

Boulia Shire Council



General Meeting

Friday 23rd April 2021





BOULIA SHIRE COUNCIL

16th April 2021

NOTICE FOR AN ORDINARY MEETING OF COUNCIL

NOTICE is hereby given that an **ORDINARY MEETING** of the Boulia Shire Council will be held on **Friday 23rd April 2021** at the **Boulia Shire Hall** commencing at **9 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 meetings Pg.5
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.12
 - DIRECTOR OF WORKS AND OPERATIONS
 - Item DWO1 Grants Work Status Summary Pg.14
 - INFORMATION REPORTS
 - Item A NDRRA Flood Damage Works Department Pg.16
 - Item B Foreman, Road Maintenance and Utility Services *To be issued as a Late Report*
 - Item C Foreman, Roads Maintenance and Construction Pg.19
 - Item D Rural Lands Protection Officer Pg.20
 - Item E Work Camp *nil this month*
 - CHIEF EXECUTIVE OFFICER
 - Item CEO1 CEO March 2021 Report Pg.22
 - Item CEO2 Action List Pg.25
 - Item CEO3 See Closed Session
 - Item CEO4 Western Queensland Alliance of Councils (WQAC) Assembly Pg.29
 - Item CEO5 See Closed Session
 - Item CEO6 3rd Quarter Operational Plan Report December - March 2021 Pg.30
 - DIRECTOR OF CORPORATE SERVICES
 - Item DCS1 Director of Corporate Services March 2021 Report Pg.31
 - Item DCS2 Audit Report Pg.33
 - Item DCS3 Finance March 2021 Report Pg.34

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



TELEPHONE: (07) 4746 3188
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BOULIA SHIRE COUNCIL

FINANCE MANAGER

Nil due to annual leave - please refer to Director of Corporate Services Reports for the monthly finance report.

COMMUNITY SERVICES MANAGER

Item CSM1 Community Services Report Pg.39

INFORMATION REPORTS

Item F Min Min Encounter Pg.43

Item G Library Pg.45

Item H Boulia Sports and Aquatic Centre Pg.47

Item I Workplace Health and Safety Information Report Pg.49

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

Item CEO3 Min Min Encounter Redevelopment 1553.02 Building Acceleration Fund Offer

Closed under Local Government Regulation 2012 section 254J (3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government

Item CEO5 Sale of Council Housing - 6 Mulligan Street, Boulia

Closed under Local Government Regulation 2012 section 254J (3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government

Ms Lynn Moore
Chief Executive Officer

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

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

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BOULIA SHIRE COUNCIL

DECLARATION OF INTERESTS

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

COMMONLY USED ACRONYMS

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



**MINUTES OF THE GENERAL MEETING
OF THE BOULIA SHIRE COUNCIL
HELD ON FRIDAY 26TH MARCH 2021
COMMENCING AT 9 AM**

Attendance:

Councillors: Councillor Eric (Rick) Britton
Councillor Sam Beauchamp
Councillor Timothy Edgar
Councillor Jack Neilson
Councillor Jan Norton

Officers: Ms Lynn Moore (Chief Executive Officer)
Mrs Kaylene Sloman (Director of Corporate Services)
Mrs Nicole Tonkies (Executive Assistant)

Opening:

The Mayor opened the meeting at 9.03 am.

Mr Harin Karra entered the meeting at 9.03 am.

Acknowledgement of Traditional Owners

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

The Mayor also acknowledged past and present service personnel.

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

2021/3.1 MINUTES OF THE FEBRUARY 2021 ORDINARY MEETING

Moved: Councillor Neilson Seconded: Councillor Beauchamp

That the minutes of the Ordinary Meeting held on 26th February 2021 be accepted.

Carried

2021/3.2 ENGINEERING SERVICES REPORT – NEWS BRIEF FOR FEBRUARY 2021

PURPOSE:

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

Moved: Councillor Edgar Seconded: Councillor Norton

That the Engineering Services Report – News brief for February 2021 be noted.

Carried

2021/3.3 GRANTS WORK STATUS SUMMARY – FEBRUARY 2021

PURPOSE:

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

Moved: Councillor Edgar Seconded: Councillor Britton

That the Grants Work Status Summary – February 2021 report on the progress of the funded projects be received for information.

Carried

2021/3.4 FOREMAN, ROAD MAINTENANCE AND UTILITY SERVICES FEBRUARY 2021 REPORT

PURPOSE:

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

Moved: Councillor Beauchamp Seconded: Councillor Neilson

That Council receive the Foreman, Road Maintenance and Utility Services February 2021 report for information.

Carried

2021/3.5 FOREMAN ROADS MAINTENANCE AND CONSTRUCTION FEBRUARY 2021 REPORT

PURPOSE:

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

Moved: Councillor Edgar Seconded: Councillor Britton

That Council receive the Foreman Roads Maintenance and Construction February 2021 Report for information.

Carried

2021/3.6 RURAL LANDS PROTECTION OFFICER FEBRUARY 2021 REPORT

PURPOSE:

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

Moved: Councillor Beauchamp Seconded: Councillor Norton

That the Rural Lands Protection Officer February 2021 Report be received for information.

Carried

2021/3.7 BOULIA WORK CAMP FEBRUARY 2021 REPORT

PURPOSE:

To advise of the activities of the Boulia Work Camp from 12th to 21st February 2021.

Moved: Councillor Norton Seconded: Councillor Britton

That the Boulia Work Camp February 2021 report is received for information.

Carried

Mr Karra left the meeting at 10.46 am.

Meeting adjourned for morning tea at 10.46 am.

Meeting resumed at 11.08 am.

2021/3.8 CEO FEBRUARY 2021 REPORT

PURPOSE:

To advise Council of the activities of the Chief Executive Office.

Moved: Councillor Norton **Seconded: Councillor Beauchamp**

That the CEO Report for February 2021 is received for information.

Carried

2021/3.9 ACTION LIST

PURPOSE:

To inform Council on the actions taken on the Action List report.

Moved: Councillor Britton **Seconded: Councillor Beauchamp**

That the updated Action List report be received for information.

Carried

2021/3.10 POLICY REVIEW – STUDY POLICY AND EMPLOYEE TRAVEL AND TRAINING POLICY

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 changes to the Employee Travel and Training Expenses Policy and the Study Policy.

Moved: Councillor Britton **Seconded: Councillor Edgar**

1. That Policy 115 Employee Travel and Training Expenses Policy and Policy 132 Study Policy as presented be adopted.
2. That a copy of the policies be loaded into the Councillor Hub.

Carried

2021/3.11 DELEGATIONS TO CEO AND CEO TO STAFF REVIEW

PURPOSE:

Council as a Local Authority is required to undertake a wide range of powers and functions that are prescribed in legislation and necessary for the good governance of the Shire. Council is required to determine the functions of a Local Authority that are to be delegated to the CEO and to review those delegations on an annual basis.

Moved: Councillor Neilson **Seconded: Councillor Norton**

1. That Council note in the Register of Delegations current delegations from the CEO to other staff and contractors.
2. That all previous delegations be updated to reflect the changes, accepted by delegates and then published on the website.

Carried

2021/3.12 NOMINATION OF DEPUTY AND ACTING MAYOR FOR 2021

PURPOSE:

To formalise the Councillor change of role of the Deputy Mayor for 2021, following Councillor Neilson's suggestion at the 18th December Ordinary Meeting of Council.

Moved: Councillor Britton Seconded: Councillor Beauchamp

1. That in accordance with section 175 of the Local Government Act 2009 appointment of the role of Deputy Mayor be in accordance with the following schedule:
 - from April 2020 - 2021 (one year term) Councillor Sam Beauchamp
 - from April 2021 - 2022 (one year term) Councillor Sam Beauchamp
 - from April 2022 - 2023 (one year term) Councillor Jack Neilson
 - from April 2023 – 2024 (one year term) Councillor Jack Neilson
2. That at this point in time no Acting Mayor is nominated.

Carried

Meeting adjourned for lunch at 12.01 pm.

Meeting resumed at 12.57 pm.

2021/3.13 LOCAL DISASTER MANAGEMENT PLANS 2021-2022

PURPOSE:

To advise Council of the reviewed plans for endorsement and adoption as follows:

1. Boulia Local Disaster Management Plan 2021-2022
2. Boulia Natural Disaster Risk Management Strategy 2021-2022
3. Boulia Evacuation Sub Plan 2021-2022
4. Remote Communities Epidemic/Pandemic Sub Plan 2021-2022 (Not for public display)
5. Aerodrome Emergency Plan (Aerodrome Plan reviewed March 2021)
6. Emergency contact list March 2021

Strategic Plans, Management Plans and sub-plans for 2021-2022 period have been reviewed and amended by the Local Disaster Management Group on 24th March 2021.

Moved: Councillor Britton Seconded: Councillor Neilson

That Council endorse and adopt the:

1. Boulia Local Disaster Management Plan 2021-2022
2. Boulia Natural Disaster Risk Management Strategy 2021-2022
3. Boulia Evacuation Sub Plan 2021-2022
4. Remote Communities Epidemic/Pandemic Sub Plan 2021-2022 (not for public display)
5. Aerodrome Emergency Plan (Aerodrome Plan reviewed March 2021)
6. Emergency contact list March 2021

And that the documents be uploaded onto the Council's web site.

Carried

2021/3.14 DIRECTOR OF CORPORATE SERVICES FEBRUARY 2021 REPORT

PURPOSE:

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

Moved: Councillor Norton Seconded: Councillor Britton

That the Director of Corporate Services February 2021 Report be received for information.

Carried

2021/3.15 POLICY REVIEW – TELECOMMUNICATION POLICY, SOCIAL MEDIA POLICY, EMAIL AND INTERNET POLICY AND FLAG FLYING POLICY

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 a review of the Telecommunication Policy and the Social Media Policy.

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

1. That Policy 125 Telecommunication Policy, Policy 144 Social Media Policy, Policy 112 Email and Internet Policy and Policy 135 Flag Flying Policy as presented be adopted.
2. That a copy of the policies be loaded into the Councillor Hub.

Carried

Mr Rahul Bhargava entered the meeting at 1.19 pm.

2021/3.16 COMMUNITY SERVICES FEBRUARY 2021 REPORT

PURPOSE:

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

Moved: Councillor Norton **Seconded:** Councillor Britton

That the Community Services February 2021 Report is received for information.

Carried

2021/3.17 FINANCE MANAGER FEBRUARY 2021 REPORT

PURPOSE:

Financial Summary as at 28th February 2021.

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

That the Finance Managers February 2021 Report be received for information.

Carried

Mr Bhargava left the meeting at 1.49 pm.

2021/3.18 MIN MIN ENCOUNTER FEBRUARY 2021 REPORT

PURPOSE:

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

Moved: Councillor Britton **Seconded:** Councillor Beauchamp

That the Min Min Encounter February 2021 Report be received for information.

Carried

2021/3.19 LIBRARY FEBRUARY 2021 REPORT

PURPOSE:

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

Moved: Councillor Britton **Seconded:** Councillor Norton

That Council receive the Library February 2021 report for information.

Carried

2021/3.20 BOULIA SPORTS AND AQUATIC CENTRE FEBRUARY 2021 REPORT

PURPOSE:

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

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

That Council receive the Boulia Sports and Aquatic Centre February 2021 Report for information.

Carried

2021/3.21 WORK HEALTH AND SAFETY FEBRUARY 2021 REPORT

PURPOSE:

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

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

That Council receive the Work Health and Safety February 2021 report for information.

Carried

2021/3.22 CLOSED MEETING AT 1.54 PM

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

It was resolved Council moved into Closed Session in accordance with the *Local Government Regulation 2012* section 254J (3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government

Carried

2021/3.23 OUT OF CLOSED SESSION AT 2.02 PM

Moved: Councillor Britton **Seconded:** Councillor Edgar

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

Carried

The following recommendations were resolved from the closed session: 2021/3.24.

2021/3.24 MIN MIN ENCOUNTER EXPERIENCE AV UPGRADES

Closed under Local Government Regulation 2012 section 254J (3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

PURPOSE:

Council officers have been working towards securing the future of the Min Min Encounter for the past several years. This has included the sourcing of external specialists to care for the maintenance of the Min Min Show. This report details the future needs of the show which is to be upgraded to 'current' electronic language to enable value adding to occur in tourist seasons.

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

That Council, pursuant to Local Government Regulation 235 resolve that:

1. because of the specialised or confidential nature of the services that are sought, it

would be impractical or disadvantageous for Council to invite quotes or tenders for the Min Min Encounter AV upgrade.

2. award the contract for the upgrade of the Min Min Encounter AV upgrade and project management to XZibit and the onsite project supervision to Director of Works and Operations Harin Karra.
3. allocate \$150K from W4Q4 and \$50k from Council reserves to complete the Min Min Encounter upgrade in addition to the budget allocated from 2020-2021.
4. that a purchase order be raised for 50% of the value of the quote and forwarded to XZibit to commence the project.

Carried

General Business

Correspondence received from Inner West Council – Email correspondence was received from Inner West Council in New South Wales regarding a motion they have put forward for consideration at the National Assembly of Local Government regarding the revised rate of the Jobseeker payment.

The Boullia Shire Council is happy to continue to support all our community residents who wish to work through the existing programs available in the community.

Meeting Closure

The Mayor closed the meeting at 2.08 pm.

Confirmed:

Minutes confirmed _____

Resolution No. _____

The full agenda with all reports can be found on the Boullia 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 23rd April 2021

TITLE:	Engineering Services Report – Newsbrief for March 2021	DOC REF: Item E1
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REPORT BY:	Stuart Bourne GBA - Senior Civil Engineer	DATE: 06/04/2021
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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

Wed 7 th – 8 th April	Prime 93D Rehab
Wed 14 th April	Seal 93D Rehab

2. Flood Damage Works

A detailed summary of all Flood Damage events and their status will be tabled at the meeting.

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 16-19th September 2019 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 Risk assessment complete. CH Site inspections Feb 2021. The completion date of the event has been extended by 12 months. Completion due June 2022.

The Jan 2020 Monsoonal Flooding Event (QLD Monsoonal Flooding, 23 Jan – 3 Feb 2020) has been activated. Emergency works are complete and submission has been uploaded to MARS for acquittal with submission value of \$494,438.07 (BoSC.0011.1920E.EWK). Emergency Works Submission is approved for a value of \$494,154.85. REPA Pickup has been completed on Donohue Highway only. REPA Submission has been uploaded to MARS with submission value of \$450,999.46 (BoSC.0008.1920.REC). In Field assessment completed on 8th May. The submission has been approved by QRA for \$450,999.46. Scope of works has been uploaded into Asset Edge Recover system. Works has not commenced on this event.

3. Other

Donohue Highway: Outback Way Funding Package 2

Contract	Location	Length	Project Funding	AG Contribution	SG/LG Contribution	Year	Comment
1	111.1-114.46	3.36	\$2.18m	\$1.744m	\$0.436m	19/20	Complete
	114.7km to 116.5km (Georgina Approaches – Stage 6)	1.7					
2	206.5 – 211.5 and	5	\$2.965m	\$2.372m	\$0.593m	19/20 & 20/21	Design Complete. Works complete from CH 206.45-211.5

	211.5 – 213.5 (Kellys Ck end – Stage 5)	2					
3	213.5- 220.59 (Emergency Airstrip end – Stage 5)	7.09	\$2.97m	\$2.376m	\$0.594m	20/21	
4	233-238,6 (Ridges – Stage 4)	5.6	\$2.36m	\$1.888m	\$0.472m	20/21	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).

Design is complete for Stage 7 and 8.

Concrete works under contract T2019/20-1 is underway (Central Hire), completion April/May 2021 (there is water still flowing in the Georgina where a culvert requires extension).

Cultural Heritage inspections May/June 2021 for stage 7.

4. Industrial Subdivision

Purchase order submitted to Ergon for the power reticulation. Pending Ergon detailed design and prestart meeting with Ergon. Sewer Design in progress. Variation 4 (Variation to Outback Way Concrete works contract) issued to Central Hire on 30/11/2020 for Installation of Culverts, works underway.

5. Wills Street Drain

Survey of Wills St and adjacent streets completed, options analysis and design in progress.

6. TMR Road Prioritisation

Desktop review of TMR roads for rehab/widening priorities is in progress. Site inspections completed.

CONSULTATION: Nil – information update only

GOVERNANCE IMPLICATIONS:

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

CONCLUSION: Information update only

RECOMMENDATION:

That the Engineering Services Report – Newsbrief for March 2021 be noted.

TABLED DOCUMENT: 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

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Grants Work Status Summary – March 2021	DOC REF: Item DWO1
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REPORT BY:	Mr Harin Karra Director of Works and Operations	DATE: 15/04/2021
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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)

COVID W4Q - COVID Works for Queensland

(DLGRMA - Department of Local Government, Racing and Multicultural Affairs – 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)

DCP Ext. - Drought Communities Programme - Extension

(Department of Infrastructure, Transport, Cities & Regional Development – Federal funding)

BoR - Building Our Regions Funding (DSD - Dept of State Development – State funding)**LRCI - Local Roads and Community Infrastructure Program**

(Department of Infrastructure, Transport, Regional Development and Communications – Federal funding)

CONSULTATION:

George Bourne and Associates (GBA) – various tenders.

GOVERNANCE IMPLICATIONS:

All programs have been included in the budget for 2020-21.

RECOMMENDATION:

That the Grants Work Status Summary – March 2021 report 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

ID	Task Name	Duration	Start	Finish	Comments	Gantt Chart (B, E, M, B, E, M, September, B, E, M, B, E, M)													
1	Grant Project Summary	391 days	Wed 1/01/20	Wed 30/06/21		[Gantt bar for Grant Project Summary]													
2	BOR R4 - Boulia Industrial Estate	141 days	Tue 1/12/20	Tue 15/06/21		[Gantt bar for BOR R4 - Boulia Industrial Estate]													
3	Boulia Industrial Estate	141 days	Tue 1/12/20	Tue 15/06/21	90% Earth works completed. Electrical design estimate received, and order raised. Electrical and Telstra Design underway, Water and Sewer pipes procurement commenced.	[Gantt bar for Boulia Industrial Estate]													
4	LGGSP Projects	328 days	Tue 10/03/20	Thu 10/06/21		[Gantt bar for LGGSP Projects]													
5	Security Cameras & Installation	328 days	Tue 10/03/20	Thu 10/06/21	60% Completed at the Sports Centre. Orders been sent works will comence in May 2021	[Gantt bar for Security Cameras & Installation]													
6	W4Q R3 Projects	391 days	Wed 1/01/20	Wed 30/06/21		[Gantt bar for W4Q R3 Projects]													
7	Boulia Town Infrastructure Upgrade	391 days	Wed 1/01/20	Wed 30/06/21		[Gantt bar for Boulia Town Infrastructure Upgrade]													
8	Spelling Yards	391 days	Wed 1/01/20	Wed 30/06/21	Rodeo arena fencing and rubber been installed. Ordering more steel for the other yards.	[Gantt bar for Spelling Yards]													
9	Cement Shed and Fencing at Industrial Precent	72 days	Mon 22/03/21	Tue 29/06/21	Fencing order been issued. Shed order been released.	[Gantt bar for Cement Shed and Fencing at Industrial Precent]													
10	Amenities Refurbishment at Sports Centre	106 days	Wed 29/07/20	Wed 23/12/20	Completed.	[Gantt bar for Amenities Refurbishment at Sports Centre]													
11	Depot Upgrade	391 days	Wed 1/01/20	Wed 30/06/21	Design commenced, 70% completed	[Gantt bar for Depot Upgrade]													
12	Double Garages	185 days	Tue 7/04/20	Mon 21/12/20	Electrical connection to be completed	[Gantt bar for Double Garages]													
13	Hamilton/Herbert Street Cnr Block Development	202 days	Mon 13/07/20	Tue 20/04/21	Construction work commenced	[Gantt bar for Hamilton/Herbert Street Cnr Block Development]													
14	Boulia Town Water Infrastructure Upgrade	347 days	Tue 3/03/20	Wed 30/06/21		[Gantt bar for Boulia Town Water Infrastructure Upgrade]													
15	Water Meter	341 days	Tue 3/03/20	Tue 22/06/21	Procurement commenced.	[Gantt bar for Water Meter]													
16	Wash-down Bay Upgrade	116 days	Wed 20/01/21	Wed 30/06/21	Consultation completed. Retaining wall repair, drainage repair and extend the town side concrete slab.	[Gantt bar for Wash-down Bay Upgrade]													
17	Urandangi Town Infrastructure Upgrade	168 days	Mon 9/11/20	Wed 30/06/21		[Gantt bar for Urandangi Town Infrastructure Upgrade]													
18	Fuel Setup for Urandangi	276 days	Tue 10/03/20	Tue 30/03/21	Construction will commence in March 2021. Tanks will be delivered in April 2021. Earthworks completed.	[Gantt bar for Fuel Setup for Urandangi]													
19	Boulia Shire Road Network Upgrade - Signage & Weed Control	316 days	Mon 13/04/20	Mon 28/06/21		[Gantt bar for Boulia Shire Road Network Upgrade - Signage & Weed Control]													
20	Shire Road Signage	289 days	Wed 20/05/20	Mon 28/06/21	Procurement completed. Awaiting on the delivery.	[Gantt bar for Shire Road Signage]													
21	Weed Spraying	281 days	Mon 13/04/20	Mon 10/05/21	Stage II commenced. 75% completed.	[Gantt bar for Weed Spraying]													
22	2020/21 COVID BSC W4Q Projects	297 days	Mon 4/05/20	Tue 22/06/21		[Gantt bar for 2020/21 COVID BSC W4Q Projects]													
23	W4Q COVID 001 - Boulia Town Infrastructure Repairs/Maintenance and Upgrade to Council Owned Facilities	296 days	Tue 5/05/20	Tue 22/06/21		[Gantt bar for W4Q COVID 001 - Boulia Town Infrastructure Repairs/Maintenance and Upgrade to Council Owned Facilities]													
24	Robinson Park Fence	72 days	Mon 11/01/21	Tue 20/04/21	Project Completed.	[Gantt bar for Robinson Park Fence]													
25	Repair Wooden Bridge on Burke Street	112 days	Tue 6/10/20	Wed 10/03/21	Project Completed.	[Gantt bar for Repair Wooden Bridge on Burke Street]													
26	Council Depot CPL Yard Pave & Seal	295 days	Tue 5/05/20	Mon 21/06/21	Project near completion.	[Gantt bar for Council Depot CPL Yard Pave & Seal]													
27	Heritage Complex Fencing Upgrade and Repair Storm Water	95 days	Wed 10/02/21	Tue 22/06/21	Awaiting on the artwork. Orders will be issued.	[Gantt bar for Heritage Complex Fencing Upgrade and Repair Storm Water]													
28	W4Q COVID 002 - Construction of New Residential Building in Boulia Town	145 days	Mon 2/11/20	Fri 21/05/21		[Gantt bar for W4Q COVID 002 - Construction of New Residential Building in Boulia Town]													
29	Construction of New Residential Building in Boulia Town	145 days	Mon 2/11/20	Fri 21/05/21	Variation applied.	[Gantt bar for Construction of New Residential Building in Boulia Town]													
30	W4Q COVID 003 - Boulia Town Sewer Infrastructure Upgrade	96 days	Tue 9/02/21	Tue 22/06/21		[Gantt bar for W4Q COVID 003 - Boulia Town Sewer Infrastructure Upgrade]													
31	Sewer Pump Stations x2	94 days	Tue 9/02/21	Fri 18/06/21	RFQ released	[Gantt bar for Sewer Pump Stations x2]													
32	Sewer Projects	91 days	Tue 16/02/21	Tue 22/06/21	Quotation received. Order will be issued.	[Gantt bar for Sewer Projects]													
33	W4Q COVID 004 - Urandangi Waste Facility Infrastructure Upgrade	266 days	Mon 4/05/20	Mon 10/05/21		[Gantt bar for W4Q COVID 004 - Urandangi Waste Facility Infrastructure Upgrade]													
34	Urandangi Dump Fence	266 days	Mon 4/05/20	Mon 10/05/21	Project will be completed by end of April.	[Gantt bar for Urandangi Dump Fence]													
35	LRCI Projects	193 days	Mon 5/10/20	Wed 30/06/21		[Gantt bar for LRCI Projects]													
36	Grid Servicing	183 days	Mon 5/10/20	Wed 16/06/21	Contractor will commence work on 5th May.	[Gantt bar for Grid Servicing]													
37	Traffic Signage	62 days	Tue 6/04/21	Wed 30/06/21	Order will be issued shortly.	[Gantt bar for Traffic Signage]													
38	Storm Water	62 days	Tue 6/04/21	Wed 30/06/21	Construction of the project commenced.	[Gantt bar for Storm Water]													
39	Footpath	62 days	Tue 6/04/21	Wed 30/06/21	Order been issued.	[Gantt bar for Footpath]													
40	Stabilise Shoulders	101 days	Wed 10/02/21	Wed 30/06/21	Works commenced.	[Gantt bar for Stabilise Shoulders]													

Project: Grant Project Summary
Date: Fri 16/04/21

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

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	NDRRA Flood Damage Works Department March 2021 Report	DOC REF: Item A
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REPORT BY:	Gordon Stumbris Consultant Works Overseer	DATE: 15/04/2021
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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:

Current Projects

Harris Contracting Crew 1 & 2:

This Crew has been working on the following town area projects:

- (1) Mt Isa Rd Ch 2.88 - 5.07: Full rehabilitation and widening of the existing pavement including the two access roads leading into our new Industrial Subdivision, final 7mm/14mm seal placed on 15/16 April 2021. Project Status: Completion date Thursday 22/4/2021.
- (2) Gravel Resheeting and shaping existing pavement in the Central Petroleum yard (6000 m²). Project Status: Civil Works and Bitumen sealing have now been completed.
- (3) Complete Reconstruction of all unsealed shoulder in the Boulia Township (as outlined in attachment 1) This has been a major program of works undertaken to improve our road network in our unique town. Project Status: Shoulder Reconstruction completed on all sites (sealing works programmed for early May 21).
- (4) Bedourie Rd Rehabilitation (turn off to just past waste facility entrance): TMR project. Work commenced on Wednesday 14th April with site clearing (river side of roadway) to facilitate a two-way side-track plus a buffer zone of 5 metres between work area and traffic, side-track to be completed by 22/4/2021, then to be followed up with pulverisation on the existing seal pavement utilising a Stabilising machine.

Mixed Crew:

- Project 1** Coorabulka Road March 2019 FD: this road forms part of the \$14,000,000 March 2019 FD Event, a major scope of works has been carried out and now I can report finalisation of this project.
- Project 2** Cemetery Access Road (Boulia): Full pavement reconstruction plus constructed NEW car parking area outside this Council facility.
- Project 3** Wills Street (Herbert to Moonah): Full reconstruction (kerb to kerb) of existing failed pavement. Please note the pavement material for this project will come from the side-track (Mt Isa Rd 2.88-5.07), YES WE ARE recycling. Project Status: Completion date for Civil Works Tuesday 20/4/2021.

Future Works

To be fully occupied with two contract teams on the March 2019 Flood Damage.

- Project 1** Cravens Peak Road

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 2021 Report be received for information.

ATTACHMENTS:

Town Streets Reconstruction of Un-Sealed Shoulders March / April 2021 (Civil Works Only)

Reviewed by Director of Works and Operations

Mr Harin Karra

Approved by Chief Executive Officer

Ms Lynn Moore

**Town Streets Reconstruction of Un-Sealed Shoulders March / April 2021
(Civil Works Only) Bouliia Shire Council**

Street Name	From	To	Shoulders No' Constructed	Status	
Burke Street	Pituri Street	Mulligan Street	Two Shoulders	Completed	Final Trim Required
Wills St	Herbert Street	Pituri Street	Two Shoulders	Completed	Final Trim Required
Wills St	Pituri Street	Mulligan Street	Two Shoulders	Completed	Final Trim Required
Pituri Street	Hamilton Street	To End	Two Shoulders	Completed	Final Trim Required
Pituri Street	Wills Street	Burke Street	One Shoulder	Completed	Final Trim Required
Pituri Street	Burke Street	To End	One Shoulder	Completed	Final Trim Required
Mulligan Street	Burke Street	To End	One Shoulder	Completed	Final Trim Required
Moonah Street	Hamilton Street	Rear of Depot	One Shoulder	Completed	Final Trim Required
Moonah Street	Burke Street	To End	One Shoulder	Completed	Final Trim Required
Templeton Street	Burke Street	To End	One Shoulder	Completed	Final Trim Required
				G STUMBRIS March 2021	

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Foreman Roads Maintenance and Construction March 2021 Report	DOC REF: Item C
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REPORT BY:	Mr Jimmy Newman Foreman Roads Maintenance and Construction	DATE: 16/04/2021
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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:

All parts of the Traffic Management Training is now completed by the Roads, Maintenance and Construction crew:



Current and upcoming projects are as follows:

- Ongoing work on the Donohue Highway chainage 213 km's – 225 km's.
- Donohue Highway - 5km side track completed.
- Completed 1.5km Subgrade, testing next week.
- Council Machinery was transported from job to Racecourse for Easter Weekend – 1 Grader, 2 water trucks and labour supplied.
- Ongoing Traffic Management training for crew.
- Re-advertising a MC Truck Driver position ongoing.

The Donohue Hwy status will be as follows:

Total Unsealed	88.7	Kms
Total Sealed	149.9	Kms
Total Length	238.6	Kms

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 2021 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 23rd April 2021

TITLE:	Rural Lands Protection Officer March 2021 Report	DOC REF: Item D
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REPORT BY:	Graham Smerdon Rural Lands Protection Officer	DATE: 12/04/2021
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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 control and a Systematic Inspection Program of whose dogs were registered and whose dogs weren't registered. I also attended a SRLOG meeting in Barcaldine.

TOWN COMMON:

The feed on the common is starting to look good after some good falls of rain, this should mean that there will be enough feed for the winter months.

DOMESTIC ANIMAL CONTROL:

There was an increased number of dogs being registered after the Systematic Inspection Program was carried out.

Four dogs were impounded in March with three being returned to their owners and the fourth being rehoused with a new owner.

CWRPM (TECHGROUP):

There was a meeting held in Barcaldine 17th of March where projects for 2021/2022 were discussed with the following being put forward as possible projects to be carried out:

- 1 – Barcoo Shire (Cactus and Parkinsonia)
- 2 – Arno's wall (Cactus, Mesquite)
- 3 – Bullock and Aramac Creeks (Cactus and Sticky Florestina)

A representative from Longreach Shire Council spoke about all RAPAD Shire Councils using ESRI (mapping software - Mapinfo), as Longreach and Winton already use it and find it more user friendly than Fulcrum.

Longreach Council is trialling a Pest Weed Report Template.

More to come after our next meeting.

SRLOG:

The Shire Rural Lands Officers Group (SRLOG) meeting was held in Barcaldine on the 16th and 17th of March. There was a presentation from DAF about African Swine Fever (ASF) and how Local Government Officers (RLPO's) could need to be trained by DAF and then called in if there was an emergency to help stop and prevent the spread of ASF and in surveillance and detection of ASF.

There was an update given by an Officer from the Stock Squad about Travel Movement Records and the fact that there are still private stock owners as well as property owners that don't fill in and have their travel movement records available when they are asked for them. This seems to be more of a problem for those that own horses and camels than those who own cattle.

Travel movements need to be filled out every time you are moving stock even if you are only going from your block/paddock in town out on to the common or to the Racecourse Reserve or from one property to another property that you own even if it is in the same shire. This is so if there is an outbreak of some disease it can be easily tracked.

Everyone went on a field trip and was shown just how effect the Bio Control (Mealy Bug) was at treating Harrisia Cactus.

WEED SPRAYING SHIRE ROADS:

Have not done any weed spraying this month as I was busy doing RMPC weed control.

RMPC:

Have finished weed spraying along the Winton to Boulia Rd. I have also done more weed spraying along the Boulia to Mt Isa Rd and along the Mt Isa Rd in the Cloncurry Shire.

GRAVEL/BURROW PITS:

I have had to hold up on putting the Graslant Pellets around the pest weeds in the pits as most of them were full of water after the last lot of rain. Once they dry out I will check on the weeds and if needed will put some pellets out.

STOCK ROUTE:

I have not had any inquires for travel permits, this could change now that there has been some rain. I would still not be in favour of issuing any at this time as the parts of the stock routes that got rain still need time for the feed to recover.

No news yet about the capital works funding that I applied for.

1080 BAITING:

The times and dates were sent out in the mail and an email as well was sent out, for the first round of 1080 baiting.

DAF is going to stop supplying 1080 Sodium Fluoroacetate to Local Governments from the 31st of December 2021. Councils will need to purchase their own supply.

I have filled in and sent back a funding application for the QLD Government to give Council funding to buy 75% of 1080 Sodium Fluoroacetate that we would use in the next 3 years.

Any supplies of 1080 solution that Council still has in its possession will then need to be handed back to DAF.

That is why Councils are having to buy their own plastic bags and get the 1080 warning signs made and from the end of 2021, it also looks like Councils will need to get the Deed Poll and Stock Books printed.

DAF is recommending that when Councils get the signs printed or made, they have the Council logos and branding.

I do still have some bags and signs left, enough to last at least another 6 to 12 months (2 to 4 rounds of baiting) before Council will need to look at buying them.

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMENDATION:

That the Rural Lands Protection Officer's March 2021 Report be received 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 23rd April 2021

TITLE:	CEO Report for March 2021	DOC REF: Item CEO1
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REPORT BY:	Ms Lynn Moore Chief Executive Officer	DATE: 06/04/2021
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CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

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

PURPOSE:

To advise Council of the activities of the Chief Executive Office.

CONTENT:

Building Acceleration Funding – Min Min Encounter redevelopment application

Application has been approved – full details and acceptance in this months closed section. Teleconference with provider to finalise scope of work and timelines to be completed this month.

Building Better Regions Funding – Round 5 - Regional Community Precinct

A decision is not expected until July 2021 as to whether we were successful in this highly competitive round of funding.

Outback Highway – Donohue Highway

The funding regime which enables the Federal Government to fund projects such as these is highly regulated and the overriding rule is the 80/20 rule. Our contribution to this has been funded in the past number of years through an increased allocation from R2R, TIDS and other road funding options. This has come to an end and it is important we structure the next allocation of funding as we can afford to complete it.

Local Disaster Management Group

The group met on the 24th March but due to road closure through flood rain Elliott Dunne (QFES) was not able to attend and he was to run a training package for us. The group reviewed the annual list of plans and updated contact details to include three new members to the group. The next meeting will be 25th May and will include a field exercise.

Sale of Council Housing

The approval has now been received to proceed with the sale of 6 Mulligan Street as previously approved by Ministerial consent in 2019. The full report and recommendation is in the closed section of Council this month.

Planning and reviewing

I have commenced the annual review and formulation of the Operational Plan for 2021-2022 which has its base in the 2021-2022 budget. Along with this the following are being reviewed:

- Risk Management Strategy
- Risk Management Framework
- Business Continuity Plan (including a newer section on IT)

CEO Leave 12th July to 6th August 2021

I will be taking annual leave during this period for a trip with family. Due to the high work load of the senior staff with many projects (external – W4Q, Flood damage etc and internal IT Vision rollout of more modules, and preparation of financial statements for audits etc), I have engaged Ray Geraghty through Lo-Go to stand in as Acting CEO. Ray previously completed my relief in May 2020 and was very competent.

This is no reflection on the capabilities of either of my Directors but simply a way to ensure they do not suffer 'burn out'.

Ray will be residing in my home for the duration.

Mayor, CEO and Councillor future meetings

Date	What	Who	Location	Reason
30/4/21	RAPAD	Mayor/CEO	Teleconference	Monthly catchup
12/5/21	B.I.G.	CEO/Cllr Norton	Zoom room	Quarterly meeting
17-19/5/21	WQAC	Mayor/Dep Mayor/CEO	Richmond	Western Alliance of Councils
25/5/21	LDMG	Mayor/Dep Mayor/CEO/DWO	Airport	Disaster field exercise

COVID in the Country

The intention to attract and retain new people to the region by delivering a 'reality type tv series' showing the good, bad and not so ugly of living remotely.

Under this scenario we (RAPAD) develop an agreement to collaborate with a production company. The region covers the living costs of the relocating people, the production company makes the content and has an agreement with the broadcaster to purchase the series.

The intended benefits of this type of approach are:

- National awareness of the region to national and international audiences
- Awareness brand/region recognition through media coverage of the concept
- RAPAD/Shire/Region reputational benefit for being the first regional location in Australia to engage with media at this level to promote, regional living.
- More traffic to RAPAD and LGA websites, jobs boards and social media.
- Potential to attract new residents and reverse population decline

The concept is very exciting and challenges the status quo for remote living and is definitely thinking outside the box. However, we are very much constrained at present with the lack of available housing which is the key link in this program to get it off the ground.

Costs associated with this project are estimated at \$18,600 per each participating Council these consist of electricity, rent subsidy and furniture.

We have declined to participate at this early stage due to the lack of available housing.

However, we are assisting with the collection of employment data and requirements of business who use transient labour and have sent out a request for a survey to be completed to assist in the collection of this information which will provide evidence of staff shortages, in all areas of the shire and the inability to provide housing for those workers at present.

ATTACHMENTS: CEO 1.1 RAI survey letter to business owners.

RECOMMENDATION:

That the CEO Report for March 2021 is received for information.

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
ABN: 20 492 088 398

BOULIA SHIRE COUNCIL

STRUGGLING TO FIND STAFF? – WE ARE WORKING WITH RAPAD AND R.A.I. TO FIND A SOLUTION.....

BUT WE NEED 5 MINUTES OF YOUR TIME

Hi,

RAPAD, on behalf of Boulia Shire, is currently undertaking a wide-ranging project that will promote the region as a place in which to live, work and invest. We have engaged the Regional Australia Institute (RAI) to gather and analyse economic material that will form the basis of this promotion.

Part of RAI's work includes a detailed overview of the region's jobs market – particularly to showcase its significant job opportunities.

Additionally, RAPAD is also keenly aware of the significant labour shortages that employers in the region are currently facing and we are seeking to also understand this better.

RAI has developed this survey as one element of its outline of the region's jobs market and also to allow RAPAD and ourselves to understand the areas of critical need.

The survey will take 5 minutes. Your participation is voluntary but will be very valuable. Your survey answers will be sent to a link at SurveyMonkey.com where data will be stored in a password protected electronic format.

Your survey responses will remain anonymous and will be collated so that no individual business will be identifiable. Your answers will not be seen by anyone outside the RAI or made public in a way which would make your business identifiable. Any data from your responses that is published or presented will be de-identified.

Please access the survey at the following link:

https://www.surveymonkey.com/r/RAPAD-RAI_recruitment_survey

If you have any questions or concerns about the survey, please contact:

Diwa Hopkins at RAI on 0431 509 539.

Thank you for supporting the RAPAD region in our endeavors to showcase our region.

Yours sincerely

A handwritten signature in black ink that reads 'Lynn Moore'.

Ms Lynn Moore
Chief Executive Officer

Boulia Shire Council Action List				
DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
Wednesday 22nd May 2019				
22/05/2019		Boundary fence on Cooridgee and Wirrilyerna	RLPO/DWO CEO	08/03/2021 Contact from Wirrilyerna - possible solution on fencing by landholder. 11/02/2021 No response has been received from Wirrilyerna landholder on options. I have asked a local contractor to provide a quote on replacement of fence where it is. 18/08/2020 DNRME: advised on requirements which fall back on the landholder to complete fencing. 02/12/2019 Allocation of \$40,000 to repair/replace fencing
Monday 18th November 2019				
18/11/2019	2019/11.36	That Council proceed with the Facebook Checkfront online booking system.	CSM	08/04/2021 This is in the final stages before going live. 04/03/2021 Vink publishing is working on this now. 08/02/2021 Vink publishing will be working on our website to add a booking feature in partnership with Qassist.
Wednesday 18th December 2019				
18/12/2019		Cllr Rick Britton: During upgrades to washdown bay facility, look at possibilities for accommodating double deckers	DWO	16/04/2021 Consultation completed, contractor engaged to carry out repair works. 26/02/2021 Meeting held, feedback received on lights and gantry. 01/02/2021 Interested parties invited to submit ideas for facility at meeting 26 th February 2021. 10/02/2020 To be considered during upgrade works.
18/12/2019	2019/12.8	That the Town Common Stock Route Fence/Stock Baulk be deferred for investigation on Town Common leasing to be obtained.	DWO/RLPO	11/02/2021 On hold – competing priorities. 09/09/2020 CEO: Report deferred until further clarification can be obtained on both the Town Common and the Stock Route reserve.
Monday 25th May 2020				
25/05/2020		'BO' km signage between Boulia and Winton to be replaced	DWO	19/03/2021 In progress 11/02/2021 To be completed by end of Feb 09/12/2020 Order will be issued end of January 2021. 09/09/2020 CEO – Audit complete – 11 signs to replace – advice to DWO.

Item CEO2

Friday 19 th June 2020				
19/6/2020		TOURISM - 'Why do I live where I live?' – Michaella to 'interview' locals on a video for the web?	CSM/ Michaella	08/04/2021 Media officer working on this. 04/03/2021 Michaella is progressing with this task.
Friday 25 th September 2020				
25/09/2020		Replacement of entry signs to Boulia Shire	DWO	11/02/2021 Held off until approx. July to coincide with road works.
Friday 18 th December 2020				
18/12/2020	2020/12.21	1. That Council approve a combined television advertising project with Barcoo and Diamantina Shire Councils. 2. That a \$15,000 allocation be made in the annual budget for the project.	CSM	08/04/2021 Waiting on confirmation from Diamantina as to which company will be doing the advertising. 04/03/2021 Submissions from 5 companies have been received by the facilitator and once all agreed this will go ahead. 08/02/2021 Diamantina Shire is waiting for quotes from television company, then these will be sent to us and Barcoo. 12/01/2021 Waiting to hear when and how this will happen.
Friday 22 nd January 2021				
22/01/2021		Look into the possibility of printing novelty Boulia toilet paper to sell	CSM	08/04/2021 On hold until refurbishment of centre as to what good quality merchandise to stock. 04/03/2021 A quote for coloured has been received, this is quite expensive, have had trouble finding a wholesale distributor for quality printed rolls and not tacky ones. Still making enquiries.
22/01/2021	2021/1.10	That the Community Services Town Map Report be received for information and that a revised version of the map taking into account the suggestions provided by Council be resubmitted for Council consideration.	CSM	08/04/2021 Proofs soon to be released. 04/03/2021 Vink Publishing are working on this now. Proofs available when completed for Council to look at. 11/02/2021 This has gone to Vink publishing to quote on doing a quality map.
Friday 26 th February 2021				
26/02/2021		ClIr Edgar – water at the Rodeo Grounds, consider installing automated sprinkling system	DWO	19/03/2021 Work in progress.
26/02/2021		ClIr Neilson – Acknowledgement of service to be included in ANZAC Day Service for the late Alan (Robbo) Robinson.	CSM	08/04/2021 Has been included in booklet. 04/03/2021 Library staff will attend to this in the ANZAC Day booklet.
26/02/2021		Concerns over state of Dajarra public toilets. Contact to be made with Cloncurry Shire	DWO	19/03/2021 To be actioned.

Item CEO2

26/02/2021		Used grid that is on hand with Council to be installed in problem area of town fence. Painting pattern to be implanted on the grid to deter livestock from crossing.	DWO	19/03/2021 Aiming to install by end of June.
26/02/2021		Clr Norton: left over aggregate piles located out of town – expressions of interest to be released advising of piles that are available for use. Identified sites to be clearly marked and notes made in any advertising/signage that aggregate taken from other sites may result in prosecution.	DWO	19/03/2021 Piles to be identified.
26/02/2021		Fading of signs to Boulia on Winton Shire side – flag with Winton Shire Council	DWO	16/04/2021 Contact made with Winton Shire Council Director. This will be looked into. 19/03/2021 Council to be contacted.
Friday 26th March 2021				
26/03/2021		Clr Norton: Letters to be sent to properties neighbouring the Town Common to request they put in a courtesy call to the RLPO whenever they remove stock from the Common.	CEO/EA	14/04/2021 Letters sent to neighbouring properties.
26/03/2021		Clr Britton: consider changing the design of our Min Min Encounter face mask – have different sizings available and possibly redesign for better wearing (fit around the nose, current design awkward to wear for long periods of time). Consider novelty designs for kids e.g. plesiosaur mouth	CSM	08/04/2021 Quotes for larger sizes/patterns are being sourced.
26/03/2021		Clr Neilson: Council to consider starting an Instagram page to help promote the region	CSM	08/04/2021 Media Officer is instigating this.
26/03/2021		Clr Beauchamp: consider hearing aid capabilities in Min Min Encounter upgrades	CEO/CSM	07/04/2021 Meeting with Xzibit - they will look into the feasibility and cost for us.
26/03/2021	2021/3.11	1. That Council note in the Register of Delegations current delegations from the CEO to other staff and contractors. 2. That all previous delegations be updated to reflect the changes, accepted by delegates and then published on the website.	EA	01/04/2021 Updated Delegations Register uploaded to Council website.
26/03/2021	2021/3.13	That Council endorse and adopt the: 1. Boulia Local Disaster Management Plan 2021-2022 2. Natural Disaster Risk Management Strategy 2021-2022 3. Boulia Evacuation Sub Plan 2021-2022 4. Remote Communities Epidemic/Pandemic Sub Plan 2021-2022 (not for public display) 5. Aerodrome Emergency Plan 2021-22 6. Emergency contact list March 2021-22 And that the documents be uploaded onto the Council's web site.	EA	13/04/2021 Boulia Local Disaster Management Plan 2021-2022, Natural Disaster Risk Management Strategy 2021-2022 and Boulia Evacuation Sub Plan 2021-2022 uploaded to Council website.

Item CEO2

26/3/2021		Investigate the 'speed advisory signs' (solar) with smiley faces for both the Herbert St and outside the school.	DWO/CSM	08/04/2021 Costs vary from \$9,000-\$10,000 for these signs.
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COUNCILLOR INFORMATION REQUESTS BETWEEN MEETINGS				
Date	STAFF member	Project – or Issue:	Response:	
18/12/2019		Clr Beauchamp: Future idea – Drone Park	14/10/2020 Still on the burner Sam....	
19/6/2020	Harin	Clr Edgar: Dam/recreational water park (boating etc)	26/02/2021 Alternative dam location - obtain drone footage to identify potential location. This has been raised several times. We will put together all the information we have into a business case for review by Council for the long term benefits and costs etc. Not estimated to be completed within the next 6 months due to the workload of staff.	
19/06/2020	Julie	Clr Neilson: Branding idea – pronunciation of Boulia – Bull'ya	01/10/2020 Branding ideas and marketing to be looked at in further detail with OQTA Assist and Focus Productions.	
19/06/2020	Julie/Harin	Clr Britton: Consider coloured directional signage (e.g. on street signs) to help show where things are within the town 17/08/20 Signage design to stand out and be broader width	26/02/2021 Street signage (ie. Street names) currently is only on one side of the street. Consider both sides in future? 14/10/2020. Revised street maps with coloured markers on street signs are to be implemented. This will be delivered in conjunction with the DWO.	
17/08/2020	CEO/CSM	Clr Edgar: Consider possibility of installing a walking track from the Sports Centre to the Rodeo Grounds	26/02/2021 – Could be a project for Work Camp? 7/11/2020 This is a project to be looked at in 2021 in partnership with DWO. 01/09/2020 CSM Report to Dec Council meeting.	
23/10/2020	DWO/CSM	Clr Norton: Shading for Robinson Park – over back playground (Pituri Street side), then over Skate Park, pending funding.	04/03/2021 No new funding released as yet for shading projects. 7/11/2020 This is a project being looked at when funding is available.	
20/11/2020	CEO/DWO/CSM	Clr Norton: Solar for Urandangi	6/4/2021 W4Q4 project allocation 04/03/2021 No new funding released for Councils to access at this time for solar energy. 20/11/2020 CEO, DWO and CSM already looking into this (grant possibilities)	
26/02/2021	CEO/DWO	Clr Britton: Long Term Business Case/Study to be undertaken regarding artesian bore to support future community growth. E.g where will drilling have to be done? Costs involved?	17/03/2021 To be actioned after end of financial year due to competing priorities.	
26/02/2021	CEO/DWO	Clr Beauchamp: Future planning regarding water treatment – will the treatment plant be big enough down the track? Can water be recycled for town watering use/road works use? Considerations to be made in future Corporate Plan.	17/03/2021 To be actioned after end of financial year due to competing priorities.	

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

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Western Queensland Alliance of Councils (WQAC) Assembly	DOC REF: Item CEO4
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REPORT BY:	Lynn Moore Chief Executive Officer	DATE: 01/04/2021
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CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.5 Advocacy

5.5.2 To have Councillor representation and actively involved in regional forums.

PURPOSE:

The Western Queensland Alliance of Councils (WQAC) Assembly 2021 will be held in Richmond on the 17-19 May 2021. Assembly 2021 will review progress on the priorities identified at the Inaugural Assembly and consider the issues to be addressed in the next 12 months which will include a federal election.

CONTENT:

The WQAC is a collaboration of the three regional organisations of Councils in Western Queensland established in 2020 covering 60 percent of the State and including 22 local governments. Assembly 2021 will:

- Address the priority issues of – Roads, Connectivity, Housing, Sustainability & Airline Services.
- Provide an opportunity to hear from, and meet Federal and State Ministers, Shadow Ministers, Local Members and Director Generals.
- Grow the networks and relationships to promote and represent Western Queensland.

Mayors, Deputy Mayors and CEOs of the 22 Western Queensland Councils are invited to attend the Assembly. Alternate delegates are welcome to attend to a maximum of three (3) per Council. The Registration Fee of \$260.00 per head is inclusive of all assembly catering and highlight evening events, including drinks. A comprehensive program is currently being prepared and will be sent to all registered delegates.

CONSULTATION: Nil

GOVERNANCE /BUDGET IMPLICATIONS:

Cost of Travel, Registration and Meals

RECOMMENDATION:

That Council authorise the Mayor, Deputy Mayor and CEO to attend the Western Queensland Alliance of Councils (WQAC) Assembly 2021 in Richmond on 17-19 May 2021.

ATTACHMENTS: Nil

Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	3rd Quarter Operational Plan Report December - March 2021	DOC REF: Item CEO6
REPORT BY:	Ms Lynn Moore Chief Executive Officer	DATE: 13/04/2021
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 December-March 2021.		
CONTENT: The third quarter review of the Operational Plan from December to March 2021 has been completed. It reflects Council's position in relation to the Corporate Plan and progress towards goals Council aims to achieve. <i>Local Government Regulation 2012 Division 4 Annual operational plan Section 173</i> <i>(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</i> <i>(5) A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.</i> The report on the Operational Plan for 2020-2021 has been prepared in accordance with the legislation and our Corporate Plan goals.		
CONSULTATION: Nil		
GOVERNANCE IMPLICATIONS: Prepared in accordance with <i>Local Government Regulation 2012</i> .		
RECOMMENDATION: 1. That Council receive the third quarter report for December 2020 to March 2021 for the 2020-2021 Operational Plan for information. 2. That the report be displayed on the Council website.		
REFERENCE DOCUMENT: This document is very large and has been provided separately and will be listed as an individual document on the website using reference: CEO6.1 – 3rd Quarter Operational Plan Report Dec 2020-Mar 2021		
Chief Executive Officer	Ms Lynn Moore	

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Director of Corporate Services March 2021 Report	DOC REF: Item DCS1
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REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 15/04/2021
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CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.2: Accountability

5.2.4 Ensure transparency and accountability through integrated performance management reporting

5.4: Sustainability

5.4.2 Optimise performance of Council business units using available technology

PURPOSE:

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

CONTENT:

Telephone System Upgrade

With the preparation to our new telephone set up we have had to put this on hold. The connectivity to the Depot and other areas of Council needs to be of a constant supply. Currently we do not have this. A number of different proposals of how we can achieve improved connectivity are underway with quotes.

Budget 2021-22 Date Claimer

Councillor Budget Workshop #2 10th May 2021

Budget Meeting 18th June 2021

Altus Payroll Suite

Kick off meeting was successful and the project plan is in the finalisation stage of being rolled out to the implementation team. As part of this project a Training Room has been established at the Council Depot (the old Crib room), 5 computers and a printer have been installed. All Council Employees will be set up with a log on, so they will be able to enter online any leave applications as well as their timesheets. Training will be developed for each team of Council Employees so they gain not only an understanding on what they must do to get paid but also learning the basics on operating a computer. With the implementation of the payroll suite, this will decrease the great number of journals that are currently needing to be processed due to incorrect job numbers being written on timesheets. Will also decrease the time it takes to input the timesheets.

Asset Management Plan

Shepherd Services are assisting with collating our Buildings and Structures Asset Management Plan. A visual inspection has been conducted on 132 of the 165 of Council's buildings and structures that are in the asset register. Currently sending through information from 2015 on all expenditure that has occurred to all of Council's housing portfolio and of Council's major buildings, this information will assist in the forward planning for 10 years.

Post Office Relief/Training of Staff

Training of relief staff to run the Post Office has been underway with Narelle, Administration Supervisor. Narelle will be working at the Post Office on her own on the 21st and 22nd April, Lynette will be working out of the Library for those 2 days so she is available to answer any questions that may arise. To work at the Post Office it is very involved as there is many facets that can occur in a day that may not happen for another 6 months time. Lynette does a great job in running the Post

Office, however this is an area that we have not always had someone that can just go and fill in. To reduce the risk exposure to Council, we will also be advertising locally to see if there is anyone in the Community that would like the opportunity to relieve at the Post Office especially for annual leave periods which can be at times 6 weeks.

CONSULTATION: Lynn Moore

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Director of Corporate Services March 2021 Report be received for information.

DOCUMENTS TO BE TABLED: Nil

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Audit Report	DOC REF: Item DCS2
REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 15/04/2021
CORPORATE PLAN REFERENCE: Key Priority 5: Robust Governance 5.2: Accountability 5.2.2 Maintain high standards of Corporate Governance through effective audits 5.2.4 Ensure transparency and accountability through integrated performance management reporting		
PURPOSE: To present Council with the Audit and Risk Management Meeting Minutes held 29 th March 2021.		
CONTENT: The Committee Chair Peter O'Regan ran the meeting, items covered were: <ul style="list-style-type: none">• Review Final Management Letter - Financial Statements 2019-2020• Review of Internal Auditor reports and plans• QAO Update• External Audit Plan Further detailed information can be found in the attached minutes of the meeting and associated reports.		
CONSULTATION: Nil		
GOVERNANCE IMPLICATIONS: Nil		
RECOMMENDATION: That the Audit Report be received for information.		
DOCUMENTS TO BE TABLED: Audit & Risk Management Minutes 29 March 2021, Final Management Letter - Financials 2019-20, Internal Audit Report IT Services & Grants Report, Internal Audit Plan for Plant & Equipment – April 2021, Internal Audit Plan, QAO Briefing paper, External Audit Plan 2020-21		
Reviewed and Approved by Chief Executive Officer	Ms Lynn Moore	

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Finance March 2021 Report	DOC REF: Item DCS3
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REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 13/04/2021
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<p>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</p>

<p>PURPOSE: Financial Summary as at 31st March 2021.</p>

Cash Position:

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

	31 st March 2021	28 th February 2021
Cash at Hand	19,092,368	19,854,017
Net Cash Equivalent (Debtors-Creditors)	1,040,627	398,718
Total	\$20,132,995	\$20,252,735

Income

Total revenues to 31st March 2021 are \$11,868,868. This equates to approx. 85% of this year's budget.

Expenditure

Operating expenses to 31st March 2021 are \$9,596,196. This equates to approx. 59% of this year's budget.

Liquidity

• CBA		\$ 651,702
• Floats		\$ 1,300
• Investments		
CBA At Call 0.10%	\$ 2,784,193	
QTC 0.83%	\$ 15,655,173	
		\$18,439,366
Total		\$19,092,368

Additional Information on Cash Position

Cash Balance as at 31st March 2021 19,902,369

The following items need to be backed by cash:

Reserves 30 th June	2,328,551
Funded Depreciation	3,766,954
Funded Employee Entitlements - NC	182,464
Flood Damage Restoration Works – March 2019 (paid in advance)	960,080
Grant Funding (paid in advance)	3,974,962
Working Capital Cash	1,500,000
Capital Grants	6,673,299
Operating Results for 2020/2021	1,463,874
Less Capital Expenditure 2020/2021	(9,516,065)
	11,334,119

Uncommitted Cash 31st March 2021 **\$8,568,250**

Aged Debtors 31st March 2021

DEBTOR	90+	60	30	CURRENT	PRE-PAID	BALANCE
	10,801.18	140.00	1,050.05	4,546.00	(3,976.40)	12,560.83

90+ Days Outstanding

For this month, amounts greater than 90+ days total \$10,801.18.

\$6,603.06 have been referred to Council's external Collection Agency.

\$4,103.12 are under a payment arrangement, balance outstanding is being followed up by Manager.

Rates 31st March 2021

Total Outstanding **\$804,865.20**

RATES	3 Years +	2 Years	1 Year (19-20)	Current Year (20-21)	In Credit (pre-paid OR Water & Gravel Compensation)	Total Outstanding
Urban	\$ 29,056.59	\$36,610.27	\$28,068.88	\$ 163,036.75	-\$ 4,933.38	\$ 251,839.11
Rural	-	-	\$ 1,884.08	\$543,043.57	-\$ 16,284.93	\$ 528,642.72
Mining	-	-	\$ 5,230.50	\$ 19,152.87	-	\$ 24,383.37
	\$ 29,056.59	\$36,610.27	\$35,183.46	\$725,233.19	-\$ 21,218.31	\$ 804,865.20

CREDITORS 31st March 2021

\$ 5,785.74

BOULIA SHIRE COUNCIL
Income Statement
For the period ended 31st March 2021

2020/21 Actual

Income

Revenue

Recurrent Revenue

Net rate and utility charges	1,430,802
Fees and charges	394,193
Rental income	178,029
Interest received	86,503
Sales - contract and recoverable works	3,164,945
Other Income	168,837
Grants, subsidies, contributions and donations	2,359,075

Total Recurrent Revenue 7,782,384

Capital Revenue

Grants, subsidies, contributions and donations	6,744,208
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Total Capital Revenue 6,744,208

Total Revenue 14,526,592

Total Income 14,526,592

Expenses

Recurrent Expenses

Employee benefits	(2,470,965)
Materials & Services	(3,618,987)
Finance Costs	(21,749)
Depreciation	(206,809)

Total Recurrent Expenses (6,318,510)

Total Expenses (6,318,510)

Net Result Attributable to Council 8,208,082

BOULIA SHIRE COUNCIL
Balance Sheet
For the period ended 31st March 2021

2020 / 21 Actual

Current Assets		
Cash and cash equivalents	19,092,368	█
Trade and other receivables	1,075,198	
Inventories	306,981	
Total Current Assets	20,474,547	
Non-current Assets		
Property, plant and equipment	193,696,003	
Total Non-current Assets	193,696,003	
TOTAL ASSETS	214,170,550	
Current Liabilities		
Trade and other payables	(34,571)	█
Borrowings	(28,581)	
Provisions	(1,222,190)	
Contract Liabilities	(4,618,501)	
Total Current Liabilities	(5,903,843)	
Non-current Liabilities		
Borrowings	(1,009,222)	
Provisions	(182,464)	
Total Non-current Liabilities	(1,191,686)	
TOTAL LIABILITIES	(7,095,529)	
NET COMMUNITY ASSETS	207,075,021	
Community Equity		
Asset revaluation reserve	110,690,860	
Retained surplus	96,384,161	█
TOTAL COMMUNITY EQUITY	207,075,021	

BOULIA SHIRE COUNCIL
Statement of Cash Flows
For the period ended 31 March 2021

2020 / 21 Actual

Cash Flows from Operating activities:	
Receipts from customers	1,411,407
Payments to suppliers and employees	(6,759,199)
	(5,347,792)
Interest received	86,503
Rental income	178,029
Non-capital grants and contributions	5,481,767
Borrowing costs	(21,749)
Net Cash Inflow (Outflow) from Operating Activities	376,758
 Cash Flows from Investing activities:	
Payments for property, plant and equipment	(9,516,065)
Proceeds from sale of property, plant and equipment	70,909
Grants, subsidies, contributions and donations	6,673,299
Net Cash Inflow (Outflow) from Investing activities	(2,771,857)
 Cash Flows from Financing activities	
Repayment of borrowings	(25,699)
Net Cash Inflow (Outflow) from Financing activities	(25,699)
 Net Increase (Decrease) in Cash and Cash Equivalents held	 (2,420,798)
 Cash and Cash Equivalents at beginning of Reporting period	 21,513,166
 Cash and Cash Equivalents at end of Reporting period	 \$19,092,368

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION: That the Finance March 2021 Report be received for information.

DOCUMENTS TO BE TABLED: Capital Major Projects, Flood Damage Works Reports, Revenue & Expenditure Report

Approved by Chief Executive Officer	Ms Lynn Moore
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BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Community Services March 2021 Report	DOC REF: Item CSM1
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REPORT BY:	Mrs Julie Woodhouse Community Services Manager	DATE: 09/04/2021
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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	0
Total units available (includes 2 pensioner units which need refurb)	3
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
Formal applications for rental for March	0
Enquiries re housing availability for March	0

Tourism:

The social media pages for Council and the Min Min Encounter have shown a 50% increase in post engagements and likes this year.

The Media Officer continues to develop and up load different and varying posts of interest which gets positive feedback.

- In conjunction with OQTA, Council has paid for a film crew to film the Min Min Encounter and fossils for the TV programme *Travel Oz* to be shown on the Seven Network. This filming will occur on the 3rd May.

- On the 14th April radio advertising to entice people to Boulia also begins. Both the TV and radio are marketing co-operative ventures with OQTA.
- The online booking button will soon go live on our Council website, this was achieved through a partnership with OQTA and Interactivink Publishing.

Grants in March:

No grant funding bodies have confirmed Council being successful in any submitted applications at this time.

- Submissions for March include RADF Art Funding request for \$10,000 with a \$2,000 subsidy from Council.
- A request to CASA for drone signage funding.

Community:

North West Qld Sports Foundation of which Boulia Council is a member have money allocated for their *Move It* Program for local Councils (\$8,000 allowable).

This means a proposal from an accredited person in the community to do sports programs of any sort will be funded for a period of time leading into 2022 and perhaps longer.

A local personal trainer has been contacted to put forward a proposal to Council for the foundation to fund.

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Community Services March 2021 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	on exhaustion of funds	
Airport Industrial Estate	Building our Regions	\$ 994,800	\$ -	\$ -	\$ 994,800	Stage 1, industrial airport land Extension of time approved	\$ 994,800.00	3/05/2021	
Boulia 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	
Boulia 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	
Boulia 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	\$ 202,400	\$ 50,600	\$ -	\$ 253,000		\$ 202,400	30/06/2021	
Qld Day 2020 - deferred to next year 2021	Qld State Government 2020 Qld Day sponsorship	\$ 3,860	\$ 1,860				\$ 2,000	6/07/2020	
Security Cameras & Installation	LGGSP	\$ 77,467	\$ -	\$ -	\$ 77,467	Upgrade security systems at Library, Sports Centre, Admin Office. New system installation at Heritage Complex and Dump.	\$ 77,467	30/06/2021	
Flagpole	Saluting their Service funding	\$ 2,690	\$ 1,200	\$ -	\$ 3,890	ANZAC memorial garden	\$ 2,690		
Boulia SES Facility Upgrade	Queensland Fire and Emergency Services - SES	\$ 59,446.62	\$ -	\$ -	\$ 59,446.62		\$ 55,919.42	30/06/2021	
Drought Communities Program Extension - Various projects	Drought Communities Program (DCP), Department Infrastructure, Transport, Cities & Regional Development	\$ 1,000,000	\$ -	\$ 40,000	\$ 1,000,000		\$ 1,000,000.00		
2 VMS trailers	FNQ and NQ Monsoon Trough (Dept of Community, Disabilities)	\$ 47,586	\$ 7,680		\$ 55,266	VMS trailers	\$ 47,586		
Community Drought support program	Dept of Communities, Disabilities, Health Services	\$ 47,000	\$ -	\$ -	\$ 47,000	circus and 1 year of movies in hall	\$ 47,000		
Get Ready Program 2020/21	Queensland Reconstruction Authority	\$ 4,880.00			\$ -		\$ 4,880		
W4Q COVID -19	Department of Local Government Racing and Cultural Affairs	\$ 1,020,000	\$ -	\$ -	\$ 1,020,000	Shovel ready projects - must be completed by 30/6/2021	\$ 1,020,000		
LRCI - Local Roads and Community Infrastructure Program	Department of Infrastructure, Transport, Regional Development and Communications	\$ 568,000					\$ 568,000	31/12/2021	
Tennis court lights	Gambling Community Benefit Fund	\$ 30,000	\$ 12,000		\$ 42,000	new tennis court lights	\$ 35,000		
Flood Warning Infrastructure Network	Queensland Reconstruction Authority	\$ 495,000					\$ 495,000	30/06/2022	
Qld Health - on hold	TRAIC	\$ 61,000	\$ -	\$ -	\$ 61,000	community projects as per TRAIC workshop	\$ 61,000	31/08/2021	
First State Grant - Admin Trainee	Department of employment, Small Business and training	\$ 15,000					\$ 15,000		
First Five Forever Program (Yearly)	State Library of Queensland	\$ 1,000					\$ 1,000		

TOTAL AMOUNT OF FUNDING APPROVED: \$ 5,709,742

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
Min Min mini birthday party - on hold	YOOTEP	\$ 5,000	\$ 5,000		\$ 10,000	16/03/2020	CSM	street party
Min Min Encounter renovation	Building Acceleration Fund (State Gov)	\$ 476,735	\$ 52,970		\$ 529,705	4/09/2020	CEO	
Learning the smart way	First 5 Forever Innovation Micro Grant 2020-21 - Round 2	\$ 5,000	\$ -	0	\$ 5,000	9/03/2021	CSM	audio/visual items for the Library
Forever Remembered	Saluting their Service	\$ 39,117	\$ 3,324	0	\$ 42,441	11/02/2021	CSM	peace memorial shelter
Investing in Qld women	Dept Justice and Attorney General	\$ 5,000	\$ 787		\$ 5,787	5/03/2021	CSM	disposable coffeee cups with domestic violence message on them
Mental Health and Wellbeing	Dept Of Qld Health	\$ 75,000	\$ -		\$ 75,000	12/03/2021	CSM	outreach programs and rodeo event
Drought Support Program	Dept Communities	\$ 200,000	\$ -		\$ 200,000	26/02/2021	CSM	financial hardship/events
Drone caution signs	CASA	\$ 1,500	\$ -			23/04/2021	CSM	signage
RADF funding	Arts Queensland	\$ 10,000	\$ 2,000			2/04/2021	CSM	arts and cultural activities
Boulia Residential Estate	National Housing Infrastructure Facility	\$ 1,267,557		\$ 316,890	\$ 1,584,447	no closing date	CEO	An application has been made to National Housing Infrastructure Facility for 80% grant and 20% loan
Total Amount of Funding applied for		\$ 2,084,909						

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Min Min Encounter March 2021 Report	DOC REF: Item F
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REPORT BY:	Roni Harris Tourism Officer	DATE: 06/04/2021
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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

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

PURPOSE:

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

CONTENT:

Monthly Activity Statistics:

Daily Sales for March 2021	\$4735.20
MME Visitor Stats for March 2021	270
MME Show Stats for March 2021	106
BHC Stats for March 2021	72

Social Media Statistics for March 2021:

Page	Page Likes	Reached	Shares
Boulia Shire Council	2,103	18,589	334
Min Min Encounter	1,217	9,879	710

REPORT ON ACTIVITIES HELD FOR MARCH 2021

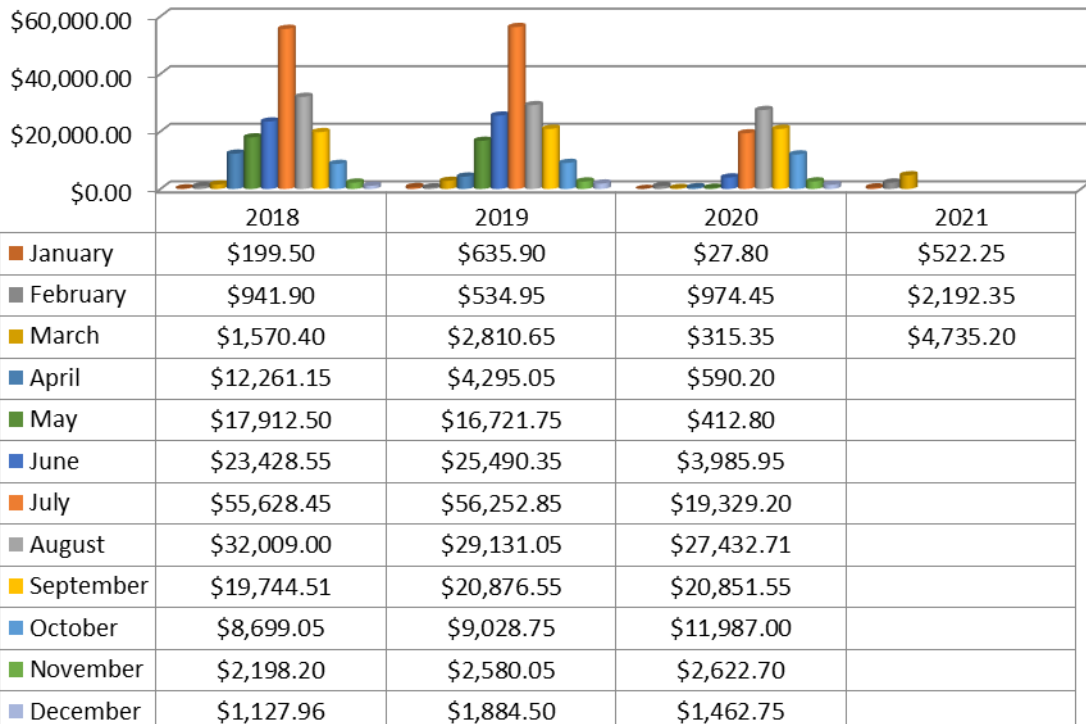
March was a reasonably quiet month although we saw a number of visitors including those passing through to the Northern Territory and Western Australia since the border restrictions have eased due to an improved COVID-19 situation. The weather conditions generate comment from those visitors not used to flooded creeks & rivers as well as some high temperatures and impressive storm events.

The proposed Easter weekend events of Rodeo, Campdraft and Races have generated a good volume of enquiries and we look forward to welcoming visitors for the weekend and the school holidays.

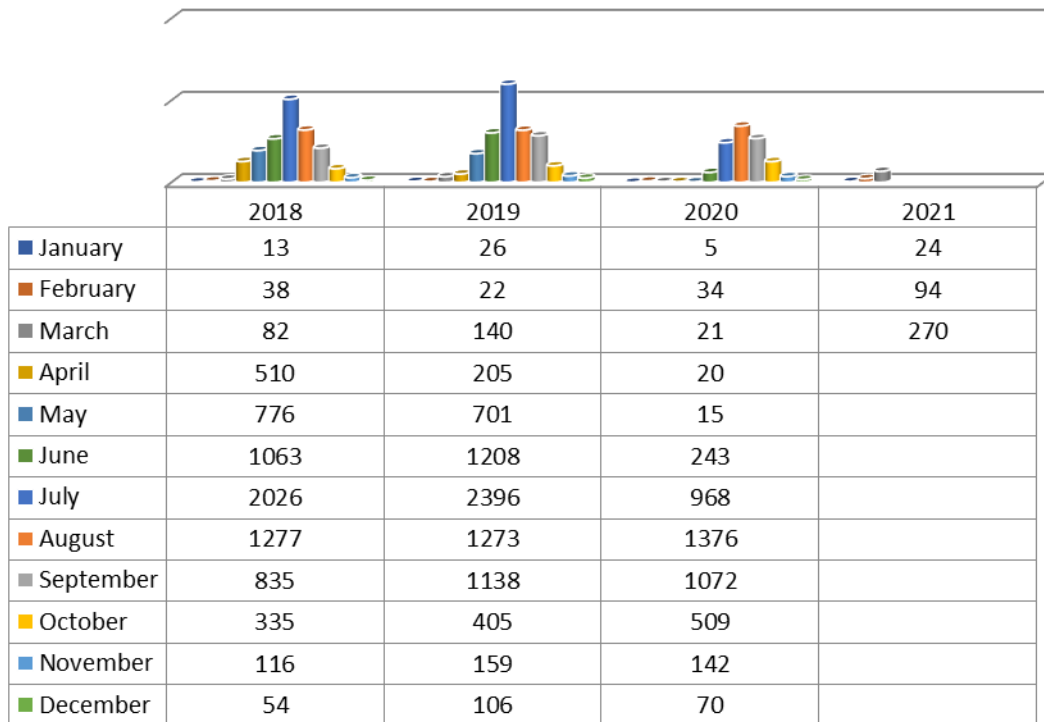
The Boulia Heritage Complex was re-opened in March.

We welcomed 3 colleagues from Diamantina Shire and 2 from Barcoo on 5th & 6th March when we hosted the "Famil" and we enjoyed showing them around our amazing area. They were particularly impressed with the Min Min Encounter, the fossil display and other exhibits at the Boulia Heritage Complex. This "Famil" was such an excellent opportunity to encourage the neighbouring Visitor Information Centres to direct travellers to and from our areas.

Min Min Encounter & BHC Tickets & Merchandise Sales



Min Min Encounter Visitor Numbers



RECOMMENDATION:

That the Min Min Encounter March 2021 Report be received for information.

Reviewed by Community Services Manager

Mrs Julie Woodhouse

Approved by Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Library March 2021 Report	DOC REF: Item G
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REPORT BY:	Tarsha Shaw	DATE: 14/04/2021
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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 open 5 days per week from 09:45am – 1:00pm.

ACTIVITY	CUSTOMER VOLUME - per month
Library visitors	48
Wi Fi	0
Number of new members - local	0
Tourist Member	0

LIBRARY ACTIVITIES

This month we have been holding our First 5 Forever program twice a week. We have a few regulars that now attend.

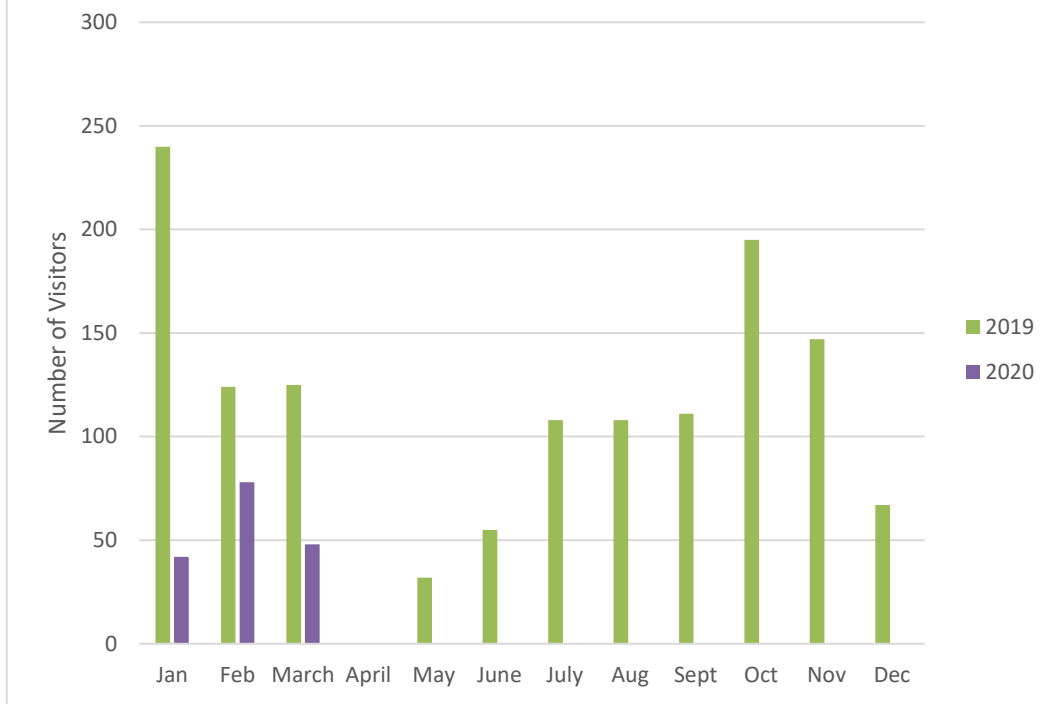
I'm still participating in the Library Leadership program so I have been attending zoom training and completing workshops.

Due to mask wearing we have had a decrease in the number of adults therefore number of kids that have been attending this month.

We have been planning ANZAC Day, Australia's Biggest Morning Tea and getting a draft ready for the CCC so we can get it out in May.

Re COVID-19, appropriate arrangements remain in place keeping with Queensland Health Regulations.

Visitors to the Library



	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2020	240	124	125	0	32	55	108	108	111	195	147	67
2021	42	78	48									

RECOMMENDATION:

That Council receive the Library March 2021 Report for information.

Reviewed and Approved by Chief Executive Officer | Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Boulia Sports and Aquatic Centre March 2021 Report	DOC REF: Item H
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REPORT BY:	Natarsha Shaw Sports Centre Attendant	DATE: 14/04/2021
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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

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

1.3: Boulia Shire to have active inclusive communities

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

PURPOSE:

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

CONTENT:

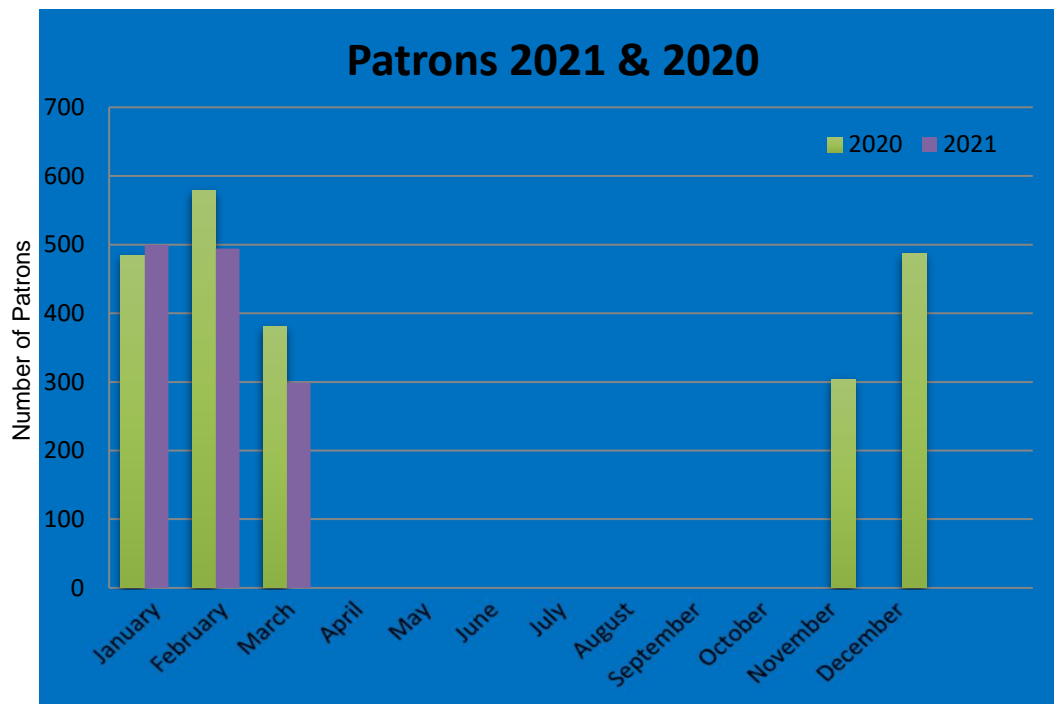
The Sports and Aquatic Centre provides an important sports venue for the local residents of Boulia. It has an extensive gymnasium with up-to-date equipment and several large activity areas including the swimming pool. Charges are levied for membership with casual entry fees for ad-hoc visitation.

ACTIVITY	CUSTOMER VOL PER MONTH
• Gymnasium	During Hours: 11 After Hours: 34
• Pool	After Hours: 2
• Squash	0
• Casual entry usage	81
• Kids usage	170
• Membership usage	48
• Merchandise sales	\$44.00
• Admission	\$99.00
• Refreshment sales	\$82.00

Activities held this month:

- ✚ We have had a few different trades men around doing last minute jobs on the refurbishment.
- ✚ Afterschool Sports every Thursday - this is a joint program with Jan Norton and Michael and Kelli.





	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	484	579	380	0	0	0	0	0	0	0	304	487
2021	500	494	299									

RECOMMENDATION:

That Council receive the Boulia Sports and Aquatic Centre March 2021 Report for information.

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23rd April 2021

TITLE:	Work Health and Safety March 2021 Report	DOC REF: Item I
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REPORT BY:	Brett Hyde Work Health and Safety Advisor	DATE: 13/04/2021
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CORPORATE PLAN REFERENCES:

Key Priority 7: Valuing our greatest asset – people

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

7.2.4 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.

LGW – (TMR Audit requirements)	<ul style="list-style-type: none"> Continually populating the audit criteria with the required evidence. Ongoing monitoring with contractors projects to ensure correct and completed WHS paperwork is submitted and identify potential hazards and any documentation requirement shortfalls.
Toolbox talks/ Presentations	<ul style="list-style-type: none"> Ongoing Weekly Toolbox talks/presentations are held with Council Works Depot staff. Ongoing monthly Toolbox meetings/presentations with Administration/Office staff. Additional presentation information sessions presented to all divisions triggered by WHSQ alerts, Vehicle/Plant updates, changes in industry compliances and areas identified within the work place.
Compliance and Education	<ul style="list-style-type: none"> Many employees participated in a musculo-skeletal health seminar/information sessions conducted by John Miller of Miller Health in Canberra. Ongoing cross section of staff doing online training through the GO1 software portal. Provide Supervisors and Directors safety alert updates from Workplace Health & Safety Queensland. <ul style="list-style-type: none"> Man caught in auger Forklift operator seriously injured Ongoing education through Toolbox presentations to Council employees: <ul style="list-style-type: none"> First-Aid Kits Incident reporting procedure to all staff Signs, Placards and labels Fresh Eyes in the workplace Take 5 quiz to Depot staff – Signs, Placards and labels. Continuation of Works Depot employees starting their Traffic Control certification.
Assistance to Staff/ Contractors on paperwork for compliance audit	<ul style="list-style-type: none"> Working with contractors about documentation required for each project. <ul style="list-style-type: none"> Eg: Bilby Contracting and Boral Review and provide input to the “Gym Membership” form. Assist staff with the use of iAuditor and the reporting process. Sort information and advise staff on current Workplace Health and Safety in relation to their work areas and queries they have. Provide First-Aid Risk assessments to staff on their work locations.

Near Misses, Incidents and Issues	<ul style="list-style-type: none"> Near Miss – 1 Hazard – 0 Damage – 1 Incident – 1
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Category	Description	Site	Outcome
Near Miss	Moonah Side Street road widening works with no signage in place - near miss to potential accidents/traffic.	Cnr Moonah and Hamilton Sts.	Works were stopped and made safe immediately. Works continued the next day

			with all appropriate controls and signage.
Damage	Glass window panel in roller door broken by a projectile flung from whipper snipper works.	Sports Complex	Glass was removed, cleaned from both outside and inside areas. Window space boarded up and await replacement panel to arrive.
Incident	BSC employee stepped and twisted ankle from stepping into a small sink hole that was covered over by grass.	Small grass area next to Council Administration building.	Employee was fine and returned to work. Hole was filled in and made safe.

Completed Tasks and/or Achievements	<ul style="list-style-type: none"> • Created an induction for Bouliia Shire Council Employees. • April, so far, has had 12 face to face inductions and 3 online inductions. • Random Breath Testing (BAC) was conducted with painting contractors and cattle grids/culvert contracting crews. • Continually updating Noise Level Monitoring spreadsheet register for Council facility and work areas. • Created a quiz and toolbox presentation about signs, placards and labels eg: Prohibition, Mandatory, Warning, Safety and Fire signs. • Continue monitoring of the Bouliia Shire Council Hazard Risk Register (this is a live document). • Created a First-Aid risk assessment for Sports Complex and added to their safety manual/folder. • Created a Workplace risk assessment on certain Council facilities to be supplied to Rainbow Gateway for future work for the dole candidates. • Design a range of Toolbox presentations for Council admin/office/tourism staff to be held on a monthly basis or more frequent as needed. • Design a range of Toolbox presentations for Council Works/field staff held on a weekly basis.
Works in Progress	<ul style="list-style-type: none"> • Review and combine the BSC Drug and Alcohol Policy with the Fitness for Work. • Research and implement Fatigue Management documentation governed by National Heavy Vehicle Licencing Queensland for BSC. • Design a set of plant and equipment verification of competency forms for employees and Corrections work teams. • Weekly consultation with CEO to discuss current and future WHS items concerning the Shire. • Weekly consultation with Director for Works and supervisors on current and upcoming projects and what is required from a WHS perspective. • Regularly monitor the Bouliia Shire Council Hazard Risk Register (this is a live document) and update and/or add as required. • Development of future toolbox presentation with some that encompass mini questionnaires/tests on various topics for both BSC and contractor groups. • Ongoing monitoring of work site activities to ensure that compliance standard requirements are being met to enable compliance re-certification. • Ongoing compiling of Audit Evidence to LGW to meet the Audit criteria requirements. • Outdoor "No Smoking" signs to be erected around designated Council buildings, Parks and Facilities (Racecourse completed).
WHS Alerts and Updates	<ul style="list-style-type: none"> • Adopt various alerts/updates into weekly Toolbox talks and training. • Review WHS Queensland website and Alert board. • Receive WHS alerts from Workplace Australia • Regularly send out e-mails to Council Directors, Supervisors and relevant staff of Workplace Health & Safety alerts, updates and changes within the industry.
Identified future work required and/or improvement areas	<ul style="list-style-type: none"> • Ongoing updating of evacuation plans for Council facilities. • Achieving the LGW and TMR compliance standard requirements for compliance re-certification (ongoing).

	<ul style="list-style-type: none"> • Create Toolbox presentation to use iAuditor, inspection templates, reporting. • Where and when possible, create media content for the Channel Country Chatter publication. • Design a set of plant and equipment verification of competency forms for employees and Corrections work teams.
Training Required	<ul style="list-style-type: none"> • Review opportunities where E-Learning and face-to-face course are offered to the shire. • Consult with Supervisors where competencies or extra training may be required and future toolbox topics. • Ongoing Chemwatch software familiarisation, access and training to staff. • Familiarisation of Safe Work Method Statements (SWMS). • Familiarisation of Safe Operating Procedures (SOP's). • Some staff to undergo Snake Catching training around April, to be confirmed.

SPECIAL NOTE:

Thank you to Kristell Steinhardt for her work and consultation efforts in editing the Gym Membership/Pool usage/Renewal form.

RECOMMENDATION:

That Council receive the Work Health and Safety March 2021 report for information.

Reviewed and approved by Chief Executive Officer

Ms Lynn Moore