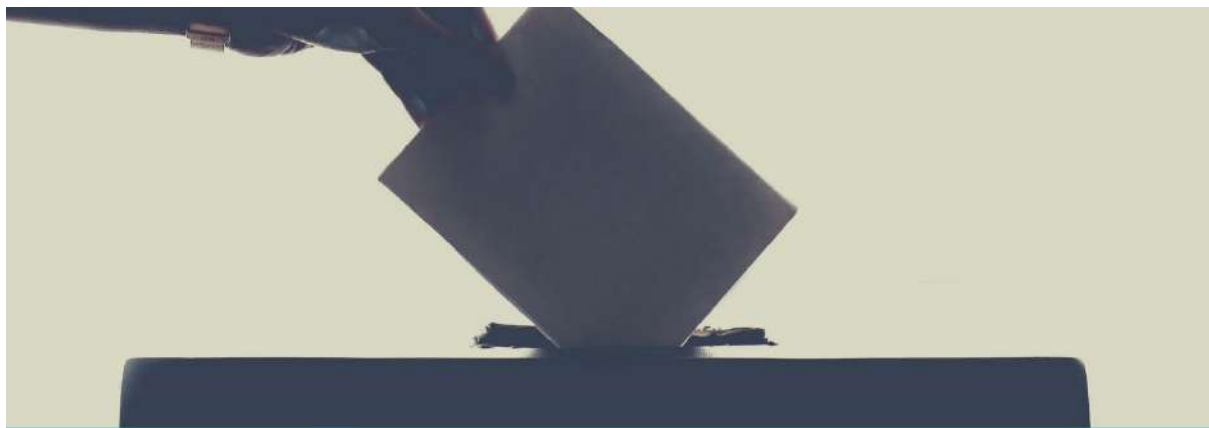


# Boulia Shire Council



## General Meeting

Monday 20<sup>th</sup> April 2020



**Local Government  
Elections 2020**

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## BOULIA SHIRE COUNCIL

15<sup>th</sup> April 2020

### NOTICE FOR AN ORDINARY MEETING OF COUNCIL

NOTICE is hereby given that an **ORDINARY MEETING** of the Boulia Shire Council will be held on **Monday 20<sup>th</sup> April 2020** at the **Boulia Shire Hall** 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.6
  - DIRECTOR OF WORKS AND OPERATIONS
    - Item DWO1 Grants Work Status Summary Pg.9
    - Item DWO2 Boulia Works Program 2018/21 Pg.12
    - Item DWO3 Drought Communities Programme – Extension: Updated Project List Pg.13
    - Item DWO4 See Closed Session
    - Item DWO5 See Closed Session
  - INFORMATION REPORTS
    - Item A NDRRA Flood Damage Works Department Pg.16
    - Item B Foreman, Road Maintenance and Utility Services Pg.18
    - Item C Foreman, Roads Maintenance and Construction Pg.22
    - Item D Rural Lands Protection Officer Pg.23
    - Item E Work Camp Report Nil
  - CHIEF EXECUTIVE OFFICER
    - Item CEO1 CEO Briefing for March 2020 Pg.45
    - Item CEO2 Action List Pg.47
    - Item CEO3 COVID-19 Workforce Management 2020 Pg.50
    - Item CEO4 Boulia Shire Council Official Ambassador Pg.58
    - Item CEO5 Remote Communities Epidemic/Pandemic Sub Plan Pg.59
    - Item CEO6 3rd Quarter Operational Plan Report 2019-2020 Pg.60
    - Item CEO7 Development Approval for the Airport Industrial Estate Pg.61

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



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## BOULIA SHIRE COUNCIL

### MANAGER CORPORATE & FINANCIAL SERVICES

Item FM1	Manager Corporate & Financial Services Report	Pg.89
Item FM2	Budget Review March 2020	Pg.94
Item FM3	Policy Review	Pg.95
Item FM4	Accounts Receivable Debts to be Written Off	Pg.105

### COMMUNITY SERVICES MANAGER

Item CSM1	Community Services Report	Pg.107
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### INFORMATION REPORTS

Item F	Min Min Encounter	Nil
Item G	Boulia Heritage Complex	Nil
Item H	Boulia Sports and Aquatic Centre	Nil
Item I	Library	Pg.111
Item J	Work Health and Safety	Pg.112

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

- Item DWO4 Applications for Work Camp Assistance – Revision of Eligibility Criteria
- Item DWO5 Applications for Work Camp Assistance

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
  - (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.

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### DECLARATION OF INTERESTS

**Conflict of Interest** A Councillor has a conflict of interest if their decisions are, or may be seen to be, influenced by their personal interests.

**Material Personal Interest** A Councillor has a material personal interest in a matter if a decision or action taken by a Councillor, or any of its committees, on that matter may result in a direct or indirect benefit or loss to themselves or people they are connected with.

Councillors must declare if they have a Conflict of Interest or Material Personal Interest on a matter to be discussed prior to the meeting.

### COMMONLY USED ACRONYMS

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



**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



**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: -

\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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











## 2020/3.16 LIBRARY FEBRUARY 2020 REPORT

**PURPOSE:**

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

**Moved:** Councillor Rick Britton

**Seconded:** Councillor Beck Britton

That Council receive the Library February 2020 report for information.

**Carried**

## 2020/3.17 WORK HEALTH AND SAFETY FEBRUARY 2020 INFORMATION REPORT

**PURPOSE:**

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

**Moved:** Councillor Rick Britton

**Seconded:** Councillor Beauchamp

That Council receive the Work Health and Safety February 2020 Report for information.

**Carried**

## 2020/3.18 MANAGER CORPORATE & FINANCIAL SERVICES FEBRUARY 2020 REPORT

**PURPOSE:**

Financial Summary as at 29<sup>th</sup> February 2020.

**Moved:** Councillor Rick Britton

**Seconded:** Councillor Neilson

That the Manager of Corporate & Financial Services February 2020 Report be received for information.

**Carried**

### Meeting Closure

The Mayor closed the meeting at 2.03 pm.

### Confirmed:

Minutes confirmed \_\_\_\_\_

Resolution No. \_\_\_\_\_

*The full agenda with all reports can be found on the Bouliā Shire Council's website under the heading 'Council' with a dropdown box selection of 'Council Meetings'.*

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Engineering Services Report – News Brief for April 2020	<b>DOC REF:</b> Item E1
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<b>REPORT BY:</b>	STUART BOURNE GBA - SENIOR CIVIL ENGINEER	<b>DATE:</b> 08/04/2020
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### CORPORATE PLAN REFERENCE:

Key Priority 2: Building and maintaining quality infrastructure

2.1: Well connected

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

2.1.2 Deliver quality roadwork on non-Council roads within quality assurance guidelines

2.2: Well serviced

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

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

### PURPOSE:

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

### CONTENT:

#### 1. Visits to the Shire

30<sup>th</sup> March - 3<sup>rd</sup> April 2020

Flood Damage Completion Pickup - Matt

#### 2. Flood Damage Works

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

The March 2018 Flood Event (North and North West Queensland Low and Associated Rainfall and Flooding 24<sup>th</sup> February – 8<sup>th</sup> March 2018). March REPA submission (BoSC 23.18) has been approved by QRA, value of \$3.99 million. Works to be completed by June 2020.

The March 2019 Flood Event (Severe Tropical Cyclone Trevor and Associated Low Pressure System 19-27 March 2019) Emergency Works is completed and approved for value of \$1.050m. In Field assessment was held in Boulia on the 16-19<sup>th</sup> September for the REPA works. Submission has been approved by QRA for a total value of \$14,231,596.59. Job Management Plan completed. Cultural Heritage assessment in progress. Gravel Request for Tender in progress. Scope of works updated in Asset Edge Recover system.

The Jan 2020 Monsoonal Flooding Event (QLD Monsoonal Flooding, 23 Jan – 3 Feb 2020) has been activated. Emergency works pickup has been completed. Emergency works have commenced, completion by April 31<sup>st</sup>. REPA Pickup has been completed on Donohue Highway only. REPA Submission in progress for Donohue Highway.

#### 3. Other

##### Donohue Highway: Outback Way Funding Package 2

Contract	Location	Length	Project Funding	AG Contribution	SG/LG Contribution	Year	Comment
1	111.1-116.5 (Georgina Approaches)	5.16	\$2.18m	\$1.744m	\$0.436m	19/20	Works sealed to the Georgina Bridge.
2	206.5 – 213.5	7	\$2.965m	\$2.372m	\$0.593m	19/20 & 20/21	Design Complete

	(Kellys Ck end)						
3	213.5-220.59 (Emergency Airstrip end)	7.09	\$2.97m	\$2.376m	\$0.594m	20/21	Design Complete
4	233-238,6 (Ridges)	5.6	\$2.36m	\$1.888m	\$0.472m	20/21	Design Complete
		24.85	\$10.475m	\$8.38m	\$2.095m		

There will be 73.4km left to seal after the above is complete which is about 30% (locations left are Lake Wanditti and Pituri to Kellys Ck).

Work has commenced on Stage 6 (Package 2). Double/Double seals on this section were completed in early December 2019. Works from the Georgina Bridge to CH 116.5 to commence in May/June, seals to be completed end of June.

Two Tanks and Stage 7 Survey is complete. Design complete for Stage 7, design nearly complete for Two Tanks.

Request for Tender for Concrete Works (Concrete Culverts and Grids), All Services Bitumen (Vendorpanel) and Cover Aggregate were released in early September 2019. All tenders closed on 27<sup>th</sup> September and 4<sup>th</sup> of October (Concrete) 2019. Tenders awarded to Central Hire and Contracting Pty Ltd (Concrete), Boral Resources (QLD) Pty Ltd (All Services Bitumen) and PE & GC Harris (Aggregate).

Concrete works on Outback Way to commence April 2020. Prestart meeting to be scheduled.

Reseals on Outback Way CH 36-46 and Urandangi North Rd CH 0-9.1 and CH 86.95 – 93.0 have been completed in late November - Early December. Urandangi Truck pad was also resealed. Remaining truck pads will be resealed in June 2020.

#### 4. DTMR Contracts

CN-13210 has been received for pavement rehabilitation and widening on the Boulia – Dajarra Rd(93E). Works include pulverising the existing seal and widening the seal to 6m from Chainage 2.880 to 5.070. Estimate amended. Job Management Plan completed.

Top Limestone Creek CN - 12317 estimate completed. Works include upgrading Top Limestone Creek Floodway (CH 45.56 – 45.732Km Boulia Dajarra 93E) from 3 cell x 750mm concrete pipes to 5 cell (2400x1800) concrete box culverts. Works also include pavement works on approaches/departures, bitumen sealing and concrete batter protection. Job Management Plan completed. Survey set out to be completed mid April.

Batter slope management works estimate completed. Slope at chainage 122.94 – 123.11 on Dajarra – Mt Isa Rd 93F requires some rock removed as identified by a DTMR slope survey. Job Management Plan completed. Traffic Guidance Schemes completed.

CN-13645 Disaster Recovery Funding Arrangements 19J flood damage delivery contract draft estimate completed (Bedourie – Boulia Rd). Job Management Plan completed.

The Jan 2020 Monsoonal Flooding Event (QLD Monsoonal Flooding, 23 Jan – 3 Feb 2020) has been activated, Pickup of Marion Downs on Boulia - Bedourie Rd completed. RADAR assessment in progress and uploading of extra photo evidence if required.

**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 – News Brief for April 2020 be received for information.

**ATTACHMENTS:** Flood Damage Events - Detailed Summary

Reviewed by Director of Works and Operations

Mr Harin Karra

Approved by Chief Executive Officer

Ms Lynn Moore

**Boulia Shire Council**

**Flood Damage Events - Detailed Summary (08/04/2020)**

<b>QRA Event Code</b>	<b>Activation</b>	<b>Type</b>	<b>Submitted Value(Inc PM,Esc and Cont)</b>	<b>Approved Submission Value (Inc PM,Esc and Cont)</b>	<b>Total Expenditure to Date</b>	<b>Comments</b>
BoSC.23.18	March. 2018	REPA	\$ 7,200,421.00	\$ 3,994,189.65	\$ 2,560,380.75	Works nearly complete
BoSC.0003.1819E.EWK	Jan/Feb .2019	Emergency Works	\$ 237,341.09		\$ 237,341.09	Acquittal Docs submitted to QRA
BoSC.0006.1819G.REC	Mar. 2019	REPA	\$ 14,706,416.51	\$ 14,231,596.59		Approved
DARFT: 001588	Jan/Feb 2020	Emergency Works				EW submission/works in progress
DRAFT: 001701	Jan/Feb 2020	REPA				REPA Submission in Progress (Donohue Highway Only)

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Grants Work Status Summary	<b>DOC REF:</b> Item DWO1
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<b>REPORT BY:</b>	Mr Harin Karra Director of Works and Operations	<b>DATE:</b> 09/04/2020
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### **CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

Key Priority 2: Building and maintaining quality infrastructure

2.2: Well serviced

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

### **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 Three

(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)

**NDRP** - 2017-18 Natural Disaster Resilience Program (State of Queensland acting through the Queensland Reconstruction Authority)

**GGPS** - Get Playing Places & Spaces

**BoR** - Building our Regions round 5 – business case application submitted

### **CONSULTATION:**

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

### **GOVERNANCE IMPLICATIONS:**

- All programs have been included in the budget for 2019-20.

### **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 9 April 2020

No. of Projects	GRANTS	PROJECTS Description	Grant Source	Approved Grant	Council Contribution	Total Allocation for the Project \$	Grant end date	Current Status of the Project
1	Urandangi clinic \$50k	Project plan to be revised by Dr Don – Lynn completes the 1/4ly reporting.	RFDS		\$ -	\$50,000	30/06/2019	New list received for the maintenance.
2	Well Being Centre	House - 3 Dialysis Rooms	DCP-Drought \$572,900		\$7,200	\$580,100	30/12/2019	Skirting to be installed on entrance side with the landscaping.
3	Depot Cement Shed	Demolish existing shed and replace	Council Project		\$250,000	\$250,000 -		Work will commence after Industrial subdivision completed.
4	Boulia Industrial Estate	Construct Industrial blocks	Building our Regions Round 4	\$ 994,800		\$ 994,800	13-Jul-20	Approval received for the extension of time.
5	Urandangi Water Tanks Relining & Hydrosmart Installation	Urandangi Water Tanks Relining and Hydrosmart Installation	LGGSP	\$ 202,400	\$ 50,600	\$ 253,000.00	30-Jun-21	Progressing towards new tanks then relining. Scope of works change approved.
6	Security Cameras & Installation	Upgrade the security systems at Library, Sports Centre, Administration Office. New system installation at Heritage Complex and Dump.	LGGSP	\$ 77,467	\$ -	\$ 77,467.00	30-Jun-21	Yet to commence.
	<b>Boulia Town Infrastructure Upgrade</b>	W4QR301 2019-21	W4Q R3	\$ 520,000	-	\$ 520,000.00	30-Jun-21	
7	Spelling Yards	Bring it to safety standards and obtain certification to spell organic cattle.		\$ 100,000				Steel received.
8	Cement Shed and fencing @ Industrial Precent	Install new cement shed and fencing at the new industrial yard.		\$ 100,000				Yet to commence.
9	Shade Shelter & Seating @ Water Park	Install new shade shelter and wheel chair accessible seating.		\$ 20,000				Variation applied to remove the project. New project will be added in due course (earthbund around landfill to comply with EPH).
10	Amenities Refurbishment (Sports Centre)	Male and Female Toilets Refurbishment		\$ 170,000				In progress to ordering material.
11	Depot upgrade	Shade shelter for the equipment storage. Majority of the equipment has been exposed to the weather.		\$ 60,000				Design commenced.
12	Double Garages	Install new Garages at 56 Moonah St and 35 Wills St		\$ 60,000				Sheds to be installed. Slabs completed.
13	Hamilton - Herbert Street Cnr block development	Install concrete slab and shelter for the wagon.		\$ 10,000				Jail house has been relocated. Concrete slab completed and relocated wool wagon. Landscape to be completed.



### Boulia Shire Council Projects / Grants Update Register

No. of Projects	GRANTS	PROJECTS Description	Grant Source	Approved Grant	Council Contribution	Total Allocation for the Project \$	Grant end date	Current Status of the Project
	<b>Boulia Town Water Infrastructure Upgrade</b>	W4QR302 2019-21	<b>W4Q R3</b>	\$ 180,000	-	\$ 180,000.00	<b>30-Jun-21</b>	
14	Hydrosmart @ SES Bore	Install water softener to the water main.		\$ 30,000				Order yet to be sent.
15	Water Meter	Install new smart water meters for the businesses.		\$ 30,000				Received one proposal waiting on second proposal.
16	Wash-down Bay Upgrade	Refurbishment - Repair retaining walls, drainage system, cover the pump for the water splashing, electronic key system to use.		\$ 120,000				Yet to commence.
	<b>Urundangi Town Infrastructure Upgrade</b>	W4QR303 2019-21	<b>W4Q R3</b>	\$ 130,000	-	\$ 130,000.00	<b>30-Jun-21</b>	
17	Urundangi Park Upgrade	Install new play equipment.		\$ 50,000				Procurement commenced.
18	Fuel setup for Urundangi	New self bunded fuel storage and fuel management system. Current setup does not comply with WHS and EPA standards.		\$ 80,000				In-progress.
	<b>Boulia Shire Road Network Upgrade Signage &amp; Weed Control</b>	W4QR304 2019-21	<b>W4Q R3</b>	\$ 200,000	-	\$ 200,000.00	<b>30-Jun-21</b>	
19	Shire Road Signage	Install information signage. Improve directional signage on the road network.		\$ 100,000				Signage audit commenced.
20	Weed Spraying	Co-contribution for the Pests and Weeds in Drought Funding.		\$ 100,000				80% work completed.

# Boulia Works Program 2018/21

ID	Task Name	Duration	Start	14 May '18	30 Jul '18	15 Oct '18	31 Dec '18	18 Mar '19	3 Jun '19	19 Aug '19	4 Nov '19	20 Jan '20	6 Apr '20	22 Jun '20	7 Sep '20	23 Nov '20	8 Feb '21																				
				27	2	7	12	18	23	29	3	11	16	22	27	2	7	13	18	24	29	5	10	16	21	27	1	7	12	18	23	28					
1	<b>Boulia Works Programme</b>	<b>953 days</b>	<b>Mon 2/07/18</b>																																		
2	<b>RMPC Crew</b>	<b>491 days?</b>	<b>Mon 2/07/18</b>																																		
3	General RMPC	261 days?	Tue 2/07/19																																		
4	Edge Repair (Mechanical)	261 days?	Tue 2/07/19																																		
5	Pothole Patching	261 days?	Tue 2/07/19																																		
6	Other Roadside Works	261 days?	Tue 2/07/19																																		
7	Install New Signs (excluding guide signs)	261 days?	Tue 2/07/19																																		
14	Emergent Works DTMR	30 days	Mon 3/02/20																																		
15	<b>Jims Crew</b>	<b>950 days?</b>	<b>Wed 28/06/17</b>																																		
16	RMPC Heavy Shoulder Work	50 days	Mon 10/02/20																																		
17	Side track fro grid replacement at Dajarra	3 days	Mon 20/04/20																																		
18	Side track fro grid replacement at Redhead	3 days	Thu 23/04/20																																		
19	Marion Flood Damage	3 days	Tue 28/04/20																																		
20	RMPC Heavy Shoulder Work - Boulia - Winton Road	20 days	Fri 1/05/20																																		
21	Batter Slope Work on Mt Isa Road	7 days	Fri 29/05/20																																		
22	<b>Donohue Package 2</b>	<b>950 days?</b>	<b>Wed 28/06/17</b>																																		
25	Prime and two coat Seal	5 days	Mon 25/11/19																																		
26	Chainage 114.46 - 116.5 (1.8km)	80 days	Wed 21/08/19																																		
27	Side-track	20 days	Tue 9/06/20																																		
29	Emergent Works DTMR and RMPC	44 days	Mon 3/02/20																																		
30	Chainage 206 - 213.5 (7km)	125 days	Fri 3/04/20																																		
31	Chainage 213.5 - 220.59 (7.09km)	130 days	Fri 25/09/20																																		

Date: Tue 14/04/20

RMPC Crew		Summary		Manual Task		Finish-only		Manual Progress
Concrete Crew		Project Summary		Duration-only		External Tasks		External Milestone
Task		Inactive Task		Manual Summary Rollup		Deadline		Progress
Split		Inactive Milestone		Manual Summary		Start-only		
Milestone		Inactive Summary		Start-only				



# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Drought Communities Programme – Extension: Updated Project List	<b>DOC REF:</b> Item DWO3
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<b>REPORT BY:</b>	Mr Harin Karra Director of Works and Operations	<b>DATE:</b> 09/04/2020
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### **CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

Key Priority 2: Building and maintaining quality infrastructure

2.2: Well serviced

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

### **PURPOSE:**

To provide Council with an updated list of projects to be undertaken with funding from the Drought Communities Programme – Extension.

### **CONTENT:**

The Australian Government, via the Department of Industry, Innovation and Science/Department of Infrastructure, Regional Development and Cities, has implemented the funding initiative *Drought Communities Programme* with the aim of providing an immediate economic stimulus to drought-affected communities through investing in projects that support jobs and business income.

On the 7<sup>th</sup> November 2019 an additional \$1 million was committed to 122 drought-affected Councils and shires under the *Drought Communities Programme – Extension* with Boulia Shire Council being named as one of the Councils to receive funding. The receipt of these funds has enabled Council to look at completing projects that would otherwise not be able to be brought into fruition.

During the course of previous Council meetings, Councillors have been consulted in regards to potential projects that would be of benefit to the community and following the successful *Drought Communities Programme – Extension* funding announcement, a list of identified potential projects was presented at the February 2020 Ordinary Meeting of Council for consideration. The following resolution of Council was subsequently made:

*Resolution Number 2020/2.14: That the Drought Communities Programme – Extension: Project List report is received for information and that the programme funding of \$1,000,000 be allocated to the following projects:*

<i>Community Hall - Painting exterior of the hall</i>
<i>Burke Street Hall (RSL) - Painting exterior of the Burke Street Hall</i>
<i>Urandangi Accommodation - Refurbishment of kitchen, roof and stairs</i>
<i>Carpark fence at Rodeo Grounds - Fence the carpark area with top rail fencing with cable wire. Scope to include signage and reflectors</i>
<i>CPL yard and shed refurbishment - Repair driveways, drains and seal entrance and exit for the shed</i>
<i>Landscape and fence for the old Jail House - Install gidgee fence and landscape for the old Jail House</i>
<i>Rodeo Grounds sound system, fans and Wi-Fi network and cameras - Upgrade sound system - Wi-Fi mixer, Wi-Fi camera, speakers, fans and upgrade security cameras</i>
<i>Sports Centre eaves refurbishments and repair leaks</i>
<i>Future planning for the Racecourse Reserve – redesign/replanning the layout of the Racecourse Reserve to maximise its future use, taking into consideration water, electrical, septic needs etc.</i>
<i>Small Cell Network Co-contribution</i>

*MME PLC Upgrade - Upgrade PLC software system into current language*

*Shed at Heritage Complex for the Truck (50%) - Construct new shed for the Norris Truck. 50% funding from other source (Goodwood Pastoral)*

Since the February meeting of Council, project details and costings have been investigated further and an updated project suggestion list including approximate individual project pricing is now presented to Council for reconsideration (attached).

**CONSULTATION:** Councillors, ManEX

**GOVERNANCE IMPLICATIONS:**

All projects to be included in the budget for 2019-20 and 2020-2021.

**RECOMMENDATION:**

That the Drought Communities Programme – Extension: Updated Project List report is received for information and the updated list of projects attached to the report be endorsed.

**ATTACHMENTS:** Drought Communities Programme – Extension: Updated Project List

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

DCP Projects List

Projects	Scope Of Works	Estimated cost	Approved / Differed
Community Hall	Painting exterior of the hall	\$40,000.00	
Burke Street Hall (RSL)	Painting exterior of the Burke Street Hall	\$30,000.00	
Urandangi Accommodation	Refurbishment of Kitchen, Roof and stairs	\$25,000.00	
Rodeo Grounds planning and design for future development	Planning for future development	\$60,000.00	
Rodeo Grounds grid and fencing	Install grid and security fence around the carpark	\$100,000.00	
Grid and fence at Rodeo grounds	Install grid and fence the carpark	\$100,000.00	
Town Footpath	As per AMP	\$100,000.00	
CPL yard and shed refurbishment	Repair driveways, drains and seal entrance and exit for the shed	\$120,000.00	
Landscape and fence for the old Jail house	Install power, gidgee fence and landscape for the old jail house	\$30,000.00	
Rodeo Grounds Sound System, Fans and Wi-Fi network, switch board upgrade and cameras	Upgrade Sound system - Wi-Fi mixer, Wi-Fi camera, speakers, fans, electrical switch board and upgrade security cameras	\$210,000.00	
Urandangi SCADA	Install new water monitoring system	\$200,000.00	
Min Min Encounter PLC Script system upgrade	Upgrade PLS software script into newer language	\$100,000.00	
Sports Centre Eaves	Sport Centre eaves refurbishments and repair leaks	\$120,000.00	
Tennis Courts lighting, fencing and shade extension and upgrade	Upgrade fencing and lighting. Upgrade between swimming pool and courts (concrete works to stop weed growing and dirt blowing into the pool. Extend shade structure)	\$210,000.00	
TV Retransmission	Digital TV re-transmission for Boulia town	\$220,000.00	
Small Cell Network Co-contribution		\$70,000.00	
Shed at Heritage complex for the Truck (50%)	Construct new shed for the Norris Truck. 50% funding from other source (Goodwood Pastoral)	\$40,000.00	
		\$1,775,000.00	
	<b>DCP Extension Funding</b>	<b>\$1,000,000.00</b>	
			-\$775,000.00

**BOULIA SHIRE COUNCIL**  
**Report for Ordinary Meeting held on 20th April 2020**

<b>TITLE:</b>	NDRRA Flood Damage Works Department March 2020 Report	<b>DOC REF:</b> Item A
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<b>REPORT BY:</b>	Gordon Stumbris Consultant Works Overseer	<b>DATE:</b> 09/04/2020
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**CORPORATE PLAN REFERENCE:**

Key Priority 2: Building and maintaining quality infrastructure

2.1: Well connected

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

2.1.2 Deliver quality roadwork on non-Council roads within quality assurance guidelines

**PURPOSE:**

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

**CONTENT:**

Flood Damage (FD) (Current Works) - Emergent Works, January 2020 Monsoon Event, has been totally completed for all Civil Works.

The Mixed Crew has commenced work to finalise the March 2018 REPA event, this Flood Damage event had 18 projects to carry out, 15 have been completed, with 3 outstanding (currently working on Selwyn Road with Selwyn Connection and Fort Williams Road). This result will then complete the March 18 Flood Damage Event.

Toby Harris crews have commenced the March 2019 Flood Damage Event (Cyclone Trevor) on the four unsealed sections of the Donohue Highway as per the attachment to this report.

In Summary:

- (1) Completion of Current Emergent Works
- (2) Finalisation of March 2018 FD Scope of Works
- (3) Commencement of March 2019 FD Event

**CONSULTATION:** GBA as project officers on NDRRA flood damage work.

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

**RECOMMENDATION:**

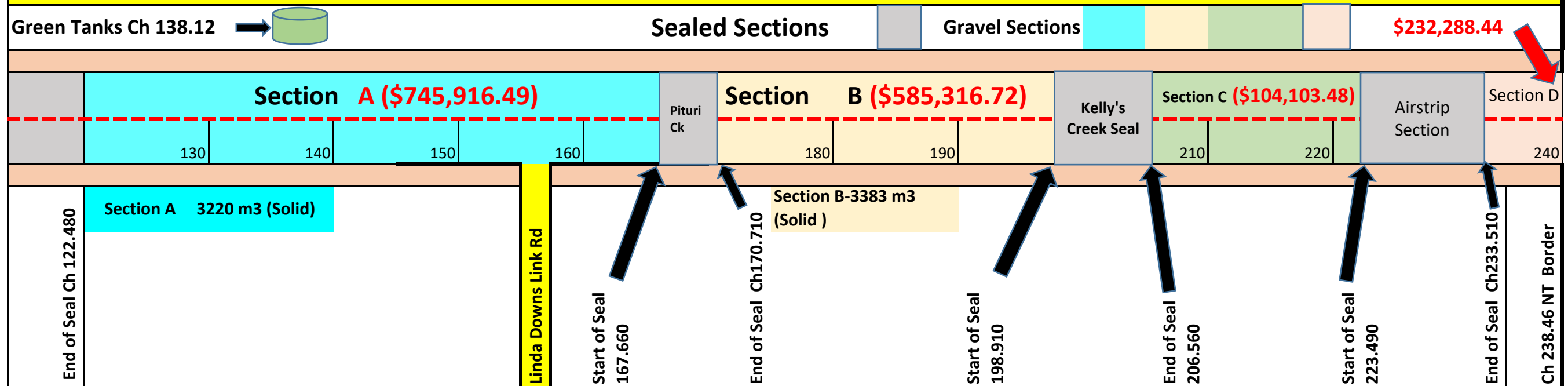
That the NDRRA Flood Damage Works Department March 2020 report be received for information.

**ATTACHMENTS:** March 2019 FD Donohue Highway

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

# Road Status

## Donohue Highway End of Seal at Glenormiston to Northern Territory Border



Donohue Highway	Pavement Type		Start Chainage	Finish Chainage	Length of Seal	Length of Gravel	Comments	
	Seal	Gravel						
Up to Ch 122.480	✓			122.480			Finish Seal Chainage from Bridge end	
Donohue Highway		✓	122.480	167.660		45.180	<b>Section A</b>	
Donohue Highway	✓		167.660	170.710	3.050		Seal at Pituri Creek	
Donohue Highway		✓	170.710	198.910		28.200	<b>Section B</b>	
Donohue Highway	✓		198.910	206.560	7.650		Seal at Kelly's Creek	
Donohue Highway		✓	206.560	223.490		16.930	<b>Section C</b>	
Donohue Highway	✓		223.490	233.510	10.020		Seal at Airstrip	
Donohue Highway		✓	233.510	238.460		4.950	<b>Section D</b>	
<b>Total Lengths</b>				115.980		20.720	95.260	115.980

### Job Vote Numbers for Donohue Highway (March 2019 Event)

Section <b>A</b>	Donohue Hway	Ch 122.48	Ch 167.66	<b>WF5111A319-FDRES-3052</b>
Section <b>B</b>	Donohue Hway	Ch 170.71	Ch 198.91	<b>WF5111B319-FDRES-3052</b>
Section <b>C</b>	Donohue Hway	Ch 206.56	Ch 223.49	<b>WF5111C319-FDRES-3052</b>
Section <b>D</b>	Donohue Hway	Ch 233.51	Ch 238.46	<b>WF5111D319-FDRES-3052</b>

## BOULIA SHIRE COUNCIL

### Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Foreman, Road Maintenance and Utility Services March 2020 report	<b>DOC REF:</b> Item B
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<b>REPORT BY:</b>	Mr Ron Callope Foreman, Road Maintenance and Utility Services	<b>DATE:</b> 01/04/2020
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**CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment  
 1.1: Promotion of community events, services and facilities  
 1.1.3 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:**

Road restrictions and closures were still in place on some roads throughout the Boulia Shire for March from the January/February rainfall, various crews both Council and Contractors, have been working towards repairing damages. The COVID-19 restrictions came into place on the Donohue Highway from the 24<sup>th</sup> March as a result of the border closing, this was followed on the 28<sup>th</sup> March by restrictions for essential travel only on all roads throughout the Shire.

<u>Mar-20</u>	TOTAL			
	Open	Closed	Restricted	COVID-19 Restrictions
BOULIA - DAJARRA RD	27	3	4	6
DAJARRA - MT ISA RD	34			6
BOULIA - WINTON RD	20	9	5	6
BOULIA - BEDOURIE RD	20	12	2	6
BOULIA - QLD BORDER RD	8	26		8
QLD BORDER - ALICE SPRINGS RD	4	30		8
URANDANGI SOUTH RD	8	8	18	6
URANDANGI NORTH RD	18	7	9	6
TOOLEBUC RD	8	16	10	6
COORABULKA RD	4	17	13	6
SLASHERS CREEK RD	18	11	5	6
SPRINGVALE RD	6	18	10	6
SELWYN RD	18	11	5	6

**Race Course:**

Arena and grounds	All bookings for the Racecourse have been cancelled for the foreseeable future this will be reviewed in September however general maintenance of the grounds will be kept ongoing as per usual.
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**Town water testing and Depot maintenance:**


Chlorine level testing	No issues have arisen with the chlorine gas system resulting in normal dosages being done via the gas system.
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**Parks and Gardens:**

<p>Council, Min Min, ANZAC and Airport gardens</p>	<p>All garden areas are continuing being worked on (watering, weeding etc.) to ensure they are kept in good order.</p> <p>Due to COVID-19 Robinson Park was closed to the public on March 30<sup>th</sup> (general maintenance will however continue).</p>
<p>Signage</p>	<p>RMPC signage is still an ongoing project. The Road Construction Crew have been working on the Boulia – Dajarra section completing signage &amp; heavy shoulder grading. The Sign Crew have been working on the Boulia – Bedourie section completing installing new &amp; replacing existing signs.</p>
<p>Mowing/Whipper Snipping</p>	<p>Our crew was kept busy with mowing and whipper snipping being completed in the following areas on these days throughout March:</p> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> March - Stonehouse, Pensioner Units &amp; Footpaths</li> <li>• 3<sup>rd</sup> March - Sports Centre &amp; cleaning gutters</li> <li>• 9<sup>th</sup> March - Post Office, Main Office &amp; Footpaths</li> <li>• 10<sup>th</sup> March - Medium Strips &amp; Min Min Encounter</li> <li>• 11<sup>th</sup> March - Melrose Place &amp; Footpaths</li> <li>• 12<sup>th</sup> March - Airport</li> <li>• 16<sup>th</sup> March - Footpaths</li> <li>• 17<sup>th</sup> March - Sports Oval &amp; Footpaths</li> <li>• 18<sup>th</sup> March - Main Office, Health Clinic &amp; Footpaths</li> <li>• 19<sup>th</sup> March - Stonehouse &amp; Footpaths</li> <li>• 20<sup>th</sup> March - School Safety Park &amp; SES</li> <li>• 23<sup>rd</sup> March - Sports Centre &amp; Footpaths</li> <li>• 24<sup>th</sup> March - Depot &amp; Airport</li> <li>• 25<sup>th</sup> March - Min Min Encounter, Main Office &amp; Footpaths</li> <li>• 26<sup>th</sup> March - Town Entrances, Robinson Park &amp; Footpaths</li> <li>• 30<sup>th</sup> March - 11 Herbert Street</li> <li>• 31<sup>st</sup> March - Medium Strips, Post Office &amp; Footpaths</li> </ul>

**Town entrances:**

<p>Boulia–Bedourie–Winton roads intersection</p>	<p>The moon rocks project is now 98% completed with the installation of a fence around the display. We are still awaiting more moon rocks to arrive to add to the display. Once these rocks are installed the project will be complete.</p>  <p style="text-align: center;"><i>Boulia – Bedourie – Winton Intersection Project</i></p>
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Three Mile Campground	The area has been maintained with general maintenance with regular slashing and whipper snipping.
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**RMPC/Works crew:**

RMPC budget	<b>Boulia Shire RMPC Defects</b>			
	<b>March 2020 Total Defects 1099</b>			
	<b>Road</b>	<b>Funded</b>	<b>Safety Defects (Unfunded)</b>	<b>Total</b>
	<b>93D Bedourie - Boulia</b>	37	62	99
	<b>93E Boulia - Dajarra</b>	166	94	260
	<b>93F Dajarra - Mount Isa</b>	380	127	507
	<b>99D Winton - Boulia</b>	134	99	233

**Urandangi:**

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

**Boulia Township**

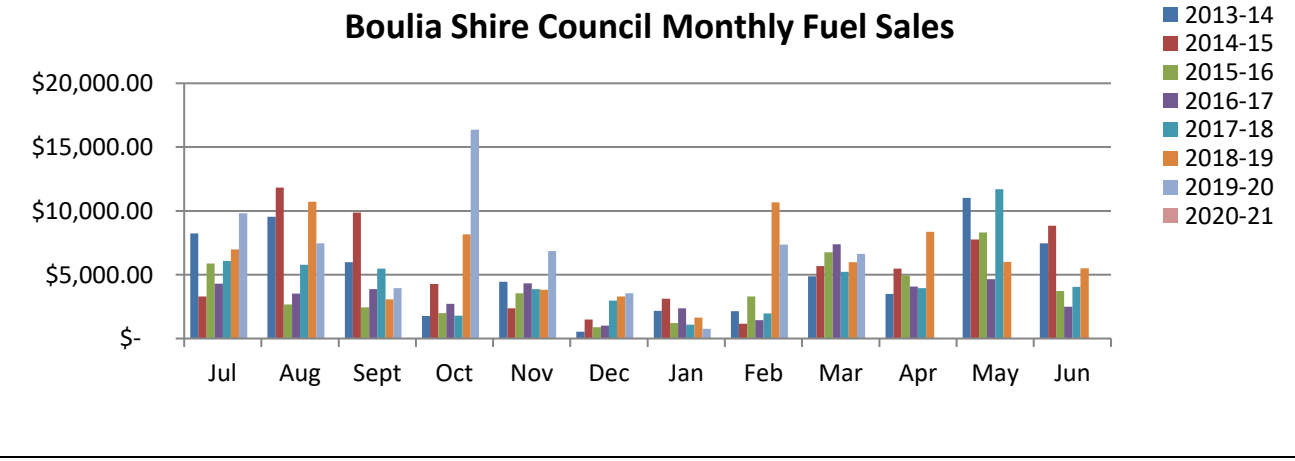
Call outs – water	Nil
Call outs – sewer	Nil
Broken mains	Nil

**Urandangie Township**

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

**Boulia Airport activity:**

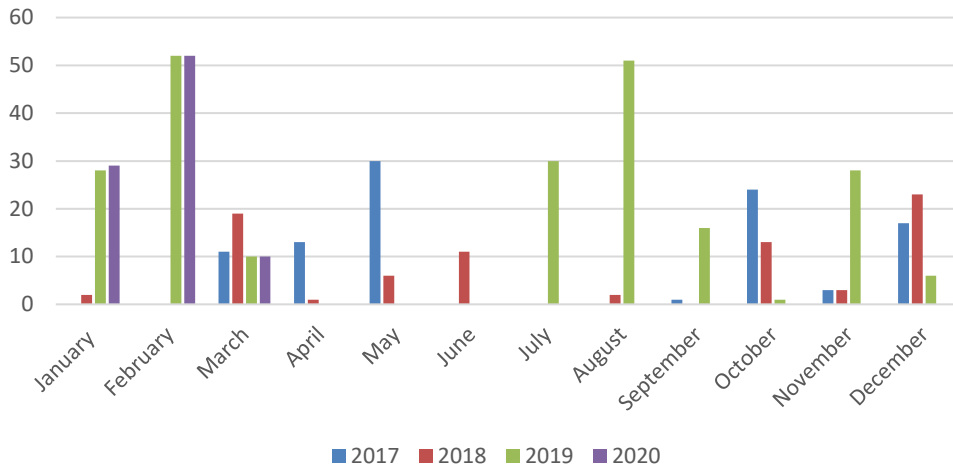
Number of call outs: RFDS	1 (that required Council assistance); required to transport a Health staff member from the airport to the clinic.
Fuel re-supply	6 in total, 3 of which were call-outs.



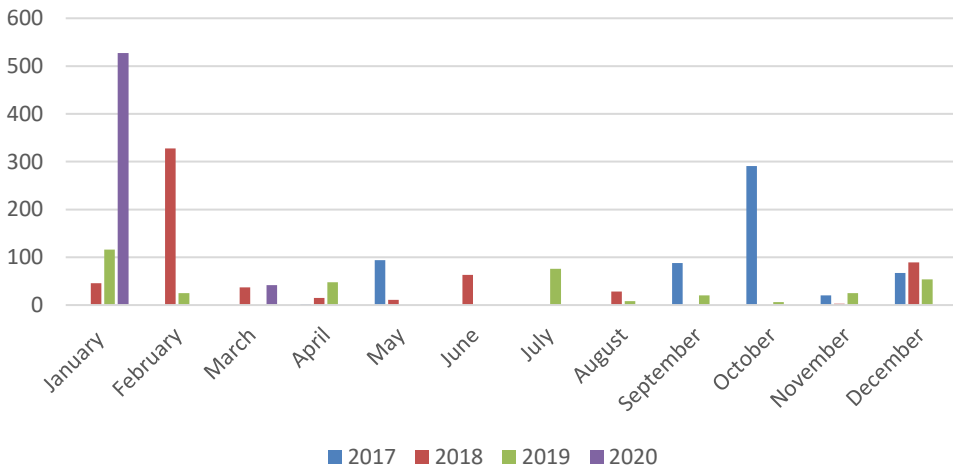
**Boulia Feral Animal Bounty Claims:**

Feral Pigs	42
Feral Dogs	10

**Boulia Shire Feral Dog Scalp**



**Boulia Shire Feral Pig Snout**



**CONSULTATION:** DWO as required.

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

**RECOMMENDATION:**

That Council receive the Foreman, Road Maintenance and Utility Services March 2020 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 20<sup>th</sup> April 2020

<b>TITLE:</b>	Foreman Roads Maintenance and Construction March 2020 Report	<b>DOC REF:</b> Item C
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<b>REPORT BY:</b>	Mr Jimmy Newman Foreman Roads Maintenance and Construction	<b>DATE:</b> 01/04/2020
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### CORPORATE PLAN REFERENCE:

Key Priority 2: Building and maintaining quality infrastructure

2.1: Well connected

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

2.1.2 Deliver quality roadwork on non-Council roads within quality assurance guidelines

### PURPOSE:

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

### CONTENT:

Current and Upcoming Projects are as follows:

- Throughout March we lost another two employees in our crew being the MC Truck Driver and the other was a general Plant Operator. We have commenced searching to fill these vacancies along with the ongoing search for a Grader Operator however this task has been difficult during these trying times.
- The Road Construction Crew at present are continuing working towards completing RMPC defects on the Boulia – Mount Isa Road. They are currently working in the Cloncurry section doing heavy shoulder grading.
- Approval for work to commence on the Upper Limestone Project will see the crew to commence the side track detour within the next few weeks.
- With the crew working at completing outstanding RMPC tasks and the Upper Limestone Project, works on the Donohue Highway will now commence later in the year.
- Training conducted on 20<sup>th</sup> March was the completion of First Aid & CPR courses.



*Roadworks being carried out on Boulia – Dajarra 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 March 2020 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 20<sup>th</sup> April 2020

<b>TITLE:</b>	Rural Lands Protection Officer March 2020 Report	<b>DOC REF:</b> Item D
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<b>REPORT BY:</b>	GRAHAM SMERDON Rural Lands Protection Officer	<b>DATE:</b> 06/04/2020
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### **CORPORATE PLAN REFERENCE:**

Key Priority 4: Caring for the environment

4.3: Sustainable

4.3.1 Ensure the region's sustainability through integrated weed and pest management practices

### **PURPOSE:**

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

### **CONTENT:**

#### **RLPO:**

The month was spent doing weed spraying and animal control.

#### **TOWN COMMON:**

The feed and what stock there is, are all looking good.

#### **PONY CLUB PADDOCK:**

The replacement/realignment of the fence that the Work Camp was going to do will have to be done by someone else as the Work Camp won't be back until the COVID-19 is over and done. I am waiting to hear back on prices from a couple of people on what they will charge to do the job.

#### **DOMESTIC ANIMAL CONTROL:**

There were four dogs handed in to be humanely put down and one mother cat and five kittens handed in to be humanely put down.

#### **CWRPM (TECHGROUP)**

There was a meeting held on the 19/03/2020 in Biloela before the start of the second day of the Shire Rural Lands Officers Group (SRLOG) meeting. I did not attend but have had the minutes sent to me (attached to this report).

#### **SRLOG (Shire Rural Lands Officers Group):**

There was a meeting held in March in Biloela, I did not attend. I did ask for the minutes from the meeting to be sent, they are attached to this report.

#### **WEED SPRAYING SHIRE ROADS:**

I will start spraying once I have finished doing the RMPC weed spraying.

#### **RMPC:**

I have started RMPC weed spraying and have finished both sides of the road from Boulia to Cloncurry boundary. I am now spraying the Boulia to Bedourie Rd, once I have finished this I will then start on the Boulia to Winton Rd.

I have been and taken photos of the Parkinsonia Bushes that I put the Graslan Pellets around in the burrow pits on the Boulia to Mt Isa Rd. I got a 75% to 100% kill depending on the amount of bushes in each pit. The pits where I only got the 75% kill, I will need to go back and put more pellets out now that I can get to the bushes as before they were that thick I could only get the ones on the outside. See attached photos, Chainage 69.9k GPS Lat: 21.10153 Long: 139.31503, Chainage 69.2k Lat: 21.10472 Long: 139.31079 and Chainage 68.8k Lat:21.10478 Long: 139.30876.

#### **GRAVEL/BURROW PITS:**

I have been up and checked what kind of a kill I got and the kill rate was from 50% up to 90% depending on how thick the Parkinsonia Bushes were in the pits see attached photos from pit at GPS Lat;21.50143 Long: 138.85078 and pit at Lat: 21.48117 Long: 138.87660

**STOCK ROUTE:**

I still have not heard back on the Expression Of Interest for Capital Works Funding that I put in last year so let's hope no news is good news.

**1080 BAITING:**

I have spoken to the other RLPOs about 1080 baiting and all of them are going ahead with their first round of baiting. Due to the new rules when attending a baiting station that we were all trained in when we attended the 1080 training in February, we don't see any problems to do with COVID-19 and social distancing at the baiting stations.

The dates for the first round will be from the 11<sup>th</sup> to the 15<sup>th</sup> of May 2020. I have already had one station ring and ask if they can bait later this month or in the first week of next month as they are having dog problems. The dates/times and places for the first round will be sent out in the last week of April.

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMENDATION:**

That the Rural Lands Protection Officer's March 2020 Report be received for information.

**ATTACHMENTS:** Central West Regional Pest Partnership Group minutes, Shire Rural Lands Officers Group meeting minutes, Photos from the Burrow Pits on Mt Isa Road, Photos from the Burrow Pit on North Urandangi Road.

Reviewed by Director of Works and Operations

Mr Harin Karra

Approved by Chief Executive Officer

Ms Lynn Moore



## **Biloela Meeting: Wednesday 18th & Thursday 19th March 2020**

**Theme:** There is not a person anywhere who is not capable of doing more than he think they can.

**Quoted:** Henry Ford

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**Objective:** Sharing Knowledge and Skills in Stock Routes, Pest and Weed Management.

Anthony Waugh John Fisher	Barcaldine Regional Council
Peter Pidgeon Emily Jellie	Barcoo Shire Council
Jeffery Newton Anna – Marie Moffat	Longreach Regional Council
Suzy Walters Ashleigh Dunn	Central Highlands RC
Grant Hannan Des Mackellar Lita-maree Wooley	Banana Shire Council
Phillip Hayward John Reeve Jason Bode	Department of Agriculture and Fisheries
Annie Vorpapel Nikki Gay Ken Adsett Juanita Joy	Department of Natural Resources Mines
Sara Cue Ray Aspinall	Agforce

### **Apologies:**

Mark Kleinschmidt (DCG), Ali Moore (Gladstone RC), Geoff Cox and Ray Foxwell (Winton SC), Ashley Blokland (Charters Towers RC), Neil Macdonnell & Stephen Negus (Blackall-Tambo RC), Michelle Ross & Andries Van Jaarsveld (Isaac RC), Gordon Twiner (Banana RC), Graham Smerdon (Boulia), Vicki Townley (Cloncurry SC), Colin Malone (McKinlay SC), Billy Paine (Flinders SC), Grant Hickmott (Richmond SC), Bren Fuller (Whitsundays SC), Russell Hunter (Mt Isa CC) Liam Balderson (Barcaldine RC)



**Wednesday 18<sup>th</sup> March 2020.** The Shire Rural Lands Officers Group met at the Biloela Shire Council chambers where the group attended a field trip on the improvement on pasture management of African Lovegrass and the use of fertilizer to improve palatability of pasture. The tour was conducted by Biosecurity Officer John Reeve and Grant Hannan Banana Shire Rural Lands Officer who shared extensive knowledge on improving pastures in Giant Rats Tail grass and African Lovegrass areas were explained to the group. Soil type, different types and rates of fertilizers, grazing practices and introductions of different grass species to improve the viability and productiveness of different land types. Dinner was held at the Biloela Bowls Club hosted by the Banana Shire Council.

**Shire Rural Lands Officers Group field trip inspecting improved pasture conditions.**



**Biosecurity Officer John Reeve explaining to the Group on the use of fertilizer to improve pastures.**





**Thursday 19<sup>th</sup> March 2020.**

**08:15 Welcome and Opening.**

**Mayor** : Nev Ferrier. **Chairman**: Peter Pidgeon.

**08:30 DNRME Update**: Annie Vorpapel & Nikki Gay.

Maintain the functional connectivity of the Stock Route across Queensland.

Facility inspections on Capital Works & EOI process, documentation & photos.

EOI forms **Must** be submitted with the use of the quote template.

Tanks & Trough Bases.

**Q. Anna – Marie Moffat** - Specifications on outlets for Water Facilities.

**A. Nikki Gay** - *They have changed but have not been uploaded yet.*

**Q. John Fisher** – Mobile assessment tool still in use.

**A. Annie Vorpapel** – *Not in use there is a new version.*

**09:00 DNRME Overview on the Exemptions/ADVCCs**: Juanita Joy.

Vegetation Management in Queensland.

Legal requirements for clearing native land.

Who is responsible for vegetation clearing – Landholder (managers for roads) contractor?

General exemptions call 135veg (135834) vegetation @dnrme.qld.gov.au

**Questions**: in **Black**.

**Answers**: in *Blue*.

1. Why have so hard conditions and restrictions on landholders in mulga country on feeding mulga livestock in severe drought?

*A: You can find options for harvesting for fodder here :*

[https://www.dnrme.qld.gov.au/\\_data/assets/pdf\\_file/0008/1446911/managing-fodder-clearing-code-2019.pdf](https://www.dnrme.qld.gov.au/_data/assets/pdf_file/0008/1446911/managing-fodder-clearing-code-2019.pdf)

*This codes applies to Lease land (for grazing) FH and indigenous land with vegetation categories of B, C and R located in any of the following local government areas—Balonne, Barcaldine, Barcoo, Blackall Tambo, Bulloo, Diamantina, Goondiwindi, Longreach, Maranoa, Murweh, Paroo, Quilpie, Western Downs, Winton.*

2. Can I do selective clearing on town commons/watering reserves?

*A: It will depend on why you are clearing trees – the activity will help you identify if it is an exemption.*

*Check your exemptions here:*

<https://www.qld.gov.au/environment/land/management/vegetation/exemptions> . *If an exemption doesn't apply you might need to submit a Development Application.*

*Under the VMA 94 you will need to know the veg category of the common to determine what exemptions and or **IF** any ADVCCs apply. NOTE: you need to check the ADVCC scope carefully as most don't cover Reserves and this activity will need a DA if it's not an exemption.*

The easiest way to get the property report for the town common/reserves is to use this link :

<https://www.qld.gov.au/environment/land/management/vegetation/maps>

- pop in the lot plan and your email address you will see it in about 10 minutes.

*Give the Veg Hub a ring on **135834**, if you aren't sure*

3. How will koala data be collected in regional areas e.g word of mouth, taskforce etc ?  
*Answered in presentation – refer to DES*

**Jason B DAF**

4. Any legal requirement for stock route with minimum ground cover?  
*Not under the VMA – there may be residual limits under the Stock Route Management Act?*



**09:45 BRC Water sensor update:** John Fisher.

Barcaldine required eight Harington UC Water Sensors under Capital Works as a trail.

\$20,000 for the purchase of eight sensors.

\$240.00 annual fee.

Water Sensors matched to site numbers of Water Facilities.

Three out of the eight were showing results five were not.

John will follow up on report at next meeting.

**10:00 Smoko.**

**10:30 DNRME Soil/Water Conditions:** Ken Adsett.

Profile on organic matter the decomposed granite – sand.

Soil conditions A.B.C.D

Different type of Vegetation and trees for different types of soil conditions.

Calcium in water eg: ground water /Bore water.



**11:00 DAF African Swine Fever:** Jason Bode.

**(A.S.F)**

African Swine Fever is a disease of pigs – farmed & feral.

ASF does not affect humans and pork is safe to eat.

ASF is fatal to pigs in 80% of cases.

There is no treatment for ASF or vaccine to prevent it.

ASF has spread globally rapidly in late September 2019, it was confirmed in Timor Leste and is more than a disease of pigs – international implications for human protein source.

>300 Millions pigs killed in China, by the end of 2019 approx. 20% worlds meat protein source wiped out.

**Pigs can become infected by:**

Eating contaminated pork products and feed.

Close contact with infected pigs, contact with contaminated equipment.

The greatest risk of introduction is from people illegally bringing pork products into Australia from overseas and the product being fed to pigs.

**ASF – Risk Mitigation.**

Robust border control.

Stringent on farm Biosecurity.

Swill feeding prohibited.



**11:45 Agforce Wild Dog Coordinator:** Ray Aspinall.

Ray explained his role as the Wild Dog Coordinator and that he has attended eight Wild Dog meetings throughout the RAPAD area and with Wild Dog Syndicates.

Has made contact with landholders in the region to discuss Pest Management Plans.

Number of participants Baiting is down due to exclusion fencing being erected in the RAPAD area.

Trapping workshop at Winton was cancelled due to the lack of number of participants.

Data collection on numbers and activity continuing.

Ray will be attending Baiting stations in the RAPAD areas.

**12:00 lunch.**

**12:45 DAF GRT & African Lovegrass Project:** John Reeve.

John gave an update on the joint venture between Biosecurity Queensland, Local Government, University of Queensland and Powerlink.

Palatability of pasture for animals.

Giant Rats Tail Grass trails and biocontrol.

Methods have been carried out on pasture, protein, energy and tensile by Shane Campbell.

Trails on African Lovegrass control without the use of herbicides carried out have had successful results.



**13:20 DNRME Update:** Annie Vorpapel & Nikki Gay.

1. Project Reports to in by 31<sup>st</sup> March 2020.
2. Claims due end of May with photos, Council invoices and signed off by CEO on form 3.
3. Report how work is progressing.  
70/30% split to get most jobs provisionally approved early.  
Travel Permits – deciding applications.

**Grazing Permits** – Max 2x28 days for same area than off for 3 months.

All fences/troughs erected during Grazing Permit **Must** be removed.

Same cattle different name does not exempt them.

Do not renew permit if there will not be enough pasture for travelling stock.

Stock Routes should be managed to ensure pasture is maintained for travelling stock.

**14:00 RAPAD Projects:** Peter Pidgeon.

Queensland Feral Pest Initiative (QFPI) projects included Good Neighbour Program At Barcaldine Regional Council with 47 properties involved.

Barcoo Shire invasive weeds project along Barcoo and Thomson River systems and Coral Cactus.

Fencing grants to control invasive Plants and Animals.

Longreach committee drought funding four properties completed.

Stage 1 have received seven applications.

**14:30 DAF *Cylindropuntia prolifera*:** Phillip Hayward.

*Cylindropuntia prolifera* (Jumping cholla) is a cactus native to California. Its taxonomy is unclear with some literature stating that it is a hybrid between two other species of *Cylindropuntia*.

The only formally recorded naturalised population of *Cylindropuntia prolifera* in Queensland is near Longreach.

*Cylindropuntia prolifera* does not appear to have a history as an invasive pest overseas.



*Cylindropuntia prolifera* has the pest potential to become a significant pest in Queensland. Habitats most at risk are arid and semi-arid rangelands in western Queensland, especially elevated, rocky ridgelines and associated slopes, but possibly including well-drained alluvial flats at lower elevations

***Cylindropuntia prolifera***, (Jumping cholla) under the Biosecurity Act 2014 is a restricted species category 2.3.4.5

**Habit** - is a mostly erect cactus up to 3 meters tall.

**Cladode** - Greenish – grey in colour 4 – 15 cm long, 4 – 5 cm diameter. Prominent tubercles

**Spines** – 7 – 11 spines per areole, 1 – 2 cm long. Light to dark brown, interlacing. White to tan sheath firmly attached.

**Flower** – Rose to magenta.

**Fruit** – Top – shaped, 2 – 5 cm long. Green. Can form chains of fruit.

*Cylindropuntia prolifera* has a native range from California to Baja California, Mexico where it grows in coastal sage scrub, chaparral, and beach bluff habitat.

### **History of spread in Queensland.**

In Australia, it is common in South Australia, although most populations are small. It also occurs in NSW in the Lightning Ridge area, WA, Central-West Queensland and Alice Springs NT. The common name for *Cylindropuntia prolifera* is jumping cholla which comes from its ability to seemingly 'jump' off the parent plant and latch onto passers-by. While numerous large fruit are produced, it is considered sterile in Australia (as it is not known to produce seed). Spread prevention is the key for *Cylindropuntia prolifera* management, this can be achieved through a combination of exclusion fencing to reduce access to vectors, combined with strict hygiene protocols when entering and exiting infested areas.

The primary method of control has been undertaken by Longreach Regional Council, Landholders and Biosecurity Queensland. Foliar spraying is currently the best control option available. A biocontrol agent was approved for *Cylindropuntia prolifera* in October 2017. Biocontrol was released into this infestation at Longreach June 2018.

Chemical control has been undertaken in the field, with overall application of Access and diesel at a rate of 1:60 (APVMA permit PER11463 applies).



**15:00 Smoko.**

**15:20 DAF Capacity Building for Local government:** John Reeve.

Capacity Building Workshops were put forward to the SRLOG for their input to develop relevant training workshops they could use in their fieldwork and workplace.

Ideas suggested were understanding the use of Herbicides and treatment, Botany of insects, landscape and soil health, spray equipment, animal post-mortems, conflict resolution, Biocontrol (Rabbit Haemorrhagic Disease Virus) Trapping Workshops and Domestic animals intake per day of Biomass on Stock Routes.

**16:00 Council Updates all LG's**

**Barcoo Shire:** Peter Pidgeon.

**Weeds:** isolated Coral Cactus control Shire is fairly weed free.

**Pest Animals:** Not many scalps Jundah seems to be the main hotspot for Wild Dogs.

**Baiting:** 14 tonnes of meat Baits were distributed in October at five Baiting Stations. Meat for next Baiting program is going to be difficult to require.

**Drovers:** Issued three permits for travelling stock two drover's trucked stock out.

\*

**Barcaldine Regional Council:** John Fisher.

**Weeds:** Council conducted spraying of all invasive plants in the township of Aramac as well as ongoing weed projects of Tiger Pear, Coral Cactus, Parthenium and Rubber Vine across the region.

**Alpha Cattle Dip:** 18,000 head of cattle have been through the dip.

**Pest Animals:** 83 properties participated in last Baiting campaign 53 from the Alpha area sixty tonnes of meat Bait distributed across the region. Barcaldine participation has been down possibly due to exclusion fences going up in the region. 357 Wild Dog scalps recorded.

**Drovers:** Issued one permit for travelling stock.

\*

**Longreach Regional Council:** Anna-Marie Moffat.

**Weeds:** Funding - Snake Cactus control at Bexley has been very successful.

Conducted pasture assessments on Stock Routes.

Community awareness on leucaena.

TMR spraying of Florestina before council start slashing road sides.

**Pest Animals:** Consultation Town Common development survey plans have been sent out.

Peter Klem working on PMP. Eighty Wild Dog scalps have been received since November.

Baiting four tonne of meat baits distributed two tonne down on last year.

\*

**Central Highlands Regional Council:** Suzy Walters.

**Weeds:** \$67,000 Government grant for Mother of Millions, Sword Pear and Harrisia control. Have discovered a reptile thought to be extinct (Retro Slider Lizard) have secured funding to fence area where reptile is located.

**Pest Animals:** Central Highlands have outlaid \$40,000 on Wild Dog scalps from 01/07/2019 to 12/03/2020.

Baiting is carried out as required by landholders.

**Chairman:** Peter Pidgeon thanked Des Mackellar & Banana Shire Council for their hospitality and for holding the SRLOG Meeting.

**Next Meeting:** TBA /Blackall or Winton.

**Meeting Closed 16:30**

**P.B Hayward Secretary SRLOG**

# CENTRAL WEST REGIONAL PEST PARTNERSHIP GROUP (CWRPPG)

**Thursday 19 March 2020**

*Biloela Council – SRLOG Meeting Room*

1. Opening of Meeting – 8:00am
2. Present – Phillip “Tex” Hayward, Peter Pidgeon, Jeffrey Newton, Anna-Marie Moffat, Anthony Waugh, John Fisher
3. Apologies – Neil MacDonnell, Vol Norris, Ray Foxwell, Geoff Cox, Peter Spence, Liam Balderson, Paul Hocking
4. Minutes from Previous Meeting  
*Moved: John Fisher*  
*Second: Peter Pidgeon*
5. Correspondance
  - RAPAD Press Release
  - Facebook Tiles
  - Nuken Day - *postponed*
6. Agenda Item – ESRI Proposal (J Newton)  
Jeffrey attended the CWRPPMG in Winton and delivered the ESRI, along with ESRI via ZOOM – Committee want more information on how to capture information and generating maps; COVID-19 has slowed things up, however works are currently underway on how the process will go; all CEO/Mayors had an opportunity to question both parties; Boulia very interested as a whole of Council operation – Lynn has not seen this platform; Leanne Kohler from DCQ also very interested; Jeffrey Newton will continue to work with ESRI and will put forward the final operation. The monies for this financial year have been committed;
7. Agenda Item – Community Awareness (A Moffat)

Jeffrey and Anna-Marie met with RAPAD Media Officer Nicole Bond to discuss how to start promoting the Group and Projects and Milestones. A Media Release was put out about the reinvigoration of the group and what is happening moving forward.

Anna-Marie has also been working with the Longreach Regional Council Communications Officer in designing tiles to go up on Facebook to promote Pest Weeds/Animals; Biosecurity have also started putting out more information up in regards to Cactus ie Bunny Ears, they have also released a short you tube video discussing issues with Cactus. The officer who Anna-Marie has been talking to stated that they have had a massive response to the Bunny Ears, with many people asking what they can do to get rid of their collections. Over the next few months Biosecurity will also be producing videos on individual cacti.



We encourage everyone to find these and push them out on Facebook to spread the word.

Barcoo are currently putting together their Info packages to go into the Visitor Information Centres etc.

8. Sticky Florestina Project – is going to be underway soon now that the rain has slowed down; very noticeable between Barcaldine and Longreach.
9. Pest Weed Map/s are an ongoing process – if there are any new updates on infestations please send through to Peter Klem for collaboration.
10. General Business  
It is important that we get a project off the ground to support the monies as Management Group wants evidence – Peter Spence/John Fisher.
11. Next Meeting – June 2020 date TBC
12. Closed 8.30am

# CENTRAL WEST REGIONAL PEST PARTNERSHIP GROUP (CWRPPG)

## Monday 3 February 2020 Minutes

*Fairmont West, Longreach Regional Council Civic Centre*

1. Opening of Meeting – 10.01 am
2. Present  
*Jeffrey Newton, Anna-Marie Moffat, Ray Aspinall and Peter Pidgeon*  
  
Tele-link  
*Neil McDonnell, Geoff Swan, David Arnold, John Fischer and Graham Smeardon*
3. Apologies  
*Vol Norris, Leanne Kohler, Garry Pidgeon, Lynne Moore, Paul Hockings*
4. Minutes from Previous Meeting  
*Moved Graham Smeardon*  
*Second Peter Pidgeon*
5. Agenda Item – ESRI Proposal (J Newton)

Jeffrey Newton has had several meetings with ESRI in regards to creating a platform to be used by all of the RLO's for things such as Stock Route Assessments; Pasture Assessments; Pest Weed Spraying; 1080 Programs.

ESRI has worked with multiple Councils across Aus/NZ and with this and have redesigned the way ESRI works and how it can be beneficial to all users.

Currently LRC pays \$11,000 per year for the licence and usage, however with all seven (7) RAPAD Councils ESRI can tailor a better package price to be split evenly across the Councils.

This program will be iPhone, iPad and Android friendly; it will also work out in the field where there is no coverage.

This app will replace the 'promised' Mobile Assessment Tool being developed by DNRME, which has been in the pipeline for the past 6 years. It will allow for live data to be uploaded to the system, and will allow for the generation of reports, which is ideal for funding, research and creating internal reports.

ESRI will also provide five (5) training days for this system – either through site visits or online or both.

It was agreed by the group that it would be beneficial for the group to use the same consistent system that has the same information and allows for a multitude of data to be collated.

<i>Recommendation</i>
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*Central West Regional Pest Partnership Group are seeking a resolution from the Management Group for the ESRI Proposal of a Multiple Council Database Platform to support the consistent collation of Pest Weed and Animal data across the RAPAD Region.*

6. Agenda Item – Regional Pest Weed / Fencing Maps (J Newton)
7. Agenda Item – Sticky Florestina collaboration (J Newton)  
Invoice for Chemical purchased by BRC \$7,793.50 (GST Inc) will be sent to Accounts for reimbursement from the \$70,000.
8. Agenda Item – Community Awareness (A Moffat)  
Fact Sheets are very popular at the Longreach Visitor Centre, with some needing to be restocked.

Group was asked how everyone was going, not many responses.

Anna-Marie is to arrange a meeting with RAPAD Media Officer Nicole Bond to discuss Community Awareness Information and Website.

9. Business Arising  
Geoffrey Swan – open for questions in regards to changes to QLD Health & 1080
  - Dates have been set for training this month;
  - Confirmed everyone has received the correspondence to this training;
  - Take all correspondence on the day of your training;
  - Geoffrey to confirm start and finish times;
  - No further emails have been received in regards to the proposed changes (as per questioned by Jeffrey Newton);
  - Minister is aware of the proposed changes – waiting for the 20/21 Budget;
  - DAF will supply the 1080 for the Autumn and Spring Baits 2020;
  - No one knows what QLD Health are doing;
  - LGAQ/AgForce/DAF have been supplying information to QLD Health;
  - If licence expires after training – reapply via QLD Health.
10. Next meeting – 7am Wednesday 18 March 2020 (SRLOG Meeting)
11. Close meeting 10.41am

## Renewed push to make weeds history in the Central West

MEDIA RELEASE 05/03/2020

A renewed push across central western Queensland to eradicate weeds has gathered momentum with increased investment and a targeted response.

The Central West Regional Pest Partnership Group is made up of the CEOs and Rural Lands Officer's from Barcaldine, Blackall-Tambo, Longreach, Barcoo, Diamantina, Boulia and Winton, as well as representatives from Desert Channels Qld, Agforce, Biosecurity Queensland, Transport and Main Roads.

Chair of overarching body Central West Regional Pest Management Group, Andrew Martin says the impact of pest weeds shouldn't be underestimated.

"Pests cause damage to the environment, domestic and native wildlife, contribute to loss of native vegetation and degrade the economic potential of the region so it is vital that we work as a cohesive unit with drive and determination to stamp them out," he said.

All RAPAD councils have got behind the partnership group by investing ten thousand dollars each for its operation this financial year.

"It is critical to have buy in from all communities and other land managers to get some meaningful work completed, particularly as some parts look to transition out of the drought," Councillor Martin said.

The group replaces the Central West Regional Pest Technical Group.

Central West Regional Pest Partnership Group Chair, Jeffrey Newton says the group is focusing on three main priorities this year.


1. Reducing the prevalence of Sticky Florestina along roadways between Blackall/Barcaldine/Longreach.
2. Creating printed materials focused on the 'Dirty Dozen'. The twelve pest plants high on our list of priorities.
3. The creation of a Central West Pest Weed map, which has potential to assist in the identification, monitoring.

"We are working toward a 'zero tolerance' stance on weeds and will be putting effort into building the communities knowledge of pest weeds in our region," Mr Newton said.

--ENDS--

To arrange an interview or for more information contact:

Nicole Bond  
Media and Communications Manager RAPAD  
0417 199 369

 (07) 4652 5600

 [info@rapad.com.au](mailto:info@rapad.com.au)

 100 Galah Street | PO Box 592  
Longreach Q 4730



#RAPADCWQ



# Bunny Ears are on the hop

Please help stop the spread of pest species

*Our Local Laws Officers  
can help identify and advise  
on treating mature or  
existing plants and  
follow-up treatment*

*Bunny ears is a Category 2, 3, 4 and 5  
restricted invasive plant under the  
Biosecurity Act 2014, plants must be  
reported to Biosecurity Queensland  
within 24 hours of the sighting*

 [longreach.qld.gov.au/rural](http://longreach.qld.gov.au/rural)

 (07) 4658 4111



**Longreach  
Regional Council**

Ilfracombe Isisford Longreach Yaraka



# Leucaena is sprouting

Please help stop the spread of pest species



*Our Rural Lands Officers can assist in identifying and treating mature or existing plants, and advise about follow-up treatment regimes*

*Leucaena is a shrub growing up to about 6m high. Leaves are about 25 cm long and bipinnate, with dull, greyish-green leaflets. Flower heads are spherical and creamy yellow in colour on short stalks about 5 cm long. Flattened pods up to 15 cm long occur in dense clusters, each pod containing around 20 flat glossy-brown seeds that scatter when ripe.*

 [longreach.qld.gov.au](http://longreach.qld.gov.au)

 (07) 4658 4111



**Longreach  
Regional Council**

Ilfracombe Isisford Longreach Yaraka



# Invasive weeds are sprouting

Please help stop the spread of pest species



*Leucaena*



*Parkinsonia*



*Rubber Vine*



*Prickly Acacia*



*Bunny Ears*



*Coral Cactus*



*Harrisia Cactus*

*Our Rural Lands Officers can assist in identifying and treating mature or existing plants, and advise about follow-up treatment.*

 [longreach.qld.gov.au/rural](http://longreach.qld.gov.au/rural)

 (07) 4658 4111



**Longreach Regional Council**

Ilfracombe Isisford Longreach Yaraka



# Rubber Vine is invading!

Please help stop the spread of pest species



*Our Local Laws Officers  
can help identify and advise  
on treating mature or  
existing plants and  
follow-up treatment*

*Rubber vine is a vigorous climber with  
twining, whip-like shoots that can grow  
unsupported as an untidy, multistemmed  
shrub 1–2 m high, or it can scramble up  
to 30 m high in trees. The stems, leaves  
and unripe pods exude a white, milky sap  
when broken or cut.*

 [longreach.qld.gov.au/rural](http://longreach.qld.gov.au/rural)

 (07) 4658 4111



**Longreach  
Regional Council**

Ilfracombe Isisford Longreach Yaraka



# Photos from Burrow Pits on Mt Isa Rd





# PHOTOS FROM BURROW PIT ON NORTH URANDANGI RD



# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	CEO Briefing for March 2020	<b>DOC REF:</b> Item CEO1
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<b>REPORT BY:</b>	Lynn Moore Chief Executive Officer	<b>DATE:</b> 08/04/2020
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### CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.1: Confidence

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

### PURPOSE:

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

### CONTENT:

#### Regional Community Precinct (Hub)

Meeting with the architects occurred on 18<sup>th</sup> - 20<sup>th</sup> March with surveying completed for levels with regard to flood heights. Further draft documents to be prepared and submitted by the end of April in readiness for the proposed next round of funding if we are successful.

#### Boulia Shire Certified Agreement 2019-2023

This agreement has now been ratified by the Queensland Industrial Commission on 9<sup>th</sup> March and the following steps are to be completed before June 2020:

- Calculation and payment of entitlements for each employee (back paid to 1/7/2019 as per agreement)
- Confirmation of the accuracy of each roles position description
- Review of current levels against the new Award.

#### Central Petroleum - surrender of leases

Surrender has now been received from Central Petroleum, signed and forwarded to solicitors for registration.

#### Town Planning Scheme

The Town Planning Scheme is now on display until 23<sup>rd</sup> April, with a paper copy available at the front office for the public to view as well as adhering to all the requirements of the Planning Act - Communication strategy.

#### 2020 Budget Planning, Operational Plan, Organisational Structure

Ground work has been completed for the 2020-2021 budget, Operational plans and also the review of the Organisational chart which will take place after the first Council meeting following the March 2020 Council election.

#### Councillor training

Training has been confirmed for the elected members of Council after the March 2020 election. This is scheduled for 20<sup>th</sup> May and is to be in conjunction with the Diamantina Council. **Due to COVID-19 this has been deferred. Requesting video link up from LGAQ.**

### CEO MEETINGS

DATE	CONTACT	PURPOSE
2/3/2020	Kerry Parker	DATSIP Introduction
3/3/2020	ManEx	Weekly catch-up
3/3/2020	Kym Arnold	Interview - DWO Tech
8/3/2020	Travel to Bris	Certified Agreement sign off
9/3/2020	QIRC	Certified Agreement sign off
10/3/2020	ManEx	Weekly catch-up

10/03/2020	DDMG	Coronavirus update
11/3/2020	SDDC	Coronavirus update
13/3/2020	Roni Harris	Interview - Tourism Officer
13/3/2020	Interview	Admin – Final Trim
16/3/2020	Council meeting	General monthly meeting
17/3/2020	ManEx	Weekly catch-up
17/3/2020	Selena Gomersall	Outback future - introduction
17/3/2020	Staff meeting	COVID-19
17/3/2020	Jane Hancock	CWHS – COVID-19
18/3/2020	Shaneen Fantin	POD – Architects
18/3/2020	Jane Hancock	CWHS – COVID-19
19/3/2020	Plant Tender - next round	Exec meeting
20/3/2020	SEGRA	COVID-19 webinar
24/3/2020	LDMG	COVID-19
24/3/2020	ManEx	Weekly catch-up
26/3/2020	DDMG	COVID-19
27/3/2020	COWS meeting	Zoom (CEO's of the West)
31/3/2020	ManEx	Weekly catch-up
** Meetings do not include regular meetings with all staff and senior management each week.		

**ATTACHMENTS:** Nil

**RECOMMENDATION:**

That the March 2020 CEO report is received for information.

Chief Executive Officer

Ms Lynn Moore

## Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
<b>Wednesday 18<sup>th</sup> April 2018</b>				
22/8/2018		Cllr Beauchamp: Consider heritage signage at the Boulia clinic.	CSM	05/03/2020 Pedestals have now been ordered for the signs. 15/01/2020 Signage received ready for installation
<b>Wednesday 17<sup>th</sup> April 2019</b>				
17/04/2019		Cllr Neilson: Consider making a short clip promoting Boulia to distribute on Social Media when recruiting for staff.	CSM	07/02/2020 Media Officer fine tuning this. 15/01/2020 In progress, Media Officer has undertaken some filming.
<b>Wednesday 22<sup>nd</sup> May 2019</b>				
22/05/2019		Boundary fence on Cooridgee and Wirrilyerna – check if repairs finished	RLPO/DWO	05/03/2020 Nothing will happen until weather improves and COVID-19 abates. 02/12/2019 Allocation of \$40,000 to repair/replace fencing
<b>Wednesday 24<sup>th</sup> July 2019</b>				
24/07/2019		Cllr Rick Britton: Meeting to be set up with TMR Cloncurry and Cloncurry Council regarding Ardmore mine	CEO	30/1/2020 Eric Denham confirmed meeting for later in the year. <b>-disruption now due to COVID-19</b>
24/07/2019		Cllr McGlinchey: No through road sign needed on the Georgina heading to Carlo	DWO	11/10/2019 In progress – to be considered in signage audit. 8/8/2019 In progress.
<b>Monday 18<sup>th</sup> November 2019</b>				
18/11/2019		Look at perimeter fencing for the moon rock display at the Boulia/Bedourie Town entrance	DWO	<b>07/04/2020 Fence installed.</b> 06/03/2020 A fence will be erected in the near future. ** Councillor request at February meeting – fencing to be prioritised ** 06/12/2019 Fence will be installed in February 2020.
18/11/2019	2019/11.36	That Council proceed with the Facebook Checkfront online booking system.	CSM	<b>07/04/2020 Will be completed, COVID-19 restrictions - no tourists.</b> 07/02/2020 Requiring staff to implement. 15/01/2020 To be progressed further when new Min Min Encounter staff begin. 02/12/2019 Request to proceed completed.



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Wednesday 18 <sup>th</sup> December 2019				
18/12/2019		Cllr Rick Britton: To be taken to ORG Tech/Strategic Groups – relationship between activation of road funding money and time span made available for completion of works needs to be adjusted for remote Councils	DWO/GBA	<b>06/04/2020 Form 13 and request of extension letter sent to QRA.</b> 04/03/2020 ORRTG SG approved the letter to send QRA and Emergency Australia management. 10/02/2020 Raised at Tech meeting in February. 13/01/2020 An agenda item has been added for the ORRTG Tech meeting 4th February regarding the extension of time for flood damage timelines to be changed to 2 years from date of approval.
18/12/2019		Cllr Rick Britton: During upgrades to washdown bay facility, look at possibilities for accommodating double deckers e.g. ramp access in order to prepare for future possibilities in line with Council's organic spelling yard.	DWO	10/02/2020 To be considered during upgrade works.
18/12/2019	2019/12.8	2. That the Town Common Stock Route Fence/Stock Baulk be deferred for investigation on Town Common leasing to be obtained.	DWO/RLPO	CEO 05/03/2020 Further info sought from DNRME (email). 14/01/2020 (CEO) DNRME request for information done.
Monday 20 <sup>th</sup> January 2020				
20/01/2020		Cllr Neilson: Provide a statistics report on the return of the new bores	FM	10/02/2020 In progress 31/03/2020 Reviewing data, in progress.
	2020/1.8	That Council: - endorses the Community Engagement Action Plan for public consultation of the proposed planning scheme; - resolves to request the Chief Executive administering the Planning Act to undertake a State interest review of the proposed planning scheme, in accordance with Step 3 of Stage 2 of the prescribed process set out in the 11 April 2018 notice issued to Council under section 18(3) of the Planning Act; - resolves to undertake public consultation of the proposed planning scheme in accordance with Step 8 of Stage 2 of the prescribed process set out in the 11 April 2018 notice issued to Council under section 18(3) of the Planning Act 2016 for a period of 40 business days.	CEO	21/01/2020 Documents released for public consultation - public consultation period is from <b>21st Jan up to and including 23rd April.</b>
	2020/1.19	That Council consider:	CEO	20/01/2020 In accordance with the current contract conditions requiring 6 months notice prior to the expiry of an Executive

Item CEO2

		<p>- the extension of the CEO contract for a further term of 3 years (due 30/6/2020) and that the Mayor and Deputy Mayor negotiate the renewal of this contract.</p> <p>- the extension of the DWO contract for a further term of 3 years (due 15/5/2020) and that the Mayor and Deputy Mayor review and approve the recommendations by the CEO for the renewal of this contract.</p>		<p>contract, both CEO and DWO have indicated that they would be happy to extended the contract with Council and the Council also indicated same. As the contracts expire new contracts to be negotiated (May - DWO) (CEO - June).</p>
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**Monday 17<sup>th</sup> February 2020**

17/02/2020		<p>Flyer to be sent out to the community about how one of squash courts could be repurposed/general suggestions for Sports Centre use</p>	CSM /EA	<p>27/02/2020 Notice sent out to the community with a closing date of 24/3/20. CSM to collate responses.</p>
17/02/2020	2020/2.24	<p>That Council replace the old Pony Club paddock fence with a new fence not including a floodgate.</p>	RLPO	<p>05/03/2020 To be attended to after rain events.</p>

**COUNCILLOR INFORMATION REQUESTS BETWEEN MEETINGS**

Date	Item	Project – or Issue:	Response:
18/12/2019		<p>Cllr Beauchamp: Future idea – Drone Park</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 20<sup>th</sup> April 2020

<b>TITLE:</b>	COVID-19 Workforce Management 2020	<b>DOC REF:</b> Item CEO3
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<b>REPORT BY:</b>	Lynn Moore Chief Executive Officer	<b>DATE:</b> 26/03/2020
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**CORPORATE PLAN REFERENCE:**

Key Priority 7: Valuing our greatest asset - people

**PURPOSE:**

To advise Council of the intended action for leave in relation to COVID-19 and other viral infections which may impact the Council staff.

**CONTENT:**

The COVID-19 is an unprecedented event affecting the entire globe. The potential for this virus to reach Boulia is very real and if this happens will have a devastating effect if not dealt with effectively.

The Council is working very hard to keep up with these changes in line with the Chief Health Officers recommendations.

Our proposal is to cover the eventualities of pre-infection, infection and post infection scenarios.

The LGAQ have provided guidelines which have been assessed against the legislative human resource provisions.

It is our intention to adopt these guidelines for the staff to give clarity around an ever changing situation. These guidelines have been adopted by several of the RAPAD Councils to ensure consistency across the western region.

**CONSULTATION:** RAPAD CEO's, LGAQ

**GOVERNANCE IMPLICATIONS:**

UNKOWN – unable to be estimated at this time

**RECOMMENDATION:**

That Council adopt the LGAQ Workforce Management Plan for COVID-19 recommendations as a guide to the provision of leave entitlements for the current outbreak.

**ATTACHMENTS:** CEO 3.1 LGAQ Workforce Management Plan

Chief Executive Officer	Lynn Moore
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# Boulia Shire Council



**(EPIDEMIC/PANDEMIC)**

## **Workforce Management Plan**

2<sup>nd</sup> April 2020

This Workforce Management Plan is provided as a guide when dealing with staffing issues associated with an EPIDEMIC/PANDEMIC matter. Regard has been given not only to the standing Federal and State directives, but Council's responsibilities, obligations and powers under the Workplace Health and Safety legislation, Industrial Relations legislation, the Local Government Industry Awards and the Bouliia Shire Council Enterprise Bargaining Agreement. Given the nature of an Epidemic/Pandemic, this information may change as the situation evolves and this plan will subsequently be reviewed as needed or as changes to the epidemic/pandemic situation occurs.

A epidemic or pandemic causing widespread disruption for organisations, communities and individuals can present Council with an array of unprecedented workforce management and public health challenges.

Executive Management of Council will continually work together to navigate the challenges presented by the event and the communications needed to maintain a calm workplace and community. They proactively seek to:

- provide a secure long term future for all Bouliia Shire Council employees. This is Council's number one priority
- ensure the health and safety of all employees is maintained
- continue business as usual for as long as possible
- continue to provide services to the community within the restricted operating conditions
- provide clear and factual communication to create a calm atmosphere in the workplace

### **Health and Safety**

Council will continue to take into account the welfare of our employees as well as Council business interests and the communities we serve when determining the best arrangements for assisting staff through this crisis. We are committed to ensuring that the workforce remains safe and well informed.

In accordance with government guidelines, extra precautionary measures are being implemented to protect all employees including vulnerable groups. Such measures include:

- Enforcing social distancing rules including in vehicles
- Enforcing self-isolation rules
- Encouraging good personal hygiene
- Implementing bans on non-essential Council travel
- Holding all meetings via Zoom with minimal numbers present in person
- Locking down Council administration offices by restricting entry to staff only
- Restricting access to depots to employees only unless permitted by the CEO or Director of Works and Operations

## Application

A number of situations that may potentially arise for employees during this event have been considered along with possible options that may be available to respond to the situation.

It is not possible to develop guidelines for every workforce scenario that may confront our employees, **therefore in all circumstances, employees should discuss with their Supervisor their situation** so that the best option can be agreed upon and approval for the chosen option given.

The following options apply mainly to all full-time and part-time employees. Where operationally possible, Council will redeploy long term casual employees to an alternative location or work area in the circumstances that their normal place of engagement is required to be shut down due to State and Federal Government directives or a decision by commercial operators. This may necessitate working on different days or hours to their normal roster.

**TABLE 1.**

Situation	Options	Leave arrangement
<p>Employee has <b>returned from overseas</b>. They are not sick but are required to self-isolate.</p> <p><i>(Medical clearance may be required to return to work).</i></p>	<p>Work from home if possible **</p> <p>If not possible to work from home</p>	<p>No leave impact. Work from home for the number of days as per professional medical advice or government directive</p> <p>Up to 10 days EPIDEMIC/PANDEMIC leave then; RDO/TOIL, Annual or Long Service leave may be utilised</p>
<p>Employee is <b>caring for a sick immediate family member</b> who has a suspected or <b>actual case of the EPIDEMIC/PANDEMIC</b>.</p> <p>The immediate family member has been tested for the EPIDEMIC/PANDEMIC.</p> <p><i>(Medical clearance may be required to return to work).</i></p>	<p>Work from home if possible **</p> <p>If not possible to work from home</p>	<p>No leave impact</p> <p>Carers leave (until exhausted) then RDO/TOIL, Annual or Long Service Leave may be utilised</p>
<p>Employee is the primary carer for a child who may be of increased risk.</p> <p>The doctor has advised the employee to self isolate</p>	<p>Work from home if possible **</p> <p>If not possible to work from home</p>	<p>No leave impact</p> <p>Carers leave (until exhausted) then RDO/TOIL, Annual or Long Service Leave may be utilised</p>

<p>Employee's child's <b>school/childcare has made a decision</b> to close as a result of a suspected or confirmed case of EPIDEMIC/PANDEMIC where testing is occurring or has occurred.</p> <p><i>(not applicable for school holidays)</i></p>	<p>Work from home if possible**</p> <p>If not possible to work from home</p>	<p>No leave impact</p> <p>Carers leave (until exhausted) then RDO/TOIL, Annual or Long Service Leave may be utilised</p>
<p>Employee is <b>symptomatic but not sick</b> but is choosing to self-isolate in accordance with professional medical advice.</p> <p><i>(If Council does not agree with employee risk assessment, Council has option to direct employee to report for work or suggest employee consider applying for leave from existing entitlements)</i></p>	<p>Work from home if possible**</p> <p>If not possible to work from home</p>	<p>No leave impact</p> <p>RDO/TOIL, Annual or Long Service Leave may be utilised</p>
<p>Employee has been <b>diagnosed with the EPIDEMIC/PANDEMIC</b> or is ill (has flu-like symptoms) and suspects they have virus. Employee required to self-isolate in accordance with professional medical advice.</p> <p><i>(Medical clearance will be required to return to work).</i></p>	<p>Employee choice to work from home if possible and with no or minimal symptoms **</p> <p>If not possible to work from home or medical certificate obtained</p>	<p>No leave impact</p> <p>Normal sick leave applies (until exhausted) then up to 10 days EPIDEMIC/PANDEMIC leave. Then RDO/TOIL, Annual or Long Service Leave may be utilised. Otherwise unpaid sick leave.</p>
<p>Employee is <b>exhibiting symptoms of EPIDEMIC/PANDEMIC</b> at work and is directed to leave the workplace by their Supervisor. Employee has been directed to attend a medical appointment to be tested for EPIDEMIC/PANDEMIC.</p> <p>Applies when Council believes employee is a risk to other staff</p> <p><i>(Medical clearance will be required to return to work).</i></p>	<p>Leave the workplace immediately. Employee choice to work from home if possible and with no or minimal symptoms **</p> <p>Council directs an employee to isolate themselves for 14 days a precautionary measure..</p> <p>If not possible to work from home or medical certificate obtained</p>	<p>Work from home 14 days (10 working days) where employee can perform work remotely.</p> <p>Normal sick leave applies (until exhausted) then up to 10 days EPIDEMIC/PANDEMIC leave. Then RDO/TOIL, Annual or Long Service Leave may be utilised. Otherwise unpaid sick leave</p>

<p><b>Council Precautionary office closure / variation to normal office hours – split shifts.</b></p> <p>Council chooses to shut down/ vary operations in all or part of Council due to EPIDEMIC/PANDEMIC risk.</p> <p>Closing down or varying of hours of operations leads to the standing down of Council employees.</p> <p>Decision is made by CEO and the Council at their discretion</p>	<p>Critical identified employees; directed to still report to current or alternative Council office even if office is closed to public</p> <p>Employees who can perform work at home directed to do so.**</p> <p>Employees who are required to be on call for emergency work and who can perform operations when and if an emergency call out is activated</p> <p>Remaining employees</p>	<p>Business as usual.-normal pay</p> <p>Split shifts - <b>Varying of hours outside of normal hours is at normal time unless the total monthly hours is exceeded (145 /152 hrs etc)</b></p> <p>Remain on full pay</p> <p>Directed to be on call and remain on ordinary pay. After hours call out as per Certified Agreement</p> <p>Option of taking any accrued RDO/TOIL Annual leave or Long Service Leave</p>
<p><b>Council issued with a notice or instructed by Government authority to shut down certain facilities.</b></p> <p>Council will comply with the notice/ instruction / order.</p>	<p>Council may re-deploy staff in other sections of the council.</p> <p>Council may stand down employees where necessary</p> <p>Employees who can perform work at home directed to do so. **</p> <p>Employees who are required to be on call for emergency work and who can perform operations when and if an emergency call out is activated.</p> <p>Voluntary leave -remaining employees given option of taking any accrued leave.</p>	<p>Staff who are re-deployed will be guaranteed their nominal rate of pay irrespective of the role they will fulfil. Higher duties will apply if warranted by position.</p> <p>Employees may utilise in full their RDO/TOIL, Annual leave and/or Long Service Leave to enable them to qualify for Government Assistance.</p> <p>Employees who are directed to work from home remain on normal pay.</p> <p>Directed to be on call and remain on ordinary pay. After hours call out as per Certified Agreement</p> <p>RDO/TOIL annual leave or Long Service Leave this can be taken at half rates. ie 2 weeks payment but four weeks leave.</p>
<p>Casual Employees-</p> <p><i>**Many of council's current casuals function as 'permanent part time' and have done so for many years- primarily in the tourism area. In light of this unusual relationship in the event of a closure of the facility we will proceed as follows.:</i></p>	<p>Employees choice to work in the facility , planning, cleaning, historical information gathering etc.</p> <p>Re-deployed to other areas of council</p> <p>Staff member chooses not to work</p>	<p>Nominal rate of pay will be paid for average hours worked in the previous 6 months..</p> <p><i>Hours of work may reduced by 20%</i></p> <p>Normal rate of pay for hours worked.</p> <p><i>Hours of work may reduced by 20%</i></p> <p>Leave without pay- position to remain open for the employee.</p>

*The above mentioned arrangements do not take into account any provision that might exist in the current Certified Agreement and that might apply in the circumstances prescribed.*

**\*\* Work from home : Restrictions \*\***

- The current government restriction which apply to hospital visits should be observed from 'visitors' and 'family members' to the home while the – social distancing etc.
- Google doc's to be used for all work programs for work from home staff.
- Hours of work will remain the same ie 7.6hours etc. but these can be worked over a period which suits the needs of the employee
- Toolbox talks – attended as required via video conferencing
- Weekly meetings with supervisor via teleconferencing.

**10 DAYS EPIDEMIC/ PANDEMIC LEAVE:**

Council prefer at-risk employees to isolate rather than risk infecting other staff. Paid leave discourages at-risk employees coming to work due to financial hardship. All leave is to be approved by the Director for Works or Chief Executive Officer in accordance with TABLE 1 above.

**Council has a duty of care to all employees and if Council is concerned that an employee, due to their circumstances is a risk to others, they may opt to isolate that person from the work environment.**

A Precautionary Office Closure would only be exercised by Council on rare occasions. It ensures critical employees are available for critical community services and allows for Council continuity. It gives remaining employees a number of options to choose from while still being fiscally responsible with Council resources. It also would align with anticipated community expectations of how Councils will deal with their workforce – fair, responsible and consistent with other workers in the community whose employment is affected by the EPIDEMIC/PANDEMIC.

Normal sick leave is provided for circumstances when an employee is prevented from coming to work due to illness. To further assist employees during An EPIDEMIC/PANDEMIC, a new temporary category of EPIDEMIC/PANDEMIC leave (10 days) has been created.

Should an employee be required to use their annual leave or long service leave in order to deal with EPIDEMIC/PANDEMIC, they may request that any to be taken be at half rates.

**EMPLOYEE ASSISTANCE PROGRAM**

Council understands that discussions and concerns around the coronavirus outbreak and practising self-isolation can be stressful. The current climate can be overwhelming and can impact our mental health and wellbeing. It's natural to feel a range of emotions. The Employee Assistance Program is available for employees to gain access to help and support for their mental health and wellbeing during this pandemic and at any other time during the course of their employment.

## **Further assistance available for Employees for COVID-19 Pandemic 2020**

### Superannuation Contributions

The Local Government Act provides the opportunity for employees experiencing financial hardship to be exempt from paying the 6% employee superannuation contribution for up to a maximum of 12 months. Council has to support the application. If as a result of COVID-19 employees are experiencing financial difficulties, they can contact their Supervisor or Council's Human Resources Officer for assistance with this application.

### Early Access to Superannuation

If as a result of COVID-19 PANDEMIC, a person becomes unemployed or made redundant or working hours are reduced by more than 20%, the federal government is allowing early access to part of their superannuation. The application must be made directly to the Australian Tax Office through myGov.

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Boulia Shire Council Official Ambassador	<b>DOC REF:</b> Item CEO4
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<b>REPORT BY:</b>	Ms Lynn Moore Chief Executive Officer	<b>DATE:</b> 23/03/2020
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### **CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

### **PURPOSE:**

To notify Council that the current period for the Boulia Shire Council Official Ambassador has finished and to propose the Ambassador arrangement be extended for a further four years.

### **CONTENT:**

In 2017 Council appointed Ali S as the Official Ambassador of the Boulia Shire Council.

Ali is a local Country Music Singer/Songwriter whose cultural heritage originates from the people of the Yulluna Tribe. While he has spent the majority of his life in North West Queensland, he began his singing career in Boulia and the surrounding shires, performing at community events, pubs and clubs and still holds his love for Boulia highly, hence his passion to carry out the role as Boulia Shire Council Official Ambassador.

Ali's music career has progressed substantially over the years – he has released a number of album's with chart topping songs and toured throughout not only Queensland but Australia. Last year Ali S received more than 50 thousand views on YouTube and over 500 thousand streams on Spotify, with radio stations around the world playing his music.

In his Ambassador capacity, Ali promotes Boulia during interviews and shows. Given Ali's national and international exposure, this is of great benefit to the Boulia Shire due to our heavy dependence on tourists.

There is no exchange of monies associated with the Ambassador arrangement, Council's only obligation is to provide a page on the Council website that notes who the Ambassador is and their achievements.

The initial 2017 appointment of the Ambassador role was for a period of 24 months. This appointment was subsequently reviewed in 2019 and extended for an additional year. The agreement is now due for review again and this report seeks Council's endorsement that Ali S's role as the Boulia Shire Council Official Ambassador continue and be extended to a four year period.

**GOVERNANCE IMPLICATIONS:** Nil

### **RECOMMENDATION:**

That Ali S be appointed as the Boulia Shire Council Official Ambassador for the period 2020 to 31<sup>st</sup> December 2024.

**ATTACHMENTS:** Nil

Approved by Chief Executive Officer

Ms Lynn Moore



# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Remote Communities Epidemic/Pandemic Sub Plan	<b>DOC REF:</b> Item CEO5
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<b>REPORT BY:</b>	Lynn Moore Chief Executive Officer	<b>DATE:</b> 26/03/2020
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**CORPORATE PLAN REFERENCE:**

Key Priority 7: Valuing our greatest asset - people

**PURPOSE:**

To advise Council of the content of the approved Remote Communities Epidemic/Pandemic Sub Plan intended for action in relation to which may impact the general community.

**CONTENT:**

The COVID-19 is an unprecedented event affecting the entire globe. The potential for this virus to reach Boulia is very real and if this happens will have a devastating effect if not dealt with effectively.

The Council is working very hard to keep up with these changes in line with the Chief Health Officers recommendations.

The Boulia Local Disaster Management Group have approved the adoption of the Plan to support efforts in all phases of the current COVID-19 Pandemic.

The Plan covers Governance, Operations, Prevention, Essential Services, Mass Gatherings, Community Information and Messaging, Volunteers, Recovery and Activities to reduce the risk of COVID-19 in Boulia.

This plan (which is a living document) gives clarity around an ever changing situation. This plan has been endorsed by several Councils to ensure consistency across the Western region.

**CONSULTATION:** Western Alliance CEO's, QFES, QPS

**GOVERNANCE IMPLICATIONS:**

UNKOWN – unable to be estimated at this time

**RECOMMENDATION:**

That Council endorse the Remote Communities Epidemic/Pandemic Sub Plan put forward by the Boulia Shire Local Disaster Management Group as part of our Disaster Management suite of plans.

**TABLED DOCUMENT:** CEO5.1 Remote Communities Epidemic/Pandemic Sub Plan (not for public display or distribution)

Chief Executive Officer	Lynn Moore
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# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	3rd Quarter Operational Plan Report 2019-2020	<b>DOC REF:</b> Item CEO6
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<b>REPORT BY:</b>	Ms Lynn Moore Chief Executive Officer	<b>DATE:</b> 07/04/2020
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**CORPORATE PLAN REFERENCE:**

Key Priority 5: Robust Governance

5.1: Confidence

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

**PURPOSE:**

To present the third quarter Operational Report for 2019-2020.

**CONTENT:**

The third quarter review of the Operational Plan from December 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 2019-2020 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:**

1. That Council receive the third quarter report for the 2019-2020 Operational Plan for information.
2. That the report be displayed on the Council website.

**ATTACHMENTS:** CEO6.1 (Due to the size of this document (194 pages) it will be made available online) 3rd Quarter Operational Plan Report 2019-2020

Chief Executive Officer

Ms Lynn Moore

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Development Approval for the Airport Industrial Estate	<b>DOC REF:</b> Item CEO7
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<b>REPORT BY:</b>	Lynn Moore Chief Executive Officer	<b>DATE:</b> 09/04/2020
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**CORPORATE PLAN REFERENCE:**

Key Priority 2: Building and maintaining quality infrastructure

- Infrastructure, roads, airports, buildings are well maintained
- New development is consistent with relevant plans and strategies

**PURPOSE:**

To advise Council of the Development Approval that has been finalised for the Airport Industrial Estate.

**CONTENT:**

In order to progress the development of the Airport Industrial Estate, a Development Application for Reconfiguring a Lot (1 lots into 15 lots) at Diamantina Development Road, Boulia being Lot 104 SP255329 was lodged.

The development application proposal related to the subdivision of one (1) lot into fifteen (15) lots in response to industrial land requirements for the township of Boulia. It was proposed that the industrial subdivision warranted approval as it:

- Ensures adequate, serviced and accessible land is available for industrial purposes;
- Maximises the use of existing transport infrastructure and has safe and practical access to transport infrastructure; and
- Is located in an existing industrially zoned area. The development has been sited and designed to respond to natural landscape features and the environmental constraints of the subject site.

The application has been assessed and was subsequently approved under the development approval number DA 2020/01 and has been recorded into Council's Development Application register.

**CONSULTATION:** George Bourne & Associates

**GOVERNANCE IMPLICATIONS:** Compliance with regulatory requirements.

**RECOMMENDATION:**

- That the Development Approval for the Airport Industrial Estate be endorsed by Council and received for information.
- That the CEO do all things necessary to finalise the registration of the survey plans.

**ATTACHMENTS:** Industrial Estate Development Application Approval plus plans

Chief Executive Officer

Ms Lynn Moore

All correspondence to be addressed to :  
The Chief Executive Officer  
Boulia Shire Council  
18 Herbert St BOULIA QLD 4829



Telephone: (07) 4746 3188  
Facsimile: (07) 4746 3136  
Email: [admin@boulia.qld.gov.au](mailto:admin@boulia.qld.gov.au)  
ABN: 20 492 088 398

## BOULIA SHIRE COUNCIL

3<sup>rd</sup> April 2020

Boulia Shire Council  
Herbert Street  
**BOULIA** QLD 4829

Dear Sir/ Madam,

**RE: DEVELOPMENT APPLICATION  
DEVELOPMENT PERMIT FOR RECONFIGURATION OF A LOT (1 INTO 15)  
DIAMANTINA DEVELOPMENT ROAD, BOULIA  
LOT 104 ON SP255329**

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I refer to the assessment of the abovementioned development application on land identified as lot 104 on SP255329- Diamantina Development Road, Boulia 4829.

Pursuant to Section 282 of the Planning Act 2016, Please find attached the Decision Notice for Reconfiguration of a lot (1 into 15).

Should you require further assistance in relation to this matter please do not hesitate to contact me on (07) 4746 3188.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Lynn Moore', written in a cursive style.

Ms Lynn Moore  
Chief Executive Officer

All correspondence to be addressed to :  
The Chief Executive Officer  
Boulia Shire Council  
18 Herbert St BOULIA QLD 4829



Telephone: (07) 4746 3188  
Facsimile: (07) 4746 3136  
Email: [admin@boulia.qld.gov.au](mailto:admin@boulia.qld.gov.au)  
ABN: 20 492 088 398

## BOULIA SHIRE COUNCIL

3<sup>rd</sup> April 2020

### Decision Notice Approval

**Planning Act Form 2 (version 1.0 effective 3 July 2017) made under Section 282 of the Planning Act 2016 for a decision notice (approval) under s63(2) Planning Act 2016**

Council Reference: DA2020/01  
Council Contact: Lynn Moore  
Council Contact Phone: (07) 4746 3188  
Notice Date: 3<sup>rd</sup> April 2020  
Applicant Name: Boulia Shire Council  
Applicant Address: Herbert Street, Boulia Qld 4829

I acknowledge receipt of the above application and confirm the following:

#### **Development Application for a Reconfiguration of a Lot (1 into 15) Diamantina Development Road, Boulia QLD 4829- Lot 104 on SP255329**

Dear Boulia shire Council

I advise that on the 3 April 2020 the above application was:

approved in full with conditions\* (refer to the conditions contained in Attachment 1)

\*Note: The conditions show which conditions have been imposed by the assessment manager and which conditions have been imposed by a referral agency.

#### **1. Details of Approval**

This application is taken to have been approved (a deemed approval) under section 64(5) of the Planning Act 2016.

The following approvals are given:

- Operational work for reconfiguring a lot, if the reconfiguration is also assessable development, Schedule 10, part 12, division 1 of the Planning Regulation 2017.

#### **2. Conditions**

The approval is subject to the conditions in Attachment 1.

### 3. Referral Agencies For The Application

For An Application Involving	Name of Referral Agency	Advice Agency or Concurrence Agency	Address
Reconfiguring a Lot within 100m of a road that intersects with a State-controlled road.  Reconfiguration of a Lot within 25m of a State transport Corridor.	Department of State Development, Manufacturing, Infrastructure & Planning	Concurrence Referral	Mackay Isaac Whitsunday Regional Office PO Box 257 Mackay QLD 4740

### 4. Approved plans and specifications

Copies of the following plans, specification and/or drawings are enclosed- Attachment 2

Drawing/Report Title	Prepared By	Date	Reference No:	Version / Issue
<b>Aspect of development:</b> Reconfiguration of a Lot				
Drawing No: 140218-SK1/01	George Bourne & Associates	26/04/2018	ID: 286590	
Drawing No: 140218-1 /01 to 19 (inclusive)	George Bourne & Associates	17/06/2019	ID: 286527	Rev A

### 5. Currency Period For Approval (Section 85- Planning Act 2016)

The development approval lapses at the end of the following period (the currency period)

Four **(4)** years after the approval date starts to have effect.

### 6. Appeal rights

The rights of an applicant to appeal to a tribunal or the Planning and Environment Court against a decision about a development application are set out in chapter 6, part 1 of the Planning Act 2016. For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the Planning Act 2016).

Appeal by an applicant

An applicant for a development application may appeal to the Planning and Environment Court against the following:

- the refusal of all or part of the development application
- a provision of the development approval
- the decision to give a preliminary approval when a development permit was applied for
- a deemed refusal of the development application.

An applicant may also have a right to appeal to the Development tribunal. For more information, see schedule 1 of the Planning Act 2016.

## Appeal by a submitter

A submitter for a development application may appeal to the Planning and Environment Court against:

- any part of the development application for the development approval that required impact assessment
- a variation request.

The timeframes for starting an appeal in the Planning and Environment Court are set out in section 229 of the Planning Act 2016.

Attachment 2 is an extract from the Planning Act 2016 that sets down the applicant's appeal rights and the appeal rights of a submitter.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'Glynis Hoone'. The signature is written in a cursive style with a large initial 'G'.

**Chief Executive Officer**

## **Attachment 1 - Conditions of Approval**

### **Assessment Manager's Conditions**

Approval is granted for the purpose of reconfiguring a Lot (1 into 15), subject to the following conditions:

- 1) The development will generally be in accordance with the attached plans (Attachment 2).
- 2) Each proposed lot is to be given an appropriate street number in accordance with AS 4819.
- 3) All Lots in the proposed reconfiguration will be connected to the Boulia water supply System.
- 4) All Lots in the proposed reconfiguration will be connected to a reticulated electricity system in accordance with relevant standards.
- 5) Each lot in the proposed reconfiguration shall have stormwater collected and discharged in accordance with relevant standards.
- 6) All utility services shall be located within the road reserve where possible in accordance with accepted engineering standards and practice.
- 7) Prior to undertaking any works required by these conditions of approval for vehicle crossovers, water supply connections, and stormwater drainage, engineering plans and specifications shall be provided by a Registered Professional Engineer of Queensland (RPEQ) - Civil in accordance with the relevant standards required by the conditions of approval, and shall be submitted to and for endorsement and approval by Council.
- 8) On completion of the works, "as constructed" plans shall be submitted to Council, with certification by a Registered Professional Engineer of Queensland (RPEQ) – Civil stating that the works have been completed in accordance with the endorsed plans and any approved modifications.
- 9) The cost of carrying out works and providing services to each proposed lot, as required by the conditions of approval, shall be at the expense of the applicant.
- 10) All works necessitated by the conditions of approval for vehicle crossovers, water supply, stormwater drainage, earthworks and reticulation of electricity shall be completed prior to the submission to Council of the Plan of Survey required by Condition 11.
- 11) The applicant shall submit a detailed plan of Survey, prepared by a licensed surveyor, for the approval of council.

### **Referral Agency Conditions**

- 1) At all Times- Stormwater management of the development must ensure no worsening or actionable nuisance to the state-controlled road.
- 2)
  - a) At all Times- The road access locations, are to be located generally in accordance with Boulia Subdivision, prepared by GBA Consulting Engineers, dated 26/04/2018 reference 140218-SKI/01.
  - b) Prior to submitting the Plan of Survey to the local government for approval- The road access works must be designed and constructed in accordance with TMR Standard Drawing BDO741\_2 as conditioned in Pre Application Advice 23 August 2019.



**Attachment 2 - Plans**



# Boulia Shire Council

Industrial Subdivision

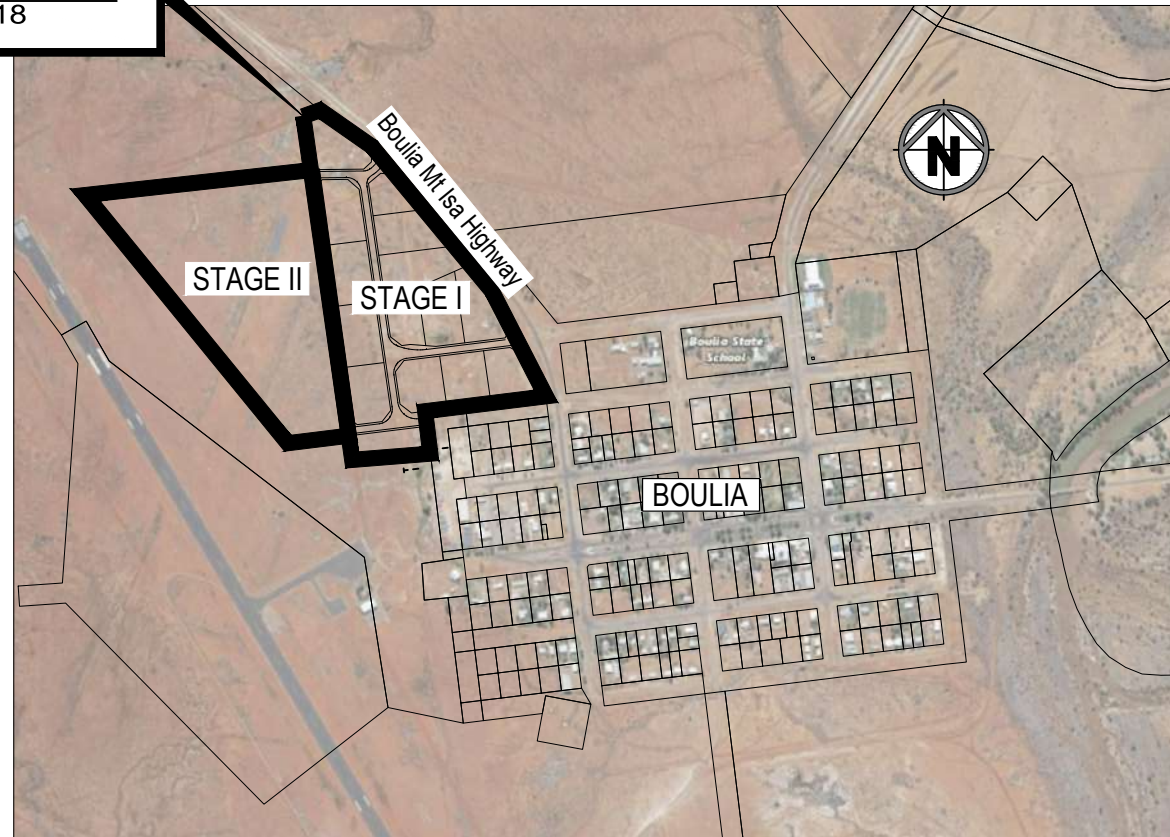
STAGE I

**PRELIMINARY**

NOT FOR CONSTRUCTION

17 June 2019 at 12:45

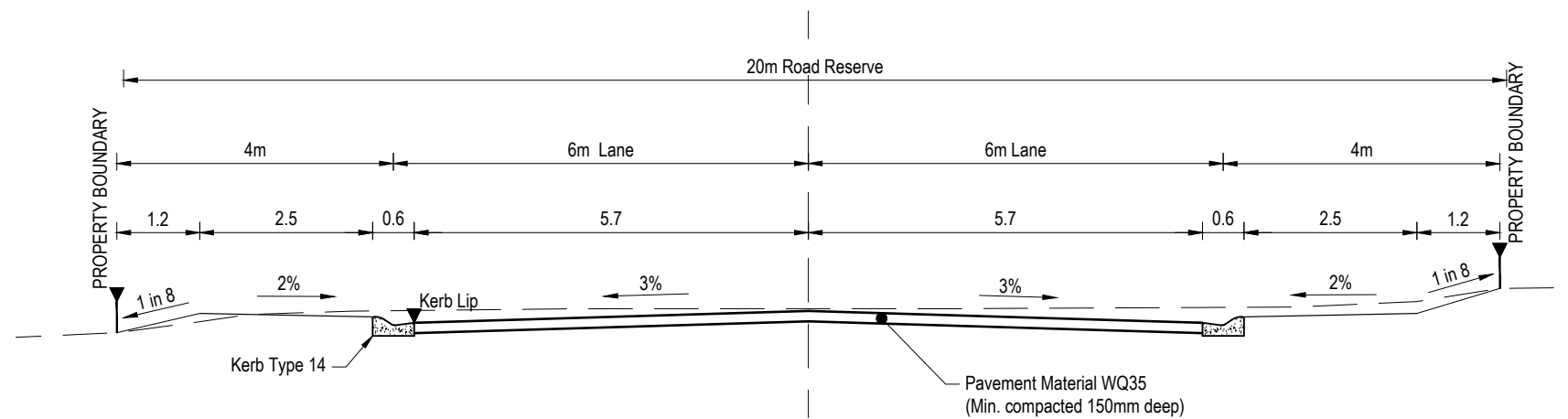
**JOB SITE**  
140218



**LOCALITY PLAN**

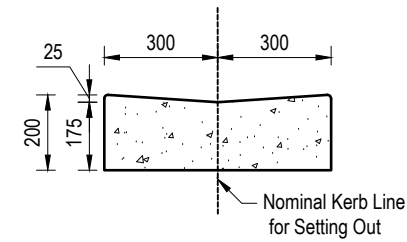
Scale 1:15000

MC01, MC02, MC03 & MC04

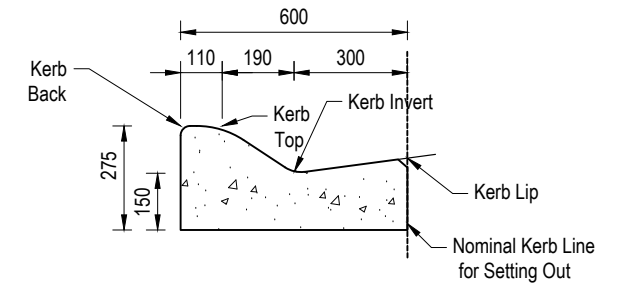


**TYPICAL CROSS SECTION**

Not to Scale



**Channel Type 22 (TMR)**  
NTS



**Semi Mountable Kerb type 14 (TMR)**  
NTS

**BITUMEN SURFACING #**

PRIME: AMCO 1.0L/m<sup>2</sup>  
1ST SEAL: C170 1.1L/m<sup>2</sup>  
2ND SEAL: PMB 2.3L/m<sup>2</sup>

10mm agg 1m<sup>3</sup>/95 m<sup>2</sup>  
14mm agg 1m<sup>3</sup>/100 m<sup>2</sup>

NOTE: SEAL DESIGN TO BE CONFIRMED BY SUPERINTENDENT PRIOR TO SEALING

**NOTES**

1. All Materials and works to comply with TMR specification and Standard Drawings, & Australian Standards.
2. Dimensions are indicative only and need to be confirmed on site.
3. Information shown on the typical cross sections is nominal only.
4. All services are to be located prior to construction.
5. Fences are not located exactly on boundary line.
6. The alignment and depths of existing services to be confirmed on site in consultation with relevant service authorities prior to any excavation and shall not be inferred from the service location drawings.
7. The contractors shall ensure that the works are carried out in accordance with all requirements of acts, regulations and local laws.

Date Printed: 17/06/2019 12:45:29 M-Files ID: 286527

Rev.	Description	By	Date
A	Preliminary Issue	MB	17/06/2019

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All dimensions shown in metres unless otherwise specified.

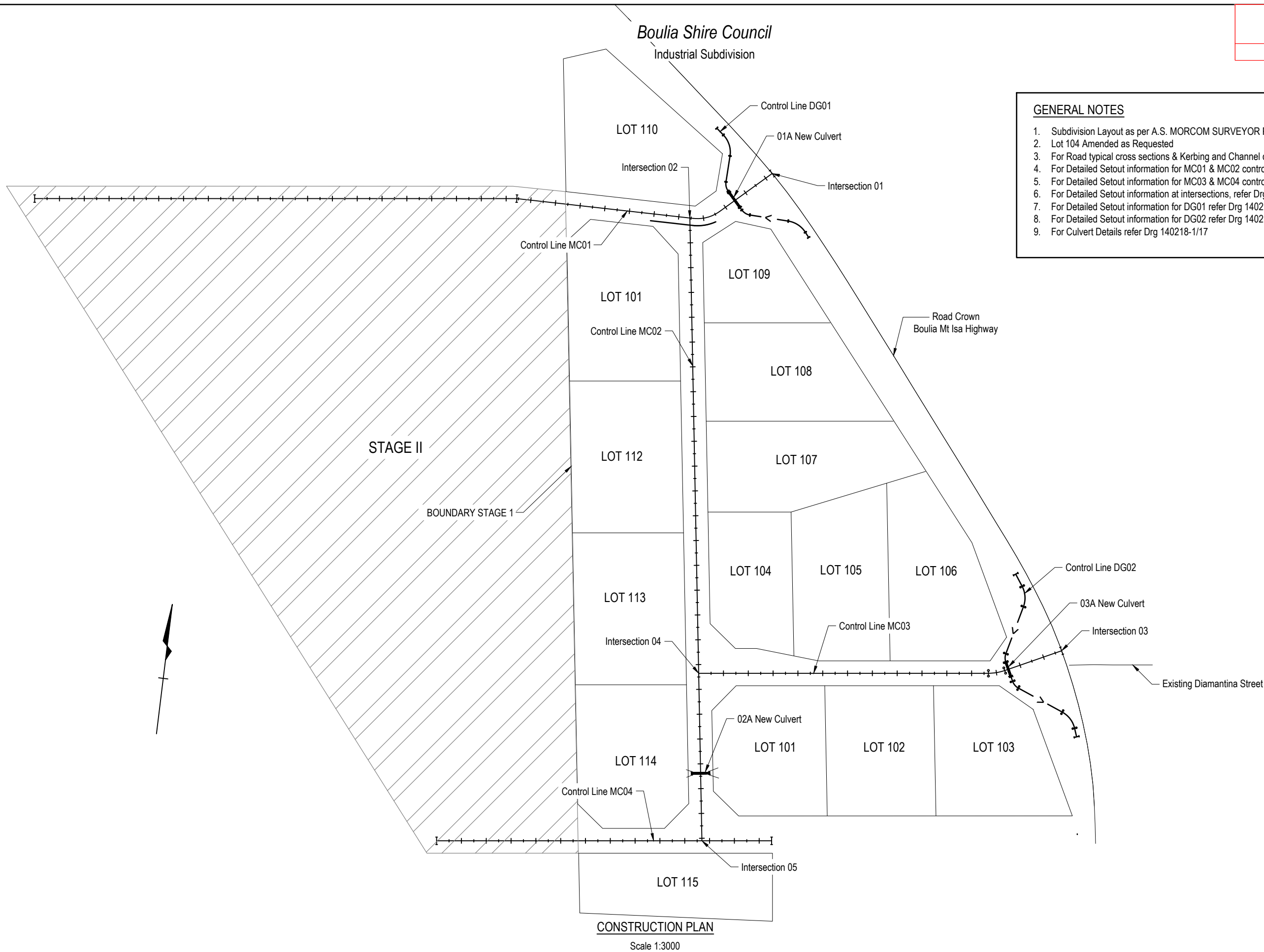
Drawn: Moises Barrera  
Checked: Stuart Bourne

George Bourne and Associates  
73 Elm Street (PO Box 169) Barcaldine Qld 4725  
Phone: 07 4651 5177 Fax: 07 3220 6791  
Email: admin@gbassoc.com.au

Approved:  
Stuart Bourne  
RPEQ No.: ----

Client: **Boulia Shire Council**  
Project: **140218 BouSC Boulia - Industrial Subdivision**  
Title: **Boulia Subdivision  
Locality Plan, Typical Cross Section & General Quantities**

Category: Subdivisions  
Project-Set: 140218-1 Sheet: 01 OF 19  
Drawing No. **140218-1/01** Rev. **A**  
Scale: AS SHOWN Size: A3



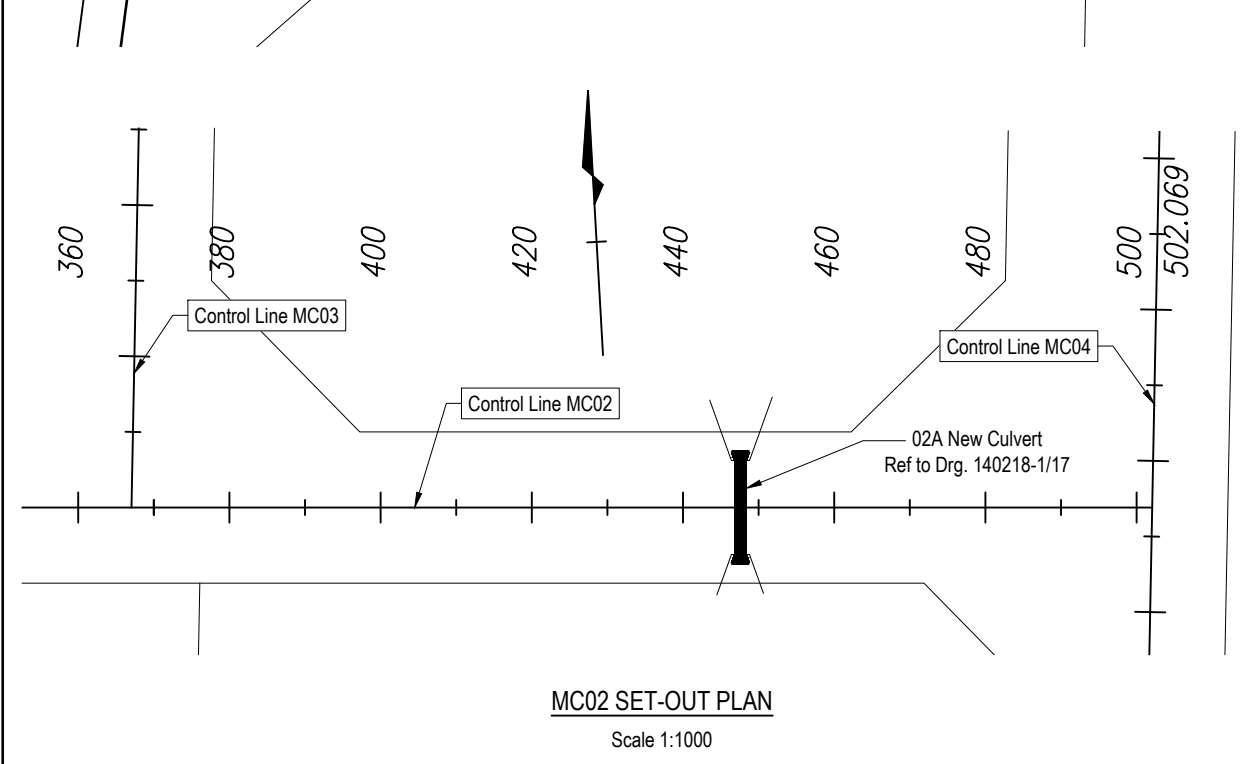
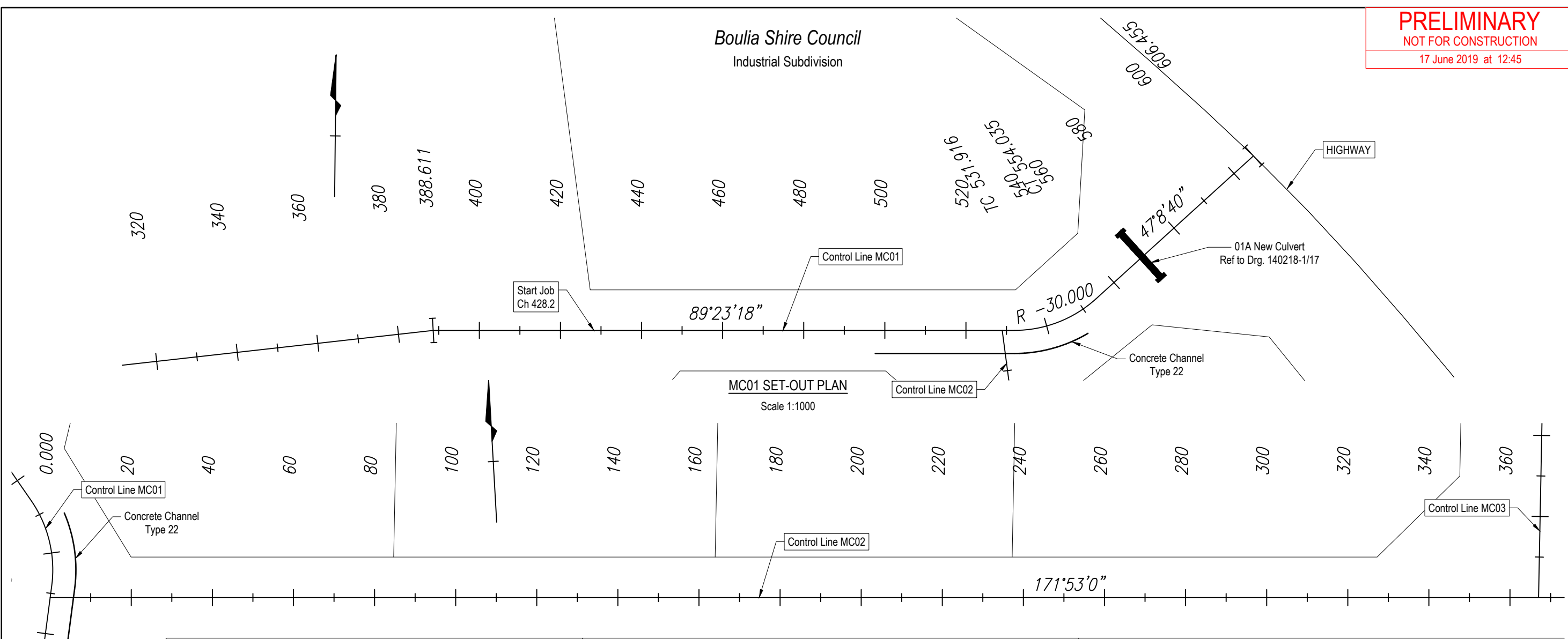
- GENERAL NOTES**
1. Subdivision Layout as per A.S. MORCOM SURVEYOR Proposal 18009/02 14/04/2018
  2. Lot 104 Amended as Requested
  3. For Road typical cross sections & Kerbing and Channel details refer Drg 140218-1/02
  4. For Detailed Setout information for MC01 & MC02 control line, refer Drg 140218-1/03
  5. For Detailed Setout information for MC03 & MC04 control line, refer Drg 140218-1/04
  6. For Detailed Setout information at intersections, refer Drg 140218-1/06, /07 & /08.
  7. For Detailed Setout information for DG01 refer Drg 140218-1/15
  8. For Detailed Setout information for DG02 refer Drg 140218-1/16
  9. For Culvert Details refer Drg 140218-1/17

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**CONSTRUCTION PLAN**  
Scale 1:3000

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		This document is produced by George Bourne & Associates solely for the benefit of and use by the client in accordance with the terms of the agreement. George Bourne & Associates does not and shall not assume any responsibility or liability whatsoever to any third party arising out of any use or reliance by third parties on the content of this document.			Project: <b>140218 BouSC Bouli - Industrial Subdivision</b>	Project-Set: 140218-1	Sheet: 02 OF 19
A	Preliminary Issue	MB	17/06/2019	All dimensions shown in metres unless otherwise specified. Drawn: Moises Barrera Checked: Stuart Bourne Approved: Stuart Bourne RPEQ No.: ----	Title: <b>Bouli Subdivision Construction Details</b>	Drawing No. <b>140218-1/02</b>	Rev. <b>A</b>
Rev.	Revision Description	By	Date		Scale: AS SHOWN	Size: A3	

Bouliia Shire Council  
Industrial Subdivision



MC02 SET-OUT PLAN  
Scale 1:1000

**NOTE:**  
COORDINATE SYSTEM:  
MGaz54 LOCAL PLANE SCALED TO GROUND  
SCALE FACTOR 1.00027493 / 0.99972515  
BASED ON PSM34533  
SHIFTED -300000 E, -7400000 N

CH	EASTING	NORTHING	HT	BEARING
0.000	87509.374	66587.482	159.885	171°52'59.87"
502.069	87580.261	66090.442	160.100	171°52'59.87"

CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
420.000	87400.431	66586.319	160.523	89°23'18.47"			
531.916	87512.341	66587.514	159.861	89°23'18.47"			
542.975	87523.930	66587.637	159.730		R = -30.000	22.119	42°14'38.15"
554.035	87532.425	66595.520	159.564	47°08'40.32"			
606.455	87570.853	66631.173	158.931	47°08'40.32"			

Date Printed: 17/06/2019 12:45:34 M-Files ID: 286527

Rev.	Revision Description	By	Date
A	Preliminary Issue	MB	17/06/2019

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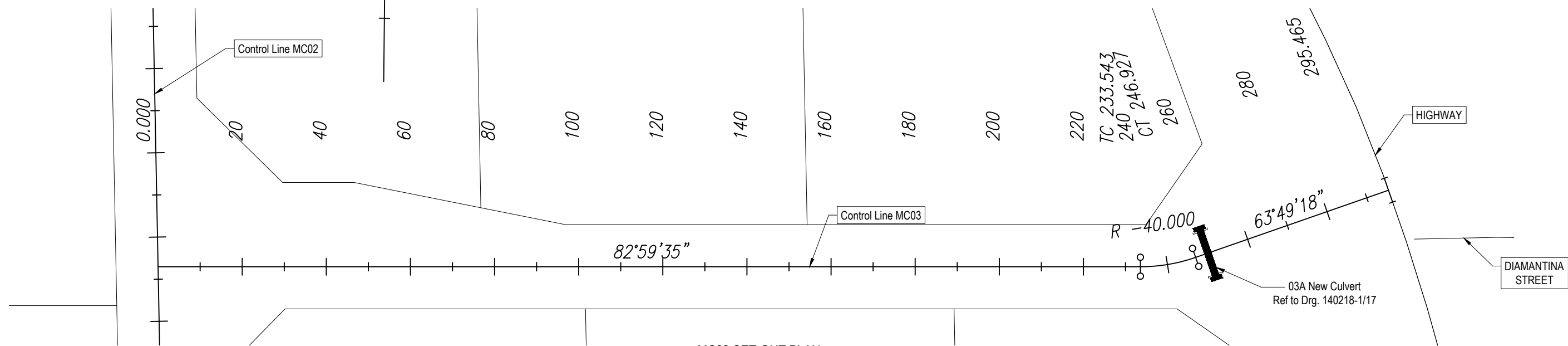
**GBA CONSULTING ENGINEERS**  
George Bourne and Associates  
73 Elm Street (PO Box 169) Barcaldine Qld 4725  
Phone: 07 4651 5177 Fax: 07 3220 6791  
Email: admin@gbassoc.com.au

All dimensions shown in metres unless otherwise specified.

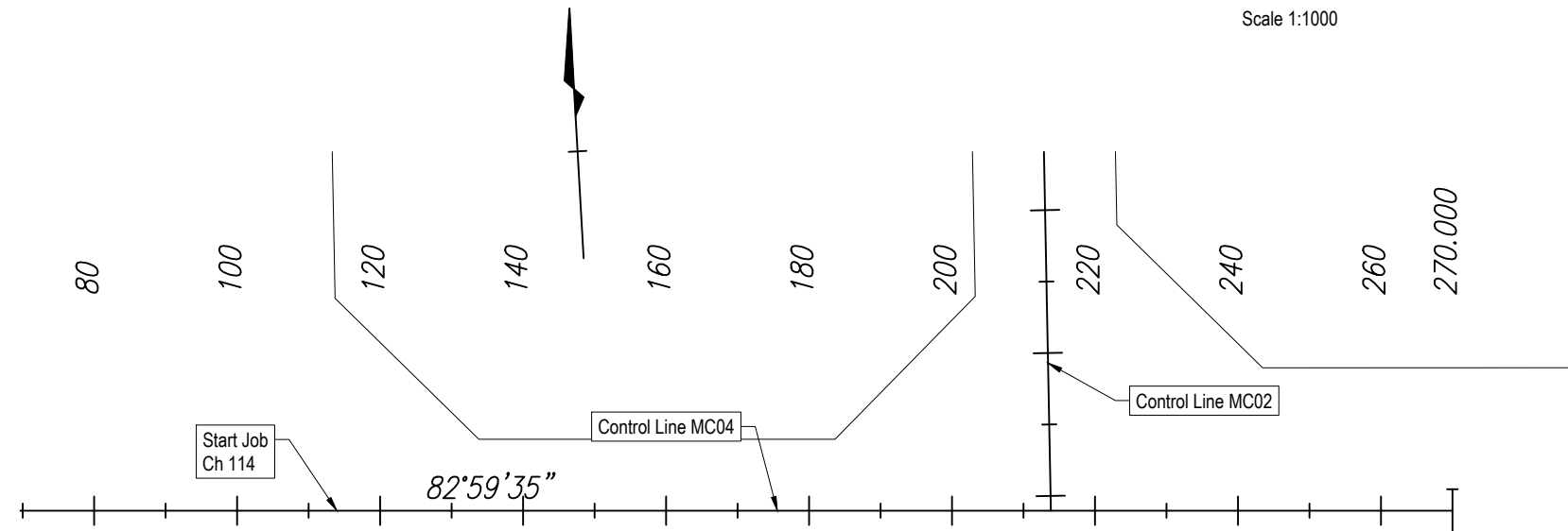
Drawn: Moises Barrera  
Checked: Stuart Bourne  
Approved: Stuart Bourne  
RPEQ No.: ----

Client: **Bouliia Shire Council**  
Project: **140218 BouSC Bouliia - Industrial Subdivision**  
Title: **Bouliia Subdivision MC01 & MC02 Layout & Set-out Tables**

Category: Subdivisions  
Project-Set: 140218-1 Sheet: 03 OF 19  
Drawing No. **140218-1/03**  
Scale: AS SHOWN  
Rev. **A**  
Size: A3



**MC03 SET-OUT PLAN**  
Scale 1:1000



**MC04 SET-OUT PLAN**  
Scale 1:1000

MC04 CONTROL LINE SETOUT				
CH	EASTING	NORTHING	HT	BEARING
100.000	87467.279	66076.556	161.029	82°59'35.00"
270.000	87636.010	66097.294	158.976	82°59'35.00"

MC03 CONTROL LINE SETOUT							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87561.197	66224.115	160.364	82°59'35.00"			
233.543	87792.995	66252.605	158.049	82°59'35.00"			
240.235	87799.700	66253.429	158.029		R = -40.000	13.384	19°10'17.00"
246.927	87805.762	66256.409	158.009	63°49'18.00"			
295.465	87849.321	66277.822	157.612	63°49'18.00"			

**NOTE:**  
COORDINATE SYSTEM:  
MGAz54 LOCAL PLANE SCALED TO GROUND  
SCALE FACTOR 1.00027493 / 0.99972515  
BASED ON PSM34533  
SHIFTED -300000 E, -7400000 N

Date Printed: 17/06/2019 12:45:35 M-Files ID: 286527

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A	Preliminary Issue	MB	17/06/2019
Rev.	Revision Description	By	Date

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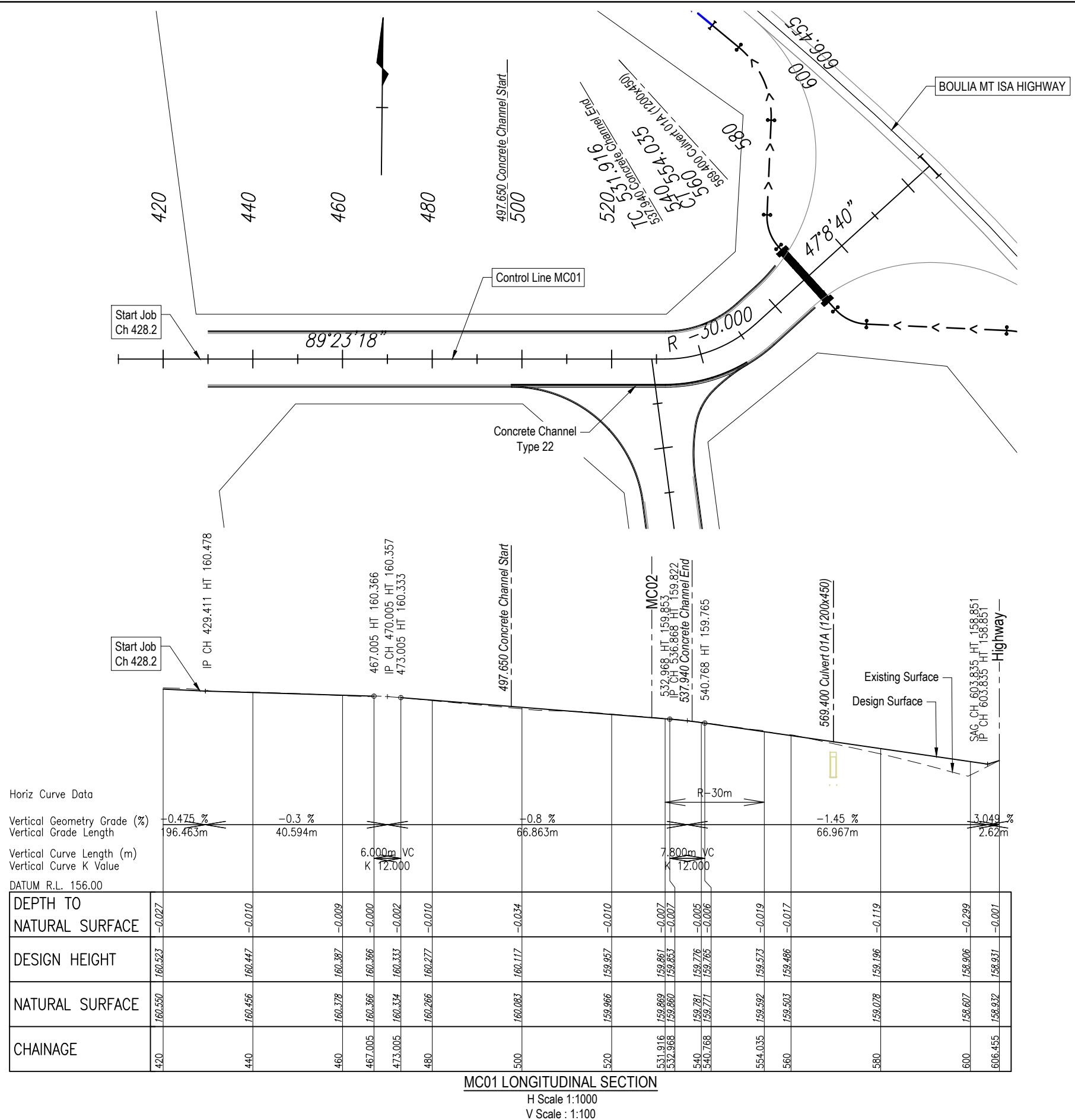
Drawn: Moises Barrera  
Checked: Stuart Bourne

Approved:  
Stuart Bourne  
RPEQ No.: ----

Client: **Boulia Shire Council**  
Project: **140218 BouSC Boulia - Industrial Subdivision**  
Title: **Boulia Subdivision  
MC03 & MC04 Layout & Set-out Tables**

Category: Subdivisions  
Project-Set: 140218-1 Sheet: 04 OF 19  
Drawing No. **140218-1/04**  
Rev. **A**  
Scale: AS SHOWN  
Size: A3





Horiz Curve Data

Vertical Geometry Grade (%)	-0.475 %	-0.3 %	-0.8 %	-1.45 %	3.043 %
Vertical Grade Length	96.463m	40.594m	66.863m	66.967m	2.62m
Vertical Curve Length (m)			6.000m VC	7.800m VC	
Vertical Curve K Value			K 12.000	K 12.000	
DATUM R.L.	156.00				

DEPTH TO NATURAL SURFACE	-0.027	-0.010	-0.009	-0.000	-0.002	-0.010	-0.034	-0.010	-0.007	-0.007	-0.005	-0.006	-0.019	-0.017	-0.119	-0.299	-0.001
DESIGN HEIGHT	160.523	160.447	160.387	160.366	160.333	160.277	160.117	159.957	159.861	159.853	159.776	159.765	159.573	159.486	159.196	158.906	158.931
NATURAL SURFACE	160.550	160.456	160.378	160.366	160.334	160.266	160.083	159.966	159.869	159.860	159.781	159.771	159.592	159.503	159.078	158.607	158.932
CHAINAGE	420	440	460	467.005	473.005	480	500	520	531.916	532.968	540.768	540.768	554.035	560	580	600	606.455

**MC01 LONGITUDINAL SECTION**

H Scale 1:1000  
V Scale 1:100

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A	Preliminary Issue	MB	17/06/2019

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Email: admin@gbassoc.com.au

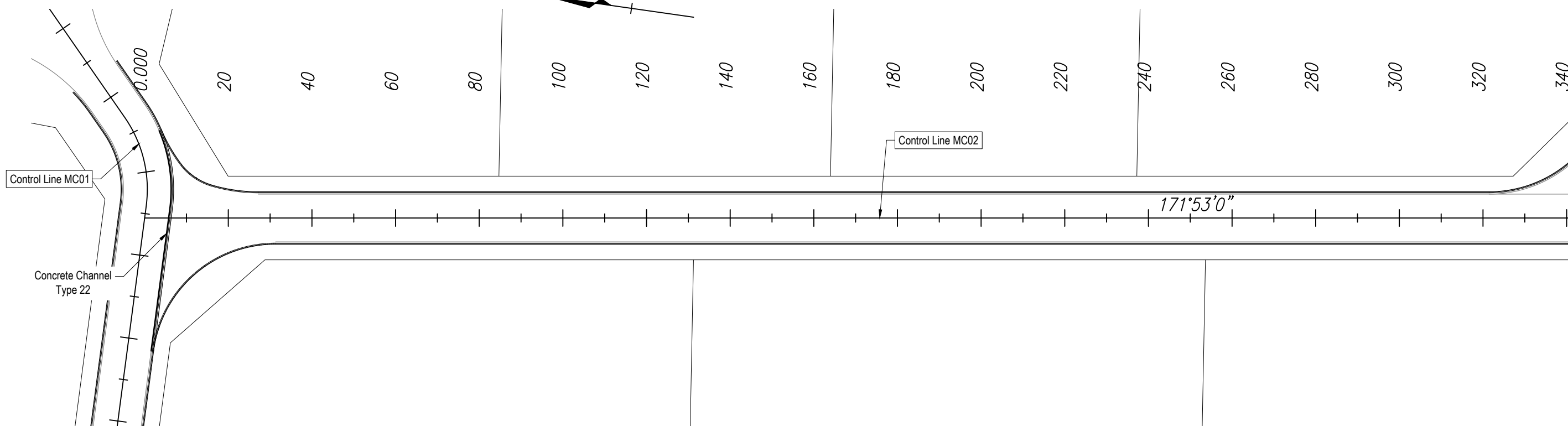
All dimensions shown in metres unless otherwise specified.

Drawn: Moises Barrera  
Checked: Stuart Bourne

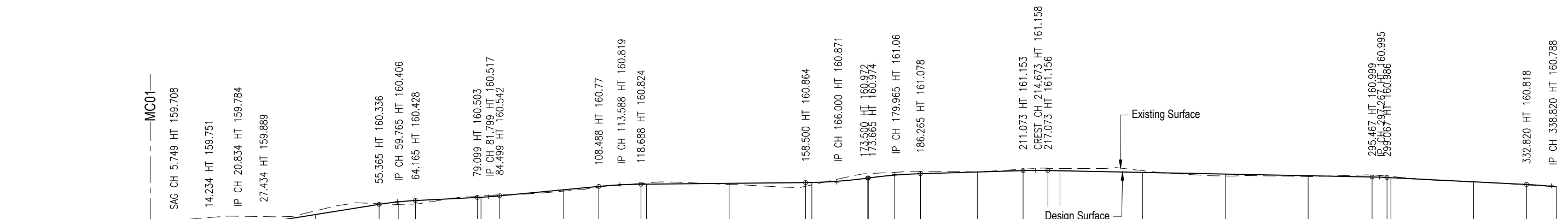
Approved:  
Stuart Bourne  
RPEQ No.: ----

Client:	Boulia Shire Council
Project:	140218 BouSC Boulia - Industrial Subdivision
Title:	Boulia Subdivision MC01 Longitudinal Section

Category:	Subdivisions		
Project-Set:	140218-1	Sheet:	05 OF 19
Drawing No.	<b>140218-1/05</b>	Rev.	<b>A</b>
Scale:	AS SHOWN	Size:	A3



JOINS DRW 140218-1707



Vertical Curve Length (m)	Vertical Curve K Value	Grade (%)
13.200m VC	K 12.000	-0.5%
8.800m VC	K 8.000	1.6%
5.400m VC	K 12.000	0.5%
10.200m VC	K 12.000	0.95%
15.000m VC	K 12.000	0.1%
12.600m VC	K 12.000	1.35%
6.000m VC	K 12.000	0.3%
3.600m VC	K 12.000	-0.2%
12.000m VC	K 12.000	-0.5%
		-1.5%

DEPTH TO NATURAL SURFACE	DESIGN HEIGHT	NATURAL SURFACE	CHAINAGE
-0.007	159.885	159.892	0
-0.265	159.751	160.016	14.234
-0.257	159.783	160.051	20
-0.150	159.889	160.040	27.434
-0.090	160.090	160.180	40
-0.015	160.336	160.351	55.365
-0.065	160.397	160.331	60
-0.082	160.428	160.346	64.165
-0.033	160.503	160.536	79.099
-0.040	160.508	160.548	80
-0.023	160.542	160.565	84.499
-0.032	160.690	160.658	100
-0.018	160.770	160.752	108.488
-0.020	160.894	160.844	118.688
-0.029	160.825	160.854	120
-0.025	160.845	160.820	140
-0.089	160.864	160.774	158.5
-0.058	160.866	160.808	160
-0.107	160.972	161.080	173.5
-0.106	160.974	161.081	173.665
-0.069	161.043	161.112	180
-0.056	161.078	161.134	186.265
-0.004	161.120	161.123	200
-0.035	161.153	161.188	211.073
-0.054	161.156	161.210	217.073
-0.055	161.150	161.205	220
-0.042	161.110	161.152	240
-0.020	161.030	161.010	280
-0.050	160.999	161.049	295.467
-0.033	160.986	161.019	299.067
-0.029	160.982	161.011	300
-0.001	160.882	160.881	320
-0.010	160.818	160.808	332.82
-0.004	160.760	160.764	340

MC02 LONGITUDINAL SECTION 1 of 2

H Scale 1:1000  
V Scale : 1:100

Date Printed: 17/06/2019 12:45:39 M-Files ID: 286527

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A	Preliminary Issue	MB	17/06/2019

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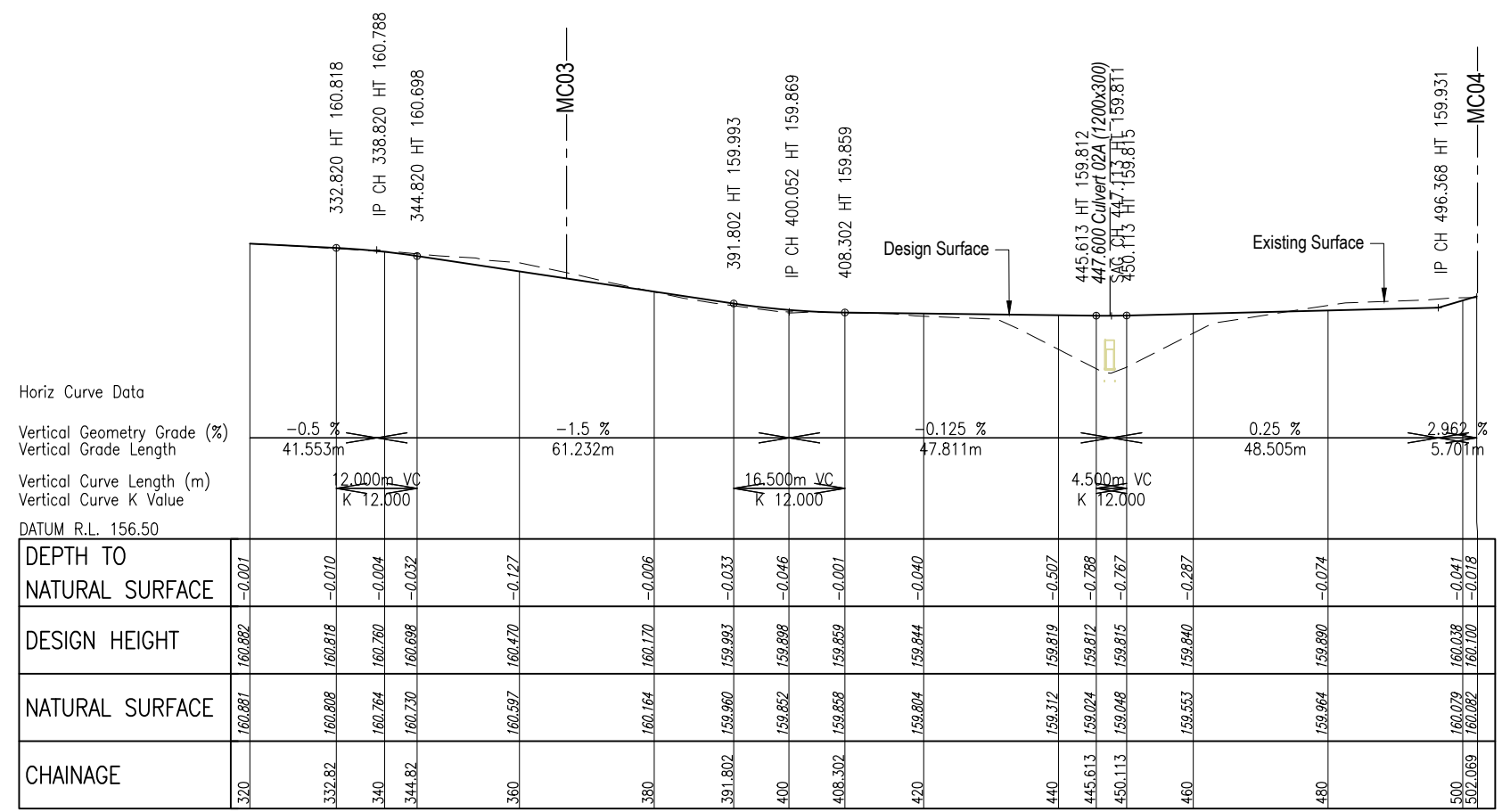
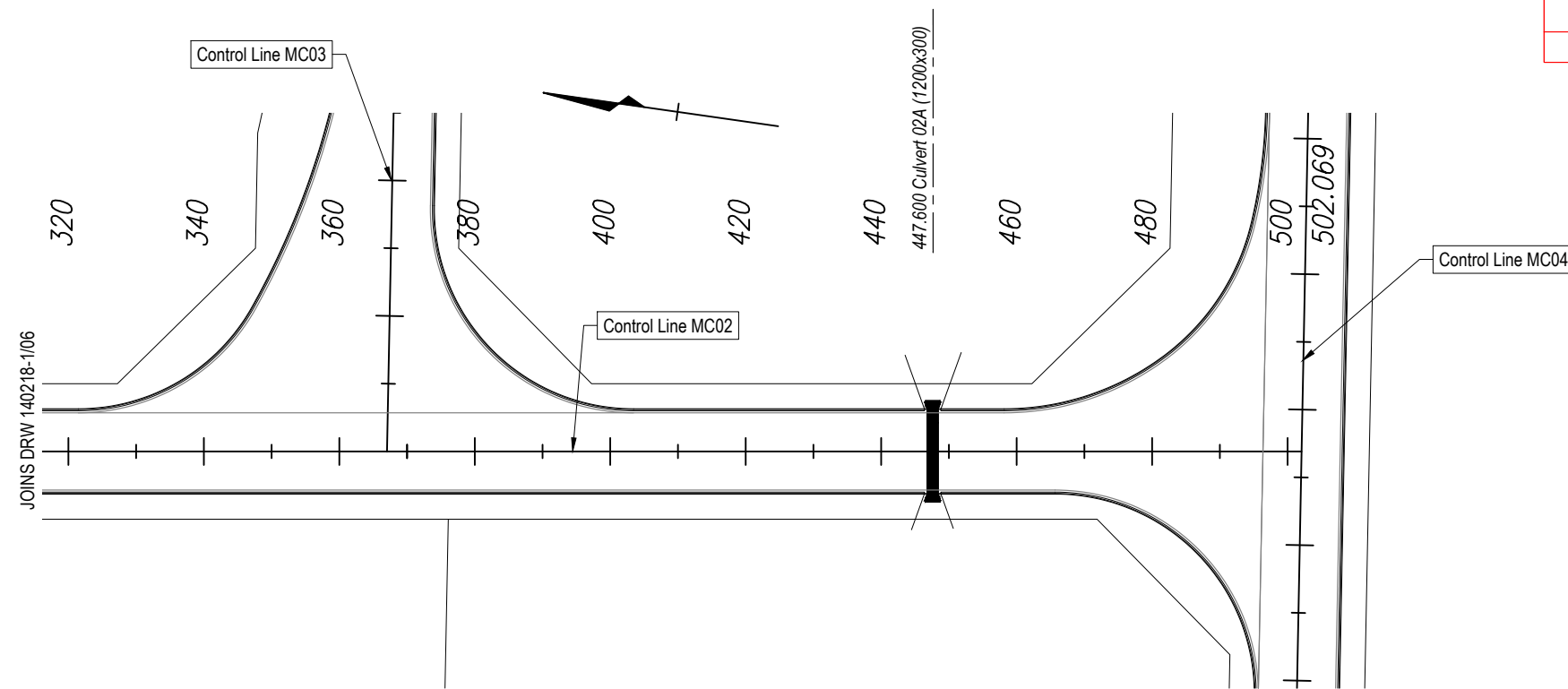
All dimensions shown in metres unless otherwise specified.

Drawn: Zach Richardson  
Checked: Stuart Bourne  
Approved: Stuart Bourne  
RPEQ No.: ----

Client: **Bouliia Shire Council**  
Project: **140218 BouSC Bouliia - Industrial Subdivision**  
Title: **Bouliia Subdivision  
MC02 Longitudinal Section 1 of 2**

Category: Subdivisions  
Project-Set: 140218-1 Sheet: 06 OF 19  
Drawing No. **140218-1/06**  
Rev. **A**  
Scale: AS SHOWN  
Size: A3





MC02 LONGITUDINAL SECTION 2 of 2

H Scale 1:1000  
V Scale : 1:100

Date Printed: 17/06/2019 12:45:41 M-Files ID: 286527

Rev.	Revision Description	By	Date
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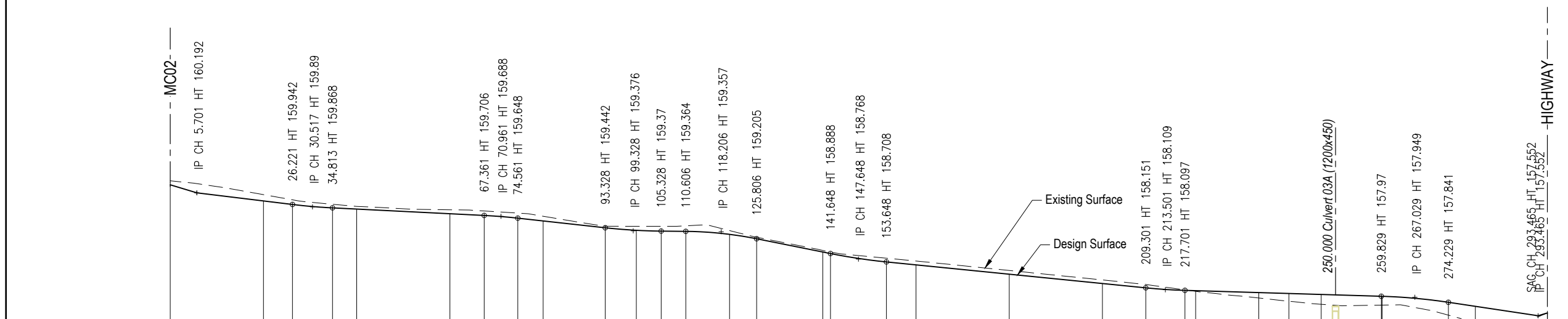
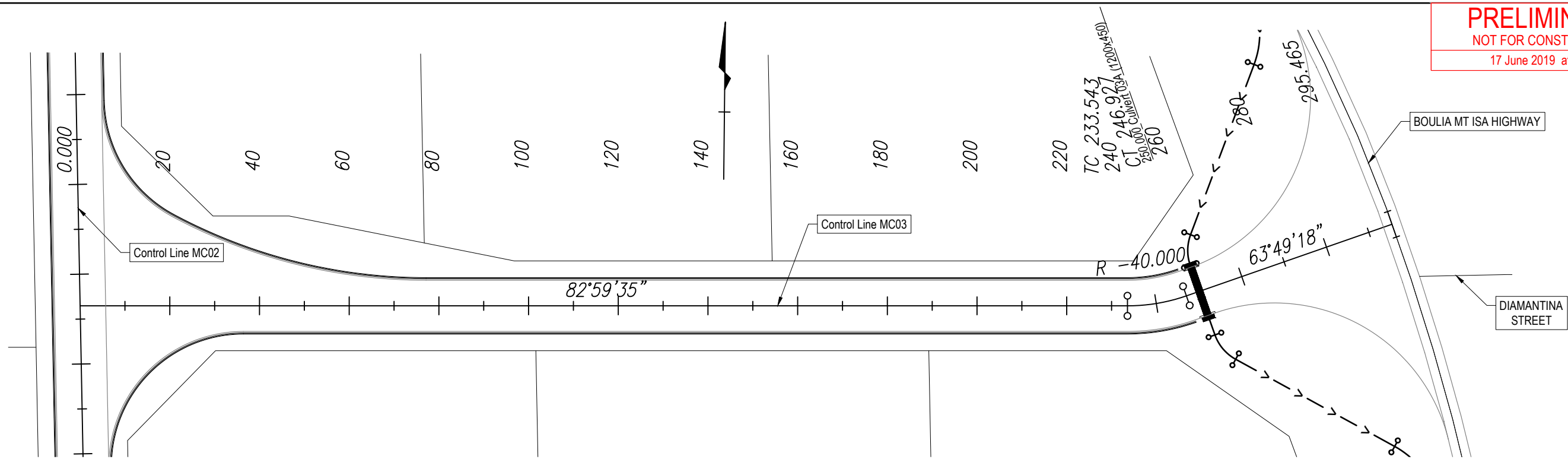
All dimensions shown in metres unless otherwise specified.

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Email: admin@gbassoc.com.au

Drawn: Moises Barrera  
Checked: Stuart Bourne  
Approved: Stuart Bourne  
RPEQ No.: ----

Client: **Boulia Shire Council**  
Project: **140218 BouSC Boulia - Industrial Subdivision**  
Title: **Boulia Subdivision  
MC02 Longitudinal Section 2 of 2**

Category: Subdivisions  
Project-Set: 140218-1 Sheet: 07 OF 19  
Drawing No. **140218-1/07**  
Scale: AS SHOWN  
Rev. **A**  
Size: A3



Horiz Curve Data

Vertical Geometry Grade (%)	-3.028 %	-1.216 %	-0.5 %	-1.1 %	-0.1 %	-2 %	-1 %	-0.3 %	-1.5 %	3.002 %
Vertical Grade Length	5.701m	24.816m	40.444m	28.367m	18.878m	29.442m	65.853m	53.528m	26.435m	2m
Vertical Curve Length (m)		8.592m VC	7.200m VC	2.000m VC	15.200m VC	2.000m VC	8.400m VC	14.400m VC		
Vertical Curve K Value		K 12.000	K 12.000	K 12.000	K 8.000	K 12.000	K 12.000	K 12.000		

DATUM R.L. 155.00

DEPTH TO NATURAL SURFACE	-0.085	-0.135	-0.100	-0.077	-0.058	-0.085	-0.096	-0.109	-0.100	-0.032	-0.087	-0.103	-0.119	-0.081	-0.033	-0.033	-0.029	-0.080	-0.083	-0.080	-0.077	-0.072	-0.011	-0.014	-0.116	-0.167	-0.211	-0.190	-0.189	-0.276	-0.325	0.000
DESIGN HEIGHT	160.364	160.018	159.942	159.868	159.843	159.743	159.706	159.648	159.588	159.474	159.387	159.370	159.364	159.300	159.205	158.921	158.888	158.708	158.644	158.444	158.244	158.151	158.087	158.080	157.934	158.049	157.798	157.970	157.970	157.841	157.754	157.612
NATURAL SURFACE	160.450	160.153	160.042	159.945	159.900	159.827	159.802	159.757	159.689	159.474	159.473	159.473	159.483	159.381	159.237	158.954	158.917	158.788	158.727	158.524	158.321	158.223	158.108	158.076	157.934	157.863	157.798	157.780	157.781	157.655	157.430	157.612
CHAINAGE	0	20	26.221	34.813	40	60	67.361	74.561	80	93.328	100	105.328	110.606	120	125.806	140	141.648	153.648	160	180	200	209.301	217.701	220	233.543	240	246.927	259.829	260	274.229	280	295.465

**MC03 LONGITUDINAL SECTION**

H Scale : 1:1000  
V Scale : 1:100

Date Printed: 17/06/2019 12:45:43 M-Files ID: 286527

Rev.	Description	By	Date
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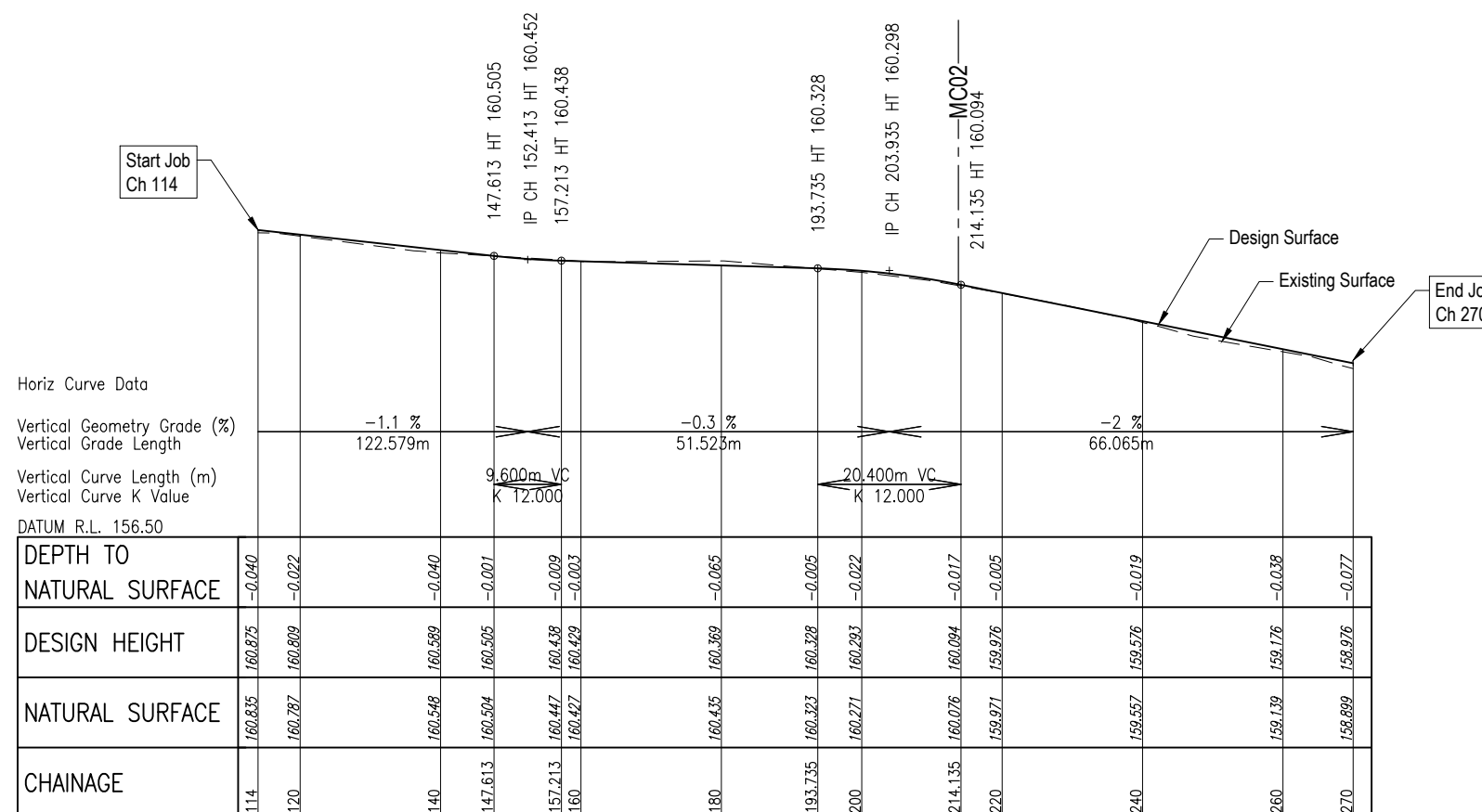
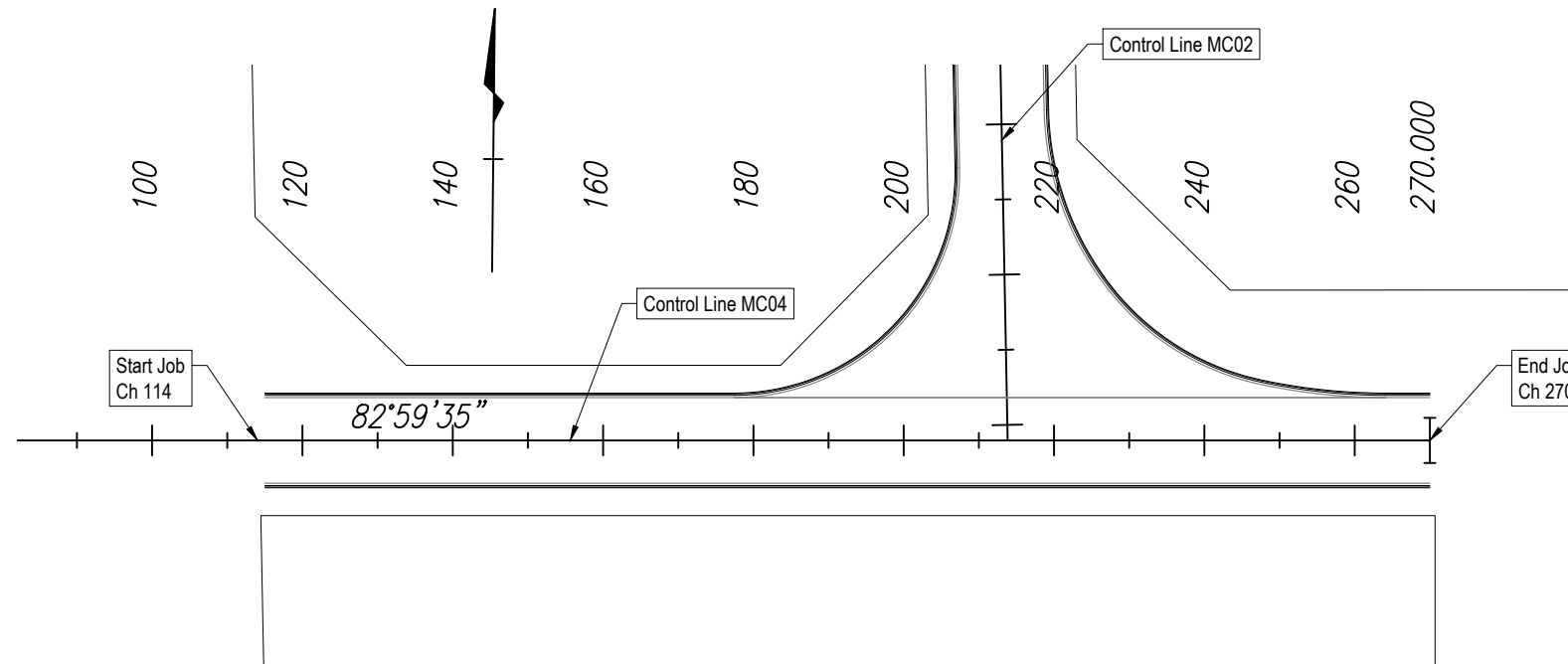
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Checked: Stuart Bourne  
Approved: Stuart Bourne  
RPEQ No.: ----

Client: **Bouliia Shire Council**  
Project: **140218 BouSC Bouliia - Industrial Subdivision**  
Title: **Bouliia Subdivision MC03 Longitudinal Section**

Category: Subdivisions  
Project-Set: 140218-1 Sheet: 08 OF 19  
Drawing No. **140218-1/08**  
Scale: AS SHOWN  
Rev. **A**  
Size: A3



Horiz Curve Data  
 Vertical Geometry Grade (%)  
 Vertical Grade Length  
 Vertical Curve Length (m)  
 Vertical Curve K Value  
 DATUM R.L. 156.50

DEPTH TO NATURAL SURFACE	DESIGN HEIGHT	NATURAL SURFACE	CHAINAGE
-0.040	160.875	160.835	114
-0.022	160.809	160.787	120
-0.040	160.589	160.548	140
-0.001	160.505	160.504	147.613
-0.009	160.438	160.447	157.213
-0.003	160.429	160.427	160
-0.065	160.369	160.435	180
-0.005	160.328	160.323	193.735
-0.022	160.293	160.271	200
-0.017	160.094	160.076	214.135
-0.005	159.976	159.971	220
-0.019	159.576	159.557	240
-0.038	159.176	159.139	260
-0.077	158.976	158.899	270

**MC04 LONGITUDINAL SECTION**

H Scale 1:1000  
 V Scale : 1:100

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A	Preliminary Issue	MB	17/06/2019
Rev.	Revision Description	By	Date

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George Bourne and Associates  
 73 Elm Street (PO Box 169) Barcaldine Qld 4725  
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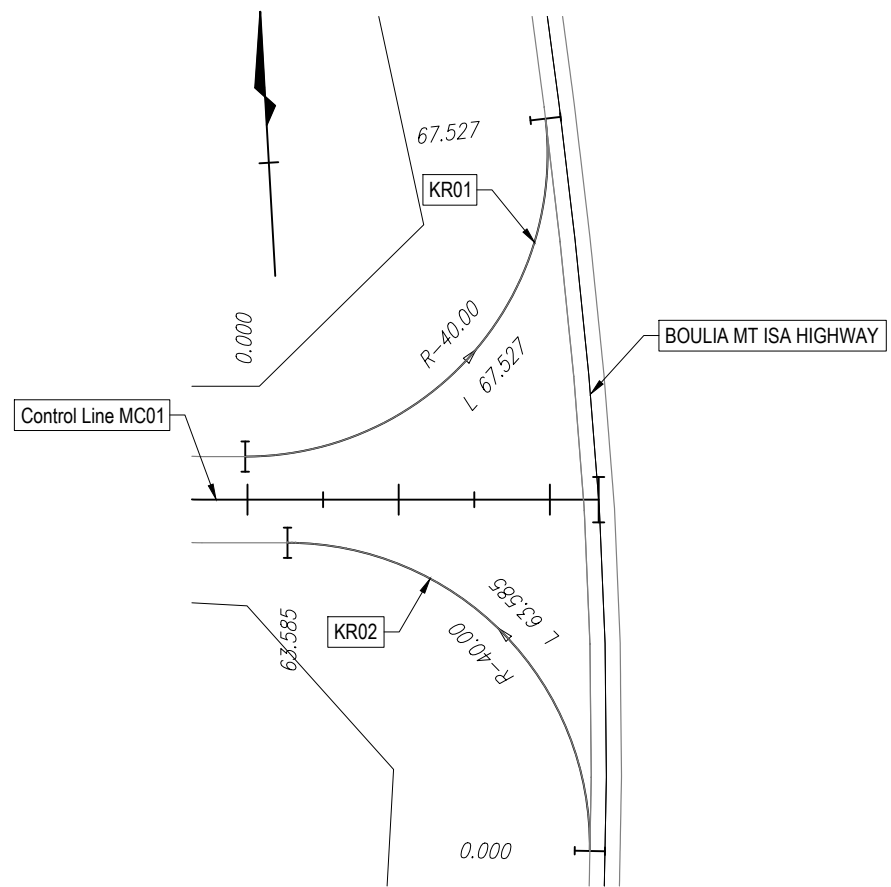
Drawn: Moises Barrera  
 Checked: Stuart Bourne  
 Approved: Stuart Bourne  
 RPEQ No.: ----

Client: **Boulia Shire Council**  
 Project: **140218 BouSC Boulia - Industrial Subdivision**  
 Title: Boulia Subdivision  
 MC04 Longitudinal Section

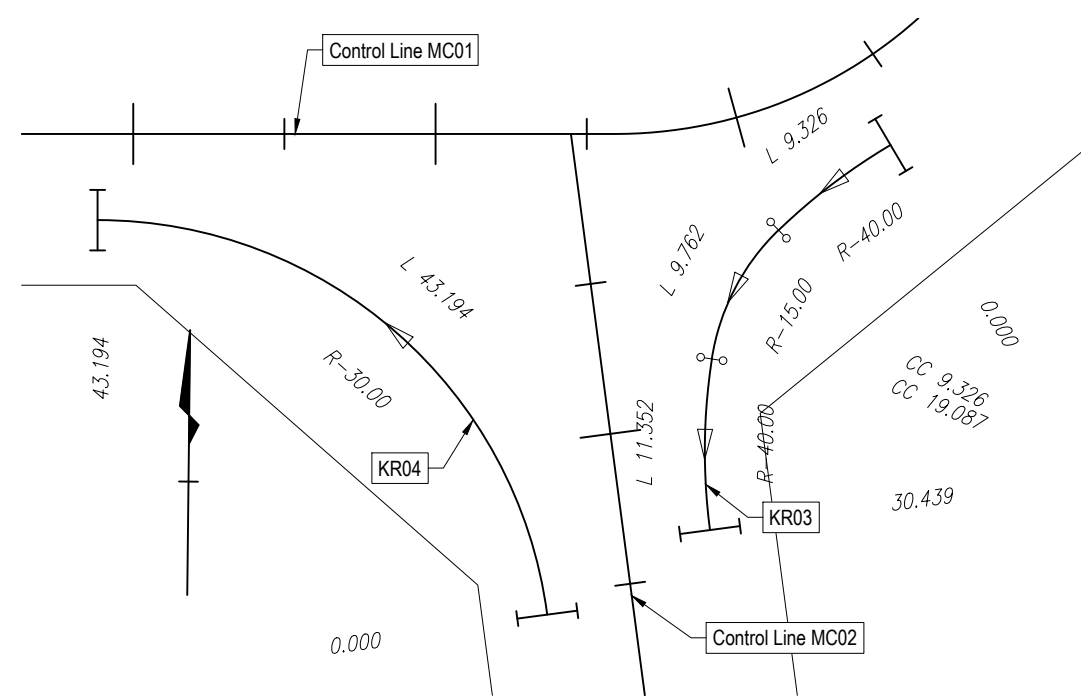
Category: Subdivisions  
 Project-Set: 140218-1 Sheet: 09 OF 19  
 Drawing No. **140218-1/09** Rev. **A**  
 Scale: AS SHOWN Size: A3

KR01 SETOUT TABLE							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87532.704	66603.553	159.320	47°08'40.32"			
33.764	87565.688	66634.157	158.891		R = -40.000	67.527	96°43'33.65"
67.527	87531.432	66663.330	158.628	310°25'06.67"			

KR03 SETOUT TABLE							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87530.521	66586.979	159.490	238°47'18.70"			
4.663	87526.514	66584.552	159.525		R = -40.000	9.326	13°21'28.50"
9.326	87523.178	66581.265	159.559	225°25'50.21"			
14.206	87519.572	66577.713	159.595		R = -15.000	9.762	37°17'13.60"
19.087	87518.855	66572.703	159.631	188°08'36.61"			
24.763	87518.046	66567.047	159.672		R = -40.000	11.352	16°15'36.74"
30.439	87518.853	66561.390	159.714	171°52'59.87"			



Intersection 01 (MC01 - HWY)  
Scale 1:1000



Intersection 02 (MC01 - MC02)  
Scale 1:500

KR02 SETOUT TABLE							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87601.595	66596.328	158.990	318°13'25.01"			
31.793	87574.440	66626.725	159.200		R = -40.000	63.585	91°04'44.69"
63.585	87544.559	66599.002	159.239	227°08'40.32"			

KR04 SETOUT TABLE							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87508.151	66555.686	160.008	351°52'59.87"			
21.597	87504.437	66581.729	159.986		R = -30.000	43.194	82°29'41.40"
43.194	87478.131	66581.448	159.965	269°23'18.47"			

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Rev.	Revision Description	By	Date
A	Preliminary Issue	MB	17/06/2019

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**GBA CONSULTING ENGINEERS**  
All dimensions shown in metres unless otherwise specified.

Drawn: Moises Barrera  
Checked: Stuart Bourne

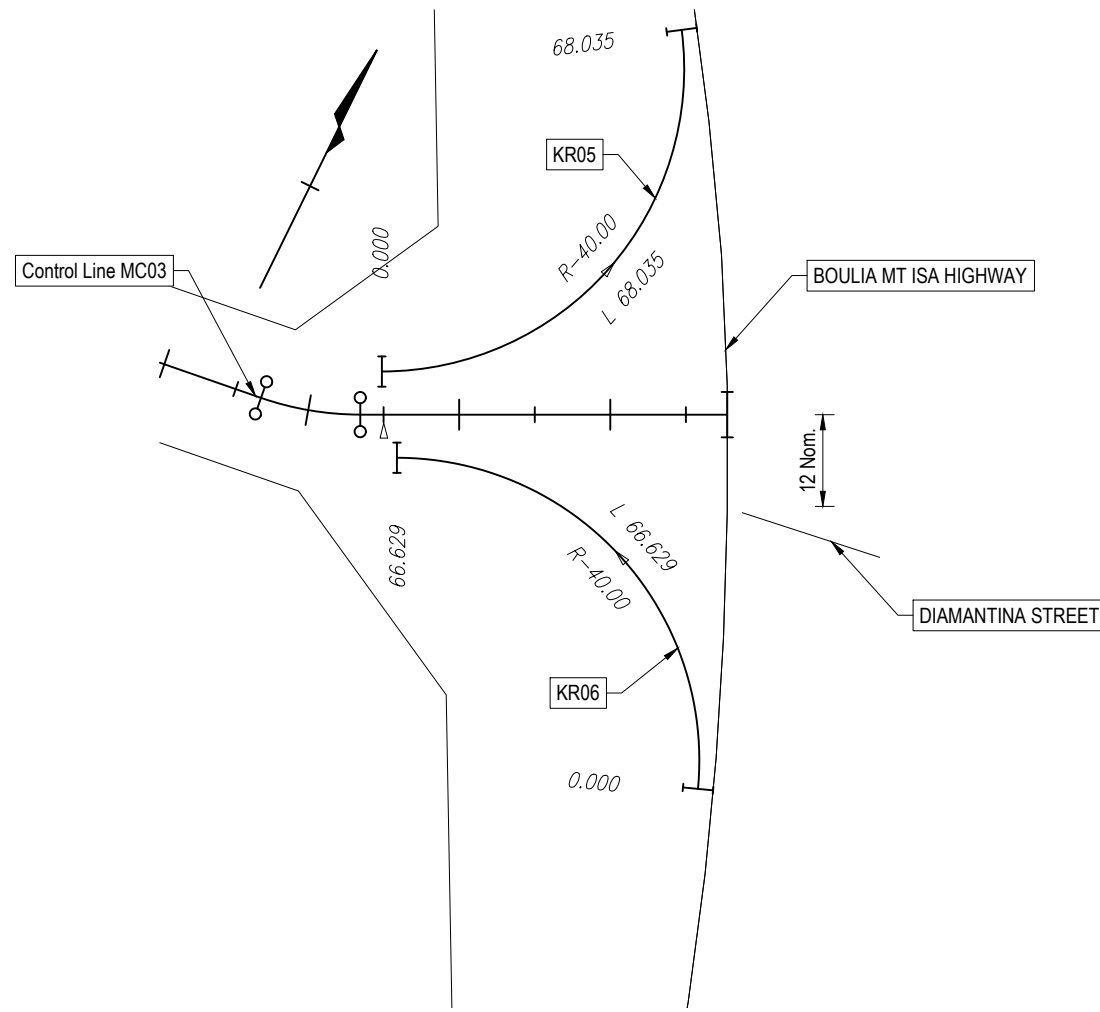
George Bourne and Associates  
73 Elm Street (PO Box 169) Barcaldine Qld 4725  
Phone: 07 4651 5177 Fax: 07 3220 6791  
Email: admin@gbassoc.com.au

Approved:  
Stuart Bourne  
RPEQ No.: ----

Client: **Bouliia Shire Council**  
Project: **140218 BouSC Bouliia - Industrial Subdivision**  
Title: **Bouliia Subdivision Intersection 01 & 02 Details & Set-out Tables**

Category: Subdivisions  
Project-Set: 140218-1 Sheet: 10 OF 19  
Drawing No. **140218-1/10**  
Rev. **A**  
Scale: AS SHOWN  
Size: A3

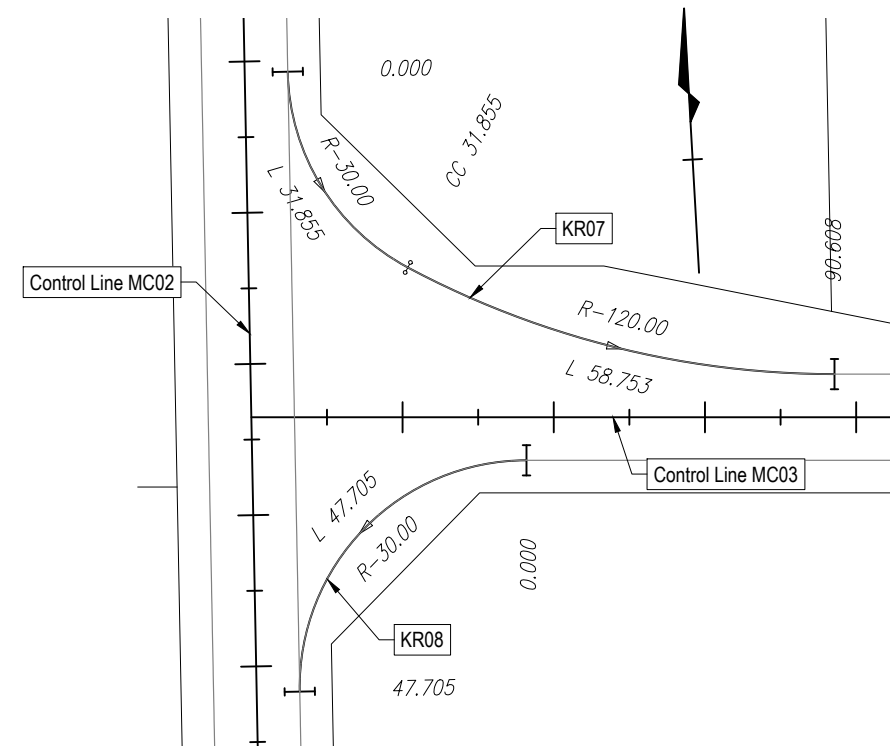
KR05 SETOUT TABLE							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87805.810	66262.784	157.830	63°49'18.00"			
34.017	87846.709	66282.889	157.648		R = -40.000	68.035	97°27'08.83"
68.035	87821.468	66320.834	157.561	326°22'09.17"			



Intersection 03 (MC03 - HWY)  
Scale 1:1000

KR06 SETOUT TABLE							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87867.684	66231.700	157.397	339°15'39.19"			
33.315	87852.106	66272.840	157.683		R = -40.000	66.629	95°26'21.19"
66.629	87812.629	66253.433	157.824	243°49'18.00"			

KR07 SETOUT TABLE							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87560.403	66270.054	160.704	171°52'59.87"			
15.927	87562.890	66252.616	160.583		R = -30.000	31.855	60°50'15.56"
31.855	87579.329	66246.290	160.380	111°02'44.31"			
61.231	87607.307	66235.525	159.855		R = -120.000	58.753	28°03'09.31"
90.608	87637.061	66239.182	159.449	82°59'35.00"			



Intersection 04 (MC02 - MC03)  
Scale 1:500

KR08 SETOUT TABLE							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87598.018	66222.898	159.690	262°59'35.00"			
23.852	87567.660	66219.166	159.763		R = -30.000	47.705	91°06'35.13"
47.705	87571.979	66188.886	159.704	171°52'59.87"			

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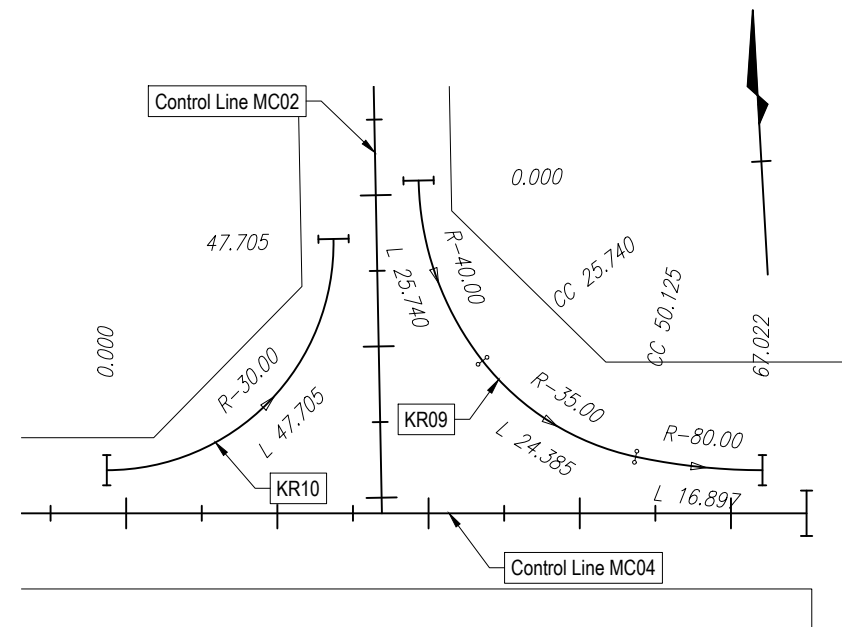
All dimensions shown in metres unless otherwise specified.  
Drawn: Moises Barrera  
Checked: Stuart Bourne

Approved:  
Stuart Bourne  
RPEQ No.: ----

Client: **Bouliia Shire Council**  
Project: **140218 BouSC Bouliia - Industrial Subdivision**  
Title: **Bouliia Subdivision Intersection 03 & 04 Details & Set-out Tables**

Category: Subdivisions  
Project-Set: 140218-1 Sheet: 11 OF 19  
Drawing No. **140218-1/11**  
Scale: AS SHOWN  
Rev. **A**  
Size: A3

KR09 SETOUT TABLE							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87543.439	66091.659	160.206	82°59'35.00"			
23.852	87573.798	66095.391	159.945		R = -30.000	47.705	91°06'35.13"
47.705	87569.479	66125.671	159.683	351°52'59.87"			



Intersection 05 (MC02 - MC04)

Scale 1:500

KR10 SETOUT TABLE							
CH	EASTING	NORTHING	HT	BEARING	RAD	A. LG	ANGLE
0.000	87579.706	66134.707	159.664	171°52'59.87"			
12.870	87581.588	66121.507	159.657		R = -40.000	25.740	36°52'11.63"
25.740	87591.014	66112.077	159.571	135°00'48.24"			
37.933	87600.000	66103.087	159.420		R = -35.000	24.385	39°55'07.87"
50.125	87612.661	66101.958	159.232	95°05'40.37"			
58.574	87621.107	66101.205	159.084		R = -80.000	16.897	12°06'05.37"
67.022	87629.524	66102.240	158.922	82°59'35.00"			

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Checked: Stuart Bourne

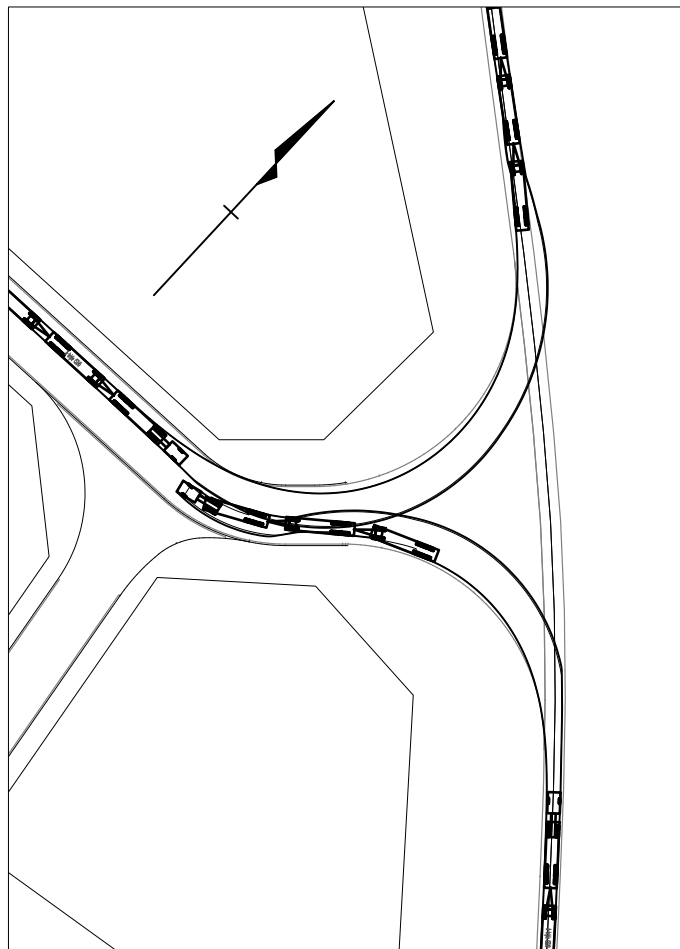
George Bourne and Associates  
73 Elm Street (PO Box 169) Barcaldine Qld 4725  
Phone: 07 4651 5177 Fax: 07 3220 6791  
Email: admin@gbassoc.com.au

Approved:  
Stuart Bourne  
RPEQ No.: ----

Client: **Bouliia Shire Council**  
Project: **140218 BouSC Bouliia - Industrial Subdivision**  
Title: **Bouliia Subdivision  
Intersection 05 Details & Set-out Tables**

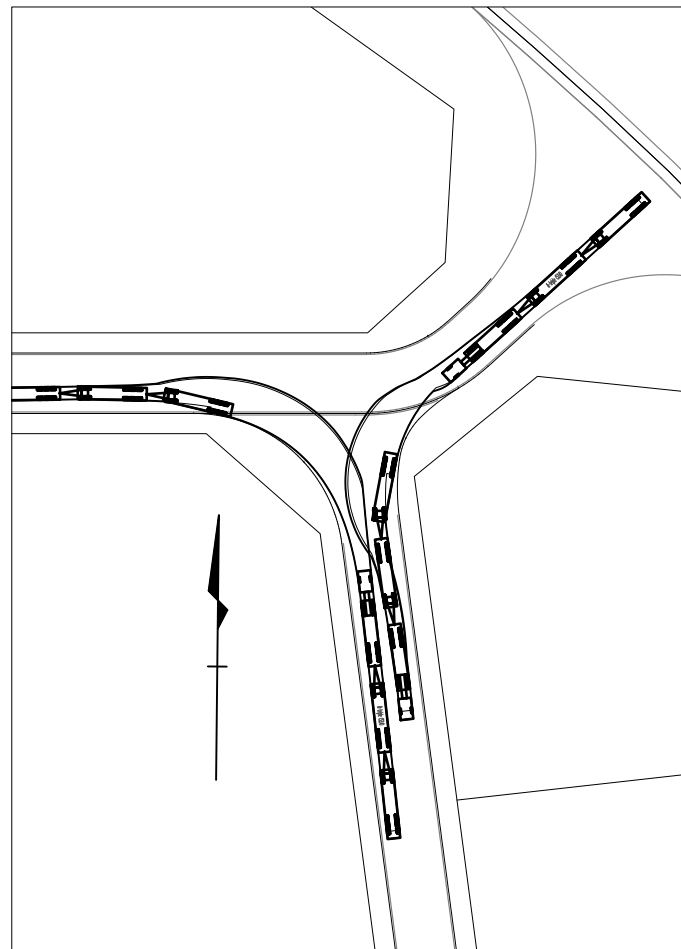
Category: Subdivisions	
Project-Set: 140218-1	Sheet: 12 OF 19
Drawing No. <b>140218-1/12</b>	Rev. <b>A</b>
Scale: AS SHOWN	Size: A3





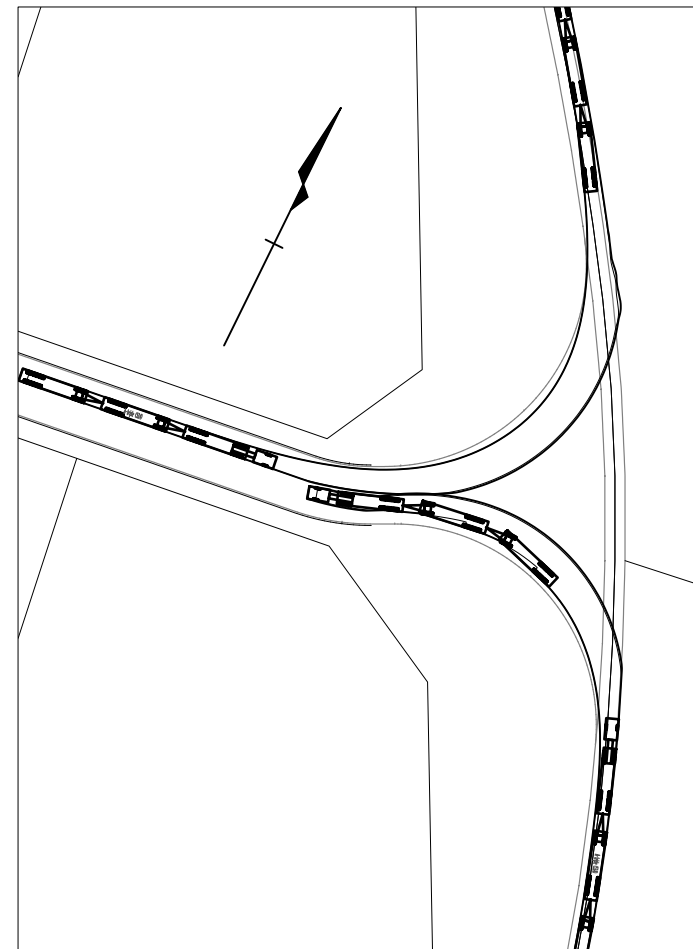
**Intersection 01 (MC01 - HWY)**

Scale 1:1500



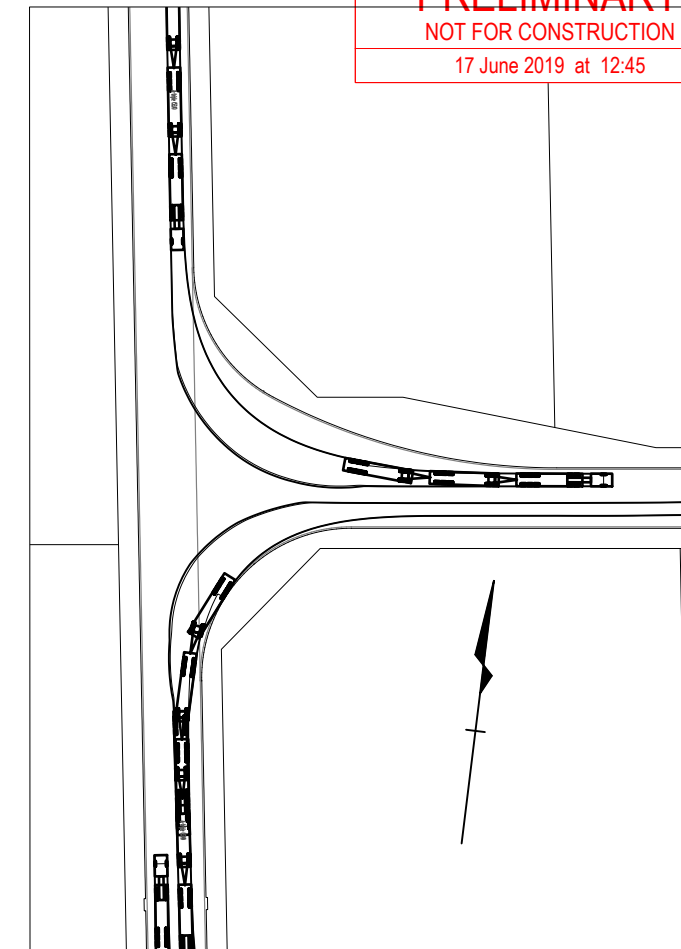
**Intersection 02 (MC01 - MC02)**

Scale 1:1500



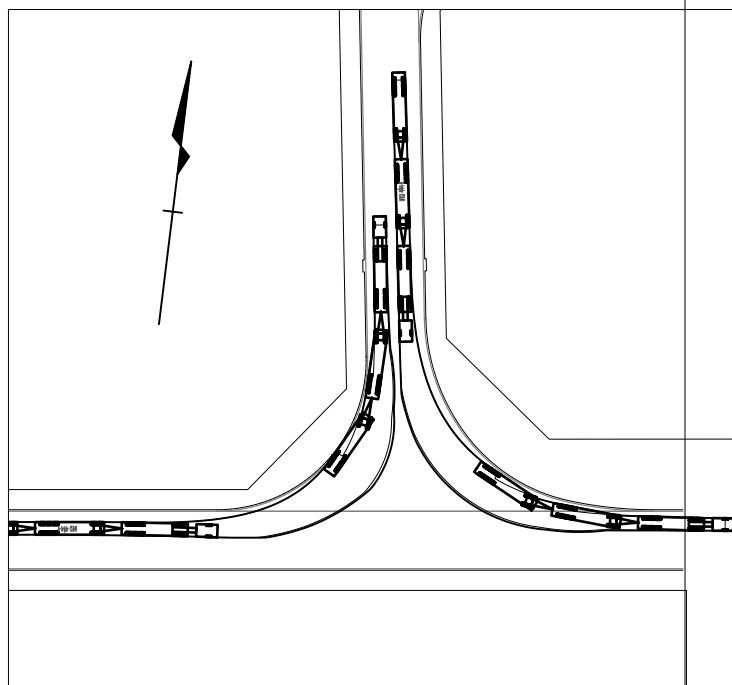
**Intersection 03 (MC03 - HWY)**

Scale 1:1500



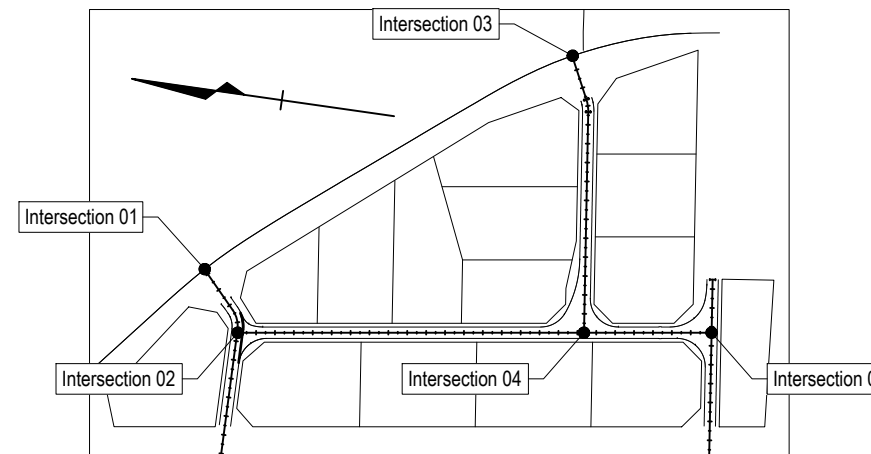
**Intersection 04 (MC02 - MC03)**

Scale 1:1500



**Intersection 05 (MC02 - MC04)**

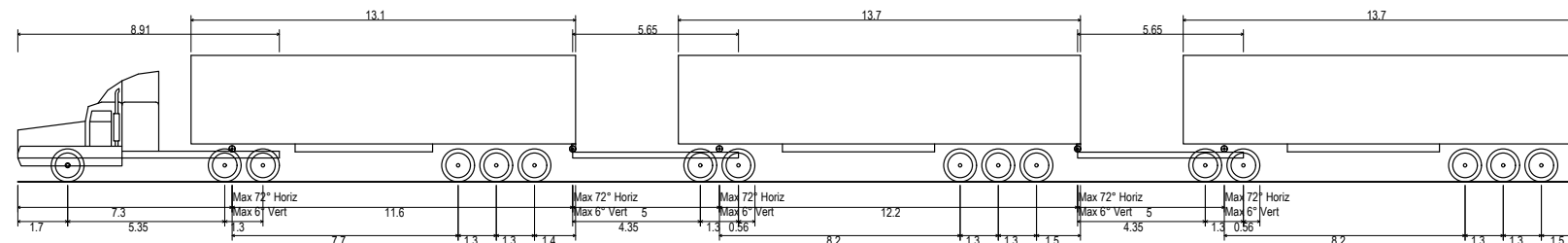
Scale 1:1500



**Locality Plan**

Scale 1:8000

A-triple (53.4)  
 Overall Length 53.400m  
 Overall Width 2.500m  
 Overall Body Height 4.300m  
 Min Body Ground Clearance 0.540m  
 Track Width 2.500m  
 Lock to lock time 6.00s  
 Kerb to Kerb Turning Radius 15.000m



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**GBA CONSULTING ENGINEERS**

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 Checked: Stuart Bourne

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 Email: admin@gbassoc.com.au

Approved:  
 Stuart Bourne  
 RPEQ No.: ----

Client: **Boulia Shire Council**

Project: **140218 BouSC Boulia - Industrial Subdivision**

Title: **Boulia Subdivision Vehicle Swept Paths**

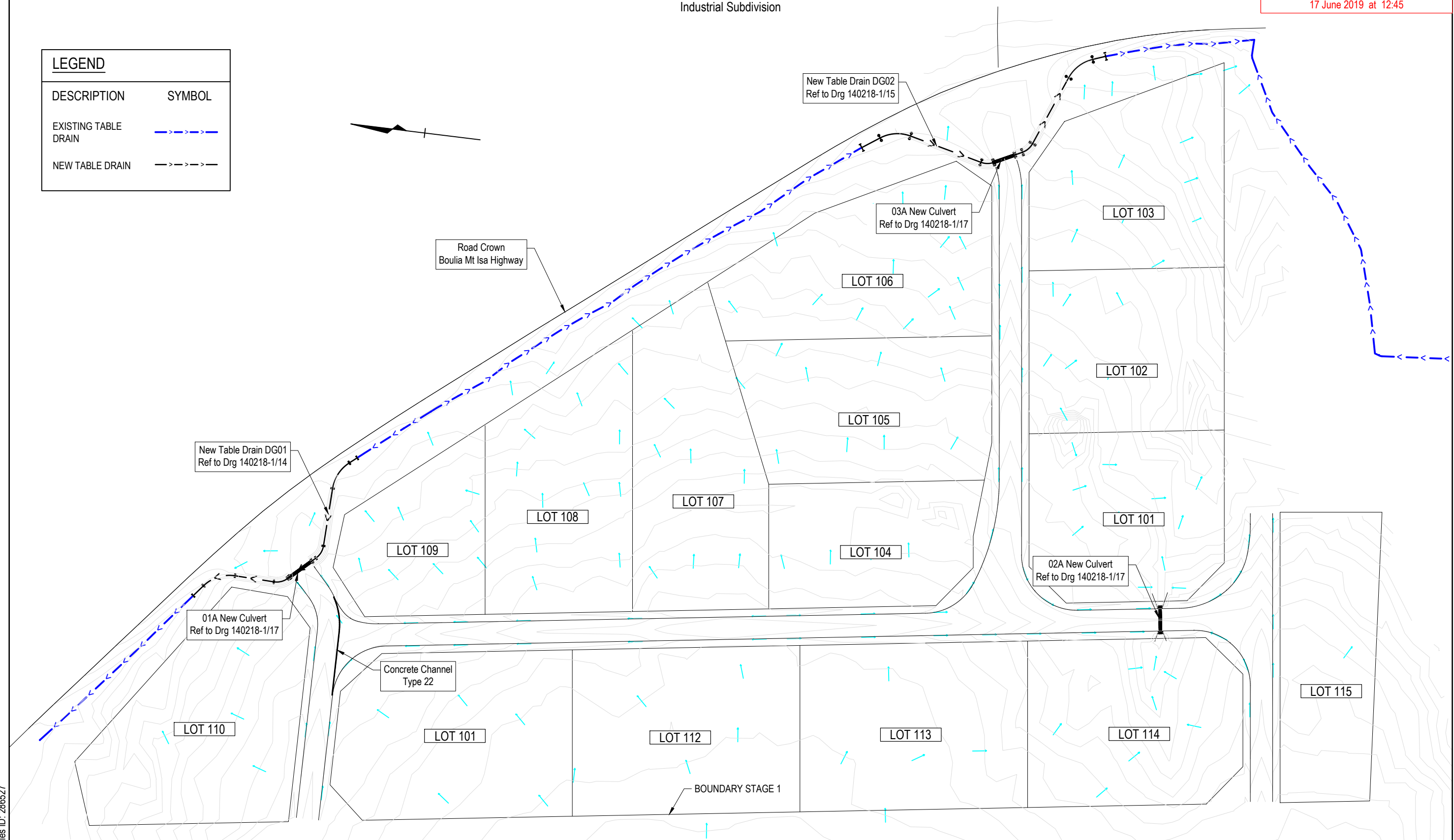
Category: Subdivisions

Project-Set: 140218-1 Sheet: 13 OF 19

Drawing No. **140218-1/13** Rev. **A**

Scale: AS SHOWN Size: A3

LEGEND	
DESCRIPTION	SYMBOL
EXISTING TABLE DRAIN	
NEW TABLE DRAIN	



**DRAINAGE LAYOUT PLAN**  
Scale 1:2000

- GENERAL NOTES**
- 200mm Contour Interval
  - Invert of the kerb only Shown, Refer to Drg. 140218-1/01
  - Culverts Details, Refer to Drg 140218-1/17

Date Printed: 17/06/2019 12:45:55 M-Files ID: 286527

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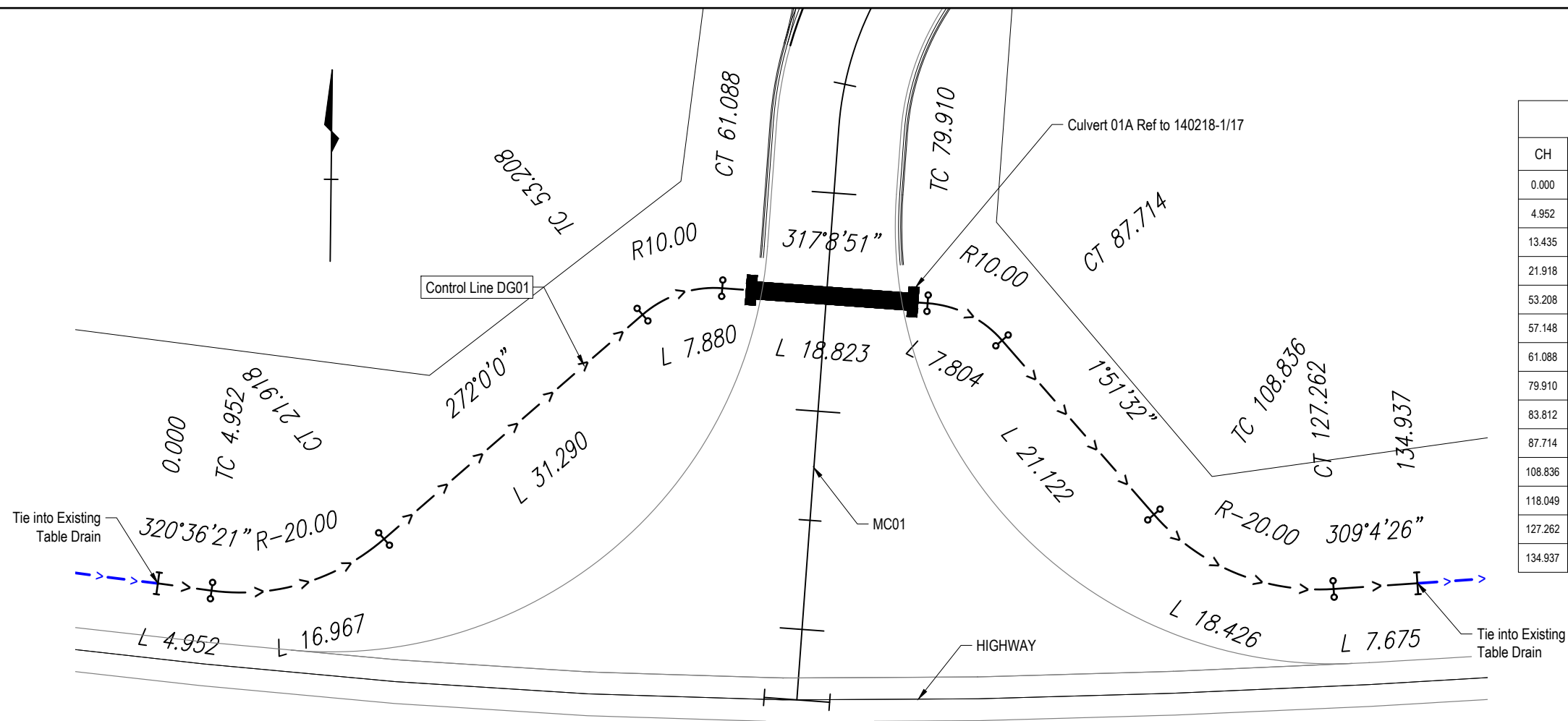
All dimensions shown in metres unless otherwise specified.

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Checked: Stuart Bourne

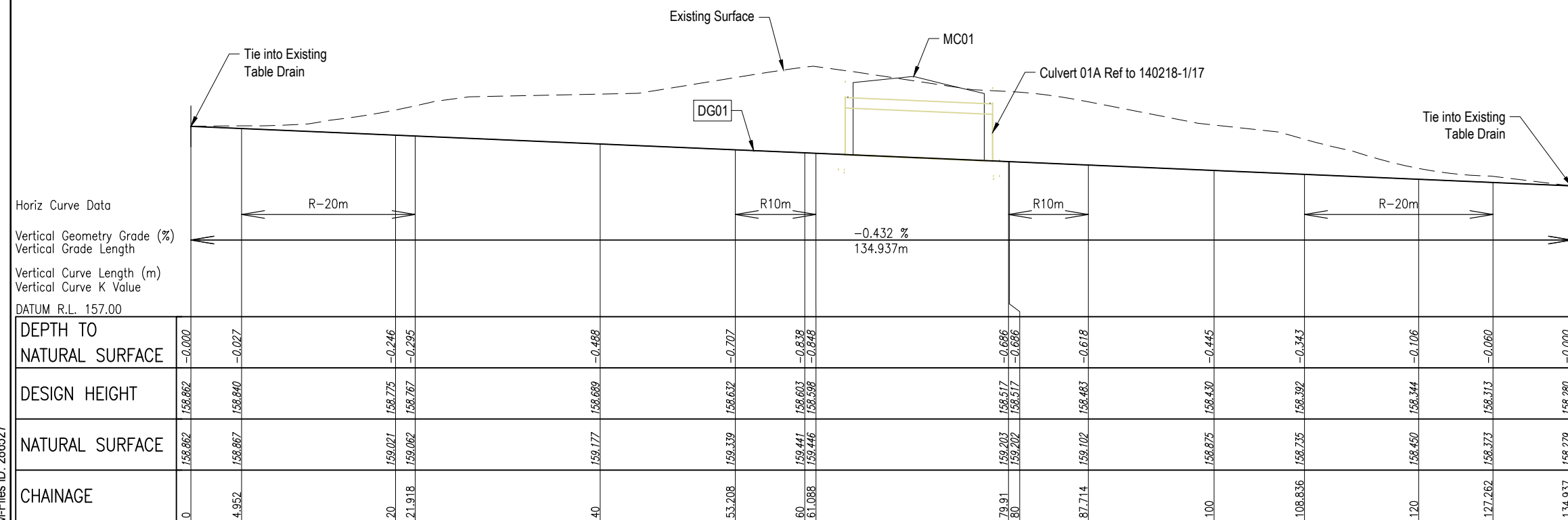
Approved:  
Stuart Bourne  
RPEQ No.: ----

Client: <b>Boulia Shire Council</b>	Category: Subdivisions
Project: <b>140218 BouSC Boulia - Industrial Subdivision</b>	Project-Set: 140218-1 Sheet: 14 OF 19
Title: <b>Boulia Subdivision Stormwater Layout Plan</b>	Drawing No. <b>140218-1/14</b> Rev. <b>A</b>
	Scale: AS SHOWN Size: A3





DG01 HORIZONTAL POINTS							
CH	EASTING	NORTHING	HEIGHT	BEARING	RAD	A.LENGTH	DEFL.ANGLE
0.000	87606.353	66583.574	158.862	320°36'21.38"			
4.952	87603.210	66587.401	158.840	320°36'21.38"			
13.435	87597.478	66594.380	158.804		R = -20.000	16.967	48°36'21.38"
21.918	87588.452	66594.696	158.767	272°00'00.00"			
53.208	87557.182	66595.788	158.632	272°00'00.00"			
57.148	87553.027	66595.933	158.615		R = 10.000	7.880	45°08'50.68"
61.088	87550.200	66598.980	158.598	317°08'50.68"			
79.910	87537.398	66612.779	158.517	317°08'50.68"			
83.812	87534.601	66615.794	158.500		R = 10.000	7.804	44°42'41.79"
87.714	87534.734	66619.905	158.483	1°51'32.47"			
108.836	87535.420	66641.016	158.392	1°51'32.47"			
118.049	87535.742	66650.936	158.352		R = -20.000	18.426	52°47'06.75"
127.262	87528.036	66657.192	158.313	309°04'25.72"			
134.937	87522.078	66662.029	158.280	309°04'25.72"			



Horiz Curve Data  
Vertical Geometry Grade (%)  
Vertical Grade Length  
Vertical Curve Length (m)  
Vertical Curve K Value

DATUM R.L. 157.00	
DEPTH TO NATURAL SURFACE	-0.000 -0.027 -0.246 -0.295 -0.488 -0.707 -0.838 -0.848 -0.686 -0.686 -0.618 -0.445 -0.343 -0.106 -0.060 -0.000
DESIGN HEIGHT	158.862 158.840 158.775 158.767 158.689 158.632 158.603 158.598 158.517 158.517 158.483 158.430 158.392 158.344 158.313 158.280
NATURAL SURFACE	158.862 158.867 159.021 159.062 159.177 159.339 159.441 159.446 159.203 159.202 159.102 158.875 158.735 158.460 158.373 158.279
CHAINAGE	0 4.952 20 21.918 40 53.208 60 61.088 79.910 80 87.714 100 108.836 120 127.262 134.937

**MC01 LONGITUDINAL SECTION**

H Scale 1:1000  
V Scale 1:100

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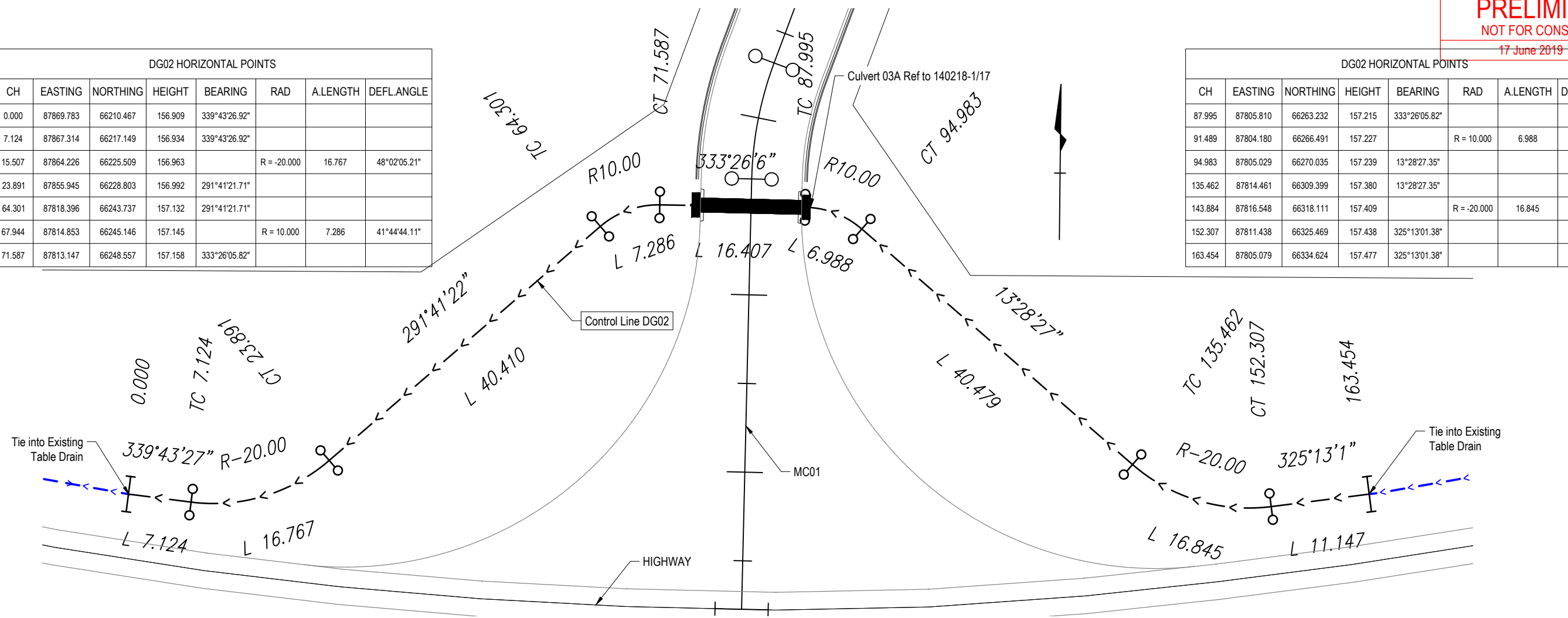
Approved:  
Stuart Bourne  
RPEQ No.: ----

Client: **Bouliia Shire Council**  
Project: **140218 BouSC Bouliia - Industrial Subdivision**  
Title: **Bouliia Subdivision  
DG01 Longitudinal Section**

Category: Subdivisions  
Project-Set: 140218-1 Sheet: 15 OF 19  
Drawing No. **140218-1/15** Rev. **A**  
Scale: AS SHOWN Size: A3

DG02 HORIZONTAL POINTS							
CH	EASTING	NORTHING	HEIGHT	BEARING	RAD	A.LENGTH	DEFL.ANGLE
0.000	87869.783	66210.467	156.909	339°43'26.92"			
7.124	87867.314	66217.149	156.934	339°43'26.92"			
15.507	87864.226	66225.509	156.963		R = -20.000	16.767	48°02'05.21"
23.891	87855.945	66228.803	156.992	291°41'21.71"			
64.301	87818.396	66243.737	157.132	291°41'21.71"			
67.944	87814.853	66245.146	157.145		R = 10.000	7.286	41°44'44.11"
71.587	87813.147	66248.557	157.158	333°26'05.82"			

DG02 HORIZONTAL POINTS							
CH	EASTING	NORTHING	HEIGHT	BEARING	RAD	A.LENGTH	DEFL.ANGLE
87.995	87805.810	66263.232	157.215	333°26'05.82"			
91.489	87804.180	66266.491	157.227		R = 10.000	6.988	40°02'21.53"
94.983	87805.029	66270.035	157.239	13°28'27.35"			
135.462	87814.461	66309.399	157.380	13°28'27.35"			
143.884	87816.548	66318.111	157.409		R = -20.000	16.845	48°15'25.97"
152.307	87811.438	66325.469	157.438	325°13'01.38"			
163.454	87805.079	66334.624	157.477	325°13'01.38"			



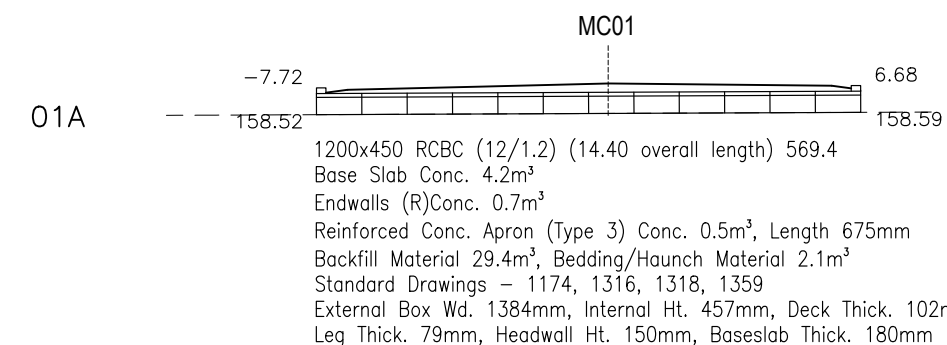
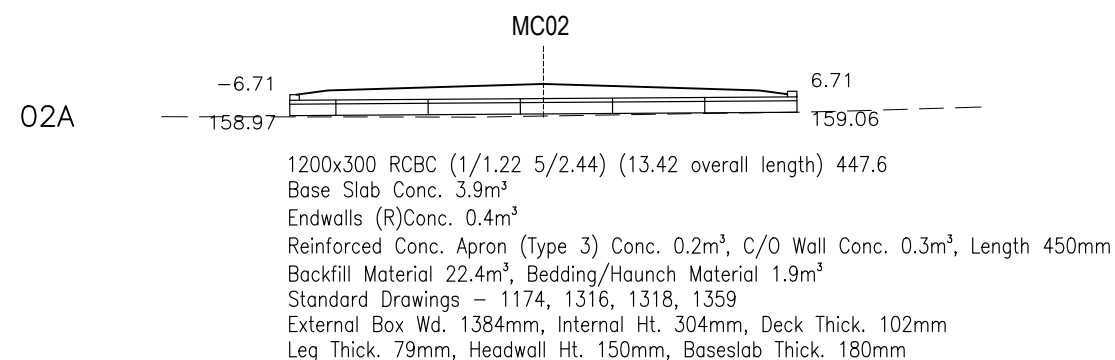
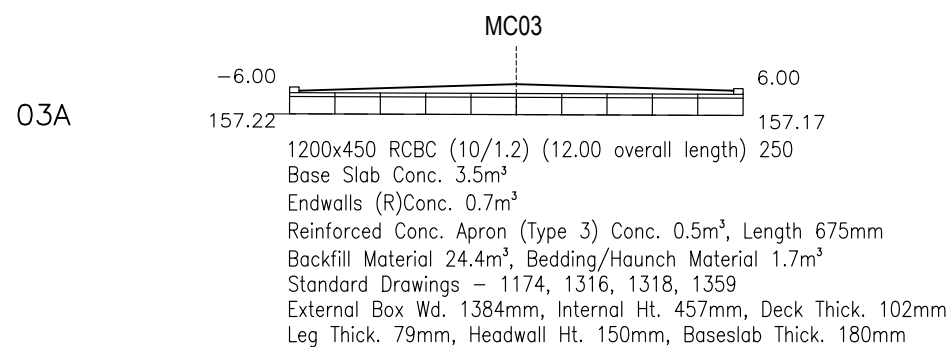
DEPTH TO NATURAL SURFACE	0.000	-0.043	-0.126	-0.139	-0.386	-0.526	-0.556	-0.603	-0.587	-0.604	-0.635	-0.625	-0.388	-0.211	-0.116	-0.003	-0.002	-0.004
DESIGN HEIGHT	156.909	156.934	156.979	156.992	157.048	157.118	157.132	157.158	157.187	157.215	157.239	157.256	157.326	157.380	157.396	157.438	157.465	157.477
NATURAL SURFACE	156.909	156.937	157.105	157.131	157.434	157.643	157.689	157.761	157.774	157.818	157.874	157.882	157.714	157.591	157.512	157.436	157.467	157.481
CHAINAGE	0	7.124	20	23.891	40	60	64.301	71.587	80	87.995	94.983	100	120	135.462	140	152.307	160	163.454

**DG02 LONGITUDINAL SECTION**  
H Scale 1:1000  
V Scale 1:100

Horiz Curve Data  
Vertical Geometry Grade (%)  
Vertical Grade Length  
Vertical Curve Length (m)  
Vertical Curve K Value  
DATUM R.L. 155.50

Date Printed: 17/06/2019 12:45:58 M-Files ID: 286527

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Rev. A Preliminary Issue Revision Description	MB 17/06/2019 By Date			Rev. <b>A</b> Size: A3	



**DRAINAGE SCHEDULE**

Culvert No.	Chainage	Drainage Structure	Wingwalls		EndWalls / Wingwalls		Concrete Bases			Aprons			Cut Off Walls (m3)	Excavation (m3)			Fill / Backfill				No Fines Conc. Block	Reo. Bar Mass (kg)	Remarks
			S	T	(U)Conc.	(R)Conc.	Conc.	Reinforcing	Rock	Wire Matt.	Reinforcing	Conc.		Culv.	Ends	Inlet Outlet	OLM (m3)	FBM (m3)	BHM (m3)	BSP (m3)			
01A	569.400	1200x450 RCBC (12/1.2)	0		4.2	23.1	114			0.5	3.7	SL62		6.8	0.7			29.4	2.1			111	
02A	447.600	1200x300 RCBC (1/1.22 5/2.44)	0		3.9	21.6	107			0.2	3.5	SL62		4.6	0.3			22.4	1.9			103	
03A	250.000	1200x450 RCBC (10/1.2)	0		3.5	19.3	95			0.5	3.7	SL62		5.8	0.7			24.4	1.7			95	
Total Quantities						1.7		11.5	64.0	316				0.3	17	1			76	5		307	Fabric quantities are net only
Total Fabric						64.0 / RL1218	10.9 / SL62																No allowances made for laps etc.

Date Printed: 17/06/2019 12:46:00 M-Files ID: 286527

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			Title: <b>Bouliia Subdivision Culverts Details</b>	Project-Set: 140218-1 Sheet: 17 OF 19
Rev. A Preliminary Issue	By MB	Date 17/06/2019		Drawing No. <b>140218-1/17</b>
Rev. Revision Description	By	Date		Rev. <b>A</b>
				Scale: AS SHOWN
				Size: A3

# Boulia Shire Council

Industrial Subdivision  
Water Reticulation

**PRELIMINARY**

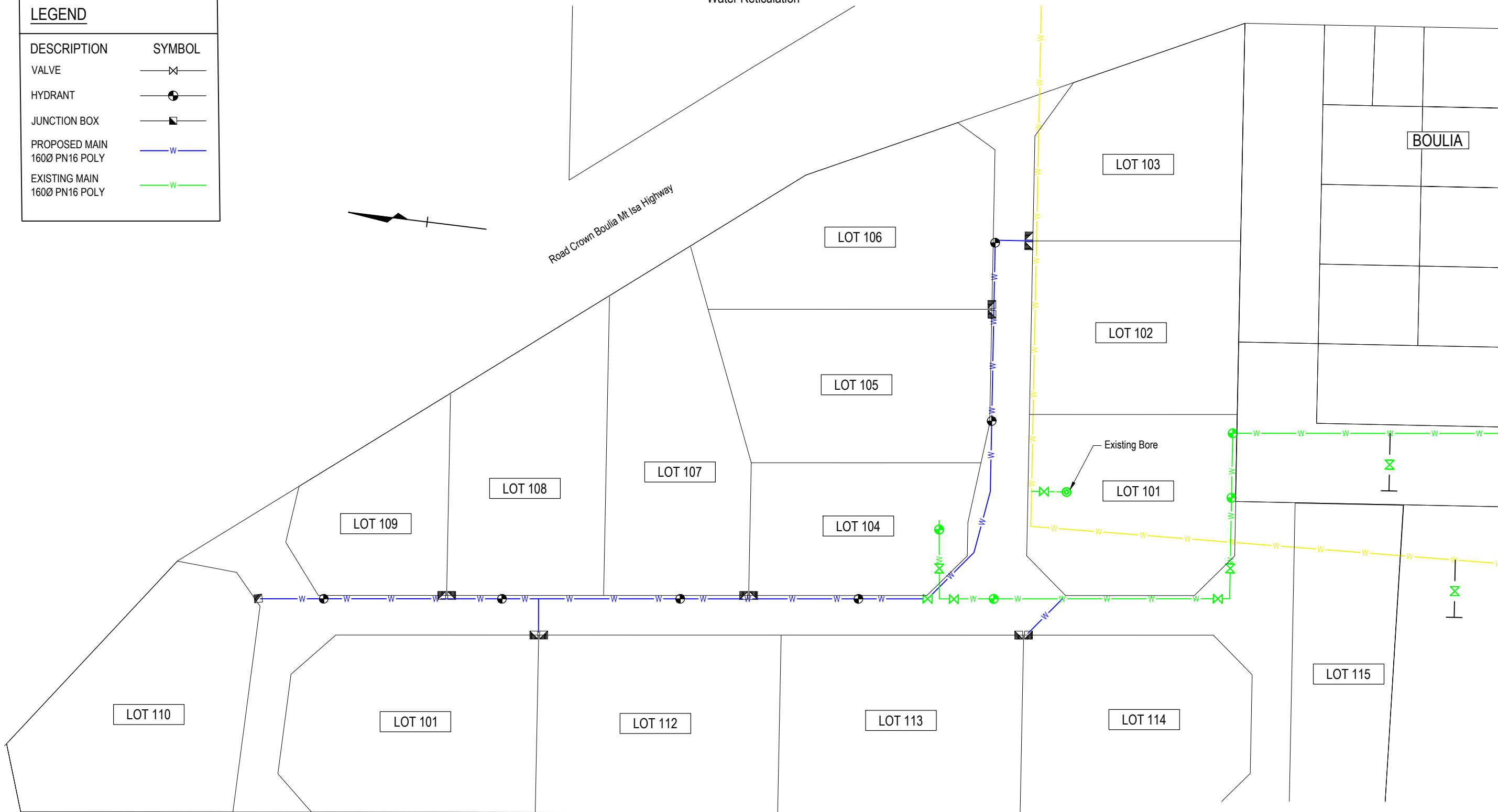
NOT FOR CONSTRUCTION

17 June 2019 at 12:46

LEGEND	
DESCRIPTION	SYMBOL
VALVE	
HYDRANT	
JUNCTION BOX	
PROPOSED MAIN 160Ø PN16 POLY	
EXISTING MAIN 160Ø PN16 POLY	



Road Crown Boulia Mt Isa Highway



**LAYOUT PLAN**

Scale 1:2000

NOTES	
1.	Fire Hydrants should be provided at not more than 90m intervals.
2.	Road Crossing Shall Be Marked By Two Conduit Markers Placed on Kerb

Date Printed: 17/06/2019 12:46:01 M-Files ID: 286527

Rev.	Revision Description	By	Date
A	Preliminary Issue	MB	31/05/2019

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**GBA CONSULTING ENGINEERS**

George Bourne and Associates  
73 Elm Street (PO Box 169) Barcaldine Qld 4725  
Phone: 07 4651 5177 Fax: 07 3220 6791  
Email: admin@gbassoc.com.au

All dimensions shown in metres unless otherwise specified.

Drawn: Zach Richardson  
Checked: Stuart Bourne

Approved:  
Stuart Bourne  
RPEQ No.: ----

Client: **Boulia Shire Council**

Project: **140218 BouSC Boulia - Industrial Subdivision**

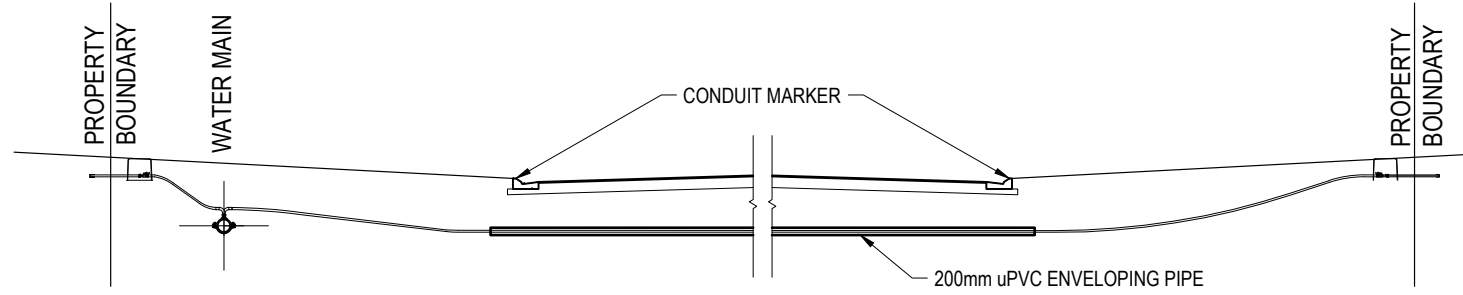
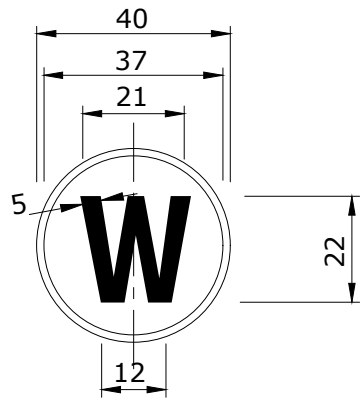
Title: **Boulia Subdivision Water Reticulation Layout Plan**

Category: Subdivisions

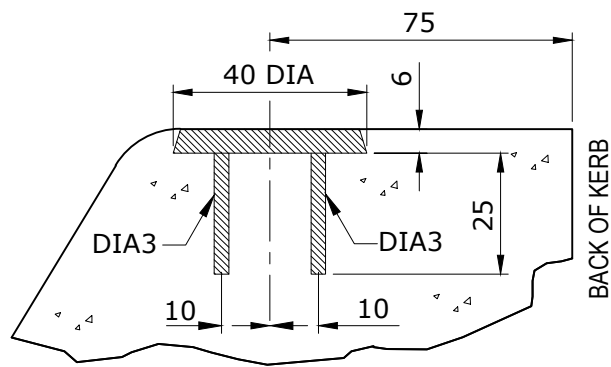
Project-Set: 140218-1 Sheet: 18 OF 19

Drawing No. **140218-1/18** Rev. **A**

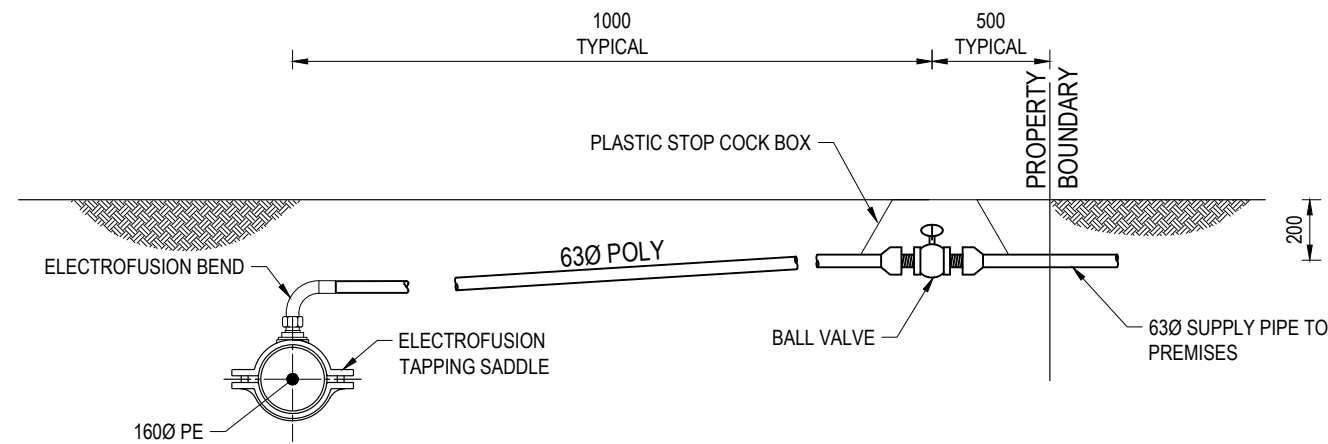
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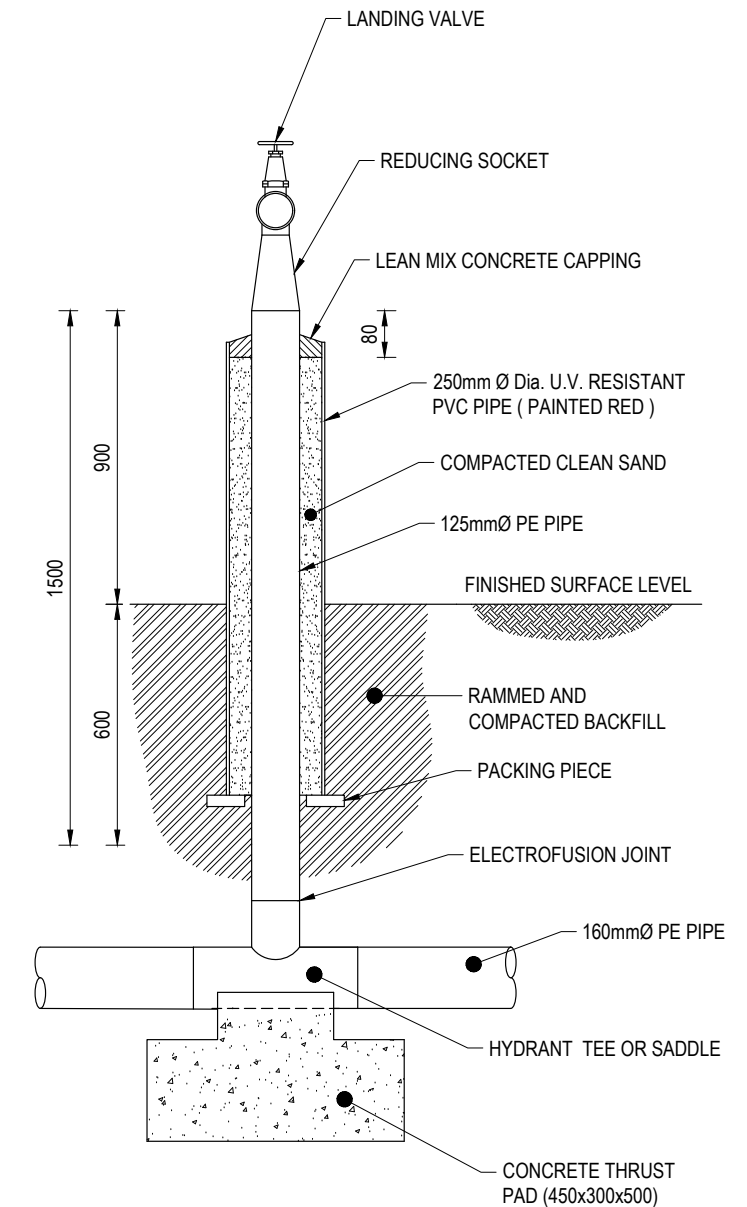
**TYPICAL ROAD CROSSING SECTION**  
 NOT TO SCALE



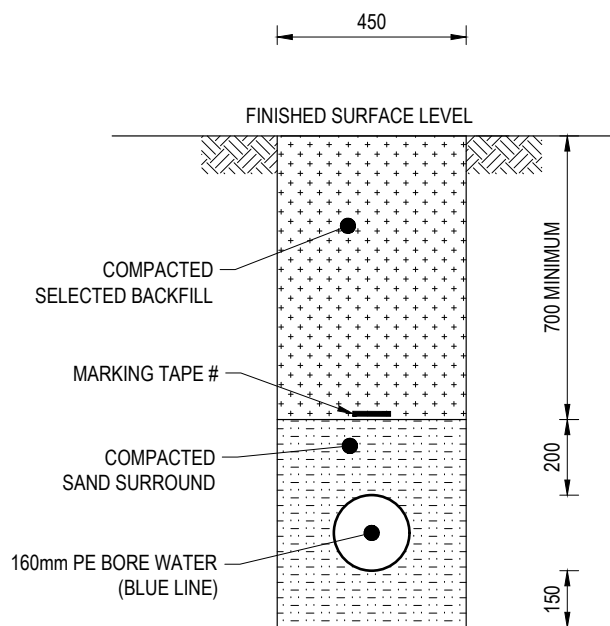
**CONDUIT MARKER DETAIL**  
 NOT TO SCALE



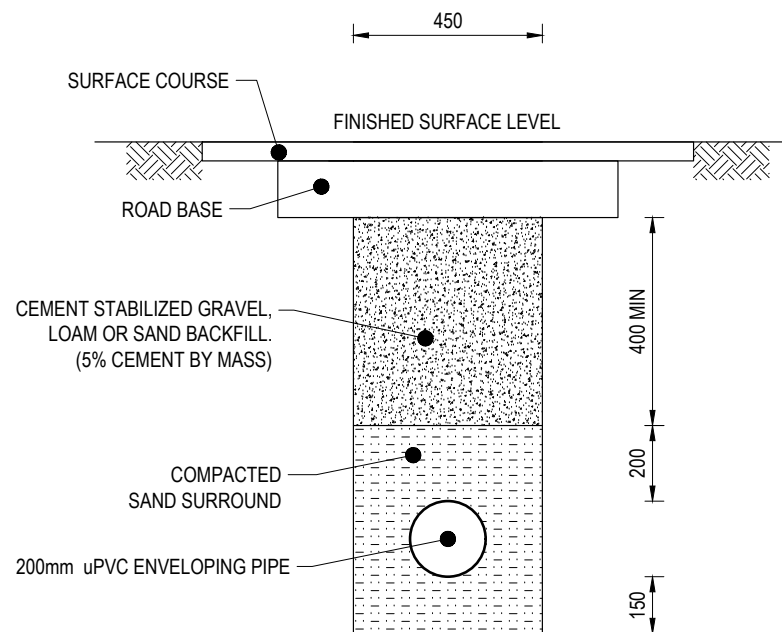
**TYPICAL PROPERTY CONNECTION**  
 NOT TO SCALE



**TYPICAL HYDRANT DETAIL**  
 NOT TO SCALE



**FOOTPATH AND UNSEALED ROAD TRENCHING**  
 NOT TO SCALE



**SEALED ROAD TRENCHING**  
 NOT TO SCALE

Date Printed: 17/06/2019 12:46:02 M-Files ID: 286527

Rev.	Revision Description	By	Date
A	Preliminary Issue	MB	31/05/2019

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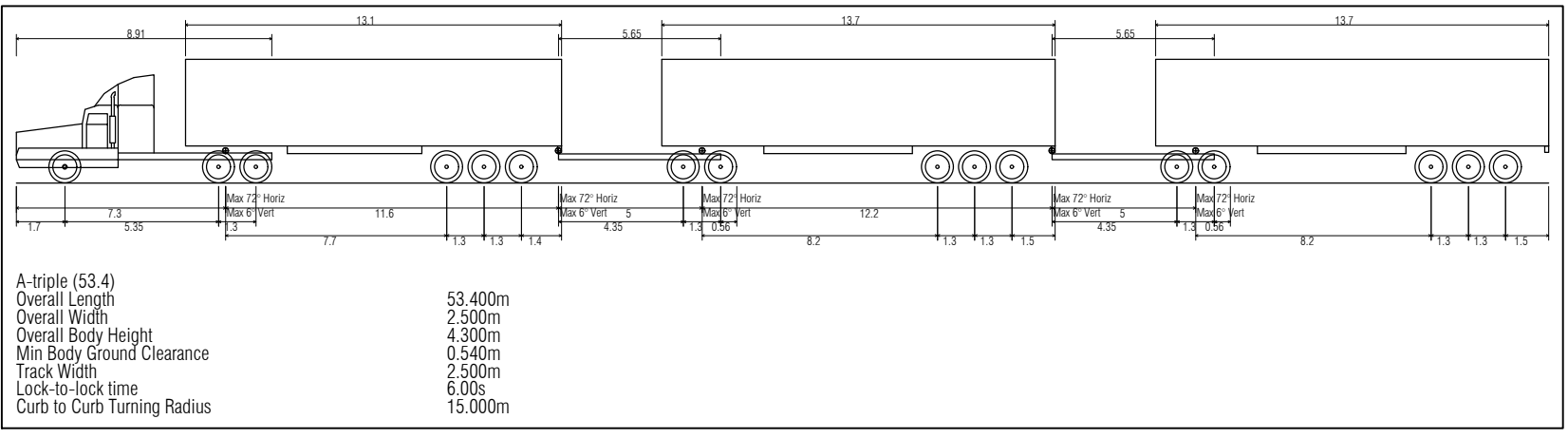
George Bourne and Associates  
 73 Elm Street (PO Box 169) Barcaldine Qld 4725  
 Phone: 07 4651 5177 Fax: 07 3220 6791  
 Email: admin@gbassoc.com.au

All dimensions shown in metres unless otherwise specified.  
 Drawn: Zach Richardson  
 Checked: Stuart Bourne

Approved:  
 Stuart Bourne  
 RPEQ No.: ----

Client: <b>Boulia Shire Council</b>	Category: Subdivisions
Project: <b>140218 BouSC Boulia - Industrial Subdivision</b>	Project-Set: 140218-1 Sheet: 19 OF 19
Title: <b>Boulia Subdivision Water Reticulation Details</b>	Drawing No. <b>140218-1/19</b> Rev. <b>A</b>
	Scale: AS SHOWN Size: A3





A-triple (53.4)

Overall Length	53.40m
Overall Width	2.500m
Overall Body Height	4.300m
Min Body Ground Clearance	0.540m
Track Width	2.500m
Lock-to-lock time	6.00s
Curb to Curb Turning Radius	15.000m

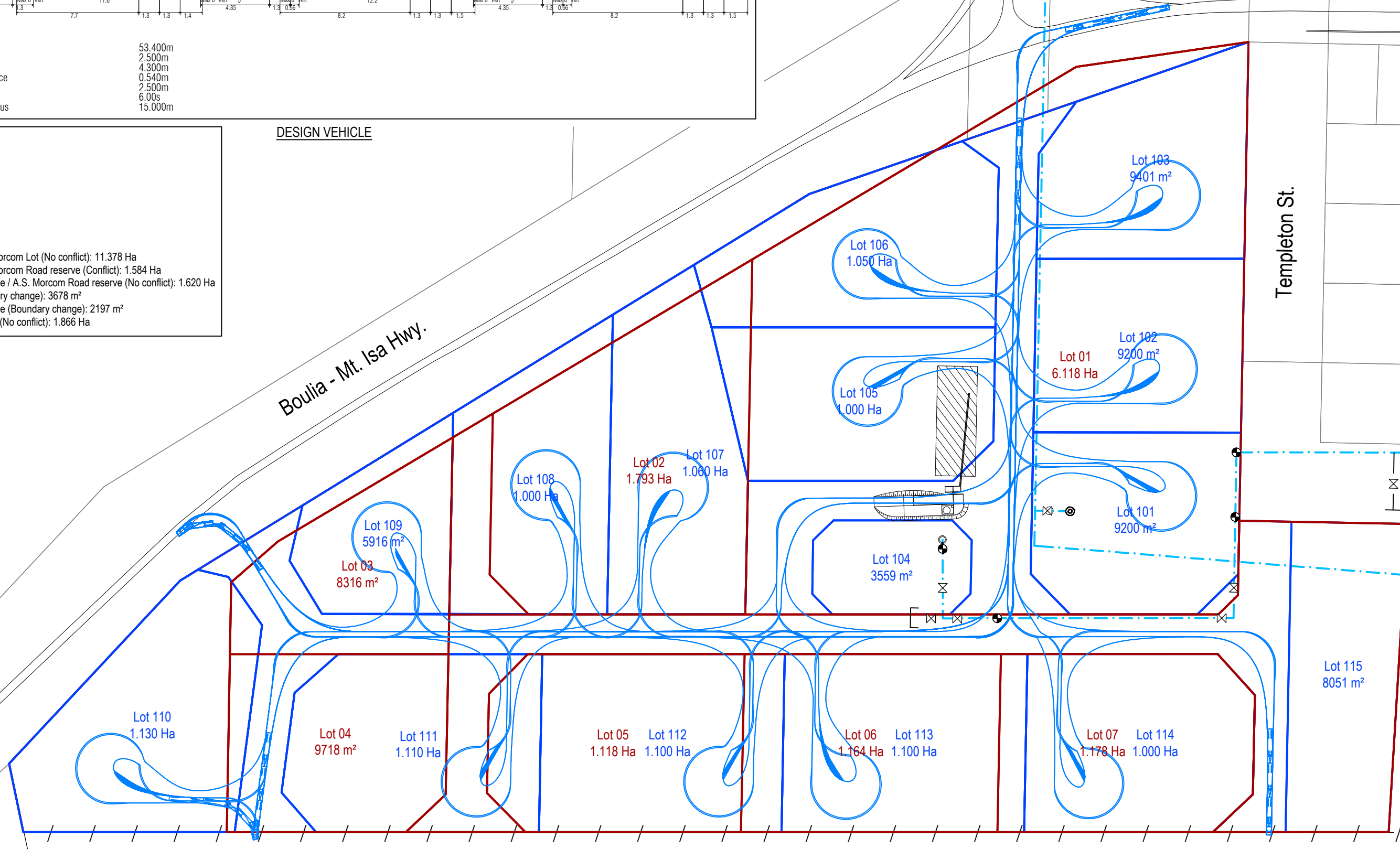
**DESIGN VEHICLE**

**LEGEND**

- Ø160 PN16 poly
- Bore
- ⊕ Hydrant
- ⊗ Valve
- Lot 04 GBA Lot
- Lot 111 A.S. Morcom Lot
- Vehicle path
- GBA Lot / A.S. Morcom Lot (No conflict): 11.378 Ha
- GBA Lot / A.S. Morcom Road reserve (Conflict): 1.584 Ha
- GBA Road reserve / A.S. Morcom Road reserve (No conflict): 1.620 Ha
- GBA Lot (Boundary change): 3678 m<sup>2</sup>
- GBA Road reserve (Boundary change): 2197 m<sup>2</sup>
- A.S. Morcom Lot (No conflict): 1.866 Ha

Boullia - Mt. Isa Hwy.

Templeton St.



Date Printed: 26/04/2018 16:40:21 M-Files ID: 286590

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Manager Corporate & Financial Services March 2020 Report	<b>DOC REF:</b> Item FM1
---------------	---	-----------------------------

<b>REPORT BY:</b>	Kaylene Sloman	<b>DATE:</b> 01/04/2020
-------------------	----------------	----------------------------

<p><b>CORPORATE PLAN REFERENCE:</b>            Key Priority 5: Robust Governance                5.2: Accountability                    5.2.1 Ensure Council’s financial activities are monitored and well managed            5.4: Sustainability                5.4.3 Ensure the long-term financial sustainability of the Council through prudent financial management and budgeting</p>
---

<p><b>PURPOSE:</b>            Financial Summary as at 31<sup>st</sup> March 2020.</p>
---

### Cash Position:

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

	31 <sup>st</sup> March 2020	29 <sup>th</sup> February 2020
Cash at Hand	18,866,890	14,527,554
Net Cash Equivalent (Debtors-Creditors)	(260,408)	38,453
<b>Total</b>	<b>\$18,606,482</b>	<b>\$14,566,007</b>

### Income

- Total revenues 31<sup>st</sup> March 2020 are \$8,725,260. This equates to approx. 72% of this year’s budget.

### Expenditure

- Operating expenses to 31<sup>st</sup> March 2020 are \$7,232,888. This equates to approx. 64% of this year’s budget.

### Liquidity

• CBA		\$ 93,881
• Floats		\$ 1,300
• Investments		
CBA At Call 0.1%	\$9,125,172	
QTC 1.74%	\$9,646,538	
		<u>\$18,771,710</u>
	<b>Total</b>	<b>\$18,866,890</b>



### Additional Information on Cash Position

Cash Balance as at 31<sup>st</sup> March 2020 18,866,890

The following items need to be backed by cash:

Reserves 30 <sup>th</sup> June	2,328,551
Funded Depreciation	3,431,932
Funded Employee Entitlements - NC	199,875
Flood Damage Restoration Works – March 2019 (paid in advance)	4,269,179
Working Capital Cash	1,500,000
Capital Grants	3,932,728
Operating Results for 2019/2020	1,087,199
Less Capital Expenditure 2019/2020	(4,992,063)
	<b>11,757,401</b>

Uncommitted Cash 31<sup>st</sup> March 2020 **\$ 7,109,489**

### AGED DEBTORS 31<sup>st</sup> March 2020

DEBTOR	90+	60	30	CURRENT	PRE-PAID	BALANCE
	74,163.99	31,237.30	27,785.42	309,232.00	(2,500.00)	439,918.71

### **90+ Days Outstanding**

Of the \$74,163.99, \$1,773.12 are currently under a payment arrangement, \$10,619.51 have been referred to Council's external Collection Agency, outstanding balance is being followed up by Manager.

### RATES 31<sup>st</sup> March 2020

Total Outstanding \$63,892.28

RATES	3 Years +	2 Years	1 Year (18-19)	Current Year (19-20)	In Credit (pre- paid OR Water & Gravel Compensation)	Total Outstanding
Urban	0.00	35,640.14	54,909.89	30,242.75	(7,919.95)	112,872.83
Rural	0.00	2,438.36	2,181.88	6,602.57	(71,123.26)	(59,900.45)
Mining	0.00	0.00	0.00	0.00		0.00
	<b>0.00</b>	<b>38,078.50</b>	<b>57,091.77</b>	<b>36,845.32</b>	<b>(79,043.21)</b>	<b>52,972.38</b>

### CREDITORS 31<sup>st</sup> March 2020

**\$ 0.00**

**BOULIA SHIRE COUNCIL**  
**Income Statement**  
**For the period ended 31st March 2020**

*2020 Actual*

<b>Income</b>		
<b>Revenue</b>		
<b>Recurrent Revenue</b>		
Net rate and utility charges		718,990
Fees and charges	▼	168,279
Rental income		195,956
Interest received		148,774
Sales - contract and recoverable works	▼	3,761,797
Other Income	▼	43,393
Grants, subsidies, contributions and donations	▼	1,386,096
<b>Total Recurrent Revenue</b>		<u>6,423,285</u>
<b>Capital Revenue</b>		
Grants, subsidies, contributions and donations	▼	8,201,907
<b>Total Capital Revenue</b>		<u>8,201,907</u>
<b>Total Revenue</b>		<u>14,625,192</u>
<b>Total Income</b>		<u>14,625,192</u>
<b>Expenses</b>		
<b>Recurrent Expenses</b>		
Employee benefits		(2,280,266)
Materials & Services		(5,196,444)
Finance Costs		(33,774)
Depreciation		(1,980,321)
<b>Total Recurrent Expenses</b>		<u>(9,490,805)</u>
<b>Total Expenses</b>		<u>(9,490,805)</u>
<b>Net Result Attributable to Council</b>	▼	<u><u>5,134,387</u></u>

**BOULIA SHIRE COUNCIL**  
**Balance Sheet**  
**For the period ended 31st March 2020**

	<i>2020 Actual</i>
<b>Current Assets</b>	
Cash and cash equivalents	18,866,890
Trade and other receivables	(83,009)
Inventories	330,779
<b>Total Current Assets</b>	19,114,660
<b>Non-current Assets</b>	
Property, plant and equipment	177,023,931
<b>Total Non-current Assets</b>	177,023,931
<b>TOTAL ASSETS</b>	196,138,591
<b>Current Liabilities</b>	
Trade and other payables	(177,399)
Borrowings	(14,883)
Provisions	(595,414)
<b>Total Current Liabilities</b>	(787,696)
<b>Non-current Liabilities</b>	
Borrowings	(1,061,743)
Provisions	(199,875)
<b>Total Non-current Liabilities</b>	(1,261,618)
<b>TOTAL LIABILITIES</b>	(2,049,314)
<b>NET COMMUNITY ASSETS</b>	<b>194,089,277</b>
<b>Community Equity</b>	
Asset revaluation reserve	103,435,170
Retained surplus	90,654,107
<b>TOTAL COMMUNITY EQUITY</b>	<b>194,089,277</b>

**BOULIA SHIRE COUNCIL**  
**Statement of Cash Flows**  
**For the period ended 31st March 2020**

*2020 Actual*

<b>Cash Flows from Operating activities:</b>	
Receipts from customers	2,032,764
Payments to suppliers and employees	(7,953,068)
	(5,920,304)
Interest received	148,774
Rental income	195,956
Non-capital grants and contributions	4,894,689
Borrowing costs	(33,774)
<b>Net Cash Inflow (Outflow) from Operating Activities</b>	<b>(714,659)</b>
 <b>Cash Flows from Investing activities:</b>	
Payments for property, plant and equipment	(4,992,063)
Proceeds from sale of property, plant and equipment	323,058
Grants, subsidies, contributions and donations	7,879,338
<b>Net Cash Inflow (Outflow) from Investing activities</b>	<b>3,210,333</b>
 <b>Cash Flows from Financing activities</b>	
Repayment of borrowings	(37,398)
<b>Net Cash Inflow (Outflow) from Financing activities</b>	<b>(37,398)</b>
 <b>Net Increase (Decrease) in Cash and Cash Equivalents held</b>	 <b>2,458,276</b>
 <b>Cash and Cash Equivalents at beginning of Reporting period</b>	 <b>16,408,614</b>
 <b>Cash and Cash Equivalents at end of Reporting period</b>	 <b>\$ 18,866,890</b>

<b>CONSULTATION:</b> Nil
--------------------------

<b>GOVERNANCE IMPLICATIONS:</b> Nil
-------------------------------------

<b>RECOMMENDATION:</b>
------------------------

That the Manager of Corporate & Financial Services March 2020 Report be received for information.
---

<b>DOCUMENTS TO BE TABLED:</b> Capital Major Projects, Capital Road Works, Flood Damage Works Reports, Revenue & Expenditure Report
---

Reviewed and Approved by Chief Executive Officer	Lynn Moore
--	------------

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Budget Review March 2020	<b>DOC REF:</b> Item FM2
---------------	--------------------------	-----------------------------

<b>REPORT BY:</b>	Kaylene Sloman Manager Corporate & Financial Services	<b>DATE:</b> 09/04/2020
-------------------	--	----------------------------

**CORPORATE PLAN REFERENCE:**

Key Priority 5: Robust Governance

5.2: Accountability

5.2.1 Ensure Council's financial activities are monitored and well managed

5.4: Sustainability

5.4.3 Ensure the long-term financial sustainability of the Council through prudent financial management and budgeting

**PURPOSE:**

Budget Review to 31<sup>st</sup> March 2020 based on trends to date.

**CONTENT:**

The attached budget review has been completed based on the best estimate of income and expenditure as known to 31<sup>st</sup> March 2020.

The review examines each line item and highlights changes based on trend or known variations as approved by Council, or anticipated based on best estimate. A short comment against each item provides a brief outline of the basis for the revision and the summary on the last page provides an overall anticipated result, based on the information current at the time of preparation.

The budget review is recommended to Council for adoption.

**CONSULTATION:** CEO

**GOVERNANCE IMPLICATIONS:** Revision of the budget requires Council endorsement.

**RECOMMENDATION:**

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

**TABLED DOCUMENTS:** Operational Budget Review March 2020, Capital Budget Review March 2020

Reviewed and Approved by Chief Executive Officer | Ms Lynn Moore



# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20/04/2020

<b>TITLE:</b>	Policy Review	<b>DOC REF:</b> Item FM3
---------------	---------------	-----------------------------

<b>REPORT BY:</b>	Mrs Kaylene Sloman Manager Corporate & Financial Services	<b>DATE:</b> 12/04/2020
-------------------	--	----------------------------

**CORPORATE PLAN REFERENCE:**

Key Priority 5. Robust Governance

5.1: Confidence

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

**PURPOSE:**

Regular review of Council policies ensure that Council maintains an up to date guide for staff to refer to in the day to day management of Council. This report deals with minor changes to existing policies which does not have any material effect on the intent of the documents.

**CONTENT:**

The Council is required to conduct a review of policies on a regular basis to ensure that they are consistent with changes to regulations, employment conditions and Council's objectives.

It is recommended that the policies as listed be adopted and the term for review be to reflect a one year review, unless changes to legislation require the policy to be reviewed earlier.

The listed policies have had no material changes made:

107 - Debt Policy

108 - Audit & Risk Management Committee Policy

Changes to policy – 107 – Debt Policy	Page No	Paragraph
In our 2019/20 budget – updated to current financial year	3	11
Updated column headings	3	11
Updated figures in table	4	
Updated dates for future financial years	4	4

Changes to policy – 108 Audit & Risk Management Committee Policy	Page No	Paragraph
Updated name of committee	2	1
Inserted sentence - The Audit & Risk Management Committee undertakes an advisory function and provides the Chief Executive Officer and Council Management with independent advice on key Council activities.	2	4
Inserted sentence - As per Section 210 of the Local Government Regulation 2012, the Committee must comprise of at least 3 and no more than 6 members and of these members two must be Councillors.	2	6
Inserted <i>Manager Corporate &amp; Financial Services</i>	2	7.5
Inserted & <i>Internal</i>	2	7.6
Inserted sentence - Maximum appointment period for external independent persons will be a total of 6 years.	2	8

<p>Inserted sentences –</p> <p>(i) The external audit plan for the external audit for the current financial year;</p> <p>(ii) Any key account position papers being prepared by Management as a part of the audit</p> <p>(iii) Significant project deliverables including but not limited to valuations of property, plant and equipment.</p>	3	4.3/4/5
<p>Inserted sentence –</p> <p>(ix) Review Council's risk register at least annually and comment on Managements progress/rectification of issues</p>	3	4.9
<p>Inserted sentence –</p> <ul style="list-style-type: none"> <li>▪ Review any other matter (eg: business or legal risks or legal actions) referred to it by the Chief Executive Officer.</li> <li>▪ The minutes of each Audit &amp; Risk Management Committee meeting, as soon as practicable after a meeting, will be tabled with Council</li> </ul>	3	5

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:**

The policies are consistent with the guidelines and legislation as issued.

**RECOMMENDATION:**

1. That the policies as presented be adopted.

POLICY	NO.	OFFICER	TYPE
Debt Policy	107	Manager Corporate & Financial Services	Statutory
Audit & Risk Management Committee Policy	108	Manager Corporate & Financial Services	Statutory

Changes to policy – 107 – Debt Policy	Page No	Paragraph
In our 2019/20 budget – updated to current financial year	3	11
Updated column headings	3	11
Updated figures in table	4	
Updated dates for future financial years	4	4

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Inserted sentence - As per Section 210 of the Local Government Regulation 2012, the Committee must comprise of at least 3 and no more than 6 members and of these members two must be Councillors.	2	6
Inserted <i>Manager Corporate &amp; Financial Services</i>	2	7.5
Inserted & <i>Internal</i>	2	7.6
Inserted sentence - Maximum appointment period for external independent persons will be a total of 6 years.	2	8
Inserted sentences –	3	4.3/4/5
(iv) The external audit plan for the external audit for the current financial year;		

(v) Any key account position papers being prepared by Management as a part of the audit		
(vi) Significant project deliverables including but not limited to valuations of property, plant and equipment.		
Inserted sentence – (ix) Review Council's risk register at least annually and comment on Managements progress/rectification of issues	3	4.9
Inserted sentence – ▪ Review any other matter (eg: business or legal risks or legal actions) referred to it by the Chief Executive Officer. ▪ The minutes of each Audit & Risk Management Committee meeting, as soon as practicable after a meeting, will be tabled with Council	3	5
2. That a copy of the changes to the policies be forwarded to the Councillors electronically via email and the Councillor Hub.		

**ATTACHMENTS:** Policy 107 – Debt, 108 - Audit & Risk Management Committee

Reviewed and Approved by Chief Executive Officer | Ms Lynn Moore



# BOULIA SHIRE COUNCIL

## DEBT POLICY

<b>Category:</b>	STATUTORY FINANCE POLICY
<b>Policy Number:</b>	107
<b>Document Version:</b>	Version 1
<b>Obsolete Version:</b>	2014-2015/1, 2015-16/1, 2018/11.21
<b>Keyword Classification:</b>	Finance Debt Borrowing
<b>Summary:</b>	Details of Council's current and proposed borrowings:- to provide Council with a debt management strategy based on sound financial management guidelines
<b>Adoption Date:</b>	
<b>Resolution:</b>	
<b>Due for Revision:</b>	Annually
<b>Revision date:</b>	20 <sup>th</sup> April 2021
<b>Date revoked:</b>	n/a
<b>Related documents:</b>	Nil
<b>Responsible Section:</b>	Finance
<b>Responsible Officer:</b>	Manager of Corporate and Financial Services
<b>Legislation</b>	Local Government Act 2009 s104 (5) (c) ii, Local Government Regulation 2012, s192

## OBJECTIVE

Local Government Regulation 2012, Section 192 requires the local government to prepare and adopt a debt policy each financial year.

The Policy must include the following elements:-

- (a) new borrowings planned for the current financial year and the next nine financial years; and
- (b) the time over which it is planned to repay existing and proposed borrowings.

## SCOPE

This Policy applies to all of Council's borrowings. It does not apply to leasing or hire purchase arrangements except insofar as such arrangements are required to be considered as borrowings by relevant legislation and Financial Accounting Standards.

## BACKGROUND AND CONSIDERATIONS

Bouliia Shire Council recognises the desirability of establishing contingency funds sufficient to fund future developments, particularly for water and sewerage, and to use these funds when appropriate to avoid external borrowings for relatively minor acquisitions and developments. Council may, however, determine to borrow funds not just on the basis of immediate need, but for strategic reasons and/or because it is economically advantageous to do so.

The level of debt in individual programs and in total for the Shire is a matter for Council to decide from time to time but due recognition will be given to:-

- (a) the type and extent of benefits to be obtained from the borrowing including the length of time the benefits will be received
- (b) the beneficiaries of the acquisition or development
- (c) the impact of interest and redemption payments on both current and forecast rates revenue
- (d) the current and future capacity of the rate base to pay for borrowings and the rate of growth of the rate base
- (e) likely movements in interest rates for variable rate borrowings
- (f) other current and projected sources of funds such as headwork's
- (g) competing demands for funds

It is recognised that, as infrastructure such as water and sewerage are usually funded in advance of community requirements and borrowings are repaid by future users, it is appropriate to utilise debt to fund future infrastructure capacity. The appropriate mix of sources of funds will depend on the factors mentioned above.

Capital expenditure on general community facilities are usually funded from such revenue sources as general rates, special rates, grants, subsidies and borrowings. Borrowings for these developments should be limited to what can be repaid by the existing rate base and, in general, should be over a shorter period so that current users substantially contribute to the debt servicing and redemption.



Debt on existing facilities should not become a burden on future generations who may not receive benefits from these facilities. Again, the appropriate combination of debt and revenue will depend upon the type of development and the Shire's circumstances at the time.

## GENERAL POLICY ON BORROWINGS

Council will only borrow funds for the purpose of acquiring assets, improving facilities or infrastructure and/or substantially extending their useful life.

Council may borrow to meet strategic needs or to take advantage of opportunities for development providing there is a demonstrably good return in economic and/or social terms.

Where borrowings are to be repaid by special rates, the revenue raised and repayments will be matched as far as is practical. Borrowings will be repaid early should revenue exceed scheduled repayments.

Borrowings will only be made in accordance with the adopted budget.

Borrowings will only be from the Queensland Treasury Corporation (QTC) or, if from another organisation, with the approval of the QTC and Department of Local Government and Planning.

Borrowings will normally be for a maximum of ten years. Shorter borrowing periods and earlier repayments will be taken where possible and appropriate. If a longer term is appropriate, and this may be the case for some infrastructure assets such as water and sewerage, the term will not exceed the life of the asset or twenty years whichever is the shorter period.

## SPECIFIC POLICY ON BORROWINGS

Borrowings planned for the current financial year and the next nine financial years and the purpose of the new borrowings is as follows:-

Year	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Amount \$'000	0	0	0	0	0	0	0	0	0
Purpose									

In our 2019/20 budget, we have allowed for no borrowings.

The time over which it is planned to repay existing and proposed borrowings is as follows:-

<b>Financial year</b>	<b>Interest and admin fees</b>	<b>Principal</b>	<b>Debt Service Payment</b>
2019-20	\$44,778.36	\$50,118.68	\$94,897.04
2020-21	\$42,709.25	\$52,187.79	\$94,897.04
2021-22	\$40,554.72	\$54,342.32	\$94,897.04
2022-23	\$38,311.24	\$56,585.80	\$94,897.04
2023-24	\$35,975.14	\$58,921.90	\$94,897.04
2024-25	\$33,542.60	\$61,354.44	\$94,897.04
2025-26	\$31,009.64	\$63,887.40	\$94,897.04
2026-27	\$28,372.10	\$66,524.94	\$94,897.04
2027-28	\$25,625.67	\$69,271.37	\$94,897.04
2028-29	\$22,765.85	\$72,131.19	\$94,897.04
2029-30	\$19,787.98	\$75,109.06	\$94,897.04
2030-31	\$16,687.16	\$78,209.88	\$94,897.04
2031-32	\$13,458.33	\$81,438.71	\$94,897.04
2032-33	\$10,096.21	\$84,800.83	\$94,897.04
2033-34	\$6,595.27	\$88,301.77	\$94,897.04
2034-35	\$2,949.80	\$106,737.72	\$109,687.52

This information is indicative only as interest rates are subject to fluctuations. Borrowing rates are expressed as an annual rate payable quarterly and include all fees and charges.

Principal and interest loans have assumed Debt Servicing Payments DSP's are paid on the 15<sup>th</sup> day of the last month of the quarterly repayment period.

Future budgets from 2020-21 to 2033-34 will have to allow for repayments of Interest & Principal of \$94,897.04 per year.

The last year of the loan in 2034-35 will need to allow for an amount of \$109,687.52.



# BOULIA SHIRE COUNCIL

## AUDIT & RISK MANAGEMENT COMMITTEE POLICY

<b>Category:</b>	Policy
<b>Policy Number:</b>	108
<b>Document Version:</b>	Version 1
<b>Obsolete Version:</b>	108 – Audit & Risk Management Committee, 2018/11.21
<b>Keyword Classification:</b>	Audit & Risk Management Committee
<b>Summary:</b>	This policy establishes the authority and responsibilities of the Audit & Risk Management Committee and its role within Council.
<b>Adoption Date:</b>	
<b>Resolution:</b>	
<b>Due for Revision</b>	Annually
<b>Revision date:</b>	20 <sup>th</sup> April 2021
<b>Date revoked:</b>	N/A
<b>Related documents:</b>	N/A
<b>Responsible Section:</b>	Finance
<b>Responsible Officer:</b>	Manager Corporate & Risk Management
<b>Legislation:</b>	Local Government Act 2009 s105 Local Government Regulation 2012 s208 - 211

## SCOPE

This document establishes the authority and responsibilities conferred on the Audit & Risk Management Committee by the Boulia Shire Council and explains the role of the Audit & Risk Management Committee within the Council.

## PURPOSE

Boulia Shire Council is committed to an open and accountable system of governance. In accordance with s105 of the *Local Government Act 2009*, Council must establish an Audit & Risk Management Committee.

The Audit & Risk Management Committee's purpose is to provide Council with assistance, advice and oversight with respect to matters of financial reporting, corporate governance, risk and control, internal and external audit functions.

## AUTHORITY

The Audit & Risk Management Committee undertakes an advisory function and provides the Chief Executive Officer and Council Management with independent advice on key Council activities. The Committee will have the right to recommend that independent professional advice be sought when considered necessary and have the power to obtain information from management and to consult directly with auditors. Requests to seek independent professional advice and obtain information from management should be directed through the CEO. The Audit & Risk Management Committee will have the right to question and seek attendance at committee meetings of any staff. Any requests should be directed through the CEO.

Council is to ensure the adequacy of resources and funding is sufficient to allow the Audit & Risk Management Committee to carry out its role.

## COMPOSITION AND TENURE

As per Section 210 of the Local Government Regulation 2012, the Committee must comprise of at least 3 and no more than 6 members and of these members two must be Councillors.

The Committee will consist of –

- Voting Members – appointed for the term of Council:
  - Two Councillors considered by Council to have the necessary qualification or interest in serving on the Committee, and,
  - One external person independent of Council, who shall skills and experience in financial matters.
  - Chair – to be a Councillor
- Non-Voting Attendees (Chief Executive Officer, Manager Corporate & Financial Services).
- Non-Voting Invitees (External & Internal Auditors, Council Officers by invitation)

Maximum appointment period for external independent persons will be a total of 6 years.

## ADMINISTRATIVE ARRANGEMENTS

- Meetings – the committee shall meet at least two times a year (based on a financial year) or as determined by the Chair.
- Quorum – shall consist of two voting members.
- Secretariat – shall be provided by CEO and otherwise assisted by Internal Audit.
- Conflicts of Interest – shall be managed in accordance with the Local Government Act.
- Review of Terms of Reference – periodically as determined to be necessary.
- Remuneration of external members – will be at the discretions of the Chief Executive Officer.

## RESPONSIBILITIES

The functions and responsibilities of the Audit & Risk Management Committee shall include oversight in relation to –

- **Corporate Governance, Compliance, Risk Management and Control Framework:**
  - Monitor the effectiveness of the risk management and internal control framework, management policies and key governance processes – including Asset Management and IT governance.
  - Review reports on the activities and investigations of any significant Fraud Prevention and Security related matters.

Additionally, the committee must review each of the following matters:

- (i) The internal audit plan for the internal audit for the current financial year;
  - (ii) The internal audit progress report for the preceding financial year including the recommendations in the report and the actions to which the recommendations relate;
  - (iii) The external audit plan for the external audit for the current financial year;
  - (iv) Any key account position papers being prepared by Management as a part of the audit
  - (v) Significant project deliverables including but not limited to valuations of property, plant and equipment.
  - (vi) A draft of the local government's financial statements for the preceding year before the statements are certified and given to the auditor-general under section 212 of the *Local Government Regulation 2012*;
  - (vii) The auditor-general's audit report and auditor-general's observation report about the local government's financial statements for the preceding financial year; and
  - (viii) As soon as practicable after a review is conducted, a written report stating any recommendations the committee has about the matters reviewed.
  - (ix) Review Council's risk register at least annually and comment on Managements progress / rectification of issues
  - vi) Any other matter (eg: business or legal risks or legal actions) referred to it by the Chief Executive Officer.
- Review any other matter (eg: business or legal risks or legal actions) referred to it by the Chief Executive Officer.
  - The minutes of each Audit & Risk Management Committee meeting, as soon as practicable after a meeting, will be tabled with Council
  - The Audit & Risk Management Committee will self-assess annually.
- **Financial Statements:**
  - Review and consider the financial statements, ratios and other relevant financial reports or *Council*.
  - Monitor whether the timeliness of preparation of the annual financial statements is appropriate.
  - Monitor and consider management's compliance with statutory requirements.
  - Review the scope, approach, reports and activities of proposed audit coverage.
- **Internal and External Audit:**
  - Review and monitor whether the audit process is effective.
  - Ensure the objectivity and independence of the audit functions.
  - Monitor and review audit plans, reports and activities.
  - Ensure auditors receive the cooperation of all levels of management.
  - Review and consider differences of opinion between audit and management.
  - Monitor management's implementation of auditor's recommendations.
  - Ensure there are no restrictions placed on the audit function by management.
  - Facilitate the effective cooperation and coordination between external and internal audit.

## BOULIA SHIRE COUNCIL

### Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Accounts Receivable Debts to be Written Off	<b>DOC REF:</b> Item FM4
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<b>REPORT BY:</b>	Kaylene Sloman Manager Corporate & Financial Services	<b>DATE:</b> 13/04/2020
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<b>CORPORATE PLAN REFERENCE:</b> Key Priority 5: Robust Governance 5.2: Accountability 5.2.1 Ensure Council's financial activities are monitored and well managed 5.4: Sustainability 5.4.3 Ensure the long-term financial sustainability of the Council through prudent financial management and budgeting
--

<b>PURPOSE:</b> To advise Council of the write off of uncollectable debts in preparation for end of financial year balancing.
--

<b>CONTENT:</b> <p>In preparation for the end of year financial statements a review has been done on all outstanding debts in '90 day +' to ascertain the collectability of the monies.</p> <p>The attached listing of debts have all been referred to Collection House for collection of outstanding monies, to date no funds have been forthcoming.</p> <p>Considering the age of these debts it is timely to write them off. Should Collection House be able to collect the debt we can write the debts back on at that time.</p>
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<b>RECOMMENDATION:</b> That approval be granted for the write off of \$4,464.37 of Accounts Receivable debts.
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<b>ATTACHMENTS:</b> Listing of Proposed Unrecoverable Debts to be Written Off
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Reviewed and Approved by Chief Executive Officer	Ms Lynn Moore
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## Proposed Unrecoverable Debts to be Written Off

<b>Account Number</b>	<b>Debt Amount</b>	<b>Description of Debt</b>
30114	1,324.37	Housing - Rent Aug / Sept 2016
30047	195.00	Agistment of Stock - Town Common - April-July 2019
30131	1,105.00	Housing - Rent April - May 2017
30225	1,560.00	Housing - Rent May - June 2019
30215	280.00	Burial fees - April 2019
	<b>\$ 4,464.37</b>	

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Community Services March 2020 Report	<b>DOC REF:</b> Item CSM1
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<b>REPORT BY:</b>	Mrs Julie Woodhouse Community Services Manager	<b>DATE:</b> 30/03/2020
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### **CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

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

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

1.2.2 To maintain, preserve, develop and provide access to our region's history

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

Key Priority 3: Economic Development – A sustainable local economy

3.1: Facilitate employment and investment opportunities

3.1.2 Council owned housing is managed, is affordable, and which is suitable to meet demands

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

### **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 currently	1
Total units available (includes pensioner units)	2
Total Council units are always kept vacant for use by visiting professionals	0
Total Council furnished units being used by contractors	1
Houses/units being renovated/painted	1
Applications for rental for March	0

### **Housing:**

Hydrokleen from Mount Isa have finished the first 10 houses scheduled for March to have all their air-conditioners cleaned, they also had time to do the Jockeys building at the Race Course.

Their next scheduled visits in April will now be deferred until later in the year due to COVID-19 outbreak.

### **Tourism:**

Our new Tourism Officer for the Min Min Encounter, Mrs Veronica Harris, has arrived and is in self isolation at her new residence in Boulia. She will start work after Easter.

On the 1<sup>st</sup> April a teleconference was attended by myself, Tourism and Events Queensland (TEQ) and Aaron Nissen in America regarding a new Paleo tourism drive for Queensland regions with Paleontological attractions.

Further information will be forthcoming as Aaron develops and implements his ideas for TEQ. This new drive will be designed for regions to work together as a whole to attract more tourism to all regions in the outback with paleontological attractions.

**Grants:**

- The State Library grant submission for **\$5,000** to buy furniture for the First Five Forever reading corner was successful, so something to look forward to in the future for redesigning our Library areas.
- A submission has been sent to the Veterans Memorials Funding applying for **\$30,000** to erect covered seating at the ANZAC memorial garden.
- An application has been made to the FNQ and NQ Monsoon Trough Funding for 2 VMS trailers for a cost of **\$47,586.00**.

**Community:**

All Council run events have been cancelled until September or further notice.

**Sports Centre:**

Visitor figures for March 2020 -

Members	21
Casuals	132
Children	227
Gym (in hours)	16
Gym (out of hours)	14

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMMENDATION:**

That the Community Services March 2020 Report be 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
Upgrade Urandangi Health Clinic - auspiced	Western Qld Primary Health Network	\$ 50,000	\$ -	\$ -	\$ 50,000	Funding auspiced by Council for Urandangi Health Clinic. Trust A/c	\$ 50,000	30th June 2018	
Regional Community Hub (Study)	MIPP_Maturing Infrastructure Pipeline	\$ 66,220	\$ -	\$ -	\$ 66,220	Additional funding received	\$ 125,310.91	30/09/2020	
Arts Qld	RADF funding	\$ 15,000	\$ 2,250	\$ -	\$ 15,000	Community	\$ 12,000	16/09/2019	
First 5 Forever Program	Queensland State Library				\$ 1,000				
Airport Industrial Estate	Building our Regions	\$ 994,800	\$ -	\$ -	\$ 994,800	Stage 1, industrial airport land	\$ 994,800	13/12/2019	
First Start Program	Department of Employment, Small Business and Training	\$ 30,000	\$ -	\$ -	\$ 15,000	Was originally for 2 x Traineeships: Admin and Horticulture, only Admin traineeship able to progress	\$ 30,000		
Combatting Pest and Weeds	Department of Ag and Water Resources	\$ 100,000	\$ -	\$ 99,498	\$ 199,498	Stage 2 Hamilton Channels	\$ 100,000	1/12/2019	
LDMG EMERGENCY GENERATOR	2018-2019 Queensland Disaster Resilience Fund (QDRF) and the Prepared Communities Fund (PCF) via Queensland Reconstruction Authority	\$ 42,541	\$ -	\$ -	\$ 42,541		\$ 42,541	30/6/2020	
Bouliia Town Infrastructure Upgrade - W4Q3	Work's For Queensland Round 3 - Department of Infrastructure, Local Government and Planning	\$ 520,000	\$ -	\$ -	\$ 520,000		\$ 520,000	30/6/2021	
Bouliia Town Water Infrastructure Upgrade - W4Q3	Work's For Queensland Round 3 - Department of Infrastructure, Local Government and Planning	\$ 180,000	\$ -	\$ -	\$ 180,000		\$ 180,000	30/6/2021	
Urandangi Town Infrastructure Upgrade - W4Q3	Work's For Queensland Round 3 - Department of Infrastructure, Local Government and Planning	\$ 130,000	\$ -	\$ -	\$ 130,000		\$ 130,000	30/6/2021	
Bouliia Shire Council Road Network Upgrade Signage and Weed Control - W4Q3	Work's For Queensland Round 3 - Department of Infrastructure, Local Government and Planning	\$ 200,000	\$ -	\$ -	\$ 200,000		\$ 200,000	30/6/2021	
Urandangi Water Tanks Relining & Hydrosmart Installation	LGGSP		\$ 50,600	\$ -	\$ 253,000		\$ 202,400	30/06/2021	
Qld Day 2020	Qld State Government 2020 Qld Day sponsorship	\$ 3,860	\$ 1,860				\$ 2,000	6/07/2020	
Security Cameras & Installation	LGGSP		\$ -	\$ -	\$ 77,467	Upgrade security systems at Library, Sports Centre, Admin Office. New system installation at Heritage Complex and Dump.	\$ 77,467	30/06/2021	
Toddler reading corner	Qld State Library - First 5 Forever Innovation Micro Grant	\$ 5,000	\$ -		\$ 5,000		\$ 5,000		
Flagpole	Saluting their Service funding	\$ 2,690	\$ 1,200	\$ -	\$ 3,890	ANZAC memorial garden	\$ 2,690		
Bouliia SES Facility Upgrade	Queensland Fire and Emergency Services - SES	\$ 59,446.62	\$ -	\$ -	\$ 59,446.62		\$ 55,919.42	30/06/2021	

**TOTAL AMOUNT OF FUNDING APPROVED: \$ 2,730,128.33**

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
Boulia Airport Resurfacing and Security Fencing Upgrade	Building our Regions Round 5 - EOI	\$ 996,325	\$ -	\$ -	\$ 996,325	30/8/19	DWO	
Springvale Road realignment	Department of Transport and Main Roads Black Spot Program	\$ 414,916	\$ -	\$ -	\$ 414,916		DWO	
Qld Health	TRAIC	\$ 61,000	\$ -	\$ -	\$ 61,000	13/11/2019	CSM	community projects as per TRAIC workshop
Tennis Court Lighting/Security	Active Community Infrs. Round 1/Sports & Rec Dept Housing and Public Works	\$ 104,000	\$ -	\$ -	\$ 104,000	6/12/2019	CSM	
Community Drought support program	Dept of Communities, Disabilities, Health Services	\$ 47,000	\$ -	\$ -	\$ 47,000	13/11/2019	CSM	circus and 1 year of movies in hall
Min Min mini birthday party	YOOTEP	\$ 5,000	\$ 5,000	\$ -	\$ 10,000	16/03/2020	CSM	street party
Community Grandstanding	Tackling Tough Times Together (FRRR)	\$ 40,900	\$ 11,500	\$ -	\$ 52,400	25/02/2020	CSM	two grandstands for oval
Garden seating	Veterans Memorial Funding	\$ 30,000	\$ 15,000	\$ -	\$ 45,000		CSM	covered seating memorial garden
2 VMS trailers	FNQ and NQ Monsoon Trough (Dept of Community, Disabilities,)	\$ 47,586	\$ 7,680	\$ -	\$ 55,266	6/04/2020	CSM	
Boulia Regional Community Precinct	Building Better Regions Round 4	\$ 7,342,200	\$ 815,800	\$ -	\$ 8,158,000	19/12/2019	CEO	Construction of Regional Community Precinct. Appliation for 90% funding with a 10% Council co-contribution.
Total Amount of Funding applied for		\$ 9,088,927						

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 20<sup>th</sup> April 2020

<b>TITLE:</b>	Library March 2020 Report	<b>DOC REF:</b> Item I
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<b>REPORT BY:</b>	Dorothy James	<b>DATE:</b> 30/03/2020
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**CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

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

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

1.2.2 To maintain, preserve, develop and provide access to our region's history

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

**PURPOSE:**

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

**CONTENT:**

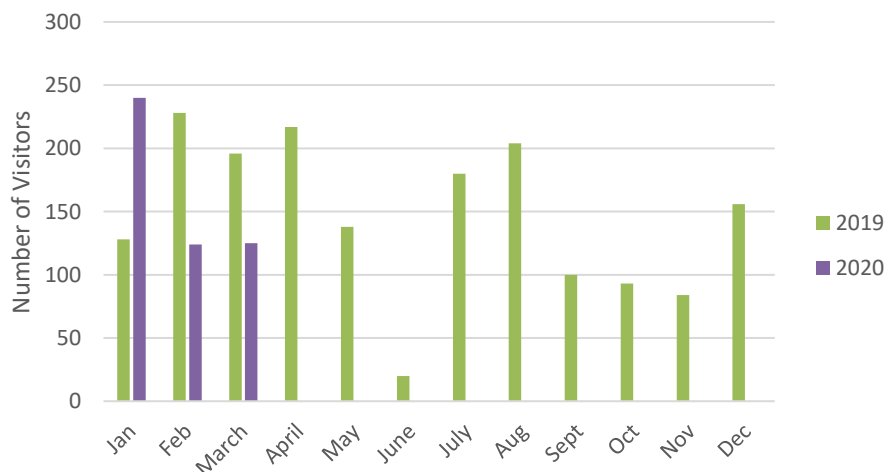
Boulia Shire Council provides a well-appointed Library facility which is normally open 5 days per week from 1pm to 5pm.

ACTIVITY	CUSTOMER VOLUME - per month
Library visitors	125
Wi Fi	34
Number of new members - local	0
Tourist Member	0

**LIBRARY ACTIVITIES**

Even though the Library has closed we have sent out a flyer stating that we are giving out Craft kits for toddlers and older kids during this horrible time of year. Cleaning is still being done daily in the Library. The window display will be Easter.

Visitors to the Library



	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2019	128	228	196	217	138	20	180	204	100	93	84	156
2020	240	124	125									

**RECOMMENDATION:**

That Council receive the Library March 2020 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 20<sup>th</sup> April 2020

<b>TITLE:</b>	Work Health and Safety March 2020 Information Report	<b>DOC REF:</b> Item J
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<b>REPORT BY:</b>	Daniel Kirk Work Health and Safety Advisor	<b>DATE:</b> 02/04/2020
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### **CORPORATE PLAN REFERENCES:**

Key Priority 7: Valuing our greatest asset – people

7.1: An innovative culture

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

7.2: A great place to work

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

### **PURPOSE:**

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

### **CONTENT:**

I have started the review of the accreditation for Transport and Main Roads (TMR) which is due to expire in Sep 2020 (3 years). A surveillance audit by LGW will occur on 10-11 June 2020 in order to facilitate the WHS part of the requirements for our reaccreditation. Due to the effects of COVID-19, accreditation has been extended until March 2021, negotiations are continuing re dates for surveillance audit. I have started populating evidence folders for this Audit but this is a large project thus I am trying to postpone audit until October 2020.

Meetings with ManEx occur each week with identified issues actioned or planned for. Training.

Alcohol and Other Drug (AOD)/Fitness For Work (FFW) Policy still under review, should be ready for May meeting of Council.

*I Auditor* is now live with 10 users identified. Development of inspection templates is well advanced and schedules for March inspections developed. KPI for inspections is set at 90% compliance however 75% was actually achieved, a good result for a new system. Work is continuing with users to ensure KPI will be achieved by 30 June 2020. KPI for actions assigned for completion is 90% with 85% achieved, another very pleasing result for a new system. Work is continuing with users to ensure KPI will be achieved by 30 June 2020.

Council has now purchased a chemical management system call *Chemwatch*. Work has now started on uploading manifests to enable Chemical Risk assessments and SDS to be generated as required.

I have developed and implemented a visitor risk assessment in response to the COVID-19 pandemic, this enables Managers to risk assess potential visitors and contractors against the current criteria specified by health authorities in regards to essential travel in the Boulia Shire, other risk assessments and advice sheets are available to staff and families directly impacted by COVID-19 if required.

I have also developed an action guide for staff to assist them in dealing with various aspects of potential contamination vectors and possible solutions.

Regular toolbox talks were occurring in all areas of Council operations as needed, however, due to issues with COVID-19, toolbox training has been suspended. Induction training is still continuing with 12 being conducted during March.

WHSA site visits have continued on Council Sites as well as on Contractor Sites.

Weekly consultation with CEO is occurring to discuss current and future WHS issues affecting the Shire.

Site plans are now in place for four current Council projects, ongoing continuous improvement will take place throughout the duration of these projects.

I have circulated a number of articles of interest from Worksafe Qld to both Senior Council Staff as well as local businesses as part of our Boulia Safe Campaign which has the goal of not only looking at WHS for Council but also for everyone resident in the Shire.

Future plans include reviving the Buzz Newsletter and circulating it to all of the Shire in a bid to increase safety awareness not only for the Council but for local contractors as land holders. Safework Australia figures indicate that Rural Industries are now more dangerous than construction and mining.

## INCIDENTS REPORTED

1 Report Only  
1 Slips Trips and Fall  
1 Near Hit

### **RECTIFICATION ACTION PLANS (RAP):**

Hardcopy RAP will no longer be used as actions will now be assigned and tracked in *I Auditor*.

### **TRAINING REQUIRED:**

Need identified to look into "succession planning" for operators to ensure that Boulia Shire Council is able to transition to younger staff as older staff retire. Cert III in Construction is continuing with some new operators now certified.

First aid training for assigned first aiders occurred on 20 March 2020.

### **RECOMMENDATION:**

That Council receive the Work Health and Safety March 2020 report for information.

Reviewed and Approved by Chief Executive Officer | Ms Lynn Moore