

# **BOULIA SHIRE COUNCIL**



## **ORDINARY MEETING**

**Friday 16 December 2022**



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



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## BOULIA SHIRE COUNCIL

13<sup>th</sup> December 2022

### 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 16 December 2022** at the **Boulia Shire Hall** commencing at 09.45am 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).

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Ms Lynn Moore  
Chief Executive Officer

Please note:

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

**COMMONLY USED ACRONYMS**

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

## **RISK MANAGEMENT**

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

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

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

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

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

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

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

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

The Mayor will also acknowledge past and present service personnel.

## **2 Present**

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

Officers: Ms Lynn Moore (Chief Executive Officer)  
Mr Ajay Agwan (Director of Works and Operations)  
Mrs Nicole Tonkies (Executive Assistant)

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

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

## **4 Declaration of Interests**

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

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

## **5 Mayoral Minutes**

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

## **6 Notice of Motion**

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

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

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

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

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

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

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

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

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

## **8 Petitions**

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

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

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

## **9 Deputations**

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

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

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

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

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

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

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



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

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



**MINUTES OF THE ORDINARY MEETING  
OF THE BOULIA SHIRE COUNCIL  
HELD ON Friday 18 November 2022  
COMMENCING AT 9:00 am**

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

*Please note:*

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

The Mayor opened the meeting at 9:10 am.

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

The Mayor also acknowledged past and present service personnel.

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

**2 Present**

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

Officers: Ms Lynn Moore (Chief Executive Officer)  
Mrs Kaylene Sloman (Director of Corporate Services)  
Mr Ajay Agwan (Director of Works and Operations)  
Ms Karen Haer (Executive Assistant)

**3 Apologies / Leave of Absence**

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

**4 Declaration of Interests**

Cr Norton declared a Prescribed Conflict of Interest in the report 11.2.9 Container Exchange - facility request in accordance with the *Local Government Act 2009* section 150E1(c)(i), due to due to being the applicant in the report. In accordance with section 150EM of the Local

Government Act 2009, Cr Norton left the meeting while this matter was discussed and voted on.

Cr Britton declared a Declarable Conflict of Interest in the report 14.2.1 Rodeo Paddock - alteration to MOU for 12 months with conditions in accordance with the *Local Government Act 2009* section 150EQ(4)(a) and (b), due to being related to the applicant in the report. In accordance with section 150EM of the Local Government Act 2009, Cr Britton left the meeting while this matter was discussed and voted on.

Cr Edgar declared a Prescribed Conflict of Interest in the report 11.2.9 Container Exchange - facility request in accordance with the *Local Government Act 2009* section 150E1(c)(i), due to being related to the applicant in the report. In accordance with section 150EM of the Local Government Act 2009, Cr Edgar left the meeting while this matter was discussed and voted on.

## **5 Mayoral Minutes**

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

## **6 Notice of Motion**

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

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

There were no requests to address the Council.

## **8 Petitions**

No Petitions presented to Council.

## **9 Deputations**

There were no deputations to Council.

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

**Moved:** Cr Neilson

**Seconded:** Cr Edgar

*That the minutes of the Ordinary Meeting held on 21st October 2022 be accepted.*

**Resolution No.: 2022/11.1**

**Carried**

## **11 Reports**

### **11.1 Works and Operations**

<b>TITLE:</b>	Engineering Service Report – Newsbrief for October 2022	<b>DOC REF:</b> 11.1.1
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**PURPOSE:**

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

**Moved:** Cr Beauchamp

**Seconded:** Cr Norton

*That the Engineering Services Report – Newsbrief for October 2022 be received for information.*

**Resolution No.: 2022/11.2**

**Carried**

<b>TITLE:</b>	Foreman Road Maintenance and Utility Services Report October 2022	<b>DOC REF:</b> 11.1.2
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Town Department during the month of October 2022.

**Moved:** Cr Neilson

**Seconded:** Cr Britton

*That Council receive the Foreman, Road Maintenance and Utility Services October 2022 Report for information.*

**Resolution No.: 2022/11.3**

**Carried**

<b>TITLE:</b>	Foreman Roads Maintenance and Construction Report October 2022	<b>DOC REF:</b> 11.1.3
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**PURPOSE:**

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

**Moved:** Cr Norton

**Seconded:** Cr Neilson

That Council receive the Foreman Roads Maintenance and Construction October 2022 Report for information.

**Resolution No.: 2022/11.4**                      **Carried**

<b>TITLE:</b>	QRA Flood Damage Works Department October 2022 Report	<b>DOC REF:</b> 11.1.4
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**PURPOSE:**  
To inform Council of the current utilisation and activities of the Flood Damage Program.

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

That the NDRRA Flood Damage Works Department October 2022 Report be received for information.

**Resolution No.: 2022/11.5**                      **Carried**

<b>TITLE:</b>	Rural Lands Protection Officer October 2022 Report	<b>DOC REF:</b> 11.1.5
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**PURPOSE:**  
To advise Council of current activities relating to weed management and pest control, animal management and stock routes.

**Moved:** Cr Beauchamp                      **Seconded:** Cr Norton

That the Rural Lands Protection Officer's OCTOBER 2022 Report be received for information.

**Resolution No.: 2022/11.6**                      **Carried**

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

<b>TITLE:</b>	Chief Executives Report for October 2022	<b>DOC REF:</b> 11.2.1
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**PURPOSE:**  
To advise Council of relevant activities undertaken through the office of the CEO.

**Moved:** Cr Neilson                      **Seconded:** Cr Edgar

That the CEO October 2022 report be received for information.

**Resolution No.: 2022/11.7**                      **Carried**

<b>TITLE:</b>	Action List Update October 2022	<b>DOC REF:</b> 11.2.2
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**PURPOSE:**  
To present to Council an updated Action List.

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

That Council receive the Action List update for October 2022 for information.

<b>TITLE:</b>	Development Application DA2022/02 Material Change of use 58 Pituri Street Boulia.	<b>DOC REF:</b> 11.2.3
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**PURPOSE:**

For council to determine a response for the Material Change of Use of Lot 27 on BP2672 (58 Pituri Street, Boulia) to enable 6 Units (Duplex) to be built on this block.

**Moved: Cr Britton**

**Seconded: Cr Beauchamp**

**RECOMMENDATION A**

*That in relation to the application for a Development Permit for a Material Change of Use for a Multiple Dwelling, consisting of six (6) dwellings, made by Boulia Shire Council, on Lot 27 B2672, located at 58 Pituri Street, Boulia, Council resolves to Approve the application subject to the following conditions:*

**1.0 ADMINISTRATION**

1. *The developer and his employee, agent, contractor, or invitee are responsible for ensuring compliance with the conditions of this development approval.*
2. *Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.*
3. *All conditions, works, or requirements of this development approval must be undertaken and completed:*
  1. *to Council's satisfaction;*
  2. *at no cost to Council; and*
  3. *prior to the commencement of the use*
4. *Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the commencement of the sue, unless otherwise stated.*
5. *The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:*
  1. *Plumbing and Drainage Works; and*
  2. *Building Works*
6. *All Development Permits must be obtained prior to the issue of a Development Permit for Building Works.*
7. *All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards unless otherwise stated.*
8. *All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant Australian Standards and must be approved, supervised, and certified by a Registered Professional Engineer of Queensland.*

**2.0 APPROVED PLANS AND DOCUMENTS**

1. *The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by any condition of this development approval:*

<b>Drawing/report title</b>	<b>Prepared by</b>	<b>Date</b>	<b>Reference number</b>	<b>Revision</b>
Proposed Site Plan – Option A	GBA Consulting Engineers	02/08/2022	230008-SK1	01

2. Where there is any conflict between the conditions of this development approval and the details shown on the approved plans and documents, the conditions of this development approval must prevail.

### 3.0 ACCESS AND PARKING WORKS

1. All access and parking works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), Capricorn Municipal Development Guidelines (Refer to Note 4). Australian Standard AS2890 "Parking facilities".
2. All access and car parking must be paved or sealed to Council's satisfaction.
3. All vehicles must ingress and egress the development in a forward gear.
4. A minimum of nine (9) parking spaces must be provided onsite. This includes three (3) visitor parking spaces.
5. Parking spaces must be line-marked in accordance with the approved Site Plan (refer to condition 2.1) and in accordance with the Australian Standard AS2890 "Parking facilities".
6. A new vehicle access from Pituri Street to Lot 27 on B2672 must be provided in accordance with Capricorn Municipal Development Guidelines.
7. Any redundant vehicular crossovers must be replaced with Council standard kerb and channel to suit the existing kerb profile.

### 4.0 SEWERAGE WORKS

1. All sewerage works must be designed and constructed in accordance with the Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008 and Plumbing and Drainage Act 2018.
2. The development must be connected to Council's reticulated sewerage network.

### 5.0 WATER WORKS

1. All water works must be designed and constructed in accordance with the Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008 and Plumbing and Drainage Act 2018.
2. The development must be connected to Council's reticulated water network.
3. Adequate domestic and firefighting protection must be provided to the development, in accordance with Australian Standard AS2419 "Fire Hydrant Installations", and must be certified by a hydraulic engineer or other suitably qualified people.
4. The development must be provided with a master meter at the development site boundary and sub-meters for each sole occupancy building in accordance with the Queensland Plumbing and Drainage Code.
5. The proposed water supply infrastructure internal to the site must be privately owned water supply infrastructure and must be maintained by the owner at no cost to Council.
6. Water meter boxes located within trafficable areas must be raised or lowered to suit the finished surface levels and must be provided with heavy-duty trafficable lids.

### 6.0 Plumbing and Drainage Works

1. A Development Permit for Plumbing and Drainage Works must be obtained for the proposed new structures on the development site.
2. All internal plumbing and drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act

2008, Plumbing and Drainage Act 2018, and the provisions of a Development Permit for Plumbing and Drainage Works.

3. All internal plumbing and sanitary drainage works must be completely independent for each dwelling unit.

#### 7.0 STORMWATER WORKS

1. All stormwater drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), Queensland Urban Drainage Manual, Capricorn Municipal Development Guidelines, and sound engineering practice.
2. All stormwater must drain to a demonstrated lawful point of discharge and must not adversely affect surrounding land or infrastructure in comparison to the pre- development conditions, including but not limited to blocking, altering or diverting existing stormwater runoff patterns or having the potential to cause damage to other infrastructure.
3. The proposed stormwater infrastructure internal to the site must be privately owned stormwater infrastructure and must be maintained by the owner at no cost to Council.

#### 8.0 ROOF AND ALLOTMENT DRAINAGE WORKS

1. All roof and allotment drainage works must be designed and constructed in accordance with the Queensland Urban Drainage Manual, Capricorn Municipal Development Guidelines and sound engineering practice.
2. All roof and allotment runoff from the development must be directed to a lawful point of discharge and must not restrict, impair or change the natural flow of runoff water or cause a nuisance to surrounding land or infrastructure.

#### 9.0 SITE WORKS

1. All earthworks must be undertaken in accordance with Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments".
2. Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to surrounding land or infrastructure.
3. Retaining structures above one (1) metre in height that are not incidental works to a Development Permit for Building Works must not be constructed unless separately and specifically certified by a Registered Professional Engineer of Queensland.

#### 10.0 BUILDING WORKS

1. A Development Permit for Building Works must be obtained for the removal and/or demolition of any existing structures and proposed structures on the development site.
2. All external elements, such as air conditioners, pool and spa pumps and associated equipment, must be adequately screened from public view, to Council's satisfaction.
3. Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with Australian Standard AS4282 "Control of the obtrusive effects of outdoor lighting".
4. A 1.8m high solid screen fence must be provided along the northern, eastern and western property boundaries.



#### 11.0 LANDSCAPING

1. Landscaping must be constructed and/or established prior to the commencement of the use in all areas shown on the approved plans (refer to condition 2.1).
2. At least fifty (50) per cent of all new plantings within the landscaping areas (refer to condition 2.1) must be locally native species with low water dependency.
3. The landscaped areas must be subject to:
  1. A watering and maintenance plan during the establishment moment; and
  2. An ongoing maintenance and replanting program.

#### 12.0 ELECTRICITY

12. Electricity services must be provided to the development in accordance with the standards and requirements of the relevant service provider.

#### 13.0 TELECOMMUNICATIONS

13. Telecommunications services must be provided to the development in accordance with the standards and requirements of the relevant service provider.

#### 14.0 ASSET MANAGEMENT

1. Any alteration necessary to electricity, telephone, water mains, sewerage, mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.
2. Any damage to existing stormwater, water supply and sewerage infrastructure, kerb and channel, pathway or roadway that occurs while any works are being carried out in association with this development approval must be repaired at the full cost of the developer. This includes the reinstatement of any existing traffic signs or pavement markings that may have been removed or damaged.
3. As Constructed' information pertaining to assets to be handed over to Council and those which may have an impact on Council's existing and future assets must be provided prior to the commencement of the use. This information must be provided in accordance with the Asset Design and As Constructed Manual (ADAC).

#### 15.0 ENVIRONMENTAL

15. An Erosion Control and Stormwater Control Management Plan in accordance with the Capricorn Municipal Design Guidelines, must be implemented, monitored and maintained for the duration of the works and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped); and the plan must be available onsite for inspection by Council officers whilst all works are being carried out.

#### 16.0 OPERATING PROCEDURES

16. All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site. Storage of materials or parking of construction machinery or contractors' vehicles must not occur within Pituri Street.

## ADVISORY NOTES

### **NOTE 1. Aboriginal Cultural Heritage**

It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Seniors, Disability and Aboriginal and Torres Strait Islander Partnerships website: [www.dsdsatip.qld.gov.au](http://www.dsdsatip.qld.gov.au).

### **NOTE 2. General Environmental Duty**

General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

### **NOTE 3. General Safety Of Public During Construction**

The Work Health and Safety Act 2001 and Manual of Uniform Traffic Control Devices must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

### **NOTE 4. Capricorn Municipal Development Guidelines**

The Capricorn Municipal Development Guidelines can be accessed on the following website: [www.cmdg.com.au](http://www.cmdg.com.au)

## RECOMMENDATION B

That in relation to the application for a Development Permit for a Material Change of Use for a Multiple Dwelling, consisting of six (6) dwellings, made by Bouliia Shire Council, on Lot 27 B2672, located at 58 Pituri Street, Bouliia, Council resolves to issue an Infrastructure Charges Notice as discussed above.

**Resolution No.: 2022/11.9**

**Carried**

<b>TITLE:</b>	1st Quarter Operational Plan July to Sep 2022	<b>DOC REF:</b> 11.2.4
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<b>PURPOSE:</b>
To present the first quarter Operational Report for July to September 2022

**Moved: Cr Neilson**

**Seconded: Cr Norton**

- That Council receive for information the first quarter report from July to September 2022 in relation to the adopted Operational Plan 2022-2023.
- That due to the size of the report the full document will be displayed on the Council website and for councillors review it will be loaded into their 'Big Tin Can' program.

**Resolution No.: 2022/11.10**

**Carried**

<b>TITLE:</b>	Policy reviews - Various	<b>DOC REF:</b> 11.2.5
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**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 reviews to a number of Council policies.

**Moved:** Cr Neilson

**Seconded:** Cr Beauchamp

That

- Policy 104 Gift Policy
- Policy 123 Risk Management Policy
- Policy 130 Dealing with a complaint involving a Public official (CEO)
- Policy 152 Security Access Card and CCTV Policy
- Policy 153 Domestic and Family Violence Leave Policy

as presented be adopted.

**Resolution No.:** 2022/11.11

**Carried**

<b>TITLE:</b>	Media Policy Repeal	<b>DOC REF:</b> 11.2.6
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**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 proposed changes to Council's Social Media Policy.

**Moved:** Cr Britton

**Seconded:** Cr Norton

1. That Policy 144 Social Media Policy be repealed
2. That Policy 163 Media (including Social Media) Policy as presented to Council be adopted.

**Resolution No.:** 2022/11.12

**Carried**

The meeting was adjourned for Morning Tea at 10.40am  
The meeting resumed at 11.03am.

<b>TITLE:</b>	Councillor Portfolio Nomination	<b>DOC REF:</b> 11.2.7
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**PURPOSE:**

To determine if Councillors wish actively represent various community and regional groups in individual portfolios or continue with committee representation.

**Moved:** Cr Edgar

**Seconded:** Cr Britton

1. That council review the attached Portfolio Policy recommendation and endorse with changes if required.
2. That council adopt the Portfolio Policy and the supporting spreadsheet as a guide to the allocation of portfolios.

**Resolution No.:** 2022/11.13

**Carried**

<b>TITLE:</b>	Outback Highway request for increased annual subscription	<b>DOC REF:</b> 11.2.8
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**PURPOSE:**

Outback Highway Development Council Inc. have submitted a request, in line with the resolution of members in September 2022, for an increase in subscription of \$5000 per council. These extra funds will be used to focus on future project work on the sustainable development of the road corridor.

**Moved: Cr Britton**

**Seconded: Cr Norton**

- That council endorse the increase of \$5000 to OHDC Membership subscriptions is in order and
- That council write to OHDC confirm this action and
- That the budget allocation for OHDC Membership subscriptions for 2023-2024 be \$30,000

**Resolution No.: 2022/11.14**

**Carried**

Cr Norton and Cr Edgar left the meeting at 11.45am.

<b>TITLE:</b>	Container Exchange - facility request	<b>DOC REF:</b> 11.2.9
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**PURPOSE:**

To seek councils' opinion on a container exchange facility to be situated in Boulia.

**Moved: Cr Britton**

**Seconded: Cr Neilson**

*That the council considers the application to commence the manned Boulia Container Exchange facility at 46 Moonah Street and determine the decision for the CEO to action.*

*That council preliminary approve the container exchange program for a period of 12 months subject to:*

- Entry and egress points to the property are well maintained
- The aesthetics of the proposed development are in line with this facility being in a residential area.
- That Town Planning requirements for 'quiet enjoyment' is maintained for residents.
- A plan submitted to the CEO on the layout of the site and collection areas.

**Resolution No.: 2022/11.15**

**Carried**

The meeting was adjourned for Lunch at 12.00pm.

The meeting resumed at 1pm. Cr Edgar and Cr Norton returned to the meeting at 1pm.

<b>TITLE:</b>	Workplace Health and Safety - WHSA / RRTW October 2022 Report	<b>DOC REF:</b> 11.2.10
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**PURPOSE:**

To inform Council of progressions and or issues of concern regarding WH&S.

**Moved: Cr Beauchamp**

**Seconded: Cr Norton**

*That Council receive the Workplace Health and Safety report for information.*

**Resolution No.: 2022/11.16**

**Carried**

### **11.3 Corporate Services**

<b>TITLE:</b>	Director of Corporate Services October Monthly Report	<b>DOC REF:</b> 11.3.1
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**PURPOSE:**  
To advise Council of the activities of the Director of Corporate Services.

**Moved:** Cr Edgar                      **Seconded:** Cr Britton

*That the Director of Corporate Services report for October 2022 be received.*

**Resolution No.:** 2022/11.17                      **Carried**

<b>TITLE:</b>	Budget Review Operational and Capital Budgets as at 30th September 2022	<b>DOC REF:</b> 11.3.2
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**PURPOSE:**  
To provide a Budget Review to 30<sup>th</sup> September 2022 based on trends to date.

**Moved:** {mover}                      **Seconded:** Cr Norton

*That the Budget Review to 30<sup>th</sup> September 2022 as presented to Council be received and that the revised budget variations as shown be adopted.*

**Resolution No.:** 2022/11.18                      **Carried**

<b>TITLE:</b>	Financial Report for October 2022	<b>DOC REF:</b> 11.3.3
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**PURPOSE:**  
Financial Summary as at 31<sup>st</sup> October 2022

**Moved:** Cr Beauchamp                      **Seconded:** Cr Norton

*That the Finance Report for October 2022 Report be received for information.*

**Resolution No.:** 2022/11.19                      **Carried**

## **11.4 Community Services**

<b>TITLE:</b>	Community Services report for October 2022	<b>DOC REF:</b> 11.4.1
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**PURPOSE:** To provide Council with an update of the activities associated with Councils' community development activities.

**Moved:** Cr Norton                      **Seconded:** Cr Edgar

*That Community Services October 2022 report be received for information.*

*That Council advise on the type of artworks if required on Outback Way and the replacement of Tropic of Capricorn signage/sculpture.*

**Resolution No.: 2022/11.20**

**Carried**

## **12 Late Reports**

There were no late reports presented to Council.

## **13 Closed Session**

**CLOSED MEETING AT 2.21pm**

**Moved: Cr Neilson**

**Seconded: Cr Edgar**

*That Council move into Closed Session in accordance with the Local Government Regulation 2012 section 254J (3) on the following provisions:*

- (a) the appointment, discipline or dismissal of the chief executive officer;*
- (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;*
- (i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.*

**Resolution No.: 2022/11.21**

**Carried**

Cr Britton left the meeting at 2.21pm

Cr Britton returned to the meeting at 2.33pm

**OUT OF CLOSED SESSION AT 3pm**

**Moved: Cr Edgar**

**Seconded: Cr Norton**

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

**Resolution No.: 2022/11.22**

**Carried**

The following recommendations were resolved from the closed session: 2022/11.23, 2022/11.24 and 2022/11.25

<b>TITLE:</b>	Rodeo Paddock - alteration to MOU for 12 months with conditions	<b>DOC REF:</b> 14.2.1
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<b>PURPOSE:</b> To seek council's endorsement of the new MOU for a full 12 months with specific conditions of occupancy for the Rodeo Paddock.
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*Closed under Local Government Regulation 2012 (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;*

Cr Britton declared a Declarable Conflict of Interest in the report 14.2.1 Rodeo Paddock - alteration to MOU for 12 months with conditions in accordance with the Local Government Act 2009 section 150EQ(4)(a) and (b), due to being related to the applicant in the report. In accordance with section 150EM of the Local Government Act 2009, Cr Britton left the meeting while this matter was discussed and voted on.

**Moved: Cr Edgar**

**Seconded: Cr Norton**

That the MOU as submitted be endorsed by council.

**Resolution No.: 2022/11.23**

**Carried**

<b>TITLE:</b>	NBN - Fibre to the Premises for Boulia township	<b>DOC REF:</b> 14.2.3
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<b>PURPOSE:</b> To accept and finalise the successful application from the Regional Connectivity Program NBN telecommunications offer.
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*Closed under Local Government Regulation 2012 (254J (3))*

*(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.*

**Moved: Cr Neilson**

**Seconded: Cr Edgar**

1. That the agreement be endorsed by council to accept the terms and conditions of the Area Switch for NBN Co Limited to provide fibre to the premises for all properties within the township indicated on the map provided with this application.
2. That the council approve the CEO to do all things necessary to progress the NBN project for Boulia including the signing of the Area-Switch Agreement between NBN and Boulia Shire Council.

**Resolution No.: 2022/11.24**

**Carried**

<b>TITLE:</b>	CEO Performance Review	<b>DOC REF:</b> 14.2.2
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<b>PURPOSE:</b> To advise council of that the Performance review of the CEO Lynn Moore has been completed.
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*Closed under Local Government Regulation 2012 (254J (3))*

*(a) the appointment, discipline or dismissal of the chief executive officer;*

**Moved: Cr Edgar**

**Seconded: Cr Britton**

That council receive the report on the CEO performance review for the period 2021-2022 for information, comment and noting on file.

## **14 General Business**

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

1. Ms Lynn Moore - Submission Invitation - Inquiry into Northern Australia Workforce Development
  - a. Rick has requested that we complete a submission into Northern Australia Workforce Development.
  - b. Please read and make any suggestion you see fit. There are no real guidelines of what information they require of whether they want potential solutions. Lynn has spoken to Helen OHDC and they have not received any further information. (They will also be putting a submission in for the OHDC)
  - c. The submission does not need to be received by them until the 9<sup>th</sup> December
2. Discussion regarding the Racecourse Reserve proposal by Campdraft Committee. Further discussions are required prior to any work being completed. Cllr Sam Beauchamp will be required to provide advice. CEO to arrange further meeting.

## **15 Meeting Closure**

The Mayor closed the meeting at 3.00pm.

## **16 Confirmed**

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



# 11 Reports

## 11.1 Works and Operations

<b>TITLE:</b>	Director of Works and Operations November 2022 Report	<b>DOC REF:</b> 11.1.1
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<b>REPORT BY:</b>	Ajay Agwan Director of Works and Operations	<b>DATE:</b> 13/12/2022
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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

##### **2.3: Well planned**

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

2.3.4: Facilitate land and infrastructure development that meets the needs of the community and fits with the financial constraints of Council, key stakeholders including State and Federal governments

### **RISK MANAGEMENT:**

Information Report only - not applicable.

### **PURPOSE:**

To inform Council of the current utilisation and activities of the entire Works Department in line with all works and operations being undertaken each month.

### **CONTENT: Projects**

#### **Replacement of Culverts – Cloncurry TMR**

**Project Scope:** Remove and Replace Culverts at Little Suliman Creek

**Current Status:** The project has been completed and sealed, with the road fully open to all traffic. The Final Certification of Completion has been received from Cloncurry TMR

**Contract Value:** \$1.16m-(TMR) project on time and within budget

#### **Dajarra Widening – Barcaldine TMR**

**Project Scope:** Rehab and Widen 10.3km of the Diamantina Developmental Road, including the installation of two culverts and one grid.

**Current Status:** The final stage of the project has recently been bitumen sealed and is now fully open to all traffic. A Certificate of Practical Completion has been requested from Barcaldine TMR. The 12.5km overtaking opportunity will be the second longest between Boulia- MI road.

**Contract Value:** \$4.95m (TMR )-project on time and within budget

#### **Bengeacca Culverts**

**Project Scope:** Construction of new culverts at Bengeacca, including 700m of pavement rehab.

**Current Status:** The project has reached practical completion, with minor works scheduled to the end of the calendar year. The project was completed in record 35 days.

**Grant Value:** \$1.39m (QRA Betterment) -project on time and within budget

#### **Slashers Creek Concrete Works**

**Project Scope:** Concrete Margins and Floodway on Slashers Creek

**Current Status:** The tender has closed and is awaiting approval in this council meeting. the project is to commence early 2023.

**Grant Value:** \$1.57m (QRRF)

**Industrial Estate Roadworks**

**Project Scope:** Pave and Seal at the Industrial Estate

**Current Status:** Roadworks has reached the hold point, ready for the installation of services. The project will be completed after all services have been installed, scheduled for the end of Q3.

**Current Expenditure:** \$0.28m (BBRF)

**Industrial Estate Services Installation**

**Project Scope:** Installation of Power, Water and Sewer to the Industrial Estate

**Current Status:** Plumbing works to the Eastern side of the Mt Isa Highway has been completed. The project will resume after the Christmas break in late January.

**Current Expenditure:** \$0.18m (BBRF)

**New Staff Housing Project**

**Project Scope:** Installation of new staff houses at Pituri Street

**Current Status:** The project is currently in the procurement stage, to be closed and assessed in January for the next Council Meeting.

**Grant Value:** \$1.26m (LGGSP), Council Contribution \$800k

**Salt Water Chlorinator**

**Project Scope:** Installation of a Salt Water Chlorinator at the Boulia Water Treatment Plant

**Current Status:** The project is currently in the pre-tender stage, to be closed and assessed in early 2023.

**Grant Value:** \$212k (BoR)

**Pump Station Upgrade**

**Project Scope:** Installation of a new sewerage pump station adjacent to the existing structure

**Current Status:** The project is currently in the procurement stage, to be closed and assessed in January for the next Council Meeting.

**Grant Value:** \$200k (Works for Qld)

**Urandangi Solar**

**Project Scope:** Installation of solar panels at the Urandangi depot

**Current Status:** The project is currently in the tender assessment stage, to be completed in January for the next Council Meeting.

**Grant Value:** \$220k (Works for Qld)

**Anzac Garden Gazebo**

**Project Scope:** Installation of a Gazebo at the Anzac Garden

**Current Status:** The project is complete

**Grant Value:** \$66k (Works for Qld) - project on time and within budget

**CONSULTATION:**

Chief Executive Officer as required.

**GOVERNANCE IMPLICATIONS:**

All work to be completed within guidelines and budget allocations.

**RECOMMENDATION:**

That Council receive the Director of Works and Operations November 2022 Report for information.

**ATTACHMENTS:** Nil

Reviewed by Director of Works and Operations

Mr Ajay Agwan

Approved by Chief Executive Officer

Ms Lynn Moore

<b>TITLE:</b>	Engineering Service Report - Newsbrief for November 2022	<b>DOC REF:</b> 11.1.2
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<b>REPORT BY:</b>	Stuart Bourne GBA - Senior Civil Engineer	<b>DATE:</b> 13/12/2022
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**CORPORATE PLAN REFERENCE:**

Key Priority 2: Built Environment

2.3: Well planned - land, open spaces and assets

2.3.1: Develop and implement a robust Asset Management Strategy to support effective long-term asset management

Key Priority 3: Economic Development

3.2: Advocate for the region through regional networks

3.2.1: Advocate and support the development of the Outback Highway

Key Priority 4: Natural Environment

4.2: Resilient management plans which support the community in times of crisis

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

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

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

**CONTENT:**

**1. Visits to the Shire**

6 <sup>th</sup> – 7 <sup>th</sup> December	Nathan Raach – Town Street Quantities, Boulia Sub Division Site Inspection	
28 <sup>th</sup> – 29 <sup>th</sup> November	Stuart Bourne – TIDS project proposals and Bengeacca inspection	

**2. Flood Damage Works**

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

Activated for the 'Western Qld Low Pressure Trough 19 Jan – 4<sup>th</sup> Feb 2022'. This event will be for Emergent works and REPA. Data collection complete. Submission has been approved by QRA for a total value of \$2,445,193.96. Works Completed, Acquittal commenced.

Activated for the 'Northern and Central Western Queensland Rainfall and Flooding event 21 April – 12 May 2022'. This event will be for Emergency works and REPA. Data collection is complete. Submission has been approved by QRA for a total value of \$1,750,892.06. Works to start in Feb 2023

**3. Other**

**Donohue Highway: Outback Way Funding Package 3**

There is 76.1 km left to seal which is about 30% (locations left are Lake Wanditti and Pituri to Kelly's Ck and 2.7km near the emergency airstrip).

Design and CH clearance is complete for Stage 7 and 8.

**4. Industrial Subdivision**

All earth works completed. Works awarded to KABZ Plumbing & Quality Electrical. Procurement of materials has been completed. KABZ has commenced on site.

**5. DTMR 20D Flood Damage and Dump Road Access**

Prime took place on the 3<sup>rd</sup> of December, initial seal completed December. Golf Links final seal occurred October 10<sup>th</sup>.

**CONSULTATION:**

Nil – information update only

**GOVERNANCE IMPLICATIONS:**

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

**RECOMMENDATION:**

That the Engineering Services Report – Newsbrief for November 2022 be received for information.

**ATTACHMENTS:**

1. Flood Damage Events - Detailed Summary November ( ID 443424) [11.1.2.1 - 1 page]

Reviewed by Director of Works and Operations

Mr Ajay Agwan

Approved by Chief Executive Officer

Ms Lynn Moore

**Boulia Shire Council**

**Flood Damage Events - Detailed Summary (7/12/2022)**

QRA Event Code	Activation	Type	Submitted Value(Inc PM,Esc and Cont)	Approved Submission Value (Inc PM,Esc and Cont)	Final Expenditure (Acquittal)	Comments
Western Qld Low Pressure Trough 19 Jan - 4th Feb 2022	Jan-22	REPA	\$ 2,514,057.71	\$ 2,445,193.96		REPA - Approved Betterment submission Lodged Acquittal Started
	Jan-22	Emergency Works	\$ 507,127.18			Lodged
Northern and Central Western Qld Rainfall and Flooding event 21 April - 12 May 2022	Apr-22	REPA	\$ 1,810,518.53	\$ 1,750,892.06		Submission Approved. Betterment submission Lodged
	Apr-22	Emergency Works	\$304,307.69			Emergency Works Completed Emergent works submission Lodged

<b>TITLE:</b>	Foreman Road Maintenance and Utility Services Report September 2022	<b>DOC REF:</b> 11.1.3
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<b>REPORT BY:</b>	Ron Callope Road Maintenance & Utility Services Foreman	<b>DATE:</b> 13/12/2022
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**CORPORATE PLAN REFERENCE:**

Key Priority 6: Supporting local services and facilities

6.2: Support an active healthy community

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

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

6.2.3: Improve disability access to facilities in each community

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

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

To inform Council of the current utilisation and activities of the Town Department during the month of September 2022.

**CONTENT:**

**Race Course:**

Arena and grounds	General maintenance of the grounds has continued by the Racecourse Caretaker.  A leak has been located in the bottom of the ground tank; a new tank is currently waiting to be installed.
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**Town water testing and Depot maintenance:**

Chlorine level testing	Plant is running to desired chlorine levels within town. We currently have one bore off due to low water usage at the moment, caused by the cooler weather and rain events.
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**Town Entrances:**

Three Mile Campground	Flora replacements have been completed at town entrances, as well as palms having been planted at the south entrance and bougainvillea at the northern entrance.  New garden beds have been built at the northern entrance.  The remaining signage has been erected, completing this project.  All tourists we have had are keeping the area in a tidy condition.
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**Parks and Gardens:**

Council, Min Min Encounter, ANZAC and Airport gardens	All garden areas are continuing being worked on to ensure they are kept in good order. We are currently working on upgrading the entrances to town.  Recent rain has the town looking great, however mowing & whipper snipping have increased. Due to staff shortages the WORK CAMP has been helping out.  Town Streets line marking has been completed.
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Mowing/Whipper Snipping	<p>Our crew was kept busy with mowing and whipper snipping being completed in the following areas on these days throughout November 2022:</p> <ul style="list-style-type: none"> <li>▪ 1<sup>st</sup> November – Robinson Park</li> <li>▪ 2<sup>nd</sup> November – Airport</li> <li>▪ 07<sup>th</sup> November – Min Min Encounter</li> <li>▪ 08<sup>th</sup> November – Medium Strips, Melrose</li> <li>▪ 09<sup>th</sup> November – Sports Centre, Clinic</li> <li>▪ 10<sup>th</sup> November – Stonehouse, Town Entrances</li> <li>▪ 11<sup>th</sup> November – Fire Station, Vacant Council Housing</li> <li>▪ 14<sup>th</sup> November – Fire Station, Council Depot</li> <li>▪ 15<sup>th</sup> November – Medium Strips</li> <li>▪ 16<sup>th</sup> November – Robinson Park, Oval</li> <li>▪ 17<sup>th</sup> November – Pensioner Units</li> <li>▪ 21<sup>st</sup> November – Melrose</li> <li>▪ 22<sup>nd</sup> November – Robinson Park, Airport</li> <li>▪ 24<sup>th</sup> November – Min Min Encounter, Airport</li> <li>▪ 25<sup>th</sup> November – Fire Station, Vacant Housing</li> <li>▪ 28<sup>th</sup> November - Melrose</li> <li>▪ 30<sup>th</sup> November – Robinson Park, Post Office</li> </ul>
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**RMPC/Works crew:**

RMPC signage is still an ongoing project.

The Sign Crew have completed their work with the signage instillation at the rest areas on the Bedourie Road.

Surface correction on the Dajarra/Mount Isa & Winton roads have been completed.

Heavy shoulder grading and 2.7 km of gravel re-sheeting on the Winton Road has commenced and will be completed by Christmas break.

Concrete batching is an ongoing interruption to RMPC Works.

**Urandangi:**

Urandangi	<p>Regular Council services continued over the month of November (mowing, whipper snipping and rubbish collection etc.).</p> <p>The Urandangi town man is in charge of cleaning and rubbish collection at the new rest area on Dajarra/Mount Isa Road with regular servicing twice weekly. Casual Relieving worker will be completing these tasks until after the Christmas break.</p> <p>Chlorine testing has been conducted on a weekly basis. The new control box has arrived and is waiting on settlement tests to be able to be installed. We are currently using the generator and a larger pump which is also helping flush silt out of the bore hole. This is ongoing.</p>
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**Water and Sewerage:**

**Boulia Township**

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

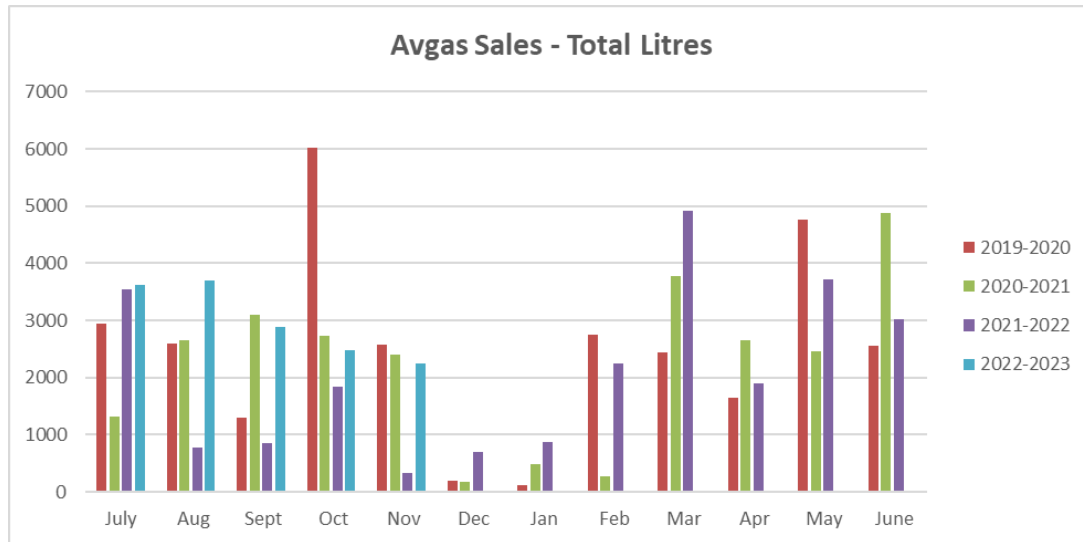
**Urandangi Township**

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

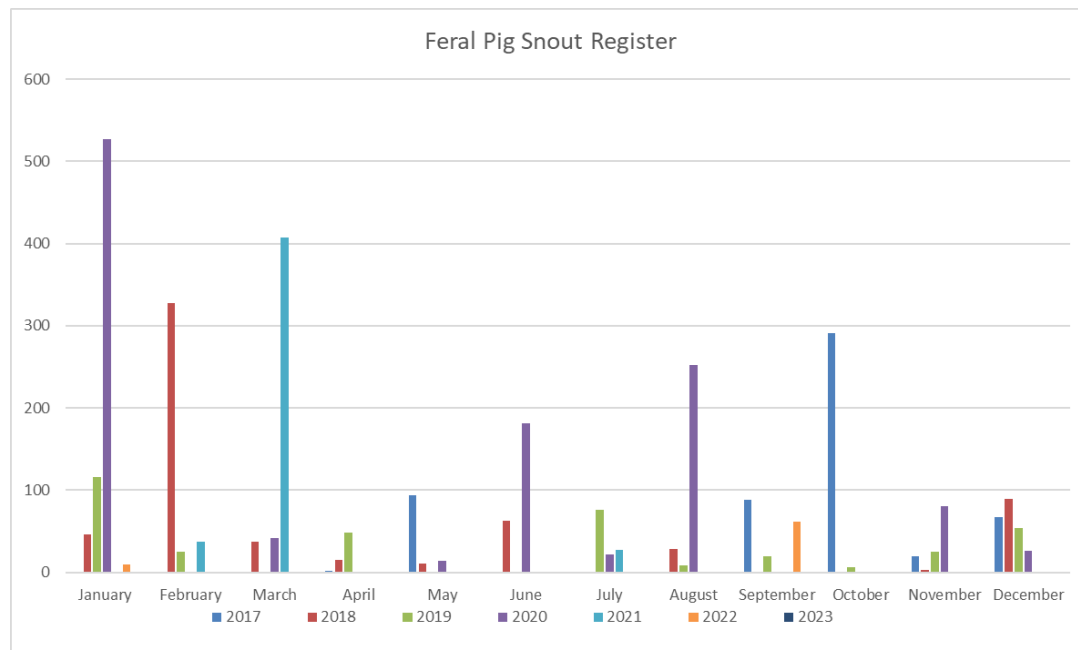
**Boulia Airport activity:**

Number of call outs: RFDS/Lifeflight Rescue	Nil
Avgas/Jet A1 Refuelling	Total 10 – 10 self-fuelled through Compac.

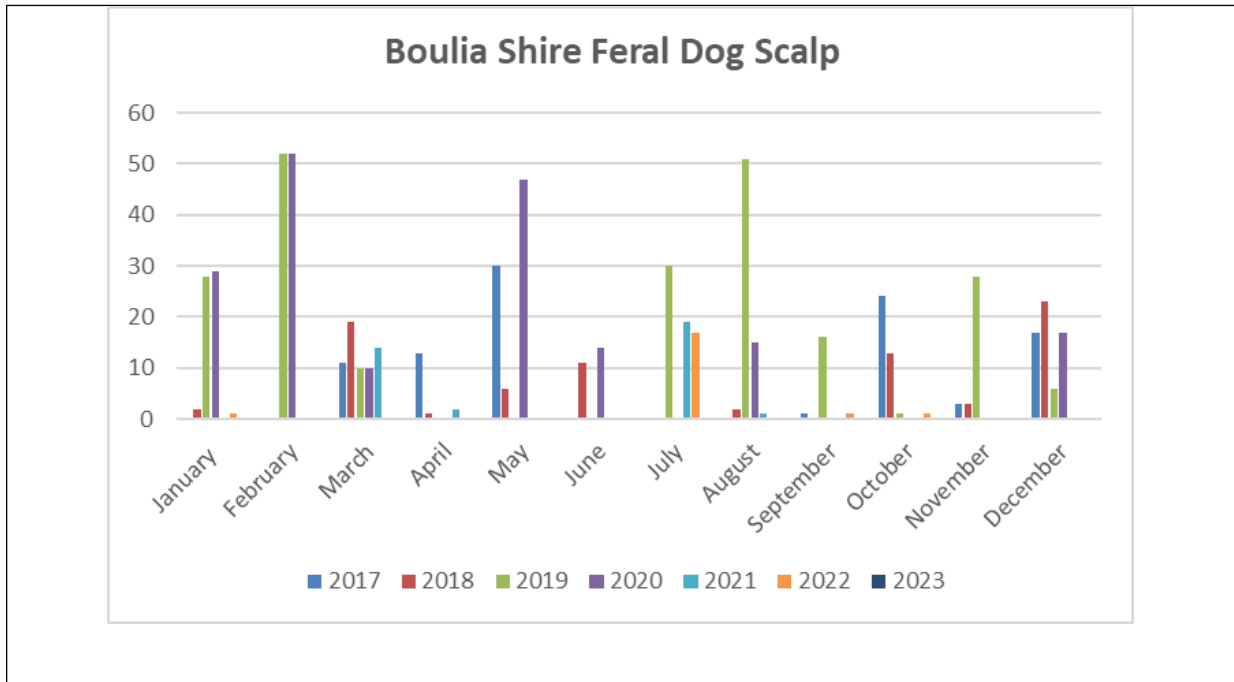


**Boulia Feral Animal Bounty Claims:**

Feral Pigs	0
Feral Dogs	0







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

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

**RECOMMENDATION:**

That Council receive the Foreman, Road Maintenance and Utility Services November 2022 Report for information.

**ATTACHMENTS:** Nil

Reviewed by Director of Works and Operations

Mr Ajay Agwan

Approved by Chief Executive Officer

Ms Lynn Moore

<b>TITLE:</b>	Foreman Roads Maintenance and Construction Report November 2022	<b>DOC REF:</b> 11.1.4
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<b>REPORT BY:</b>	Jimmy Newman Roads and Construction Foreman	<b>DATE:</b> 13/12/2022
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**CORPORATE PLAN REFERENCE:**

Key Priority 2: Built Environment  
 2.1: Fit for purpose - roads, airport infrastructure  
 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 outcomes on all roads (Shire and State) within quality assurance guidelines

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

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

**PHOTOS:**



**CONTENT:** Current and upcoming projects are as follows:

**Dajarra Widening:**

- Finished all base course..
- Completed shoulders on base course.
- Completed the 1.1km section to join up overtaking lane
- Primed 6<sup>th</sup> of December 2022 and Sealing on the 9<sup>th</sup> December 2022
- Erecting signage and guide posts throughout entire job
- Completed some RMPC heavy shoulder grading

**CONSULTATION:**

Director of Works and Operations as required.

**GOVERNANCE IMPLICATIONS:**

All work completed within guidelines and budget allocations.

**RECOMMENDATION:**

That Council receive the Foreman Roads Maintenance and Construction November 2022 Report for information.

**ATTACHMENTS:** Nil

Reviewed by Director of Works and Operations	Mr Ajay Agwan
Approved by Chief Executive Officer	Ms Lynn Moore

<b>TITLE:</b>	QRA Flood Damage Works Department November 2022 Report	<b>DOC REF:</b> 11.1.5
<b>REPORT BY:</b>	Gordon Stumbris Consultant Works Overseer	<b>DATE:</b> 13/12/2022
<b>CORPORATE PLAN REFERENCE:</b> Key Priority 2: Built Environment 2.1: Fit for purpose - roads, airport infrastructure 2.1.1: Develop, manage and maintain Council controlled roads and airport infrastructure to sustain and improve connectivity and safety  Key Priority 4: Natural Environment 4.2: Resilient management plans which support the community in times of crisis 4.2.1: Implement initiatives for flood responses and to plan, prepare, respond, recover and build resilience from disasters for the communities of our region		
<b>RISK MANAGEMENT:</b> Information Report only - not applicable.		
<b>PURPOSE:</b> To inform Council of the current utilisation and activities of the Flood Damage Program.		
<b>CONTENT:</b> <b>Current Project:</b> Springvale Rd Ch 0.28 to Ch 10.0 Section A Gravel Resheet. Scope of Works for this project consisted of the following:  <ul style="list-style-type: none"> <li>(1) Construction of 10.6kms of Sidetrack - Completed.</li> <li>(2) Subgrade preparation for proposed Pavement 10.0kms - Completed</li> <li>(3) Un-Bound Pavement (Top Layer) for 10.0kms - Completed</li> <li>(4) Installation of Road Side Furniture - Completed for 10.0kms section.</li> <li>(5) Harris Road Group on this Project Constructed 10 Kms of rural road pavement up to Seal standard in 8 weeks – Outstanding</li> </ul> <b>Future Projects:</b> Planning of next section of Springvale Rd Ch 10.0 to Ch 21.0 including (1) Sidetrack Location (2) Set out for New Pavement (3) Gravel allocation (needs to go out to Tender).  Planning / Co-ordination of the April /May Flood Event Approved by Queensland Reconstruction Authority (QRA) Submission No BoSc0020.2122J.REC, Submission Value \$1,810,518.53		
<b>CONSULTATION:</b> GBA as project officers on NDRRA flood damage work.		
<b>GOVERNANCE IMPLICATIONS:</b> All work completed within NDRRA guidelines and budget allocations.		
<b>RECOMMENDATION:</b> That the NDRRA Flood Damage Works Department November 2022 Report be received for information.		
<b>ATTACHMENTS:</b> Nil		
Reviewed by Director of Works and Operations	Mr Ajay Agwan	
Approved by Chief Executive Officer	Ms Lynn Moore	

<b>TITLE:</b>	Rural Lands Protection Officer Report for November 2022	<b>DOC REF:</b> 11.1.6
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<b>REPORT BY:</b>	GRAHAM SMERDON Rural Lands Protection Officer	<b>DATE:</b> 13/12/2022
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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

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

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

**CONTENT:**

**RLPO:**

This month was spent checking town common, lease paddocks pest weed control and patrols of the town streets looking for roaming dogs.

**TOWN COMMON:**

The state of the feed on the common is good, what feed there is, has started to hay off. Will little or no rain for the month any rain in the coming weeks/months would be great with the hotter months coming.

If you see some camels on the common out along Selwyn Rd don't be alarmed has one of the local camel owners has agisted their camels on the common.

The stock baulk is finished.







**PONY/CAMEL PADDOCKS:**

With there being no horses in the pony paddock, the feed in there has been slow to come back and what feed there is, has hayed off. More rain would help this paddock rejuvenate to a stage where horses could be put back in there.

Camel paddock has only one camel and the feed is holding up well.

**DOMESTIC ANIMAL CONTROL:**

There were no dogs impounded for the month.

I do think that with me patrolling the streets this is making the local people take better care of their dogs and to make sure that their dogs stay where they belong in their own yards.

**CWRPM (TECHGROUP):**

The Meeting that was to take place in Longreach after the DAF workshop this month had to be cancelled, as the DAP Trainer came down with Covid and the workshop was cancelled.

**WEED SPRAYING SHIRE ROADS:**

No weed spraying has been done this month.

**RMPC:**

I have done some spraying of weeds, and the grass growing through the bitumen on the passing lane this side of the Hamilton Rest Area, so a reseal could be carried out. I used 800litres of mix.

**GRAVEL/BURROW PITS:**

I have been back and put more pellets out in the pits that have water in them. Of the 10 or so pits I only had to put pellets around the Parkinsonia Bushes in three of the pits.

As the pits were spread out over Approx 10k, only having to revisit three pits was not too bad with the other pits getting 100% kill of all Parkinsonia Bushes in those pits.

**STOCK ROUTE:**

There were no inquires for travel permits this month.

The Final proposed stock route updated map on the new classification of the stock routes in the Boulia shire is out.

**1080 BAITING:**

There was no Baiting carried out this month.

And with the new rule coming in to affect at the start of the year I will have to dispose of the 1080 solution that I have on hand before the end of December 2022.

**CONSULTATION: NIL****GOVERNANCE IMPLICATIONS: NIL****RECOMMENDATION:**

That the Rural Lands Protection Officer's NOVEMBER 2022 Report be received for information.

**ATTACHMENTS: Nil**

Reviewed by Director of Works and Operations

Mr Ajay Agwan

Approved by Chief Executive Officer

Ms Lynn Moore



## 11.2 Office of the Chief Executive

<b>TITLE:</b>	Chief Executives Report for November 2022	<b>DOC REF:</b> 11.2.1
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<b>REPORT BY:</b>	Lynn Moore Chief Executive Officer	<b>DATE:</b> 13/12/2022
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### **CORPORATE PLAN REFERENCE:**

Key Priority 5: Governance

5.2: It is clearly evident in how Council does business

5.2.4: Transparency and accountability through management reporting

### **RISK MANAGEMENT:**

Information Report only - not applicable.

### **PURPOSE:**

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

### **CONTENT:**

#### **Donohue Highway – Outback Way Funding - Stage 7 PPR 1 (a/b):**

Federal Budget confirmed the Outback Way funding has been supported up to \$1b. We are now waiting for the signed agreement for this first PPR document so the council crews can start work in January.

#### **Statewide Assessment of Flood Risk Factors (SAFRF)**

The SAFRF supports the implementation of the Queensland Flood Risk Management Framework through providing a state overview of our current strengths, needs, gaps and challenges. It will lead to stronger flood risk management capability state-wide, as well as feed into the building a case for proactive investment in Flood Risk Management (FRM).

The SAFRF will:

- identify flood risk factors and needs to facilitate effective FRM
- support proactive funding streams, rather than relying on reactive grants based programs after events/activations
- enable streamlined funding applications in areas of high need
- provide avenues for the state to provide technical information to councils about state-wide data availability/assessment results
- assist regions to understand their collective needs and opportunities for collaboration
- formalise an approach for data sharing and provide an avenue for councils to proactively inform the state of their FRM needs.

All of this will assist Boulia Shire in the future to be able to support funding applications for future grant applications for example for roads and housing development.

#### **Marmanya Land transfer:**

Documents for the transfer of land have been executed by council and sent to the Marmanya Community Aboriginal Corporation for signing. We are at the final stages of this project and it should be finalised in the early New Year

#### **Positions Vacant:**

Tourism Officer	Position Description has been reviewed and has been advertised locally if unsuccessful we will advertise externally in January
Parks and Gardens	One position is now vacant but due to the closeness of Christmas closedown on 16 <sup>th</sup> Dec it will be advertised in January.

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:**  
NIL

**RECOMMENDATION:**

That the CEO for November report be received for information.

**ATTACHMENTS:** Nil

Chief Executive Officer

Ms Lynn Moore

<b>TITLE:</b>	Action List Update November 2022	<b>DOC REF:</b> 11.2.2
<b>REPORT BY:</b>	Ms Lynn Moore Chief Executive Officer	<b>DATE:</b> 13/12/2022
<b>CORPORATE PLAN REFERENCE:</b> Key Priority 5: Governance 5.2: It is clearly evident in how Council does business 5.2.4: Transparency and accountability through management reporting		
<b>RISK MANAGEMENT:</b> The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as <b>Low L-1</b> .		
<b>PURPOSE:</b> To present to Council an updated Action List.		
<b>CONTENT:</b>  Council maintains an Action List that outlines actions to be taken as a result of a Council resolution or a request for action made by Councillors in between meetings.  Items on the list are updated as progress on each item is made and is presented to Council on a monthly basis for information.  Once an action has been shown as completed it is removed from the list.		
<b>CONSULTATION:</b> Nil		
<b>GOVERNANCE IMPLICATIONS:</b> Nil		
<b>RECOMMENDATION:</b> That Council receive the Action List update for September 2022 for information.		
<b>ATTACHMENTS:</b>  1. CEO Action List - November [11.2.2.1 - 5 pages]		
Chief Executive Officer		Ms Lynn Moore

## Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
<b>Friday 26<sup>th</sup> March 2021</b>				
26/3/2021		Investigate the 'speed advisory signs' (solar) with smiley faces for both the Herbert St and outside the school.	<b>DWO/ CSM</b> <b>Remove after installation</b>	<b>10/11/2022 – TMR confirmation of location requested.</b> 13/10/22 Signs have arrived -depot staff to arrange installation. Location on town entry sports.
<b>Friday 27 August 2021</b>				
27/08/2021		Look at creating a bigger passing-pad at the give-way sign and possibility of moving the sign to the Town side. 1. Waverley Creek 2. Burke River (Boulia)	<b>DWO</b>	<b>10/11/2022 – road marking has been completed. RMPC to increase gravel footprint.</b> 13/10/2022 Waiting on TMR approval- possible RMPC project no separate funding.,
<b>Friday 21 January 2022</b>				
21/01/2022		Review all air-conditioning requirements at Depot and Stores. Min Min	<b>DWO</b>	12/12/2022 No response from tender request – will contact individuals privately. 13/10/2022 Report received. Under investigation, short term and long-term solutions have been proposed. An Air-Conditioning Technician needs to be employed now to finalise the issues. Sam to be involved in project.
18/03/2022		Parking spaces at LPO required – angle parking so more cars can park, Wills St as well angle parking. Disabled parking for PO also required  <b>21/10/2022 – It was asked if we could please investigate the Disabled Parking option for Post Office:</b> - <b>Requires line marking</b> - <b>Line marking for caravans in Main Street</b> - <b>Parking in Wills Street</b> - <b>Caravan Parking in Pituri Street</b>	<b>DWO</b>	12/12/2022 – work completed.
<b>Friday 19<sup>th</sup> August 2022</b>				
19/08/2022		Diamantina Street guttering – investigate	<b>DWO</b>	12/12/2022 potential TIDS funding useage. 12/09/2022 Under investigation- would need to be done in conjunction with town re-seals.
19/08/2022		Washdown Bay double gantry – what is the current status	<b>DWO</b>	<b>10/11/2022 DabFab has been emailed and called - MIA</b> 13/10/2022 Under fabrication. 12/09/2022 DabFab has been issued a PO.
19/08/2022		Cost of NBN line from town to Rodeo Grounds – look into costing	<b>DCS</b>	<b>6/12/2022 Re-emailed, waiting on quote.</b> 8/11/2022 Waiting on quotation from nbn provider. 13/10/2022 Discussion with NBN at LGAQ Conference 21 <sup>st</sup> Nov.

## Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
<b>Friday 16<sup>th</sup> September 2022</b>				
16/09/2022	2022/09.10	Resolve that Council investigate implementing a systematic inspection for dog registration in Boulia town area.	RLPO	<b>10/11/2022 Under review by RLPO</b>
16/09/2022		Cr Britton: Refer to Murweh Shire Council to see what their set up is in relation to rural addressing to enable residents to receive registered mail through Australia Post.	DCS	<b>6/12/2022 Murweh Shire have advised that on a quarterly basis they send an address file from their Rating system to Address Qld. There has not been any other special work done.</b> 8/11/2022 awaiting reply. 13/10/2022 Under investigation.
<b>Friday 21<sup>st</sup> October 2022</b>				
21/10/2022		Meeting to be held regarding Urandangi and Racecourse Reserve Bore. Potential Silt/Bore Clean.	DWO	<b>10/11/2022 - Meeting has not been organised yet. Likely to happen within next two weeks</b>
21/10/2022		Cr Edgar: Asked if we could organise for the Work Camp to clean the dump	DWO	<b>10/11/2022 Will place on suggested work activities list.</b>
21/10/2022		Cr Norton: Can we put in a 40km speed sign for Road Trains only – talk to TMR about this for the main street	DWO	<b>10/11/2022 ...The request has been sent to TMR. Awaiting response</b>
21/10/2022		<ol style="list-style-type: none"> <li>1. Cr Britton: Requested that we take a look at the Passing Pad – Litter signage as he believes it is facing the wrong way.</li> <li>2. Cr Britton also mentioned that the Dropping dust sign should face another way? Can we please investigate.</li> </ol>	DWO  DWO	<b>10/11/2022 ...</b> <b>1. one of the two litter signs will be changed to face Winton Road</b>  <b>2. the dropping dust sign will be removed</b>
21/10/2022		Cr Beauchamp: MME Aircon – organise to get the urgent things done before Summer. Then Sam to talk to Ajay about organising a refrigeration mechanic.	DWO	<b>10/11/2022 ...Discussed with Tim. Report has been sent to him. PO will be issued once we receive the quote. Tender for rest of the works is under review</b>
	2022/10.21	That the Council receive the Boulia Aquatic Centre - Swimming Pool Lease report and associated proposed draft contract for review, discussion and approval to go to tender to test the market response.	CEO	<b>12/12/2022 closed 9/12</b> <b>10/11/2022 – Advert has been released – further enhancements to the MOA as suggested by Cllr Jan Norton have been included.</b>

## Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
17/08/2020		Cllr Edgar: Consider possibility of installing a walking track from the Sports Centre (Burke River Bridge - suggested) to the Rodeo Grounds	<b>CSM</b>	<b>24/11/22 idea for a bird hide along trail maybe eligible for funding from enviro grant in 2023. Depot working on costings for gravel, guide posts/labour and plant. Indigenous story signs to be developed with locals.</b> <b>9/11/2022 Meeting with Pitta Pitta – very interested. Work Camp are also interested as a project.</b> 7/10/2021 Work Camp interested in developing an indigenous bush tucker walking track from Burke River to the Racecourse Reserve. Will need strong consultation with Pitta Pitta
<b>Friday 18<sup>th</sup> November 2022</b>				
18.11.2022	2022/11.14	<i>That council endorse the increase of \$5000 to OHDC Membership subscriptions is in order and</i> <ul style="list-style-type: none"> <li>• <i>That council write to OHDC confirm this action and</i></li> <li>• <i>That the budget allocation for OHDC Membership subscriptions for 2023-2024 be \$30,000</i></li> </ul>	<b>CEO</b>	12/12/2022 email to OGDC – advised.
18.11.2022	2022/11.15	<i>That the council considers the application to commence the manned Boulia Container Exchange facility at 46 Moonah Street and determine the decision for the CEO to action.</i> <i>That council preliminary approve the container exchange program for a period of 12 months subject to:</i> <ul style="list-style-type: none"> <li>• Entry and egress points to the property are well maintained</li> <li>• The aesthetics of the proposed development are in line with this facility being in a residential area.</li> <li>• That Town Planning requirements for ‘quiet enjoyment’ is maintained for residents.</li> <li>• A plan submitted to the CEO on the layout of the site and collection areas.</li> </ul>	<b>CEO</b>	30/11/2022 Email with Container Exchange approval was sent to the Boulia Camel Races. <b>Completed.</b>

## Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
18.11.2022	2022/11.20	<i>That Council advise on the type of artworks if required on Outback Way and the replacement of Tropic of Capricorn signage/sculpture.</i>	<b>CSM</b>	12/12/2022 not to commence until 2023./
18.11.2022	2022/11.24	1. That the agreement be endorsed by council to accept the terms and conditions of the Area Switch for NBN Co Limited to provide fibre to the premises for all properties within the township indicated on the map provided with this application. 2. That the council approve the CEO to do all things necessary to progress the NBNproject for Boulia including the signing of the Area-Switch Agreement between NBN and Boulia Shire Council.	<b>CEO</b>	12/12/2022 agreement signed.
18.11.2022	General Business	Ms Lynn Moore - Submission Invitation - Inquiry into Northern Australia Workforce Development a. Rick has requested that we complete a submission into Northern Australia Workforce Development. b. Please read and make any suggestion you see fit. There are no real guidelines of what information they require of whether they want potential solutions. Lynn has spoken to Helen OHDC and they have not received any further information. (They will also be putting a submission in for the OHDC) c. The submission does not need to be received by them until the 9th December	<b>CEO</b>	12/12/2022 submission completed – accepted by Dept 12/12 2022
18.11.2022	General Business	Discussion regarding the Racecourse Reserve proposal by Campdraft Committee. Further discussions are required prior to any work being completed. Cllr Sam Beauchamp will be required to provide advice. CEO to arrange further meeting.	<b>CEO</b>	12/12/2022 referred to Sam and Campdraft committee to set date.

<b>COUNCILLOR INFORMATION REQUESTS BETWEEN MEETINGS</b>			
<b>DATE</b>	<b>Staff Member</b>	<b>PROJECT – OR ISSUE:</b>	<b>RESPONSE</b>
18/12/2019		Cllr Beauchamp: Future idea – Drone Park	9-6-2022 Meeting with Droneamics in June. Future of drone flights here.
19/6/2020	DWO	Cllr Edgar: Dam/recreational water park (boating etc)	9-6-2022 This project will be moved to the ‘visioning’ project 26/02/2021 Alternative dam location - obtain drone footage to identify potential location. This has been raised several times.
19/06/2020	Julie/DWO	Cllr Britton: Consider coloured directional signage (e.g., on street signs) to help show where things are within the town 17/08/20 Signage design to stand out and be broader width	26/02/2021 Street signage (i.e., 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.
26/02/2021	CEO/DWO	Cllr Britton: Long Term Business Case/Study to be undertaken regarding artesian bore to support future community growth. Eg. where will drilling have to be done? Costs involved?	9-6-2022 Water Engineer to consider the options available for Boulia. 7/12/2021 to be reviewed during the ‘visioning project’ 20/01/2022
27/08/2021	DWO	Cllr Neilson - Cooridgee end of the Town Common – consider adding a tank and trough	07/12/2021 to be reviewed during the ‘visioning project’ 20/01/2022 and 22-23 budget
26/02/2021	DWO	Cllr Edgar – water at the Rodeo Grounds, consider installing automated sprinkling system	07/12/2021 to be reviewed during the ‘visioning project’ 20/01/2022 and 22-23 budget



<b>TITLE:</b>	Development Assessment	<b>DOC REF:</b> 11.2.3
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<b>REPORT BY:</b>	CEO (Lynn Moore) Chief Executive Officer	<b>DATE:</b> 13/12/2022
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**CORPORATE PLAN REFERENCE:**

Key Priority 4: Caring for the environment  
 4.1: Well managed  
 4.1.1: Employ efficient development planning processes and practices

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

Information to council in relation to a submission made through the State Assessment and Referral Agency (SARA) ref: 2210-31299 SDA by A Wells and Sons. Lot 3872 on PH1148 Selwyn Rd, Warenda Boulia Shire.

**CONTENT:**

Approval notice was received by Council for the application of a development permit for operational work for taking or interfering with water (drilling a water bore for stock purposes).

The State Assessment and Referral Agency (SARA) is the assessment manager who have jurisdiction over this matter.

SARA - A native title assessment was completed for this application under the Native Title Act 1993 (Cth). It was determined that native title has not been extinguished over the subject site and therefore, procedural rights were afforded to native title parties. No submissions were received during the comment period from the native title parties in relation to the development application

Council can appeal the decision under the Planning Act 2016 – Appeal provisions, Chapter 6 – Dispute Resolution (Sec 229) and once approved no further development permits are required to be obtained before the development can be carried out.

**CONSULTATION:**

Nil

**GOVERNANCE IMPLICATIONS:**

Nil

**RECOMMENDATION:**

That the council notes the approval provided by SARA for application 2210-31299 SDA for the drilling of a water bore for stock purposes and that council have no objections in relation to this application.

**ATTACHMENTS:**

1. 2210-32199 SDA - Approval with conditions [11.2.3.1 - 8 pages]

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore



SARA reference: 2210-31299 SDA

2 December 2022

A-Wells & Sons  
 PO Box 19  
 BOULIA QLD 4829  
 elrosehut1@bigpond.com

Attention: Adrian Wells

Dear Mr Wells

## SARA Decision notice—Selwyn Road, Warendra

(Assessment Manager decision notice given under section 63 of the *Planning Act 2016*)

The development application described below was confirmed as properly made by the State Assessment and Referral Agency (SARA) on 17 October 2022.

### Decision

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Outcome:	Approved, subject to conditions
Date of decision:	2 December 2022
Conditions:	The approval is subject to the conditions in <b>Attachment 1</b>
Advice:	Advice to the applicant is in <b>Attachment 2</b>
Reasons:	The reasons for decisions are in <b>Attachment 3</b>
Currency period:	This development approval will lapse if development is not started within the currency periods stated in section 85 of the <i>Planning Act 2016</i> (i.e. within two years of the date of this decision).

### Development Details

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Description:	Development Permit for Operational Work for Taking or Interfering with Water (drilling a water bore for stock purposes)
SARA role:	Assessment manager
SARA jurisdiction	Schedule 8, Table 4, Item 3(k) (8.4.3 k) - Operational work that is taking or interfering with water (Planning Regulation 2017)
SARA assessment manager trigger:	Schedule 10, Part 19, Division 1, Subdivision 2, Table 1, Item 1 (10.19.1.2.1.1) - Operational work that is taking or interfering with water (Planning Regulation 2017)

SARA reference: 2210-31299 SDA  
 Street address: Selwyn Road, Warenda  
 Real property description: Lot 3872 on PH1148  
 Local government area: Boulia Shire Council  
 Applicant name: A-Wells & Sons  
 Applicant contact details: Spreyton Station  
 PO Box 19  
 BOULIA QLD 4829  
 elrosehut1@bigpond.com

## Additional details

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Native title considerations: A native title assessment was completed for this application under the *Native Title Act 1993* (Cth). It was determined that native title has not been extinguished over the subject site and therefore, procedural rights were afforded to native title parties. No submissions were received during the comment period from the native title parties in relation to the development application.

Further development permits: No further development permits are required to be obtained before the development can be carried out.

Level of assessment: Code assessable

## Dispute resolution

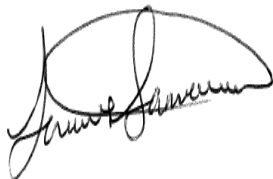
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Representations: The rights of applicants to make representations about this decision notice during the applicant's appeal period is set out in Chapter 3, Part 5 of the *Planning Act 2016*. Copies of the relevant provisions are in **Attachment 4**.

Appeal: The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in Chapter 6, Part 1 of the *Planning Act*. Copies of the relevant appeal provisions are in **Attachment 5**.

For further information please contact Sahil Gill, Graduate Planner, on 07 3243 1639 or via email MIWSARA@dasilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Javier Samanes  
 A/Manager (Planning)

enc **Attachment 1** – Assessment manager conditions  
**Attachment 2** – Advice to the applicant  
**Attachment 3** – Reasons for the decision

**Attachment 4** – Negotiated decision provisions  
**Attachment 5** – Appeal provisions

cc Boulia Shire Council, [admin@boulia.qld.gov.au](mailto:admin@boulia.qld.gov.au)

## Attachment 1—Assessment manager conditions

(Given under section 63(2)(e)(ii) of the *Planning Act 2016*)

No.	Conditions of development approval	Condition timing
<p>8.4.3 k and 10.19.1.2.1.1—Operational work that is taking or interfering with water—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of Department of Regional Development, Manufacturing and Water to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following conditions:</p>		
1.	Provide and make aware of the conditions of this approval to any person(s) engaged or employed to carry out the works authorised by this development approval.	For the duration of works
2.	Construct the water bore to take underground water from the Longsight Sandstone geological formation within the Eromanga West Hooray Management Sub-Area of the Great Artesian Basin only.	During construction
3.	Locate the water bore(s) so that it is more than 300 metres from another water bore on a neighbouring property to the land in which this permit relates.	At all times
4.	Locate the water bore so that it is more than 5 kilometres from the Mt Datson Groundwater Dependant Ecosystem (GDE) springs.	At all times
5.	Construct the water bores in accordance with the Minimum standards for the construction and reconditioning of water bores that intersect the sediments of artesian basins in Queensland, prepared by the Queensland Government, version 1.02.	During construction
6.	Carry out any subsequent decommissioning of the water bores in accordance with the Minimum standards for the construction and reconditioning of water bores that intersect the sediments of artesian basins in Queensland, prepared by the Queensland Government, version 1.02.	During the decommissioning of the water bore

## Attachment 2—Advice to the applicant

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General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the State Development Assessment Provisions (SDAP) version 3.0. If a word remains undefined it has its ordinary meaning.

## **Attachment 3—Reasons for the decision**

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(Given under section 63(5) of the *Planning Act 2016*)

### **The reasons for SARA's decision are:**

The development complies with State code 10: Taking or interfering with water of the SDAP. Specifically, the development does not adversely impact:

- natural ecosystem processes, riverine environments, underground water systems or the physical integrity of watercourses
- connectivity between underground water and water in a watercourse, lake or spring, property of others or the water security of other users and their access to the water resource.

### **Material used in the assessment of the application:**

- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- the SDAP (version 3.0), as published by SARA
- the Development Assessment Rules
- SARA DA Mapping systems
- *Human Rights Act 2019*.

## **Attachment 4—Negotiated decision provisions**

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## **Attachment 5—Appeal provisions**

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<b>TITLE:</b>	Queensland Housing Strategy 2021-2025-Local Housing Action Plan (Final draft)	<b>DOC REF:</b> 11.2.4
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<b>REPORT BY:</b>	CEO (Lynn Moore) Chief Executive Officer	<b>DATE:</b> 13/12/2022
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**CORPORATE PLAN REFERENCE:**

Key Priority 3: Economic Development - A sustainable local economy  
3.3: Innovate and explore opportunities  
3.3.1: Identify economic opportunities and enablers for the Shire

**RISK MANAGEMENT:**

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

**PURPOSE:**

For council to endorse the revised draft Queensland Housing Strategy 2021-2025 – Local Housing Action Plan and make any changes as required.

**CONTENT:**

The first six Local Housing Action Plans for councils across Western Queensland have been unveiled to tackle housing challenges in rural and remote communities.

The Palaszczuk Government has partnered with the Western Queensland Alliance of Councils (WQAC) to fast-track the plans for its 22 councils and supported this initiative with funding of \$200,000 through the Department of State Development, Infrastructure, Local Government and Planning, and the Department of Communities and Housing.

Deputy Premier and Minister for Local Government Steven Miles released the pilot plans for Murweh, Paroo, Flinders, Blackall-Tambo, Boulia and Carpentaria councils on Friday 2<sup>nd</sup> Dec 2022.

The development of the plans are a vital first step in cementing a solid framework which underpins the growth and sustainability of towns which are not in the high population areas and are hampered by long distances.

Finding the local and regional solutions to the problems is the key to the success of this project. This gives local governments a clearer path forward to respond to housing need and help ensure more Queenslanders have a place to call home.

“These action plans are an important step towards finding local housing solutions that will meet the individual needs of local communities,” Mr Miles said.

“Affordable and available housing remains an issue in all corners of the state, with our rural and remote communities facing unique challenges”.

The plans include an assessment of housing availability, a view of the rental market, social housing, demand for aged care and emergency housing.

It is acknowledged that this will be a living documents and further additions and solutions will be added as subsequent reviews occur.

**CONSULTATION:**

- Western Queensland Alliance of Councils – Leadership group
- Community Services Manager
- Director of Works

**GOVERNANCE IMPLICATIONS:**

Nil – report for consideration

**RECOMMENDATION:**

- That the Queensland Housing Strategy 2021-2025-Local Housing Action Plan (Final) for Boulia Shire be endorsed.
- That council's endorsement be forwarded to the Western Queensland Alliance of Councils

**ATTACHMENTS:**

1. WQAC - Housing - LHAP - Boulia (amended) - DRAFT 4 [11.2.4.1 - 21 pages]

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore



# Queensland Housing Strategy 2021-2025 Local Housing Action Plan (Final Draft)

**Boulia Shire Council**

[www.boulia.qld.gov.au](http://www.boulia.qld.gov.au)

November 2022



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## Introduction

## Introduction

This Local Housing Action Plan (the Plan) is developed through a joint initiative involving the Queensland Government\*, Boulia Shire Council (Council) and the Western Queensland Alliance of Councils (WQAC) to respond to a range of immediate, emerging and longer-term housing challenges in the Boulia Shire.

This is an iterative process that does not intend to duplicate existing actions of Council or the actions under The Queensland Housing Strategy Action Plan 2021-2025. It seeks to identify opportunities, consider an agreed response, develop targeted actions on key priorities and enable ongoing review of effort to adapt and respond to changing need.

### The Plan aims to:

1. **develop agreed priority actions** to respond to housing need,
2. **establish strong foundations for longer-term housing responses** to assist housing and homelessness outcomes in the Boulia Shire into the future.
3. **incorporate existing information and plans** that assist with developing responses to housing need and acknowledge work already completed by the Council, State Agencies, private and not-for-profit organisations.
4. **facilitate targeted interaction between all parties through agreed actions** to ensure a focus on deliverables and projects that can improve housing responses in the short and longer-term.



## Approach and methodology

The plan provides an overview of key community and housing characteristics, and emerging issues related to housing in the community and identifies a targeted initial set of priority actions to respond to housing need. It has been developed through a review of a range of supporting documentation including:

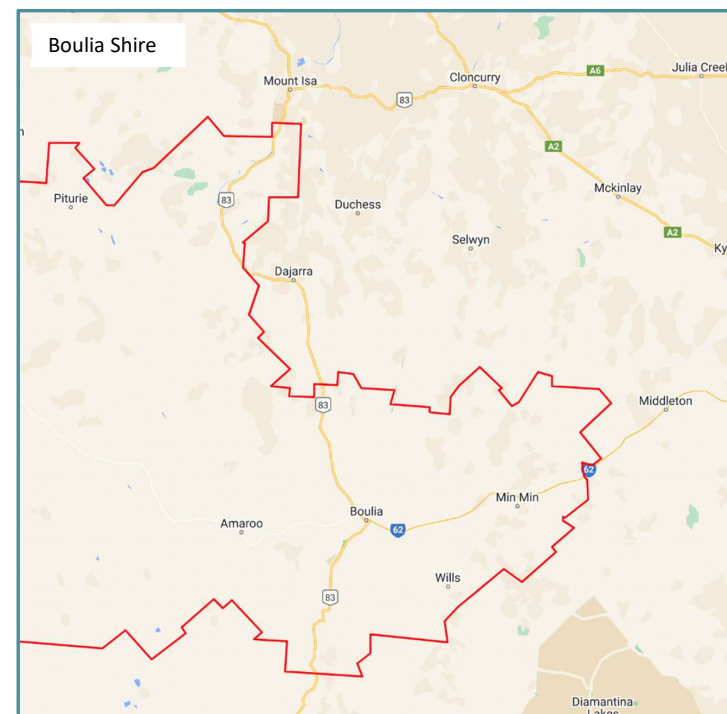
- Regional Infrastructure plans
- Boulia Shire Council Planning Scheme
- Relevant Council strategy reports and plans
- Statistical data via the Queensland Government Statisticians Office, including Census and other data sets such as building approvals, rental market data, housing approvals
- Housing needs data from the Department of Communities, Housing and Digital Economy and other state agencies as required
- *The Queensland Housing Strategy 2017-2027* and the *Housing and Homelessness Action Plan 2021-2025*.
- Other local data and information such as RAI reports

Emerging issues and opportunities, key challenges, and potential responses have been developed from review of a range of data sets, anecdotal feedback and preceding engagement opportunities with Council and other stakeholders.

\* The Queensland Housing Strategy Action Plan 2021-2025

## Boulia Shire key details

- Boulia Local Government Area (LGA) has a total land area of 60,906 km<sup>2</sup>.
- Boulia is the main population centre and is located approximately 1,717km, or 19-hours' drive, north-west of Brisbane. It is also 303km south of Mount Isa, a 3½ hour drive.
- The shire also has smaller locality of Urandangi to the north of Boulia.
- The agriculture industry is the primary focus through beef production.
- The region also has a growing tourism sector, with visitors drawn to scenic landscapes, cultural experiences, and the Min Min Light!







## Key Community Characteristics

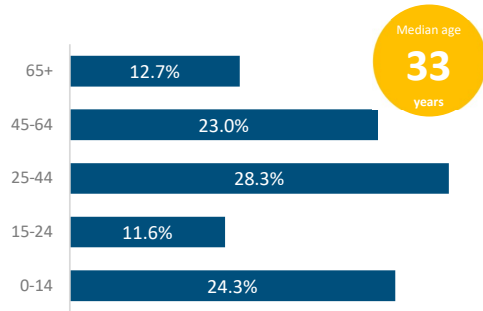


# Key Demographic Characteristics

Estimated resident population is **458** and is projected to reduce to **447** by 2041 (-2.4%)

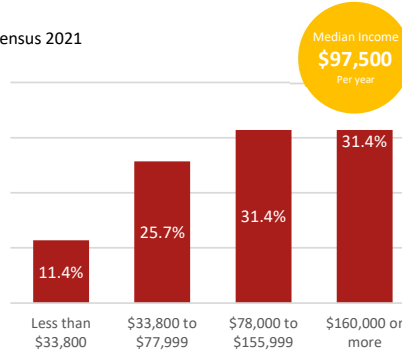
## Age

Census 2021



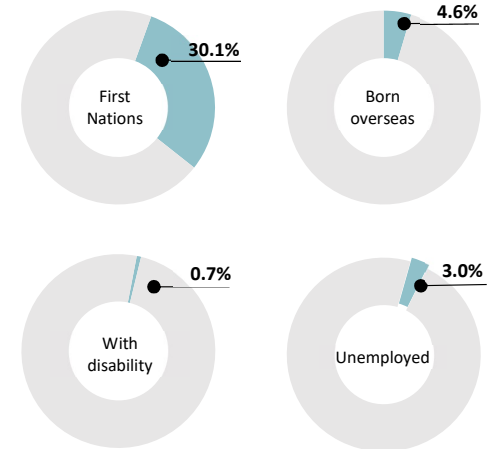
## Family Income

Census 2021



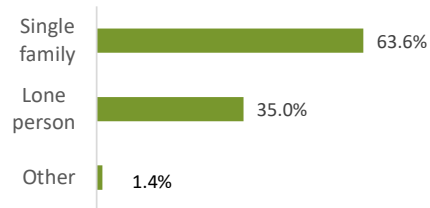
## Other characteristics

Census 2021



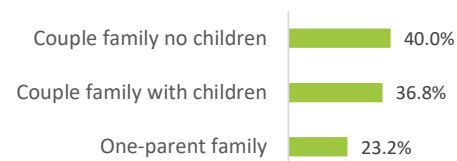
## Household composition

Census 2021



## Family composition

Census 2021



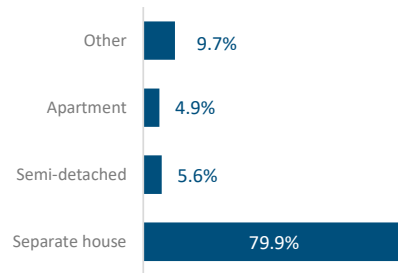


# Key Housing Characteristics

## Total Occupied dwellings (2021) **144**

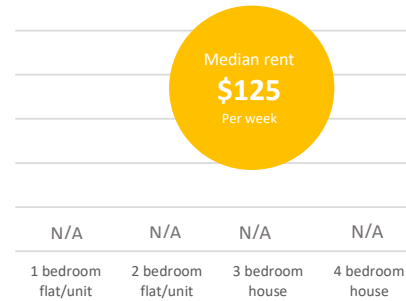
### Dwellings by Structure

Census 2021



### Median rent

Census 2021



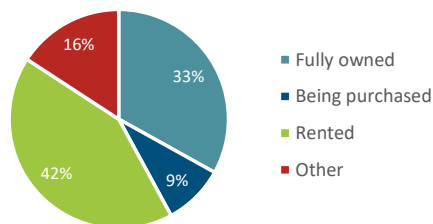
### Building approvals

12 months to 30/06/22 - ABS



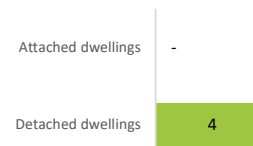
### Dwellings by Tenure

Census 2021



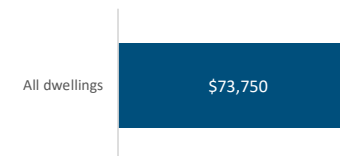
### Number of sales

12 months to 30/06/22



### Median Sales Price

12 months to 30/06/22





## Key focus areas identified

Areas of emerging concern have been determined through a review of existing data and engagement with stakeholders as identified in the methodology. These concerns will be considered when identifying and prioritising shared actions.



## 1. Housing Availability

There is no available housing or land for purchase or rent in Boulia. When properties are available, they rarely go to market as they are snapped up quickly. Accommodation for visitors is also at a premium for most of the year but is particularly limited during the high tourist season from May to September. This is exacerbated by the need for tradesperson and contractor accommodation year-round due to Boulia's role as a service hub. There are no real estate agents in Boulia – any sale or property management is generally handled by agents in Cloncurry or Mount Isa. Generally, over the past few years there have only been around 1 or 2 houses for sale at any one time. There is no serviced land available for sale.

Council is currently developing an industrial estate and has un-serviced land available for development in the future (approximately 50 lots).

There are 202 private dwellings in Boulia - 72% of these are owner- occupied.

Major property owners are the Council – 38 in Boulia and State Government social housing - 22 (8 -2 bed, 12 -3 bed, and 2 -4 bed). The vacancy rate of these dwellings is unknown, but all appear occupied, and some are in poor condition. There are 8 dwellings for Government employees provided on the operational sites occupied by the police, the school, and the health clinic and also privately rented accommodation.

It is currently proposed to build 2 new social housing dwellings and 2 new dwellings for health staff. Further investigation is needed to identify the land holdings of the State Government to see if serviced land is available for these 4 dwellings.


Little data exists regarding movements in the median house price but anecdotally it is believed to have risen. The more recent peak may have been influenced by drought recovery and the COVID pandemic which may have influenced a trend of relocations to regional areas. Sales of 4 houses in the last 2 years have varied from \$45,000 (in very poor condition), to \$150,000 and around \$200,000 - \$250,000 for two newer properties in good condition.

The housing stock has generally aged, and its standard in some cases, has not been maintained to attract investment and capital return other than from rental income. While land prices are relatively low, costs of construction are substantial due to the material supply logistics and limited local housing contractors in the region. There have been very few private houses constructed in the shire between 2016 and 2021. New construction for private rental stock to increase the market availability is likely to be financially difficult due to the low rental return and the current challenges with material supply and construction cost increases and limited number of builders and tradespersons.

Council has constructed 4 new dwellings in recent years and carried out basic maintenance and refurbishment of its stock. Two new dwellings have been constructed by a private developer. Aged pensioner units have recently been refurbished to a higher standard. These will be used for staff, pensioner, and short-term Council contract staff. Council has recently received approval to construct 6 new, 2-bedroom dwellings. These are proposed for staff use. Council has limited available serviced land for future needs.

### Response opportunities

- Focus on immediate housing responses to the current housing shortage and develop longer-term resilient and sustainable housing options that can underpin the economic development of the region.
- Council continue to construct 6 new dwellings for staff.
- Council to complete the industrial development.

- 
- Council encourage more short-term self-contained accommodation options in unit blocks, motels, and caravan/cabin type accommodation.
  - Council undertakes preliminary planning work for the new residential land (including servicing requirements).
  - Further investigation be undertaken to identify the land holdings of the State Government to see if serviced land is available for the proposed 4 dwellings – 2 for social housing, and 2 for GEH.
  - The Western Queensland Alliance of Councils (WQAC) and State Government consider development of a major marketing strategy to highlight the housing affordability advantages and other lifestyle and employment opportunities offered by the regions.
- 

## 2. Rental Market

Almost all Local Government Areas (LGAs) in Queensland are considered to have 'tight' rental markets (characterised by a vacancy rate under 2.5%). Over three quarters of Queensland LGAs (77%) have vacancy rates under 1% as at MARCH December 2021. The current vacancy rate (as of August 2022) in the Boulia is near 0.0%.

The rental market in Boulia is very strong – with properties being tightly held and being rented out immediately. Rents range from around \$250-\$350 per week. New construction for private rental to increase the market is likely to be financially unviable for many years due to the current challenges with material supply and construction cost increases and the limited number of builders and tradespersons in the region.

Census data shows that 20% of dwellings are unoccupied – this level of vacancy needs further investigation.

Owner-occupiers are 40% and 60% of residential properties are rented.

The current range for rentals and increasing construction costs limits the viability of private investors undertaking major renovations of existing stock to improve the standards.

Council age pensioner units are rented for a subsidised rent. Low income and supported individuals and families have limited entry into the private rental market. Their only option is to seek social housing alternatives. Social housing development provides additional options for those most susceptible to private market challenges and reduces demand on lower-priced private properties.

Increasing accessibility of social housing through increasing availability by reduction in vacant periods and increasing the number and type of supply is an option to reduce rental stress for the vulnerable communities. Opportunities for management through local oversight has been raised in the community interviews.

As the demand for employee rentals increases for transient fixed contract staff, local community rental demand is challenged. Anecdotally, it was noted this situation results in increased rental prices for houses with reasonable liveability quality. The cost of delivery of employee housing adds to the cost of delivering services which is difficult to pass on to already financially struggling communities. Federal Government assistance to support employers in these situations maybe one of the options for consideration.



## Response opportunities

- Consideration be given to bring forward any proposed social housing projects to increase the rental stock and free up lower cost rentals for market availability.
  - Council proceed to facilitate development options as discussed previously in the Housing availability section.
  - Support for service provider employers to construct employee housing to free up transient employee monopolising higher quality housing a higher rental which displaces community rental access.
  - Census data shows that 20% of dwellings are unoccupied – this level of vacancy needs further investigation as it is not evident on the ground.
- 

## 3. Social Housing Supply

There is a high demand for social housing across Queensland and allocations are focussed on supporting households with the highest need. Weekly median household incomes in Boulia Shire are \$1,490 compared to the Queensland median of \$1,675.

Discussions with local support group suggests that 4 new 4 bedroom and 4 new 2-bedroom dwellings are needed for social needs.

Interviews with local stakeholders indicates that some community members may have withdrawn from making applications for social housing until they are aware of houses becoming available.

Overcrowding and “couch surfing” has been raised in a number of interviews. The interviewees consider that these situations aggravate social issues that cause other unintended consequences such as family and domestic violence. Also, the limited availability of housing may be resulting in persons relocating from the region.

## Response opportunities

- Investigate options to urgently address the short fall such as provision of temporary single/double units. Consider alternatives to tenancy management and engaging local management partnerships with a focus on tenancy performance in order to minimising costs of repairs.
  - Investigate partnerships with social housing providers for development of a private facilities on Council land.
  - Research what type of product is best for Indigenous Housing .i.e., more of a community style development with sleeping separate from outdoor cooking and meeting areas.
-



## 4. Aged Housing and Care

Council provides subsidised aged pensioner housing in the Shire - a total of 3 in Boulia. With the aged population increasing there is likely to be a need for increased accommodation – more research is needed in this area.

### Response opportunities

- Undertake a needs assessment to determine the future needs for aged accommodation.
- 

## 5. Employee Housing

In order to employ appropriately skilled and suitable staff, employers are required to prioritise attraction and retention incentives such as housing when housing stock is limited, and the standards do not match accommodation expectation. Boulia is an extremely remote area, and the provision of good standard staff housing is an essential part of the employment packages. Without such housing Council is continually in a position of not being able to recruit staff and therefore services suffer.

Relocating employee's family away from more populated areas creates stress, therefore availability of good standard of housing assists in the transition and performance. Council provides houses for 35 staff and 3 for community purposes or organisations – these are leased with a variety of subsidy levels, generally depending on the negotiations to attract the right staff at a reasonable cost. Increasingly, the need is to provide free or heavily subsidised arrangements.

The State Government supplies housing for its employees under 2 systems. GEH provides a range of housing types for government employees in government owned dwellings. The majority are provided for Police, Health and Education. In addition, these departments provide “operational housing” for staff were located on operational sites e.g., police stations, hospitals and schools. They also rent housing in the private market.


GEH has not recorded any demand for additional employee housing in Boulia meaning the additional housing for health staff will be provided directly by Queensland Health.

Private rentals for employee housing are also in use throughout the town.

### Response opportunities

- Council to progress provision of the 6 new 2-bedroom dwellings.



- 
- Investigate the supply and demand of government employee housing and consider opportunities for additional rental housing if any government employees are currently utilising private rentals that are able to re-enter general community rental market.
- 

## 6. Cohort Specific Housing

The following cohort specific housing has been identified as being required to be addressed in the housing configuration.

- Domestic and family violence
- Disability
- Youth homelessness
- Family homelessness
- Sleeping rough

There are no facilities in Bouliia to provide services for any of these situations. A support group has suggested there is a need for 2 safe houses for domestic and family violence victims (1 for males and 1 for females). An existing shed in the Catholic church property could be converted to provide 1 facility at an estimated cost of \$75,000. Further assessments are required to determine whether there are any other related needs.

There are few sleeping rough problems but there are occasions of public drunkenness. Homelessness does not appear to be an issue generally but there are overcrowding problems instead.

### Response opportunities

- Investigation into crisis housing for domestic and family violence to confirm the need for such housing should be carried out. Seek grant funds for conversion of the shed to a safe house.
- NDIS housing requirements should also be investigated.



## Response Opportunities

A local housing action plan enables engagement across all levels of government, and benefits from partnerships between private and not-for-profit organisations.

An initial set of tactical actions has been developed, enabling refinement through an ongoing iterative process. These actions provide for a targeted response and outcomes that will seek to either create immediate benefit or establish a foundation for the next phase of actions. More specific responses then can be determined that provide flexibility in delivery and support each of the broad areas identified.

# Response opportunities

A local housing action plan enables engagement across all levels of government, and benefits from partnerships between private and not-for-profit organisations. An initial set of tactical actions has been developed, enabling refinement through an ongoing iterative process. These actions provide for a targeted response and outcomes that will seek to either create immediate benefit or establish a foundation for the next phase of actions. More specific responses can then be determined that provide flexibility in delivery and support each of the broad areas identified.



## Actions

The Boulia Shire Council with the support of the Queensland Government through the Queensland Housing and Homelessness Action Plan 2021-2025 is committed to engage in the delivery of its initial Local Housing Action Plan through this set of actions, developed to target immediate to longer term housing responses. This is an iterative process, and these actions and target outcomes will seek to either create immediate benefit or to establish foundations that help respond to ongoing housing need.

1	Land and Development	Timeline Starting in March 2023 (months)
1.1	Conduct a detailed assessment of current Council and State-owned residential land and buildings to support immediate development of temporary housing provision including repurposing of existing buildings to address the present housing crisis.	6
1.2	Review other land holdings (vacant or disused buildings) to identify lots that would be suitable for permanent development and/or redevelopment/repurposing to support short and longer-term housing outcomes	12
1.3	Council continue to construct 6 new dwellings for staff.	6-18
1.4	Council to complete developing the industrial estate.	12-24
1.5	Council encourage further infill subdivision to smaller lots in existing residential areas.	Ongoing
1.6	Council encourage more short-term accommodation options in unit blocks, motels, and caravan /cabin type accommodation.	Ongoing
1.7	Council undertakes preliminary planning work for the new residential subdivision (including servicing requirements).	6
1.8	As new stock is developed, the Western Queensland Alliance of Councils (WQAC) and State Government consider development of a major marketing strategy to highlight the housing affordability advantages and other lifestyle and employment opportunities offered by the regions.	12
1.9	Further investigation is needed to identify the land holdings of the State Government, to see if serviced land is available for the 2 social housing and 2 health dwellings to be built.	6
1.10	Census data shows that 20% of dwellings are unoccupied – this level of vacancy needs further investigation.	Immediate



2	Planning	
2.1	Undertake, in conjunction with the Queensland Treasury Corporation (QTC) and WQAC, an analysis of the LHAP Data Collection for Boulia Shire to assist in the assessment of housing needs and the identification of opportunities in relation to local density aspirations, opportunities for secondary dwellings on existing blocks, mixed use development options, types of construction permitted and any other specific initiatives to address future housing need for both public and private sectors..	6
2.2	Prepare a draft Boulia Shire Council Housing Strategy with targeted action for the next 10 years in consultation with the community, business sector and government agencies and informed by other policy settings such as, infrastructure and servicing, transport, economic development and environmental management.	12
2.4	Consider amendments to Council's Planning Scheme to allow subdivision down to 1000m2 lots increasing density in existing areas, where feasible, and allow increased density in new developments.	12
2.5	Undertake planning work and prepare required Development Applications (DA's) for development of Council future residential lands.	12-24

3	Optimisation	
3.1	Council and the State Government investigate and coordinate options to develop under-utilised sites in partnership with the not-for-profit sector, private sector including employer housing providers and with Federal Government assistance, having regard to the assessment of underutilised land and buildings and the housing needs assessment.	12
3.2	Assess use of possible lease, purchase, new for old land exchange, redevelopment, change of use or renovation of existing buildings to optimise community outcomes that support housing need.	12



<b>4</b>	<b>Master planning</b>	
4.1	Consider master planning of identified options to ensure resilient development meets community expectation of how its town acknowledges its heritage. The planning may be at allotment, street, or locality level.	12-24

<b>5</b>	<b>Supports</b>	
5.1	Federal Governments provide programs/funding/incentives to encourage and assist local youth to take on trades in the local building industry.	12-24
5.2	State and Federal Governments provide financial assistance in grants for rural and remote LGA's to support provision of employee housing to reduce the financial burden on communities of meeting these additional costs and obtaining equitable access to essential services.	12
5.3	State Government to consider providing interest free loans to be used for the development of serviced land for sale.	12
5.4	State Government ensure there is sufficient housing of an acceptable standard in rural and remote LGA's for State Government agency and service staff to minimise the impact to the general housing markets.	5 years

<b>6</b>	<b>People in need</b>	
6.1	Consider how Specialist Disability Accommodation (SDA) can be incorporated into existing where required and future developments.	12-24
6.2	Undertake a detailed needs assessment, having regard to the Boulia Shire Data Collection findings and determine necessary actions of any specific identified cohorts such young people, individuals and households in response to domestic and family violence situations by way of immediate support in regard to crisis housing on a temporary or more permanent basis.	12-24
6.3	Seek assistance to obtain a \$75,000 grant to convert an existing shed on the Catholic Church property to a safe house to help with domestic and family violence issues.	6



7	Construction	
7.1	Identify opportunities to enable housing construction in the private market and social housing including the use of non-traditional housing options in response to emergent need, however, in the longer-term the built form needs to be reflective of the traditional housing character but using more sustainable and resilient materials	12-24
7.2	Encourage housing development for specific cohorts to address emerging needs.	12

8	Capital solutions	
8.1	Develop capital solutions in partnership with the State and Federal Governments through land provision and funding partnerships to construct and manage delivery of current and future housing needs.	12-24
8.2	Develop funding partnerships with not-for-profit social housing providers to deliver short term outcomes for specific cohorts in the interim with longer term arrangements being incorporated in these arrangements.	12-24
8.3	Engage with private land owners to maximise use of existing underutilised land.	12-24
8.4	Consider buy to rent options for housing sales.	12-24



## Next steps

Establish a Local Housing Action Plan Working Group of key representatives from Council, relevant State agencies and community organisations, to oversee and progress actions, review findings, report quarterly on progress and further develop the LHAP in an open partnership to address and ultimately resolve the housing challenge.

Engage with State Government on the issue home ownership in remote locations and the difficulties people have with obtaining finance through the normal process because of the regulations of the banking industry in relation specifically to the deposit needed to support a loan application.



<b>TITLE:</b>	Proposed Stock Route Mapping	<b>DOC REF:</b> 11.2.5
<b>REPORT BY:</b>	CEO (Lynn Moore) Chief Executive Officer	<b>DATE:</b> 13/12/2022
<b>CORPORATE PLAN REFERENCE:</b> Key Priority 4: Caring for the environment 4.1: Well managed 4.1.2: Facilitate land and infrastructure planning and development that meets the needs of the community		
<b>RISK MANAGEMENT:</b> The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as <b>Low L-1</b> .		
<b>PURPOSE:</b> The Department of Resources has sought council feedback on the proposed Stock Route Network which is to be provided prior to the 23 <sup>rd</sup> December 2022 for their consideration.		
<b>CONTENT:</b> The Department of Resources (department) has been working with Local Government in undertaking a review of the stock route network. As a result of this review an initial proposed stock route network map was prepared some time ago.  The department has now completed a final review of the initial map, which has taken into consideration the comments received during the consultation phase. Adjustments were also made to provide for continuity of the network and to capture network usage from data collected from the Stock Route Management System (SRMS)  The final draft amendments to the proposed stock route mapping can be viewed on Queensland Globe. (initial maps attached) <ul style="list-style-type: none"> <li>• “Final proposed stock route (departmental review)”</li> <li>• “Changes only between Initial and final proposed stock routes”</li> <li>• “Changes only between final proposed and current stock routes”</li> <li>• “Initial proposed stock routes” – this is the current proposed stock route layer.</li> </ul> <p>Comments have been requested from our Rural Lands Protection Officer (RLPO) and he has suggested the following be taken into consideration:</p> <ul style="list-style-type: none"> <li>• <b>Stock route ID 169BOUL</b> proposed ‘new route’- this stock route comes off the stock route <b>104BOUL which was a Minor Unused</b> route running from Urandangi out to Moonah Creek on the North Urandangi Rd when it then ran up along Moonah Creek before becoming two routes, 168BOUL and 169BOUL which never went anywhere.</li> <li>• <b>169BOUL</b> –the new route is coming off a stock route that has no working assets on it, what was there has either broken or fallen down or just disappeared, any working assets that are there now belong to the properties the stock routes run through. It is recommended that they be classed as Tertiary; Inactive Stock Route used by Negotiation.</li> <li>• Positive amendments and changes are the following Stock routes with ID’s <b>061BOUL, 461BOUL, 500BOUL, 459BOUL, 460BOUL, 167BOUL, 166BOUL and 103BOUL</b> all of these were once classed as Minor – Unused stock routes, now anyone wanting to use these stock routes they are now classed as Tertiary; Inactive Stock Route use by Negotiation.</li> </ul>		

- Consideration for the following ID's **001BOUL and 102BOUL be reclassified as Tertiary; Inactive Stock Route use by Negotiation.** The reason for this being the lack of drovers moving stock along the stock routes in the Boulia Shire in the last 20+ years

The council is not in a financial position to maintain new or existing stock routes without support from the State Government due to the lack of stock numbers travelling through our section of the network and the limited opportunity to engage a 'user pays' system.

Travel permits with 100% of the funding coming back to council would still not cover the annual costs of replacing the infrastructure suggested.

**CONSULTATION:**

- Ongoing consultation over several years- community and councillor representatives.
- Rural Lands Protection Officer

**GOVERNANCE IMPLICATIONS:**

- Possible ongoing expense for council for the maintenance and management of stock watering points in the future.

**RECOMMENDATION:**

- That council respond to the request for feedback to the Department of Resources before the 23<sup>rd</sup> Dec with the comments noted in the body of the report or other considerations from the meeting as noted.

**ATTACHMENTS:**

1. Changes between final proposed and current stock route [**11.2.5.1** - 2 pages]
2. Chg between initial and final stock route map [**11.2.5.2** - 2 pages]
3. Final proposed stock route [**11.2.5.3** - 2 pages]
4. Proposed Stock Route Mapping Dec 2022 [**11.2.5.4** - 2 pages]

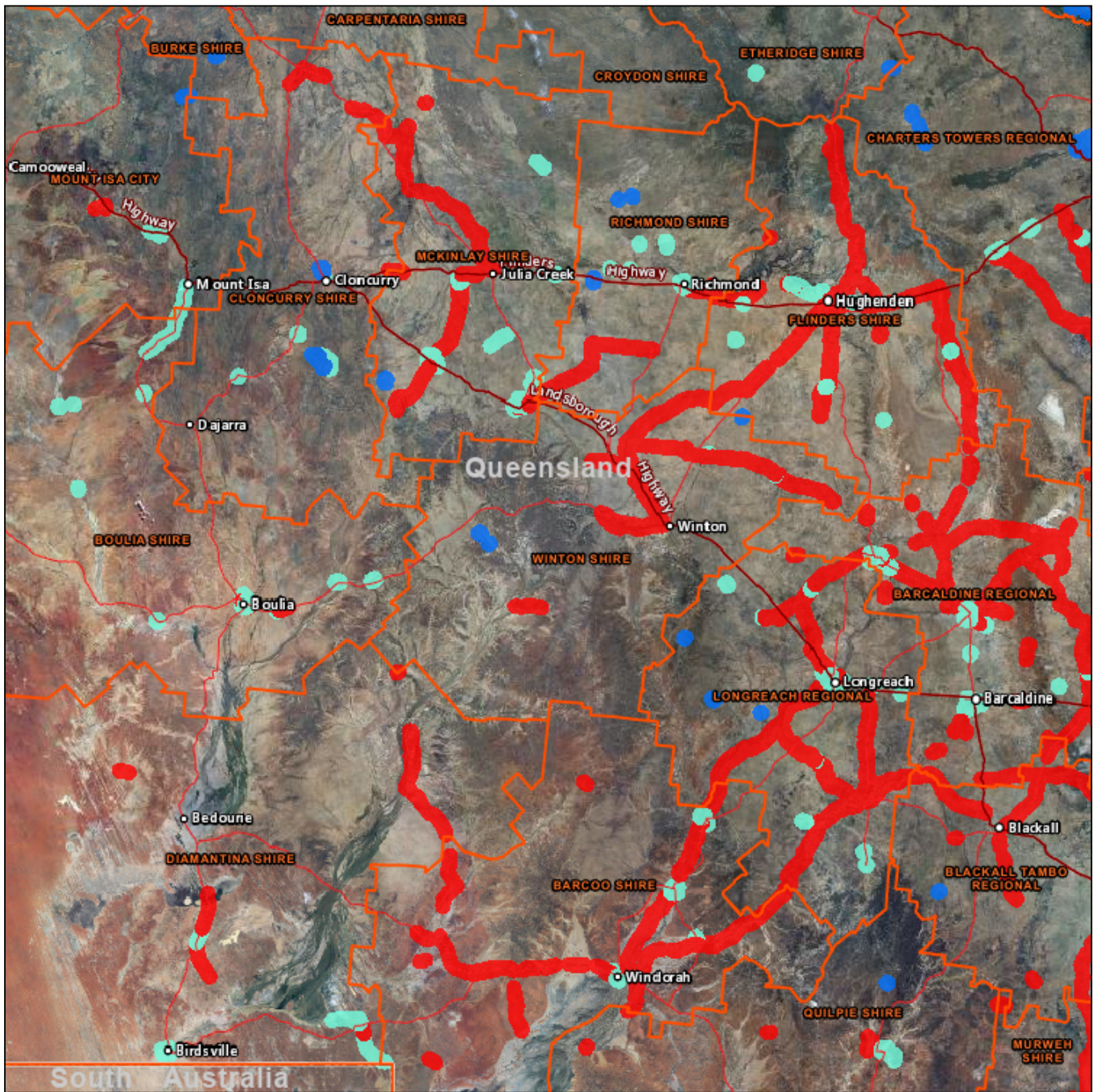
Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

# Changes between final proposed and current stock route

18°48'24"S 138°8'56"E

18°48'24"S 146°7'37"E

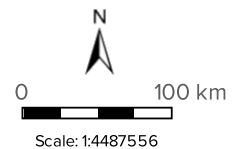


26°10'17"S 138°8'56"E

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# Changes between final proposed and current stock route

## Legend

Changes only between final proposed and current stock routes

-  Class
-  New
-  Undeclared

Local government




Railway



Road crossing

-  Bridge
-  Tunnel

Road

-  Highway
-  Main
-  Local
-  Private

Cities and Towns



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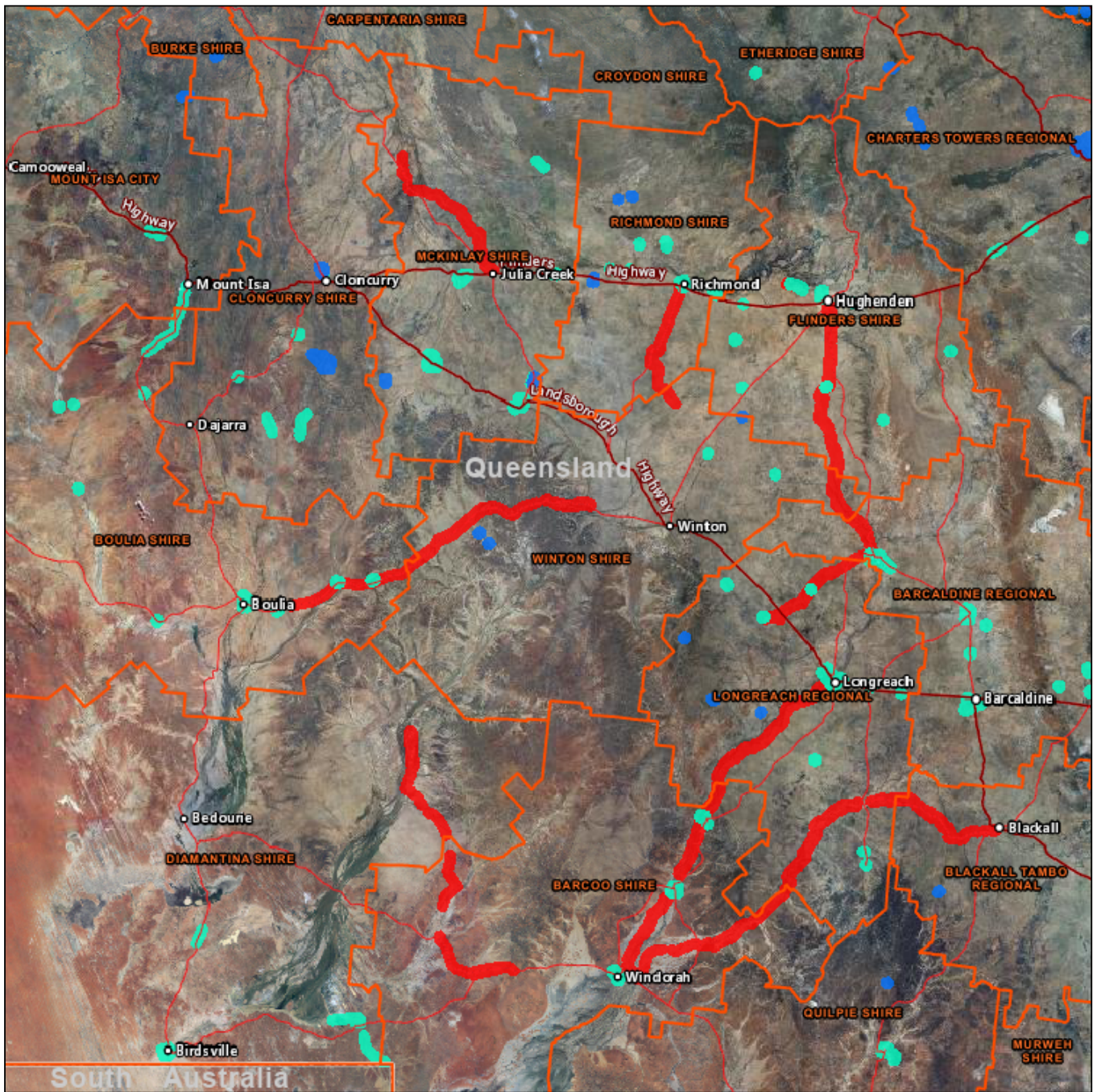
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# Changes between initial and final proposed stock route

18°48'24"S 138°8'56"E

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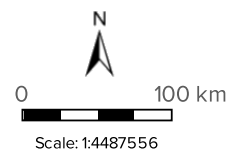


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# Changes between initial and final proposed stock route

## Legend

### Changes only between initial and final proposed stock routes

-  Classification
-  New
-  Undeclared


### Local government



### Road Crossing

-  Bridge
-  Tunnel

### Road

-  Highway
-  Main
-  Local
-  Private

### Cities and Towns



### Railway



### Road crossing

-  Bridge
-  Tunnel

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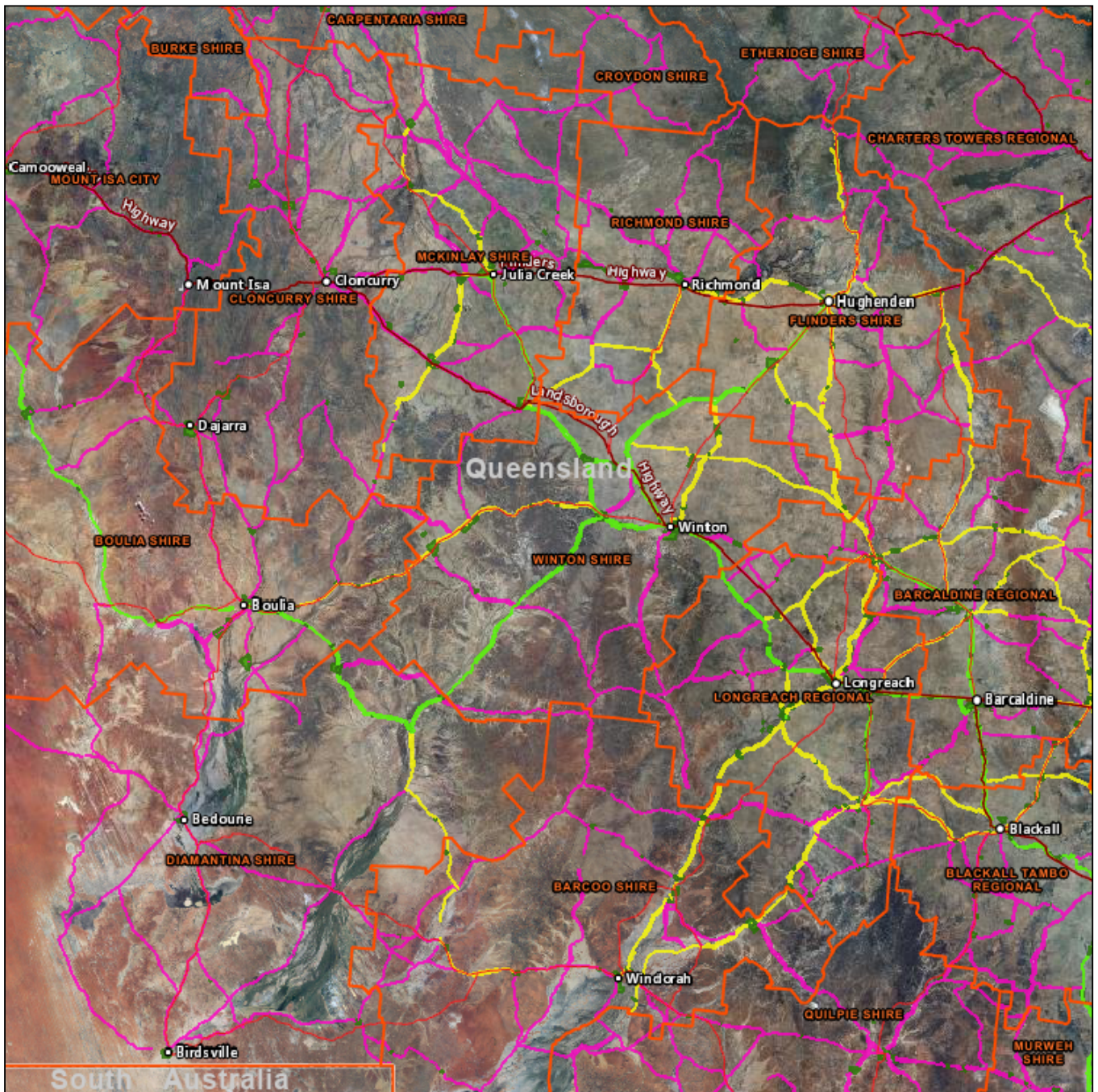
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# Final proposed stock route

18°48'24"S 138°8'56"E

18°48'24"S 146°7'37"E

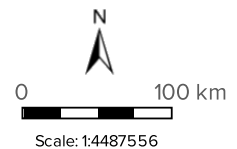


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# Final proposed stock route

## Legend

### Final proposed stock route [departmental review]

-  Primary
-  Secondary
-  Tertiary
-  Reserve

### Local government



### Cities and Towns



### Railway



### Road crossing

-  Bridge
-  Tunnel

### Road

-  Highway
-  Main
-  Local
-  Private

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



## BOULIA SHIRE COUNCIL

TELEPHONE: (07) 4746 3188

EMAIL:  
[admin@boulia.qld.gov.au](mailto:admin@boulia.qld.gov.au)  
ABN: 20 492 088 398

16<sup>th</sup> December 2022

Dr Steven Ward  
Manager  
State Land and Stock Route management  
Natural Resource Operations.  
E: [StockRouteManagement@resources.qld.gov.au](mailto:StockRouteManagement@resources.qld.gov.au)

### **URGENT : Proposed Stock Route Mapping**

Dear Mr Ward

Thank you for the opportunity to provide feedback on the proposed Stock Route changes.

Council has reviewed the maps and changes as per the Queensland Globe links in your letter (email) dated 25<sup>th</sup> November 2022.

We wish to advise the following:

We would like to thank the department who completed a final review of the initial map, which has taken into consideration the comments received during the consultation phase.

The final draft amendments to the proposed stock route mapping were reviewed on Queensland Globe.

- “Final proposed stock route (departmental review)”
- “Changes only between Initial and final proposed stock routes”
- “Changes only between final proposed and current stock routes”
- “Initial proposed stock routes” – this is the current proposed stock route layer.

Comments were requested from our Rural Lands Protection Officer (RLPO) and he has suggested the following be taken into consideration:

**Stock route ID 169BOUL proposed ‘new route’**- this stock route comes off the stock route 104BOUL which was a Minor Unused route running from Urandangi out to Moonah Creek on the North Urandangi Rd when it then ran up along Moonah Creek before becoming two routes, 168BOUL and 169BOUL which never went anywhere. **169BOUL** –the new route is coming off a stock route that has no working assets on it, what was there has either broken or fallen down or just disappeared, any working assets that are there now belong to the properties the stock routes run through. It is recommended that they be classed as Tertiary; Inactive Stock Route used by Negotiation.

Positive amendments and changes are the following Stock routes with ID’s **061BOUL, 461BOUL, 500BOUL, 459BOUL, 460BOUL, 167BOUL, 166BOUL and 103BOUL** all of these were once classed as Minor – Unused stock routes, now anyone wanting to use these stock routes they are now classed as Tertiary; Inactive Stock Route use by Negotiation.

ALL COMMUNICATIONS MUST  
BE ADDRESSED TO  
THE CHIEF EXECUTIVE OFFICER,  
BOULIA SHIRE COUNCIL,  
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[admin@boulia.qld.gov.au](mailto:admin@boulia.qld.gov.au)  
ABN: 20 492 088 398

## BOULIA SHIRE COUNCIL

Consideration for the following ID's **001BOUL and 102BOUL be reclassified as Tertiary; Inactive Stock Route use by Negotiation.** The reason for this being the lack of drovers moving stock along the stock routes in the Boulia Shire in the last 20+ years

The council is not in a financial position to maintain new or existing stock routes without support from the State Government due to the lack of stock numbers travelling through our section of the network and the limited opportunity to engage a 'user pays' system.

Travel permits with 100% of the funding coming back to council would still not cover the annual costs of replacing the infrastructure suggested.

We appreciate being given the opportunity to make positive suggestions for the ongoing use of stock routes within our shire and look forward to hearing from you.

Yours sincerely

A handwritten signature in black ink that reads "Lynn Moore". The signature is written in a cursive style with a large initial 'L'.

Ms Lynn Moore  
Chief Executive Officer  
Boulia Shire Council.

<b>TITLE:</b>	Policy review - Council Housing Policy	<b>DOC REF:</b> 11.2.6
---------------	--	---------------------------

<b>REPORT BY:</b>	Lynn Moore Chief Executive Officer	<b>DATE:</b> {date}
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**CORPORATE PLAN REFERENCE:**

Key Priority 5. Robust Governance

5.1: Confidence

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

**PURPOSE:**

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 reviews to the Council Housing Policy.

**CONTENT:**

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

Policy 138 – Council Housing Policy

Only minor changes required as highlighted in the attached updated policy version.

It is recommended that the updated policy version as presented, be adopted.

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:**

The policy is consistent with the guidelines and legislation as issued.

**RECOMMENDATION:**

That Policy 138 Council Housing Policy as presented be adopted.

**ATTACHMENTS:**

1. 138 Council Housing Policy [11.2.6.1 - 10 pages]

Chief Executive Officer	Ms Lynn Moore
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# BOULIA SHIRE COUNCIL

## COUNCIL HOUSING POLICY

<b>Category:</b>	POLICY
<b>Policy Number:</b>	138
<b>Document Version:</b>	2
<b>Obsolete Version:</b>	<del>1 (21<sup>st</sup> June 2017) – 21<sup>st</sup> July 2020</del>
<b>Keyword Classification:</b>	Housing Policy
<b>Summary:</b>	To provide a framework for the management of Council owned residential accommodation
<b>Adoption Date:</b>	
<b>Resolution:</b>	
<b>Due for Revision:</b>	Annually
<b>Revision date:</b>	
<b>Date revoked:</b>	n/a
<b>Related documents:</b>	n/a
<b>Responsible Section:</b>	Community Services
<b>Responsible Officer:</b>	Community Services Manager
<b>Legislation:</b>	Local Government Act 2009 Residential Tenancies and Rooming Accommodation Act 2008 Residential Tenancies and Rooming Accommodation Regulation 2009

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## BACKGROUND

Boulia Shire Council is primarily responsible for the provision of housing that is required to support the delivery of Council services. Council currently manages over 36 units of residential accommodation in Boulia ranging from three and four bedroom family homes, to aged pensioner single bed units. This Policy provides a framework for the allocation of those residential properties to staff, contractors and members of the community.

## OBJECTIVE

Council aims to provide the best possible accommodation to meet the demand for rental accommodation relative to the provision of Council services. Irrespective of the nature of that demand, the reality is that Council has limited resources and there are other levels of Government working in the public housing sector as well as private investors providing housing. Therefore, housing for staff and contractors required to enable the Council to function, is implicitly a higher priority than other demands.

## SERVICE DEMAND

There are different demands for housing that support the delivery of Council services and they are:

- **Executive Staff Housing:** This is core housing that has been identified as being essential to attract and retain executive staff. Whilst not all Councils provide housing for executive staff, it is expected that rural and remote Councils would include quality housing as part of an employment package to attract and retain executive staff. Depending on circumstances and personal preferences, there may be high expectations in the market place as to the type and quality of housing provided for executive staff.
- **Key Staff Housing:** This is core housing that has been identified as being essential to attract and retain key staff who, in most circumstances, have skills, qualifications and experience that is highly sought after and who are likely to be recruited from outside of the commute distance, to the place of work.
- **Furnished Staff Housing:** A basic furnished house could be available for certain key staff positions if required. This would incur a higher rent if applicable or a furniture rental agreement as per the fees and charges appropriate.
- **Other Staff Housing:** This is housing that has been identified as being necessary to provide accommodation for employees of the Council, who may otherwise be unable to purchase or rent a suitable property from private sources.

- **Contractor Accommodation:** Council may need to provide accommodation to meet short or long term needs of contractors and consultants engaged by Council or to facilitate economic or business development in the community.
- **Residential Housing:** This is housing that has been identified as being necessary to meet demand for rental accommodation in the community and may include aged pensioner accommodation.

## SCOPE

This Policy applies to all employees, contractors and other residents of the Shire residing or seeking to reside in Council owned housing.

## ELIGIBILITY

**Staff:** To be eligible for Council housing, employees must be of good character and understand that the provision of housing is not an industrial right, but offered as an incentive to attract and retain competent staff for specific roles with the Council.

They must also meet the following criteria:

- Be a full time and or permanent part time employee of the Boulia Shire Council;
- Be appointed to or transferred to the location from another location to meet a need;
- Required to live on site or close to the work site as caretaker or other specific role or requirement of the Council.
- Be offered housing as part of an employment package.
- Have not breached conditions of use of housing or behaved in a manner that constitutes grounds for eviction.
- Do not own or lease housing that is within a reasonable distance of the Council housing being offered.

**Contractors:** To be eligible for Council housing, Contractors must be engaged on the basis of housing being provided as part of a contract and/or for short term use whilst undertaking work within the Shire. There is no requirement for Council to offer or provide long term accommodation for contractors. Therefore, the provision of accommodation for contractors shall be at the discretion of the Chief Executive Officer, in order to meet the service needs of the Council.

**Residential Accommodation:** Where a property is required to be retained for future use by Council and there is no current staffing demand for that property, consideration will be given to leasing the property to members of the community in accordance with this policy.

## HOUSING COMMITTEE

The Housing Committee is a committee of Council comprising two Councillors, one independent community member (appointed by Council following advertising), a Senior Staff member and a nominated representative of the Boulia Interagency Group. The Committee shall meet as required to determine applications for rental from community members. The Community Services Manager shall prepare the agenda and coordinate meetings of the committee.

## ALLOCATION PROCEDURE

**Staff Housing:** The demand and requirements for Staff Housing shall be determined by the CEO in consultation with housing officer.

**Contractor Housing:** Any request for short term contractor housing shall be assessed by the Housing Committee. The term of any lease shall be no longer than 3 months per term.

**Residential Housing:**

All persons applying for residential housing will be required to complete the appropriate Application for Housing form and subject to all conditions under the Residential Tenancies Authority.

On receipt of the Application for Housing form, the Housing Committee will consider the application. If housing is available then Council will check referees and past rental history, apply the allocation policy and make a recommendation regarding an offer for housing to the Housing Committee for consideration.

All of the applicant's personal details and the discussions of the Housing Committee are confidential and members of the Committee have a duty to ensure that any information provided by the applicants, or discussed at committee meetings remains confidential.

The Housing Committee will consider the application and make an offer with respect to the allocation or non-allocation of housing in accordance with this policy. In the event that the Housing Committee is unwilling or unable to make a decision, then the application shall be determined by the CEO.



The Council will then then communicate an offer to the applicant, including rent charges, furniture rental, bond payable etc. and if accepted, process the application and give the tenant permission to collect a key and occupy the allocated dwelling.

## ALLOCATION POLICY

### *Categories of Housing*

Accommodation is divided into a number of categories. These are as follows:

- 1. Family Housing**  
Generally, three or four bedroom housing containing necessary living and bedroom accommodation for family living.
- 2. Without Dependent Housing**  
Generally, include flats, units and smaller houses suitable in size to meet the living requirements of employees without dependents or partners.
- 3. Reserve Housing**  
Housing that is associated with a specific employment or facility. This housing can only be allocated to an employee who holds a particular position with the Council, to which the facility is associated, unless the CEO agrees to allow another employee to occupy the dwelling **e.g**: Caretaker houses or CEO dwelling. Unoccupied reserve accommodation will only be re-allocated on a short term, conditional tenancy basis.

## ALLOCATION PRIORITY

The Housing Committee will consider past rental references and character references for not only the applicant, but all adult persons seeking to live in Council rental accommodation. If the applicant or any adult living with the applicant is unable to provide a good character reference and/or evidence of past good rental history, the Committee may refuse the application.

### ***Family Housing (two, three and four bedroom homes)***

Priorities for allocation of accommodation to this group will be determined by the following factors including:

1. Number, age and gender distribution of dependents. Consideration will be given to only those dependents residing in the home on a permanent basis.
2. Specific location and employment requirements associated with Council operations. i.e. working for a contractor to Council.
3. Suitability of the housing to the applicant's needs. i.e. location, childproof fencing, etc. may assist in determining allocation.
4. Custody arrangements of children will be considered, and may be taken into account when making allocations.

5. Specific individual requests, for example pets, which depending on circumstances may or may not be considered.

6. Priority for furnished units will be given to temporary relief staff or short term contractors.

***Without Dependent Housing (one and two bedroom units)***

Priority for this housing will be given to persons without dependents. Priority will be determined by:

1. Specific location and employment requirements associated with Council operations. i.e. working for a contractor to Council.
2. Specific individual requests, eg: fenced yard as may have pets.

***Reserve Housing***

Priority for caretaker housing will be allocated to employees of the Council with which the particular facility is associated, for example Racecourse Reserve, or Sports Centre.

Priority for one bed sitter type units, shall be given to persons who are in receipt of a minor disability or aged pension.

Nothing in this policy prevents the Committee or the CEO from allocating a particular type of housing or reserve housing for other purposes on a short-term basis, if no suitable applicants are available.

**ACCEPTANCE OF OFFER OF HOUSING**

Persons are expected to accept the offer of housing available at the time. A refusal of a reasonable offer in the view of the Housing Committee will place the applicant at the bottom of the waiting list. The person has the right to appeal any decision by applying in writing to the Chief Executive Officer.

**TENANCY AGREEMENT**

All persons, other than contracted staff, occupying Council housing are required to sign a General Tenancy Agreement and abide by the standard terms of the General Tenancy Agreement within the guidelines of the *Residential Tenancies and Rooming Accommodation Act 2008*. Any additional special terms written into the General Tenancy Agreement need to be adhered to.

## TERM OF TENANCY AGREEMENT

To encourage persons to seek home ownership and allow for flexibility in housing allocation, tenants will be offered tenancy agreements up to a maximum term of 12 months with the ability to renew the General Tenancy Agreement, if mutually suitable to both parties.

## BOND

All tenants, other than contracted staff, will be required to pay a four (4) week bond at the commencement of a tenancy or through payroll instalments.

## RENT

Council's permanent employees, who reside in a Council residence will, as part of a salary sacrificing agreement, be charged the employee discount rental rate as set by Council in the annual budget.

All other tenants will be required to pay the scheduled fee as adopted by Council that is applicable to the housing being offered.

## PAYMENT OF RENT/FURNITURE

Rent is to be paid fortnightly in advance by one of the following methods:

- Deduction from wage/salary of employee
- Direct debit/bank deposit
- EFT at the Council office

## RENT REVIEWS

Rental reviews will be carried out on an annual basis as part of the annual Council budget process and market rent figures for each residence will be adjusted annually.

## UTILITIES

Tenants are required to meet the full costs of gas, electricity and telephone unless, in the case of staff, it has been agreed by Council, as part of a salary sacrifice arrangements. Tenants are also required to meet the cost of all yard maintenance services which is why the unit rent for staff is slightly higher than for houses.

## MAINTENANCE AND INSPECTIONS

Tenants are expected to maintain the property in a clean and tidy state which will be subject to regular inspections by the Council's housing inspection representative. Council has a schedule of maintenance which will capture normal wear and tear issues however any damage to the property must be reported to the Council immediately and any damage not deemed to be normal wear and tear will be repaired at the tenant's expense.

## VACANCY PROCEDURE

In the event that a person vacates the premises under the terms of the *Residential Tenancies and Rooming Accommodation Act 2008*, the person must:

- As soon as the person is aware of the pending vacancy, notify Council of their intention to leave by the appropriate RTA Form; and
- Promptly hand over vacant possession including return of keys to the appropriate Council Officer. Failure to return keys will result in rent being charged until such time as the keys are returned; and
- Clean the premises (the premises should be in the same condition as when the tenant moved in - fair wear and tear excepted); and
- Notify the Council of the person's forwarding address.

A house is defined as vacant when a person has physically moved out of the house, including removal of furniture and personal property, cleaned the residence and yard, and keys for the property have been handed back to the council and exit inspection has been completed by both tenant and council.

## TERMINATION OF TENANCY AGREEMENT

Under the terms of the *Residential Tenancies and Rooming Accommodation Act 2008* notice may be given to terminate the rental agreement if:

- The person has not paid rent for 14 days;
- Council or the tenant breaks the agreement; including exceeding the occupancy limit on the housing form.
- Council or the tenant wish to give vacant possession at the end of the fixed term set out in the Agreement;
- Where an employee voluntarily resigns from their position with Council or abandons their employment or under Council's Counselling and Disciplinary Policy the employee's employment relationship with Council is terminated.
- Council may give due notice if the residence is required for staff or contractor housing. According to the *Residential Tenancies and Rooming Accommodation Act 2008* the tenant has 2 months in which to comply.

## CHANGE OF CIRCUMSTANCES

A person undergoing a change of circumstances which influences the type of housing appropriate to that person's new circumstance may be required to move to accommodation in keeping with these new circumstances. A change involving the number of occupants will only be considered if the change involves full time occupants and available housing at the time.

## RESIGNATION, RETIREMENT OR TERMINATION OF EMPLOYMENT

Employees will be required to vacate a Council residence within four weeks where employment ceases either by resignation or retirement or where they have provided four week's notice.

Application may be made to the Housing Committee for unallocated Council housing and will be considered in the normal process.

Employees who are terminated by Council will be deemed no longer to qualify for a rental subsidy and will commence payment of normal market rent as per the schedule in the Fees and Charges.

## PETS

The Bouliia Shire Council recognises the role of pets in providing companionship and security and in contributing to the health and well-being of residents. The Council supports tenants who own pets where the style of housing is suitable for that type of pet. The keeping of pets in any Council property must comply with Local Government local laws.

Tenants must seek permission to house pets on the property and will only be permitted to keep a pet if:

- The property is suitable for keeping a pet, e.g. appropriate fencing, suitable area or style of housing;
- The tenant accepts all responsibility for damage done by pets as written in the tenancy agreements. i.e: carpet shampooing, heavy cleaning of curtains, pest spraying.
- The pet does not interfere with the reasonable peace, comfort and privacy of neighbours;
- The pet is registered with Council as required and secured within the boundaries of the property.

## RELATED POLICIES AND LEGISLATION

This Policy complements other legislation and where it is silent on matters referred to in the following legislation such matters must be followed in accordance with the legislation.

- Local Government Act 2009
- Residential Tenancies and Rooming Accommodation Act 2008
- Residential Tenancies and Rooming Accommodation Regulation 2009

<b>TITLE:</b>	Workplace Health and Safety - WHSA / RRTW Report for November 2022	<b>DOC REF:</b> 11.2.7
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<b>REPORT BY:</b>	Cindy Reimers WHS/RRTWC	<b>DATE:</b> 13/12/2022
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**CORPORATE PLAN REFERENCE:**

Key Priority 5: Governance  
5.1: Ensure a high level of governance, accountability and compliance  
5.1.5: Workplace Health and Safety focus  
Key Priority  
7: Our Team - Our People  
7.2: A great place to work  
7.2.4: Provide a safe, healthy working environment and be proactive in all Work Health Safety matters

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

To inform Council of progressions and or issues of concern regarding WH&S.

**CONTENT:**

LGW – (TMR Audit requirements)	<ul style="list-style-type: none"> <li>• Ongoing monitoring with projects to ensure correct and completed WHS paperwork is submitted and identify potential hazards and any documentation requirement shortfalls. Evidentiary documents held in Magiq and Pulse.</li> <li>• Auditor rejected further evidence; another Audit will be undertaken in December 2022.</li> <li>• TMR Traffic Management Registration Scheme extended to March 2023.</li> </ul>
Toolbox talks / Presentations	<ul style="list-style-type: none"> <li>• Toolbox talks/presentations to council staff to continue fortnightly.</li> <li>• Additional presentation information sessions will be presented to relevant staff from information contained in Queensland Health and WHSQ alerts, vehicle / plant updates, changes in industry compliances and areas identified within the work place.</li> <li>• Topics generated from field observations and/or staff feedback. (Safe work practices).</li> </ul>
Compliance and Education	<ul style="list-style-type: none"> <li>• When applicable, provide staff with pertinent information from WHSQ and other safety alert systems.</li> <li>• Present WHS actions/issues to ManEx meetings weekly.</li> <li>• Ongoing education through toolbox presentations to council employees.</li> <li>• Update registers where applicable-move current paper-based register to electronic copies.</li> <li>• Develop and generate SOP and SWMS documents as required following identified gaps</li> <li>• Constant monitoring of iAuditor to check on completion of scheduled tasks</li> <li>• Worksite safety inspections conducted regularly to identify and, if necessary, rectify any gaps</li> <li>• Regular random drug and alcohol testing has commenced.</li> </ul>

Assistance to Staff / Contractors / compliance	<ul style="list-style-type: none"> <li>• CWO/Flood Damage Foreman tasked to check contractor compliance via iAuditor.</li> <li>• Schedule regular alerts and inspections in iAuditor for relevant staff to perform.</li> <li>• On-going review of existing WHS documentation/procedures/registers/inspection schedules to streamline workflow and ensure compliance.</li> <li>• Continue to develop iAuditor templates to assist staff with their compliance requirements.</li> <li>• Conducted training of new employees in the use of iAuditor.</li> </ul>		
Near Misses, Incidents and issues	Total iAuditor WHS actions/issues since last Council meeting: <ul style="list-style-type: none"> <li>• Near Miss - 0</li> <li>• Hazards – 0</li> <li>• Damage – 1</li> <li>• Incidents – 1</li> </ul>		
<b>Category</b>	<b>Description</b>	<b>Site</b>	<b>Outcome</b>
Hazards	Nil		
Damage	Grader window got smashed	Boulia-Mt Isa Road widening	Insurance claim
Incidents	Workers were transported in back of council work truck tray.	Urandangi-Mount Isa Road	Reports have been submitted and currently under investigation.
Completed Tasks and / or Achievements	<ul style="list-style-type: none"> <li>• Face-to-face inductions: 0</li> <li>• Online inductions: 2</li> <li>• Completed LGW Audit.</li> <li>• Learning systems and updating tasks for completion.</li> <li>• Commence toolbox talks with office staff monthly.</li> <li>• Required equipment purchased for batching plant.</li> <li>• WHS Safety Performance Report (21-22FY) has been submitted to LGW.</li> </ul>		
Works in Progress	<ul style="list-style-type: none"> <li>• Weekly consultation with DWO and supervisors on current and upcoming projects and what is required from a WHS perspective.</li> <li>• Regularly monitor the Boulia Shire Council Hazard Risk Register and update as required.</li> <li>• Currently overseeing works to bring the batching plant up to WHS compliance, i.e., safety rails and addressing access issues. Waiting for materials to arrive for installation.</li> <li>• Ongoing monitoring of work site activities to ensure that compliance standard requirements are being met to enable compliance re-certification.</li> <li>• Preparing and gathering evidence for audit in December 2022</li> <li>• Continue to upload evidentiary documents from iAuditor and hard copy documents into Magiq (our document retention software) and Pulse (linked to WHS Plan) to ensure they are available for regulatory compliance checks.</li> <li>• Updating and overhauling the Safety Management System from Safe Plan to LGW On-Line Master Suite.</li> <li>• Preparing for 2023 Start-up meeting.</li> </ul>		

WHS Alerts and Updates	<ul style="list-style-type: none"> <li>• Adopt various alerts/updates into regular toolbox talks and training.</li> <li>• Review WHSQ website and alert board where relevant.</li> <li>• Receive WHS alerts from Workplace Australia.</li> </ul>
Identified future work required and/or improvement areas	<ul style="list-style-type: none"> <li>• Ongoing updating of emergency plans for Council facilities as issues as they arise.</li> <li>• Achieving the LGW and TMR compliance standard requirements for compliance re-certification, confirmation dates for re-audit is 5<sup>th</sup> December 2022.</li> <li>• Continue to review processes currently in place and update where necessary.</li> <li>• Assist staff with training needs.</li> <li>• Assist staff and/or contractors with WHS issues where either required or identified.</li> <li>• Continue to develop templates in iAuditor to assist staff with meeting compliance requirements.</li> </ul>
Training Required	<ul style="list-style-type: none"> <li>• RAPAD will be conducting an on-site visit to work with trainees.</li> <li>• Review opportunities where E-Learning and face-to-face courses are offered to the shire.</li> <li>• Consult with Supervisors if competencies or extra training may be required and future toolbox topics.</li> </ul>

**CONSULTATION:**

Nil

**GOVERNANCE IMPLICATIONS:**

Nil

**RECOMMENDATION:**

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

**ATTACHMENTS:** Nil

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore



## **11.3 Corporate Services**

<b>TITLE:</b>	Director of Corporate and Financial Services November 2022 Monthly Report	<b>DOC REF:</b> 11.3.1
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<b>REPORT BY:</b>	Kaylene Sloman Director of Corporate Services	<b>DATE:</b> 13/12/2022
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### **CORPORATE PLAN REFERENCE:**

Key Priority 5: Robust Governance

5.4: Sustainability

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

5.4.4: Implement good practice in managing and maintaining our assets

### **RISK MANAGEMENT:**

Information Report only - not applicable.

### **PURPOSE:**

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

### **CONTENT:**

#### **Financial Statements**

A further extension of time has been applied for to the Minister to 31st December 2022 for the final signing of our Statements, awaiting approval. EOT was applied for as the Auditor advised on the 29<sup>th</sup> November 2022 had not been able to completely finalise the financial statements for signing and still have a few notes outstanding to complete and require clearance from the QAO after their review prior to issuing to Council for signing. The main issues in the completion of the financials were the fixed asset note needing re-working, revaluation disclosures, opening balance adjustment and other amendments to reconcile to the trial balance supplied.

Contacted External Auditor and they have confirmed without exception that the statements will be to QAO for their review not later than 8<sup>th</sup> December 2022.

#### **FWFON – Far Western Finance Officers Network**

Attended a network meeting in Winton, 2 half days. This was very successful and is now in the process of formalising that we meet every 6 months. The forum is for Finance Officers in the far western region to be able to get together and work through common issues and or work through future changes that are ahead for local authorities with a financial nature.

The Department of Local Government organised the initial meeting, future meetings will be organised by the group and the Department will be an invited guest.

### **CONSULTATION:**

Nil

### **GOVERNANCE IMPLICATIONS:**

Nil

### **RECOMMENDATION:**

That the Director of Corporate and Financial Services report for November 2022 be received.

### **ATTACHMENTS: Nil**

Reviewed by Director of Corporate Services	Mrs Kaylene Sloman
Approved by Chief Executive Officer	Ms Lynn Moore

<b>TITLE:</b>	Financial Report for November 2022	<b>DOC REF:</b> 11.3.2
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<b>REPORT BY:</b>	Marie Chan Finance Manager	<b>DATE:</b> 13/12/2022
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**CORPORATE PLAN REFERENCE:**

Key Priority 5: Robust Governance

5.2: Accountability

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

5.2.4: Ensure transparency and accountability through integrated performance management reporting

**RISK MANAGEMENT:**

Information Report only - not applicable.

**PURPOSE:**

Financial Summary as at 30<sup>th</sup> November 2022

**CONTENT:**

**Cash Position**

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

	30 <sup>th</sup> November 2022	31 <sup>st</sup> October 2022
Cash at Hand	19,173,970	17,591,769
Net Cash Equivalent (Debtors – Creditors)	233,304	410,495
<b>Total</b>	<b>19,407,274</b>	<b>18,002,264</b>

**Income**

Total revenues to 30<sup>th</sup> November 2022 are \$11,365,477. This equates to approx. 74.4% of this year's budget.

**Expenditure**

Operating expenses to 30<sup>th</sup> November 2022 are \$6,475,446. This equates to approx. 36.6% of this year's budget.

**Liquidity**

CBA		\$ 305,077
Floats		\$ 1,150
Investments		
CBA At Call 2.45%	\$ 7,683,501	
QTC 2.33%	<u>\$11,184,242</u>	\$18,867,743
<b>Total</b>		<b>\$19,173,970</b>

**Additional Information on Cash Position:**

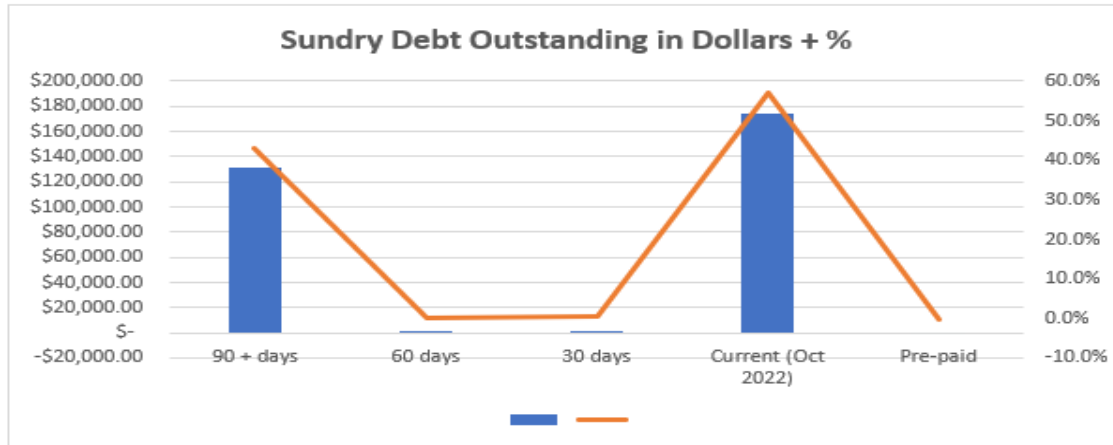
Cash Balance as at 30 <sup>th</sup> November 2022	19,173,970
The following items need to be backed by cash	
Reserves 30 <sup>th</sup> June	2,328,551
Funded Depreciation	4,530,869
Less Depreciation accrued	-
Funded	
Funded Employee Entitlements (Current and Non-Current)	1,372,201
Grant Funding (paid in Advance)	
Working Capital Cash	1,500,000
Capital Grants	3,150,064
Operating Result for 2022/2023	1,580,392
Less Capital Expenditure 2022/2023	(4,685,024)
	9,777,053
<b>Cash unallocated as at 30<sup>th</sup> November 2022</b>	<b>\$9,396,917</b>

### Aged Debtors 30<sup>th</sup> November 2022

DEBTOR	90 +	60	30	CURRENT	PRE-PAID	BALANCE
	130,713.61	300.30	1,216.89	173,634.70	(915.00)	304,949.32

### 90+ Days Outstanding

For this month, amounts greater than 90+ days total \$130,713.61, \$5,260.00 have been referred to Council's external Collection Agency. The balance either have a payment arrangement in place or are in discussions with Senior Finance Officer to Director of Corporate Services.



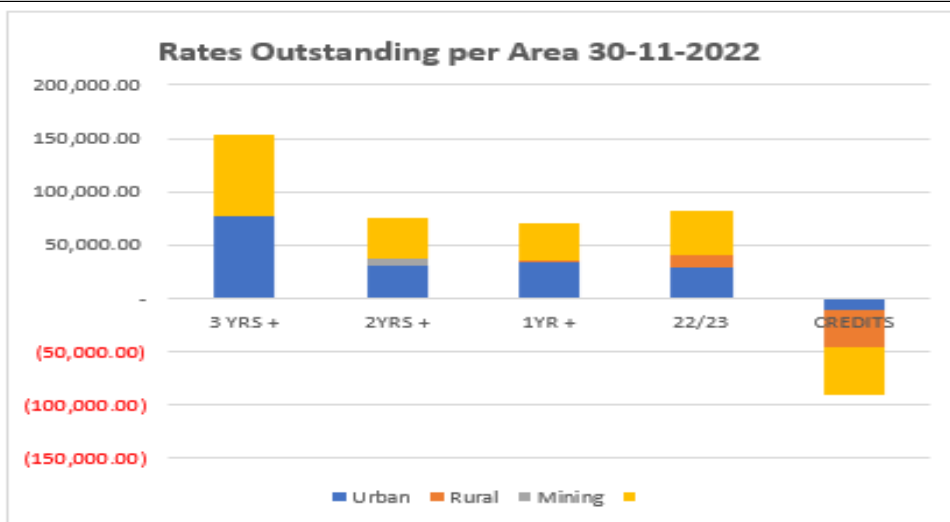
### Creditors 30<sup>th</sup> November 2022

Total amount waiting for payment, not yet due **\$146,317.40**

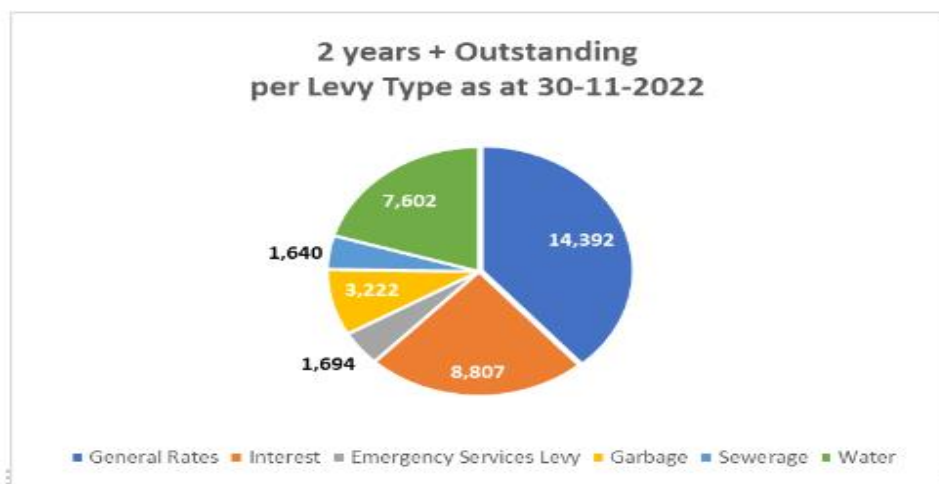
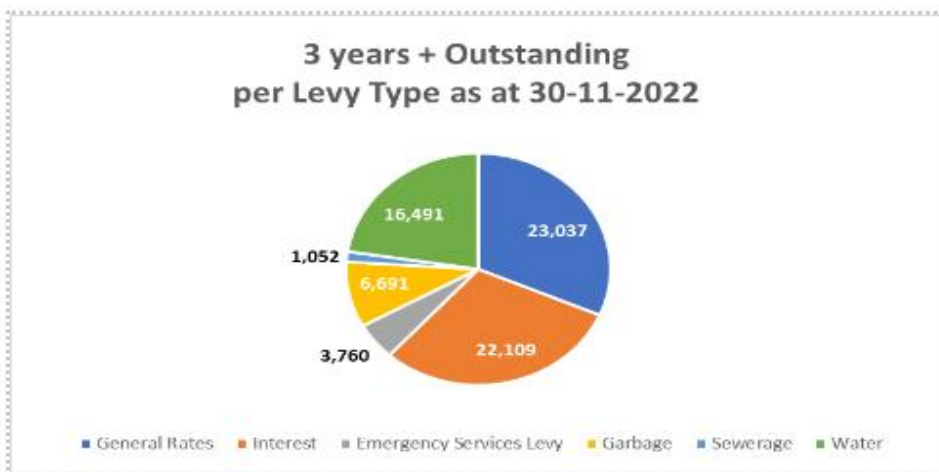
### Rates 30<sup>th</sup> November 2022

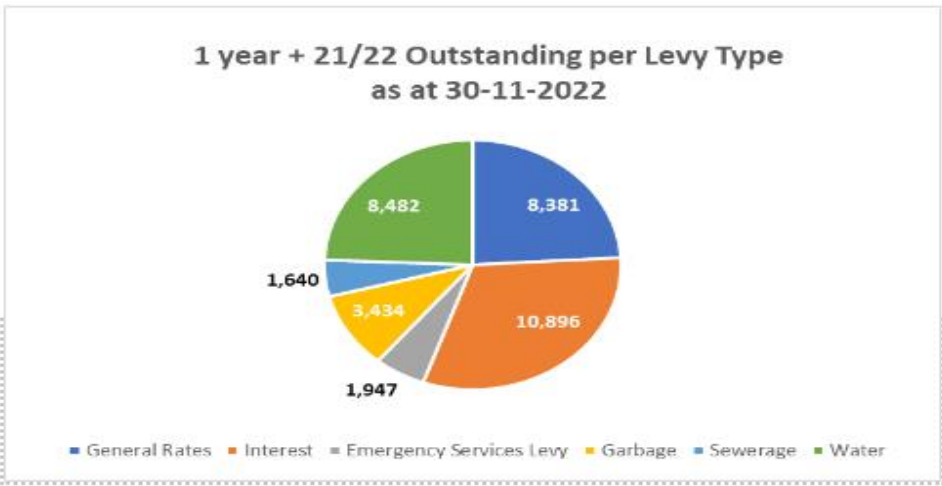
Total Outstanding **\$144,537.98**

RATES	3 Years +	2 Years +	1 Year (21/22)	Current Year 22/23	In Credit	Total Outstanding
URBAN	76,992.42	30,524.49	34,422.83	28,772.27	(11,231.81)	159,480.20
RURAL	-	-	357.32	11,813.34	(33,944.37)	(21,773.71)
MINING	-	6,831.48	-	-	-	6,831.48
	<b>76,992.42</b>	<b>37,355.97</b>	<b>34,780.15</b>	<b>40,585.61</b>	<b>(45,176.18)</b>	<b>144,537.97</b>

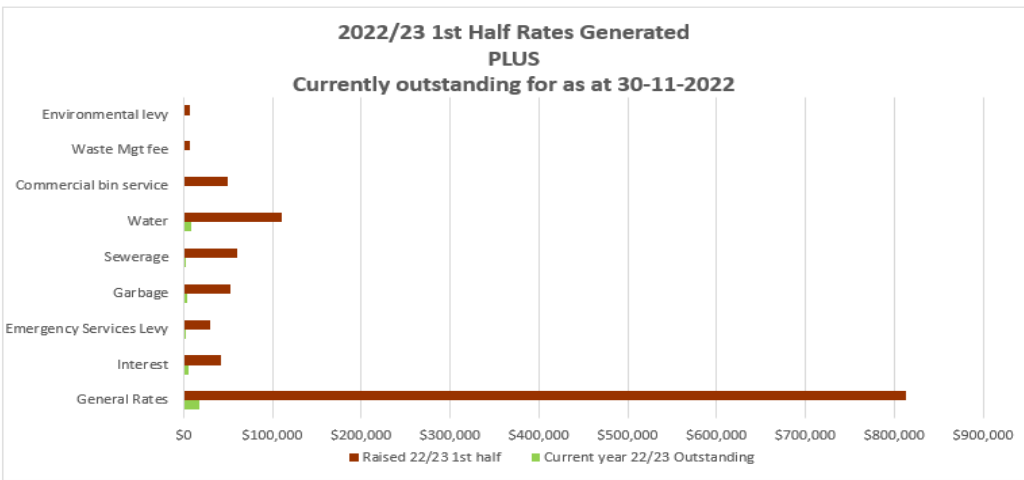


The above graph details the dollars outstanding in years per area, Urban, Rural and Mining as at 30<sup>th</sup> November 2022.





The pie graphs are showing the amount of dollars outstanding per Levy type for each of the ageing years.



This bar graph details the total amount of Levies raised for the 1<sup>st</sup> half year of Rates for 2022/23 year in the brown.

The green is showing what is left outstanding of the current Levies that have been raised this year.

**CONSULTATION:**

Nil

**GOVERNANCE IMPLICATIONS:**

Nil

**RECOMMENDATION:**

That the Finance Report for November 2022 Report be received for information.

**ATTACHMENTS:**

1. CONFIDENTIAL REDACTED - Income Statement Nov-22 [11.3.2.1 - 1 page]
2. CONFIDENTIAL REDACTED - Balance Sheet Nov-22 [11.3.2.2 - 1 page]
3. CONFIDENTIAL REDACTED - Cash Flow Statement Nov 22 [11.3.2.3 - 1 page]
4. CONFIDENTIAL REDACTED - Revenue Expenses Nov-22 [11.3.2.4 - 2 pages]
5. CONFIDENTIAL REDACTED - G-2021-2024 W 4 Q Progression Table \$1,026,667 30-11-2022 [11.3.2.5 - 1 page]
6. CONFIDENTIAL REDACTED - G-2022 LRCI Progression Table- Phase 2 \$390,090 as at 30-11-2022 [11.3.2.6 - 1 page]

7. CONFIDENTIAL REDACTED - G- 2022 LRCI Progression Table- Phase 3  
\$1,136,912 ends 30 th June 23 as at 30-11-2022 [11.3.2.7 - 1 page]
8. CONFIDENTIAL REDACTED - G- LGGSP 2022-24 as at 30-11-2022 [11.3.2.8 - 1  
page]

Reviewed by Director of Corporate Services	Mrs Kaylene Sloman
Approved by Chief Executive Officer	Ms Lynn Moore

## 11.4 Community Services

<b>TITLE:</b>	Community Services Report for November 2022	<b>DOC REF:</b> 11.4.1
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<b>REPORT BY:</b>	Julie Woodhouse Community Services Manager	<b>DATE:</b> 13/12/2022
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### **CORPORATE PLAN REFERENCE:**

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

Key Priority 1: A strong supportive community environment

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

Key Priority 3: Economic Development - A sustainable local economy

3.1: Facilitate employment and investment opportunities

Key Priority 3: Economic Development - A sustainable local economy

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

Key Priority 6: Supporting local services and facilities

6.1: Facilitate opportunities

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

Key Priority 6: Supporting local services and facilities

6.2: Support an active healthy community

Key Priority 7: Valuing our greatest asset – people

7.4: Tourism

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

**RISK MANAGEMENT:** Information Report only - not applicable.

The risk associated with the recommendations of the report have been assessed as Insignificant

(Consequence) and Rare (Likelihood) giving an overall assessment as **Low L-1**.

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

### **CONTENT:**

#### **Current housing available for November:**

<u>ACTIVITY</u>	<u>Number</u>
Total houses available for occupation currently (pool/tourism)	2
Total units available (includes 2 pensioner units)	2
Total Council units are always kept vacant for use by visiting professionals	1
Total Council furnished units being used by contractors	0
Houses/units being renovated/painted	0
Formal applications for rental for November	0

**One breach notice was issued this month.****Community Services:**

In November I met with Jen Sackley to discuss the new Federal Government backed National Psychosocial Support in Mount Isa called Selectability.

The programmes they will be offering in conjunction with Western Queensland primary health Network will allow local agencies if available to provide psychosocial services for people in the community suffering from mental illnesses and complex unmet health care needs which impacts on their ability to participate in community life.

The Qld Get Ready emergency packs have been getting given to aged pensioners living alone in the community. These packs are kitted out with emergency essentials and they were able to be bought with funding from the Get Ready annual allocation, we are also waiting for the get Ready calendars for 2023 which were also bought with the funding.

All clubs have now received their allocations from the June Community Drought support monies received with the last remaining \$7,832 being spent on administration and sports activities for the children by Council until June 2023.

We have already agreed to two children's shows for 2023 a part of the RADF funding. The local school is very keen to be a part of whatever shows we bring in.

**Tourism:**

I was asked to do a podcast talking about the Min Min lights by a private individual who wants to eventually do a series about the lights in this area but at present it was part of his resume for a job application in media.

The tourism position has been advertised as has a part time position at the sports centre. Xzibit will be here in January with Greg Tuckwell for an upgrade and regular maintenance of the show.

The Qld get Ready emergency packs have been getting given to aged pensioners living alone in the community. These packs are kitted out with emergency essentials and they were able to be bought with funding from the Get Ready annual allocation, we are also waiting for the get Ready calendars for 2023 which were also bought with the funding

**New Signage:**

- New Min Min Encounter signs have been ordered to replace current ones on three town entrances.
- New signage arrived to replace mechanic's workshop one on footpath
- New signage has arrived to replace visitor one outside depot
- New tear drop banners have been ordered for Tourism centre and Heritage Complex.
- New signs arrived to replace the Bird one at Hamilton rest area and the one on Bedourie Road that is badly faded and illegible.

**Sports report from T. Shaw:**

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: 9 After Hours:84
Pool	During Hours: 29 After Hours: 5
Squash	0
Casual entry usage	36
Kid's usage	55
Membership usage	84
Merchandise sales	\$0.00
Admission	\$0.00
Refreshment sales	\$0.00

**Activities held this month:**

- We have kicked off After school sports again this month every Tuesday afternoon
- We have had a drama with chemicals being unbalanced this month and we have looked into upgrading the dosing system to try and prevent this happening again in the future.
- We are working on a school holiday program for December.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	500	494	299	211	176	127	121	66	318	368	283	266
2022	200	267	246	149	87	127	68	23	157	170	175	

**Library report from T. Shaw:**

**CONTENT:**

Bouliia 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	71
Wi Fi	4
Number of new members - local	2
Tourist Member	0

**LIBRARY ACTIVITIES:**

This month we held Christmas craft activities and a Christmas Party for the First 5 kids.

Looking forward we are planning a School Holiday program.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	42	78	48	73	109	102	75	20	175	49	44	101
2022	54	74	49	18	137	135	170	64	67	75	71	

**CONSULTATION:**

nil

**GOVERNANCE IMPLICATIONS:**

nil

**RECOMMENDATION:**

That Community Services November 2022 report be received for information.

**ATTACHMENTS:** Nil

Reviewed by Community Services Manager

Mrs Julie Woodhouse



## **12 Late Reports**

Nil

## **13 Closed Session**

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

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

## **14 General Business**

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