 15 Mile bore. Any pest weeds found on the stock routes are sprayed ASAP.	85%
Chief Executive Officer	Local SES group is supported by Council. Compliance with the state requirements to have a State Emergency Service (SES) group.	SES - Group is supported during and after events by the use of Council equipment and staff if required. SES Management Plans are up to date.	New SES extension shed to house the All Terrain Vehicle has been supported by a new grant from SES. Work will commence in May 2019.	80%
Chief Executive Officer	Local Disaster Management Group (LDMG) and a Rural Fire Brigade (RFS) - groups are supported by Council with regular meetings held and exercises and training completed as required.	LDMG - Half yearly meetings are held and reported back to DDMG. LDMG - Activation meeting for flood events are held and reported. LDMG Management Plans are up to date including QFES requirements. Meetings are attended and actioned.	Activation in Feb and March 2019 for natural events (flooding).	75%

ROBUST GOVERNANCE

GOVERNANCE

Manage Council's Human Resources in an effective manner

Officer	What Output	How Activity	Work Completed	% Completed
Human Resources	Administration - HR policies and procedures in place to ensure staff have clear guidelines in relation to working for the Council.	Policies are reviewed and made available to staff.	Clear guidelines are in place, new EBA will see a revision of all Council documents relating to our employees.	80%
Human Resources	Human Resource plan is developed to identify potential needs in the future (succession planning).	Plan will be used in the budget process for 2018-2019.	Council is to now develop a workforce plan once the EBA is ratified.	75%
Human Resources	Review of existing EBA and commence consultation with staff to develop an equitable EBA which is fair to staff and sustainable for Council.	Enterprise Bargaining Agreement is developed and adopted by Council in accordance with the new State Award 2017.	Many improvements are being made in the development of fairness to all staff members with Senior Management, staff and appropriate supervisors collaborating to ensure the first step in this process is completed in a fair and sustainable manner.	80%

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

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Min Min Encounter Business Plan incorporating management guides and sustainability review completed with completed manual for the show held by Council.	Business plan and management manuals completed by Greg Tuckwell (consultant).	Completed manual on show procedure on USB held in Admin Office and written format held at the Min Min Encounter.	100%

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Stonehouse Museum Business Plan incorporating management guides and sustainability review completed.	Plans completed which identify future sustainability and infrastructure requirements into the future.	Business plan completed.	100%

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

Officer	What Output	How Activity	Work Completed	% Completed
Finance Manager	Corporate Risk Management is identified and managed as an ongoing part of the business.	Risk Management Framework is developed and implemented across the organisation.	Continually being reviewed daily, fortnightly and monthly. Updating of the Risk Management Plan will be completed in July 2019.	75%
Chief Executive Officer	A business solution (IT) which covers the needs of Council at present and into the future is supported by each layer of the organisation and training is available to achieve best practice.	Partnership with the RAPAD group to identify future solutions for Boulia in line with the region progressed.	Implementation has been completed and finalised with excellent work completed by all staff and especially the Manager Corporate and Financial Services, Kaylene Sloman.	80%
Finance Manager	Long Term Financial Plan to be updated to QTC model to a stage where it gives Council a good indication of the impact of financial decisions made by them on future decisions.	Long Term Financial Plan developed in line with QTC format.	Data has been updated in the Long Term Financial Plan, completion should be by the end of the next period.	70%
Finance Manager	Financial reporting to Council provides up to date information to enable Council to make sound decisions.	Monthly financial reporting to Council includes snapshot of current performance against budget figures.	Reporting to Council continues on a monthly basis at each Council Meeting. On a quarterly basis the Budget is reviewed against actual expenditure and income. Explanations are supplied by Manager of Corporate & Financial Services to the Councillors and Senior Management.	80%

Officer	What Output	How Activity	Work Completed	% Completed
Finance Manager	Legislative compliance regarding Audit Committees meet standards.	Audit Committee meetings are held twice per year to review Audit Plans, Draft Financial Statements, previous audit management responses and actions.	Walsh Accounting are working with the Manager of Corporate & Financial Services on a 3 year audit plan. First review has now been completed with the scope of works finalised.	75%
Finance Manager	Council is in receipt of the annual budget documentation ready to be adopted each year.	Budget preparation is timely and involves executive team and department heads with bids for funding received from departments for consideration by Council.	The budget for the 2019-2020 year is being prepared ready for the first budget review in May.	70%
Finance Manager	Council is able to monitor the budget and determine the progress of projects and work completed in line with budget projections.	Quarterly budget reviews completed and presented to Council with comments on variations to budget.	The third quarter review will be presented at the April meeting from the new financial system.	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Workplace Health and Safety	All areas within Council meet the basic standards for WH&S.	Regular reporting to ManEx on incidents and prevention activities.	Weekly reports to ManEx are completed with all incidents recorded into the document management system. Monthly reports via the business paper are completed with explanation of the incident.	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Community Services Manager	Min Min expenditure fees and charges reflect the industry norm and mark-up on goods is reflective of costs.	Costs to visit our exhibition is reflective of other tourist attractions and minimal stock write off.	New stock continually being sourced. Retail sales continue to go up.	75%
Community Services Manager	Stonehouse fees and charges reflect the industry norm and mark-up on goods is reflective of costs.	Costs to visit our exhibition is reflective of other tourist attractions and minimal stock write off.	Heritage Complex visitor numbers are consistent with previous years.	75%
Director Works and Operations	Depot workshop, Council plant and equipment is fully operational at all times.	Limited downtime and minimal lost productivity.	Recruitment completed for the operators. Major plant getting utilised.	75%

AN EVOLVING WORKPLACE

GOVERNANCE

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

Officer	What Output	How Activity	Work Completed	% Completed
Workplace Health and Safety	All staff are compliant in the use of the WH&S system and achieve an audit pass on inspections.	JLTA audit is completed and a pass is achieved by the group.	Monthly reports to Council by WH&S supervisor done.	75%
Human Resources	6.1.3 Deliver accurate and timely processing of the payroll and associated reporting requirements.	All payments to staff are delivered within time frames and without error.	Synergy Soft's new Payroll implementation has commenced with all payroll being processed accurately, and within the required time frame each fortnight. New codes are in place with time sheets being completed every week. Implementation of electronic time sheets will happen shortly.	80%

Officer	What Output	How Activity	Work Completed	% Completed
Human Resources	6.1.4 Record, preserve and protect employee records for payroll and Human Resource management.	All employee records are up to date and secured electronically and have a backup paper file.	All new employee data recorded. All existing employee data is updated for relevance as we proceed with annual reviews.	75%
Human Resources	6.1.5 Assistance with the recruitment and selection process from advertising to the final letter of offer for new employees.	The recruitment process is completed in a smooth and professional manner with documents provided that are up to date and relevant. All documentation is collected as required and saved electronically.	All processes are followed to ensure employee information is managed correctly.	80%

Keeping pace with technological changes in the workplace environment

Officer	What Output	How Activity	Work Completed	% Completed
Human Resources	Support staff to further their development in Local Government in the use of progressive programs, training and resources.	Staff competent in the use of the systems used by Council.	One staff member has successfully completed their Diploma of Local Government Administration (with a finance focus). The Finance and Corporate Services Manager is embarking on an Advanced Leadership Course in the new year to enhance her present Managerial and Staff Leadership capabilities.	80%

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

Officer	What Output	How Activity	Work Completed	% Completed
Human Resources	All staff are aware of how to notify ideas/complaints/suggestions.	Records of suggestions/complaints/issues to be kept on staff file.	The Senior Staff Members and Human Resources Officer are working together to foster a new culture within Council. It is one that promotes a more communicative environment where staff are encouraged to put their ideas forward for continuous improvements as they perceive for their work areas which can be considered both by their colleagues and supervisors with a view to improving processes and/or staff member's comforts (physical and mental).	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Senior Admin Officer	Confident staff able to attend to all customer enquiries and deal with difficult situations.	Annual re-fresher training on customer service as required.	Staff are continually being trained and or updated as processes change and or introduction of new services. Fortnightly meetings will begin in the next quarter so Staff have a forum to identify any areas of concern or upcoming possible peak periods.	75%

Officer	What Output	How Activity	Work Completed	% Completed
Senior Admin Officer	Provide a range of administrative, customer services and facilities for the continued operation of Council.	Less than 5 complaints received per annum.	Administration and Financial Staff are continually dealing with external and internal customer services. A continual review will be covered at the fortnightly meetings with the team to identify any improvements or possible demand on services that may be an issue.	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Human Resources	Implement the Modern Award with the consultation of the Consultative Committee in the preparation of the new Enterprise Bargaining Agreement (EBA).	Modern Award implemented as released with EBA successfully agreed upon.	Human Resource Management, and Employment and Industrial Relations Specialist company, Hunt HR - Australia has been engaged by Council to guide the organisation through the formal processes including certification in the Queensland Industrial Relations Commission. It is envisaged that if all negotiations proceed with proper planning that a certified agreement is likely to be implemented by the beginning of July 2019. Union consultation is expected to commence in April 2019.	75%
Human Resources	Develop appropriate staff succession plan including attraction and retention policies.	Policies are developed, reviewed and approved by Council.	Key aspects of retaining staff is to demonstrate to the workforce that they are valued and create a visible future career path. Upskilling the current staff was identified as one method that will assist to fill vacancies created by the ageing workforce.	75%

PROACTIVE AND RESPONSIBLE LEADERSHIP

Governance

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

Officer	What Output	How Activity	Work Completed	% Completed
Executive Assistant	Annual community meeting after following the end of year financial results are released.	Meeting held in early December after the final results are released.	Financial documents are in the final stages after which the Annual Report will be finalised and dates for a community meeting can then be scheduled. 2018 community meeting is to be planned for May 15 th .	70%
Community Services Manager	Regular information being released through Channel Country Chatter, Facebook with the website content reviewed for accuracy and content twice per year.	Verbal feedback, monitored visits through Facebook.	Information still being released monthly in the newsletter, Council website and social media. Social media is being monitored for the number of view and likes.	75%

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

Officer	What Output	How Activity	Work Completed	% Completed
Executive Assistant	Preparation and collation of the Annual Report document in conjunction with senior managers to ensure the important legislative requirements are met and the report is a sound representation of the Council's achievement during the year.	Annual Report prepared with input from all senior managers and submitted to Council within time frames.	2017-2018 Annual Report has been completed, adopted by Council and placed on the web.	100%
Executive Assistant	Council agendas are released for review 7 days prior to the meeting and agenda items are placed on the website within 2 business days after the meeting.	Monthly activity is available for viewing by the public on our website within 2 business days.	All monthly Council meeting agendas and minutes to date have been uploaded to the Council website for public availability.	90%

To represent and collectively make decisions to benefit the entire community

Officer	What Output	How Activity	Work Completed	% Completed
Executive Assistant	Twelve ordinary Council meetings are held each year with two special budget meetings and two planning session days.	All meetings attended by all Councillors.	Planned Budget meetings for 2019 have been circulated and there has been regular attendance by Councillors at monthly Council meetings.	85%
Chief Executive Officer	Representation at all elected meeting groups supporting Boulia initiatives.	Reports received from attendees at the meetings presented to Council for information.	Representation is planned for all groups where possible.	75%

A cohesive and stable Council providing leadership and confidence

Officer	What Output	How Activity	Work Completed	% Completed
Chief Executive Officer	Active representation in the RAPAD group of Councils.	Success achieved with group projects.	Regular monthly teleconferences attended with face to face meetings attended each quarter by the Mayor and CEO.	75%

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	Manager Corporate & Financial Services Report	DOC REF: Item FM1
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REPORT BY:	Kaylene Sloman	DATE: 03/04/2019
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<p>CORPORATE PLAN REFERENCE: GOVERNANCE Finance Management: Objective - Maintain responsible, compliant financial management and reporting systems to provide accurate information to stakeholders.</p>

<p>PURPOSE: Financial Summary as at 31st March 2019.</p>

Cash Position:

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

	31st March 2019	28th February 2019
Cash at Hand	\$15,166,470	\$15,211,552
Net Cash Equivalent (Debtors-Creditors)	1,189,732	966,235
Total	\$16,356,202	\$16,177,787

AGED DEBTORS 31st March 2019

DEBTOR	90+	60	30	CURRENT	PRE-PAID	BALANCE
	2,631.87	290.00	1,860.00	188,213.83	(150.00)	192,845.70

RATES 31st March 2019

Total Outstanding \$ 257,799

CREDITORS 31st March 2019 **\$ 4,995.50**

BOULIA SHIRE COUNCIL
Income Statement
For the period ended 31st March 2019

	<i>2019 Actual</i>	<i>Original 18/19</i>
Income		
Revenue		
Recurrent Revenue		
Net rate and utility charges	1,276,603	1,260,820
Fees and charges	✔ 253,976	277,650
Rental income	✔ 163,997	309,220
Interest received	✔ 206,764	295,000
Sales - contract and recoverable works	✔ 2,037,810	3,594,266
Grants, subsidies, contributions and donations	✔ 4,861,628	3,864,315
Total Recurrent Revenue	8,800,779	9,601,271
Capital Revenue		
Grants, subsidies, contributions and donations	✔ 3,581,411	6,820,635
Total Capital Revenue	3,581,411	6,820,635
Total Revenue	12,382,189	16,421,906
Total Income	12,382,189	16,421,906
Expenses		
Recurrent Expenses		
Administration & Governance Expenses	✔ (2,325,889)	(2,166,595)
Environmental Costs	(190,751)	(336,482)
Infrastructure Maintenance	(1,309,029)	(1,687,960)
Depreciation	(584,779)	(3,431,912)
Recoverable Works Costs	✔ (4,942,777)	(4,134,361)
Net Plant Operating Expenses	121,012	1,224,000
Community Service Costs	(706,894)	(1,402,420)
General Maintenance	✔ (906,819)	(1,015,005)
Total Recurrent Expenses	(10,845,927)	(12,950,735)
Total Expenses	(10,845,927)	(12,950,735)
Net Result Attributable to Council	✔ 1,536,262	3,471,171

BOULIA SHIRE COUNCIL
Balance Sheet
For the period ended 31st March 2019

	<i>2019 Actual</i>	<i>Original 18/19</i>
Current Assets		
Cash and cash equivalents	15,166,470	11,589,112
Trade and other receivables	1,189,732	1,566,024
Inventories	293,572	300,552
Total Current Assets	<u>16,649,775</u>	<u>13,455,688</u>
Non-current Assets		
Property, plant and equipment	<u>153,987,208</u>	<u>161,306,666</u>
Total Non-current Assets	153,987,208	161,306,666
TOTAL ASSETS	<u>170,636,983</u>	<u>174,762,354</u>
Current Liabilities		
Trade and other payables	101,204	801,578
Borrowings	(8,789)	52,000
Provisions	792,600	208,482
Total Current Liabilities	<u>885,015</u>	<u>1,062,060</u>
Non-current Liabilities		
Borrowings	1,147,358	1,207,139
Provisions	116,999	49,965
Total Non-current Liabilities	<u>1,264,357</u>	<u>1,257,104</u>
TOTAL LIABILITIES	<u>2,149,372</u>	<u>2,319,164</u>
NET COMMUNITY ASSETS	<u>168,487,611</u>	<u>172,443,190</u>
Community Equity		
Asset revaluation reserve	85,512,318	85,512,319
Retained surplus	82,975,293	86,930,871
TOTAL COMMUNITY EQUITY	<u>168,487,611</u>	<u>172,443,190</u>

BOULIA SHIRE COUNCIL
Statement of Cash Flows
For the period ended 31st March 2019

	<i>2019 Actual</i>	<i>Original 18/19</i>
Cash Flows from Operating activities:		
Receipts from customers	3,279,427	5,207,736
Payments to suppliers and employees	(9,321,338)	(8,975,453)
	(6,041,911)	(3,767,717)
Interest received	206,764	295,000
Rental income	163,997	309,220
Non-capital grants and contributions	6,558,277	3,794,015
Borrowing costs	0	(74,560)
Net Cash Inflow (Outflow) from Operating Activities	887,128	555,958
Cash Flows from Investing activities:		
Payments for property, plant and equipment	(1,924,591)	(1,642,813)
Grants, subsidies, contributions and donations	2,325,055	1,598,880
Net Cash Inflow (Outflow) from Investing activities	400,465	(43,933)
Cash Flows from Financing activities		
Repayment of borrowings	(23,974)	(44,881)
Net Cash Inflow (Outflow) from Financing activities	(23,974)	(44,881)
Net Increase (Decrease) in Cash and Cash Equivalents held	1,263,619	467,144
Cash and Cash Equivalents at beginning of Reporting period	13,902,851	11,121,968
Cash and Cash Equivalents at end of Reporting period	\$ 15,166,470	\$ 11,589,112

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Manager of Corporate & Financial Services Report be received for information.

DOCUMENTS TO BE TABLED:

Capital Major Projects, Capital Road Works, Flood Damage Works

Reviewed and Approved by Chief Executive Officer | Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	COMMUNITY SERVICES REPORT	DOC REF: Item CSM1
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REPORT BY:	Mrs Julie Woodhouse Community Services Manager	DATE: 05/04/2019
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CORPORATE PLAN REFERENCE: Theme – SOCIAL

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

- Housing – Endeavour to provide sufficient, affordable and suitable housing to meet demand.
- Marketing – Promote and market the shire of Boulia to attract rural living, visitors and investors to the shire.
- Cultural Facilities & Services – Provide facilities for arts and cultural activities and the preservation of historic and heritage artefacts.

PURPOSE:

To provide Council with an update of the activities associated with Councils' community development activities.

CONTENT:

Current housing available:

<u>ACTIVITY</u>	<u>Number</u>
Total houses available for occupation	0
Total flats available	1
Total Council units are always kept vacant for use by visiting professionals	1
Total Council furnished flat being used by contractor	1
Houses/flats being renovated/painted	1 unit
Applications for rental for March	1

- A pensioner unit will soon become available for rent.
- Anglo American are going to rent a Council house in the coming months on a long term lease.
- During June, renovations will start on a tenant's bathroom, during this time the tenant will be relocated to a Public Housing house which they will let us have for at least 6 weeks rent free.

Tourism:

- The framed night sky photograph has been forwarded to Senator McGrath's Canberra office at Parliament House.
- The Tourism Officer and I will be attending the OQTA conference and awards night in November at Winton.

Grants:

- The Safer Communities grant for CCTV cameras in Robinson Park was not approved.
- The Building Better Regions funding for a verandah extension at Tom Howards cottage was not approved.
- The RADF Committee has agreed that for the 2019-2020 bid that we ask for \$24,000 so we can have more touring shows and still allow for local workshops if applications come in. Council's contribution to this funding will be 10%.
- The funding for the tennis courts renewal will soon be released. A contractor has been approved to start in September.

Community:

The Boulia Community Support Service has partnered with Council's Library and Sports Centre staff to offer joint holiday activities during the April holidays.

In March, a Comedy Gala night was held in the hall which was part of the Artour western tour funded by RADF and in this case drought community funding which paid for the supper.

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Community Services Report is received for information.

ATTACHMENTS:

- Grant Funding Register – Approved items
- Grant Funding Register – Pending items

Approved by Chief Executive Officer

Ms Lynn Moore

Grant Funding Register - Approved items

Project Name	Grant / Funding Body	Amount of Funding applied for	Council Cash or in kind Contribution	Other funding source \$'s	Total Project Cost	NOTES	Amount of Funding approved	Expected Project Completion Date	Works Completed	Acquittal Completed
Upgrade Urandangie Health Clinic - auspiced	Western Qld Primary Health Network	\$ 50,000	\$ -	\$ -	\$ 50,000	Funding auspiced by Council for Urandangie Health Clinic. Trust A/c	\$ 50,000	30th June 2018		
Mens shed - NOW Disabled Toilet Robinson Park	Stronger Communities programme	\$ 19,000	\$ 22,370	\$ -	\$ 40,370		\$ 20,000			
Jockey's Change Room	Drought Communities Program		\$ -	\$ -			\$ 266,500			
Sewer relining	Building Our Regions	\$ 500,000	\$ -	\$ -	\$ 500,000	EOI submitted - BoR	\$ 500,000	31/08/2018		
Shire Hall Renewal	Drought Communities Program	\$ 443,870	\$ -	\$ -	\$ 443,870		\$ 443,870	15/01/2018		
Bouliia Wellbeing Centre	Drought Communities	\$ 572,900	\$ -	\$ 572,900	\$ 572,900		\$ 572,900	31/03/2019		
Upgrade of the Bouliia Aerodrome	Dept. of Infrastructure, Regional Development and Cities	\$ 34,625	\$ 34,625	\$ -	\$ 69,249		\$ 34,625	31/12/2018		
Upgrade of the Urandangie Aerodrome	Dept. of Infrastructure, Regional Development and Cities	\$ 187,130	\$ 187,130	\$ -	\$ 374,260		\$ 187,130	30/10/2018		
Community Drought Support 2018	Department of Communities, Disability Services and Seniors (obtained by the RAPAD group)	\$ -	\$ -	\$ -	\$ 75,000		\$ 75,000	31/12/2018		
Stage 2 Toilet Ramp & Solar Hot Water System Urandangie	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 40,000	\$ -	\$ 70,000	\$ 40,000		\$ 40,000	31/10/2019		
Post Office Refurbishment	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 100,000			\$ 100,000		\$ 100,000	31/10/2019		
Racecourse Sewer Connection -W4Q2	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 450,000	\$ -	\$ -	\$ 450,000		\$ 450,000	31/10/2019		
Upgrade Council Depot Security BOSC.W4Q2.02	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 100,000	\$ -	\$ -	\$ 100,000		\$ 100,000	31/10/2019		
Toilet & Shower for New Truck Parking/Rest area Facility - W4Q2	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 100,000	\$ -	\$ -	\$ 100,000		\$ 100,000	31/10/2019		
Community Hall Flooring - W4Q2	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 35,000	\$ -	\$ -	\$ 35,000		\$ 35,000	31/10/2019		
Airport Fencing at Urandangie - W4Q2	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 50,000	\$ -	\$ -	\$ 50,000		\$ 50,000	31/10/2019		

Grant Funding Register - Approved items

Cenotaph Lighting - W4Q2	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 15,000	\$ -	\$ -	\$ 15,000		\$ 15,000	31/10/2019		
River Water Pipe Upgrade - W4Q2	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 65,000	\$ -	\$ -	\$ 65,000		\$ 65,000	31/10/2019		
Shade Shelter & Seating at Bubbler Park area - W4Q2	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 20,000	\$ -	\$ -	\$ 20,000		\$ 20,000	31/10/2019		
Workshop Refurbishing - W4Q2	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 35,000	\$ -	\$ -	\$ 35,000		\$ 35,000	31/10/2019		
Playground softfall - W4Q2	Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning	\$ 20,000	\$ 5,000	\$ -	\$ 25,000		\$ 20,000	31/10/2019		
Disinfection Systems Implementation for Boulia Town	LGGSP - Local Govt Grants & Subsidies Program	\$ 155,250	\$ 103,500	\$ -	\$ 258,750		\$ 155,250	30/06/2019		
Asset Management Plan	LGGSP - Local Govt Grants & Subsidies Program	\$ 18,000	\$ 12,000	\$ -	\$ 30,000		\$ 18,000	30/06/2019		
Boulia Robinson Park Security Cameras & Lighting	LGGSP - Local Govt Grants & Subsidies Program	\$ 18,630	\$ 12,420	\$ -	\$ 18,630		\$ 18,630	30/06/2019		
Floodway upgrade – Springvale Road (Springvale Road Structure Repairs)	2017-18 National Disaster Resilience Program	\$ 147,210	\$ 147,210	\$ -	\$ 294,420		\$ 147,210	30/06/2020		
Upgrade Facility and Purchase Equipment - auspiced grant for Boulia Golf Club	Gambling Community Benefit Fund - Department of Justice and Attorney-General	\$ 26,955	\$ -	\$ -	\$ 26,955		\$ 26,955	7/8/2019		
Regional Community Hub (Study)	MIPP_Maturing Infrastructure Pipeline	\$ 66,220	\$ -	\$ -	\$ 66,220	monthly finance rep needed	\$75,311 (ex GST)	21/8/2020		
Arts Qld	RADF funding	\$ 15,000	\$ 2,250	\$ -	\$ 15,000	Community	\$12,000 received	16/09/2019		
2018-19 Get Ready Queensland Grant Program	Queensland Reconstruction Authority	\$ -	\$ -	\$ -	\$ 4,880		\$4880 (ex GST)	30/06/2019		
Chill'n'Grill – BBQing for Boulia	Foundation for Rural & Regional Renewal - Tackling Tough Times Together	\$ 26,000	\$ 594	\$ -	\$ 26,944		\$ 26,000	1/4/2020		
Get Playing Places and Spaces	Dept Sport and Rec	\$ 88,800	\$ 23,000	\$ -	\$ 112,800	tennis courts resurfacing	\$ 89,900			
SES - Shed for All Terrain Vehicle	Community Gambling Benefit Fund	\$ 30,000	\$ 6,000	\$ -	\$ 36,000	Grant Funds and acquittal to be handled by QFES	\$ 24,363.63	23/09/2019		
DCP000096 - Drought Communitis Program	Department of Industry,Innovation And Science	\$ 1,050,000	\$ 21,381		\$ 1,071,381		\$ 1,050,000.00	30/06/2019		
First 5 Forever Program	Queensland State Library				\$ 1,000					Not required
Airport Industrial Estate	Building our Regions	\$ 994,800	\$ -	\$ -	\$ 994,800	Stage 1, industrial airport land	\$ 994,800.00	13/12/2019		

TOTAL AMOUNT OF FUNDING APPROVED: \$ 6,118,429

Grant Funding Register - Pending items

Project Name	Grant / Funding Body	Amount of Funding applied for	Council Cash or in kind Contribution	Other funding source \$'s	Total Project Cost	Application closing date	Council Officer Responsible	NOTES
Community Sport Infrastructure	Aust Gvt Sports Commission	\$ 88,890	\$ 22,000	\$ -	\$ 110,890	14/09/2018	CSM	tennis courts resurfacing
Boulia Airport resurfacing	Remote Airport Upgrade	\$ 1,145,000	\$ -	\$ -	\$ 1,145,000	25/11/2018	CEO	Boulia Airport resurface
Channel Country Weed project	Dept Social Services	\$ 100,000		\$ 99,498	\$ 199,498	5/02/2019	CEO	Woody weed control - stage 2
Multi-touch hub	Public Libraries strategic priorities funding	\$ 28,600	\$ -		\$ 28,600	22/02/2019	CSM	hub for the Library
Relocation of police cells	LGSP	\$ 24,000	\$ 6,000		\$ 30,000	8/02/2019	CSM	tourism venture
Combatting Pest and Weeds	Department of Ag and Water Resources	\$ 100,000		\$ 99,498	\$ 199,498	15/02/2019	CEO	Stage 2 Hamilton Channels
		\$ 1,486,490						

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	Sports Centre Mural	DOC REF: Item CSM2
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REPORT BY:	Mrs Julie Woodhouse Community Services Manager	DATE: 05/04/2019
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CORPORATE PLAN REFERENCE: Theme – SOCIAL

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

- Housing – Endeavour to provide sufficient, affordable and suitable housing to meet demand.
- Marketing – Promote and market the shire of Boulia to attract rural living, visitors and investors to the shire.
- Cultural Facilities & Services – Provide facilities for arts and cultural activities and the preservation of historic and heritage artefacts.

PURPOSE:

To present to Council a proposal for a mural project to be undertaken on the Sports Centre outer wall.

CONTENT:

For some years there has been interest from Council for doing a mural on the Sports Centre outer wall.

In the past various ideas were passed along but nothing definite has been decided. An ex Councillor suggested that we paint a depiction of Boulia from early pioneer times until today. Indigenous, cattle/sheep, trucking, Min Min lights are some examples.

We have acquired a quote from the mural artist who did the Cloncurry water tank last year and other notable works such as the Thallon wheat silos.

<https://www.facebook.com/keepitzoo/>

He is prepared to work with Council and engage the community to develop a concept design which will meet with approval prior to commencement. A link to his face book page is above so his work can be viewed.

The benefits to painting this mural would be another tourism attraction for Boulia, other regional Australian Councils have found that mural trails are fast becoming viable attractions for their towns. They create interest and promote knowledge of the town.



Above: Thallon Silos

GOVERNANCE IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

\$25,000 which includes artist, hire of machinery, accommodation.

RECOMMENDATION:

That Council proceed with the Sports Centre outer wall mural project and the quote from mural artist Joel Fergie be approved.

ATTACHMENTS: Nil

Approved by Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	Min Min Site Signage	DOC REF: Item CSM3
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REPORT BY:	Mrs Julie Woodhouse Community Services Manager	DATE: 05/04/2019
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CORPORATE PLAN REFERENCE: Theme – SOCIAL

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

- Housing - Endeavour to provide sufficient, affordable and suitable housing to meet demand.
- Marketing - Promote and market the shire of Boulia to attract rural living, visitors and investors to the shire.
- Cultural Facilities & Services - Provide facilities for arts and cultural activities and the preservation of historic and heritage artefacts.

PURPOSE:

To provide Council with an update on the signage located at the Min Min Hotel site.

CONTENT:

Research has been ongoing for information for this sign to replace the aging, wordy one at the hotel site.

Unfortunately there is not a lot of accurate historical information to find, so the data that has been sourced is what can be readily found on historical information stored in the State Library archives.

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

- That Council approve the proposed new wording, as attached to the Min Min Site Signage report, for the signage located at the Min Min Hotel site.
- That the sign size be 2200 x 1100 mm.

ATTACHMENTS: New wording for approval

Approved by Chief Executive Officer

Ms Lynn Moore

MIN MIN HOTEL SITE

This historic site is where a hut known as the Min Min Hotel was situated in the 1800's. It was a slab hut and serviced the surrounding cattle stations and possibly the Cobb and Co coaches that travelled from Winton to Boulia. It was the site of weddings and other out-back festivities.

A Mr William Bennett was employed by a Government hydraulic engineer to install a watering tank at Macunda Creek but was unable to do so due to lack of water and so changed the site to the Min Min Creek and later built the hut which was known as the Min Min Hotel.

History shows that he was the first licensee in 1887. In 1900 A W.M. Lilley was the licensee, there are no records of who the last licensee was when the hotel burnt down.

Unfortunately no known photographs have surfaced of this hotel.

The site was popularly believed to be where the first recorded sighting of the Min Min Light appeared to a stockman riding home from the hotel. It was believed to be a ghostly haunting from the graveyard.

Since that time many, many stories have been told of this mysterious ball of light that has confounded everyone including scientists and many theories abound.

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	Min Min Encounter March 2019 Report	DOC REF: Item F
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REPORT BY:	Anna Karra	DATE: 02/04/2019
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CORPORATE PLAN REFERENCE: Theme – SOCIAL

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

- Marketing - Promote and market the shire of Boulia to attract rural living, visitors and investors to the shire.
- Cultural Facilities & Services - Provide facilities for arts and cultural activities and the preservation of historic and heritage artefacts.

PURPOSE:

To report on the day to day operations of the Min Min Encounter and to promote tourism in the Shire and surrounding region.

CONTENT:

Monthly Activity Statistics:

Daily Sales for March 2019	\$2,810.65
MME Visitor Stats for March 2019	140
MME Show Stats for March 2019	29
BHC Stats for March 2019	40

Social Media Statistics for March 2019:

Page	Page Likes	Reached	Shares
Boulia Shire Council	209	66,783	655
Min Min Encounter	191	55,509	635

REPORT ON ACTIVITIES HELD FOR MARCH 2019

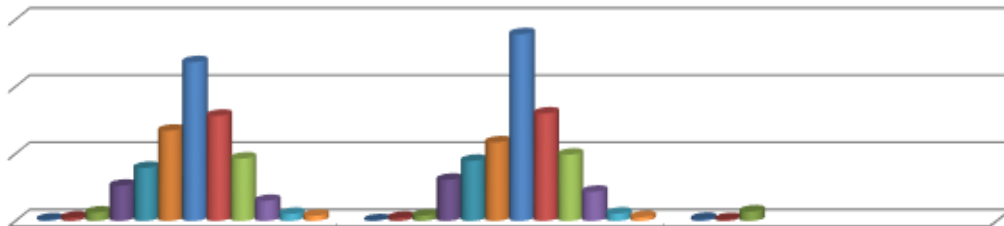
The visitor numbers have picked up in the month of March until our rain and flood event. We had a baby giftware sale in March and Council staff Christmas vouchers have ended with the end of March. Both of these promotions have seen good movement of baby items and other merchandise.

Following the weather events, we have stocked up on mosquito/fly head veils, oils and creams like Rosemary & Cedarwood cream. This month we have also ordered a few minerals and fossils to offer a wider variety of merchandise. We have carefully chosen the fossils that are closely related to our marine fossils. In the books range, we have included books about Life in Australia's Inland Sea and Plesiosaurs.

This month's most exciting activity is our social media activity. We had record numbers of page likes and response rates. We could reach out to many enquiries on Facebook this month from road conditions, enquiries to the safety of family and friends who were travelling to and from Boulia.

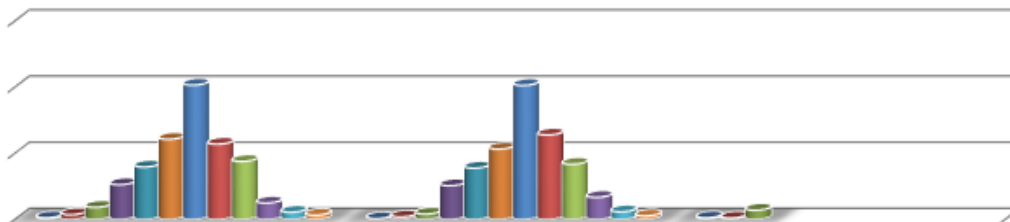
This month I have also participated in training for Council's new website. This training has given me few insights on how to reach people with accurate and up to date information through our website.

Min Min Encounter & BHC Tickets & Merchandise Sales



	2017	2018	2019
January	\$468.00	\$199.50	\$635.90
February	\$986.80	\$941.90	\$534.95
March	\$2,527.60	\$1,570.40	\$2,810.65
April	\$10,507.97	\$12,261.15	
May	\$15,819.82	\$17,912.50	
June	\$26,898.35	\$23,428.55	
July	\$47,314.75	\$55,628.45	
August	\$31,345.60	\$32,009.00	
September	\$18,576.75	\$19,744.51	
October	\$5,981.65	\$8,699.05	
November	\$2,105.20	\$2,198.20	
December	1,520.75	1,127.96	

Min Min Encounter Visitor Numbers



	2017	2018	2019
January	25	13	26
February	72	38	22
March	183	82	140
April	526	510	
May	793	776	
June	1212	1063	
July	2031	2026	
August	1138	1277	
September	877	835	
October	249	335	
November	109	116	
December	65	54	

RECOMMENDATION:

That the Min Min Encounter March 2019 Report be received for information.

Reviewed by Community Services Manager

Mrs Julie Woodhouse

Approved by Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	Boulia Heritage Complex (Information report)	DOC REF: Item G
REPORT BY:	Lindsay Leonard	DATE: 30/03/2019

CORPORATE PLAN REFERENCE:

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

Cultural Facilities & Services Objective: Provide facilities for arts and cultural activities and the preservation of historic and heritage artefacts.

PURPOSE:

To update Council on the visitations and activities at the Boulia Heritage Complex.

CONTENT:

Boulia Shire Council provides a well-appointed Heritage Complex which is open 5 days per week from 10am to 3pm.

ACTIVITY	CUSTOMER VOLUME - per month
Complex Visitors	40

As it is the beginning of tourist season we have had a slow trickle of visitors. We have had 40 visitors for the month of March. We expect this number to increase in the following months as tourist season picks up and buses start coming.

The Min Min Class from Boulia State School visited this month as part of their History unit. The Boulia Heritage Complex helped them to see how some aspects of daily life have changed over recent time while others have remained the same. The school students had a fantastic educational experience from their visit to the Boulia Heritage Complex.

We had another educational visit this month from Alexandra Murray, an honours student from James Cook University. She came to the complex previously to work on formally identifying QMF58949, an Ichthyosaur skull that we have on display and came back this month to have a further look at the specimen.

This month I have been improving the displays and am in the process of labelling the artefacts as well as putting up descriptions.

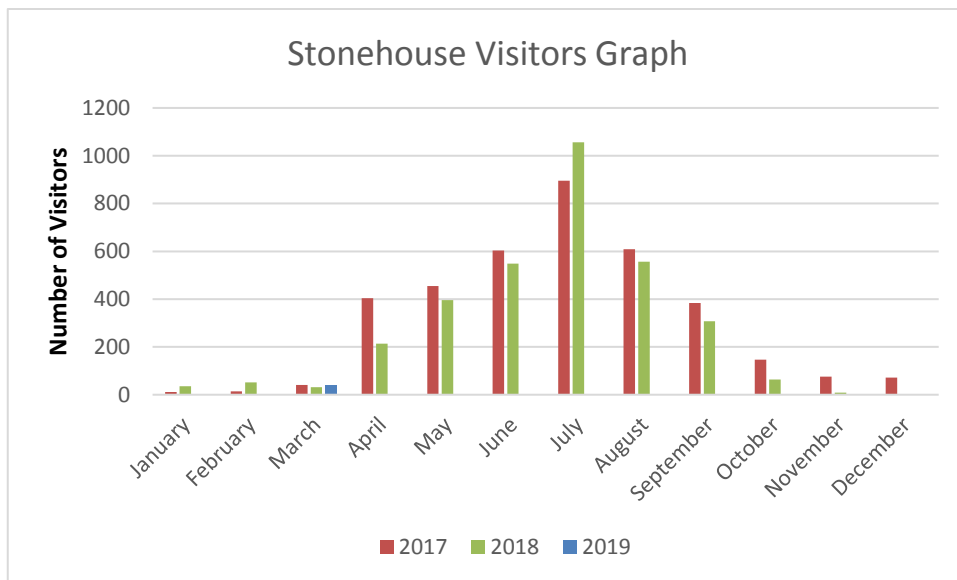
The Min Min Class from Boulia State School



Alexandra Murray - Honours Student from James Cook University



Visitor Statistics Comparison



RECOMMENDATION:

That the Boulia Heritage Complex report is received for information.

Reviewed by Community Services Manager

Mrs Julie Woodhouse

Approved by Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	BOULIA SPORTS AND AQUATIC CENTRE (INFORMATION REPORT)	DOC REF: Item H
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REPORT BY:	Natarsha Shaw Sports Centre Attendant	DATE: 03/04/2019
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CORPORATE PLAN REFERENCE: Social: Maintain a high quality of life by providing facilities and resources that encourage a secure, interactive and progressive community lifestyle.

Outcome 2.1 Support opportunities to develop the community through partnerships.

Outcome 2.2 Provide and support improved access to services within the shire.

PURPOSE:


To inform Council of the current utilisation and activities of the centre.

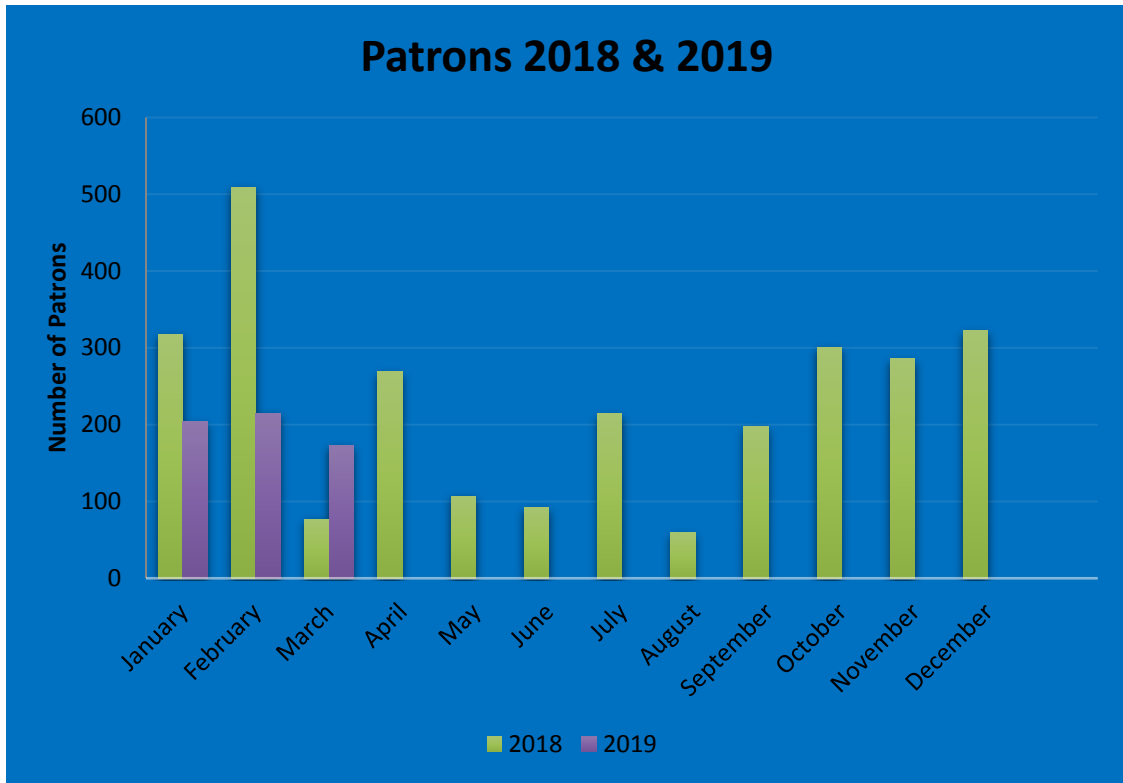
CONTENT:

The Sports and Aquatic Centre provides an important sports venue for the local residents of Boulia. It has an extensive gymnasium with up to date equipment and several large activity areas including the swimming pool. Charges are levied for membership with casual entry fees for ad-hoc visitation.

ACTIVITY	CUSTOMER VOL PER MONTH
• Gymnasium	During Hours: 3 After Hours: 18
• Squash	0
• Casual entry usage	45
• Kids usage	105
• Membership usage	23
• Merchandise sales	\$23.00
• Admission	\$13.00
• Refreshment sales	\$73.00

Activities held this month:

-  Lifeguard and first aid training and renewal.



ATTACHMENTS: April School Holiday Program

RECOMMENDATION:
That Council receive the Boulia Sports and Aquatic Centre Report for information.

Reviewed by Community Services Manager	Mrs Julie Woodhouse
Approved by Chief Executive Officer	Ms Lynn Moore

School Holiday Program

Monday 8th April to Friday 19th April 2019

Monday 8/4/19 Venue : Library Time: 3:00pm Story Telling by Jan Craft Activities—Dorothy / Lindy	Tuesday 9/4/19 Venue: Sports Centre Time: 3:00pm T–Ball Hand Ball Competition Jan / Lindy	Wednesday 10/4/19 Venue: Sport Centre Time: 3:00pm Obstacle Course - Jan / Tarsha / Lindy	Thursday 11/4/19 Venue: Library Time: 3:00pm Science Day / Craft Jan / Dorothy / Lindy	Friday 12/4/19 No Activities
Monday 15/4/19 No Activities	Tuesday 16/4/19 Venue: Sports Centre Time: 3:00pm Easter Craft Jan / Dorothy / Lindy	Wednesday 17/4/19 Venue: Sports Centre Time: 3:00pm Movie Day Jan / Tarsha / Lindy	Thursday 18/4/19 Venue: Robinson Park Time: 10:00 am EASTER EGG HUNT Jan / Tarsha / Dorothy	Friday 19/4/19 PCYC DISCO Boulia Community Support Service - Crowd Control Jan / Lindy



The April School Holiday Activities is a Joint program by Boulia Community Support Service, Dept. of Communities, Boulia Aquatic Centre and Boulia Shire Council Library also sponsored by Boulia Shire Council

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	Library	DOC REF: Item I
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REPORT BY:	Dorothy James	DATE: 29/03/2019
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CORPORATE PLAN REFERENCE: SOCIAL

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

Cultural Facilities & Services Objective - Provide facilities for arts and cultural activities and the preservation of historic and heritage artefacts.

PURPOSE:

To update Council on the visitations and activities in the Library.

CONTENT:

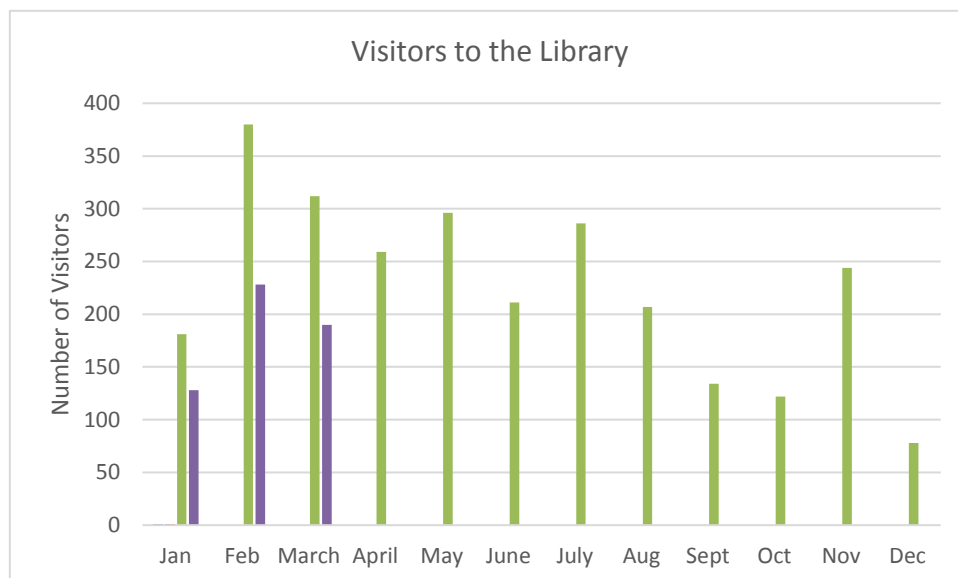
Boulia Shire Council provides a well-appointed Library facility which is open 5 days per week from 1.30pm to 5pm.

ACTIVITY	CUSTOMER VOLUME - per month
Library visitors	190
Wi Fi	35
Number of new members - local	0
Tourist Member	1

LIBRARY ACTIVITIES

- Arts and craft with kids and we have got some adults joining in some days.
- Printing is still being carried out for both the Min Min Encounter and the Boulia Heritage Complex as handouts are still being required for both venues.
- School Holiday Program will start and activities will be shared between Sports, Library and Community Support Service.
- Wi Fi usage once again has continued this month mostly with our youth and younger kids.

VISITOR STATISTICS COMPARISON:



RECOMMENDATION:

That Council receive the Library report for information.

Reviewed by Community Services Manager	Mrs Julie Woodhouse
Approved by Chief Executive Officer	Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 17th April 2019

TITLE:	WORK HEALTH AND SAFETY (INFORMATION REPORT)	DOC REF: Item J
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REPORT BY:	Mrs Julie Dorries Work Health and Safety	DATE: 04/04/2019
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CORPORATE PLAN REFERENCE:

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

PURPOSE:

To inform Council of progressions and or issues of concern regarding Workplace Health and Safety.

CONTENT:

Financial Year to Date Incident Tally

Incidents and Near Misses Reported	Tally	Minor	Severe	Near Miss	Plant
• Boulia Sports and Aquatic Centre	7	4		3	
• Boulia Library	-				
• Boulia Post Office	2	2			
• Stonehouse	3	3			
• Boulia Shire Office	7	5	1	1	
• Boulia Shire Depot	15	8		1	6
• Housing	1	1			
• Airport	-				
• General Public					
• Roads	2	2			
• Min Min Encounter	1	1			

Incidents this Month –

Incidents and Near Misses Reported	Tally	Minor	Severe	Near Miss	Plant	Details
• Boulia Sports and Aquatic Centre						
• Boulia Library						
• Boulia Post Office						
• Stonehouse						
• Boulia Shire Office						
• Boulia Shire Depot		1				Parks and Gardens team member whilst whipper snipping flicked a foreign object into eye whilst wearing safety glasses. Attended clinic and foreign object removed. Safety glasses are now being revised to ensure they wrap around.
• Housing	1			1		Electric shock through old power point.
• Airport						

• General Public						
• Roads						
• Min Min Encounter						

WHS Activities	WHS Actions
Inductions	Contractor and staff inductions are continuing, this is an ongoing task to ensure all staff have completed sufficient safety training before entering a Council site.
Quarterly Focus	By having a simple quarterly focus on one or two work procedures that maybe getting forgotten is proving to be worthwhile, quarterly focus Plant pre-starts, plant inductions and incident reporting.
Review WHS Forms	Reviewing all WHS Forms and Safe Work Method Statements.
Policy and Procedures	Develop employee plant induction forms. Develop Non Conformance policy and forms.
Training Requirements	Reviewing requirements for Basic Fatigue Management accreditation to ensure compliancy for camp staff and Council.

RECTIFICATION ACTION PLANS:
Hazard inspections are due monthly and any hazards that cannot be immediately rectified will be translated into our RAPs.

TRAINING REQUIRED: Basic Fatigue Management

RECOMMENDATION:
That Council receive the Work Health and Safety report for information.

Reviewed and Approved by Chief Executive Officer	Ms Lynn Moore
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