

# Boulia Shire Council



## General Meeting

Wednesday 23<sup>rd</sup> January 2019



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14<sup>th</sup> January 2019

## NOTICE FOR AN ORDINARY MEETING OF COUNCIL

NOTICE is hereby given that an **ORDINARY MEETING** of the Boulia Shire Council will be held on **Wednesday 23<sup>rd</sup> January 2019** at the **Boulia Airport Terminal** commencing at **9 am** for the transaction of the following business.

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

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

ENGINEERS REPORT – GBA CONSULTING - *nil this month due to the Christmas/New Year Period*  
Item E1 Engineering Services Report – News brief

DIRECTOR OF WORKS AND OPERATIONS  
Item DWO1 Grants Work Status Summary Pg.10

INFORMATION REPORTS - *nil this month due to the Christmas/New Year Period*  
Item A NDRRA Flood Damage Works Department  
Item B Foreman, Road Maintenance and Utility Services  
Item C Foreman, Roads Maintenance and Construction  
Item D Rural Lands Protection Officer  
Item E Work Camp Report

CHIEF EXECUTIVE OFFICER  
Item CEO1 CEO Report for November 2018 Pg.13  
Item CEO2 Action List Pg.21  
Item CEO3 2nd Quarter Operational Plan Report 2018-2019 Pg.26

FINANCE MANAGER  
Item FM1 Finance Managers Report Pg.62

COMMUNITY SERVICES MANAGER  
Item CSM1 Community Services Report Pg.66

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



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## BOULIA SHIRE COUNCIL

### INFORMATION REPORTS

|        |                                  |  |
|--------|----------------------------------|--|
| Item F | Min Min Encounter                | <i>nil this month due to the Christmas/New Year Period</i> |
| Item G | Boulia Sports and Aquatic Centre | Pg. 71   |
| Item H | Library                          | <i>nil this month due to the Christmas/New Year Period</i> |
| Item I | Work Health and Safety           | <i>nil this month due to the Christmas/New Year Period</i> |

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

DWO2 Application for Work Camp Assistance – Boulia Camel Races and Boulia Golf Club

Mr Harin Karra  
Acting Chief Executive Officer

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

#### **Local Government Regulation - 275 Closed meetings**

- (1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss—
  - (a) the appointment, dismissal or discipline of employees; or
  - (b) industrial matters affecting employees; or
  - (c) the local government's budget; or
  - (d) rating concessions; or
  - (e) contracts proposed to be made by it; or
  - (f) starting or defending legal proceedings involving the local government; or
  - (g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or
  - (h) other business for which a public discussion would be likely to prejudice the interests of the local government Or someone else, or enable a person to gain a financial advantage.
- (2) A resolution that a meeting be closed must state the nature of the matters to be considered while the meeting is closed.
- (3) A local government or committee must not make a resolution (other than a procedural resolution) in a closed meeting.

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## BOULIA SHIRE COUNCIL

### **FUNDING RECEIVED BY COUNCIL - FUNDING EXPLANATION**

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

**Federal Assistance Grants (FAGS):** Federal 100%

**Roads Maintenance Performance Contract (RMPC):** State 100%

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

**Royalties for Regions (R4R):** 50/50 grant

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

**Cyclone and Flood warning Subsidy:** 100% State funded

**Local Government Response Subsidy:** 100% State funded

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

**Safer Suburbs Scheme – Taxi Rank:** 60% State Funded

### **DEFINITIONS**

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

### **CONFLICT OF INTEREST: (REAL OR PERCIEVED)**

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

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

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

### **COMMONLY USED ACRONYMS**

|                 |   |
|-----------------|---|
| <b>ALGA</b>     | Australian Local Government Association                         |
| <b>CWR</b>      | Central West Region   |
| <b>CWRPMG</b>   | Central West Regional Pest Management Group                     |
| <b>CWRPMGtc</b> | Central West Regional Pest Management Group technical committee |
| <b>DDMG</b>     | District Disaster Management Group (Mt Isa)                     |
| <b>DLG</b>      | Department of Local Government                                  |
| <b>DLGCRR</b>   | DLG Community Recovery and Resilience                           |
| <b>DSDIP</b>    | Department of State Development, Infrastructure and Planning    |
| <b>DTMR</b>     | Department of Transport and Main Roads                          |
| <b>EPA</b>      | Environmental Protection Authority                              |
| <b>FAGS</b>     | Financial Assistance Grants                                     |
| <b>IPWEA</b>    | Institute of Public Works engineering Australia (NAMS. Plus)    |
| <b>JLT</b>      | Jardine Lloyd Thompson (Insurance brokers)                      |
| <b>LDMG</b>     | Local Disaster Management Group                                 |

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## BOULIA SHIRE COUNCIL

|                  |  |
|------------------|--|
| <b>LGAQ</b>      | Local Government Association of Queensland                   |
| <b>LGFRS</b>     | Local Government flood Response Subsidy                      |
| <b>LGMA</b>      | Local Government Managers Association                        |
| <b>LRRS</b>      | Local Roads of Regional Significance                         |
| <b>NAMS.Plus</b> | Asset Management system from IPWEA                           |
| <b>NDRRA</b>     | Natural Disaster Relief and Recovery Arrangements            |
| <b>OHDC</b>      | Outback Highway Development Corporation                      |
| <b>ORRG</b>      | Outback Regional Road Group                                  |
| <b>ORRGtc</b>    | Outback Regional Roads Group - technical committee           |
| <b>ORRTG</b>     | Outback Regional Roads and Transport Group                   |
| <b>ORWG</b>      | Outback Regional Water Group                                 |
| <b>ORWtg</b>     | Outback Regional Water - technical group                     |
| <b>OQTA</b>      | Outback Queensland Tourism Association                       |
| <b>QDES</b>      | Queensland Department of Emergency Services                  |
| <b>QFES</b>      | Queensland Fire and Emergency Services                       |
| <b>QIC</b>       | Queensland Information Centres                               |
| <b>QRA</b>       | Queensland Reconstruction Authority                          |
| <b>QSNTS</b>     | Queensland South Native Title Services                       |
| <b>QTA</b>       | Queensland Tourism Authority                                 |
| <b>QWRAP</b>     | Queensland Water Regional Alliance Program                   |
| <b>R4R</b>       | Royalties for Regions  |
| <b>R2R</b>       | Roads to Recovery  |
| <b>RAPAD</b>     | Central West Queensland Remote Area Planning and Development |
| <b>REPA</b>      | Restoration of Essential Public Assets                       |
| <b>RFS</b>       | Rural Fire Service   |
| <b>RMPC</b>      | Roads Maintenance Performance Contract                       |
| <b>TIDS</b>      | Transport Infrastructure Development Scheme                  |
| <b>WQLGA</b>     | Western Queensland Local Government Association              |



## COUNCILLOR DECLARATION OF INTEREST Declaration of a Conflict of Interest Form

Councillor: \_\_\_\_\_

Council meeting date: \_\_\_\_\_

Agenda Item Number: \_\_\_\_\_

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

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

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

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

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

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**COUNCILLOR DECLARATION OF INTEREST**  
**Declaration of a Material Personal Interest Form**

Councillor: \_\_\_\_\_

Council meeting date: \_\_\_\_\_

Agenda Item Number: \_\_\_\_\_

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

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\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

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**MINUTES OF THE GENERAL MEETING  
OF THE BOULIA SHIRE COUNCIL  
HELD ON FRIDAY 21<sup>st</sup> DECEMBER 2018  
COMMENCING AT 1 PM**

**Attendance:**

Councillors: Councillor Eric (Rick) Britton  
Councillor Rebecka (Beck) Britton  
Councillor Sam Beauchamp  
Councillor Jack Neilson

Officers: Mr Harin Karra (Acting Chief Executive Officer)  
Mrs Nicole Tonkies (Executive Assistant)

Apologies: Councillor Brook McGlinchey

**Opening:**

The Mayor opened the meeting at 1.21 pm.

Stuart Bourne entered the meeting at 1.21 pm.

**Acknowledgement of Traditional Owners**

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

The Mayor also acknowledged past and present service personnel.

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

**2018/12.1 ENGINEERING SERVICES REPORT - NEWSBRIEF**

**PURPOSE:**

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

**Moved: Councillor Beck Britton**

**Seconded: Councillor Neilson**

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

**Carried**

**2018/12.2 CLOSED MEETING AT 1.36 PM**

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

Closed Session  
Local Government Regulation 275  
(e) contracts proposed to be made by it;

**Carried**

**2018/12.3 OUT OF CLOSED SESSION AT 1.39 PM**

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

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

**Carried**

**2018/12.4 SPRINGVALE NDRP TENDER ASSESSMENT AND RECOMMENDATION**

**PURPOSE:**

To provide a summary and recommendation for the concrete works tender for the Springvale NDRP job T2018-19-1.

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

That Council accept the tender from Central Hire and Contracting Pty Ltd for the concrete works package as submitted under tender number T2018-19-1, NDRP Springvale Rd.

**Carried**

Stuart Bourne left the meeting at 1.40 pm.

**2018/12.5 MINUTES OF THE NOVEMBER 2018 ORDINARY MEETING**

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

That the Minutes of the General Meeting held on 21<sup>st</sup> November 2018 be accepted.

**Carried**

**2018/12.6 GRANTS WORK STATUS SUMMARY**

**PURPOSE:**

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

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

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

**Carried**

## 2018/12.7 TOWN PLANNING REPORT

**PURPOSE:**

Material Change of Use (Impact Assessment) for Extractive Industry (Sand Extraction) and Environmentally Relevant Activity 16(1)(A) (dredging 1,000t to 10,000t) on Land at Burke River and Adjacent Road Reserve Accessed via River Road, Boulia, QLD.

**Moved: Councillor Neilson**

**Seconded: Councillor Beck Britton**

That Council approves the development application for Extractive Industry (Sand Extraction) and Environmentally Relevant Activity 16(1)(a) (dredging 1,000t To 10,000t) over land described as the Burke River and the State Controlled Road Reserve, Boulia and located at Burke River and adjacent Road Reserve accessed via River Road, Boulia, Qld, subject to the conditions as outlined in the Town Planning Report presented to Council on Friday 21<sup>st</sup> December.

**Carried**

## 2018/12.8 NDRRA FLOOD DAMAGE WORKS DEPARTMENT

**PURPOSE:**

To inform Council of the current utilisation and activities of the Flood Damage/Pave & Seal Crews.

**Moved: Councillor Beck Britton**

**Seconded: Councillor Beauchamp**

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

**Carried**

## 2018/12.9 FOREMAN, ROAD MAINTENANCE AND UTILITY SERVICES

**PURPOSE:**

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

**Moved: Councillor Beck Britton**

**Seconded: Councillor Neilson**

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

**Carried**

## 2018/12.10 FOREMAN, ROADS MAINTENANCE AND CONSTRUCTION

**PURPOSE:**

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

**Moved: Councillor Rick Britton**

**Seconded: Councillor Beauchamp**

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

**Carried**

#### 2018/12.11 RURAL LANDS PROTECTION OFFICER

**PURPOSE:**

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

**Moved: Councillor Rick Britton**

**Seconded: Councillor Neilson**

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

**Carried**

#### 2018/12.12 CEO REPORT

**PURPOSE:**

To advise Council of the activities of the Chief Executive Officer over the previous month.

**Moved: Councillor Neilson**

**Seconded: Councillor Rick Britton**

That the CEO's report is received for information.

**Carried**

#### 2018/12.13 ACTION LIST

**PURPOSE:**

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

**Moved: Councillor Beck Britton**

**Seconded: Councillor Rick Britton**

That the updated Action List report be received for information.

**Carried**

#### 2018/12.14 NEW POLICIES AND PROCEDURES RELATING TO COUNCILLORS AND COUNCIL MEETINGS

**PURPOSE:**

To formally adopt the new policies and procedures released by the Department of Local Government, Racing and Multicultural Affairs in relation to Councillors and Council meetings.

**Moved: Councillor Rick Britton**

**Seconded: Councillor Beauchamp**

1. That Policy 148 Standing Orders for Council Meetings Policy, Policy 150 Investigation Policy and Policy 151 Model Meeting Procedures Policy as presented be adopted.
2. That a copy of the policies be handed to all Councillors for the updating of their Policy books and also forwarded electronically via email.

**Carried**

#### 2018/12.15

**Moved: Councillor Neilson**

**Seconded: Councillor Rick Britton**

That Council accept Councillor Brook McGlinchey's apology for his absence from the 21<sup>st</sup> December Council meeting.

**Carried**

Councillor Rick Britton declared a Material Personal Interest on the CEO Late Report on the Policy Review 124 Town Common Policy due to owing land adjoining the Boulia Town Common and chose to leave the meeting.

Councillor Beck Britton declared a Material Personal Interest on the CEO Late Report on the Policy Review 124 Town Common Policy due to being related to parties who are directly involved with the Town Common and chose to leave the meeting.

Councillor Jack Neilson declared a Conflict of Interest on the CEO Late Report on the Policy Review 124 Town Common Policy due to being a cattle owner that could apply for agistment on the Town Common and chose to stay in the meeting.

Councillor Sam Beauchamp declared a Conflict of Interest on the CEO Late Report on the Policy Review 124 Town Common Policy due to being a cattle owner and chose to stay in the meeting.

Councillor Rick Britton left the meeting at 2.11 pm.  
Councillor Beck Britton left the meeting at 2.14 pm.

#### **POLICY REVIEW 124 TOWN COMMON POLICY**

**PURPOSE:**

Regular review of Council policies ensure that Council maintains an up to date guide for staff to refer to in the day to day management of Council.

This report deals with changes to an existing report which may have a material effect on the intent of the documents.

Council discussed the policy review and made suggestions on further changes to be made. The matter was to be held over to the next Ordinary meeting of Council.

Councillor Neilson left the meeting at 2.38 pm.  
Councillor Rick Britton and Councillor Beck Britton returned to the meeting at 2.39 pm.  
Councillor Neilson returned to the meeting at 2.41 pm.

#### **2018/12.16 COMMUNITY SERVICES REPORT**

**PURPOSE:**

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

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

That the Community Services Report is received for information.

**Carried**

**2018/12.17 PROMOTION IDEA**

**PURPOSE:**

**To provide Council with an idea to promote Boulia in Canberra.**

**Moved: Councillor Beck Britton**

**Seconded: Councillor Rick Britton**

That the night sky picture be professionally framed and sent to Senators McGrath's office.

**Carried**

**2018/12.18 TOURISM ATTRACTION POSSIBILITY**

**PURPOSE:**

**To provide Council with an opportunity for another tourism attraction at the Heritage Complex.**

**Moved: Councillor Rick Britton**

**Seconded: Councillor Neilson**

- That Council accept Bill Sutera's offer of the moon rocks and that the rocks be displayed at the Boulia Heritage Complex.
- That Council approves to utilise the Work Camp to complete this project.

**Carried**

**2018/12.19 MIN MIN ENCOUNTER NOVEMBER 2018 REPORT**

**PURPOSE:**

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

**Moved: Councillor Neilson**

**Seconded: Councillor Beck Britton**

That the Min Min Encounter November 2018 Report be received for information.

**Carried**

**2018/12.20 BOULIA SPORTS AND AQUATIC CENTRE (INFORMATION REPORT)**

**PURPOSE:**

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

**Moved: Councillor Beauchamp**

**Seconded: Councillor Rick Britton**

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

**Carried**

**2018/12.21 LIBRARY**

**PURPOSE:**

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

**Moved: Councillor Beck Britton**

**Seconded: Councillor Beauchamp**

That Council receive the Library report for information.

**Carried**



Kaylene Sloman entered the meeting at 2.49 pm.

#### 2018/12.22 WORK HEALTH AND SAFETY (INFORMATION REPORT)

**PURPOSE:**

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

**Moved: Councillor Rick Britton**

**Seconded: Councillor Neilson**

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

**Carried**

#### 2018/12.23 BUDGET REVIEW SEPTEMBER 2018

**PURPOSE:**

Budget Review to 30th September 2018 based on trends to date.

**Moved: Councillor Neilson**

**Seconded: Councillor Rick Britton**

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

**Carried**

#### 2018/12.24 MANAGER CORPORATE & FINANCIAL SERVICES REPORT

**PURPOSE:**

Financial Summary as at 30th November 2018.

**Moved: Councillor Beauchamp**

**Seconded: Councillor Rick Britton**

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

**Carried**

#### 2018/12.25 CLOSED MEETING AT 3.06 PM

**Moved: Councillor Neilson**

**Seconded: Councillor Rick Britton**

Closed Session  
Local Government Regulation 275  
(e) contracts proposed to be made by it;

**Carried**

#### 2018/12.26 OUT OF CLOSED SESSION AT 3.09 PM

**Moved: Councillor Neilson**

**Seconded: Councillor Beauchamp**

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

**Carried**

## 2018/12.27 INTERNAL AUDIT FUNCTION TENDER

### **PURPOSE:**

To advise Council of the results of the Internal Audit Function of Boulia Shire Council and Diamantina Shire Council, Tender No. T2018-19-4.

**Moved:** Councillor Rick Britton

**Seconded:** Councillor Beauchamp

That Council receive the Internal Audit Function Tender report for information.

**Carried**

Kaylene Sloman left the meeting at 3.09 pm.

## 2018/12.28 CLOSED MEETING AT 3.11 PM

**Moved:** Councillor Rick Britton

**Seconded:** Councillor Neilson

Closed Session

Local Government Regulation 275

(e) contracts proposed to be made by it;

(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

**Carried**

## 2018/12.29 OUT OF CLOSED SESSION AT 3.39 PM

**Moved:** Councillor Beck Britton

**Seconded:** Councillor Rick Britton

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

**Carried**

## 2018/12.30 CONTRACT WORKS OVERSEER EXTENSION

### **PURPOSE:**

Seeking approval to extend 12 months Contract Works Overseer to undertake the supervision of flood damage works.

**Moved:** Councillor Neilson

**Seconded:** Councillor Beauchamp

That Council offer to engage Mr Gordon Stumbris, through LO-GO Appointments, as Contract Works Overseer for the next 12 months.

**Carried**

## 2018/12.31 APPLICATIONS FOR WORK CAMP ASSISTANCE – ONGOING LAWN MOWING SUPPORT

### **PURPOSE:**

To advise Council of applications received for Work Camp assistance and to request Council's decision on whether or not the projects are to be undertaken.

**Moved:** Councillor Neilson

**Seconded:** Councillor Rick Britton

That Council acknowledge the assistance for Work Camp as follows:

| Applicant Number | Approved/Denied |
|------------------|-----------------|
| 1                | Approved        |
| 2                | Approved        |
| 3                | Approved        |
| 4                | Approved        |
| 5                | Approved        |
| 6                | Approved        |
| 7                | Approved        |
| 8                | Approved        |
| 9                | Approved        |
| 10               | Denied          |
| 11               | Approved        |

**Carried**

Councillor Beck Britton declared a Material Personal Interest on Item DWO4 2019 Australia Day Awards due to being related to a nominee and chose to stay in the meeting.

Councillor Jack Neilson declared a Conflict of Interest on Item DWO4 2019 Australia Day Awards due to being related to a nominee and chose to stay in the meeting.

**2018/12.32 2019 AUSTRALIA DAY AWARDS**

**PURPOSE:**  
To advise Council of the nominations received for the 2019 Australia Day Awards.

**Moved: Councillor Rick Britton                      Seconded: Councillor Beck Britton**

That Council present a 2019 Australia Day Award to the selected nominees as discussed in the 21<sup>st</sup> December 2018 Council meeting.

**Carried**

**Meeting Closure**

The Mayor closed the meeting at 3.49 pm.

**Confirmed:**

Minutes confirmed \_\_\_\_\_  
Resolution No. \_\_\_\_\_

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

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 23<sup>rd</sup> January 2019

|               |                            |                              |
|---------------|----------------------------|------------------------------|
| <b>TITLE:</b> | GRANTS WORK STATUS SUMMARY | <b>DOC REF:</b><br>Item DWO1 |
|---------------|----------------------------|------------------------------|

|                   |  |                            |
|-------------------|--|----------------------------|
| <b>REPORT BY:</b> | Mr Harin Karra<br>Director of Works and Operations | <b>DATE:</b><br>14/01/2019 |
|-------------------|--|----------------------------|

**CORPORATE PLAN REFERENCE:**

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

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

**PURPOSE:**

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

**CONTENT:**

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

**W4Q - Work for Queensland Two**

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

**LGGSP - Local Government Grants and Subsidies Program**

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

**DCP - Drought Communities Program** (Dept of Infrastructure and Regional Development – Federal funding)

**BoR - Building Our Regions Funding** (DSD - Dept of State Development – State funding)

**RAU - Remote Airstrip Upgrade Funding** (Department of Infrastructure, Regional Development and Cities)

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

There are currently 22 different projects currently under progress which are being undertaken by Council, which is a tremendous staff undertaking. Each of the projects require monthly reporting back to the funding bodies to ensure we are not in breach, and therefore could be restricted from receiving quarterly payment instalments.

The next four months will see visible impact around the town, and during this period I will attach the progress report on the activity for review and comment.

**CONSULTATION:**

- George Bourne and Associates (GBA) – various tenders

**GOVERNANCE IMPLICATIONS:**

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

**RECOMMENDATION:**

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

**ATTACHMENTS:** Grant Project Summary

Acting Chief Executive Officer

Mr Harin Karra

## Boulia Shire Council Projects / Grants Update Register

Grant Summary Status Update  
As at January 14, 2019

| GRANTS   | PROJECTS Description  | Grant Source    | Approved Grant | Council Contribution | Total Allocation for the Project \$ | Grant end date | Current Status of the Project  |
|--|---|-----------------|----------------|----------------------|-------------------------------------|----------------|--|
| 1. Sewer Upgrade   | Relining project  | BoR             | \$ 500,000     | \$ -                 | \$500,000                           | 30/06/2019     | Project 95% completed.   |
| 2. Shire Hall renewal  | Refurbish shire hall  | DCP-Drought     | \$ 443,870     | \$34,240             | \$478,110                           | 30/06/2019     | Project 95% completed.   |
| 3. Jockeys Room  | Build extension onto existing shed  | DCP-Drought     | \$ 257,900     | \$8,600              | \$266,500                           | 30/06/2019     | Project completed.   |
| 4. RSL refurbishment   | Kitchen – use stove and maybe cupboard from Hall  | Council Project |                | \$35,000             | \$35,000                            | _              | On Hold.   |
| 5. Urandangie clinic \$50k                                     | Project plan to be revised by Dr Don – Lynn completes the   | RFDS            |                | \$ -                 | \$50,000                            | 30/06/2019     | New sink, taps and hot water system have been replaced. Verandah has been re-oiled. New cistern to be installed. |
| 6. Well Being Centre   | House - 3 Dialysis Rooms  | DCP-Drought     |                | \$7,200              | \$580,100                           | 30/06/2019     | Preliminary design has been approved. Awaiting on final design.  |
|  |   |                 |                | \$572,900            |                                     |                |  |
| 7. Depot Cement Shed   | Demolish existing shed and replace  | Council Project |                | \$250,000            | \$250,000                           | -              | Obtaining quotes for flat pack shed.   |
| 8. Racecourse Sewer Connection BOSC.W4Q2.01                    | An upgrade to improve the quality of sewer treatment & wastewater disposal in compliance with relevant standards & regulations. | (W4Q2)          | \$ 450,000     | \$0                  | \$450,000                           | 30-Jun-19      | Poly installation completed.   |
| 9. Upgrade Council Depot Security BOSC.W4Q2.02                 | Upgrade new switch board, install new security cameras & lighting for the depot.  | (W4Q2)          | \$ 100,000     | \$0                  | \$100,000                           | 30-Jun-19      | 3 proposals received. Order will be raised soon.   |
| 10. Toilet & Shower for New Truck Parking / Rest area Facility | Construct new toilet and shower for the new truck parking facilities.   | (W4Q2)          | \$ 100,000     | \$0                  | \$100,000                           | 30-Jun-19      | Change of project scope.   |
| 11. Stage 2 Toilet Ramp & Solar Hot Water System Urandangie    | Install new disabled ramp & solar hot water system for shower Urandangie.   | (W4Q2)          | \$ 40,000      | \$0                  | \$40,000                            | 30-Jun-19      | New hotwater system arrived.   |

## Boulia Shire Council Projects / Grants Update Register

| GRANTS  | PROJECTS Description  | Grant Source | Approved Grant | Council Contribution | Total Allocation for the Project \$ | Grant end date | Current Status of the Project   |
|---|---|--------------|----------------|----------------------|-------------------------------------|----------------|---|
| <b>12. Airport Fencing at Urandangie</b>                        | Install new security fence around Urandangie Airport.   | (W4Q2)       | \$ 50,000      | \$0                  | \$50,000                            | 30-Jun-19      | EIO will be realised.   |
| <b>13. Boulia Post Office</b>                                   | Install new disabled ramp, repair loading deck, new access door, internal refurbishing & painting.      | (W4Q2)       | \$ 100,000     | \$0                  | \$100,000                           | 30-Jun-19      | Project completed. Expect outside painting.   |
| <b>14. River Water Pipe Upgrade</b>                             | Remove old steel pipe & install new poly line.  | (W4Q2)       | \$ 65,000      | \$0                  | \$65,000                            | 30-Jun-19      | Work completed.   |
| <b>15. Shade Shelter &amp; Seating at Bubbler Park area</b>     | Install new shade structure with seating at bubble park.  | (W4Q2)       | \$ 20,000      | \$0                  | \$20,000                            | 30-Jun-19      | Earthworks have been completed.   |
| <b>16. Workshop Refurbishing</b>                                | Install shady area & painting.  | (W4Q2)       | \$ 35,000      | \$0                  | \$35,000                            | 30-Jun-19      | Switchboard upgrade completed.  |
| <b>17. Disinfection Systems Implementation for Boulia Town</b>  | Install new disinfection system for Boulia Town water & modification to the mains to install the system | LGGSP        | \$ 155,250     | \$103,500            | \$ 258,750                          | 30-Jun-19      | Building installation completed. Plumber will install the connections. Early February disinfection will be in action. |
| <b>18. Asset Management Plan</b>                                | Set up Asset Management plan for the Council  | LGGSP        | \$ 18,000.00   | \$ 12,000.00         | \$ 30,000                           | 30-Jun-19      | Internal review commenced.  |
| <b>19. Boulia Robinson Park Security Cameras &amp; Lighting</b> | New Security Cameras install & colorbond fencing  | LGGSP        | \$ 18,630.00   | \$ 12,420.00         | \$ 31,050                           | 30-Jun-19      | 3 proposals received. Order will be raised soon.  |

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 23<sup>rd</sup> January 2019

|               |                                 |                              |
|---------------|---------------------------------|------------------------------|
| <b>TITLE:</b> | CEO REPORT<br>for December 2018 | <b>DOC REF:</b><br>Item CEO1 |
|---------------|---------------------------------|------------------------------|

|                   |                                       |                          |
|-------------------|---------------------------------------|--------------------------|
| <b>REPORT BY:</b> | Lynn Moore<br>Chief Executive Officer | <b>DATE:</b><br>4/1/2019 |
|-------------------|---------------------------------------|--------------------------|

**CORPORATE PLAN REFERENCE: GOVERNANCE**

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

**PURPOSE:**

To advise Council of the activities of the Chief Executive Officer over the previous month.

**CONTENT:**

**The following have been conducted while working remotely.**

**Submission funding application: Department of Infrastructure - Remote Airstrip Upgrade Round 6 - \$1,149,072**

This project is promoted as being able to deliver a safe and viable service facility for a remote rural community. It will support health, safety and liveability outcomes in the region and will provide employment for workers in the completion of the project and associated tasks and would eliminate the potential negative impacts from a future failure involving the inability to use the airstrip facility during an emergency event. It will also add a significant improvement to an infrastructure asset that is a key asset in the delivery of community facilities and potential future expansion of industry (mining and gas exploration) and residential development for the town. The project will entail shape correction, Re-surfacing and Line-marking of the Boulia airstrip.


**Draft Corporate Plan 2019-2024 content to be released for public comment**

In Queensland, Local Government Authorities are required to prepare a Corporate Plan in accordance with the Local Government Act 2009 and Local Government Regulations 2012. This Corporate Plan sets the direction for the communities of the Boulia Shire Council and Council decision-making for the period 2019 to 2024.

Over the next four years Boulia will be working towards attracting industry, supporting existing businesses and developing the tourism market to support our vibrant and resilient community. The residents of Boulia are proud of their communities and passionate about their future. The pillars of the Boulia Shire economy are cattle and tourism with new interests developing in mining exploration. Other industries, like retail and construction, or key service sectors such as health and education, rely on these pillars for their own sustainability and growth. Our shire will be well planned and supported with the right infrastructure in the right places to support present and future population. The framework to build upon is listed as an attachment to this report and is to be used as a guide for future community consultation prior to adoption.

**CEO MEETINGS**

| Dec 2018 | CONTACT                           | REASON/ISSUE                  |
|----------|-----------------------------------|-------------------------------|
| 6/12/18  | Helen Lewis - via t/conf          | TMR 20% funding Outback Way   |
| 6/12/18  | Ken Hunt – via t/conf             | EBA parameters/timeframes     |
| 7/12/18  | John Perry – via t/conf           | Regional Hub-consultation     |
| Dec      | Executive staff – via phone/email | Normal working communications |

| <b>EMAIL CORRESPONDANCE FORWARDED TO COUNCILLORS</b> |   |
|--|---|
| Dec 2018   | <b>EMAIL CORRESPONDANCE – While working remotely</b>  |
| 1/12/18  | Sheep on the rise - QFPI RAPAD  |
| 1/12/18  | Local Fire Ban Declaration as at 27th Nov 2018  |
| 5/12/18  | Access to DLGMRA Local Government Learning Centre portal  |
| 7/12/18  | CWRPMG  |
| 7/12/18  | Australia Day Achievement Medallions and Pins   |
| 10/12/18   | Member for Gregory: Consultation Must Follow Brutal Ag College Announcement                                     |
| 15/12/18   | Outback Way Christmas Wishes-  |
| 16/12/18   | Town Common Policy (124)  |
| 17/12/18   | Winton's Way Out West Fest 2019 proposal  |
| 19/12/18   | RAPAD <a href="http://www.notjustafence.org">www.notjustafence.org</a> - INNOVATIVE REPORTING TOOL              |
| 20/12/18   | Last council meeting for the year   |

**ATTACHMENTS:** CEO1.1 - Draft Corporate Plan 2019-2024 framework for consideration.

**RECOMMENDATION:**

That the CEO report is received for information and consideration.

Chief Executive Officer

Ms Lynn Moore



# DRAFT CORPORATE PLAN FRAMEWORK

## COMMUNITY

### Outcome 1: A strong supportive community environment

#### Strategy area 1.1 - Promotion of community events, services and facilities

- 1.2 Celebrate important annual and cultural events as a community
- 1.3 Liaise and work with community groups and organisations in attracting funding and/or providing support where appropriate

#### Strategy area 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 preserve, maintain, develop and provide access to our region's history
- 1.2.3 To promote the heritage, arts and cultures of our communities

#### Strategy area 1.3 - Bouliā Shire to have safe, active and inclusive communities

- 1.3.1 Partner with relevant organisations to support educational opportunities for the shire
- 1.3.2 Recognise the outstanding work done by volunteers by partnering with relevant groups to support volunteering services within the shire
- 1.3.3 Facilitate opportunities for learning, social activities, community events, grants and funding programs
- 1.3.4 Build social capital through provision of accessible community infrastructure and programs
- 1.3.5 Provide equitable access to and advocate for a range of services, programs and facilities to address disadvantage and foster inclusion
- 1.3.6 Work with police, schools, community services in a collaborative manner for the betterment of the shire

## INFRASTRUCTURE

### Outcome 2: Building and maintaining quality infrastructure

#### Strategy area 2.1- Well connected infrastructure

- 2.1.1 Develop, manage and maintain Council controlled roads and airport infrastructure to sustain and improve connectivity and safety
- 2.1.2 Deliver quality roadwork on non-Council roads within quality assurance guidelines
- 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
- 2.1.4 Develop, manage and maintain Council controlled roads and airport infrastructure to sustain and improve connectivity and safety

#### Strategy area 2.2 - Well serviced 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 sustainable community assets to meet the needs of our community

## **Strategy area 2.3 - Well planned infrastructure**

- 2.3.1 Develop and implement a robust asset management plan to support effective long-term asset management
- 2.3.2 Implement a decision-making framework for the prioritisation of shovel-ready projects
- 2.3.3 Plan open spaces and recreational facilities and streetscapes to improve civic pride and aesthetic appeal
- 2.3.4 Facilitate land and infrastructure development that meets the needs of the community and fits with the financial constraints of Council, key stakeholders including State and Federal governments
- 2.3.5 Ensure Town Planning Scheme accommodates appropriate land/zonings for future commercial/industrial establishment and growth

## **ECONOMY**

### **Outcome 3: A sustainable local economy**

#### **Strategy area 3.1 - Facilitate employment and investment opportunities**

- 3.1.2 Investigate and support opportunities for new and existing businesses, industry and mining
- 3.1.3 Facilitate networks and partnerships between local business, industry groups and government

#### **Strategy area 3.2 – Support and advocate tourism for the region**

- 3.2.1 Promote Boulia Shire as a region for tourism and development opportunities
- 3.2.2 Advocate and support the further development of the Outback Highway
- 3.2.3 Advocate for the future development of interconnecting road networks to strengthen tourism and transport within the shire
- 3.2.4 Develop Council operated tourism facilities which benefit the wider community
- 3.2.5 Identify options and prioritise development of improved visitor facilities
- 3.2.6 Collaborate with local business, regional and State tourism bodies on 'Outback' promotion and destination management

#### **Strategy area 3.3 - Innovate and explore opportunities**

- 3.3.1 Identify economic opportunities and enablers for the Shire
- 3.3.2 Enhance digital connectivity opportunities for the Shire
- 3.3.3 Identify the future opportunities for sustainable expansion for Council facilities
- 3.3.4 Support opportunities for emerging industries and business
- 3.3.5 Identify telecommunication blackspot areas and possible solutions

# ENVIRONMENT

## Outcome 4: Caring for the environment

### Strategy area 4.1 – Sustainable natural resource management

- 4.1.1 Implement strategies to minimise the environmental impact of Council’s operations and facilities
- 4.1.2 Facilitate land and infrastructure planning and development that meets the needs of the community
- 4.1.3 Provide a safe and pleasant environment for families to live and work
- 4.1.4 To be aware of significant cultural heritage listed areas and to engage with Traditional Owners for the management and future identification of culturally sensitive areas
- 4.1.5 Promote and support agencies providing natural resource management services in the region
- 4.1.6 Support opportunities for alternative energy generation projects in the Boulia Shire

### Strategy area 4.2 – Disaster Management - Resilience

- 4.2.1 Implement initiatives for flood mitigation and to plan, prepare, respond, recover and build resilience from disasters for the communities of our region
- 4.2.2 Promote community safety and well-being
- 4.2.3 Establish and maintain a disaster management response capability to meet community needs when required
- 4.2.4 Support the voluntary efforts of SES, RFS, QAS by Council employees

### Strategy area 4.3 – Sustainable weed and pest management

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

# GOVERNANCE

## Outcome 5: Robust Governance

### Strategy area 5.1 - Community Engagement and Customer Service

- 5.1.1 Manage Council’s operations in an effective manner by clearly defining the functions, services, roles and responsibilities of Council
- 5.1.2 Practice effective internal and external communication
- 5.1.3 Hold annual community consultation forums
- 5.1.4 Ensure Council’s policies and local laws meet the individual needs of the community

## **Strategy area 5.2 – Corporate Governance and Accountability**

- 5.2.1 Council's commercial activities are managed well and provide benefits to the community
- 5.2.2 Maintain high standards of Corporate Governance through effective audits
- 5.2.3 Risk is managed, monitored and audited well within regulatory parameters and continually promoted in Workplace, Health and Safety practices
- 5.2.4 Provide a working environment for all in which risk is identified and managed in all Council areas and facilities
- 5.2.5 Ensure transparency and accountability through integrated financial performance reporting
- 5.2.6 Plan for 'whole of life costing' when making decisions on new infrastructure or plant
- 5.2.7 Ensure Council staff are well-trained in all facets of the organisation's operations
- 5.2.8 Ensure Councillors are well-trained in all facets of organisational governance
- 5.2.9 Human Resource practices are consistent with best practice

## **Strategy area 5.3 – Asset Management and Financial Sustainability**

- 5.3.1 Council's offices, depots and business enterprises are operated under 'value for money' principles
- 5.3.2 Optimise performance of Council business units using available technology
- 5.3.3 Ensure the long-term financial sustainability of the Council through prudent financial management, asset management plans and budgeting

# HEALTH AND WELLBEING

## Outcome 6: Supporting local services and facilities

### Strategy area 6.1 - Facilitate opportunities

- 6.1.1 Facilitate health and medical service provision for Boulia and Urandangie
- 6.1.2 Provide community services through government funded programs for the benefit of members of the community

### Strategy area 6.2 - Advocate for the region

- 6.2.1 To have Councillor representation and actively be involved in regional and local health forums
- 6.2.2 Advocate for housing for those in the community less able to provide for themselves
- 6.2.3 Support Health and Community Care for all ages

### Strategy area 6.3 - Support an active healthy community

- 6.3.1 Encourage and promote community wellbeing, including healthy and active lifestyles
- 6.3.2 Maintain a high quality of life by providing facilities and resources that encourage a secure, interactive and progressive community lifestyle
- 6.3.3 Improve disability access to facilities in each community

# PEOPLE

## Outcome 7: Valuing our greatest asset - people

### Strategy area 7.1 - An innovative culture

- 7.1.1 Adopt employment practices that develop and support a motivated and focussed workforce
- 7.1.2 Embed technology in the workplace environment to improve safety and productivity
- 7.1.3 Ensure the workforce is adequately trained and staff have access to development programs and continually support Workplace, Health and Safety practices

### Strategy area 7.2 - A great place to work

- 7.2.1 Collaboration with staff and Unions on the content of the workplace agreements
- 7.2.2 Develop and maintain a positive and future focussed culture that demonstrates and supports Council's vision and values which are monitored through staff surveys
- 7.2.3 Develop succession and workforce planning and performance management
- 7.2.4 Deliver supporting programs which make our staff feel valued

### **Strategy area 7.3 - Living our values**

- 7.3.1 That Council be known for our excellent reputation, our friendliness and dedication service delivery
- 7.3.2 Annual review and updating of the Customer Service Charter
- 7.3.3 Technology implemented is relevant to the processes of Council

### **Strategy area 7.4 - Tourism**

- 7.4.1 To be known as the friendliest town in the west by supporting tourism operators and promote a 'welcoming attitude' to tourists and visitors in the shire with a view to extending length of stays and visitations to attractions

### **Strategy area 7.5 - Education**

- 7.5.1 Partner with relevant agencies to provide a range of community awareness and educational programs
- 7.5.2 Support further education and training for all employees which is relevant to their roles
- 7.5.3 Support initiatives from the local primary school to improve educational outcomes
- 7.5.4 Advocate for future opportunities for both day care, pre-school, early learning and high school

### **Strategy area 7.6 - Training**

- 7.6.1 Partner with other organisations who can deliver training to improve prospects of future employment roles within Council

## **REGIONS**

### **Outcome 8: Proactive representation and responsible leadership**

#### **Strategy area 8.1 - Genuine community engagement**

- 8.1.1 Continue to develop effective mechanisms for timely communications between Council and its communities and for residents to communicate effectively with Council
- 8.1.2 Manage and govern to ensure transparency and responsiveness to the needs of our communities in decision making practices

#### **Strategy area 8.2 - Strong representation**

- 8.2.1 Elected members represent and collectively make decisions to benefit the entire community
- 8.2.2 Develop and maintain partnerships with regional organisations to ensure strong regional advocacy
- 8.2.3 Elected members to build and maintain relationships with organisations and agencies that have an influence on our region
- 8.2.4 Elected members to promote collaborative ventures with Regional Organisation of Councils
- 8.2.5 Elected members to identify and advocate for key issues in each community

| Boulia Shire Council Action List             |            |  |                |   |
|--|------------|--|----------------|---|
| DATE   | RESOLUTION | SUGGESTION   | RESPONSIBILITY | COMMENTS  |
| <b>Monday 8th July 2013</b>                  |            |  |                |   |
| 8/07/2013                                    |            | EBA with unions - Modern Award   | CEO and Mayor  | 6/12/2018 T/conf to define parameters and commence the initial advice that we will be negating – Staff advised through payslip advices.<br>28/11/2018 Meeting with Executive staff scheduled for 6 <sup>th</sup> December.  |
| <b>WEDNESDAY 23<sup>RD</sup> AUGUST 2017</b> |            |  |                |   |
| 23/08/2017                                   |            | Rodeo Grounds – Honour Board in Bar Area and compilation of historical records.<br>See what funding is available in the future   | CSM            | 22/11/18 Research on hold at present until 2019.<br>4/10/18 Further research being completed.<br>24/8/2018 This is an ongoing project doing research and finding funding.<br>27/7/18 Funding availability being sought.<br>25/6/2018 Historical information for this sign is on target and quotes received. |
| <b>MONDAY 16<sup>TH</sup> OCTOBER 2017</b>   |            |  |                |   |
| 16/10/2017                                   |            | Industrial Estate development –funding application.  | CEO            | <b>4/1/2019 Industrial Estate has been shortlisted.</b><br>27/11/2018 Advice if successful timeframe – Nov/Dec 2018.  |
| <b>WEDNESDAY, 21<sup>ST</sup> MARCH 2018</b> |            |  |                |   |
| 21/03/2018                                   |            | Advertising profile of Boulia Heritage Complex’s marine fossil exhibit   | CSM/CEO        | 22/11/18 Still waiting on progress report from brandworks<br>4/11/18 New TV contract has been signed, advert to be made in coming months. This will be the next project after the implementation of the new website.<br>18/04/18 New television advertisement focusing on Min Min Encounter and fossils.    |
| <b>WEDNESDAY, 18<sup>TH</sup> APRIL 2018</b> |            |  |                |   |
| 18/4/2018                                    |            | CEO to write a policy on the inclusion of this initiative and present to Council for approval – Rate free period for two years to encourage new businesses to be established in Boulia | CEO/FM         | Sep 2018 – Policy submitted to Council but held over for further consideration by Councillors.<br>23/8/2018 Revenue Policy for the 2019-2020 period content to be amended at the budget review.   |
| 22/8/2018                                    |            | Consider combining the Heritage Walk signs into one large board located at the Stonehouse.   | CSM            | 22/11/18 Progress on this halted until 2019<br>4/10/2018 On hold until 2019<br>24/8/2018<br>1. Emailed Councillors with content for signs.  |

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|   |           |  |           |   |
|---|-----------|--|-----------|---|
|   |           |  |           | 2. Further options to be explored for this project are putting the information through the television with a voice over for people who cannot read the text.  |
| 22/8/2018                                       |           | Cllr Beauchamp: Consider heritage signage at the Boulia clinic.  | CSM       | 4/10/2018 Research will be done in 2019 by new staff.<br>24/8/2018 This will be done and put into stage two of more signage.  |
| 22/8/2018                                       |           | Cllr McGlinchey: Consider putting information plaques on some machinery at the Boulia Heritage complex.  | CSM       | 22/11/18 Further research to be done by new employee in 2019<br>4/10/2018 On hold until 2019, some work already completed.<br>24/8/2018 Research into machinery being organised by staff.   |
| 22/8/2018                                       |           | Cllr Neilson: Look at current road signage between Urandangie and Alice Springs border. Consider need for additional signs to warn drivers of road conditions (for example 'warning unsealed').  | DWO       | <b>9/1/2019 Signage audit will be conducted in February 2019</b><br>09/10/2018 – Reviewing signage options.<br>3/9/2018 – In progress. Bull dust sections to be clearly identified.   |
| 22/8/2018                                       | 2018/8.26 | <ul style="list-style-type: none"> <li>That Council proceed with the Local Government Association of Queensland's proposal for a new Council website under their partnership with Jadu.</li> <li>That Council opt for the 'Channel Regional Council' templated design with homepage customisation.</li> </ul>  | EA        | 10/12/2018 In progress<br>12/11/2018 Website development in progress. Draft pages being worked on by LGAQ.<br>21/9/2018 Kickstart meeting held 21 <sup>st</sup> September. Information being provided to LGAQ to progress the website further.<br>24/8/2018 – agreement signed to proceed with new website update.  |
| <b>Wednesday 19<sup>th</sup> September 2018</b> |           |  |           |   |
| 19/9/2018                                       |           | Cllr Rick Britton: Council to introduce a new feral cat bounty levy (\$5 per set of ears, with a maximum claim value of \$5000) and to make relevant policy inclusions for this  | FM / CEO  | <b>4/1/2019 To be budgeted in 2018-2019 budget.</b><br>27/11/2018 – Report to Council at December meeting, no Policy required, add to fees and charges then advertise on website, email blast and flyers.   |
| 19/9/2018                                       | 2018/9.29 | <ul style="list-style-type: none"> <li>- That Council authorise the Chief Executive Officer to proceed with the potential sale of 6 Mulligan Street and 54 Moonah Street if the interested parties agree and understand the implications of the process (either tender or auction).</li> <li>- That if the sale proceeds and is successful then the raised amount be put towards future replacement of Council housing.</li> </ul> | CSM / CEO | <b>4/1/2019 To be reviewed on CEO return.</b><br>27/11/2018 CEO and CSM to do a complete review of the needs of Council housing requirements into the future and the types of accommodation required to ensure that we do not sell houses which may be needed.<br>31/10/2018 – Letter sent to current tenants advising of potential tender/auction.<br>24/9/2018 – No further action at this stage. |
| <b>Friday 26<sup>th</sup> October 2018</b>      |           |  |           |   |
| 26/10/2018                                      |           | General Business: Drought Communities Program - Councillors discussed the previously submitted list of possible projects to be put forward for grants available under the  | DWO       | 7/12/2018 Drought funding approved<br>10/11/2018 – Projects submitted by DWO incorporating bores, culverts and floodway resilience work.  |



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|            |            |  |               |   |
|------------|------------|--|---------------|---|
|            |            | Drought Communities Program and agreed that the proposed projects are to be submitted.   |               |   |
| 26/10/2018 |            | General Business - Boulia Ambulance Service – Council discussed the pressing need for permanent Ambulance drivers in Boulia and agreed that a business case letter on the matter was to be submitted to the Queensland Ambulance Service.    | A/CEO/DWO/EA  | <b>9/1/2019 Email sent to Jane Hancock</b><br>12/11/2018 In progress – working on a business case.  |
| 26/10/2018 | 2018/10.14 | That a road signage audit be completed for Outback Highway signs and this be forwarded to Helen Lewis General Manager, Outback Highway Development Corp.   | DWO/RUS       | 13/11/2018 Letter sent to Helen Lewis.  |
| 26/10/2018 | 2018/10.20 | -That the report be received for consideration for any future changes.<br>-That Council seek advice from the Electoral Commission of Queensland on how preference voting could be considered for Councillors and Mayors in future elections. | A/CEO         | Council meeting 21/11/2018 - Cllrs have requested that the matter be pursued and a proposal sent to the RAPAD group. To be presented at the next round of RAPAD meetings.<br><br>7/11/2018 Letter of response from ECQ to be tabled at November Council meeting.<br>1/11/2018 Request for advice on preference voting sent. |
| 26/10/2018 | 2018/10.25 | - That the proposed wording for the Min Min Hotel Site be reworked and circulated to Councillors via email.<br>- That the sign size be 2200 x 1100 mm.   | CSM           | 22/11/18 Waiting on input from Councillor to add to what has been put forward.<br>12/11/2018 Waiting on Councillor information.   |
| 26/10/2018 | 2018/10.26 | That the proposed wording for the Heritage Trail signage text be reworked and circulated to Councillors via email.   | CSM           | 22/11/18 Sign info has been sent to sign makers for finishing<br>12/11/2018 Proofs being drafted.   |
| 26/10/2018 | 2018/10.27 | - That the Boulia Sports and Aquatic Centre 24hour Member access be controlled by Policy 147 Boulia Sports and Aquatic Centre Members Policy.<br>- That Council investigate the option of a pool disinfection alarm system.                  | WHS/DWO       | <b>9/1/2019 Working with disinfection system supplier</b><br>12/11/2018 24hr Member access to begin in 2019. Pool disinfection alarm system options being investigated.   |
| 26/10/2018 | 2018/10.35 | That Council write to The Public Trustee to advise that waste and water services to the property in question will cease and that Council will investigate its options in regards to the property in question further.                        | CEO and A/CEO | <b>CEO – 4/1/2019 Discussion with both the Public Trustee and the Office of Fair Trading with the view to resolving this issue and finalising the Marmanya land rates has commenced. Contact with OFT will continue mid January on their return from leave.</b><br>1/11/2018 – letter sent to The Public Trustee            |

Item CEO2

| Wednesday 21 <sup>st</sup> November 2018 |            |  |       |   |
|--|------------|--|-------|---|
| 21/11/2018                               |            | Cllr Beauchamp: check solar operation at the Racecourse Reserve – all in working order and any maintenance that may need to be done  | DWO   | 11/12/2018 In progress  |
| 13/05/2014                               | 2014/5.2   | That Council investigate options for the development of the Council Offices and that Council develop a project plan in readiness for future funding opportunities – Project: Regional Development Hub  |       | <b>4/1/2019 Consultant engaged</b><br>23/8/2018 MIPP funding successful – design and community consultation to be done.<br>1/7/2017 Land available for office – to be sourced – could be the new residential development behind the school? |
| 21/11/2018                               |            | General Business: Town Common Policy - Councillors discussed possible changes to be made to the Town Common policy in regards to wandering stock.  | CLLrs | <b>14/1/2019 Further review of Town Common Policy to occur following discussions in December 2018 Council meeting</b><br>11/12/2018 Review of Town Common Policy in progress  |
| Friday 21 <sup>st</sup> December 2018    |            |  |       |   |
| 21/12/2018                               |            | Plaque at Urandangi Airport to be reissued   | DWO   | <b>9/1/2019 Email sent to Ellen Miller regards to plaque photo</b>  |
| 21/12/2018                               |            | Council to advertise about mowing – push mower hire or provide mowing service.   | DWO   | <b>9/1/2019 Estimate for mowing lawns completed. Mower hire rate will be added on to the Fees &amp; Charges</b>   |
| 21/12/2018                               | 2018/12.14 | 1. That Policy 148 Standing Orders for Council Meetings Policy, Policy 150 Investigation Policy and Policy 151 Model Meeting Procedures Policy as presented be adopted.<br>2. That a copy of the policies be handed to all Councillors for the updating of their Policy books and also forwarded electronically via email. | EA    | <b>9/1/2019 Policy completed.</b>   |
| 21/12/2018                               | 2018/12.17 | That the night sky picture be professionally framed and sent to Senators McGrath’s office.   | CSM   | <b>14/1/2019 In progress</b>  |
| 21/12/2018                               | 2018/12.18 | - That Council accept Bill Suters offer of the moon rocks and that the rocks be displayed at the Boulia Heritage Complex.<br>- That Council approves to utilise the Work Camp to complete this project.  | CSM   | <b>14/1/2019 Paperwork in progress to engage Work Camp assistance</b>   |

|                |  |
|----------------|--|
| RECOMMENDATION | That the Action List item update be received for information |
|----------------|--|

Item CEO2

| FUTURE PROJECTS identified for WORKS FOR QUEENSLAND FUNDING or similar |  |   |  |
|--|--|---|--|
| 22/11/2017   |  | Fence for Stonehouse Complex  |  |
| 22/11/2017   |  | Water Point Infrastructure identified by Contracts Works Overseer in liaison with GBA   |  |
| 20/02/2018   |  | Shade for the camp-draft area at the back of the arena – volunteers section   |  |
| 21/03/2018   |  | Water meters to be costed with the view to installation for Boulia Township’s commercial properties eg installation of Smart Water Meters |  |
| 23/5/2018  |  | Cllr McGlinchey: Investigate costs to have tennis courts redone.<br>- Council to consider possibility of Astro Turf                       | DWO/CSM/EA- funding to be sourced<br>24/8/18 2 grants have been submitted for this project |

| FUTURE PROJECT OPTIONS FOR FUNDING AND COUNCILLOR INFORMATION REQUESTS BETWEEN MEETINGS |      |  |   |
|---|------|--|---|
| Date  | Item | Project – or Issue:  | Response:   |
| 16/12/2016  |      | <ol style="list-style-type: none"> <li>Co-contribution for Donohue Highway to be lobbied for exemption.</li> <li>Continue to lobby for the Donohue Highway to be made a state road.</li> </ol> | 6/12/2018 – Meeting with TMR held in Brisbane.<br>1/12/2018 – Letter to Dep PM<br>23/8/2018 Letter to Minister for Infrastructure. Letter by OHDC to Minister.<br>June 2018 - Mayor raised with Prime Minister during visit.<br>29/6/2017 Meeting with Lachlan Millar – raised issue. |
| 20/09/2017  |      | Investigate the cost of installing solar lights in Boulia streets which presently have no lighting   | DWO - little progress   |

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 23rd January 2019

|               |   |                              |
|---------------|---|------------------------------|
| <b>TITLE:</b> | 2nd Quarter Operational Plan Report 2018-2019 | <b>DOC REF:</b><br>Item CEO3 |
|---------------|---|------------------------------|

|                   |  |                           |
|-------------------|--|---------------------------|
| <b>REPORT BY:</b> | Ms Lynn Moore<br>Chief Executive Officer | <b>DATE:</b><br>9/01/2019 |
|-------------------|--|---------------------------|

**CORPORATE PLAN REFERENCE: GOVERNANCE**

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

**PURPOSE:**

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

**CONTENT:**

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

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

*(3)The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months*

*(5) A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.*

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

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:**

- Prepared in accordance with Local Government Regulation 2012

**RECOMMENDATION:**

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

**ATTACHMENTS:** 2nd Quarter Operational Plan Report 2018-2019

Chief Executive Officer

Ms Lynn Moore



# Quarterly Operational Review

1<sup>st</sup> Sep to 30<sup>th</sup> December 2018

## BUILD STRONG DYNAMIC COMMUNITIES

### *Social*

#### Support opportunities to develop the community through partnerships

| Officer                    | What Output   | How Activity  | Work Completed  | % Completed |
|----------------------------|---|---|---|-------------|
| Community Services Manager | Application for RADF funding and the assessment and allocation of funding applications during the year from community groups. | Number of programs delivered equals the funding program amount. | A RADF funded workshop facilitated by the Boulia Community Support Services was won in December and the amount given was \$52000. | 50%         |

#### Preserve and promote the heritage and diverse cultures of our community

| Officer                    | What Output   | How Activity   | Work Completed   | % Completed |
|----------------------------|---|--|--|-------------|
| Community Services Manager | Preservation of historic information within the shire with locations documented identified on a plan available to the general public. | Documentary work completed with maintenance action plan in place.                                    | On going process with information and research being gathered. Waiting for new staff at Heritage Complex to undertake this work. | 50%         |
| Community Services Manager | Continue the operation of the Boulia Heritage Complex as a tourist attraction which showcases the heritage and history of Boulia.     | Stonehouse open to the public with adequately trained staff in the delivery of historic information. | The employment position has been re-advertised for this complex.   | 50%         |

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

| Officer                    | What Output   | How Activity   | Work Completed   | % Completed |
|----------------------------|---|--|--|-------------|
| Community Services Manager | Assist local community organisations which deliver community events such as the Boulia Camel Races, Easter Rodeo and Campdraft, and other events which support the well being of the community and support continued growth in tourism. | Number of community events held. Number of local attendees. Number of tourist attendees. | All assistance given to local community organisations as required and requested. | 50%         |

### Encourage and promote community wellbeing, including healthy and active lifestyles

| Officer                           | What Output  | How Activity   | Work Completed   | % Completed |
|-----------------------------------|--|--|--|-------------|
| Road and Construction Maintenance | The Council bus to be available for sporting activities when required.   | Number of sporting events where the bus was utilised.  | School using to collect children for school each day and also it is being used for all the Council events.   | 50%         |
| Community Services Manager        | The Boulia Aquatic Centre staff are fully trained and the facilities are well maintained and fit for purpose.  | Number of activities held at the centre. Training sessions completed for staff. Number of visitations to centre.         | Holiday activities for the children well underway. A workshop was recently held in the Sports Centre cafe area.  | 50%         |
| Executive Assistant               | Drought Community Support funding is promoted for community suggestions and allocated by Council to support events which encourage community connectivity. | Drought funding consultation with community received. Drought funding activities completed and reports returned on time. | Community consultation for ideas on the allocation of drought funding money were received and funds allocated to a number of projects both community organisation led and Council led. A small number of projects have been completed to date with the bulk of the projects scheduled to take place between August and December. The first milestone report for this funding has been completed and submitted. | 50%         |

### Enhance digital connectivity opportunities for the Shire

| Officer                           | What Output   | How Activity   | Work Completed   | % Completed |
|-----------------------------------|---|--|--|-------------|
| Road and Construction Maintenance | Continued operation of FM transmission sites.   | All sites operational.   | FM transmission are working consistently.                      | 50%         |
| Community Services Manager        | Increased digital connectivity throughout the shire by the use of modern technology which improves communication and allows tourism data to be collected. | Review completed on how digital exposure can benefit Boulia (RAPAD). | WiFi usage being monitored from Min Min Encounter and Library. | 50%         |

### Partner with relevant organisations to support educational opportunities for the shire

| Officer         | What Output   | How Activity                           | Work Completed  | % Completed |
|-----------------|---|--|---|-------------|
| Human Resources | In conjunction with Job Network provider engage and support one trainee in the office to complete Cert 3 in Administration. | Trainee engaged and studies commenced. | The Services Agreement for the 2018-2019 First Start Program has been signed by Council, and returned to the Department of Employment, Small Business and Training. The recruitment process will begin in January 2019. | 25%         |

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

| Officer                           | What Output   | How Activity  | Work Completed  | % Completed |
|-----------------------------------|---|---|---|-------------|
| Road and Construction Maintenance | Support provided to SES and Rural Fire Service groups to enable them to function in an emergency. | Reports provided back from the SES and QFES on activities of the group. | Training and equipment is provided and contact numbers are updated. | 50%         |



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

| Officer                    | What Output  | How Activity  | Work Completed  | % Completed |
|----------------------------|--|---|---|-------------|
| Community Services Manager | Community celebrations which all people feel welcome such as Australia Day, ANZAC Day, Remembrance Day, Welcome to Boulia BBQ. | Number of people attending each event. Number of events held. | Remembrance Day once again well attended. Community Christmas Party very successful in partnership with local business owner and P&C Association. | 50%         |

**BUILDING AND MAINTAINING QUALITY INFRASTRUCTURE**

*Environment*

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

| Officer                           | What Output   | How Activity  | Work Completed  | % Completed |
|-----------------------------------|---|---|---|-------------|
| Road and Construction Maintenance | All street lights functional enabling the use of recreational facilities after dark.  | Audit on street lights conducted with reports to Ergon on faulty lights.  | All the installed street lights in town working with inspections done by Ergon.   | 50%         |
| Road and Construction Maintenance | Town entrances, all parks and recreational areas are managed in a sustainable manner with mowing and slashing completed regularly. Trees and shrubs pruned or removed if dead or dangerous. New seasonal plantings are completed to improve the aesthetics of the town. | Visible appearance of town, parks and open spaces is well maintained. No dead trees on Council land. Positive comments from visitors and community. | Garden appearances have improved with regular plantings and ongoing maintenance provided to up keep the beautification of the town. | 50%         |

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

| Officer                           | What Output   | How Activity  | Work Completed   | % Completed |
|-----------------------------------|---|---|--|-------------|
| Road and Construction Maintenance | Water treatment and conditioning is consistent and remains within department guidelines. Bore system functions to above ground tanks work and supply is constant. | No water outages.   | Regular monitoring of the system is done and upgrade to the system to the new liquid chlorine treatment disinfection technology commenced. Shed has arrived ready for installation. This new system will improve the quality of the water. | 50%         |
| Director Works and Operations     | Regular scheduled water sampling conducted and variations reported to Water Board and the CEO.  | Reports from Water Board free from errors.                              | Water sampling and testing completed as per DWQMP.   | 50%         |
| Road and Construction Maintenance | Regular collection of residential and commercial waste as per policy with annual review on collections completed.   | No complaints from residents or businesses.                             | This service is delivered in a timely manner. Management of the waste site is completed and in line with EPA requirements.   | 50%         |
| Road and Construction Maintenance | Waste facility managed in line with EPA requirements.   | Waste facility is ordered and functional with little 'blow away' waste. |  | 25%         |

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

| Officer                       | What Output  | How Activity  | Work Completed   | % Completed |
|-------------------------------|--|---|--|-------------|
| Director Works and Operations | Natural Disaster Relief and Recovery Arrangements (NDRRA) Flood events are identified and managed with 'value for money' principles. | Road information is picked up and processed in a timely manner. Flood work is completed and reported on in a timely manner and within budget which is reported to Council on a monthly basis. | Council engaged MPG through ORRTG for NDRRA Rates Methodology.<br><br>Submission has been completed. QRA Review in final stage.<br><br>Also working on Council plant and day labour costs. | 50%         |

| Officer                           | What Output  | How Activity   | Work Completed   | % Completed |
|-----------------------------------|--|--|--|-------------|
| Road and Construction Maintenance | TMR Roads and maintenance contracts are prepared, reviewed and submitted within approved time frames.  | All TMR contracts are completed and reports submitted to confirm work completed.                           | All work completed for TMR is of a high standard and no 're-work' is required. Contracts are recorded and reviewed within the finance system to ensure we are within budget. | 50%         |
| Director Works and Operations     | Identify potential black-spot areas on roads and or bridges and apply for funding.   | Project completed ready for funding opportunity.   | No black-spot available.<br><br>Springvale flood-way work will commence in March 2019.   | 50%         |
| Road and Construction Maintenance | Transport and Main Roads RMPC roadworks are identified, completed and reported on in a timely manner and maintained within budget. Council report to be updated monthly. | Report to Council are completed monthly with quarterly update to Council meeting on progress against plan. | RMPC roadworks are completed and budget report are sent to Council meeting every month.  | 50%         |
| Director Works and Operations     | Compliant aerodrome facility including lights and markings meet with CASA requirements.  | Pass of the audit via Annual inspection by CASA.   | Inspection has been completed. Awaiting on the ATI report.<br><br>Crack sealing at the Boulia airport completed.<br><br>Urandangie airport reseal completed.                 | 80%         |
| Director Works and Operations     | Shire roads are maintained within budget allocation and annual works program. Projects identified to reduce ongoing maintenance in the future.                           | Shire roads maintenance program including maintenance grading is completed each year                       | All the shire roads in reasonably good condition.  | 50%         |

| Officer                       | What Output  | How Activity  | Work Completed   | % Completed |
|-------------------------------|--|---|--|-------------|
| Director Works and Operations | Roads to Recovery projects are identified, recorded and completed within guidelines to improve the road network, footpaths and special projects etc. | Reporting to Roads to Recovery body is approved and audited by external auditors.   | R2R funds have been spent last FY. R2R funds also used for co-contribution on Donohue HWY project.     | 100%        |
| Director Works and Operations | Outback Way sealing program is being completed in line with budget allocation and works program.   | Work has been completed to the agreed standard between NT, WA and QLD.              | Total Sealed - 137.5.<br>Unsealed section left - 101.1.<br>Total \$600K left on the allocated funding. | 85%         |
| Director Works and Operations | Council manages extraneous Council equipment to obtain value for money and generate private works income where possible.                             | External work is completed at a competitive rate with all costs to Council covered. | Major plant has been purchased. Utility vehicles to be purchased.                                      | 50%         |
| Director Works and Operations | Roads to Recovery (R2R) - programs are developed to improve the liveability of the town and surrounding areas for the shire residents.               | Budget allocated from R2R is geared to make the most out of the funding.            | Project will be added to the portal.   | 50%         |

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

| Officer                           | What Output  | How Activity   | Work Completed   | % Completed |
|-----------------------------------|--|--|--|-------------|
| Director Works and Operations     | Buildings and all Council facilities meet regulatory requirements and also meet WH&S standards. Annual inspections of power boxes and RCD's are completed. | Inspections by regulatory bodies and WH&S Officers meet pass rate.                                 | Ongoing - Electrician has been carrying out the testing according to the legislation requirements.   | 50%         |
| Road and Construction Maintenance | Building facilities are well maintained with building use monitored by the venue booking forms, income is generated where possible.                        | Regular inspections conducted by supervisors meet level of service requirements.                   | All buildings are maintained in premium condition ready for community use and/or bookings by external parties.   | 50%         |
| Road and Construction Maintenance | Maintain the buildings, grounds, fencing and buildings in existence at the Racecourse Reserve to meet racing requirements.                                 | Running rail fencing installed at the Racecourse Reserve from Drought Communities Drought Funding. | Facility is well maintained and ready for venue bookings and annual events.  | 50%         |
| Director Works and Operations     | Urandangie Hall Facilities meet regulatory requirements and also meet WH&S standards.  | Regular inspections conducted by supervisors meet level of service requirements.                   | New sink, new hot-water system, new signs have been installed and a new toilet cistern has been installed. Deck has been oiled recently, premises have been cleaned. | 70%         |
| Director Works and Operations     | RSL Building renovations including a ramp, renovated kitchen and an internal toilet to be installed.   | Work to be completed by the Workcamp and local qualified builder.                                  |  | 0%          |

| Officer                           | What Output  | How Activity  | Work Completed   | % Completed |
|-----------------------------------|--|---|--|-------------|
| Community Services Manager        | Library facilities and programs are delivered to meet the needs of the community as well as meet regulatory requirements and WH&S standards.                                 | Regular inspections conducted by supervisors meet level of service requirements.  | Craft activities are held after school on weekdays.  | 50%         |
| Road and Construction Maintenance | Boulia Cemetery facilities are well maintained and grounds are aesthetically appealing.  | Regular inspections conducted by supervisors meet level of service requirements.  | Ongoing watering completed, with repairs and mowing done when needed.  | 50%         |
| Road and Construction Maintenance | Urandangie Cemetery facilities are well maintained and grounds are aesthetically appealing.  | Regular inspections conducted by supervisors meet level of service requirements.  | We keep it well maintained as tourists like to look around the cemetery.   | 50%         |
| Road and Construction Maintenance | That the bus is registered and well maintained to be able to be utilised for community functions and events.   | Bus utilised for events and other activities.   | Bus has been registered ready for use for the community.   | 50%         |
| Director Works and Operations     | Airport building facilities are clean and well managed to ensure a good first impression to our town and that the building meets regulatory requirements and WH&S standards. | Inspections by regulatory bodies and WH&S Officers meet pass rate. Regular inspections conducted by supervisors meet level of service requirements. | Facilities have been kept clean all the time. Complying with WH&S standards. Ceiling has been cleaned and panels have been fixed after the storm damage.   | 50%         |
| Chief Executive Officer           | Feasibility concept completed for the redesign and plan for an incorporated Council administration building including the Library and office space which can be leased.      | New Council plan developed for building.  | Project Plan completed with the engagement of the community consultant who will consult with the staff on the internal layout of the proposed Regional Community Hub and then with community members on the external appearance. | 50%         |

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

| Officer                 | What Output  | How Activity   | Work Completed                               | % Completed |
|-------------------------|--|--|--|-------------|
| Chief Executive Officer | Progress the development of the Industrial Airport Subdivision (Stage 1) by having survey plans prepared and a shelf ready project to enable the application for funding when available. | Land availability options cleared with Native Title holders and DNRM. ILUA requirements met. Legal documents and agreements are signed and registered with DNRM. Titles issued on identified land. | Still awaiting results if we are successful. | 10%         |

**STRENGTHEN THE LOCAL ECONOMY**

*Economic*

**Promote tourism as an economic driver for the region**

| Officer                    | What Output  | How Activity  | Work Completed   | % Completed |
|----------------------------|--|---|--|-------------|
| Community Services Manager | Review digital media, brochure and television advertising annually to ensure content is relevant and is aimed at the target market. Record visitor numbers and sales in monthly report to Council. | Numbers of visitors to show. Increase in income as a percentage of expenditure for sales.   | New television advertising agreement has been signed for a further twelve months and a new advert is being designed by Southern Cross. | 40%         |
| Community Services Manager | The Min Min attraction is the major draw card for Boulia. Maintain and improve the experience by regular maintenance and updating program software when required.                                  | Replacement of existing infrastructure completed with program review completed by Nov 2017 from Works for Queensland grant funding. | Idealpos has been implemented and maintenance work to be carried out in the new year.  | 50%         |

| Officer                           | What Output  | How Activity  | Work Completed  | % Completed |
|-----------------------------------|--|---|---|-------------|
| Community Services Manager        | Increase visitor numbers by utilisation of electronic media to promote Boulia and surrounding attractions.   | Visitors to Min Min/ Stonehouse and accommodation outlets.  | A new Council website is in the design stage which hopefully will help to increase visitor numbers to the area. | 50%         |
| Road and Construction Maintenance | Support local tourism in Urandangie by the improvement of facilities in the parks with the addition of more playground equipment.  | Structures installed by Nov 2017 from Works for Queensland grant funding.                         | The new public toilets have been installed.   | 100%        |
| Community Services Manager        | Promote the attractions in Boulia to increase the number of visitors to Boulia through partnerships with other regional tourism providers. ie caravan and camping shows. | Completion of famils and external visits with the Far West Alliance to trade shows.               | Staff attend 2-3 camping/trade shows a year in partnership with OQTA.   | 50%         |
| Chief Executive Officer           | Recognition of various Traditional Owner (T/O) groups within the shire by including signage on T/O area boundaries.  | Consultation with T/O groups on wording and location of signage. Installation of signs completed. | Requests to the legal representative to progress the matter. No progress.                                       | 5%          |

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

| Officer                    | What Output  | How Activity             | Work Completed  | % Completed |
|----------------------------|--|--------------------------|---|-------------|
| Community Services Manager | All houses and units owned by Council are rented out. 80% occupancy rate with applications submitted through the Housing Committee for approval with accommodation to be at an agreed standard prior to letting. | Occupancy rate achieved. | Currently only two houses and two units are unoccupied. | 50%         |



### Support opportunities for existing and emerging industries and business

| Officer                 | What Output  | How Activity  | Work Completed                                  | % Completed |
|-------------------------|--|---|---|-------------|
| Chief Executive Officer | Support requests for further development of sites within Boulia Shire to enable increased employment of local people and review the potential for a rates free period to attract small business to town. | Increased number of businesses using Boulia as a base employing local people. | Policy to be adopted with the 2019-2020 budget. | 100%        |

### Identify other economic opportunities and enablers for the Shire

| Officer                 | What Output  | How Activity  | Work Completed   | % Completed |
|-------------------------|--|---|--|-------------|
| Chief Executive Officer | Remote Area Planning and Development Board (RAPAD) - Facilitate the growth and development of the Central West and wider Outback region. By working together member local governments are united in their desire to enhance the quality of life for all residents. | Evidenced based outcomes resulting from the membership of the regional group. | Completed the regional implementation of the IT Vision Synergy Soft business system enabling 5 of the 7 Councils to use the same system. This has the potential to provide 'internal' support, user groups, transfer of information etc across the shires building strength in the west. | 50%         |

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

| Officer                       | What Output  | How Activity                         | Work Completed  | % Completed |
|-------------------------------|--|--------------------------------------|---|-------------|
| Director Works and Operations | Outback Regional Road Group (ORRTG) Represent Boulias' needs for shire roads, roads of regional significance so we receive our fair share of funding within the group dynamic. | Monthly meetings to review progress. | Actively participating in the meetings and prioritising the projects according to prioritisation tool. Initiating and utilising joint procurement from the group. | 50%         |

| Officer                       | What Output   | How Activity   | Work Completed  | % Completed |
|-------------------------------|---|--|---|-------------|
| Director Works and Operations | Work with RAPADWSA (Water Strategic Alliance) in joint procurement for major infrastructure water projects to enable the best utilisation of funding to achieve sound outcomes for infrastructure and therefore service delivery for water. | Improved water infrastructure.                                     | Initiating and utilising joint procurement from the group. Actively participating in the meetings and prioritising the projects according to prioritisation tool.   | 25%         |
| Chief Executive Officer       | Outback Way Development Corporation - continuation of the joint representation for the future development of the Donohue Highway forming part of the Outback Way - Australia's longest shortcut.  | Monthly teleconference updates.                                    | Joint collaboration to the Federal Government and the State Government on the future funding of the Donohue Highway and the 20% contribution expected from Boulia Shire. This project is extremely important to Boulia Shire to enable the workforce to be sustained which supports the town. | 50%         |
| Chief Executive Officer       | Continued lobbying to State and Federal government through the Outback Way for the sealing of the Donohue Highway and for this section of the Outback Way to be made a State road as are all other sections of the road in other states.    | Further allocation of funding to seal sections of the Donohue Hwy. | Further funding has been released for the 2019-2020 period with a further allocation to complete the road between Boulia and the NT Border earmarked.   | 50%         |

| Officer                    | What Output   | How Activity   | Work Completed  | % Completed |
|----------------------------|---|--|---|-------------|
| Community Services Manager | Collaboration with Outback Queensland Tourism Association (OQTA) to improve the exposure for Boulia's Tourist product - Min Min Encounter, Boulia's Heritage Complex and our 100 million year old marine fossil exhibit.                                  | Joint attendance at trade shows. Queensland wide promotions. National exposure.  | Boulia tourism staff will once again attend trade shows in February and April.  | 50%         |
| Chief Executive Officer    | Central West Regional Pest Management Group (CWRPMG) - Development of a strong regional group who guide the implementation of the adopted Regional Bio-Security Plan which will seek opportunities to eradicate, control and manage pest and weed issues. | Group is functional and has had success in identifying and lobbying government for changes to funding allocations.           | The group will meet in December (RLPO's) and will present the three most important issues for each shire. This will lead the focus going forward. | 50%         |
| Chief Executive Officer    | Prepare submissions to Western Queensland Local Government Association and Australian Local Government Association to lobby State and/or Federal Governments for strategic changes to Acts and regulations where warranted.                               | Cross boundary assistance and support given to other members of the group.   | Both submissions accepted at the WQLGA and ALGA for progression.  | 50%         |
| Chief Executive Officer    | Ensure that the Local Disaster Management Group (LDMG) 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. | Pre-season meeting held with desktop activation for testing of processes Nov 2018. IGEM report submitted to the District Disaster Group.          | 50%         |

| Officer                    | What Output  | How Activity  | Work Completed   | % Completed |
|----------------------------|--|---|--|-------------|
| Chief Executive Officer    | Inland Queensland Road Action Plan (IQRAP) - Development of a concise road network plan with a view to improve productivity for existing industries and businesses along supply chains, enhance competitiveness of exporters, support new private sector investment and improve resilience and connectivity for the delivery of goods and services to communities. | This group is developing and gathering momentum. We are only one of 33 local governments who are members. The focus is to increase the quality and accessibility of the road network to maximise the economic prosperity of inland QLD. | Mayor Rick Britton has attended several meetings both with Queensland Ministers, TMR and recently in Canberra and has received good support for the project.   | 50%         |
| Community Services Manager | Council housing stock is managed in a clear and accountable manner with allocation of housing stock to applicants completed via the Housing Committee.   | Housing stock is utilised for the best purpose.   | Housing inspections recently undertaken and maintenance being brought up to date.  | 50%         |
| Finance Manager            | Audit Committee - Regular meetings are held in line with requirements to review and monitor audit comments and ensure Council is performing in accordance with the Local Government regulations.   | Functional Audit Committee.   | Financial Statements have been signed off and finalised for 2016/17 year. The internal audit tender has been finalised. In the next period there will be a meeting called to discuss reports.                          | 55%         |
| Human Resources            | EBA Committee - Staff Committees are formed inclusive of all areas of the Council and employees have input into the group decisions.   | Well balanced EBA supporting both staff and the Council sustainability.   | A meeting was held with Senior Management Staff and Industrial Relations Specialist, Ken Hunt on 06 December 2018 to outline the requirements to create an Enterprise Bargaining Agreement and the processes involved. | 25%         |

| Officer                       | What Output  | How Activity   | Work Completed                       | % Completed |
|-------------------------------|--|--|--------------------------------------|-------------|
| Director Works and Operations | The Plant Committee to complete reviews on plant usage making suggestion on turn over, purchase and replacement to achieve maximum value for money outcomes. | Plant purchases are within budget and plant is maintained within specified parameters to enable sound operations of the Council. | Plant Committee meeting as required. | 50%         |

## CARING FOR OUR PEOPLE AND OUR ENVIRONMENT

### *Environment*

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

| Officer             | What Output  | How Activity   | Work Completed | % Completed |
|---------------------|--|--|----------------|-------------|
| Executive Assistant | The set of policies and local laws are reviewed annually to ensure that all residents are able to enjoy Boulia without impediment. | Policies and Local Laws are up to date and relevant. |                | 70%         |

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

| Officer                       | What Output   | How Activity  | Work Completed                          | % Completed |
|-------------------------------|---|---|---|-------------|
| Director Works and Operations | All facilities over which we are required to hold a licence meet the QLD standards and licence renewal is achieved. | Visitation and audit by Environmental Health Officer to review all of Council operated facilities and business operating in Boulia. | Appropriate licences have been renewed. | 50%         |

| Officer                        | What Output   | How Activity  | Work Completed  | % Completed |
|--------------------------------|---|---|---|-------------|
| Rural Lands Protection Officer | Identification and management of pest animal and weed issues within the shire in accordance with the Bio-security Plan adopted by Council with reporting to be done back to CWRPMG quarterly. | Pest animal baiting occurs. Weed identification and notification process occurs. CWRPMG meetings are attended by RLPO.        | Have been pest weed spraying along the shire roads.<br><br>Two of the 8 shire roads, Toolebuc Rd and Selwyn Rd, are finished with 1k done on the North Urandangie Rd.<br><br>More will be done in the new year. | 80%         |
| Rural Lands Protection Officer | Leases over the Butcher Paddock and Coridgee Laneway are managed in accordance with our lease requirements for stock holdings.  | Leases are sub-leased with income generated to cover lease fees to QLD Gov and managed in accordance with those requirements. | With the small falls of rain in the last month the feed in both of the lease paddocks has started to come back with more rain needed.   | 80%         |

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

| Officer                       | What Output  | How Activity   | Work Completed  | % Completed |
|-------------------------------|--|--|---|-------------|
| Chief Executive Officer       | The new template Town Planning Scheme is progressed with community consultation and final adoption of the scheme in 2018/19. | Town Planning Scheme is reviewed and adopted by Council.                 | Expected community consultation in February by the Department of Infrastructure and Planning. | 45%         |
| Director Works and Operations | All building applications are completed in a timely manner with the correct fees charged.                                    | Applications processed with minimum delays.                              | Sand extraction application recently approved.  | 50%         |
| Chief Executive Officer       | Native Title/Cultural Heritage requests are dealt with as they eventuate.  | Land Planning issues proceed as needed with the proper process followed. | Letters to groups regarding Town Planning issues completed.                                   | 50%         |

## Facilitate health and medical service provision for Boulia and Urandangie

| Officer                 | What Output   | How Activity  | Work Completed   | % Completed |
|-------------------------|---|---|--|-------------|
| Chief Executive Officer | Strong relationships built between all levels of government who deliver health services to the people of Boulia.  | Improved health and medical facilities for Boulia and Urandangie. | Cllr Beck Britton is the member on the Health board which meets quarterly. The Well Being Centre is now incorporated into the new Primary Health Care Centre which will be a bonus for the residents of Boulia. The Well Being Center should be completed by March 2019. | 50%         |
| Chief Executive Officer | Auspiced funding for Royal Flying Doctors Service (RFDS) is managed in accordance with planned activities to upgrade facility in conjunction with Dr Don to be completed as identified. | Activities completed with quarterly reports submitted.            | New kitchen bench ordered, refurbished shower, oiled verandas, new sign installed, security screen installed. All work completed with local contractors from funding obtained by Dr Don Bowley and auspiced by the Council.  | 50%         |

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

| Officer                        | What Output  | How Activity  | Work Completed  | % Completed |
|--------------------------------|--|---|---|-------------|
| Rural Lands Protection Officer | Management and control of domestic animals within the township. Continued diligence and management of noxious weeds within the scope of Council activities along with baiting activity conducted with landholders to control pest species. | Limited numbers of stray animals. Unwanted or impounded animals are disposed of humanely.   | <p>There was a house to house call and inspection carried out to inform the people living in the houses that their dogs had to be registered.</p> <p>This saw an increase in the number of dogs registered.</p> <p>The number of dogs roaming the town streets has dropped in the last couple of months also.</p> <p>When talking to these people they were made aware of the responsibility of owning a pet.</p> | 70%         |
| Rural Lands Protection Officer | Noxious pest weed control on Council managed land and Council road reserves is maintained, monitored and reported quarterly to Council but subject to grant funding.   | Limited incursions with action taken for invasive species.  | Any pest weeds found on Council Land and Reserves has been sprayed when found.  | 85%         |
| Rural Lands Protection Officer | Reduction in the number of pest animals by paying of bounties for wild dog scalps and pig snouts with a complete register of numbers reported and amounts paid by Council for the bounty.  | Take up of baiting program offers by the landholders. Bounty payments continue. Education information available on pest animals on the website/ face to face. | There has been a decline in the number of feral pig snouts and wild dog scalps being brought in, with approx 89 pig snouts and 13 dog scalps for the last couple of months.   | 85%         |



| Officer                        | What Output  | How Activity  | Work Completed  | % Completed |
|--------------------------------|--|---|---|-------------|
| Rural Lands Protection Officer | Town Common is managed within the limits set and stock holders are encouraged to participate in any muster arranged by Council. Weed control and stock levels monitored and reported to Council quarterly. | Town Common Committee meets at least once per year. Members fees are paid promptly. Stock which is not registered with a member will be impounded. Town Common muster is completed half yearly. | <p>The Town Common is starting to look alright after some small falls of rain over approx 95% of the common in the last month and will be able to handle the number of stock that are currently running there.</p> <p>There is still a problem with stray stock that belongs to the properties that share a common boundary with the common, of their stock getting onto the common and them constantly having to be asked to remove them.</p> <p>Any pest weeds that are sighted are sprayed ASAP.</p> | 75%         |
| Rural Lands Protection Officer | Primary stock route bores are maintained as appropriate with funding applied for as needed. Other bores are maintained as funding allows.  | Stock route bores are maintained in accordance with funding received.   | <p>With the Capital Works that we got funding for, the work has been carried out at Hamilton Bore and Herbert Downs Bore.</p> <p>More Capital Works Funding has been applied for to replace the solar pump at the 15 Mile bore - awaiting to hear if we were lucky enough to get some of the funding.</p> <p>Any pest weeds found on the stock routes are sprayed ASAP.</p>   | 85%         |

| Officer                 | What Output  | How Activity  | Work Completed  | % Completed |
|-------------------------|--|---|---|-------------|
| Chief Executive Officer | 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 if required. SES Management Plans are up to date.  | New SES extension shed to house the All Terrain Vehicle has been supported by a new grant from SES. Work will commence in Feb 2019. | 50%         |
| Chief Executive Officer | Local Disaster Management Group (LDMG) and a Rural Fire Brigade (RFS) groups are supported by Council with regular meetings held and exercises and training completed as required. | LDMG - Half yearly meetings are held and reported back to DDMG. LDMG - Activation meeting for flood events are held and reported. LDMG Management Plans are up to date including QFES requirements. Meetings are attended and actioned. | Pre-season meetings held with contact details for all emergency personnel updated.  | 50%         |

## ROBUST GOVERNANCE

### GOVERNANCE

#### Manage Council's Human Resources in an effective manner

| Officer         | What Output  | How Activity                                       | Work Completed  | % Completed |
|-----------------|--|--|---|-------------|
| Human Resources | Administration - HR policies and procedures in place to ensure staff have clear guidelines in relation to working for the Council. | Policies are reviewed and made available to staff. | <p>All new employees have a Letter of Offer prior to engagement which sets out the appropriate policies, award conditions and any other specialised requirements for their particular role. All employees are advised that their employment is conditional of meeting the screening processes in place eg Police Checks and Pre-employment Medical Examination. Staff are directed to the appropriate policies and procedures which they need to be aware of to undertake their particular role in a safe and professional manner.</p> <p>Staff have the appropriate Work Health and Safety Inductions conducted by the Council's Work Health and Safety Officer and orientation of their workplace is conducted by their supervisor.</p> | 40%         |

| Officer         | What Output   | How Activity   | Work Completed   | % Completed |
|-----------------|---|--|--|-------------|
| Human Resources | Human Resource plan is developed to identify potential needs in the future (succession planning).   | Plan will be used in the budget process for 2018-2019.   | Council's Human Resources practice is to equip staff with the knowledge and skills necessary to undertake their role in an efficient and safe manner. Staff Members are given the opportunity to develop their professional skills by learning aspects of jobs when other staff members are not available or positions become vacant which a staff member has the opportunity to apply for in the usual competitive human resources process.   | 30%         |
| Human Resources | Review of existing EBA and commence consultation with staff to develop an equitable EBA which is fair to staff and sustainable for Council. | Enterprise Bargaining Agreement is developed and adopted by Council in accordance with the new State Award 2017. | Many improvements are being made in the development of fairness to all staff members with Senior Management staff and appropriate supervisors collaborating to ensure the first step in this process is completed in a fair and sustainable manner. For example, Staff are paid what their role's level is in accordance with the appropriate award. Also, ensuring their skills, knowledge, professional development and experience is evaluated appropriately which leads onto a fairer bargaining benchmark for all workers. This also enables the correct budget to be allocated once the proper costs are known. This enables Council to know if what is requested by Staff through the Enterprise Bargaining process is sustainable. | 30%         |

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

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

### Corporate Governance and Risk is managed well within Governance and Risk is managed well within regulatory parameters

| Officer                 | What Output  | How Activity   | Work Completed   | % Completed |
|-------------------------|--|--|--|-------------|
| Finance Manager         | Corporate Risk Management is identified and managed as an ongoing part of the business.  | Risk Management Framework is developed and implemented across the organisation.                              | Continually being reviewed daily, fortnightly and monthly.   | 35%         |
| Chief Executive Officer | A business solution (IT) which covers the needs of Council at present and into the future is supported by each layer of the organisation and training is available to achieve best practice. | Partnership with the RAPAD group to identify future solutions for Boulia in line with the region progressed. | Stage 1 has been finalised with excellent work completed by all staff and especially the Manager Corporate and Financial Services, Kaylene Sloman. | 80%         |
| Finance Manager         | Long Term Financial Plan to be updated to QTC model to a stage where it gives Council a good indication of the impact of financial decisions made by them on future decisions.               | Long Term Financial Plan developed in line with QTC format.  | Data has been getting updated in the Long Term Plan, completion should be by the end of the next period.   | 30%         |

| Officer         | What Output  | How Activity  | Work Completed   | % Completed |
|-----------------|--|---|--|-------------|
| Finance Manager | Financial reporting to Council provides up to date information to enable Council to make sound decisions.                        | Monthly Financial reporting to Council includes a snapshot of current performance against budget figures.   | Reporting to Council continues on a monthly basis at each Council Meeting. On a quarterly basis the Budget is reviewed against actual expenditure and income. Explanations are supplied by Manager of Corporate & Financial Services to the Councillors and Senior Management. | 10%         |
| Finance Manager | Legislative compliance regarding Audit Committees meet standards.  | Audit Committee meetings are held twice per year to review Audit Plans, Draft Financial Statements, previous audit management responses and actions.        | Due to delay in finalising the Internal Tender appointee, the October meeting has been delayed to end of January/February. Walsh Accounting are working with the Manager of Corporate & Financial Services on a 3 year audit plan.   | 35%         |
| Finance Manager | Council is in receipt of the annual budget documentation ready to be adopted each year.  | Budget preparation is timely and involves Executive team and department heads with bids for funding received from departments for consideration by Council. | Council has reviewed the September budget review. For January 2019 meeting Council will be completing the December budget review.  | 50%         |
| Finance Manager | Council is able to monitor the budget and determine the progress of projects and work completed in line with budget projections. | Quarterly budget reviews completed and presented to Council with comments on variations to budget.  | The last quarter - December 2018 will be presented at the January 2019 Council meeting.  | 45%         |

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

| Officer                     | What Output   | How Activity   | Work Completed | % Completed |
|-----------------------------|---|--|----------------|-------------|
| Workplace Health and Safety | All areas within Council meet the basic standards for WH&S. | Regular reporting to ManEx on incidents and prevention activities. |                | 25%         |

**Councils offices, depots and business enterprises are operated under ‘value for money’ principles**

| Officer                       | What Output   | How Activity  | Work Completed  | % Completed |
|-------------------------------|---|---|---|-------------|
| Community Services Manager    | Min Min expenditure Fees and Charges reflect the industry norm and mark-up on goods is reflective of costs. | Costs to visit our exhibition is reflective of other tourist attractions and minimal stock write off. | New stock continually being sourced.  | 50%         |
| Community Services Manager    | Stonehouse Fees and Charges reflect the industry norm and mark-up on goods is reflective of costs.          | Costs to visit our exhibition is reflective of other tourist attractions and minimal stock write off. | Stonehouse visitor numbers are consistent with previous years.                                | 40%         |
| Director Works and Operations | Depot workshop Council plant and equipment is fully operational at all times.                               | Limited downtime and minimal lost productivity.   | Two Graders sent to Mt Isa for major repairs over the Christmas break to avoid work conflict. | 50%         |

## AN EVOLVING WORKPLACE

### GOVERNANCE

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

| Officer                     | What Output  | How Activity  | Work Completed   | % Completed |
|-----------------------------|--|---|--|-------------|
| Workplace Health and Safety | All staff are compliant in the use of the WH&S system and achieve an audit pass on inspections.                        | JLTA audit is completed and a pass is achieved by the group.  |  | 10%         |
| Human Resources             | Deliver accurate and timely processing of the payroll and associated reporting requirements.                           | All payments to staff are delivered within time frames and without error.   | Synergy Soft's new Payroll implementation has commenced with all payroll being processed accurately, and within the required timeframe each fortnight.   | 50%         |
| Human Resources             | 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.  |  | 50%         |
| Human Resources             | Assistance with the recruitment and selection process from advertising to the final letter of offer for new employees. | The recruitment process is completed in a smooth and professional manner with documents provided that are up to date and relevant. All documentation is collected as required and saved electronically. | Review of all positions is currently planned and implemented when new vacancies occur. Position Descriptions are reviewed to ensure current duties and responsibilities have been included with the view to rewarding employees by paying them their correct entitlements as per the appropriate Local Government Industry Streams (A, B or C) - Award State.<br><br>Also, Letters of Offer have been rewritten to include the latest Award, legislative and Council policies. | 50%         |



### Keeping pace with technological changes in the workplace environment

| Officer         | What Output  | How Activity   | Work Completed   | % Completed |
|-----------------|--|--|--|-------------|
| Human Resources | Support staff to further their development in Local Government in the use of progressive programs, training and resources. | Staff competent in the use of the systems used by Council. | <p>One staff member has successfully completed their Diploma of Local Government Administration (with a finance focus).</p> <p>The Finance and Corporate Services Manager is embarking on an Advanced Leadership Course in the new year to enhance her present Managerial and Staff Leadership capabilities.</p> <p>Other staff take advantage learning about legislative requirements through webinars such as the Public Interest Disclosures Quarterly Workshops.</p> <p>Synergy Soft has presented training by on-site and by phone so Staff Members can transition effectively and efficiently to the new business enterprise system.</p> | 30%         |

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

| Officer         | What Output  | How Activity   | Work Completed   | % Completed |
|-----------------|--|--|--|-------------|
| Human Resources | All staff are aware of how to notify ideas/complaints/suggestions. | Records of suggestions/complaints/issues to be kept on staff file. | <p>Staff are being trained in the importance of working within a team and supporting each other in a fast paced, and limited resource environment. This highlights the value of multi-skilling in a limited human resources work environment.</p> <p>The Senior Staff Members and Human Resources Officer are working together to foster a new culture within Council. It is one that promotes a more communicative environment where staff are encouraged to put their ideas forward for continuous improvements as they perceive for their work areas which can be considered both by their colleagues and supervisors with a view to improving processes and/or staff member's comforts (physical and mental).</p> <p>Also, they are encouraged to bring their concerns to their appropriate supervisor. They also have the option to seek assistance from the Employee Assistance Program provider. There is contact information for the provider readily accessible and visible to staff members.</p> | 30%         |

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

| Officer              | What Output   | How Activity  | Work Completed  | % Completed |
|----------------------|---|---|---|-------------|
| Senior Admin Officer | Confident staff able to attend to all customer enquiries and deal with difficult situations.                | Annual re-fresher training on customer service as required. | Staff are continually being trained and or updated as processes change and or introduction of new services. Fortnightly meetings will begin in the next quarter so Staff have a forum to identify any areas of concern or upcoming possible peak periods.               | 50%         |
| Senior Admin Officer | Provide a range of administrative, customer services and facilities for the continued operation of Council. | Less than 5 complaints received per annum.                  | Administration and Financial Staff are continually dealing with external and internal customer services. A continual review will be covered at the fortnightly meetings with the team to identify any improvements or possible demand on services that may be an issue. | 50%         |

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

| Officer         | What Output   | How Activity  | Work Completed  | % Completed |
|-----------------|---|---|---|-------------|
| Human Resources | Implement the Modern Award with the consultation of the Consultative Committee in the preparation of the new Enterprise Bargaining Agreement (EBA). | Modern award implement as released with EBA successfully agreed upon. | <p>Human Resource Management, and Employment and Industrial Relations Specialist company, Hunt HR - Australia has been engaged by Council to guide the organisation through the formal processes including certification in the Queensland Industrial Relations Commission. It is envisaged that if all negotiations proceed with proper planning that a certified agreement is likely to be implemented by the beginning of July 2019.</p> <p>The framework is being prepared by Ken Hunt, Principal, Hunt HR - Australia to present to Senior Management which ultimately is the document that becomes the Boulia Shire Council's "draft" certified agreement for negotiation with all parties.</p> | 30%         |

| Officer         | What Output  | How Activity  | Work Completed   | % Completed |
|-----------------|--|---|--|-------------|
| Human Resources | Develop appropriate staff succession plan including attraction and retention policies. | Policies are developed, reviewed and approved by Council. | <p>Boulia Shire Council has an ageing workforce, particularly in relation to the Tourism, Administration and key Outdoor Staff. This succession plan is in its infancy, and is commencing with upskilling providing current workers the opportunity to enhance and formalise their existing skills and knowledge. Key aspects of retaining staff is to demonstrate to the workforce that they are valued, and create a visible future career path. Upskilling the current staff was identified as one method that will assist to fill vacancies created by the ageing workforce. Other key areas are the continuity and maintenance of workplace knowledge particularly compliance standards in a highly regulated and accountable work environment.</p> <p>On 6 October 2018, a Memorandum of Understanding was signed with RAPAD Skilling (Registered Training Organisation) to formalise aspects of a workforce plan developed in conjunction with senior staff and RAPAD Skilling to up-skill Council's current workforce.</p> | 30%         |

## PROACTIVE AND RESPONSIBLE LEADERSHIP

### Governance

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

| Officer                    | What Output   | How Activity   | Work Completed  | % Completed |
|----------------------------|---|--|---|-------------|
| Executive Assistant        | Annual community meeting following the end of year financial results are released.  | Meeting held in early December after the final results are released. |   | 30%         |
| Community Services Manager | Regular information being released through Channel Country Chatter, Facebook with the website content reviewed for accuracy and content twice per year. | Verbal feedback, monitored visits through Facebook.                  | Information still being released monthly in the newsletter, Council website and social media. | 50%         |

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

| Officer             | What Output   | How Activity  | Work Completed   | % Completed |
|---------------------|---|---|--|-------------|
| Executive Assistant | Preparation and collation of the Annual Report document in conjunction with senior managers to ensure the important legislative requirements are met and the report is a sound representation of the Council's achievement during the year. | Annual report prepared with input from all senior managers and submitted to Council within time frames. | Annual report has been completed, adopted by Council and placed on the web.  | 100%        |
| Executive Assistant | Council agendas are released for review 7 days prior to the meeting and agenda items are placed on the website within 2 business days after the meeting.  | Monthly activity is available for viewing by the public on our website within 2 business days.          | All monthly Council meeting agendas and minutes to date have been uploaded to the Council website for public availability. | 50%         |

### To represent and collectively make decisions to benefit the entire community

| Officer                 | What Output   | How Activity  | Work Completed  | % Completed |
|-------------------------|---|---|---|-------------|
| Executive Assistant     | Twelve ordinary Council meetings are held each year with two special budget meetings and two planning session days. | All meetings attended by all Councillors.   | Planned Budget meetings for 2019 have been circulated and there has been regular attendance by Councillors at monthly Council meetings. | 85%         |
| Chief Executive Officer | Representation at all elected meeting groups supporting Boulia initiatives.   | Reports received from attendees at the meetings presented to Council for information. | De-brief from the Camel Races yet to occur.   | 50%         |

### A cohesive and stable Council providing leadership and confidence

| Officer                 | What Output   | How Activity                          | Work Completed  | % Completed |
|-------------------------|---|---------------------------------------|---|-------------|
| Chief Executive Officer | Active representation in the RAPAD group of Councils. | Success achieved with group projects. | Regular monthly teleconferences attended with face to face meetings attended each quarter by the Mayor and CEO. | 50%         |

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 23<sup>rd</sup> January 2019

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

|                   |                |                            |
|-------------------|----------------|----------------------------|
| <b>REPORT BY:</b> | Kaylene Sloman | <b>DATE:</b><br>04/01/2019 |
|-------------------|----------------|----------------------------|

|  |
|--|
| <b>CORPORATE PLAN REFERENCE: GOVERNANCE</b><br>Finance Management: Objective - Maintain responsible, compliant financial management and reporting systems to provide accurate information to stakeholders. |
|--|

|   |
|---|
| <b>PURPOSE:</b> Financial Summary as at 31 <sup>st</sup> December 2018. |
|---|

### Cash Position:

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

|   | 31 <sup>st</sup> December 2018 | 30 <sup>th</sup> November 2018 |
|---|--------------------------------|--------------------------------|
| Cash at Hand                            | \$13,693,370                   | \$12,907,134                   |
| Net Cash Equivalent (Debtors-Creditors) | 860,122                        | 658,266                        |
| <b>Total</b>                            | <b>\$14,553,492</b>            | <b>\$13,565,400</b>            |

### AGED DEBTORS 31<sup>st</sup> December 2018

| DEBTOR | 90+      | 60 | 30       | CURRENT    | BALANCE    |
|--------|----------|----|----------|------------|------------|
|        | 2,534.37 | 0  | 1,427.50 | 283,976.64 | 287,938.51 |

### RATES 31<sup>st</sup> December 2018

Total Outstanding \$158,345.31

| Outstanding<br>7+ days | Arrears   |           |           |           |          |           | Unallocated<br>Receipts | Total      |
|------------------------|-----------|-----------|-----------|-----------|----------|-----------|-------------------------|------------|
|                        | 1 Year    | 2 Year    | 3 Year    | 4 Year    | 5 Year   | 5+ Years  |                         |            |
| 139,663.45             | 32,471.22 | 26,704.54 | 17,592.51 | 10,459.39 | 8,345.67 | 31,438.54 | -108,330.01             | 158,345.31 |

### CREDITORS 31<sup>st</sup> December 2018

**\$ 22,134.21**



**BOULIA SHIRE COUNCIL**  
**Income Statement**  
**For the period ended 31st December 2018**

*2018 Actual    Original 18/19*

**Income**

**Revenue**

**Recurrent Revenue**

|  |             |           |
|--|-------------|-----------|
| Net rate and utility charges                   | ✔ 614,174   | 1,260,820 |
| Fees and charges                               | ✔ 488,392   | 277,650   |
| Rental income                                  | ✔ 98,764    | 309,220   |
| Interest received                              | ✔ 124,061   | 295,000   |
| Sales - contract and recoverable works         | ✔ 5,164,847 | 3,594,266 |
| Grants, subsidies, contributions and donations | ✔ 550,455   | 3,864,315 |

**Total Recurrent Revenue** 7,040,694    9,601,271

**Capital Revenue**

|  |           |           |
|--|-----------|-----------|
| Grants, subsidies, contributions and donations | ✔ 744,139 | 6,820,635 |
|--|-----------|-----------|

**Total Capital Revenue** 744,139    6,820,635

**Total Revenue** 7,784,833    16,421,906

**Total Income** 7,784,833    16,421,906

**Expenses**

**Recurrent Expenses**

|                                      |               |             |
|--------------------------------------|---------------|-------------|
| Administration & Governance Expenses | ✔ (899,312)   | (2,166,595) |
| Environmental Costs                  | ✔ (79,530)    | (336,482)   |
| Infrastructure Maintenance           | ✔ (1,093,527) | (1,687,960) |
| Depreciation                         | ✔ (583,294)   | (3,431,912) |
| Recoverable Works Costs              | ✔ (5,918,839) | (4,134,361) |
| Net Plant Operating Expenses         | ✔ 458,317     | 1,224,000   |
| Community Service Costs              | ✔ (708,513)   | (1,402,420) |
| General Maintenance                  | ✔ (163,281)   | (1,015,005) |

**Total Recurrent Expenses** (8,987,979)    (12,950,735)

**Total Expenses** (8,987,979)    (12,950,735)

**Net Result Attributable to Council** ✔ (1,203,146)    3,471,171

**BOULIA SHIRE COUNCIL**  
**Balance Sheet**  
**For the period ended 31st December 2018**

|                                      | <i>2018 Actual</i> | <i>Original 18/19</i> |
|--------------------------------------|--------------------|-----------------------|
| <b>Current Assets</b>                |                    |                       |
| Cash and cash equivalents            | 13,693,370         | 11,589,112            |
| Trade and other receivables          | 1,059,431          | 1,566,024             |
| Inventories                          | 289,921            | 300,552               |
| <b>Total Current Assets</b>          | 15,042,722         | 13,455,688            |
| <b>Non-current Assets</b>            |                    |                       |
| Property, plant and equipment        | 153,823,070        | 161,306,666           |
| <b>Total Non-current Assets</b>      | 153,823,070        | 161,306,666           |
| <b>TOTAL ASSETS</b>                  | 168,865,791        | 174,762,354           |
| <b>Current Liabilities</b>           |                    |                       |
| Trade and other payables             | 199,309            | 801,578               |
| Borrowings                           | 15,185             | 52,000                |
| Provisions                           | 798,496            | 208,482               |
| <b>Total Current Liabilities</b>     | 1,012,990          | 1,062,060             |
| <b>Non-current Liabilities</b>       |                    |                       |
| Borrowings                           | 1,147,358          | 1,207,139             |
| Provisions                           | 116,999            | 49,965                |
| <b>Total Non-current Liabilities</b> | 1,264,357          | 1,257,104             |
| <b>TOTAL LIABILITIES</b>             | 2,277,347          | 2,319,164             |
| <b>NET COMMUNITY ASSETS</b>          | <b>166,588,444</b> | <b>172,443,190</b>    |
| <b>Community Equity</b>              |                    |                       |
| Asset revaluation reserve            | 85,512,318         | 85,512,319            |
| Retained surplus                     | 81,076,126         | 86,930,871            |
| <b>TOTAL COMMUNITY EQUITY</b>        | <b>166,588,444</b> | <b>172,443,190</b>    |

**BOULIA SHIRE COUNCIL**  
**Statement of Cash Flows**  
**For the period ended 31st December 2018**

|   | <i>2018 Actual</i>   | <i>Original 18/19</i> |
|---|----------------------|-----------------------|
| <b>Cash Flows from Operating activities:</b>                      |                      |                       |
| Receipts from customers   | 6,661,639            | 5,207,736             |
| Payments to suppliers and employees                               | (8,033,422)          | (8,975,453)           |
|   | (1,371,783)          | (3,767,717)           |
| Interest received   | 124,062              | 295,000               |
| Rental income   | 98,764               | 309,220               |
| Non-capital grants and contributions                              | 959,512              | 3,794,015             |
| Borrowing costs   | (11,799)             | (74,560)              |
| <b>Net Cash Inflow (Outflow) from Operating Activities</b>        | <b>(201,244)</b>     | <b>555,958</b>        |
| <b>Cash Flows from Investing activities:</b>                      |                      |                       |
| Payments for property, plant and equipment                        | (1,435,112)          | (1,642,813)           |
| Grants, subsidies, contributions and donations                    | 1,450,724            | 1,598,880             |
| <b>Net Cash Inflow (Outflow) from Investing activities</b>        | <b>15,613</b>        | <b>(43,933)</b>       |
| <b>Cash Flows from Financing activities</b>                       |                      |                       |
| Repayment of borrowings   | (23,850)             | (44,881)              |
| <b>Net Cash Inflow (Outflow) from Financing activities</b>        | <b>(23,850)</b>      | <b>(44,881)</b>       |
| <b>Net Increase (Decrease) in Cash and Cash Equivalents held</b>  | <b>(209,481)</b>     | <b>467,144</b>        |
| <b>Cash and Cash Equivalents at beginning of Reporting period</b> | <b>13,902,851</b>    | <b>11,121,968</b>     |
| <b>Cash and Cash Equivalents at end of Reporting period</b>       | <b>\$ 13,693,370</b> | <b>\$ 11,589,112</b>  |

**CONSULTATION:** Nil

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMMENDATION:**

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

**DOCUMENTS TO BE TABLED:** Major Projects, Major Road Works, Flood Damage Work

Reviewed & Approved by Acting Chief Executive Officer

Mr Harin Karra

# BOULIA SHIRE COUNCIL

## Report for Ordinary Meeting held on 23<sup>rd</sup> January 2019

|               |                           |                              |
|---------------|---------------------------|------------------------------|
| <b>TITLE:</b> | COMMUNITY SERVICES REPORT | <b>DOC REF:</b><br>Item CSM1 |
|---------------|---------------------------|------------------------------|

|                   |   |                        |
|-------------------|---|------------------------|
| <b>REPORT BY:</b> | Mrs Julie Woodhouse<br>Community Services Manager | <b>DATE:</b><br>6/1/19 |
|-------------------|---|------------------------|

**CORPORATE PLAN REFERENCE:** Theme – SOCIAL

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

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

**PURPOSE:**

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

**CONTENT:**

Current housing available:

| <u>ACTIVITY</u>  | <u>Number</u> |
|--|---------------|
| Total houses available for occupation  | 2             |
| Total flats available  | 3             |
| Total Council units are always kept vacant for use by visiting professionals | 1             |
| Total Council furnished flat being used by contractor                        | 1             |
| Houses/flats being renovated/painted   | 1 unit        |
| Applications for rental for December   | 0             |

**Tourism:**

- It has been announced that 2019 will be the Year of Outback Tourism. There will be funding news released in April to support events and attractions in the Outback.
- An entry is going to the LGMA Awards for Excellence regarding the 3D Zebra crossings.
- The Min Min Encounter will re-open on the 14<sup>th</sup> January, hence no figures to report this month.
- We are currently advertising again for a Heritage Complex part time employee, this closes at the end of January.

**Library:**

- There were 78 visitors to the Library before the Christmas closure.

**Grants:**

- We were successful this month in acquiring the **\$89,900** towards the resurfacing of the tennis courts from one of the applied for grant bodies. In this case it was the Get Playing Places and Spaces Queensland.
- A submission sent to the Community Sport Infrastructure program was unsuccessful in the last round for the tennis courts but they have resubmitted it for a second look and will let us know the outcome early this year.

**Community:**

The Council sponsored community Christmas party went well on the 8<sup>th</sup> December. The children all received wonderful gifts and the barbeque was delicious. The newly purchased Santa throne was also a big hit.

Australia Day planning is underway by office staff and will be held in the shire hall with an Indigenous Australia Day Ambassador from Cloncurry.

**GOVERNANCE IMPLICATIONS:** Nil

**RECOMMENDATION:**

That the Community Services Report is received for information.

**ATTACHMENTS:**

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

Approved by Acting Chief Executive Officer

Mr Harin Karra

Grant Funding Register - Approved items

| Project Name  | Grant / Funding Body  | Amount of Funding applied for | Council Cash or in kind Contribution | Other funding source \$'s | Total Project Cost | Application closing date | Council Officer Responsible | NOTES   | Date Approved | Amount of Funding approved | Expected Project Completion Date | Amount Received by Finance | Date Funding received by finance | Audited Acquittal Required by whom | Works Completed | Acquittal Completed |
|---|---|-------------------------------|--------------------------------------|---------------------------|--------------------|--------------------------|-----------------------------|---|---------------|----------------------------|----------------------------------|----------------------------|----------------------------------|------------------------------------|-----------------|---------------------|
| Upgrade Urandangle Health Clinic - auspiced                     | Western Qld Primary Health Network  | \$ 50,000                     | \$ -                                 | \$ -                      | \$ 50,000          |                          | CEO                         | Funding auspiced by Council for Urandangle Health Clinic. Trust A/c | approved      | \$ 50,000                  | 30th June 2018                   | \$ 50,000                  | 30/06/16                         | Council - Dr Don Bowley            |                 |                     |
| Mensshed—NOW Disabled Toilet Robinson Park                      | Stronger Communities programme  | \$ 19,000                     | \$ 22,370                            | \$ -                      | \$ 40,370          |                          | CSM                         |   | approved      | \$ 20,000                  |                                  | \$ 10,000                  | 26/09/17                         | amended grant                      |                 |                     |
| Urandangle Park   | Work's For Queensland Program - Department of Infrastructure, Local Government and Planning   | \$ 70,000                     | \$ -                                 | \$ -                      | \$ 70,000          |                          | DWO                         |   | approved      | \$ 70,000                  | 30/11/2017                       | \$ 21,000                  | 26/10/17                         | Finance                            |                 | 30/06/2018          |
| Jockey's Change Room  | Drought Communities Program   |                               | \$ -                                 | \$ -                      |                    |                          |                             |   |               | \$ 266,500                 |                                  | \$ 128,950                 | 01/11/17                         |                                    |                 |                     |
| Sewer relining  | Building Our Regions  | \$ 500,000                    | \$ -                                 | \$ -                      | \$ 500,000         | 18/11/2016               | DWO                         | EOI submitted - Bor   | 30/06/2017    | \$ 500,000                 | 31/08/2018                       | \$ 400,000                 | 20/06/18                         | DWO                                |                 |                     |
| Qld Day   | Qld Day sponsorship programme   | \$ 9,240                      | \$ 10,760                            | \$ -                      | \$ 19,000          |                          | CSM                         | 2018 event  | approved      | \$ 6,000                   |                                  | \$ 6,000                   | 10/08/18                         |                                    |                 | 10/08/2018          |
| Shire Hall Renewal  | Drought Communities Program   | \$ 443,870                    | \$ -                                 | \$ -                      | \$ 443,870         |                          |                             |   |               | \$ 443,870                 | 15/01/2018                       | \$ 221,935                 | 01/11/17                         |                                    |                 |                     |
| Boulia Wellbeing Centre   | Drought Communities   | \$ 572,900                    | \$ -                                 | \$ 572,900                | \$ 572,900         |                          | CEO                         |   | approved      | \$ 572,900                 | 31/03/2019                       | \$ 286,450                 | 19/03/18                         |                                    |                 |                     |
| Upgrade of the Boulia Aerodrome                                 | Dept. of Infrastructure, Regional Development and Cities                                      | \$ 34,625                     | \$ 34,625                            | \$ -                      | \$ 69,249          |                          | DWO                         |   | approved      | \$ 34,625                  | 31/12/2018                       | \$ 10,387                  | 22/05/18                         |                                    |                 |                     |
| Upgrade of the Urandangle Aerodrome                             | Dept. of Infrastructure, Regional Development and Cities                                      | \$ 187,130                    | \$ 187,130                           | \$ -                      | \$ 374,260         |                          | DWO                         |   | approved      | \$ 187,130                 | 30/10/2018                       | \$ 18,713                  | 22/05/18                         |                                    |                 |                     |
| Community Drought Support 2018                                  | Department of Communities, Disability Services and Seniors (obtained by the RAPAD group)      | \$ -                          | \$ -                                 | \$ -                      | \$ 75,000          |                          | EA                          |   | approved      | \$ 75,000                  | 31/12/2018                       |                            |                                  |                                    |                 |                     |
| Stage 2 Toilet Ramp & Solar Hot Water System Urandangle         | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 40,000                     | \$ -                                 | \$ 70,000                 | \$ 40,000          |                          | DWO                         |   | 1/09/2017     | \$ 40,000                  | 31/10/2019                       | \$ 35,500                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Post Office Refurbishment                                       | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 100,000                    |                                      |                           | \$ 100,000         |                          | DWO                         |   | 1/09/2017     | \$ 100,000                 | 31/10/2019                       | \$ 85,000                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Racecourse Sewer Connection - W4Q2                              | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 450,000                    | \$ -                                 | \$ -                      | \$ 450,000         |                          | DWO                         |   | 1/09/2017     | \$ 450,000                 | 31/10/2019                       | \$ 382,500                 | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Upgrade Council Depot Security BOSC.W4Q2.02                     | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 100,000                    | \$ -                                 | \$ -                      | \$ 100,000         |                          | DWO                         |   | 1/09/2017     | \$ 100,000                 | 31/10/2019                       | \$ 85,000                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Toilet & Shower for New Truck Parking/Rest area Facility - W4Q2 | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 100,000                    | \$ -                                 | \$ -                      | \$ 100,000         |                          | DWO                         |   | 1/09/2017     | \$ 100,000                 | 31/10/2019                       | \$ 85,000                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Community Hall Flooring - W4Q2                                  | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 35,000                     | \$ -                                 | \$ -                      | \$ 35,000          |                          | DWO                         |   | 1/09/2017     | \$ 35,000                  | 31/10/2019                       | \$ 29,750                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Airport Fencing at Urandangle - W4Q2                            | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 50,000                     | \$ -                                 | \$ -                      | \$ 50,000          |                          | DWO                         |   | 1/09/2017     | \$ 50,000                  | 31/10/2019                       | \$ 42,500                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Cenotaph Lighting - W4Q2  | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 15,000                     | \$ -                                 | \$ -                      | \$ 15,000          |                          | DWO                         |   | 1/09/2017     | \$ 15,000                  | 31/10/2019                       | \$ 12,750                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| River Water Pipe Upgrade - W4Q2                                 | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 65,000                     | \$ -                                 | \$ -                      | \$ 65,000          |                          | DWO                         |   | 1/09/2017     | \$ 65,000                  | 31/10/2019                       | \$ 55,250                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Shade Shelter & Seating at Bubbler Park area - W4Q2             | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 20,000                     | \$ -                                 | \$ -                      | \$ 20,000          |                          | DWO                         |   | 1/09/2017     | \$ 20,000                  | 31/10/2019                       | \$ 17,000                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Workshop Refurbishing - W4Q2                                    | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 35,000                     | \$ -                                 | \$ -                      | \$ 35,000          |                          | DWO                         |   | 1/09/2017     | \$ 35,000                  | 31/10/2019                       | \$ 29,750                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Playground softfall - W4Q2                                      | Work's For Queensland 2 Program - Department of Infrastructure, Local Government and Planning | \$ 20,000                     | \$ 5,000                             | \$ -                      | \$ 25,000          |                          | DWO                         |   | 1/09/2017     | \$ 20,000                  | 31/10/2019                       | \$ 17,000                  | 26/09/2017 & 14/12/2018          | Finance                            |                 |                     |
| Disinfection Systems Implementation for Boulia Town             | LGGSF - Local Govt Grants & Subsidies Program   | \$ 155,250                    | \$ 103,500                           | \$ -                      | \$ 258,750         |                          | DWO                         |   |               | \$ 155,250                 | 30/06/2019                       | \$ 96,460                  | 11/01/2018 & 19/11/18            | Finance                            |                 |                     |
| Asset Management Plan   | LGGSF - Local Govt Grants & Subsidies Program   | \$ 18,000                     | \$ 12,000                            | \$ -                      | \$ 30,000          |                          | Fin Mgr                     |   |               | \$ 18,000                  | 30/06/2019                       | \$ 5,400                   | 11/01/2018                       | Finance                            |                 |                     |
| Boulia Robinson Park Security Cameras & Lighting                | LGGSF - Local Govt Grants & Subsidies Program   | \$ 18,630                     | \$ 12,420                            | \$ -                      | \$ 18,630          |                          | DWO                         |   |               | \$ 18,630                  | 30/06/2019                       | \$ 5,589                   | 11/01/2018                       | Finance                            |                 |                     |

Grant Funding Register - Approved items

|   |  |            |            |      |            |            |         |   |            |                   |            |           |            |         |  |              |
|---|--|------------|------------|------|------------|------------|---------|---|------------|-------------------|------------|-----------|------------|---------|--|--------------|
| Preservation of Boulia Anzac history  | Queensland ANZAC Centenary - Spirit of Service                               | \$ 8,300   | \$ -       | \$ - | \$ 8,187   |            | CSM     |   | approved   | \$ 8,187          | 30/9/18    | \$ 6,550  | 17/07/2018 | Finance |  | 31/12/2018   |
| Floodway upgrade – Springvale Road (Springvale Road Structure Repairs)        | 2017-18 National Disaster Resilience Program                                 | \$ 147,210 | \$ 147,210 | \$ - | \$ 294,420 |            | DWO     |   | approved   | \$ 147,210        | 30/06/2020 | \$ 44,163 | 14/08/2018 | Finance |  |              |
| Upgrade Facility and Purchase Equipment - auspiced grant for Boulia Golf Club | Gambling Community Benefit Fund - Department of Justice and Attorney-General | \$ 26,955  | \$ -       | \$ - | \$ 26,955  | 28/02/2018 | EA      |   | 7/08/2018  | \$ 26,955         | 7/8/2019   | \$ 26,955 | 23/08/2018 | Finance |  |              |
| Regional Community Hub (Study)  | MIPP_Maturing Infrastructure Pipeline  | \$ 66,220  | \$ -       | \$ - | \$ 66,220  | 23/04/2018 | CEO     | monthly finance rep needed                      | 21/08/2018 | \$75,311 (ex GST) | 21/8/2020  |           |            |         |  |              |
| Arts Qld  | RADF funding   | \$ 15,000  | \$ 2,250   | \$ - | \$ 15,000  | 4/04/2018  | CSM     | Community                                       | 24/08/2018 | \$12,000 received | 16/09/2019 | \$ 12,000 | 17/09/2018 | Finance |  |              |
| 2018-19 Get Ready Queensland Grant Program                                    | Queensland Reconstruction Authority  | \$ -       | \$ -       | \$ - | \$ 4,880   |            | CSM/DWO |   | 17/08/2018 | \$4880 (ex GST)   | 30/06/2019 | \$ 4,831  | 4/09/2018  | Finance |  |              |
| Chill'n'Grill – BBQing for Boulia   | Foundation for Rural & Regional Renewal - Tackling Tough Times Together      | \$ 26,000  | \$ 594     | \$ - | \$ 26,944  | 25/06/2018 | EA      |   | 17/09/2018 | \$ 26,000         | 1/4/2020   | \$ 26,000 | 1/10/2018  | Finance |  |              |
| Get Playing Places and Spaces   | Dept Sport and Rec   | \$ 88,800  | \$ 23,000  | \$ - | \$ 112,800 | 18/09/2018 | CSM     | tennis courts resurfacing                       |            | \$ 89,900         |            |           |            |         |  |              |
| SES - Shed for All Terrain Vehicle  | Community Gambling Benefit Fund  | \$ 30,000  | \$ 6,000   | \$ - | \$ 36,000  | 31/05/2018 | EA      | Grant Funds and acquittal to be handled by QFES | 23/10/2018 | \$ 24,363.63      | 23/09/2019 | N/A       | N/A        | QFES    |  | 30/06/2018   |
| First 5 Forever Program   | Queensland State Library   |            |            |      |            |            |         |   |            |                   |            | \$ 1,000  | 8/01/2019  |         |  | Not required |

TOTAL AMOUNT OF FUNDING APPROVED: \$ 4,148,435

TOTAL FUNDS RECEIVED BY FINANCE: \$ 2,259,383

Grant Funding Register - Pending items

| Project Name                          | Grant / Funding Body       | Amount of Funding applied for | Council Cash or in kind Contribution | Other funding source \$'s | Total Project Cost | Application closing date | Council Officer Responsible | NOTES                            |
|---------------------------------------|----------------------------|-------------------------------|--------------------------------------|---------------------------|--------------------|--------------------------|-----------------------------|----------------------------------|
| Airport Industrial Estate             | Building our Regions       | \$ 994,800                    | \$ -                                 | \$ -                      | \$ 994,800         | 25/05/2018               | CEO                         | Stage 1, industrial airport land |
| Community Sport Infrastructure        | Aust Gvt Sports Commission | \$ 88,890                     | \$ 22,000                            | \$ -                      | \$ 110,890         | 14/09/2018               | CSM                         | tennis courts resurfacing        |
| Fencing, CCTV at Robinson Park        | Safer Communities Funding  | \$ 87,785                     | \$ -                                 | \$ -                      | \$ 87,785          | 25/09/2018               | CSM                         |                                  |
| Extending verandah at Howards Cottage | Building Better Regions    | \$ 162,290                    | \$ -                                 | \$ -                      | \$ 162,290         | 15/11/2018               | CSM                         |                                  |

**TOTAL FUNDING APPLICATIONS APPLIED FOR:** \$ 1,333,765



## BOULIA SHIRE COUNCIL

### Report for Ordinary Meeting held on 23<sup>rd</sup> January 2019

|               |  |                          |
|---------------|--|--------------------------|
| <b>TITLE:</b> | BOULIA SPORTS AND AQUATIC CENTRE<br>(INFORMATION REPORT) | <b>DOC REF</b><br>Item G |
|---------------|--|--------------------------|

|                   |  |                           |
|-------------------|--|---------------------------|
| <b>REPORT BY:</b> | Natarsha Shaw<br>Sports Centre Attendant | <b>DATE:</b><br>4/01/2019 |
|-------------------|--|---------------------------|

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

**Outcome 2.1** Support opportunities to develop the community through partnerships.

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

**PURPOSE:**



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

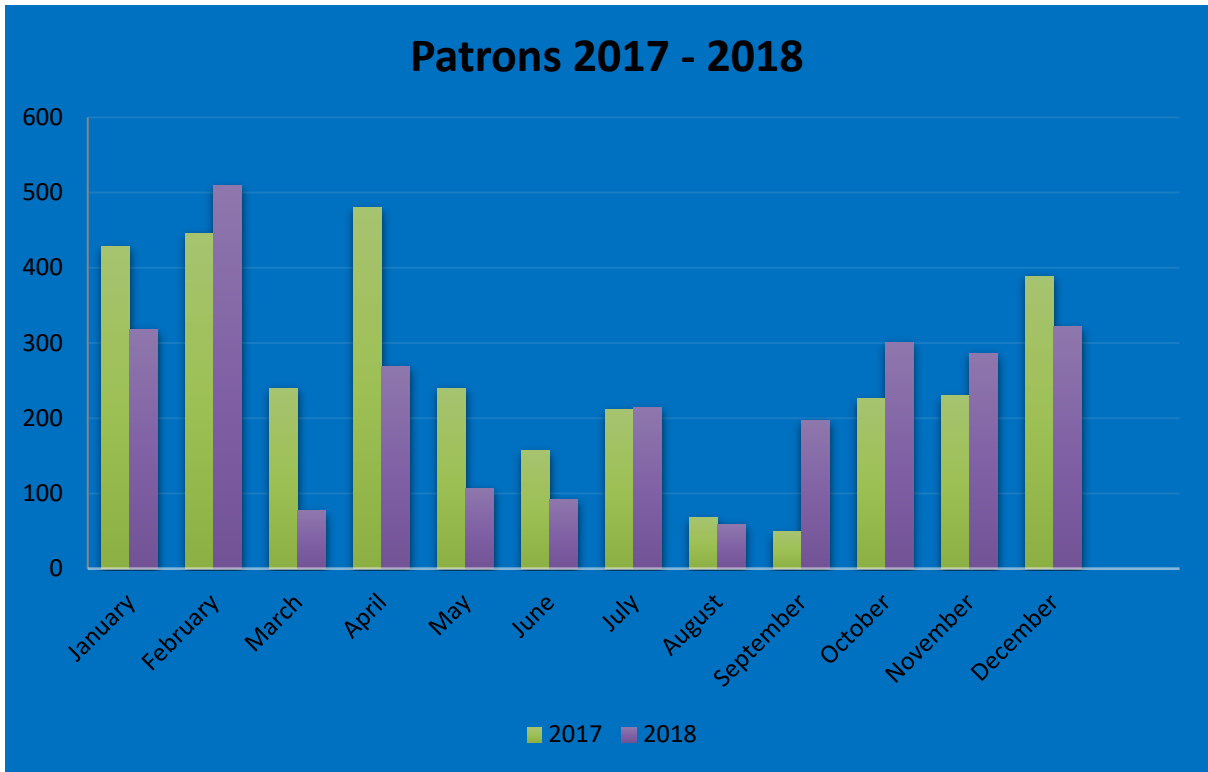
**CONTENT:**

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

| ACTIVITY             | CUSTOMER VOL PER MONTH             |
|----------------------|------------------------------------|
| • Gymnasium          | During Hours:14<br>After Hours: 21 |
| • Squash             | 0                                  |
| • Casual entry usage | 98                                 |
| • Kids usage         | 186                                |
| • Membership usage   | 38                                 |
| • Merchandise sales  | \$8.00                             |
| • Admission          | \$9.00                             |
| • Refreshment sales  | \$142.00                           |

**Activities held this month:**

-  Christmas School Holiday Activities
-  Boulia Community Support Service – Indigenous Art Workshop



**RECOMMENDATION:**

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

|  |                     |
|--|---------------------|
| Reviewed by Community Services Manager     | Mrs Julie Woodhouse |
| Approved by Acting Chief Executive Officer | Mr Harin Karra      |

# Ordinary Meeting of Council

Date: Wednesday 23<sup>rd</sup> January 2019



## Late Reports:

- ★ Amendments to Fees & Charges 2018-2019
- ★ Engineering Services Report - Newsbrief

## BOULIA SHIRE COUNCIL

### Report for Ordinary Meeting held on 23<sup>rd</sup> January 2019

|               |  |  |
|---------------|--|--|
| <b>TITLE:</b> | AMENDMENTS TO FEES & CHARGES 2018-2019 | <b>DOC REF:</b><br>Item FM2 – LATE<br>REPORT |
|---------------|--|--|

|                   |   |                            |
|-------------------|---|----------------------------|
| <b>REPORT BY:</b> | Kaylene Sloman<br>Manager of Corporate & Financial Services | <b>DATE:</b><br>15/01/2019 |
|-------------------|---|----------------------------|

**CORPORATE PLAN REFERENCE: GOVERNANCE**

Finance Management: Objective - Maintain responsible, compliant financial management and reporting systems to provide accurate information to stakeholders.

**PURPOSE:**

Information report to advise of amendments being made to the Fees & Charges 2018-2019 for inclusion of Waste Management and addition of Push Lawn Mower to Equipment available for hire.

**CONTENT:**

Since June 2018 when the Fees & Charges 2018-2019 were set, additional services have been added:

- Page 8, addition of Waste Management fee for Bulk Waste – Building/concrete materials at \$15/m3.
- Page 11, addition of Push Lawn Mower with Catcher and tank of fuel for \$20/day. The conditions attached to this will be collected and drop off at Boulia depot, only one yard to be mowed per hire and to be cleaned on return.

These amendments are now reflected on Page 8 and 11 of the Fees & Charges 2018-2019.

**CONSULTATION:** Harin Karra

**RECOMMENDATION:**

That the Council accept the proposed changes to the Fees & Charges 2018-2019 on Page 8, addition of Waste Management fee for Bulk Waste – Building/concrete materials at \$15/m3 and further on Page 11, addition of Push Lawn Mower with Catcher and tank of fuel for \$20/day.

**ATTACHMENTS:** Page 8 & 11 Fees & Charges 2018-2019.

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

| <b>Boulia Shire Council</b>   |  |                       |                        |
|---|--|-----------------------|------------------------|
| <b>Fees &amp; Charges 2018 / 2019</b>   |  |                       |                        |
| <b>(Register of Cost Recovery Fees (LG Act 2009 S97 - 98))</b>  |  |                       |                        |
| <b>Amendment January 23rd, 2019</b>   |  |                       |                        |
| Type of Charge  | 2018/2019                                    | GST<br>incl in<br>Fee | General Ledger<br>Code |
| <b>Swimming Pools / Spas - Class 10</b>   |  |                       |                        |
| Assessment Fee  | \$ 517.30                                    | Y                     | 11005500.156           |
| Inspection Fee - Per Inspection   | \$ 299.50                                    | Y                     | 11005500.156           |
| Pool Safety Compliance including Certificate & 1 Re-inspection  | \$ 587.70                                    | Y                     | 11005500.156           |
| Pool Safety Compliance - 2nd Re-inspection  | \$ 147.70                                    | Y                     | 11005500.156           |
| <i>Note: Travel expenses for inspection outside the township are \$2.35 / kilometre</i>   |  |                       |                        |
| <b>Signs</b>  |  |                       |                        |
| Assessment Fee  | \$ 440.30                                    | Y                     | 11005500.156           |
| Inspection Fee - Per Inspection   | \$ 499.70                                    | Y                     | 11005500.156           |
| Lapsed Development Approval   | \$ 459.00                                    | Y                     | 11005500.156           |
| Siting Variation (if required)  | \$ 322.60                                    | Y                     | 11005500.156           |
| <i>Note: Travel expenses for inspection outside the township are \$2.35 / kilometre</i>   |  |                       |                        |
| <b>Buildings up to 500m<sup>2</sup> &amp; 2 Storeys - Class 2 to 9</b>  |  |                       |                        |
| Assessment Fees   |  |                       |                        |
| Up to 150m <sup>2</sup> Floor Area  | \$ 908.90                                    | Y                     | 11005500.156           |
| 150m <sup>2</sup> - 300m <sup>2</sup> Floor Area  | \$ 1,143.20                                  | Y                     | 11005500.156           |
| 300m <sup>2</sup> - 500m <sup>2</sup> Floor Area  | \$ 1,671.20                                  | Y                     | 11005500.156           |
| Exceeding 500m <sup>2</sup> & greater than two storey's in height   | QUOTE  | Y                     | 11005500.156           |
| Inspection fees - Each (Number of Inspections determined at time of approval)   | \$ 369.90                                    | Y                     | 11005500.156           |
| Lapsed Development Approval   | \$ 459.00                                    | Y                     | 11005500.156           |
| <i>Note: Additional fees &amp; information may apply &amp; may be determined at time of lodgement or at the Building Certifier's discretion following assessment of the application. This may include additional inspections or amenity issues.</i> |  |                       |                        |
| <i>Note: Travel expenses for inspection outside the township are \$2.35 / kilometre</i>   |  |                       |                        |
| <i>Note: Assessment of buildings post construction may incur a 30% increase of applicable fee above.</i>  |  |                       |                        |
| <b>WATER CONNECTION FEES</b>  |  |                       |                        |
| Boulia  | <b>At Cost + \$50<br/>Administration fee</b> | Y                     | 14023570.156           |
| Urandangie  | <b>At Cost + \$50<br/>Administration fee</b> | Y                     | 14023570.156           |
| <b>Water - Bulk</b>   |  |                       |                        |
| Sale of Bulk Water  | \$22.00 / kl                                 | Y                     | 14023560.156           |
| <b>Sewerage Connection Fees</b>   |  |                       |                        |
| House Connection  | At Cost                                      | Y                     | 14024540.156           |
| <b>Effluent</b>   |  |                       |                        |
| Dumping of Treated Effluent (no solids) into Evaporation Lagoons  | \$0.05 / litre                               | Y                     | 14024540.156           |
| Dumping of Un-treated Effluent (into Imhoff Tank)   | \$0.15 / litre                               | Y                     | 14024540.156           |
| <b>WASTE MANAGEMENT FEES</b>  |  |                       |                        |
| Bulk Waste - Building / Concrete  | \$15 / m3                                    | Y                     | 1402256.156            |

| <b>Boulia Shire Council</b>   |                    |                       |                        |
|---|--------------------|-----------------------|------------------------|
| <b>Fees &amp; Charges 2018 / 2019</b>   |                    |                       |                        |
| <b>(Register of Cost Recovery Fees (LG Act 2009 S97 - 98))</b>  |                    |                       |                        |
| <b>Amendment January 23rd, 2019</b>   |                    |                       |                        |
| Type of Charge  | 2018/2019          | GST<br>incl in<br>Fee | General Ledger<br>Code |
| <b>Sports Centre Café</b>   |                    |                       |                        |
| <b>Available Monday to Friday 2.30pm - 6.30pm</b>   |                    |                       |                        |
| <b>Security Deposit (Refundable) *</b>  | <b>\$ 165.00</b>   | N                     | Trust                  |
| Meetings / Small Groups (10 - 25)   | <b>\$ 33.00</b>    | Y                     | 14007510.156           |
| <b>Supplied in Sports Centre Cafe 5 tables plus 20 chairs only. Must be requested at time of booking venue.</b>             |                    |                       |                        |
| <b>Table &amp; chair hire and delivery of tables &amp; chairs - refer 'Council Equipment'</b>                               |                    |                       |                        |
| Facility Set Up Fee (tea, coffee, biscuits)   | <b>\$ 20.00</b>    | Y                     | 14007510.156           |
| <b>Library Meeting Room</b>   |                    |                       |                        |
| <b>Security Deposit (Refundable) *</b>  | <b>\$ 165.00</b>   | N                     | Trust                  |
| <b>Available Monday to Friday 8.30am - 5pm</b>  |                    |                       |                        |
| Meetings / Small Groups (5 - 10 people) 9 - 5 pm  | <b>\$ 33.00</b>    | Y                     | 13005500.156           |
| Facility Set Up Fee (tea, coffee, biscuits)   | <b>\$ 20.00</b>    | Y                     | 13005500.156           |
| <b>Racecourse Reserve</b>   |                    |                       |                        |
| <b>Security Deposit (Refundable)</b>  | <b>\$ 501.00</b>   | N                     | Trust                  |
| Full Use of Reserve facilities incl Kitchen, Bar & Cold Rooms<br>incl Gas   | <b>\$330 / day</b> | Y                     | 14007540.156           |
| <b>Supplied at Racecourse Reserve is 8 tables plus 50 chairs only. Must be requested at time of booking venue.</b>          |                    |                       |                        |
| <b>Table &amp; chair hire and delivery of tables &amp; chairs - refer 'Council Equipment'</b>                               |                    |                       |                        |
| Pavillion & use of Bar & Cold Room  | <b>\$230 / day</b> | Y                     | 14007540.156           |
| Pavillion & use of Kitchen & Cold Room  | <b>\$150 / day</b> | Y                     | 14007540.156           |
| Bar Cold Room   | <b>\$50 / day</b>  | Y                     | 14007540.156           |
| <b>EQUIPMENT</b>  |                    |                       |                        |
| <b>Equipment Security deposit (Refundable)*</b>   | <b>\$ 100.00</b>   | N                     | Trust                  |
| <b>Security Deposit Marquee (Refundable)</b>  | <b>\$ 500.00</b>   | N                     | Trust                  |
| Data Projector  | <b>\$35 / day</b>  | Y                     | 12004500.156           |
| Projector Screen (Council Venues only)  | <b>\$35 / day</b>  | Y                     | 12004500.156           |
| Portable Microphone & Speaker   | <b>\$35 / day</b>  | Y                     | 12004500.156           |
| Tables - each (Racecourse Reserve)  | <b>\$ 4.00</b>     | Y                     | 12004500.156           |
| Chairs - each (Racecourse Reserve)  | <b>\$ 2.00</b>     | Y                     | 12004500.156           |
| Pin Boards  | <b>\$5 / day</b>   | Y                     | 12004500.156           |
| Tower Lights - Inflatable   | <b>\$20 / day</b>  | Y                     | 12004500.156           |
| 30 Metre 10amp Power Lead   | <b>\$5 / day</b>   | Y                     | 12004500.156           |
| Push Lawn Mower with 1 Tank of Fuel and Catcher   | <b>\$20/day</b>    | Y                     | 12004500.156           |
| Marquee 9m x 6m Hire  | <b>\$100 / day</b> | Y                     | 12004500.156           |
| Delivery, Set up / Dismantling Marquee (in Town area)   | <b>\$ 200.00</b>   | Y                     | 12004500.156           |
| <b>Delivery of Tables &amp; Chairs (in Town area)</b>   |                    |                       |                        |
| Delivery of <b>1 - 50</b> Chairs & Tables (in Town)   | <b>\$ 100.00</b>   | Y                     | 12004500.156           |
| Delivery of <b>50 - 100</b> Chairs & Tables (in Town)   | <b>\$ 150.00</b>   | Y                     | 12004500.156           |
| <b>NB All items must be cleaned after use or Council will clean it at cost, this will be deducted from security deposit</b> |                    |                       |                        |
| <b>NB Government Departments are exempt from paying the Security Deposit fee.</b>   |                    |                       |                        |

# BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 23<sup>rd</sup> January 2019

|               |   |   |
|---------------|---|---|
| <b>TITLE:</b> | Engineering Services Report - Newsbrief | <b>DOC REF:</b><br>Item E1 – LATE<br>REPORT |
|---------------|---|---|

|                   |  |                            |
|-------------------|--|----------------------------|
| <b>REPORT BY:</b> | <b>STUART BOURNE</b><br><b>GBA - SENIOR CIVIL ENGINEER</b> | <b>DATE:</b><br>14/01/2019 |
|-------------------|--|----------------------------|

## CORPORATE PLAN REFERENCE:

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

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

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

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

## PURPOSE:

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

## CONTENT:

### 1. Visits to the Shire

|   |                           |
|---|---------------------------|
| 10 <sup>th</sup> – 14 <sup>th</sup> December 2018 | Outback way Seals - Matt  |
| 19 <sup>th</sup> – 21 <sup>st</sup> December 2018 | Council Meeting- Stuart   |
| 17 <sup>th</sup> – 22 <sup>nd</sup> December 2018 | RMPC Defect pickup – Matt |
| 7 <sup>th</sup> – 11 <sup>th</sup> January 2019   | RMPC Defect pickup – Matt |

### 2. Road Maintenance Performance Contracts

2018/19 (as of 6/11/18)

|   | <b>Budget</b>         | <b>Spent to Date</b> | <b>Remaining</b>      |
|---|-----------------------|----------------------|-----------------------|
| Barcaldine Base RMPC                          | \$1,125,699           | \$332,060.13         | \$793,638.87          |
| Declared Plants                               | \$20,000              | \$17,113.17          | \$2,886.83            |
| Traffic Management and Incident Control       | \$25,000              | \$7,004.18           | \$17,995.82           |
| NDRRA Event March 2018 – Emergent Work        | \$14,474.70           | \$14,474.70          | 0                     |
| Burke River Bridge Approach Pavement Widening | \$75,956.35           | \$75,956.35          | 0                     |
|   | <b>\$1,261,130.05</b> | <b>\$370,652.18</b>  | <b>\$890,477.87</b>   |
|   |                       |                      |                       |
| Cloncurry Base RMPC                           | \$236,000             | \$17,941.40          | \$218,058.60          |
|   | <b>\$236,000</b>      | <b>\$17,941.40</b>   | <b>\$218,058.60</b>   |
|   |                       |                      |                       |
|   | <b>\$1,497,130.05</b> | <b>\$388,593.58</b>  | <b>\$1,108,536.47</b> |

Widening of the Burke River Bridge eastern approach complete, sealing completed in second week of December 2018.

RMPC pavement defects pickup completed on DTMR roads for Barcaldine/Cloncurry sections. Approximately 500 pavement defects identified. Main roads defects for grids, culverts and signage to be completed in coming months.

### **3. Main Roads Minor Works Performance Contracts**

Future rehab works currently under preparation by DTMR are:

- 10km approximately from Boulia heading North (rehab and widen with Beef Roads funding 2017/18) - Roadtek.
- 10km approximately in the Lucknow area (possibly widening with Beef Roads funding 2018). Works to commence 2019.
- Top Limestone Creek – design complete.

### **4. Flood Damage Works**

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

The February 2016 event involves both emergent and REPA works. Works completed – acquittal documentation submitted to QRA 28/09/2018. Final query responses returned 30/11/2018. Final close out approval received 18/12/2018. The QRA deemed ineligible costs were 0.5%, which is an outstanding result.

The June 2016 event involves both emergent and REPA works. Works completed - acquittal documentation submitted to QRA 28/09/2018. Final query responses returned 30/11/2018. Final close out approval received 18/12/2018. This project is fully Acquitted. The QRA deemed ineligible costs were 1.5%, which is an outstanding result.

The September 2016 event involves both emergent and REPA works. Works have commenced and must be completed by 30<sup>th</sup> June 2019. Coorabulka Road, Urandangie South Road, Donohue Highway, Urandangie Border Rd, Linda Downs Road and Linda Downs Link Rd have been completed. Works to recommence 29<sup>th</sup> January 2019.

The March 2018 flood event (North and North West Queensland Low and Associated Rainfall and Flooding 24<sup>th</sup> February – 8<sup>th</sup> March 2018). Emergent work (BoSC 21.18) has been approved and acquitted (\$433k). March REPA submission (BoSC 23.18) (\$7.2m) are under final approval review with QRA.

New Bore Business Case for additional bores on Shire Roads has commenced. Potential sites include Cravens Peak Rd, Urandangie North/South Rd, Urandangie Border Road, Linda Downs Road and Toolebuc - Middleton Road.

NDRP Springvale Road concrete floodway replacement, design and tender document completed. Tender closed on 7/12/2018. Central Hire was the successful tenderer. Letter of acceptance was sent on the 2/1/19. Variation 1 will be issued soon to seek pricing for a second floodway on the Springvale Rd. Variation 2 will be issued shortly to seek pricing for the concrete structures on the Donohue Highway at Stage 6 (Georgina section) and Variation 3 will be issued shortly to seek pricing for the Ridges section also.



## 5. Other

### Project / Item

### Comment

#### ORRG TIDS

The TIDS annual allocation for 2018/19 is for \$150,000 which requires a matching contribution (total \$300,000).

| Description                             | Cost                     | Comments   |
|---|--------------------------|--|
| Urاندangie Airport Reseal (209/LGSR/16) | \$150K DTMR/ \$150k RAUP | 2018/19 (Complete)   |
| Urاندangie Airport Reseal (950430)      | \$37K DTMR/ \$37k RAUP   | 2019/20 (\$358k DTMR remaining to be allocated) (Complete) |

Urاندangie Airport reseal completed 29/10/2018. Line marking of the Airport completed in December 2018. Urاندangie Airport access Rd was also re paved and sealed.

#### Discretionary TIDS 2018/19

- Boulia Airport Crack Sealing \$50k DTMR/ \$50k BSC Total \$100k (ID 975354). Works completed 10<sup>th</sup> November.

#### RAPAD Water and Sewer Alliance

Current projects are:

- Disinfection. Building delivered. Setup and installation nearly complete, commissioning February 2019. A liner for the Urاندangie water tower tank may form part of a future water group project.

#### Donohue Highway: Outback Way Funding

The PPR has been approved, formal correspondence received.

\$5.1 million spent to date (total \$6.25m for this round – must be spent by 30 June 2019). Bitumen seals on 65-70.3 and 87.75-92.5 have been completed in October 2018. Remaining section 92.5-97.6 and rework section completed in December 2018.

Likely future funding is \$5m in 2019/20 and \$5m in 2020/21. This funding will enable sealing to 75% of the Donohue. The PPR for this round of funding is sitting in Brisbane DTMR under negotiation to make the P50 & P90 estimates the same to eliminate the problem with additional approvals for contingency.

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

### Traffic Count Data

The following Shire roads have traffic counter units: (Data Current as of October 2018)

| Road Name         | Location                   | AADT | AADT % HV |
|-------------------|----------------------------|------|-----------|
| Burke St (Pool)   | Boulia                     | 102  | 12.5      |
| Coorabulka        | Ch. 1.20km                 | 17   | 39.9      |
| Donohue           | Ch. 2.50km                 | 35   | 24.4      |
| Donohue           | Ch. 201.00km (Kelley's Ck) | 22   | 25.9      |
| Headingly         | Ch. 24.64km (Toby Ck)      | 23   | 36        |
| Selwyn            | Ch. 2.50km                 | 21   | 36.8      |
| Toolebuc          | Ch. 0.10km                 | 5    | 50.4      |
| Urandangie North  | Ch. 0.04km                 | 14   | 22.3      |
| Urandangie Border | Ch. 9.22km (Moonah Ck)     | 2    | 17.6      |

#### CONSULTATION:

- Nil – information update only

#### GOVERNANCE IMPLICATIONS:

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

#### CONCLUSION:

- Information update only

#### RECOMMENDATION:

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

#### ATTACHMENTS:

- Flood Damage Events - Detailed Summary

Reviewed and Approved by Acting Chief Executive Officer

Mr Harin Karra

**Boulia Shire Council**

**Flood Damage Events - Detailed Summary (14/01/2019)**

| <b>QRA Event Code</b> | <b>Activation</b> | <b>Type</b> | <b>Submitted Value</b> | <b>Total Expenditure to Date</b> | <b>Eligible</b> | <b>Ineligible</b> | <b>Status</b>          | <b>Comments</b>   |
|-----------------------|-------------------|-------------|------------------------|----------------------------------|-----------------|-------------------|------------------------|---|
| BoSC.11.16            | Feb 2016          | REPA        | \$ 2,300,053.00        | \$ 2,763,757.02                  | \$ 2,750,563.39 | \$ 13,193.63      | Acquited/Approved      | Approved 18/12/2018   |
| BoSC.15.16            | June 2016         | REPA        | \$ 1,486,913.00        | \$ 1,651,206.62                  | \$ 1,625,986.10 | \$ 25,220.52      | Acquited/Approved      | Approved 18/12/2018   |
| BoSC.19.16            | Sept. 2016        | REPA        | \$ 1,625,911.76        | \$ 1,678,469.90                  | \$ 1,625,911.76 | \$ -              | Approved               | Works in Progress   |
| BoSC.21.18            | March. 2018       | Emergent    | \$ 464,858.92          | \$ 464,858.92                    | \$ 433,648.40   | \$ 24,389.25      | Works Complete         | Submission submitted to QRA   |
| BoSC.23.18            | March. 2018       | REPA        | \$ 7,200,421.00        | \$ -                             | \$ 3,994,192.00 | \$ 3,206,229.00   | Pending Final Approval | Final approval received, under review to increase scope of works and value. |