

BOULIA SHIRE COUNCIL



ORDINARY MEETING

Friday 18 February 2022



Photo by: Peter Hindom

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



TELEPHONE: (07) 4746 3188
FACSIMILE: (07) 4746 3136

EMAIL: admin@boulia.qld.gov.au
ABN: 20 492 088 398

BOULIA SHIRE COUNCIL

14 February 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 18 February 2022** at the **Boulia Shire Hall** commencing at **9 am** for the transaction of the following business.

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

1 Meeting Opening with the Acknowledgement of Traditional Owners	6
2 Present	6
3 Apologies / Leave of Absence	6
4 Declaration of Interests	6
5 Mayoral Minutes	6
6 Notice of Motion	6
7 Request to Address Council in a Public Forum	7
8 Deputations.....	7
9 Confirmation of Minutes from Previous Meetings	9
10 Reports	17
10.1 Works and Operations	17
10.1.1 Engineering Services Report – Newsbrief for January 2022	17
10.1.2 Rural Lands Protection Officer January 2022 Report	20
10.1.3 NDRRA Flood Damage Works Department January 2022	22
10.2 Office of the Chief Executive.....	24
10.2.1 Chief Executives Report for January 2022	24
10.2.2 Stock Route discussion paper - AEC review	26
10.2.3 2nd Quarter Operational Plan Report Oct to Dec 2021	28
10.2.4 Councillors Remuneration Levels 2022-2023	78
10.2.5 Action List - Update January 2022	84
10.3 Corporate Services	89
10.3.1 Director of Corporate Services Monthly Update	89
10.3.2 DA2022/01 Assessment 22 - 26 Moonah Street Boulia.....	110
10.3.3 Finance Manager Report January 2022	117
10.3.4 fm	122
10.4 Community Services	123
10.4.1 Community Services January 2022 Report	123
10.4.2 Library January Report 2022	126
10.4.3 Boulia Sports & Aquatic Centre January Report 2022.....	128

11 Late Reports	130
12 Closed Session.....	130
12.1.1 Sale of Council Owned Houses	130
13 General Business	130



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

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

RISK MANAGEMENT

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

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

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

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

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

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

1 Meeting Opening with the Acknowledgement of Traditional Owners

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

The Mayor will also acknowledge past and present service personnel.

2 Present

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

Officers: Ms Lynn Moore (Chief Executive Officer)
Mrs Kaylene Sloman (Director of Corporate Services)
Mr Michael Pickering (Director of Works and Operations Relief)
Ms Estelle van Tonder (Executive Assistant Relief)

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 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.

Deputator 1 - David Royston-Jennings (JLTA)

The purpose of the deputation would be to provide Council with an overview of the strategic risk exposures they may want to consider addressing as part of the upcoming 22/23 Budget process. My presentation would primarily focus on the areas of risk featured within the (attached) JLT Public Sector Risk Report 2021, which was published at the end of last year, and would likely only require 20 minutes of Councils time (subject to any questions or feedback Council may have).

Deputator 2 – Stewart Barlow & Adam Roberts

State Valuation Service – Lands Division, Delegate of the Valuer-General, Department of Resources

Early Release Of 2022 Annual Valuation Data

9 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 21 January 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 08:26 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

Apology: Councillor Jan Norton

Officers: Ms Lynn Moore (Chief Executive Officer)
Mrs Kaylene Sloman (Director of Corporate Services)
Ms Estelle van Tonder (Executive Assistant Relief)

3 Apologies / Leave of Absence

Councillor Jan Norton's apology is accepted and she is granted leave of absence from the 21 January 2022 Council meeting.

4 Declaration of Interests

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

5 Mayoral Minutes

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

6 Notice of Motion

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

7 Request to Address Council in a Public Forum

There were no requests to address the Council.

8 Confirmation of Minutes from Previous Meetings

Moved: Cr Edgar

Seconded: Cr Beauchamp

That the minutes of the Ordinary Meeting held on 17 December 2021 be accepted.

Resolution No.: 2022/01.1

Carried

9 Reports

9.1 Works and Operations

9.2 Office of the Chief Executive

TITLE:	Chief Executives Report for December 2021	DOC REF: 9.2.1
---------------	---	--------------------------

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

Moved: Cr Beauchamp

Seconded: Cr Neilson

That the Chief Executive Officer December 2021 report be received for information.

Resolution No.: 2022/01.2

Carried

TITLE:	Delegations from CEO to Staff	DOC REF: 9.2.2
---------------	-------------------------------	--------------------------

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

Moved: Cr Britton

Seconded: Cr Edgar

- 1. That Council note in the Register of Delegations current delegations from the CEO to other staff and contractors.*
- 2. That the new delegation for Technical Officer be updated in the register to reflect the changes, accepted by delegates and then published on the website*

Resolution No.: 2022/01.3

Carried

TITLE:	Local Laws Officer	DOC REF: 9.2.3
---------------	--------------------	--------------------------

PURPOSE:

The purpose of this report is to advise council of the addition of a Local Laws Officer role to the position of Rural Lands Protection Officer (RLPO) position. There will not be a change to the Organisational Chart as this role will be encompassed within the existing RLPO position.

Moved: Cr Neilson

Seconded: Cr Beauchamp

That the council receive this report for information.

Resolution No.: 2022/01.4

Carried

TITLE:	Policies Review	DOC REF: 9.2.4
---------------	-----------------	--------------------------

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. These reports deal with minor changes to existing reports which does not have any material effect on the intent of the documents.

Moved: Cr Britton

Seconded: Cr Beauchamp

POLICY	NO.	OFFICER	TYPE
Community Grants	103	CSM	Administration
Asset Management and Services Policy	118	Finance	Statutory
Shire Roads Classification Policy	136	DWO	Statutory

1. *That the policies as presented be adopted.*
2. *That a copy of the changes to the policy and plan be forwarded to the Councillors electronically via email and the Councillor Hub.*
3. *That the typing error on page 34 of Policy 118 - Asset Management and Services Policy, be corrected by adding a "m" to the amount of \$139.4 to read "The total replacement value of assets held for the delivery of services to meet the community's needs is currently \$139.4m".*

Resolution No.: 2022/01.5

Carried

TITLE:	Heat Stress Policy	DOC REF: 9.2.5
---------------	--------------------	--------------------------

PURPOSE:

The Bouliia Shire Council recognises its obligations and responsibilities and is committed to achieving and maintaining a work environment which promotes and protects the health, safety, and welfare of all staff, contractors, and visitors. This heat Stress Policy will deliver guidelines for supervisors and workers in extreme heat situations.

Moved: Cr Beauchamp

Seconded: Cr Edgar

That council adopted the new Heat Stress Policy and include it into the council's policy document register, place on the web and distribute to supervisors.

Resolution No.: 2022/01.6

Carried

TITLE:	Action List - December 2021	DOC REF: 9.2.6
---------------	-----------------------------	--------------------------

PURPOSE:

To present to Council an updated Action List.

Moved: Cr Britton

Seconded: Cr Neilson

That the Action List update for December 2021 be received for information.

Resolution No.: 2022/01.7

Carried

9.3 Corporate Services

TITLE:	Director of Corporate Services Monthly Update - December 2021	DOC REF: 9.3.1
---------------	--	--------------------------

PURPOSE:

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

Moved: Cr Beauchamp

Seconded: Cr Britton

That the Director of Corporate Services report for December 2021 be received as information only.

Resolution No.: 2022/01.8

Carried

TITLE:	Updated Banking Signatories	DOC REF: 9.3.3
---------------	-----------------------------	--------------------------

PURPOSE:

To update changes to banking signatories for Director of Works and Operations position.

Moved: Cr Neilson

Seconded: Cr Edgar

That Council confirm that the following authorised signatories be authorised to operate on any new or existing bank accounts Council may open in the future and all previous signatories if held with the same bank be made obsolete.

That the Director of Corporate Services action the changes to signatories and electronic devices for the change in Director of Works and Operations position.

CHEQUE SIGNATORIES

PRIMARY ACCOUNT SIGNATORY: Type 'A'

- Mayor - Eric Britton
- Chief Executive Officer - Lynn Moore
- **Director of Works and Operations Relief – vacant-remove Harin Karra**
- Director of Corporate Services – Kaylene Sloman

SECONDARY ACCOUNT SIGNATORY: Type 'B'

- Finance Manager – Rahul Bhargava
- Senior Finance Officer – Carol Smith
- **Senior Administration Officer – Kelli Chatfield**

ELECTRONIC FUND TRANSFERS:

PRIMARY ACCOUNT SIGNATORY - AUTHORISING OFFICER TYPE 'A'

- Chief Executive Officer - Lynn Moore
- **Director of Works and Operations Relief – vacant-remove Harin Karra**
- Director of Corporate Services – Kaylene Sloman

SECONDARY ACCOUNT SIGNATORY - AUTHORISING OFFICER TYPE 'B'

- Finance Manager – Rahul Bhargava
- Senior Finance Officer – Carol Smith
- **Senior Administration Officer – Kelli Chatfield**

The method of signing/authorising electronic transactions will be as follows:

- Any two type 'A' signatories OR
- Any two signatories: consisting of at least one primary 'A' signatory and one secondary 'B' signatory.

Resolution No.: 2022/01.9

Carried

9.4 Community Services

TITLE:	Community Services Report - December 2021	DOC REF: 9.4.1
---------------	---	--------------------------

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

Moved: Cr Britton

Seconded: Cr Edgar

That the Community Services December 2021 Report be received for information.

Resolution No.: 2022/01.10

Carried

TITLE:	Boulia Sports & Aquatic Centre December Report	DOC REF: 9.4.2
---------------	--	--------------------------

PURPOSE: To inform Council of the current utilisation and activities of the centre
--

Moved: Cr Beauchamp

Seconded: Cr Neilson

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

Resolution No.: 2022/01.11

Carried

TITLE:	Boulia Library December 2021 Report	DOC REF: 9.4.3
---------------	-------------------------------------	--------------------------

PURPOSE: To update Council on the visitations and activities in the Library.
--

Moved: Cr Neilson

Seconded: Cr Britton

That Council receive the Boulia Library December 2021 Report for information.

Resolution No.: 2022/01.12

Carried

The outgoing Financial Manager and the Financial Manager (Relief) joined the meeting to present to Council the Finance Report and Budget Review for December 2021.

The CEO, Lynn Moore, welcomed Mark Willis to the meeting and introduced him to each of the Councillors.

TITLE:	Monthly Finance Report December 2021	DOC REF: 9.3.2
---------------	--------------------------------------	--------------------------

PURPOSE: Financial Summary as at 31 st December 2021

Moved: Cr Edgar

Seconded: Cr Beauchamp

That the Finance Report for December 2021 be received for information.

Resolution No.: 2022/01.13

Carried

TITLE:	Budget Review to 31st December 2021	DOC REF: 9.3.4
---------------	-------------------------------------	--------------------------

PURPOSE: To provide a Budget Review to 31 st December 2021 based on trends to date.
--

Moved: Cr Beauchamp

Seconded: Cr Britton

That the Budget Review to 31st December 2021 as presented to Council be received and that the revised budget variations as shown be adopted.

Resolution No.: 2022/01.14

Carried

The CEO, thanked the outgoing Financial Manager for his excellent service to Bouliia Shire Council and wished him well on his future endeavors.

10 Late Reports

Nil

11 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.

12 General Business

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

13 Meeting Closure

The Mayor closed the meeting at 10:03 am.

14 Confirmed

Minutes to be confirmed at the next Ordinary Meeting of Council

Unconfirmed

10 Reports

10.1 Works and Operations

TITLE:	Engineering Services Report – Newsbrief for January 2022	DOC REF: 10.1.1
---------------	--	---------------------------

REPORT BY:	Stuart Bourne GBA - Senior Civil Engineer	DATE: 14/02/2022
-------------------	--	----------------------------

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

13 th – 15 th December	Nathan Raasch	Flood Damage
---	---------------	--------------

2. Flood Damage Works

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

The March 2019 Flood Event (Severe Tropical Cyclone Trevor and Associated Low Pressure System 19-27 March 2019) Emergency Works is completed and approved for the value of \$1.050m. In Field assessment was held in Boulia on the 16-19th September 2019 for the REPA works. Submission has been approved by QRA for a total value of \$14,231,596.59. Job Management Plan completed. Cultural Heritage Risk assessment complete. CH Site inspections Feb 2021. The completion date of the event has been extended by 12 months. Completion due June 2022.

The Jan 2020 Monsoonal Flooding Event (QLD Monsoonal Flooding, 23 Jan – 3 Feb 2020) has been activated. Emergency works are complete and submission has been uploaded to MARS for acquittal with submission value of \$494,438.07 (BoSC.0011.1920E.EWK). Emergency works Submission is approved for a value of \$494,154.85. REPA Pickup has been completed on Donohue Highway only. REPA Submission has been uploaded to MARS with submission value of \$450,999.46 (BoSC.0008.1920.REC). In Field assessment completed on 8th May. The submission has been approved by QRA for \$450,999.46. Scope of works has been uploaded into Asset Edge Recover system. Works has not commenced on this event. Patch and stabilisation scheduled for April 2022.

Boulia Shire Activated for the 'Central, Southern and Western Queensland Rainfall and Flooding, 10th November – 3rd December 2021' on the 17/11/21.

The following relief measures have been approved:

- Counter Disaster Operations; and
 - Reconstruction of Essential Public Assets
- Data collection underway possibly superseded by the recent January event – not currently declared.

3. Other

Donohue Highway: Outback Way Funding Package 2

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

Design and CH clearance is complete for Stage 7 and 8. Design in progress for Bengueacca upgrade.

4. Industrial Subdivision

Ergon detailed design complete. Sewer Design now complete. Survey completed – earth works to be finalised up to finished level. Operational works approval completed. Tender document for utilities released – closing 25th Feb.

5. Bengueacca Crossing

\$1.7m QRA resilience funding – top up as required with Outback Way Package 3.

Survey complete, cultural heritage clearance is complete. Design 90% complete.

6. DTMR 20D Flood Damage and Dump Road Access

Prime took place on the 3rd of December, initial seal completed December and final seal scheduled for March weather depending.

7. Boulia Airport Crack Sealing and Line Marking

RPQ undertook the crack sealing 25th November. Linemarking pending confirmation from contractor likely mid-February.

8. Donohue Seals

CH46-53.53 and CH116.45-122.40 being procured under T2021/22-4 'All Services' Supply and Install Bituminous Products, to be completed, pending budget confirmation.

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 February 2022 be noted.

ATTACHMENTS:

1. Flood Damage Events - Detailed Summary (ID 410516) [10.1.1.1 - 1 page]

Reviewed by Director of Works and Operations

Mr Michael Pickering

Approved by Chief Executive Officer

Ms Lynn Moore

Boulia Shire Council

Flood Damage Events - Detailed Summary (07/2/2022)

QRA Event Code	Activation	Type	Submitted Value(Inc PM,Esc and Cont)	Approved Submission Value (Inc PM,Esc and Cont)	Final Expenditure (Acquittal)	Comments
BoSC.23.18	March. 2018	REPA	\$ 7,200,421.00	\$ 3,994,189.65	\$ 2,811,273.65	Works Completed. Acquittal Completed
BoSC.0006.1819G.REC	March. 2019	REPA	\$ 14,706,416.51	\$ 14,231,596.59		Approved, works commenced
BoSC.0011.1920E.EWK	Jan/Feb 2020	Emergency Works	\$ 494,438.07	\$ 494,154.58	\$ 494,438.07	Approved/ Works Complete
BoSC.0008.1920.REC	Jan/Feb 2020	REPA	\$ 450,999.46	\$ 450,999.46		Approved - Donohue only
	Nov - Dec 2021	REPA				Emergent works submission pending, REPA submission to be superseded by Jan 22 event.
	Nov - Dec 2021	Emergency Works	\$257,980.62			
	Jan-22					Not yet activated - data collection commenced.

TITLE:	Rural Lands Protection Officer January 2022 Report	DOC REF: 10.1.2
REPORT BY:	Graham Smerdon Rural Lands Protection Officer	DATE: 14/02/2022
CORPORATE PLAN REFERENCE: Key Priority 4: Natural Environment 4.3: Sustainable practices are in place to be a good caretaker of our natural resources 4.3.1: Caretake environmental impact areas of pests, weeds, water resources, disasters and natural resources 4.3.2: Ensure all activities conducted by Council meet with environmental guidelines and are sustainable 4.3.3: Apply practical water conservation practices that ensure that the town retains a green look and feel		
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: It was a short month as there were holidays. TOWN COMMON: After the rain the feed on the town common is coming along nicely with only 44 head of stock on the common at this time. It would be a good idea to limit the numbers that are allowed back on the common to let the feed rejuvenate for a couple of months. PONY/CAMEL PADDOCKS: The Feed in both of these paddocks has started to come back even through there is quite a lot of weeds with some herbage coming up in the pony paddock. Both of these paddocks need to be left to rejuvenate before stock is allowed back in. DOMESTIC ANIMAL CONTROL: There was notice and a flyer sent out to all house holders to inform them to make sure that they have registered their dogs and to keep their dogs in their yards and not to let them roam the streets. There was a problem where the owners of two dogs was issued with a notice to have two of their dogs Declared Menacing Dogs. The owners of these dogs were then sent by email and post all of the requirements which they would need to abide by in order to keep their dogs. Once they have finished building the enclosure and putting up the proper signage and fitting the dogs with the required collars, I will be doing an inspection to insure they have done everything correctly. There was one dog impound for roaming the streets. CWRPM (TECHGROUP) There was a teleconference held and under discussion were; - the spraying of weeds and the cost and supply of the new deed poll, stock take books and the plastic bags that are used when doing a 1080 baiting. They are looking to find a new supplier of the bags as the previous bags kept tearing when treated meat were put into it.		

At this stage I have enough of the plastic bags received from DAF to last for 12 to 18 months. Once I have used all of these bags, I will look at ordering some.

I have already sorted what stock take books I would be needing and I passed on the info and cost of printing it to them as they were having trouble getting enough quotes.

The weed spraying was put on hold until it dries out a bit more. This will be discussed at the next meeting which will be a face-to-face meeting in March at the SLROG Meeting in Tambo.

WEED SPRAYING SHIRE ROADS:

Due to the rainfalls over the shire, I will be very busy with weed spraying once it dries up and the roads are opened.

RMPC:

Just like the weed spraying of the shire roads I will have to wait for the edges and the table drains to dry out so I can start spraying. The good news is that at the end of last year council purchased a 10 x 6 Flat Top trailer to put the spray unit and extra poisons and water or diesel on so I can now go out and spray.

GRAVEL/BURROW PITS:

I have noticed after all of the rain that there is at a couple of the pits some Parkinsonia bushes coming up, not in the pits but out a way from them. This could be from stock eating the seed pods and depositing them in their manure. Once it dries out enough for me to access, I will put more pellets out.

STOCK ROUTES:

The Department of Resources has sent out an email asking council to submit EOI for Capital Works Funding. I will be submitting two this time; the first is to replace the blown-out tank at the 15 mile and I will re-apply for funding to replace the tank and windmill in the Butchers Paddock.

1080 BAITING:

I have received the new Stock Take Book and Deed Poll books which replaces the ones I had from DAF and is no longer to be used. There have been no inquiries for any 1080 baiting or for the De-K9 manufactured baits.

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Rural Lands Protection Officer January 2022 Report be received for information.

ATTACHMENTS: Nil

Reviewed by Acting Director of Works and Operations

Mr Michael Pickering

Approved by Chief Executive Officer

Ms Lynn Moore

TITLE:	NDRRA Flood Damage Works Department January 2022	DOC REF: 10.1.3
---------------	--	---------------------------

REPORT BY:	Gordon Stumbris Consultant Works Overseer	DATE: 14/02/2022
-------------------	---	----------------------------

CORPORATE PLAN REFERENCE:

Key Priority 4: Natural Environment

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 of the current utilisation and activities of the Flood Damage Program

CONTENT:

Overview of current Road Status

The wet season has finally arrived ensuring a “Green Carpet” across our wonderful Shire, following on from the “Rain Event” Boullia Shire Council has been granted ACTIVATION from QRA (Funding Authority) thus creating a **New Flood Damage Event** across our shire road network system. The first step in the flood damage process is to have all damaged pavements made safe prior to road opening, this requires photographs prior to Machinery coming on site, and a full scope of works for our Roads Contractors to rectify damaged areas. The roads with the greatest damage are in the Georgina Basin, they are:

- **Donohue Highway** (Bridge across Georgina River 3.4 metres above deck@10-2-22)
- **Linda downs Link Road** (no road access at present)
- **North / South Urandangi Roads** High Clearance Vehicle only
- **Headingly Rd, Urandangi Border Road, Linda Downs Rd** (very limited access due to flooding) these roads equate to about 55% of our total road network.

Emergent Works:- the works required prior to opening of road.

Harris Road Group are currently working on the following Roads:

Springvale Road, Coorabulka Road, Slashers Creek Road, Toolebuc Road, Pathungra Road Elrose Road, all of the above will be opened to all Traffic by Saturday 19-2-2022 weather permitting

Mixed Crew Roy Smith

Current Works - Completion of Selwyn Road full restoration works (Completion Date Sat 19-2-2022), Whilst in area will complete the R E P A (full restoration works as part of 2019 March FD Event on Selwyn Connection Road Completion Date 24-2-2022)

Future Works

Mobilisation to North Urandangi Road, hoping to commence “Emergent Works ‘on all road pavements to enable us to open roads.

CONSULTATION:

GBA as project officers on NDRRA Flood damage work.

GOVERNANCE IMPLICATIONS:

All work completed within NDRRA guidelines and budget allocations.

RECOMMENDATION:

That the NDRRA Flood Damage Works Department January 2022 report be received for information.

ATTACHMENTS: Nil	
-------------------------	--

Reviewed by Director of Works and Operations	Mr Michael Pickering
Approved by Chief Executive Officer	Ms Lynn Moore

10.2 Office of the Chief Executive

TITLE:	Chief Executives Report for January 2022	DOC REF: 10.2.1
---------------	--	---------------------------

REPORT BY:	Lynn Moore Chief Executive Officer	DATE: 3/9/2021
-------------------	---------------------------------------	--------------------------

CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.1: Confidence

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

PURPOSE:

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

CONTENT:

This month has been predominantly taken up with the work normally associated with the Director of Works and Operations due to this being a vacant position at present. All quarterly reports for the existing programs were completed and submitted.

Issues arose in the delivery of the Urandangi water supply (bore pump issue) which was extremely stressful for the crew left on the ground for the Christmas break. Thank you goes out to Ron Calliope and Willie Parsons. At around the same time the 3G network was struck by lightning which affected the water supply in Boulia – and again thanks to Ron and Willie who worked tirelessly to maintain the supply to the town and for Renee who worked through Christmas doing water tests to ensure the supply was safe.

While the rain is a very welcome event (and we prayed hard to get it) it also created extra work in the management of the roads closures and safety. Several times Boulia became an island and the Top Limestone Creek flowed up and over the crossing. Fortunately, our electronic signs were working and alerted us to the rising water.

A few of our roads attract the attention of the Council, Police and TMR when they are closed due to several previous incidents with vehicles ignoring the **'ROAD CLOSED'** signage. State roads are under the control of TMR who have the final say if a road is closed or open – these are the **Boulia to Mt Isa Rd, Boulia to Winton, Boulia to NT Border Rd, Boulia to Bedourie Rd**. There is a permit that must be applied for to travel on these roads to avoid a hefty fine if you are caught. This does not necessarily mean you will be able to travel on a 'flooded' road but simply have access to your property when it is safe to if another part of the road is closed. The same is true for our local roads – if you are out of town and your road is closed then please complete an application to travel on the local road through the council office. (Personal use only) This again will avoid a fine.

Grant funding opportunities:

LGGSP – proposal for staff housing in Pituri Street to be submitted, ground work completed. Closes 4/3/2022

BBRF – proposal for Community Commercial Precinct (reworked, new costings competed and resubmitted)

BoR – Salt Water Chlorinator EOI submitted (Michael Pickering)

QRRF – EOI submitted for slashers Creek and Coorabulka floodway's

RCP – Telecommunications- Final submission for Fibre to the premises – closed 13/1

RRUP – Proposal for Moonah Rd Urandangi being reviewed. - closes 20/2

Other Meetings attended	Reason
Weekly meetings with: DWO, CSM, DCS, WH&S and ManEx	Weekly catch up
Department DSDILGP	Funding project updates
Department DRFA MARS	Training updates
Department DSDILGP	COVID debriefing
Surepact program	Monitoring program for funding programs
Anglo American	Waste collection
GWl	Telecommunications for Boulia
DDMG	COVID debrief
Plant Committee	Quarterly meeting
Diamantina Rd widening meeting	Preliminary planning
Outback Way	Final meeting for the year.

Human resources have been slightly busy....

Positions which have been advertised through council during this period:

- Director of Works and Operations. - closed
- Min Min Tourism Officer- closed/filled
- Multi-skilled Plant Operator/ Labourer – Parks and Gardens- closed/filled
- Graduate Engineer – Flood Damage Project –closed/filled
- Multi-skilled Plant Operator – RMPC- closed –re-advertise
- Quality Control Foreman – Flood Damage- open – no interest

Other vacant positions to be advertised in January:

- Heritage Complex – Tourism Officer Part-time- closes 14/2
- Post Office Permanent part time – closes 21/2
- Tourism casual's positions for Min Min Encounter, Heritage Complex-closes 14/2
- Sports Centre Swimming Pool casuals – closes 14/2

Lease renewals

Coming up shortly will be the leases and agreements for the following:

- Cooridgee Reserve
- Butchers Paddock sub-Lease
- Cleaning Contract for rest areas

CEO Leave

I will be on leave from 14th March to 1st April and have arranged for Ray Geraghty to act in this role.

CONSULTATION:

N/A

GOVERNANCE IMPLICATIONS:

Vacant positions are identified in the organisational chart, however relief required for the Director of Works position (relief) was not anticipated at the time of setting the 2021-2022 budget therefore this will impact the overall budget.

RECOMMENDATION:

That the Chief Executive Officer January 2022 report be received for information.

ATTACHMENTS: Nil

Approved by Chief Executive Officer

Ms Lynn Moore

TITLE:	Stock Route discussion paper - AEC review	DOC REF: 10.2.2
REPORT BY:	CEO (Lynn Moore) Chief Executive Officer	DATE: 14/02/2022
CORPORATE PLAN REFERENCE: Key Priority 5: Robust Governance 5.5: Advocacy 5.5.2 To have Councillor representation and actively involved in regional forums		
RISK MANAGEMENT: The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Possible (Likelihood) giving an overall assessment as Low L-3 .		
PURPOSE: To provide the CEO of RAPAD with a council decision on the preferred options for managing the ongoing costs related to the use of Queensland Stock Route Network following several meetings and the provision of the AEC report on stock routes.		
CONTENT: Stock Routes and ultimately the maintenance of those has been an unresolved issue for many years. The AEC were engaged to recommend several solutions which are put forward in the tabled document referred to in this report. At the RAPAD November 2020 meeting it was proposed that an alternative funding mechanism for Stock Routes via a state-based levy, be investigated and RAPAD agreed to 50% fund this investigation together with LGAQ. The attached Stock Routes discussion report prepared by AEC Group was tabled at the RAPAD Meeting on 24 and 25 August 2021 and RAPAD sought feedback in November 2021. To strengthen the submission, it is proposed that each council have a council resolution to support its recommendation. Mayors have been asked to take the Sustainable Funding Options for Stock Route Network discussion paper back to their Councillors to seek feedback on the preferred funding options below: 1. Option One – Increase in the Price of Permits and the Use of Application Fees –page 21 2. Option Two – Rationalisation of the Stock Route Network –page 22 3. Option Three – Introduction of a Stock Route Network Levy-page 22 4. Option Four – Local Government Stock Route Network Operational Grant –page 22 5. Option Five – Including a Stock Route Adjustment Factor in the Financial Assistance Grants Methodology –page 23 At the meeting in August 2021 the report recommended from the Sustainable Funding Options for Stock Route Network - Option 1 on page 21 to ensure there is an appropriate price signal to the market participants and efficient future use of the Stock Route Network. However, the mood of the RAPAD meeting was to support Option 3 for the introduction of a levy. Further, there was a general discussion in the same meeting to not support Option 5 being including a Stock Route Adjustment Factor in the Financial Assistance Grants Methodology. A further option (Option 6) was proposed that a charge to the adjoining landholders for the grazing value of the stock route beside their property and these funds be made available for maintaining the stock route, with the aim to reach cost neutrality. No firm consensus was reached and we have now been asked for a council resolution supporting each councils' views on this issue.		

CONSULTATION:

RAPAD meeting (face to face) on 24th and 25th August 2021.

GOVERNANCE / BUDGET IMPLICATIONS:

Nil

RECOMMENDATION:

That Council advise RAPAD that they recommend **Option XX** in line with the AEC Group report, sustainable Funding Options for Stock Route Network completed in August 2021.

TABLED DOCUMENT: AEC Sustainable Funding Options for Stock Route Network.

Reviewed and Approved by Chief Executive Officer

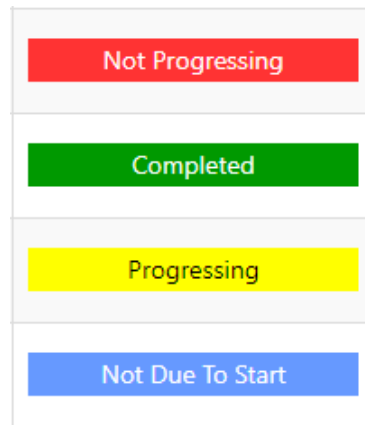
Ms Lynn Moore

TITLE:	2nd Quarter Operational Plan Report Oct to Dec 2021	DOC REF: 10.2.3
REPORT BY:	CEO (Lynn Moore) Chief Executive Officer	DATE: 11/11/2021
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 present the first quarter Operational Report for October to December 2021		
CONTENT: The second quarter review of the Operational Plan from October to December 2021 has been completed. It reflects Council's position in relation to the Corporate Plan and progress towards goals Council aims to achieve. <i>Local Government Regulation 2012 Division 4 Annual operational plan Section 173</i> <i>(3) The Chief Executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months</i> <i>(5) A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.</i> The report on the Operational Plan for 2021-2022 has been prepared in accordance with the legislation and our Corporate Plan goals.		
CONSULTATION: Nil		
GOVERNANCE IMPLICATIONS: Prepared in accordance with Local Government Regulation 2012		
RECOMMENDATION: <ul style="list-style-type: none"> • That Council receive for information the second quarter report from October to December 2021 in relation to the adopted Operational Plan 2021-2022. • That the report be displayed on the Council website. 		
ATTACHMENTS: 1. Operational Plan Quarterly Review with traffic lights Qtr 2 2021 22 [10.2.3.1 - 49 pages]		
Reviewed and Approved by Chief Executive Officer		Ms Lynn Moore

Bouli Shire Council

Operational Plan 2021-2022

2nd Quarter review






Key Priority 1: Social License

Our Shire has a long and proud history. Changing times and often harsh conditions have necessitated a deep resilience. To continue to thrive, our communities need to be cohesive and strong, our people supportive and engaged, and our towns attractive and livable.



1.1: Enhance sporting, recreational & cultural facilities and activities.

1.1.1: Build a strong sense of community by supporting local groups and organisations



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
1.1.1.1	Application and coordination of RADF funding during the year to assist community groups to provide supported activities. Acknowledgement in the Annual report for this funding stream.	All RADF funds expended and acquittals and returns completed.	NQ Sports awards hosted by North West Qld sports foundation was held in Charters towers recently. A community member was nominated for long service to sport in Boulia The after school sports held weekly are subsidised from NW sports foundation currently. Two RADF subsidised workshops were held in the later part of 2021.	
1.1.1.2	Support not-for-profit community groups with grant information opportunities and grant development and promotion of councils 'Grant finder' program	All relevant grant information provided to groups via email.	Grant information is advertised on Council website and support given if required.	
1.1.1.3	Promotion and support for community celebrations which are able to be held in council facilities: Burke Hall, Shire Hall, Racecourse Reserve, Sports Centre.	All special commemorative days and events supported within our facilities.	Community groups are well supported by council and council employees assisting wherever possible.	

1.2: Respecting our culture and heritage.

1.2.1: To capture, preserve and promote the heritage and diverse cultures of our region



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
1.2.1.1	Capture and preserve Boulia's written and pictorial historical past with information researched, documented and saved electronically which is then available to the general public.	Documentary work completed with maintenance action plan in place.	An historical display of Indigenous culture in Boulia will be on display on Australia Day, NAIDOC week and Reconciliation week. All historical information recorded and stored/displayed in Library and Heritage Complex and available for copying to the public.	
1.2.1.2	Collect and collate the oral history of our elderly residents.	That a body of work has commenced in the collection of our oral history either by video or other recording options.	Videoining has begun of some residents and this will be followed up in more depth in the coming year.	

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



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
1.2.2.1	Inclusion of the past history of Boulia both indigenous and non-indigenous through media, and the Heritage Complex..	Heritage information days held	Promotion of all historical facts of Boulia are recorded and heritage signs have also been erected. Council showcases many historical photos and history information on its social media weekly.	
1.2.2.2	Celebration of our combined history through acknowledgement of important milestone days.	Each of the important days for both Australia, Queensland and Boulia milestones are celebrated.	As reported Indigenous pictorial/written information available for display for all cultural events for 2022. Reconciliation grant funding being applied for for a community event at the library.	

1.3: Bouliia Shire to have active inclusive communities

1.3.1: Advocate for a range of services, programs and facilities to address disadvantage and foster inclusion.

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
1.3.1.1	Advocate for increased coverage for internet in remote locations.	Number of black spot internet locations achieved.	In depth discussion have been held with NBN, and Telstra and other service providers. I have engaged with RAPAD and GWI to provide independent feedback of potential solutions to the connectivity not only for the council but for the community	
1.3.1.2	Digital technology in all its forms is supported to improve the livability of Bouliia Shire.	Inclusion in the digital progression from RAPAD group of councils. Support the development of Hotspot mobile points along major routes.	Upgrading WIFI link to the Depot, Min Min to obtain faster connectivity to the council server. Smart water meters Installation in progress (Bouliia Business units and Bores) Urandangi water level monitor system been installed NBN connectivity to the council facilities and town residents funding application in-progress	

1.3.2: Encourage volunteering and recognise volunteers who support events throughout the year.




Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
1.3.2.1	Assist local community organisations to engage volunteers (advertising / administration) Acknowledge volunteers to these groups by formal recognition during the Australia Day celebrations.	Community events supported with advertising, in kind support etc..	Staff helping organise Australia Day and grant funding sought from Australia Day community events program. Australia Day competition is being held. Funding supplied was \$10,000. public community event cancelled. Award recipients to be live streamed to websites.	
1.3.3.2	Actively encourage staff to volunteer through innovative incentives.	Community groups who rely on volunteers are actively supported through advertising via ,	Community Services staff are actively involved in supporting community events and Council run events.	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
-------------	-------------	---------------------	----------------	----------------

Facebook, Web Page , email blast and twitter and Instagram.

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

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
-------------	-------------	---------------------	----------------	----------------





1.3.3.1	All parks and open spaces are mowed, toilets clean and free from defects and meet WH&S standards.	Parks are free from rubbish, broken equipment replaced/repared, and mowed as per levels of service schedule.	Parks are free from rubbish, broken equipment replaced/repared, and mowed as per levels of service schedule.still to finish of front fence at Robinson park.	
1.3.3.2	Organise, host or assist in delivering the Annual Community Events Program promoted in the community calendar.	Community events such as ANZAC Day, Australia Day,NAIDOC etc are well organised and promoted	All events promoted and featured in monthly newsletter.	
1.3.3.4	Library, swimming pool and WiFi continue to be promoted to encourage educational advantage, physical advantage and social advantage.	Opening hours reflective of community demand and budgetary constraints..	All facilities cater to the community in the areas of library and sports.	



Key Priority 2: Built Environment

Our built environment or infrastructure creates the building blocks for our future. Our access to clean water, reliable energy supplies, communication technology and public infrastructure is paramount to our standard of living. We will keep pace with demand by planning for the future. We will create green spaces and social infrastructure, manage expansion and provide essential services.



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

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.1.1.1	Maintain Boulia and Urandangi aerodromes ensuring all audits are completed and audit issues are actioned.	Airport inspections completed and remedial actions completed within required timeframes	Inspections completed and items listed in the report have been actioned accordingly.	
2.1.1.2	Disaster Recovery Funding Arrangements (DRFA) Flood events are captured, completed and acquitted with 'value for money' principles.	Road information is collected and processed in line with program requirements. Flood work is completed within budget	Flood activation programs are on track with additional staff commenced in line with QRA recommendations.	
2.1.1.3	Outback Way sealing program is being completed in line with budget allocation and works program.	Work has been completed to the agreed standard , within timelines and budget allocation.	Total unsealed left to complete 76.3km. Donohue Sealed section 68% Unsealed section 32% awaiting on the funding approval to continue to seal next section	
2.1.1.4	Preparation of funding submission for TIDS, R2R and TMR completed.	Projects are completed within guidelines and pass audit requirements.	TIDS (TMR) funding allocation through ORRTG group as per regional agreements, R2R funding will be allocated to the industrial estate for completion of this project.	



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.1.1.5	Annual Shire roads maintenance plan is completed with the focus on reducing ongoing maintenance in the future.	Shire roads are maintained within budget allocation and work is in line with annual works program.	Shire roads maintenance budget is utilised to extend the benefit of other roads projects.	
2.1.1.6	Maintenance and renewal of FM transmission sites ensures continued operation.	All sites operational	All sites operational and maintained. 6 monthly service will be carryout by qualified suppliers.	

2.1.2 : Deliver quality outcomes on all roads (Shire and State) within quality assurance guidelines.

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.1.2.1	TMR, RMPC and R2R roadworks are, completed in line with current standards and within budget.	Report to council are completed monthly with quarterly update to council meeting on progress against plan.	All RMPC defects and measure ups Reflect software been used. The Reflect system is enabling a good management program to be completed and tracked.	
2.1.2.2	Road work completed data is recorded by road crews on REFLECT. Updated progress and outstanding items reported to council monthly.	All work which is completed under contract is submitted to confirm work completed in a timely manner.	RMPC Contracts for DTMR Roads are with data recorded by REFLECT are submitted within approved time frames and with in the allocated budget.	



2.1.3 : Lobby for appropriate State and Federal government funding to upgrade the quality of major access roads within the shire and also accessing the region

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
-------------	-------------	---------------------	----------------	----------------

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.1.3.1	Continue to lobby for the progressive sealing of 'Australia's Longest Shortcut' - the Outback Way. Representation to State Government to have the Donohue Highway declared a State road	Funding to complete roadworks on the Outback Way is received and value for money outcomes are achieved.	Continued efforts to emphasise the financial impact of this road still being categorized as a council road while having a National impact on freight and tourism being the third transnational route across Australia linking up sections of the Outback Way between NT and Winton.	
2.1.3.2	Identify priority sections for the continued improvement of the roads between Winton and Boulia and Boulia to Mt Isa.	Continued representations are made to ORRTG, TMR with attendance at monthly and quarterly meetings.	Boulia to the Dump road rehab work completed. New rest stops been completed. Council's road work priorities been submitted to the Department. 30Kms of road shoulder re-sheeting completed on Mt Isa Dajarra. 80km North of Boulia rehab job in design stage Heavy vehicle parking facility in progress (next to Burke River)	

2.2 : Sustainable - housing, buildings and community infrastructure






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





Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.2.1.1	Regular collection of residential and commercial waste as per policy with annual review on collections completed.	All collection dates are completed within timeframe and annual review completed.	Collection of waste is completed as per the policy on time every week. new collection for Anglo American commenced.	
2.2.1.2	Environmental Protection agency guidelines are adhered to and actions are attended to within time frames.	Information required to meet Council's obligations regarding Environmentally Relevant Activities and associated	As per DWQMP all the samples collected and tested. SWIM data to be submitted. DWQMP under review it will be submitted to the regulator. DWQMP Annual report has been submitted to the regulator.	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
-------------	-------------	---------------------	----------------	----------------

annuals returns / reporting are submitted.


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


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.2.2.1	Buildings and all council facilities meet regulatory requirements and WH&S standards. Inspections of power boxes and RCD's are completed annually.	Inspections by regulatory bodies and WH&S officers meet pass rate. RCD annual inspections and report completed to CEO.	RCD inspection template has been assigned to contracted electrician for attention and report to CEO will be undertaken on completion of task. Smoke alarm checks/replacements have been brought to the attention of the electrician for compliance.	
2.2.2.2	All council owned buildings and facilities are well maintained with building use monitored by the venue booking forms and income is generated where possible.	Regular inspections conducted by supervisors meet level of service requirements.	The administration team are completing the checks on areas which are hired out to ensure the longevity of these assets. Regular inspections are conducted via I-Auditor.	
2.2.2.3	Maintain the grounds, fencing and buildings in existence at the Racecourse Reserve to meet racing requirements.	All facilities are maintained with limited interruptions to planned events	All facilities are maintained with limited interruptions to planned events and meet racing requirements. Council is working with the committees to ensure the facilities meet standards and regulations.	
2.2.2.4	Urandangi Hall Facilities meet regulatory requirements and also meet WH&S standards.	Continual maintenance upgrades in accordance with funding from Dr Don.	Urandangi hall and depot now meet WHS requirements with installation of fire extinguishers both internally and externally where required	
2.2.2.5	Council housing is managed in accordance with tenancy requirements. Allocation of housing stock to applicants	Housing stock is utilised for the best purpose with all applications	Housing continues to be in short supply for staff and community. New housing builds should alleviate this problem.	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	completed via the housing committee and reported to council.	progressing through housing committee.		
2.2.2.6	Library facilities are maintained to meet the needs of the community as well as meet regulatory requirements and WH&S standards.	Library facility is suitable for all patrons access and is clean and usable.	The First Five Forever program has attracted several new families to the library. The library engages the school children with competitions and activities throughout the year and during holidays.	
2.2.2.7	Bouliia Cemetery facilities are well maintained and grounds are aesthetically appealing.	No dead trees, fencing is of good standard, watering system functions.	Bouliia Cemetery are well maintained, new fencing has been installed along with a new gate. A Columbarium wall has been purchased and will be installed early 2022. New tree/shrub plantings to beautify the entrance will also occur in 2022..	
2.2.2.8	Urandangi Cemetery facilities are well maintained and grounds are aesthetically appealing.	Regular inspections conducted by supervisors meet level of service requirements.	Council employees parks and gardens officer at Urandangi to ensure regular maintenance occurs. Inspections conducted by supervisors every month to ensure level of service requirements are met.	
2.2.2.9	That the bus is registered and well maintained to be able to be utilised for community functions and events.	Bus is able to be used when required.	The bus is currently registered, insured and kept up to date on regular services so it can be utilised by the Community. This bus is over 10 yrs old and will need to be replaced in the near future if required/ warranted.	

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.

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.3.1.1	Asset Management Plans completed for all major asset classes	All Asset Management Plans completed for all major asset classes	The final asset management plan for buildings and houses has now been completed this will be used to determine the priorities for building maintenance	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.3.1.3	Develop the LEVELS OF SERVICE information data base to improve the relationship between the service level and cost so that future community consultation will be well informed of the options and associated cost.	Levels of Service developed of each asset class improving with maturity each year.	Levels of service for all AMP's been developed by Shepard Services. all the data been collect by using virtual RACAS system. Budget forecast been developed for the roads, footpaths, K&C and Airports. As per AMP budget been allocated for the renewal for the footpath and K&C.	





2.3.2 : Identified projects to be approved by council and shelf ready projects created ready for future funding.

Projects over \$100k must use the QTC PDF program.


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.3.2.2	Progress the development of the Residential Subdivision (Stage 1) by having survey plans prepared and a shelf ready project to enable the application for funding when available.	Survey plans completed ready for implementation if funding becomes available.	A shelf ready project has been developed but survey plans will not be completed until funding has been identified. There already has been some enquiries about this area.	
2.3.2.3	All identified future projects to have a shelf ready funding applications ready for funding opportunities.	All potential projects have shelf ready funding applications completed.	Several shelf ready projects are on hand for when funding is available.	



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

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
-------------	-------------	---------------------	----------------	----------------


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.3.3.1	All street lights functional enabling the safe traversing of streets and the use of recreational facilities after dark.	Audit on street lights conducted with reports to Ergon on faulty lights.	Ergon has performed maintenance and replaced all the faulty lights. Solar lights brightness required adjustment	
2.3.3.2	Town entrances ,all parks and recreational areas are managed in a sustainable manner with mowing and slashing completed regularly. Trees and shrubs pruned or removed if dead or dangerous.	Visible appearance of town, parks and open spaces is well maintained. No dead trees on council land. Positive comments from visitors and community.	Town entrances parks and open spaces are well maintained. Weed spraying completed. plants been trimmed for regrowth.	
2.3.3.3	New seasonal plantings of shrubs and annuals in identified gardens completed. Centre median strip shrubs trimmed and ' flag' signage repaired/replaced.	All gardens and weed free and plantings have been done to peak during tourist season.	New plants have been planted shrubs trimmed to suit Boulia's seasonal weather. removed dead trees from the median strip and Robinson Park..	
2.3.3.4	Cemeteries to have site information recorded in the new IT Vision system and new sections allocated according to plan.	All existing information loaded into the system and new additions recorded.	Information is being carefully recorded in to the system as time permits.	

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

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.3.4.1	Survey plans for land titles held by council to be reviewed and	All council identified land for development has survey plans and shelf	This is actioned as required and identified in the Corporate Plan.	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	updated if necessary to enable future development.	ready project costing ready to be implemented.		
2.3.4.2	All projects over \$100k are to consider ongoing ownership costs of new capital works proposals in budget deliberation. This to be achieved by identifying the renewal and capital grade expansion components of all capital works projects, and providing for the ongoing operational and maintenance requirements.	All projects to be approved by council using the QTC Project Decision Framework tools.	Prior to approval the whole of life costing is taken into consideration and reviewed by council. Continued review of this expenditure as the projects. and also adding QLeave extra element, if the project cost is more than \$100K	
2.3.4.3	All building applications are completed in a timely manner with the correct fees charged.	Check on the application fees charged through our supporting engineers to ensure they are correct and timely.	Quotes are now referred directly to the external engineers/ building certifiers	

2.3.5 : Ensure Town Planning Scheme accommodates appropriate land/zonings for future commercial/ industrial establishment and growth.


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
2.3.5.1	Town Planning Scheme is adopted and reviewed by Council annually with the budget.	Town Planning Scheme is approved by the Minister and adopted by council.	Town Planning Scheme was adopted in 2020 and no changes are reflected this year.	

Key Priority 3: Economic Development


Economic prosperity creates opportunity. Our economic strength fuels growth across our region and is responsive to opportunities, particularly in the tourism and the agricultural market. We will advocate for local businesses and work to diversify the local economy to include mining and exploration and take full advantage of the resources available to us. To do this we must work together as a community to identify, promote and activate new initiatives whilst protecting those lifestyle and community traits that we value

3.1 : Facilitate housing and investment to support employment opportunities

3.1.1 : Promote decentralisation and the opportunity to invest in community housing.


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
3.1.1.1	Support activities within WQAC to improve housing availability and affordability in western Queensland.	Attendance WQAC meetings and submissions to State Ministers.	WQAC have chosen this as a topic which is reflective of all western councils. A face to face meeting occurred in October 2021 in Brisbane to develop a paper for submission to the government. The group also submitted a paper on the sustainability of local government councils in rural and remote Qld.	

3.1.2 : Council housing is sustainable and is suitable to meet demands



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
3.1.2.1	Housing stock is managed to ensure satisfactory standard is maintained. Sale of older homes to update housing stock and encourage home ownership. Budget allocation is sufficient to meet 10 yr housing forecast.	Housing stock meets council demands	A house should be sold from Council stock shortly and two new homes have been erected.	





3.2 : Advocate for the region through regional networks


3.2.1 : Advocate and support the development of the Outback Highway

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
3.2.1.1	Outback Way Development Corporation- continuation of the joint representation for the future development of the Donohue Highway forming part of the Outback Way - Australia's longest shortcut.	Monthly teleconference updates	The connection with the Outback Highway Development Corporation is strong and council attends all monthly meetings to support this important project. The future of Boulia will be heavily impacted by the success of this sealing project across the 3rd transnational route across Australia	

3.2.2 : Actively support networks and partnerships between local businesses, industry groups, relevant organisations and State and Federal government



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
3.2.2.1	Achievement from the active engagement in Outback Regional Road Group (ORRTG) representing the importance of our shire roads and roads of regional significance.	Savings for council achieved through involvement in this group.	Regular monthly teleconferences attended with quarterly face to face meetings attended. Actively participating in the group and heavily involved in joint procurement. Urandangi North Rd has been listed as a road of regional significance.	
3.2.2.2	Work with RAPADWSA (Water Strategic Alliance) in joint procurement for major infrastructure water projects to enable the best utilisation of funding to achieve sound outcomes for infrastructure and therefore service delivery for water.	Improved water infrastructure.	Actively participating in the group and heavily involved in joint procurement. This year will see joint procurement in water mains and smart water meters and projects which will see council save many thousands of dollars as joint procurement proceeds	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
3.2.2.3	Attendance at the Remote Area Planning and Development Board (RAPAD) meetings- Facilitate the growth and development of the Central West and wider Outback region.	Evidenced based outcomes resulting from the membership of the regional group.	Mayor and CEO attended Annual Friends of RAPAD event and continue to attend video conference meetings each month. This long term association with the RAPAD group of councils continues to deliver sound outcomes delivering support for roads, water, waste and pest and weeds.	
3.2.2.4	Central West Regional Pest Management Group (CWRPMG) - Development of a strong regional group who guide the implementation of the adopted Regional Bio-Security Plan which will seek opportunities to eradicate, control and manage pest and weed issues.	Group is functional and has had success in the development of a workable plan.	No more news on the cost of buying the plastic bags for baiting and 1080 warning signs. Will be looking at doing some combined weed spraying in the cooler months of 2022.	
3.2.2.5	Prepare submissions to Western Queensland Alliance of Councils, Local Government Association and Australian Local Government Association to lobby State and/or Federal Governments for strategic changes to Acts and regulations where warranted.	Successful outcomes from motions developed by council presented to WQLGA.	Submission information provided to the WQAC for housing in readiness for the October meeting in Brisbane.	
3.2.2.6	Ensure that the Local Disaster Management Group (LDMG) group is functional and operates well in emergency situations. Bi-annual meetings and exercises are conducted as required.	Activations are well executed and documented. • Reports to the LDMG are completed • Field and desk top exercises are completed	Due to the impacts of COVID-19 and the change to the Police Sergeant (who control the LDMG) the meeting held in Boulia on 13th October was not a field exercise but simply a desktop review	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
3.2.2.7	Support the Inland Queensland Road Action Plan (IQRAP) group to further inform the State of the importance of western Queensland as a contributor to GDP.	The focus is to increase the quality and accessibility of the road network to maximise the economic prosperity of inland Qld.	Continued support for this group for outback Queensland road network.	


3.3 : Innovate and explore opportunities




3.3.1 : Identify economic opportunities and enablers for the Shire

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
3.3.1.1	Explore opportunities to utilise 'green' energy where appropriate.		Successfully installed solar air-conditions in some council facilities. Allocated budget to power depot with solar at Urandangi Depot.	
3.3.1.2	Increased digital connectivity throughout the shire by the use of technology to improve communication and connectivity	Review completed on how digital exposure can benefit Boulia.(RAPAD)	Continued investigations into possible solutions for our connectivity issues not only for the council but also in peak periods of tourist activity.	

3.4: Promote tourism as an economic driver for the shire

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

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
3.4.1.1	Signage which recognises Traditional Owner (T/O) groups	Consultation with T/O groups on wording and location of signage. •	Progressing	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	within the shire by including signage on T/O area boundaries	Installation of signs completed.		
3.4.1.2	Maintain and improve the experience of tourism attractions by regular maintenance and updating of facilities and new programs when required	Upgrading of existing infrastructure completed with program review to be completed when funding available.	The Min MIn Encounter has had its show modernised with headphone accessibility and the allowance of more people going through in each show. This will increase revenue also.	
3.4.1.3	Promote the attractions in Boulia to increase the number of visitors to Boulia through partnerships with other regional tourism providers. ie caravan and camping shows.	Attendance of staff to trade shows and training opportunities.	Once trade shows are up and running again staff will attend. We will continue to work with other Western shires to promote this part of Queensland.	
3.4.1.4	Continued use of television and other media advertising of the shire including our web site to support council tourist attractions	All advertising and TV ads reviewed and renewed as necessary for value for money outcomes.	New television advertising has been produced and will be shown in early 2022.	

Key Priority 4: Natural Environment



We are the guardians of our environment. Our shire is home to diverse, pristine and culturally sensitive environments. We have a duty of care to preserve and protect our shared environment so it continues to underpin our history, lifestyle and economy. We will encourage sustainable practices including green energy solutions and the responsible land management.

4.1. : Well managed environmental resources which supports our future growth.

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


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
4.1.1.1	Fogging activities completed in times of flood	Fogging notification to residents. Fogging completed to the most effective schedule for reduction in pests	Fogging for Mozzies & Sand flies started on the 26/11/2021 and has continued and will continue until they are under control. I am fogging three nights a week those nights being Monday, Tuesday and Friday.	
4.1.1.2	Manage stray domestic animals within the township to reduce incidence of nuisance behavior	Reports of stray domestic animals actioned within 4 hours.	The registrations of dogs has been very low so far. I would like to see another house to house like council did at the start of 2021. There was three dogs impounded in the last three months with two dogs registered and the third dog being rehomed on a local property.	
4.1.1.3	The set of policies and local laws are reviewed annually to ensure that all residents are able to enjoy Bouliia without impediment.	Policies and Local Laws are up to date and relevant.	Policies are reviewed as per their due date usually with an expiry of three years unless changed by an Act of government. The Local Laws will be reviewed and updated this year to include dog off leash areas. This review is currently in progress.	

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

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
4.1.2.1	Development applications and building approvals are actioned within a timely manner.	All approvals are actioned within the timeframe	These are managed within statutory timeframes by external contractors..	
4.1.2.2	Cultural heritage clearances are sought during the planning process for construction activities.	Number of projects which have cultural heritage clearances completed prior to any work done.	Part of the project scope to obtain Cultural Heritage clearances for any new sites or projects. Report has been added to Job Management Plans.	




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.

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
4.2.1.2	Local SES group is supported by council. Compliance with the state requirements to have an State Emergency Service (SES) group	SES- Group is supported during and after events by the use of council equipment and staff id required.SES Management Plans are up to date	Council have been instrumental in obtaining the newly re-furnished operations centre which allows for training and meetings to be held in air-conditioned comfort.	



4.3. : Sustainable practises are in place to be a good caretaker of our natural resources

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



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
4.3.1.1	Identification and management of pest animal and weed issues within the shire in accordance with the Bio-security Plan adopted by council with reporting to be done back to CWRPMG quarterly.	Pest animal baiting occurs. Weed identification and notification process occurs. CWRPMG meetings are attended by RLPO	With there being some good falls of rain over some areas of the shire and the warmer weather there has been some weed growth along the road sides but with the warmer weather some of the plants/weeds are showing signs of stress and have stopped growing once we get more rain I will start spraying again. There has been a marked drop in dog numbers and pig numbers being seen/shoot or trapped this could have something to do with the rain that has fallen over some parts of the shire and the feral animals don't have to travel for water.	
4.3.1.2	Noxious Pest weed control on council managed land and council road reserves is maintained, monitored and reported quarterly to council but subject to grant funding.	Limited incursions with action taken for invasive species.	With the rain I have been back and checked on the Parkinsonia Bushes that I poisoned using Access and Graslan Pellets that were growing on the Town Common and shire roads. I did get a 95% kill of all bushes and have put more pellets around those that were to hard to get to the first time or have came up after the rain. RMPC spraying will start after the holiday break and if there is more rain.	
4.3.1.3	Bounties for wild dog and cat scalps and pig snouts are paid with a complete register of numbers reported and amounts paid by council.	• Take up of baiting program offers by the landholders. • Bounty payments continue. • Education information available on pest animals on the web site / face to face.	The numbers of dog scalps and pig snouts have dropped compared to the same time last year. For the last three months of this year 2021 there was 1,012.5kg of meat treated with pig strength 1080 for feral pig baiting.	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
4.3.1.4	Town common is managed within the limits set and stock holders are encouraged to participate in any muster arranged by council. Weed control and stock levels monitored and reported to council quarterly.	<ul style="list-style-type: none"> • Town Common Committee meets at least once per year. • Members fees are paid promptly • Stock which is not registered with a member will be impounded. • Town common muster is completed half yearly. 	<p>There has been some good falls of rain over most of the town common so the feed has started to come away.</p> <p>The owner of the cattle that are still running on the town common has removed more then half of his herd so there is now only 43 head of mixed cattle and 1 horse running on the common at this time.</p> <p>Pest weeds have been poisoned and am checking when there are good falls of rain for any regrowth and spraying them or putting pellets around them.</p>	
4.3.1.5	Primary Stock route bores are maintained as appropriate with funding applied for as needed. Other bores are maintained as funding allows.	Stock route bores are maintained in accordance with funding received.	<p>I have finished doing the inspections of all stock route facilities.</p> <p>After talking to DoR I was told that there is no spare funding to replace the poly tank that blew out at the 15 Mile and was told to wait for the next round of funding and put in an EOI.</p> <p>still large areas of the stock route that missed out on rain.</p>	
4.3.1.6	Support the local land-care groups to achieve pest and weed control in conjunction with Desert Channels Queensland.	Bi-annual meetings are conducted to review progress	<p>With everyone being busy with destocking and feeding stock there has been no meetings and field days.</p> <p>Now that there has been some good rain falls over most of the shire the group will I think be getting more active and I will going along and helping them with what ever they are planning on doing.</p>	
4.3.1.7	Review council buildings and facilities to improve sustainability/ reduction in greenhouse emissions or reduction on reliability of traditional power sources.	when new products are required to be purchased we are looking at the options which are sustainable to the environment.	This will be conducted if we are successful in our application for funding for a new Regional Community Hub.	

4.3.2: Ensure all activities conducted by council meet with environmental guidelines and are sustainable

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
4.3.2.1	All facilities over which we are required to hold a licence meet the Qld standards and licence renewal is achieved.	Visitation and audit by environmental health officer to review all of council operated facilities and business operating in Boulia.	All the licenses are up-to-date. to comply with EPA guidelines. Environmental health officer carries out regular audits on licenses, landfill management and food licenses. Carpenter / builder has undergone refresher training for Asbestos removal.	
4.3.2.2	Leases over the Butcher Paddock and Cooridgee Laneway are managed in accordance with our lease requirements for stock holdings.	Leases are sub-leased with income generated to cover lease fees to Qld Gov and managed in accordance with those requirements-reviewed annually.	with the Butchers Paddock receiving good rain and there being a small number of stock running in this paddock the feed is very slowly starting to come away. There is still a need for some good follow up rain to get this paddock back to full carrying capacity. Cooridgee Reserve this paddock all so received some good falls of rain over parts of it and where there was rain the feed is starting to come away. The parts of the paddock that only got very small amounts of rain or none at all there is still little to no feed.	

4.3.3 : Apply practical water conservation practices that ensure that the town retains a green look and feel

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
4.3.3.1	Watering of councils parks and median strips is managed to suit the best water source.	Watering through drought periods is scheduled.	Burke has received several 'flushes' and we are able to water from this source.. We will be utilising town water to irrigate town median strips. Watering has been kept up to the required standards. new bore will be installed early next year to keep-up water demand.	
4.3.3.2	Actively monitor town water usage and quality and investigate a fair	Water usage is controlled and charges are defensible.	Further work has been underway in getting the trial of water meters ready for implementation.	



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	system cost recovery for water provision.			

Key Priority 5: Governance


The decisions made by local government and community organisations change our lives. Decisions made by State and Federal Government affect how we operate. We want a greater say in the process and in the allocation of resources, especially in our local communities. We will ensure we have effective process, procedures and policies to positively change behaviors which are supported by the Local Government Act 2009 to provide confidence to funding providers.

5.1 : Ensure a high level of governance, accountability and compliance

5.1.1 : Councillors and Staff have access to clear guidelines to assist in the delivery of accountabilities.



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.1.1.1	Council policies are reviewed in accordance with Acts and Regulations and updated in a timely manner	All policies are reviewed in accordance with the policy review register.	All policies are actioned in accordance with their due date for review and submitted to council.	
5.1.1.2	Provide elected members with training and professional development opportunities	Policies are reviewed and made available to staff.	Council completed the financial analysis training on 11th and 13th October and also elected member training .	

5.1.2 : Effective internal and external communication and records management

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.1.2.2	Provision of an accurate and comprehensive Records Management service for the Organisation as required under the State Records Act 1998	Councils system is up to date with current upgrades and staff are trained in the use of the system.	Several staff are now competent in the management of our records system	


5.1.3: Adopt an integrated risk management approach

Risk Management Group meets at least six (6) times per annum .Completion of all actions of the Risk Management Group Action Plan designated for finalisation in this financial year

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.1.3.1	Review existing Enterprise Risk Management Framework and ensure that Operational, Financial, Reputational and Corporate Risks are identified and reported on through the audit committee. .	Risk Management framework is reviewed and developed further.	The Risk Management framework review has been completed and updated in Oct 2021.	
5.1.3.2	Provision of reports to Workers Comp in relation to workplace injuries and other RTW matters	Reports completed as required	At this stage no further Workers Comp claims are existent.	


5.1.4: Contractor inductions, licences, tickets, certificates and qualifications are held and maintained reflective of the current contract arrangements. checked to ensure they are current



All contractor inductions (on-line and face-to-face) and paperwork have been conducted and are current


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.1.4.1	All items are checked annually at start up prior to work commencing and spot checked during the year. Inductions are recorded in a permanent register.	Annual check completed with three spot checks completed during the year. With contractors stood down pending delivery to the organisation of the necessary qualifications for re-reinstatement.	All inductions, either face-to-face or online, are saved to Magiq and the register is updated. All contractor documentation is to be checked at startup 2022. Work Site inspections to be conducted by Contract Works Overseer, Gordon Stumbris, via iAuditor and inspections have been scheduled for completion.	






5.1.5: Workplace Health and Safety focus






The implementation and integration of workplace health and safety across the entire Bouliia Shire workforce.







Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.1.5.7	Responsibilities WH&S for Directors:• Provides support and sufficient resources for safety as required • Establishes health and safety objectives aimed at continuous and sustainable improvement • Prioritises identified gaps and foreseeable risks and makes relevant changes where required • Monitors WHS Performance		I-Auditor used to report, investigate all the incidents and safety hazards. to accesses. I-auditor tablets been provided to the appropriate staff which are being used to report on identified areas..	





Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	at regularly intervals and documents outcomes	<ul style="list-style-type: none"> Ensures management action processes are addressed in a timely manner Holds workers accountable where deemed warranted 		
5.1.5.7	<p>WH&S responsibilities for CEO:</p> <ul style="list-style-type: none"> Provides support and sufficient resources for safety as required Establishes health and safety objectives aimed at continuous and sustainable improvement Prioritises identified gaps and foreseeable risks and makes relevant changes where required Monitors WHS Performance at regularly intervals and documents outcomes Ensures management action processes are addressed in a timely manner Holds workers accountable where deemed warranted 		Council employs a WH&S Officer who is provided with all necessary requirements to complete his role. The reporting function of hazard management and risk management are recorded in PULSE, I-Auditor.	
5.1.5.7	<p>WH&S Responsibilities for Directors:</p> <ul style="list-style-type: none"> Provides support and sufficient resources for safety as 		WH&S activities and incidents are discussed and recorded at our weekly ManEx meetings these also review outstanding items on I-Auditor and other reportable documents.	


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	required	<ul style="list-style-type: none"> Establishes health and safety objectives aimed at continuous and sustainable improvement Prioritises identified gaps and foreseeable risks and makes relevant changes where required Monitors WHS Performance at regularly intervals and documents outcomes Ensures management action processes are addressed in a timely manner Holds workers accountable where deemed warranted 		
5.1.5.7	<p>WH&S responsibilities:</p> <ul style="list-style-type: none"> Investigates all incidents, accidents and near misses at the workplace Monitors safe work practices and mentor relevant stakeholders Coordinates management action processes Regularly monitors management action processes within Council's electronic Work Health and Safety management system Develops and communicates key statistics in 		All incidents investigated and constant monitoring of safe work practices. Regularly monitor IAuditor to identify any failures to adhere to reporting requirements and corrective action taken where necessary.	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	accordance with reporting timeframes			
5.1.5.8	Progress on Mutual Risk Obligations to develop a health and safety project for all supervisors and managers.	Review by LGW meets expectations for compliance	Continue to liaise with LGMS/LGW to meet mutual obligations	
5.1.5.9	Review all flagged policies, procedures, work instructions, forms, safe operating procedures (SOP) and training tools.	Staff who have allocated responsibility for specific actions review associated documents to ensure they are up to date.	Ongoing review of policies and procedures, SWMS and working documents. Two new policies drafted, review of procedures following incidents.	
5.1.5.10	Upload all reviewed documents under appropriate element numbers onto the councils safety management system (including Infoxpert) as endorsed documents with changes notified to staff-toolbox,email.	All endorsed documents are correctly loaded in Boulia Safe and hyper-links are active and working.	Continue to upload all documents when and where located to Magiq	
5.1.5.11	Develop a system to track training identified and completed for staff and contractors including verification of competency training.	A system is in place and is being used to effectively assist with the tracking of training and competencies.	The recently developed training Matrix captures all staff training that has been completed, requested and expired requiring re-training. Draft Verification Of Competency policy is yet to be adopted by council. On adoption procedures (as outlined in the policy document) will be implemented.	
5.1.5.12	WH&S budget to be reviewed quarterly against targets.	Achievements against targets are within budget	Quarterly targets met in relation to training and purchase of equipment for WHS purposes	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.1.5.13	Review all emergency evacuation signage is in place for all areas.	Emergency plans have been reviewed, are up to date and signage is complete in all areas of council.	Urandangi now has evacuation signage. Due to limited access to CAD programme signage for RSL Hall, Stonehouse Heritage Complex and Depot Training Room will be completed during shut down.	
5.1.5.15	Review the following procedures against requirements in preparation for consultation: high risk work method statements, Risk/ Hazard Management, compliance control, incident reporting and investigation	All reviews are completed within agreed time-frame	Continuous review and updating of processes to meet compliance requirements	
5.1.5.16	Reduce the impact of injury and illness by reviewing: Toolbox talks on WSH design, machine guarding, hire equipment, thermal radiation, pressure safety, confined spaces, excavation and trenching, manual handling and ergonomics, noise management, heat stress.	All reviews are completed within agreed time-frames	Continual improvement of processes and procedures. Drafted Heat Stress policy - accepted by council and implemented. Fixed Plant risk assessment documentation developed and implemented. Verification of Competency policy in process of being drafted for all plant operators. Confined Spaces and Asbestos registers updated.	
5.1.5.17	Review all SDS folders to ensure all SDS are dated within a 5 year of issue date. This can be completed through Chemwatch.	All areas of council have been checked and none are out of date.	SDS checks conducted and inspection template developed in iAuditor to be included in monthly facility and worksite inspections. Workshop SDS folders and Chemwatch updated. Ongoing checking being conducted.	
5.1.5.18	Ensure training has been completed for all staff who are in control of hazard substances that they are aware of segregation requirements and compatibility with chemicals and placarding requirements.	Training has been completed for all relevant staff.	At this time no further training needs have been identified. Contract carpenter has previously been trained in asbestos removal but his licences have expired and will need to re-train.	




Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.1.5.19	Draft new WH&S Strategic Plan for July 2022 to June 2024	Draft document has been developed by staff and has had sufficient time to be reviewed for comment prior to adoption.	2021 - 2024 plan drafted and completed by CEO - reviewed by WHSA. Subject to further review in March 2022	
5.1.5.24	Annual reporting of lost time injury claims which should be less than 55% of all claims	Reporting to senior staff on progress or issues which will prevent this from occurring.	One lost time injury claim forwarded to insurer to date	
5.1.5.25	Annual reporting of injuries - No increase in recorded injuries from the previous year	No increase from previous year.	To date there have been two reportable incidents involving injuries during this period	
5.1.5.26	100% Completion of all Incident Report including investigations and implementation of any actions identified in the Investigation Report. (Include personal, members of the general public and plant incident reports)	All incident reports are recorded in I-Auditor and staff are competent in using the system	Currently investigating three incidents to identify system failures and implement controls to mitigate future occurrences.	
5.1.5.28	To achieve 80% Compliance with the National Audit tool for Self-Insurers	Compliance audit completed by the regulators prior to the TMR Accreditation (usually 3 yrs). Independent audit completed annually	Continuing to gather necessary evidence as it comes to hand for submission during audit.	
5.1.5.29	Continual improvement of the hazard risk register through	Number of improvements made to the register.	Ongoing review of hazard risk register to identify gaps	




Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	identification of new hazards/risk and control measures.			
5.1.5.30	Support training and monitoring of use of councils WH&S and I-Auditor programs. Complete annual audit of all council work sites	At least 80% compliance with the National audit tool No breaches of WHS regulatory requirements Hearing assessments for employees working in noisy environments completed	Continue to improve reporting framework (iAuditor) and train users where necessary. Majority of council worksites are inspected monthly and others at least quarterly.	
5.1.5.31	Ensure compliance with the Organisation's Drug and Alcohol policy and ongoing best practice. Record of testing completed and results to be reported to council.	Reports provided to Council and MANEX in relation to the testing conducted	Only trained staff member is on extended leave. Training for WHSA and 1 other staff member was organised for November but was delayed by trainer. Reorganised 7th December but had to be cancelled due to resources not arriving in time and has now been re-scheduled for 10th January 2022. On completion of training testing will commence following start up.	
5.1.5.32	Integrate mental health and wellbeing inclusions in daily activities.		Start-up agenda for 17 January 2022 includes presentation by mental health team attached to AOD Services South West QLD on strategies to assist with managing mental health. Mt Isa Mental Health team have committed to conducting presentations when requested during 2022.	
5.1.5.33	Using the tools from WorkSafe Queensland - develop a safe workplace mentality by initiating a Boulia Shire Council safety award.		This activity will commence in 2022	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.1.5.34	Actively manage WH&S Risk by reviewing the Risk management Framework annually and identify third party or contractor groups to identify and manage risks.	Seek nomination from BSC for the external JLT/LGW WorkSafe awards	This will commence in Jan 2022	



5.2 : It is clearly evident in how council does business


5.2.1 : Councils financial activities are monitored and managed well

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.2.1.1	Long Term Financial Plan (QTC model) used for sensitivity analysis which can deliver impact of financial decisions made by council on future projects	Long term Financial plan developed in line with QTC format-reviewed.	Long term Financial plan developed in line with QTC format-reviewed.	
5.2.1.2	The SynergySoft business solution (IT) which supports council is well supported and training is available to achieve best practice.	Continued rollout of modules with all staff trained and competent	IT Vision On Demand training videos are available to all staff for updated training. A Technical Managed Service has been added to our package as support.	
5.2.1.3	Council funds are invested in accordance with legislative provisions and the Organisation's adopted Investment Policy. This is reported monthly to council.	Investments made in accordance with Investment Policy	Investments made in accordance with Investment Policy	


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.2.1.4	Raise and recover Rates,Charges and other debtors on behalf of the functions of the Organisation and report on a monthly basis to council.	Rates and Annual Charges Levied by due date, user charges and other debtors raised and recovered effectively	Rates notices will be sent to ratepayers for 2nd half of rating period in February. Council external consultants are working together with internal staff to assist in this process. Debtors are constantly monitored and outstanding debtors with more than 90 days are referred to Council Debt Collection agency	
5.2.1.6	The Operational Plan and budget reviews are to be completed quarterly as a combined review.	Operational Plan (including Budget) adopted by 30 June each year	Operational budget has been adopted by Council. December budget review will be presented to Council in January 22 for adoption.	
5.2.1.7	Manage Council's insurance portfolio	100% of insurances reviewed and maintained annually		

5.2.2 : Maintain high standards of Corporate Governance through effective audits.



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.2.2.1	Quarterly Audit Committee meetings are called to review Financials, Internal and External Audit and Risk reviews and ensure council is performing in accordance with the Local Government regulations.	Quarterly Audit Committee meetings are held four times per year to review Audit Plans, Draft Financial Statements, previous audit management responses and actions.	Quarterly meetings are scheduled and financial reports and audit action plans are reviewed	
5.2.2.2	Internal and External Audits comments are recorded in Pulse software system and actioned.	Internal audit to be recorded on Pulse	As audit reports are received Pulse is updated and action is taken with continual updates reported to Audit & Risk Management Committee Meetings.	


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.2.2.3	Implementation of actions set out in the Internal Audit Committee Action Plan	software for updating and permanent record Completion of all actions of the Internal Audit Committee Action Plan designated for completion in this financial year	Actions are implemented and changes to processes as detailed from the Audit Committee are followed through. Reviewed by Audit & Risk Management Committee at meeting.	

5.2.3 : Financial accountability for new projects

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.2.3.1	All projects submitted to council for review must include 'whole of life costings'	All projects submitted have included whole of life costs. With PDF program used on projects over \$100K	QTC whole life costing model been used for project above \$100k.	



5.2.4 : Transparency and accountability through management reporting

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.2.4.1	Provision of key financial information to MANEX and Council	Provision of budget information to staff	Finance Monthly report is presented to Council. Significant financial transactions are shared in MANEX.	
5.2.4.2	Preparation and collation of the Annual Report document in conjunction with senior managers to ensure the important legislative requirements are met and the report is a sound representation of	Annual report prepared with input from all senior managers and submitted to council within time frames.	Printing still need to be done	




Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	the council's achievement during the year.			
5.2.4.3	Discharge Council's statutory financial reporting obligations	Statements submitted to the Office of Local Government by 31 October each year Unqualified audit report	Council has submitted its Financial Report on time to the Office of Local Government. preparation for Financial Statements are currently a WIP	

5.3 : Sustainability-our focus on value for money outcomes across the organisation.


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


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.3.1.1	Fees and charges reflect the industry norm and mark-up on goods is reflective of costs	Costs to visit our exhibition is reflective of other tourist attractions and minimal stock write off.	The mark-up of merchandise will be reviewed at the tourism facilities to keep the profit margins in line with expectations.	
5.3.1.2	Depot workshop- percentage of 'downtime' for council plant and equipment	Limited downtime and minimal lost productivity.	Regular maintenance been carried out on council fleet and well maintained. Fortnight check on the plant revenue. Major services are planed around the council break to avoid down time of the machine. 20 years plant replacement program been developed. Plant committee meet quarterly to ensure plant performance meeting the targets.	

5.3.2 : Optimise performance of council business units using available technology

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.3.2.1	Percentage downtime - Closed Circuit Television network operations in the Shire	No breach of regulatory requirements in relation to operation of CCTV Operations	Council developed a policy for CCTV. upgrade completed CCTV system for: Admin building, Landfill facility, Sports Center, Library, Heritage Complex. Maintenance will be completed annually. A review of functionality will be conducted in 2022	
5.3.2.2	Maintain and upgrade IT requirements and servers to ensure capacity is sufficient to meet business demands. Adequate licence renewals for current software	All current software renewed on schedule	Licence renewals are reviewed and actioned as they fall due. Investigation and consultation is ongoing with our IT support network.	
5.3.2.3	Manage telephone and Ergon accounts and equipment and services to ensure we are not paying for unnecessary services	Accounts paid, nil outages and plans are cost effective for council.		

5.3.3 : Ensure the long-term financial sustainability of the council through prudent financial management and budgeting

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.3.3.1	Council is in receipt of the annual budget documentation ready to be adopted each year.	Budget preparation is timely and involves Executive team and department heads with bids for funding received from departments for consideration by council	Budget preparation is timely and involves Executive team and department heads with bids for funding received from departments for consideration by council. Council will be presented with the December budget review in January 2022 meeting	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.3.3.3	Monthly and quarterly financial reports to council deliver information on variations to budget and enable decisions on long term financial impacts to be reviewed.	Work to complete budget commenced in Jan and two workshops held.	This is currently in the process, Councillor workshop for FY 22-23 to start the process in March 22	

5.3.4: Implement good practice in managing and maintaining our assets



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
5.3.4.1	The plant committee to complete reviews on plant usage making suggestion on turn over, purchase and replacement to achieve maximum value for money outcomes. This is to include risk assessments.	Plant purchases are within budget and plant is maintained within specified parameters to enable sound operations of the council.	Plant committee will meet quarterly to review the plant purchases and performances. plant and equipment been purchased with in the budget. Due to COVID-19 the limited replacement of units has seen an increase in the cost and extended waiting periods.	
5.3.4.2	Tourism attractions are managed and are sustainable with future enhancements progressed as budget permits	Business plan and management manuals completed by Greg Tuckwell (consultant)	Tourism facilities are managed according to budget and policies and promoted to attract more visitation.	

Key Priority 6: Lifestyle and Community


Active, healthy lifestyles drive our success as a Shire. Health and wellbeing are building blocks for fulfilling lives. We will support smart lifestyle decisions to reduce the toll of preventable disease and increase our life spans. We understand the importance of open green spaces for recreation and social cohesion and support a work-life balance to remain connected with our colleagues, family and community.

6.1 : Facilitate opportunities for community development



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

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
6.1.1.1	Involvement in regional health programs to improve the live-ability of Boulia and Urandangi	All meetings attended with reports completed back to council	Meetings are attended as they are instigated by Qld Health.	
6.1.1.2	Au-spiced funding for Royal Flying Doctors Service (RFDS) is managed in accordance with planned activities to upgrade Urandangi Health facility	Activities completed with quarterly reports submitted	Funding is monitored and allocated as requested by Dr Don Bowley.	

6.1.2 : Assist local community groups and support local events

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
6.1.2.1	Support 'free to attend' functions and facilities where possible to encourage community engagement	Council supports 'free to attend' functions where possible.	Many free to attend events are facilitated yearly by Council due to RADF funding or grant funding from State and Federal Governments.	

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


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
6.1.3.1	Continue to oversee the operation of the Boulia Aquatic Centre and sporting fields	Facilities are open and usable for the public at least 95% of the year.	Due to the extreme weather conditions, more families are utilising the pool and centre. Staffing continues to be a problem however.	
6.1.3.2	Continue to provide Australia Post services for as long as this is required to be provided by council	Australia Post facility is operational with trained staff who are available	Postal services are continuing to be run and improved on an ongoing basis.	





Key Priority 7: Our Team - Our People





People are our greatest asset. Unleashing individual potential maximises personal, community and economic outcomes. We will encourage an inclusive community that supports the needs of business people, our staff, the young and the elderly and we will support the least advantaged including Aboriginal and Torres Strait Islander Queenslanders. We will encourage diversity, foster innovation and use the talents of all - we believe that nobody should be left behind.

7.1 : An accountable and innovative culture


7.1.1 : Support practices that develop a motivated and focused workforce

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
7.1.1.1	Provision of WH&S information and awareness to operational staff at the commencement of field work or changes to the workplace. Also provide opportunity for engagement and learning for managers, officers	JLTA audit is completed and a pass is achieved by the group.	Feedback from workers indicates that most understand the importance of WHS requirements and the need to capture evidence where necessary. Continue to communicate with workers on these matters through toolbox presentations and general conversation.	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	and staff regarding key WH&S issues and strategic priorities ie ; audits.			
7.1.1.2	Deliver accurate and timely processing of the payroll and associated reporting requirements	All payments to staff are delivered within time frames and without error	Due to extended sick leave payroll is being delivered remotely via IT Vision with the assistance of depot and admin staff..	
7.1.1.3	Record , preserve and protect employee records for payroll and human resource management	All employee records are up to date and secured electronically and have a backup paper file.	Human resource functions are being attended to internally due to extended leave from HR/ Payroll officer.	
7.1.1.4	Recruitment and selection processes are transparent	The recruitment process is completed in a smooth and professional manner with documents provided that are up to date and relevant. All documentation is collected as required and saved electronically.	CEO is attending to all recruitment processes due to extended leave of HR officer. All applications and paperwork is now recorded electronically.	
7.1.1.5	Mayor and or panel to complete annual review of the CEO	The Chief Executive Officer review is completed against the targets in th Corporate Plan and the Annual Operational Plan for progress. Chief Executive Officer review is reviewed against targets of	This review was completed by all council members, Mayor and Deputy Mayor. No issues were raised at this review and the council was satisfied with the performance of the CEO.	




Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
		Corporate and Operational Plans for progress.		
7.1.1.6	CEO to Complete performance reviews senior staff DWO, DCS, CSM including WH&S and Human Resources	Performance reviews for the July-December period completed	Reviews have been completed on all relevant staff.	
7.1.1.7	Complete annual performance review of your employees for Works and Operations including WH&S compliance.	Reviews completed on anniversary.	One page performance review been developed. performance reviews are due to complete. Completion of reviews on two staff whose job description had changed has been done.	
7.1.1.8	Complete performance reviews for your staff in Community Services including WH&S compliance	Reviews completed on anniversary	No performance reviews due for the next quarter.	
7.1.1.9	Complete performance reviews for your staff in Finance and Administration including WH&S compliance	Reviews completed on anniversary	Performance reviews are done as they fall due.	

7.1.2 : Keeping pace with technological changes in the workplace environment



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
7.1.2.1.	Encourage the staff to utilise the Go1 training package to support staff to further their development in Local Government by the use of progressive programs and resources.	Courses sourced for staff so they are competent in the use of the systems used by council	Training packages are available to all staff.	

7.2 : A great place to work


7.2.1 : Collaboration with staff and Unions on the content of the workplace agreements.

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
7.2.1.1	Staff Committees are encouraged to be formed in all areas of the council and to ensure employees have input into the group decisions.	Well balanced EBA supporting both staff and the council sustainability.	Limited interest from employees in developing any committees.	
7.2.1.2	Boulia Certified Agreement options are enacted within payroll from the agreement 2019-2023	Regular reviews of conditions being paid to staff	Increase of EBA allotment has been actioned, a review of all allowances and the State wage case increase applied.	
7.2.1.3	Be proactive in providing information to staff on issues which may affect them.	Information delivered via email, payslip notice or meetings.	Open communication with Staff and Union representatives is ongoing.	





7.2.2 : Develop and maintain a positive and future focused culture that demonstrates and supports Council's vision and values.







Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
7.2.2.1	All staff are aware of how to notify ideas/ complaints/suggestions	Records of suggestions/ complaints/ issues to be kept. PID training to be part of training regime.	Information freely available on how to register suggestions. Toolbox meetings held for inside and outside staff each week. Review of the 'whistleblowing' option will be completed at the January start up as a refresher for staff.	
7.2.2.2	Assist the CEO in the development of a workforce strategy which includes an appropriate staff succession plan including training, attraction and retention	Workforce Plan developed in conjunction with all staff.	No work has been completed on this area during the quarter. Training has been identified for external staff and internal ' cross skilling of staff may assist in staff vacancies. However, limited staff numbers due to accommodation is a key restrictive factor.	


7.2.3 : Provide access to external support networks for emotional assistance

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
7.2.3.1	Continue to provide the Employee Assistance program and support the local RFDS visits	Quarterly reports on access to services received (no personal details) only the volume of access.	Employee Assistance Program is still successful with several employees engaging with the provider - This is a confidential service of which council does not have any personal knowledge of content. It is designed to be a safety net for those staff or their families who may need immediate support.	

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



Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
7.2.4.1	The reporting of onsite and roadwork signage is correct and ensures safety of workers and the general public	Signage is in line with the job management plan and TMR requirements	This is an ongoing inspection of sites and full compliance to date	
7.2.4.2	Develop a Noise register and commence testing of all plant and equipment which includes any noisy work environments.	All plant and equipment is scheduled to be tested at least once per year and recorded in the noise register.	Last assessment conducted September 2020 and recorded in register to comply with biennial requirement	
7.2.4.3	Introduce electronic fleet management system	Fleet management system is used to monitor the productivity of the councils fleet which is reported to the plant committee and ManEx	Fleet management system is used to monitor the productivity of the councils fleet which is reported to the works meeting.	
7.2.4.4	Prepare for annual start up by reviewing training needs, booking trainers, complete an assessment	All staff complete refresher inductions, complete necessary	comprehensive training matrix developed to indicate training requirements. Liaise with RAPAD and MRAEL in relation to startup training and traineeships. Gordon Jones, RAPAD	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	sheet on awareness training, prepare PowerPoint delivery of WH&S	training and confirmation of requirements to work for Bouliia shire such as licences and tickets.	trainer, advised of training requirements for startup week commencing 17 January 2022. Attempting to source health professional to deliver presentation on Meliodosis (potentially fatal bacterial infection in wet environments).	
7.2.4.5	Ensure I-Auditor tasks are set for Fire Safety drills for all permanent locations: Min Min Encounter, Library, Council Office, Depot, Sports and Aquatic centre, Stonehouse.	I-Auditor scheduled tasks have been set up for all areas and reported back to ManEx.	Fire Evacuation drills have been scheduled in iAuditor	
7.2.4.6	Complete swimming pool audit using WH&S RLSSA Aquatic facility safety checklist annually prior to pool opening	Audit of the checklist completion is done prior to pool opening / or primary use period..	Safety audit reports are completed when pool is open and/or during primary use period	
7.2.4.7	All claims for compensation through LGW must be supported by a prior registered incident report in I-Auditor	Reporting of of incidents through I-Auditor is documented through ManEx via the WH&S officer.	Only one claim this quarter - with the report completed via the supervisor and advised to LGW	
7.2.4.8	Undertake Fire Warden training with staff using fire extinguishers.	Annual training and demonstrations have been completed.	Due to staff changes Fire Warden training will be conducted following start up in 2022. Fire extinguisher training will take place at start up.	
7.2.4.9	SWMS - any shortfalls identified to be updated in the risk management template.	All shortfalls recorded in the risk register and reviewed by ManEx	Following incident relating to unloading of pallets from truck - need to develop a specific SWMS in consultation with DWO and supervisors	
7.2.4.10	Undertake general inspections for overall safety and office lighting effectiveness.	Annual lighting survey completed.	Facility and work site inspections conducted by relevant staff via iAuditor on a regular basis. Inspections being uploaded to Magiq as an ongoing process	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
7.2.4.11	75% of actions assigned to relevant stakeholders to be addressed by allocated timeframe	No outstanding actions from employees or contractors	Some scheduled tasks are not being completed on iAuditor as required. CEO has sent an organisation wide email directing relevant staff to attend to their assigned tasks.	


7.3 : Living our values


7.3.1 : Be known for our excellent reputation and dedication service delivery

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
7.3.1.1	Full utilisation of our customer management system to enable confident staff able to attend to all customer enquiries and deal with priority situations	Annual Re-fresher training on customer service as required.	The system is being implemented and finer touches sorted out.	
7.3.1.2	Workplace Health and Safety - Staff continue to achieve minimum standards and reporting functions to achieve a safe workplace and TMR accreditation.	External audit obtains an above 70% pass mark	Regular inspection been carried out with the relevant staff and recorded in i auditor. Reports been monitored weekly with the works staff, supervisors and contractors.	

7.4 : Develop new employment opportunities

7.4.1 : Partner with other organisations who can deliver training to improve prospects of future employment roles within council.

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
7.4.1.1	Liaise with training organisations who can provide trainees with support and encouragement.	All trainee positions offered and filled	Council is supporting one trainee who is now almost completed her course. Several outside employees will be	


Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	Research opportunities for training growth within the council.		commencing a course delivered by RAPAD Skilling in the new year.	
7.4.1.2	Regular communication with Job Network provider to ensure the continued opportunity for trainees to work with the council.	New opportunities identified when grant funding supports this	Council has been successful in engaging a new Rural Lands Protection officer trainee and has secured partial funding to assist with training. This is an ongoing project.	



Key Priority 8: Leadership

Our Shire is well recognised and respected both in Queensland and the Federal arena and this is critical for the future growth of the region. We recognise the challenge population decline brings and will find ways to manage it and do what we can to reverse the trend. We will build on what already makes our shire and the surrounding regions great, including our exceptional people, local enterprise, and natural resources by developing our strategic focus and competitive advantage underpinned by strong regional partnerships.




8.1 : Genuine community engagement

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

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
8.1.1.1	Annual community meeting after following the end of year financial results are released in coordination with the Director of Corporate Services	Meeting held in early December after the final results are released	Need guidance on this. I will discuss this with DCS on her return. I've collated all the financials for the annual report not sure which figures still need to be released. Happy to take direction.	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
8.1.1.2	Regular information is released through FaceBook, Channel Country Chatter, and the Website.	Verbal feedback, monitored visits through Facebook.	monthly newsletter will be printed again with 8 monthly news in brief and 4 quarterly as much larger issues. Social media posts attract a wide audience and lots of engagement.	
8.1.1.3	Council meeting dates listed on the web site and in the Channel Country Chatter	Council meeting dates notified and Business agenda and minutes loaded onto web site.	Dates are uploaded on the Website	

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

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
8.1.2.1	Council agendas are released for review 7 days prior to the meeting and agenda items are placed on the website within 2 business days after the meeting.	Monthly activity is available for viewing by the public on our website within 2 business days.	Council Agenda items are released 7 days (5 working days) prior to the meeting and minutes uploaded to the website within 2 business days after the meeting.	
8.1.2.2	Councillor contact information is available on the internet and is up to date. Provide Councillors with timely information and reports using the new Bigtincan program which allows policies, annual report, corporate plan and all agendas and minutes to be accessible 24 /7	Business Papers, Minutes, Councillor Correspondence and other Council documents sent within statutory time-frames.	This is done in a timely manner for each meeting	
8.1.2.3	Ensure Council meetings acknowledge the traditional owners	No breaches Code of Meeting Practice or Code	This is part of our normal meeting practises.	

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
	and are conducted in accordance with the regulatory provisions eg: Code of Meeting Practice and Code of Conduct and that Conflict of Interest / Register of Interest forms are completed as required by Councillors.	of Conduct		

8.1.3 : To represent and collectively make decisions to benefit the entire community

Action Code	Action Name	Performance Measure	Work Completed	Traffic Lights
8.1.3.1	Twelve ordinary Council meetings are held each year with two special budget meetings and two planning session days.	All meetings attended by all Councillors.	Calendar Invites for Ordinary Council meetings sent for the year 2022 a. DCS has sent out calendar invitations to management, I will confirm dates with DCS and send calendar invitations to Cllrs. 1st Budget /Operational Plan W/S on 31 March 2022 and 2nd meeting on 5 May 2022. Final Draft Budget / Fees & Charges / Operational Plan tabled at 20 May 2022 Budget 2022-2023 to be tabled & adopted at Council meeting 17 June 2022	
8.1.3.2	Representation at all elected meeting groups supporting Boulia initiatives	Reports received from attendees at the meetings presented to council for information.	All meetings attended as requested.	

TITLE:	Councillors Remuneration Levels 2022-2023	DOC REF: 10.2.4
---------------	---	---------------------------

REPORT BY:	CEO (Lynn Moore) Chief Executive Officer	DATE: 14/02/2022
-------------------	---	----------------------------

CORPORATE PLAN REFERENCE:

Key Priority 8: Leadership

8.1: Genuine community engagement

8.1.3: To represent and collectively make decisions to benefit the entire community

RISK MANAGEMENT:

The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Possible (Likelihood) giving an overall assessment as **Low L-3**.

PURPOSE:

Council to consider remuneration levels for 2022-2023 financial year. Review of remuneration is required by Chapter 8 - Administration, Part 1 - Councillors, Division 1 - Councillor remuneration, (s.247[1-7], s.248 [1-4]) of the *Local Government Regulation (LGR) 2012*.

CONTENT:

On 30 November 2021, the Local Government Remuneration Commission (Commission) concluded its determination of the levels of remuneration for mayors, deputy mayors and councillors of Queensland local governments (excluding Brisbane City Council) as required by section 177(c) of the Local Government Act 2009 and Chapter 8, Division 1 of the Local Government Regulation 2012. Their determinations on these matters, together with the Remuneration Schedule to apply from 1 July 2022 were published in the Local Government Remuneration Commission Annual Report 2020-2021

Determination of maximum remuneration levels:

The Commission has decided to increase the maximum remuneration levels for mayors, deputy mayors and councillors by 2.0% from 1 July 2022 taking into account the following:

On 1 March 2021, the Queensland Industrial Relations Commission (QIRC) made Wages Determination: Certification of Salary Schedules (Wages Determination) which varied the State Government Entities Certified Agreement 2019 (the 2019 Certified Agreement) to:

- set the salary rate for public service employees under the core agreement at 1 September 2020 as the award rate current at that time (this will be the rate upon which annual increases will be made);
- align the salary increase dates for public service employees as follows:
- 2.5% wage increase from 1 September 2019;
- 2.5% wage increase from 1 September 2021;
- 2.5% wage increase from 1 March 2022; and
- 2.5% wage increase from 1 September 2022.

The Commission also had regard to anecdotal reports and submissions received about:

- The impact of economic hardship experienced by local communities during and following the COVID-19 pandemic and natural disasters of 2019-2020.
- The potential disproportional impact of the COVID-19 pandemic restrictions throughout the State particularly rural and remote communities.

- The economic cost to communities of interruption to businesses and employment.
- The significant economic volatility and contraction during 2020 and the recent optimistic rebound in economic activity.
- The need to ensure sustainability for local governments and their communities.
- Local governments' role in Queensland's post COVID-19 economic recovery and development.

Superannuation

The level of superannuation payments made to a Councillor is a matter to be determined by each Council having regard to Commonwealth legislation and section 226 of the *Local Government Act 2009*:

226 Super scheme for councillors

- (1) *A local government (other than the Brisbane City Council) may, for its councillors -*
- establish and amend a superannuation scheme; or*
 - take part in a superannuation scheme.*
- (2) *If it does so, the local government may pay an amount from its operating fund to the superannuation scheme as a contribution for its councillors.*
- (3) *However, the local government must not make contributions to the superannuation scheme -*
- of more than the proportion of a salary that is payable by the local government for its standard permanent employees under this part; or*
 - for a person who is no longer a councillor.*
- (4) *A councillor of the local government may enter into an arrangement with the local government under which -*
- the councillor agrees to forgo a percentage or amount of the remuneration that the councillor is entitled to as a councillor; and*
 - the local government agrees to contribute the percentage or amount to the superannuation scheme for the councillor.*
- (5) *A superannuation scheme is a superannuation scheme that complies with the Commonwealth Super Act.*

The Council has not resolved to become an 'eligible local governing body' under the *Taxation Administration Act* but is able to determine how it deals with superannuation payments to Councillors. A maximum contribution rate of 12% is applicable. In this instance a Councillor is not an employee but they are dealt with as if they are.

Option 1: Council will contribute 9.5% of the Councillor salary to the Local Government Superannuation Fund or the Fund of the Councillors choice but will need to meet ATO requirements (no contribution by the Councillor).

Option 2: Council will contribute 12% provided the Councillor contributes 6% of own member contributions. The 6% member contributions may either be pre-tax/salary sacrifice (concessional) or post-tax (non-concessional) contributions to the super fund.

Remuneration – Boulia Shire Council, Category 1

In accordance to the Tribunal remuneration schedule the following table applies to all Category 1 Councils from 1st July 2022.

Mayor	Deputy Mayor	Councillors
\$110,386	\$63,684	\$55,192

Note 2 For councillors in category 1 councils, a base payment of \$36,794.67 is payable for the 12 months commencing on 1 July 2021. A meeting fee of \$1,533.11 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive officer of the council.

Mayors and Deputy Mayors in category 1 councils are to receive the full annual remuneration level shown.

The Council has the discretion to make lower payments to Councillors but not to exceed these amounts without reference to the Tribunal (LGR 2012 s248). In previous recommendations the Council has opted for an increase to at least keep pace with CPI and in the 2020-21 financial year the Council opted to use a sliding scale in line with a Councillor's length of experience in the role to be able to justify the salary payable which provides a framework around the salary range (please refer to Table 1 below).

Table 1: Remuneration Scale for Years of Local Government Service

	Maximum Tribunal Payment	Year 1	Year 2	Year 3 & Year 4	Year 5-8	Year 9-12	Over 12 years
		50%	60%	70%	80%	90%	100%
Mayor	\$110,386	\$55,193	\$66,232	\$77,270	\$88,309	\$99,347	\$110,386
Dep Mayor	\$63,684	\$31,842	\$38,210	\$44,579	\$50,947	\$57,316	\$63,684
Councillors	\$55,192	\$27,596	\$33,115	\$38,634	\$44,154	\$49,673	\$55,192

NB: All Councillors except the Mayor and Deputy Mayor must be paid the same rate which is to be determined by the scale above.

In 2014 the Tribunal decided, the remuneration should be split into a base fee and a meeting fee which should be based on attendance at, and participation in, mandated Council meetings. The Tribunal believed that the meeting fee concept be extended to incorporate other important meetings which require a Councillor's attendance, and participation, such as budget meetings, planning sessions, and the like. This is because the role of a Mayor, Deputy Mayor or Councillor requires them to fully participate in, and contribute to, such meetings.

The following meetings have been identified and used for the meeting fee calculation rate. It is estimated that Councillors will attend 12 monthly Council meetings, 2 special budget review meetings and 2 special planning meetings days. Making a total of 16 meetings to be attended during the course of the year.

Remuneration split between Base Fee and Meeting Fee

Remuneration as determined by Table 1 will be further allocated as two thirds (2/3) of the payment as a 'Base' fee and the further one third (1/3) to be allocated as a 'Meeting' fee. See Table 2

Table 2: Base fee and Meeting Fee split (example Maximum payments)

	2022-23 pmt	Annual Base meeting fee (75%)	Annual attendance at 16 meeting pa (25%)	Monthly Base meeting fee	Monthly meeting attendance (16)
Mayor	\$110,386.00	\$82,789.50	\$27,596.50	\$6,899.13	\$1,724.78
Deputy Mayor	\$63,684.00	\$47,763.00	\$15,921.00	\$3,980.25	\$995.06
Councillor 1	\$55,192.00	\$41,394.00	\$13,798.00	\$3,449.50	\$862.38

Councillor 2	\$55,192.00	\$41,394.00	\$13,798.00	\$3,449.50	\$862.38
Councillor 3	\$55,192.00	\$41,394.00	\$13,798.00	\$3,449.50	\$862.38
Total Annual cost	\$339,646.00	\$254,734.50	\$84,911.50	\$21,227.88	\$5,306.97

The meeting fee will only be payable at personal attendance at the meeting or by prior arrangement with the Mayor to attend via telephone/video connection in exceptional circumstances. Meeting fee claims are the responsibility of the Councillor and must be claimed by the Councillor using the claim form.

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Required to be considered under *Local Government Regulation 2012, s247:*

247 Remuneration payable to councillors

- (1) *A local government must pay remuneration to each councillor of the local government.*
- (2) *The maximum amount of remuneration payable to a councillor under the remuneration schedule must be paid to the councillor, unless the local government, by resolution, decides the maximum amount is not payable to the councillor.*
- (3) *In a resolution made under subsection (2), the local government must also decide the amount of remuneration payable to the councillor.*
- (4) *The amount of remuneration decided under subsection (3) for each councillor must not be more than the maximum amount of remuneration payable to the councillor under the remuneration schedule.*
- (5) *The amount of remuneration for each councillor, other than a mayor or deputy mayor, must be the same.*
- (6) *The local government must make a resolution under subsection (2), for the remuneration payable from 1 July of a particular year, before 1 July of that year.*
- (7) *Subsections (4) and (5) are subject to section 248.*

RECOMMENDATION:

1. That the Council determine the Councillor remuneration payable to the Mayor, Deputy Mayor and Councillors for the 2022-2023 budget to be:

Position	Maximum Payment as per remuneration table	Years of service	Payment as agreed by Council
Mayor, Rick Britton	\$ 110,386	Over 12 yrs.	\$110,386
Dep Mayor, Jack Neilson	\$ 63,684	Over 3 yrs.	\$44,579
Councillors (1)	\$ 55,192	70% (3yrs)	\$38,634
Councillors (2)	\$ 55,192	70% (3yrs)	\$38,634
Councillors (3)	\$ 55,192	70% (3yrs)	\$38,634
		Total	\$270,867

2. That the CEO advise the Chair of the Tribunal of the new remuneration for 2022-23, via LGRcenquiries@dlgrma.qld.gov.au
3. That the 2023-2023 budget allocation for Mayor, Deputy Mayor and Councillors be set at \$ 275,000 (excluding travel and accommodation costs).

Attendance at meetings by the Mayor, Deputy Mayor or Councillor is taken to be part of the normal remuneration paid and will not be compensated further by Council. Payment of expenses as per the Councillor Remuneration and Expenses Re-imbusement policy (Policy 111) will still apply.

ATTACHMENTS:

1. Councillor remuneration 2022 split [**10.2.4.1** - 1 page]

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

MAXIMUM REMUNERATION RATES		2022-23
MAYOR		\$110,386
DEP MAYOR		\$63,684
COUNCILLORS		\$55,192

full 100% rate	2022-23 pmt	Annual Base meeting fee (75%)	Annual attendance at 16 meeting pa (25%)	Monthly Base meeting fee	Monthly meeting attendance (16)
Mayor	\$110,386.00	\$82,789.50	\$27,596.50	\$6,899.13	\$1,724.78
Deputy Mayor	\$63,684.00	\$47,763.00	\$15,921.00	\$3,980.25	\$995.06
Councillor 1	\$55,192.00	\$41,394.00	\$13,798.00	\$3,449.50	\$862.38
Councillor 2	\$55,192.00	\$41,394.00	\$13,798.00	\$3,449.50	\$862.38
Councillor 3	\$55,192.00	\$41,394.00	\$13,798.00	\$3,449.50	\$862.38
Total Annual cost	\$339,646.00	\$254,734.50	\$84,911.50	\$21,227.88	\$5,306.97

proposed 70% rate	2022-23 pmt	Annual Base meeting fee (75%)	Annual attendance at 16 meeting pa (25%)	Monthly Base meeting fee	Monthly meeting attendance (16)
Mayor	\$110,386.00	\$82,789.50	\$27,596.50	\$6,899.13	\$1,724.78
Deputy Mayor	\$44,579.00	\$33,434.25	\$11,144.75	\$2,786.19	\$696.55
Councillor 1	\$38,634.00	\$28,975.50	\$9,658.50	\$2,414.63	\$603.66
Councillor 2	\$38,634.00	\$28,975.50	\$9,658.50	\$2,414.63	\$603.66
Councillor 3	\$38,634.00	\$28,975.50	\$9,658.50	\$2,414.63	\$603.66
Total Annual cost	\$270,867.00	\$203,150.25	\$67,716.75	\$16,929.19	\$4,232.30

YEARS OF SERVICE SLIDING SCALE	yr 1	yr2	yr 3&4	yesr 5 to 8	yr 9-12	Over 12
	50%	60%	70%	80%	90%	100%
Mayor	\$55,193	\$66,232	\$77,270	\$88,309	\$99,347	\$110,386
Dep Mayor	\$31,842	\$38,210	\$44,579	\$50,947	\$57,316	\$63,684
Councillors	\$27,596	\$33,115	\$38,634	\$44,154	\$49,673	\$55,192

TITLE:	Action List - Update January 2022	DOC REF: 10.2.5
REPORT BY:	Lynn Moore Chief Executive Officer	DATE: 14/02/2022
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: The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as Low L-1 .		
PURPOSE: To present to Council an updated Action List.		
CONTENT: Council maintains an Action List that outlines actions to be taken as a result of a Council resolution or a request for action made by Councillors in between meetings. Items on the list are updated as progress on each item is made and is presented to Council on a monthly basis for information. Once an action has been shown as completed it is removed from the list.		
CONSULTATION: Nil		
GOVERNANCE IMPLICATIONS: Nil		
RECOMMENDATION: That Council receive the Action List update for January 2022 for information.		
ATTACHMENTS: 1. CEO Action List [10.2.5.1 - 4 pages]		
Reviewed and Approved by Chief Executive Officer		Ms Lynn Moore

Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
Wednesday 22nd May 2019				
22/05/2019		Boundary fence on Cooridgee and Werrilyerna	DWO/ Workcamp	8/11/2021 work camp has agreed to the work – Mayor and RLPO have met and will go over materials to use prior to work commencing.
Friday 25th September 2020				
25/09/2020		Replacement of boundary entry signs to Boulia Shire <ul style="list-style-type: none"> • Winton / Boulia • Boulia/ Diamantina • Mt Isa/ Boulia • NT border (Tobermorey) / Boulia 	DWO	8/11/2021 TMR will consider adding the Winton Boulia sign into RMPC work as a replacement when the Lucknow job was done. 14/10/2021 Discussion with DTMR regards to funding the boundary entrance sign. 16/08/2021 Sign design to be completed next month and distributed for comments.
Friday 26th March 2021				
26/3/2021		Investigate the 'speed advisory signs' (solar) with smiley faces for both the Herbert St and outside the school.	DWO/CSM	08/07/2021 Progress subject to funding. 08/04/2021 Costs vary from \$9,000-\$10,000 for these signs.
Friday 18th June 2021				
18/06/2021		Town Common/Golf Club boundary fence – old Golf Club fence to be removed	DWO/ Workcamp	14/10/2021 – Work camp project 16/08/2021 Marked as a future project for work camp.
Thursday 15th July 2021				
15/07/2021		Investigate <ul style="list-style-type: none"> - purchasing a coffin lowering device - Wall for Ashes at the Cemetery 	DWO	7/12/2021 CEO to review location of wall with tech officer. 7/10/2021 Niche wall for ashes has been sourced and purchased- installation in Nov 19/08/2021 Investigating prices for coffin lowering device.
Friday 27 August 2021				
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. <ol style="list-style-type: none"> 1. Waverley Creek 2. Burke River (Boulia) 	DWO	8/11/2021 This is currently under review by TMR (DALE) 14/10/2021 – Letter, estimate and design drawings in progress with GBA. 13/9/21 – Met with DTMR representative discussed. Need to send a letter to District Director.
27/08/2021		Business case for recyclable items going to Landfill. Cost of doing nothing vs the Cost of doing something.	DCS	8/11/2021 compiling data for report next month. 14/10/2021 In progress, investigating and gathering information.
27/08/2021		Look at adding to Council Bores signs - name (include Aboriginal name and bore number, potable? Longitude / Latitude etc)	DWO	13/9/21 – In-progress to collection the data.

Friday 24 September 2021				
24/09/2021	2021/9.16	Community Drought Support 2021 Funding - To provide Council with an update of the activities associated with Councils' community development activities. That Council arrange for 500 (five hundred) cards to be uploaded with \$200 (two hundred dollars) each.	CSM	14/1/22 This will be ongoing until December 2022 7/12/21 Cards already being distributed in community. 8/11/21 Cards and eftpos machines set up. Process for handing out cards, security of issuing and control of cards being set up by CSM, FM and DCS
Friday 22 October 2021				
22/10/2021		Plant committee to review schedule of Garbage Truck	DWO	11/11/2021 Dev for Plant Committee
Friday 17 December 2021				
17/12/2021		Signage at the Public Toilets at the new Dajarra rest stop not showing correctly	DWO	24/12/2021 signs will be actioned as soon as work crews return
17/12/2021		Issue with Dajarra rest stop Toilets being full.	DWO	24/12/2021 The issue arose due to the extreme weather event which filled the holding tanks and caused the toilets to fill. TMR are aware of this issue and potentially need to have the covers lifted to avoid rain entering the pit. Toilets are closed at present until the plumber can pump this out.
17/12/2021		Tim - Buckingham Grid is a safety issue as one side of the grid dropped (108km from Boulia and a second grid 135km from Boulia)	DWO	24/12/2021 Ron Callope is checking this today 24/12/2021
17/12/2021		Need a management plan at water plant; Sewer Audit to be done – CEO: GBA has most of the info on water plant	DWO	24/12/2021 This will be actioned once a permanent DWO is recruited.
17/12/2021		BOM – need automated weather station ± 3 meters tall	DWO	
17/12/2021		Remove diving blocks at Pool and add hand rails	WH&S/DWO	24/12/2021 Actual requirements to be identified i.e., rails etc. Faulty blocks to be removed.
17/12/2021		Online Induction – Can we share certification with Diamantina?	WHS	24/12/2021 CEO contacted Diamantina Shire who are happy to 'share' inductions – would be ideal if this was Region wide.
17/12/2021		Tropic of Capricorn – Dessert channel sign: Clean, GPS, Take a Photo, Measure, Replace	RUS	24/12/2021 Staff requested to, while 'out' to record location/s, take photos and report back.
17/12/2021		Recycling: Options..... Business Plan on containers for change	CEO / DWO	24/12/2021 CEO: other options are available which will help community; individuals being authorised by council 12 monthly for scavenging rights. (Small Mulcher cost \$15k) (Pallet size \$50k+)
Friday 21 January 2022				
21/01/2022		Review all air-conditioning requirements at Depot and Stores	DWO	21/01/2022 This will be actioned once a permanent DWO is recruited.

21/02/2022		Contact Dajarra Rodeo Races re PA System – need to be re-programmed	Clr Sam Beauchamp	21/01/2022 Clr Sam Beauchamp to inform Council of what we need to resolve problem (upgrade / re-program PA System).
COUNCILLOR INFORMATION REQUESTS BETWEEN MEETINGS				
DATE	Staff Member	PROJECT – OR ISSUE:	RESPONSE	
18/12/2019		Clr Beauchamp: Future idea – Drone Park	14/10/2020 Still on the burner Sam....	
19/6/2020	Harin	Clr Edgar: Dam/recreational water park (boating etc)	26/02/2021 Alternative dam location - obtain drone footage to identify potential location. This has been raised several times. We will put together all the information we have into a business case for review by Council for the long-term benefits and costs etc. Not estimated to be completed within the next 6 months due to the workload of staff.	
19/06/2020	Julie/Harin	Clr Britton: Consider coloured directional signage (e.g., on street signs) to help show where things are within the town 17/08/20 Signage design to stand out and be broader width	26/02/2021 Street signage (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.	
17/08/2020	CEO/CSM	Clr Edgar: Consider possibility of installing a walking track from the Sports Centre to the Rodeo Grounds	1/2/22 Due to health restrictions Work camp unable to proceed with this in near future. 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	
26/02/2021	CEO/DWO	Clr Britton: Long Term Business Case/Study to be undertaken regarding artesian bore to support future community growth. E.g where will drilling have to be done? Costs involved?	7/12/2021 to be reviewed during the 'visioning project' 20/01/2022	
26/02/2021	CEO/DWO	Clr Beauchamp: Future planning regarding water treatment – will the treatment plant be big enough down the track? Can water be recycled for town watering use/road works use? Considerations to be made in future Corporate Plan.	07/12/2021 to be reviewed during the 'visioning project' 20/01/2022	
27/08/2021	DWO	Clr Neilson – consider another Bore for Urandangi	07/12/2021 to be reviewed during the 'visioning project' 20/01/2022	
27/08/2021	DWO	Clr 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	
26/02/2021	DWO	Clr Edgar – water at the Rodeo Grounds, consider installing automated sprinkling system	07/12/2021 to be reviewed during the 'visioning project' 20/01/2022	

27/08/2021	DWO	Consider extra bins in the main street during the Big Red Bash period and daily collection for these bins	11/11/2021 - Noted
17/12/2021	CEO	CEO to sign and return the approved agreement to the Bureau of meteorology to take up the option of a lease extension from 1st March 2022 to 28th February 2032.	23/12/21 Completed

10.3 Corporate Services

TITLE:	Director of Corporate Services Monthly Update	DOC REF: 10.3.1
---------------	---	---------------------------

REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 14/02/2022
-------------------	--	----------------------------

CORPORATE PLAN REFERENCE:

Key Priority 5: Governance

5.2: It is clearly evident in how Council does business

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

5.2.4: Transparency and accountability through management reporting

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

Telstra – ISDN and Data

Council has received confirmation that services for Council's ISDN and ADSL data lines will be getting switched off in April / May 2022. Discussion was had with delegates from Telstra to get an understanding of Bouli's unique situation we are in; they have agreed we are a High-Risk area and they will be working closely with us on how to move forward without these services being supplied.

An order has been placed with Techwell (Telstra Partner) to implement the following, with Shire Networks also supporting this implementation:

- 2 x ADSL 2 unlimited services
- 1 ADSL 2 service will be used for data only, the second service will be used for SIP (Telephone)
- SIP service provides 8 lines, same as what the ISDN supplied
- Current workaround until new phone system is installed, 4 x ISDN ports available on equipment so existing phone system can work
- Medium call plan initially until usage is reviewed

Building Acceleration Fund

Had a control group meeting to finalise the expenditure reports and loan documentation in preparation for drawdown of loan. This is an interest free loan for the upgrade of the electronics at the Min Min Encounter.

NexGen / ArcBlue / Local Buy

This is a site hosted by LGAQ to assist Local Government Council's in Queensland with a site to conduct procurement covering both quotes and tenders.

Implementation is underway, project meetings have been ongoing with changes being reflected in the live environment for NexGen. Training of Administrator Officers will begin shortly, then rolled out to other Officers who do purchasing for Council.

ArcBlue Dashboard which reports on Council's spending history, all the information from 2019/20, 2020/21 and 2021/22 has been sent for analysis & implementation.

SurePact

Is a system to keep a track of all of Council's projects both funded externally by grant funding as well as Council funded programs. The system has been established to ensure transparency throughout all stages of a project, integrated with SynergySoft Council's financial business system.

Officers with access will be able to see their part of a project and see when works have been completed and or authorised. Each user is given permissions relevant for their role and requirements. Communication throughout the project is streamlined as in emails and actions are sent to the Officers and Contractors as required.

Contractors who are working on a project also get access to submit their progress invoices as well as any other paperwork required as in drawings and plans, tickets, inductions completed and permits for workplace health and safety. Grant funding bodies are also eligible to have access so that they can see the photographic progress of a project. On completion of the project the system completes a final report for Asset realisation. Attached is a brochure on Surepact.

Lightning Strike at Council Depot

Thursday 27th January 2022, the Boulia Depot was hit with lightning during a storm. This knocked the power out initially which Tim from Quality Electrical was able to restore. An insurance claim has been lodged and initially accepted. Items reported as damaged presently are:

- Internet connection for the depot has been hit, the antenna on the old Depot building is not responding. This is the main internet line into the Depot to cover all areas.
- A temporary Mast has been installed by Joseph Kim as directed by Matt Young on the side of the new Depot office which has connected with the Water Tower, this gives the new Depot office internet. The old Depot office (Flood Damage team), Stores, Workshop, training room and RLPO currently are using work around methods to get internet.
- Printers including 2 Photocopier, scanners for A3 are all not working.
- Fuel bowser / software is not working at the Depot, currently using old bowser.

CONSULTATION:

Jon O'Brien, GWI

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

That the Director of Corporate Services January 2022 Report be received for information purposes.

ATTACHMENTS:

1. Sure Pact Overview 2021 v 2 [10.3.1.1 - 19 pages]

Reviewed by Director of Corporate Services

Mrs Kaylene Sloman

Approved by Chief Executive Officer

Ms Lynn Moore



SurePact®
Contract Delivery Without Surprises

About SurePact



SurePact Partners and Supporters:

Microsoft Partner



Australian Government
Department of Defence
Science and Technology



Empowering Collaboration between Teams

Our purpose is to identify, mitigate and track risk to reduce Time, Cost and Scope Blowouts in Grant, Project and Contract Delivery!

Our focus is to provide stronger transparency, visibility and accountability as well as positive customer experiences to support standardisation, compliance and probity.

SurePact's solution drives efficient collaboration across the entire supply chain to automate and standardize processes.



Microsoft
Partner

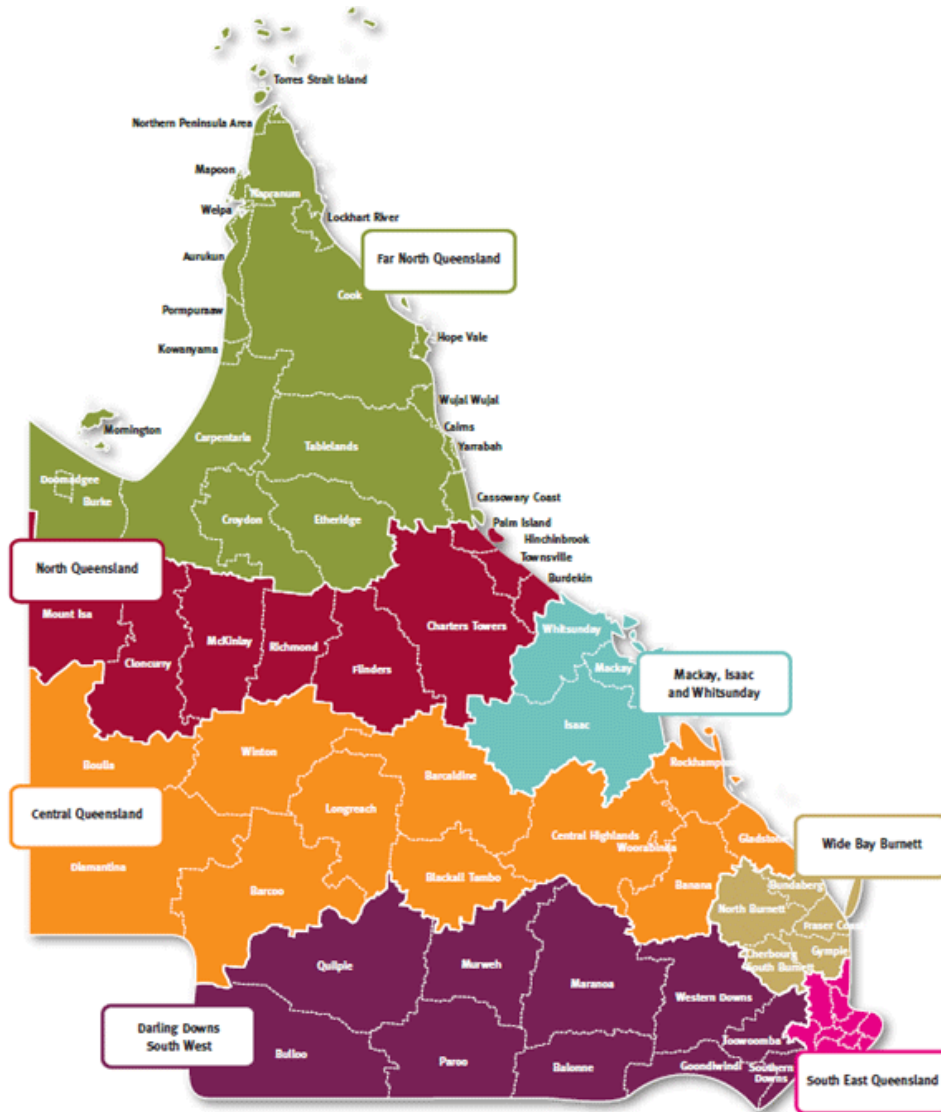


Why SurePact ?

It is important for Organisations to manage revenue and be successful in reducing cost, time and scope blowouts in turn achieving bottom-line improvements in their **PROJECT** and **CONTRACT DELIVERY** to be reinvested into the local community.

- Infrastructure projects overspend on average 26%
- Recorded contract variation losses of >35%
- Tracking & management of Government grant funds

Local Government QLD...*Risk and Exposure*



77 QLD Councils

14% Councils fully deployed with SurePact < 2 yrs

85% - No SaaS Grant Management technology

78% - No SaaS Project/Contract Management technology

49% - No SaaS Asset Management technology

100% - Councils apply for grant funding

86% - No integrated SaaS technology for full compliance tracking of grant funding and delivery of projects & contracts to asset realisation.

SurePact Partners and Supporters:

Microsoft Partner





Empowering Collaboration between Teams

SurePact is a powerful collaboration platform **connecting frontline workers with managers and leadership teams as well as each other.**

SurePact is **accessible on any device** in any **regional or remote** environment helping to mitigate risk to **reduce Time, Cost and Scope Blowouts.**

Connect on-the-ground teams to provide **streamlined communication, data exchange, transparency, visibility and accountability** were compliance matters most in **Grant, Project and Contract Delivery.**

Virtual reality could save outback businesses thousands of dollars in training costs

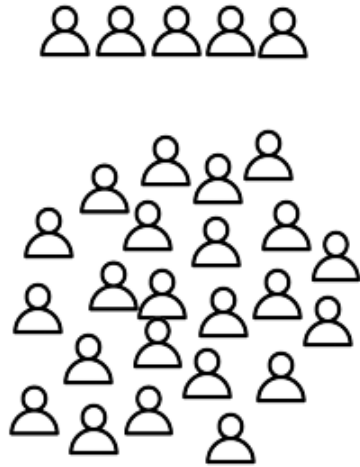
ABC North West Qld / By Krystal Gordon
Posted 2d ago, updated 3d ago



“ABC News reports SurePact & Next World working together with COVID-friendly technology to support remote Councils & saving ‘Thousands of Dollars’ in training costs!”

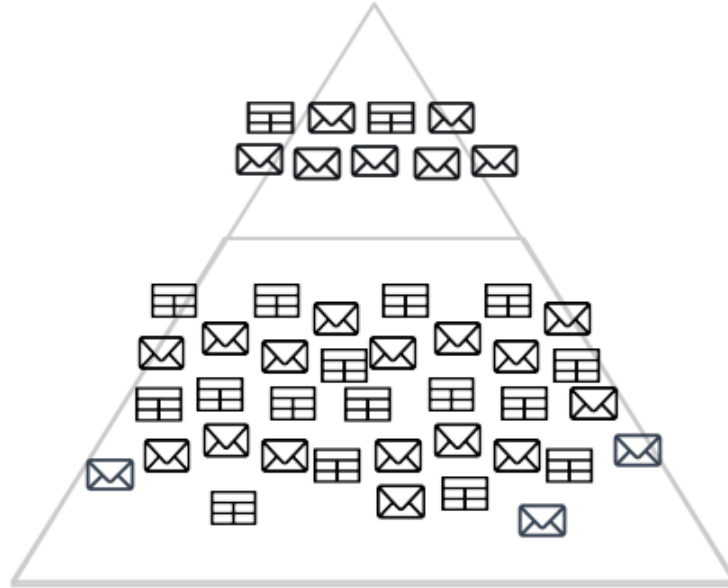
A significant problem


Scale




Manual & Inefficient

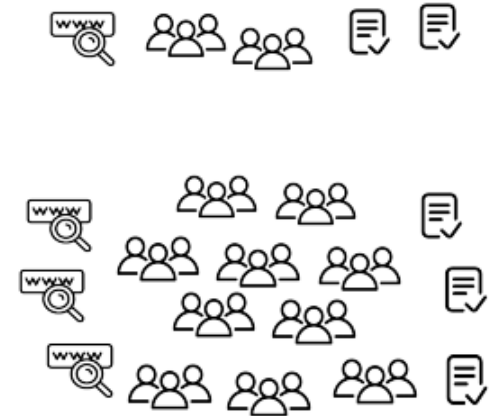
Process




No transparency or reporting

Discovery

Appendix 1 and 2




Governance & Probity Risk


Lost savings & value

Legacy Systems

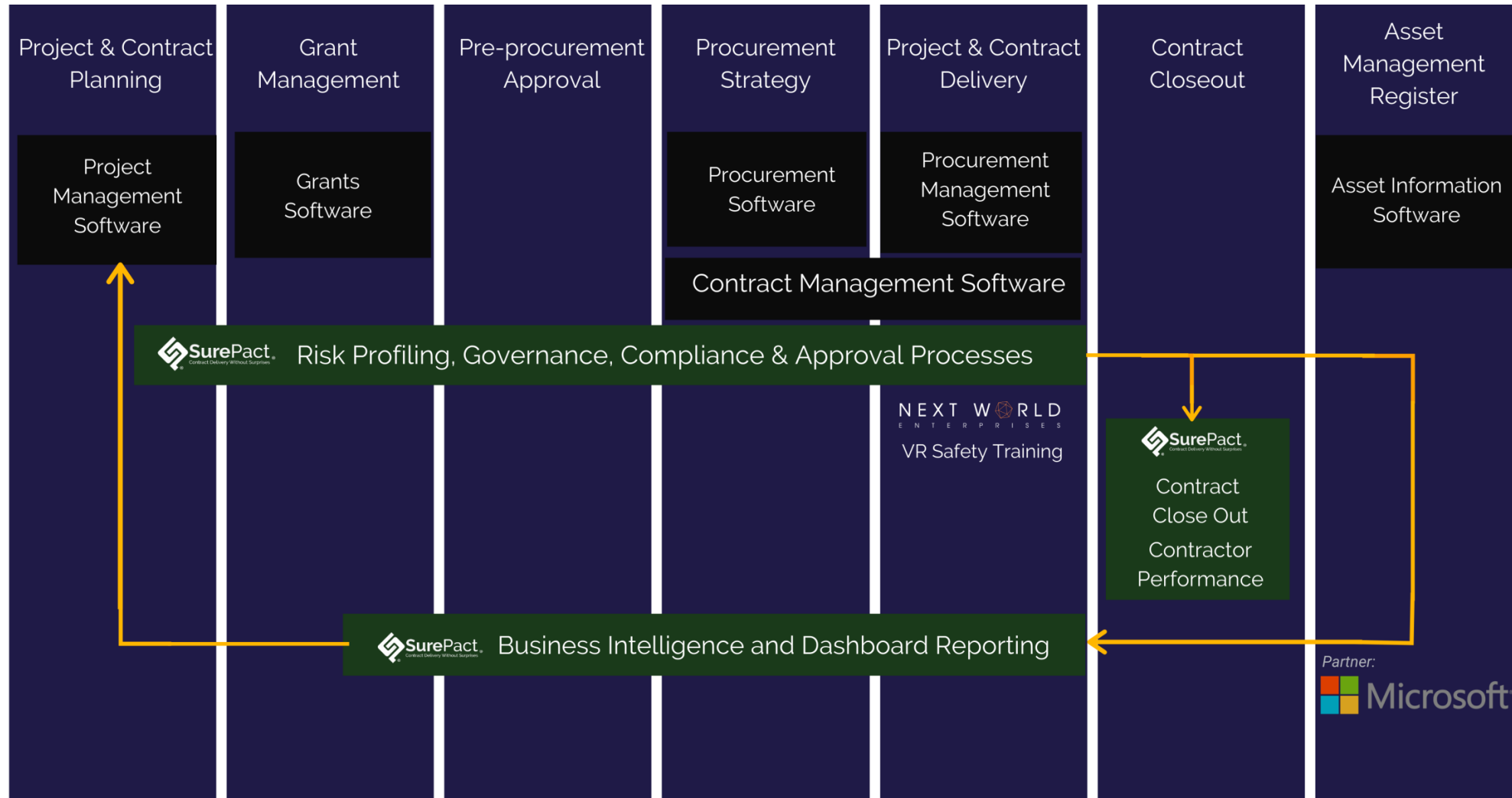


Start	Request to Quote Contractors ****Prices are ex GST****						ASC Cairns				BAS Approval										
	Address	BAS Tender Number	Type	Date Request to Quote CLOSE for Contractors	Date BAS Tender Offer CLOSE	Comments/Status	Q Number	CHC	Q Number	EVG	Q Number	DOW	PERCENTAGE % Council Mark up	Approved Contractor	DATE Offer sent to BAS	Date Ethical Supplier Threshold sent to BAS	DATE Purchase order Received from B	BAS Purchase Order Number	Approved Date letter of Acceptance sent	Start Date	Finish date
B1518	136 Pskkue	WS144577	LPGRADE	HC SUBMITTED 19/05/2019	19/06/2019	BAS PD received	QU-11166	\$42,830.00	19/06/2019	\$60,731.00	TB-000102-01	\$49,886.23	40%	CHC	19/05/2019	25/09/2019	9/10/2019	B1518	13/10/2019	11/11/2019	30/11/2019
B14975	153 Po-Al	WS144578	LPGRADE	HC SUBMITTED 19/05/2019	19/06/2019	BAS PD received	QU-11168	\$33,783.00	did not quote	\$0.00	TB-000103-01	\$33,754.45	40%	CHC	19/05/2019	25/09/2019	3/10/2019	B14975	3/10/2019	30/10/2019	30/11/2019
B15129	156 Wef	WS144580	LPGRADE	HC SUBMITTED 19/05/2019	19/06/2019	BAS PD received	QU-11167	\$48,300.00	14/06/2019	\$61,688.00	TB-000100-01	\$63,499.17	40%	CHC	19/05/2019	25/09/2019	9/10/2019	B15129	13/10/2019	11/11/2019	30/11/2019
B15093	163 Kach	WS144582	LPGRADE	SUBMITTED 13/06/2019	19/06/2019	BAS PD received	QU-11214	\$38,600.00	did not quote	\$0.00	TB-000129-01	\$44,701.07	28.80%	CHC	16/10/2019	4/10/2019	9/10/2019	B15093	13/10/2019	11/11/2019	30/11/2019
B12237	163 Kach	N/A	UPGRADE	Submitted 31/05/2019	30/05/2019	BAS PD received	QU-11150	\$19,800.00	22/05/2019	\$23,122.00	TB-000083-01	\$35,670.86	40%	CHC	31/05/2019	3/05/2019	2/10/2019	B12237	2/10/2019	Overdue	
B13671	17 Kang Kang	WS144552	UPGRADE	Submitted 24/06/2019	1/06/2019	BAS PD received	QU-11170	\$37,848.00	7/06/2019	\$32,940.00	TB-000101-01	\$57,022.16	40%	ENV	24/06/2019	24/06/2019	5/09/2019	B13671	5/09/2019	19/10/2019	25/10/2019
B15124	181 Mulich	WS144621	LPGRADE	Submitted 13/06/2019	1/09/2019	BAS PD received	QU-11171	\$100,270.00	7/06/2019	\$99,462.00	TB-000098-01	\$172,244.25	40%	ENV	19/06/2019	3/10/2019	5/10/2019	B15124	11/10/2019	3/04/2020	10/05/2020
B11757	223 Kleidon	WS144609	UPGRADE	Submitted 19/06/2019	30/05/2019	BAS PD received	QU-11151	\$25,140.00	22/05/2019	\$26,940.00	TB-000080-01	\$54,876.51	40%	ENV	19/06/2019	19/06/2019	1/10/2019	B11757	1/10/2019	2/10/2019	2/10/2019
B15133	29 Kar	WS144543	LPGRADE	SUBMITTED 13/09/2019	31/05/2019	BAS PD received	QU-11158	\$41,660.00	30/05/2019	\$49,770.00	TB-000093-01	\$64,974.34	30.20%	DOW	31/05/2019	1/10/2019	9/10/2019	B15133	11/10/2019	11/10/2019	11/10/2019
B13967	29 Kar	WS144513	UPGRADE	Submitted 1/07/2019	18/07/2019	BAS PD received	QU-11234	\$53,958.00	5/07/2019	\$64,100.00	TB-000133-01	\$106,840.65	40%	CHC	1/10/2019	1/10/2019	10/09/2019	B13967	10/09/2019	19/09/2019	19/09/2019
B11815	58 Kach	N/A	UPGRADE	Submitted 24/06/2019	30/05/2019	BAS PD received	QU-11142	\$31,000.00	22/05/2019	\$27,698.00	TB-000081-01	\$36,995.76	40%	ENV	24/06/2019	24/06/2019	12/10/2019	B11815	12/10/2019	19/10/2019	25/10/2019

...Excel Spreadsheets

500506	RT01	Roads drainage and bridge network	Technical Services	2,505,340	843,200	1,662,140	-	-
	RT02	Road User Agreement	Technical Services	1,662,140		1,662,140		
	RT03	Road User Agreement	Technical Services					
500502	Various	NDRRA 2018	Technical Services	50,000	50,000			
500571	TID2020	TIDS Boundary Culverts		569,465	569,465			
500504	TBA	Roads to Recovery		100,000	100,000			
500900	PWA2822	Circuit Repairs	Technical Services	123,735	123,735			
		Water & Sewerage Plant & Equipment		60,000	-	-	-	60,000
500776	20CAPWP	Water	Technical Services	30,000				30,000
500776	20CAPSP	Sewerage	Technical Services	30,000				30,000
		Water - ICCIP Grant		460,000	115,000	345,000		-
500775	CI0042	Water Infrastructure	Technical Services	460,000	115,000	345,000		
		Sewerage & Solid Waste		2,183,000	796,200	1,384,800		-
500775	CI0031	Landfill	Technical Services	1,812,500	725,000	1,087,500		
500775	CI0041	Sewerage	Technical Services	370,500	73,200	297,300		
		Office Equipment Clearing Account		82,378	18,000	-	-	64,378
300300	300300.5147	Administration Building	Corporate Services	4,000				4,000
300601	CA528E	Lodge	Corporate Services	20,000	10,000			10,000
300400	ART4000.5147	Art Centre	Corporate Services	1,200				1,200
400500	IK000	Library	Community Services	600				600
500300	MW000	Mechanical Workshop	Technical Services	8,238				8,238
various (ask accountants)	various (ask accountants)	Various departments	Corporate Services	48,340	8,000			40,340
		Other Structure		50,000	-	-	-	50,000
400803	400803	Street Lighting	Community Services	100,000				100,000
400803		Replacements Street Lights	Community Services	50,000				50,000
		Solar Power - Buildings	Technical Services	50,000			50,000	
400975	20CAP537	Cemetery	Community Services		96000	24000		46,000

SurePact Solution



All your deliveries in one place



Project & Contract Managers

SurePact helps project and contract managers understand where the high risk areas are to deliver on time, on budget, and in scope. See all your contracts and associated projects in one place and manage governance processes through flexible workflows. We help you minimize risks with a common data environment and full visibility to performance metrics.



Management

Managers use our cloud-based analytics and dashboards to see a high-level picture of their organisations deliveries. We bring together project control functions, so you can be informed every step of the way. SurePact's software allows for immediate visibility, transparency and accountability in real-time reporting metrics.



Contractors

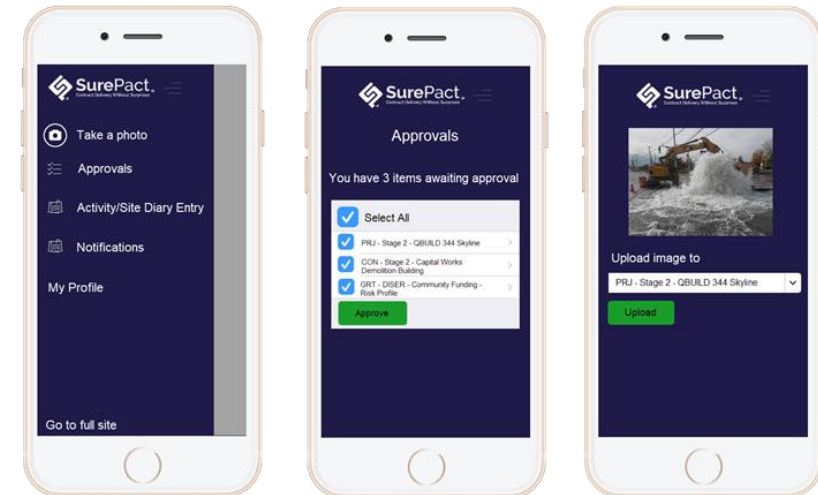
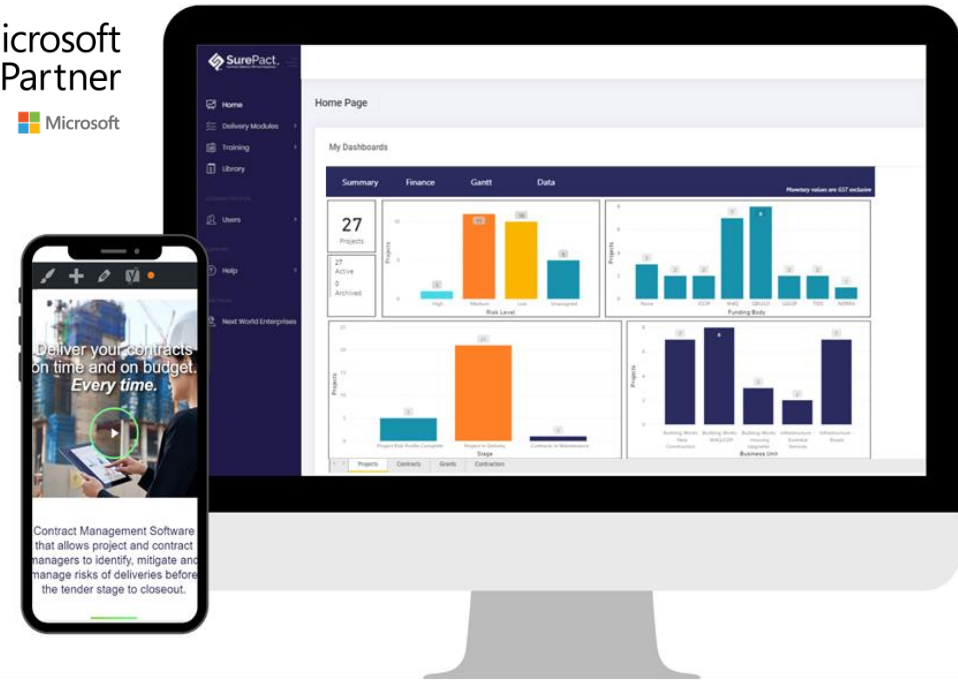
Give your contractors the day-to-day visibility they need to stay compliant and be aware of the risks. SurePact makes it easier to improve project and contract analysis, quality and communication, while increasing your value to clients at every stage of the delivery.

SurePact + Microsoft

Enterprise SaaS built on Microsoft Azure

- ❖ SurePact is a **Microsoft Partner** Gold Partner status
- ❖ **SurePact + OAuth**
SurePact uses federated authentication ensuring secure access by users and secure data exchange.
- ❖ **SurePact + Power BI**
Data egress into a Customer Data Lake.
- ❖ **SurePact + Power Automation**
Develop business solutions and task automation through existing and custom-created Power Connectors.

Microsoft
Partner

Our Clients Report

ROI < 12 weeks

>34% Bottom line improvements

>25% Variation Reduction

>80% Contingency Improvement

30% Improved Time Efficiencies

100% Closeout Compliance

"What's different about SurePact is that they are committed to help Councils, especially remote Councils, and helping them overcome great challenges before they occur."

aurecon

Danette McLean, Project Manager, Aurecon



Appendix

SurePact Suite of Modules



SurePact System

Microsoft Partner



Module Workflow



Project & Contract Workflow



Tips:

- Check SurePact Tasks Daily
- Update & Manage Risks Regularly
- Keep Governance Log Current
- Utilise the Training Modules

Additional Modules



"All information, materials and other content ("Content") you may access through this platform are proprietary Content of SurePact (or its licensors or customers, as applicable) ("Protected Content"). You must not copy or extract Protected Content, or otherwise distribute or communicate Protected Content to any third party, unless as expressly authorised by SurePact."

The Problem



Disparate Processes

Poor Risk Identification
High Contingency %'s
Poor Procurement Processes



Lack of Standardisation

Compliance Inconsistencies
Insufficient accountability
Excessive Variations



Duplicated Efforts

Loss of Delivery IP
Delivery Time Overruns
Double Handling



Lack of Access & Integration

Lack of Visibility & Transparency
Manual Processes
Unreliable Data Capture



The Solution



Cost Savings

- Identified Procurement Savings
- Field Time Savings
- Reduced Variations



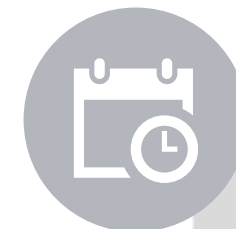
Strong Compliance

- Intelligent Data Capture
- Contingency Compliance
- Subcontractor Transparency



Collaborative

- Connect Corporate Software
- Team Visibility & Transparency
- Process Automation

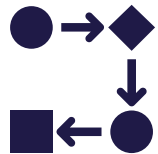


More Efficient

- Reduced Duplication
- Improved Tendering Times
- Improved Time Efficiencies



SurePact Benefits



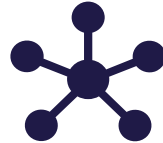
Unique Lifecycle

Guided & automated 2-way workflows & delivery tracking



Performance

2-way real-time data & metrics



Collaboration

2-way communication & collaboration



Compliance

Standardised governance, compliance & reporting



Transparency

2-way transparency, accessibility & visibility



Unique Experience

Unique in-the-market 360 degree visibility supporting internal and external stakeholders

Return on Investment



Stakeholder Value

Stronger stakeholder value & touch points to strengthen relationships



Communication

Multi-path communication efficiencies & enhanced client experiences



Trust

Full transparency & improved support mechanisms



Digital Efficiencies

Stronger confidence through digitalisation & enhanced API connectivity



Review Efficiencies

Cost and time efficiencies through faster turnaround & greater customer experience



THANK YOU...
Megan Avard, Founder & CEO
megan.avard@surepact.com
Mobile: +61 (0) 414 492 882

STRICTLY CONFIDENTIAL

TITLE:	DA2022/01 Assessment 22 - 26 Moonah Street Bouliia	DOC REF: 10.3.2
---------------	---	---------------------------

REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 14/02/2022
-------------------	--	----------------------------

CORPORATE PLAN REFERENCE:

Key Priority 5: Governance
5.3: Sustainability - our focus on value for money outcomes across the organisation
5.3.4: Implement good practice in managing and maintaining our assets

RISK MANAGEMENT:

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

PURPOSE:

The proposal is for the Reconfiguration of a Lot (2 lot into 3 lot subdivision), resulting in three new land parcels being proposed Lot 1 (1349m²), Lot 2 (1348m²), and Lot 3 (1350m²). Each lot will accommodate one of the established dwellings, and the existing vehicle access driveways to Moonah Street will be retained.

CONTENT:

BOULIA SHIRE PLANNING SCHEME 2015 (VERSION 2)

The following codes are applicable to this application: -

Township Zone Code
General Development Code
Reconfiguring a Lot Code

An assessment has been made against the requirements of the abovementioned codes, and the proposed development generally complies with the relevant Performance outcomes and Acceptable outcomes.

Based on a performance assessment of the abovementioned code, it is determined that the proposal is acceptable and generally complies with the relevant Performance outcomes, and sufficient justification has been provided.

The *Adopted Infrastructure Charges Resolution Bouliia Shire Local Government Area 2015* applies to the application. The development application will result in one (1) additional lot being created.

Therefore, a total charge of \$250 is payable, and an Infrastructure Charges Notice should be issued for the development.

The proposed development accords with the purpose of the *Township Zone Code*, *General Development Code* and the *Reconfiguring of a Lot Code*. Furthermore, the proposal generally complies with the provisions included in the applicable codes. Therefore, the proposal is recommended for approval in accordance with the approved plans and subject to the conditions outlined in the recommendation.

STATEMENT OF REASONS

Description of the development	The proposed development is for a Reconfiguration of a Lot (2 lot into 3 lot subdivision)
Reasons for Decision	<ol style="list-style-type: none"> a. The proposed use does not compromise the strategic framework in the <i>Bouliia Shire Planning Scheme 2020-2040</i>; b. Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity; c. The proposed development does not compromise the relevant State Planning Policy; and d. The application should be approved because the application follows all aspects of the assessment benchmarks.
Assessment Benchmarks	<p>The proposed development was assessed against the following assessment benchmarks:</p> <ul style="list-style-type: none"> • Township Zone Code • General Development Code • Reconfiguring a Lot Code
Compliance with assessment benchmarks	The development was assessed against all the assessment benchmarks listed above and complies with all of these.
Matters prescribed by regulation	<ol style="list-style-type: none"> I. The <i>State Planning Policy – Part E</i>; II. The <i>Bouliia Shire Planning Scheme 2020-2040</i>; and III. The common material, being the material submitted with the application.

CONSULTATION:

Gideon Genade, Gideon Town Planning
 Tony Morcomb, Morcom Surveyors
 Lynn Moore, CEO

GOVERNANCE IMPLICATIONS:

- Remains in line with council Town Planning Scheme.

RECOMMENDATION:

RECOMMENDATION A

That in relation to the application for a Development Permit for a Reconfiguration of a Lot for a 2 lot into 3 lot subdivision, made by Bouliia Shire Council, on Lot 109 and Lot 110 B2671, located at 22 and 26 Moonah Street, Bouliia, Council resolves to Approve the application subject to the following conditions:

1. ADMINISTRATION

1. The Developer and his employee, agent, contractor, or invitee is 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 issue of the Survey Plan Approval Certificate, unless otherwise stated.
4. Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the issue of the Survey Plan Approval Certificate, unless otherwise stated.
5. All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
6. 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. 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:

Drawing/report title	Prepared by	Date	Reference number	Revision
Plan of Lots 1-3 Cancelling Lots 109 & 110 on plan B2671	AJ Hoffmann	6/07/2011	246211	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. Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for approval by Council prior to the issue of the Survey Plan Approval Certificate.

3. ACCESS WORKS

1. All access 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).
2. The existing vehicle accesses from Moonah Street to the proposed lots (Lot 1 – Lot 3) must be upgraded to comply with the requirements of the *Capricorn Municipal Development Guidelines*.
3. Any redundant vehicular crossovers must be replaced with Council standard kerb and channel to suit the existing kerb profile.

4. 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 2002*.
2. All lots within the development must be connected to councils reticulated sewerage network. Each lot must be provided with its own separate sewerage connection point.

5. 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 2002*.
2. All lots within the development must be connected to Council's water network. Each lot must be provided with its own separate water connection point.

6. ELECTRICITY

1. Electricity services must be provided to each lot in accordance with the standards and requirements of the relevant service provider.
2. A certificate of electricity supply from the relevant service provider must be provided to Council, prior to the issue of the Survey Plan approval Certificate.

7. 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.

8. SITE WORKS

1. 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.

9. 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 full cost of the developer. This includes the reinstatement of any existing traffic signs or pavement markings that may have been removed or damaged.

10. ENVIRONMENTAL

1. 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, hydro mulched, concreted, landscaped); and the plan must be available on-site for inspection by Council officers whilst all works are being carried out.

11. OPERATING PROCEDURES

1. 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 Moonah or Burke Streets.

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 Aboriginal and Torres Strait Islander and Multicultural Affairs website: www.datsip.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 access on the following website: www.cmdg.com.au

RECOMMENDATION B

That in relation to the application for a Development Permit for a Reconfiguration of a Lot for a 2 lot into 3 lot subdivision, made by Boulia Shire Council, on Lot 109 and Lot 110 B2671, located at 22 and 26 Moonah Street, Boulia, Council resolves to issue an Infrastructure Charges Notice as discussed above.

ATTACHMENTS:

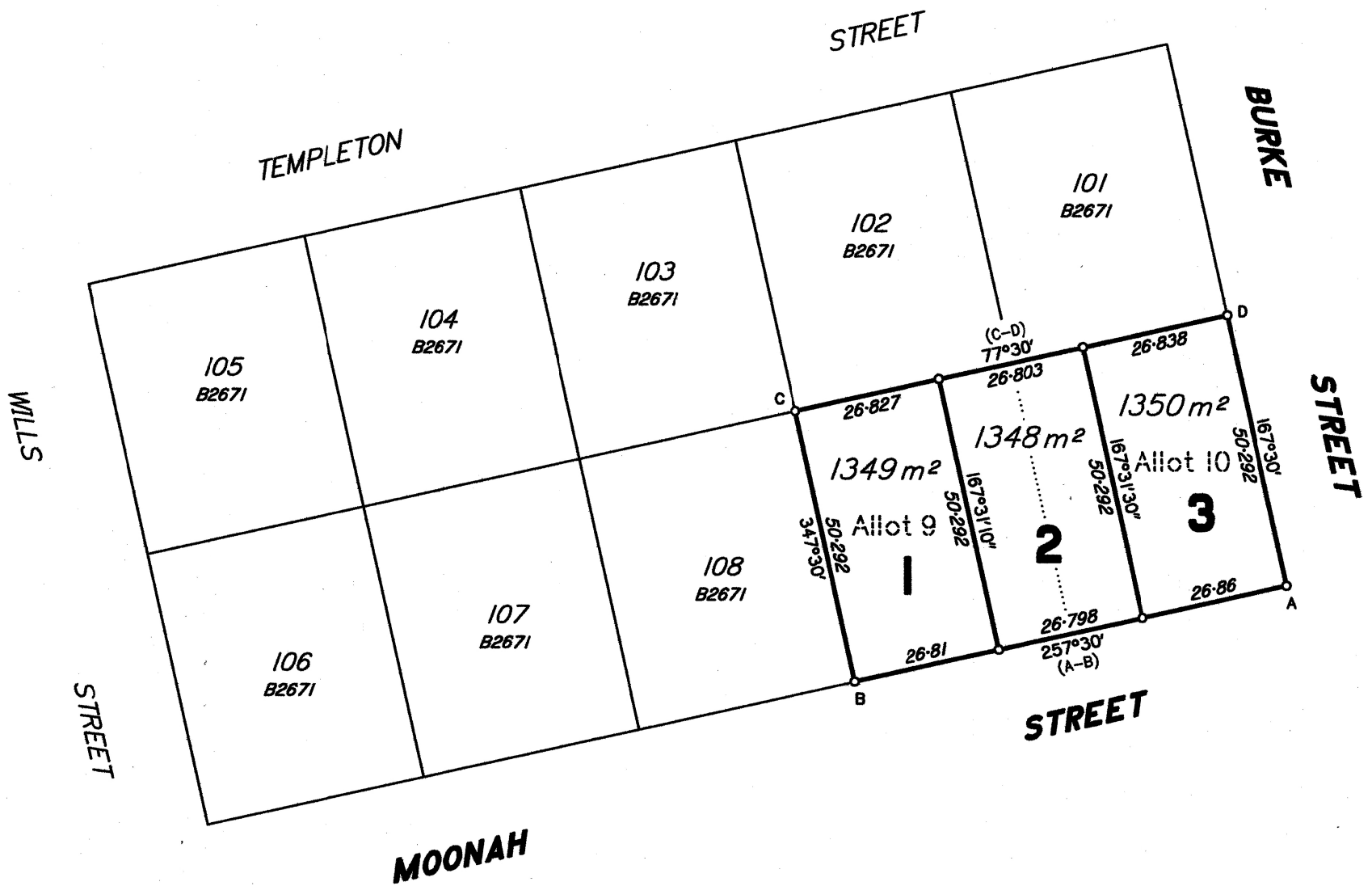
1. R C 332283 [10.3.2.1 - 2 pages]

Reviewed by Director of Corporate Services

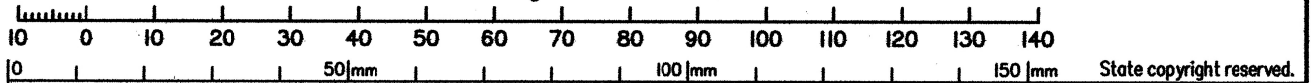
Mrs Kaylene Sloman

Approved by Chief Executive Officer

Ms Lynn Moore




Scale 1: 1000 – Lengths are in metres.



I, Anthony Scott Morcom hereby certify that I have made this plan under Section 16 of the Survey and Mapping Infrastructure Regulation 2014 and pursuant to the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the plan is accurate, and compiled from DP246211 in the Department of Resources.

Anthony Scott Morcom
Cadastral Surveyor

Date: 10-01-2022

<u>Plan of Lots 1-3</u>		Scale: 1: 1000
<i>Cancelling Lots 109 & 110 on plan B2671</i>		Format: STANDARD
LOCAL GOVERNMENT: BOULIA SHIRE COUNCIL	LOCALITY: BOULIA	 SP332283
Meridian: DP246211	Survey Records: No	

WARNING : Folded or Mutilated Plans will not be accepted.
Plans may be rolled.
Information may not be placed in the outer margins.

(Dealing No.)

4. Lodged by

(Include address, phone number, email, reference, and Lodger Code)

I. Existing		Created		
Title Reference	Description	New Lots	Road	Secondary Interests
20689060	Lot 109 on B2671	1 & 2	_____	_____
20689061	Lot 110 on B2671	2 & 3	_____	_____

2 & 3	Allot 10 Sec I
1 & 2	Allot 9 Sec I
Lots	Orig

2. Orig Grant Allocation :

3. References :
Dept File :
Local Govt :
Surveyor : 21109

5. Passed & Endorsed :

By :
Date :
Signed :
Designation :

6. Building Format Plans only.
I certify that :
* As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or road;
* Part of the building shown on this plan encroaches onto adjoining * lots and road
.....
Cadastral Surveyor/Director* Date
*delete words not required

7. Lodgement Fees :
Survey Deposit \$
Lodgement \$
.....New Titles \$
Photocopy \$
Postage \$
TOTAL \$

8. Insert Plan Number SP332283

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th February 2022

TITLE:	Finance Manager January 2022 Report	DOC REF: Item FM1
---------------	-------------------------------------	-----------------------------

REPORT BY:	Mark Willis, Relief Finance Manager	DATE: 08/01/2022
-------------------	-------------------------------------	----------------------------

CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.2: Accountability

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

5.4: Sustainability

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

PURPOSE: Financial Summary as at 31st January 2022

Cash Position:

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

	31 st January 2022	31 st December 2021
Cash at Hand	12,470,120	12,885,926
Net Cash Equivalent (Debtors-Creditors)	76,693	237,081
Total	\$12,546,813	\$13,123,007

Income

- Total revenues to 31st January 2022 are \$7,579,578. This equates to approx. 82% of this year's budget. December budget review will be modified to reflect increase in actuals.

Expenditure

- Operating expenses to 31st January 2022 are \$4,907,554. This equates to approx. 63% of this year's budget.

Liquidity

• CBA		\$ 117,909
• Floats		\$ 1,300
• Investments		
CBA At Call 0.20%	\$208,677	
QTC 0.50%	\$12,142,234	\$12,350,911
	Total	\$12,470,120

Additional Information on Cash Position

Cash Balance as at 31st January 2022 12,470,120

The following items need to be backed by cash:

Reserves 30 th June	2,328,551
Funded Depreciation	4,562,748
Funded Employee Entitlements (Current and Non-Current)	1,457,712
Grant Funding (paid in advance)	513,334
Working Capital Cash	1,500,000
Capital Grants	2,960,761
Operating Result for 2021/2022	2,632,962
Less Capital Expenditure 2021/2022	(7,081,653)
	<u>8,874,415</u>

Uncommitted Cash 31st January 2022 \$ 3,595,705

Aged Debtors 31st January 2022

DEBTOR	90+	60	30	CURRENT	PRE-PAID	BALANCE
	\$6,697.76	\$5,086.00	\$3,009.40	\$0.00	\$(11,439.96)	\$3,353.20

90+ Days Outstanding

For this month, amounts greater than 90+ days total \$6,697.76
 \$5,103.92 have been referred to Council's external Collection Agency.
 \$1,593.84 are under a payment arrangement.

Rates 31st December 2021

Total Outstanding **\$92,388.33**

RATES	3 Years +	2 Years	1 Year (20-21)	Current Year (21/22)	In Credit (pre-paid OR Water & Gravel Compensation)	Total Outstanding
URBAN	\$59,800.00	\$24,237.42	\$47,537.98	\$40,684.18	(\$7,630.92)	\$164,628.66
RURAL	\$0.00	\$13.77	\$15,972.28	\$37,953.12	(\$146,216.89)	(\$92,277.72)
MINING	\$0.00	\$5,230.50	\$11,117.64	\$3,689.25	\$0.00	\$20,037.39
	\$59,800.00	\$29,481.69	\$74,627.90	\$82,326.55	(\$153,847.81)	\$92,388.33

CREDITORS 31st January 2022 \$0.00

BOULIA SHIRE COUNCIL
Income Statement
For the period ended 31st January 2022

	<i>2021/2022 Actual</i>	<i>Amended Budget as at 31/12/2021</i>
Income		
Revenue		
Recurrent Revenue		
Net rate and utility charges	703,785	1,400,000
Fees and charges	179,311	355,700
Rental income	148,100	243,160
Interest received	52,628	117,000
Sales - contract and recoverable works	1,656,263	4,122,300
Other Income	151,586	245,550
Grants, subsidies, contributions and donations	3,114,968	3,597,895
Total Recurrent Revenue	6,006,641	10,081,605
Capital Revenue		
Grants, subsidies, contributions and donations	2,960,761	6,820,635
Total Capital Revenue	2,960,761	6,820,635
Total Revenue	8,967,402	16,902,240
Total Income	8,967,402	16,902,240
Expenses		
Recurrent Expenses		
Employee benefits	(2,247,475)	(4,933,255)
Materials & Services	(4,062,213)	(4,033,345)
Finance Costs	(20,552)	(45,100)
Depreciation	(4,200)	(4,562,748)
Total Recurrent Expenses	(6,334,440)	(13,574,448)
Total Expenses	(6,334,440)	(13,574,448)
Net Result Attributable to Council	2,632,962	3,327,792

BOULIA SHIRE COUNCIL
Balance Sheet
For the period ended 31st January 2022

2021/2022 Actuals

Current Assets		
Cash and cash equivalents	12,470,120	
Trade and other receivables	152,660	
Inventories	489,786	
Total Current Assets	13,112,566	
Non-current Assets		
Property, plant and equipment	200,509,281	
Total Non-current Assets	200,509,281	
TOTAL ASSETS	213,621,847	
Current Liabilities		
Trade and other payables	75,967	
Borrowings	(29,465)	
Provisions	(1,234,228)	
Contract Liabilities	(2,221,197)	
Total Current Liabilities	(3,408,923)	
Non-current Liabilities		
Borrowings	(954,533)	
Provisions	(243,484)	
Total Non-current Liabilities	(1,198,017)	
TOTAL LIABILITIES	(4,606,940)	
NET COMMUNITY ASSETS	209,014,907	
Community Equity		
Asset revaluation reserve	110,690,860	
Retained surplus	98,324,047	
TOTAL COMMUNITY EQUITY	209,014,907	

Statement of Cash Flows
For the period ended 31st January 2022

	2021/2022 Actuals	Original 21/22
Cash Flows from Operating activities:		
Receipts from customers	1,641,643	3,562,000
Payments to suppliers and employees	(7,997,376)	(20,809,000)
	<u>(6,355,733)</u>	<u>(17,247,000)</u>
Interest received	52,628	404,000
Rental income	148,100	212,000
Non-capital grants and contributions	4,729,494	18,183,000
Borrowing costs	(20,552)	(41,000)
Net Cash Inflow (Outflow) from Operating Activities	<u>(1,446,063)</u>	1,511,000
Cash Flows from Investing activities:		
Payments for property, plant and equipment	(7,081,653)	(42,920,000)
Proceeds from sale of property, plant and equipment	-	
Grants, subsidies, contributions and donations	2,960,760	34,469,000
Net Cash Inflow (Outflow) from Investing activities	<u>(4,120,893)</u>	<u>(8,451,000)</u>
Cash Flows from Financing activities		
Proceeds from borrowings		1,877,000
Repayment of borrowings	(26,896)	(86,000)
Net Cash Inflow (Outflow) from Financing activities	<u>(26,896)</u>	1,791,000
Net Increase (Decrease) in Cash and Cash Equivalents held	<u>(5,593,852)</u>	<u>(5,149,000)</u>
Cash and Cash Equivalents at beginning of Reporting period	18,063,972	16,741,000
Cash and Cash Equivalents at end of Reporting period	<u>\$12,470,120</u>	<u>\$ 11,592,000</u>

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

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

DOCUMENTS TO BE TABLED:

Nil

Reviewed & approved by Director of Corporate Services

Mrs Kaylene Sloman

Approved by Chief Executive Officer

Ms Lynn Moore

10.4 Community Services

TITLE:	Community Services January 2022 Report	DOC REF: 10.4.1
---------------	--	---------------------------

REPORT BY:	Julie Woodhouse Community Services Manager	DATE: 14/02/2022
-------------------	---	----------------------------

CORPORATE PLAN REFERENCE:

Key Priority 1: Social License

1.1: Enhance sporting, recreational & cultural facilities and activities

1.1.1: Build a strong sense of community by supporting local groups and organisations

1.2: Respecting our culture and heritage

1.2.1: To capture, preserve and promote the heritage and diverse cultures of our region

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

1.3: Bouliia Shire to have active inclusive communities

1.3.1: Advocate for a range of services, programs and facilities to address disadvantage and foster inclusion

1.3.2: Encourage volunteering and recognise volunteers who support events throughout the year

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

Key Priority 2: Built Environment

2.2: Sustainable - housing, buildings and community infrastructure

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 community assets to meet the needs of our community

Key Priority 3: Economic Development

3.3: Innovate and explore opportunities

3.3.1: Identify economic opportunities and enablers for the Shire

Key Priority 3: Economic Development

3.4: Promote tourism as an economic driver for the shire

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

Key Priority 4: Natural Environment

4.1: Well managed environmental resources which supports our future growth

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

Key Priority 6: Lifestyle and Community

6.1: Facilitate opportunities for community development

6.1.2: Assist local community groups and support local events

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

Current housing available:

<u>ACTIVITY</u>	<u>Number</u>
Total houses available for occupation currently	0
Total units available (includes 2 pensioner units)	0
Total Council units are always kept vacant for use by visiting professionals	0
Total Council furnished units being used by contractors	1
Houses/units being renovated/painted	3
Formal applications for rental for January	1
Enquiries re housing availability for January	2

Tourism:

The Min Min Encounter has re-opened and the new tourism officer will commence work there on the 14th February 2022. She has decades of tourism experience within Australia and overseas. She is coming with her two girls who will attend the school here.

Our combined television advertising has been a little delayed due to issues within Diamantina Shire but hopefully should be airing soon.

Community:

Due to health restrictions, it was not viable to hold a community Australia Day celebration therefore the awards ceremony was live streamed and a morning tea was put on for the recipients and invited attendees.

We received funding for Australia Day which unfortunately cannot be transferred to any other related activity. As we could not use it for the day it has to be returned to the department with the exception of the small amount that was spent prior.

The Australia Day Art / Literacy competition did not attract many entries but for those who made the effort the winners were: -

Art open-Leaim Shaw

Literacy open, Pearl Pocock

Literacy child- Laneika Shaw

Art child- Matilda Woodhouse

The competition was judged by a community member unrelated to office staff.

Nick Sutherland from Myndfit will be here in February for one-on-one workshops regarding mental health issues for anyone interested in attending from the community. This has been well advertised for several months and is a funded programme.

Sport:

The NQ sports Foundation, as part of its Move it program, has initiated the *Capacity Building Training Program*; this program is aimed at members of the community who wish to do coaching courses free of charge so that they can be active in the community to coach / instruct residents in the fields they nominated.

Eg: - aqua training certificate would enable a person to then teach water aerobics in our venue and the Move It program would be applied to by Council for the allocated funding to pay the wages of that coach.

Presently there are three people interested in doing these courses, one of whom is our sports officer who is interested in starting netball. More information on this program will be forthcoming.

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

That the Library Report for January 2022 be received for information.

ATTACHMENTS: Nil

Reviewed by Community Services Manager

Mrs Julie Woodhouse

Approved by Chief Executive Officer

Ms Lynn Moore

TITLE:	Library January Report 2022	DOC REF: 10.4.2
---------------	-----------------------------	---------------------------

REPORT BY:	Sports Sports Centre Attendant/Library Officer	DATE: 14/02/2022
-------------------	---	----------------------------

CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

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

Key Priority 1: A strong supportive community environment

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

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

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

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

Boulia Shire Council provides a well-appointed Library facility which is open 5 days per week from 09:45am – 1:00pm

ACTIVITY	CUSTOMER VOLUME - per month
Library visitors	54
Wi Fi	0 – Not Working
Number of new members - local	0
Tourist Member	0

LIBRARY ACTIVITIES

With all the recent rain and with the school start date being moved we decided to hold off on the First 5 Forever start date. We will start this program again in February. When I spoke to the Boulia Mummies group this was the most convenient time for them.

I have helped a few locals with High School applications and printing off some home school activities

The Public Wifi has been down this month due to a lightning strike and we are waiting on it to be repaired.

	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											

Re; Covid 19, appropriate arrangements remain in place keeping with Queensland Health Regulations.

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council receive the Library January 2022 report for information.

ATTACHMENTS: Nil

Approved by Chief Executive Officer

Ms Lynn Moore

TITLE:	Bouliia Sports & Aquatic Centre January Report 2022	DOC REF: 10.4.3
---------------	--	---------------------------

REPORT BY:	Sports Sports Centre Attendant/Library Officer	DATE: 14/02/2022
-------------------	---	----------------------------

CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

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

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

Key Priority 1: A strong supportive community environment

1.3: Bouliia Shire to have active inclusive communities

1.3.1: Partner with relevant organisations to support educational opportunities for the shire

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

The Sports and Aquatic Centre provides an important sports venue for the local residents of Bouliia. 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: 8 After Hours: 19
• Pool	During Hours: 169 After Hours: 3
• Squash	0
• Casual entry usage	35
• Kid's usage	138
• Membership usage	27
• Merchandise sales	\$0.00
• Admission	\$0.00
• Refreshment sales	\$0.00

Activities held this month:

- With the rain and the river running our number were down this month. But happy for the rain.
- We are looking into getting swimming lessons happening asap and looking into the possibility of having some water fitness or games happening for all ages.
- We have the Magiq Floor up and running now so we will be getting a flyer out for this

	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											

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council receive the Boulia Sports and Aquatic Centre January 2022 Report for information.

ATTACHMENTS: Nil

Approved by Chief Executive Officer

Ms Lynn Moore

11 Late Reports

Nil

12 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.

13 General Business

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