

Boulia Shire Council



General Meeting

Monday 18th May 2020





BOULIA SHIRE COUNCIL

13th May 2020

NOTICE FOR AN ORDINARY MEETING OF COUNCIL

NOTICE is hereby given that an **ORDINARY MEETING** of the Boulia Shire Council will be held on **Monday 18th May 2020** at the **Boulia Shire Hall** commencing at **10 am** for the transaction of the following business.

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

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

Item E1	Engineering Services Report – News brief	Pg.19
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 - DIRECTOR OF WORKS AND OPERATIONS

Item DWO1	Grants Work Status Summary	Pg.23
Item DWO2	Boulia Works Program 2018/21	Pg.26
Item DWO3	See Closed Session	
Item DWO4	Request to Relocate Primary Road to Rural Property	Pg.27
 - INFORMATION REPORTS

(There are currently no Work Camp Reports due to Work Camp presently being unable to travel to Boulia due to COVID-19 restrictions)

Item A	NDRRA Flood Damage Works Department	Pg.28
Item B	Foreman, Road Maintenance and Utility Services	Pg.29
Item C	Foreman, Roads Maintenance and Construction	Pg.34
Item D	Rural Lands Protection Officer	Pg.35
 - WORKPLACE HEALTH AND SAFETY

Item WHSA1	Work Health and Safety Information Report	Pg.37
Item WHSA2	New Policy - Working from Home	Pg.39
 - CHIEF EXECUTIVE OFFICER

Item CEO1	CEO Briefing for April 2020	Pg.43
Item CEO2	Action List	Pg.45
Item CEO3	Council Meeting Dates from June to December 2020	Pg.48

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



TELEPHONE: (07) 4746 3188
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Item CEO4	MOU between DNRME and Boulia Shire Council for the Global Navigation Satellite System (GNSS) at the Boulia Airport	Pg.51
Item CEO5	Development of a Regional Community Precinct – Deed of Grant application on Lot 605 on Crown Plan B2671	Pg.63
Item CEO6	Approved Decision Notice - Reconfiguration of a Lot	Pg.72
Item CEO7	Adoption of the Town Planning Scheme	Pg.87

MANAGER CORPORATE & FINANCIAL SERVICES

Item FM1	Manager Corporate & Financial Services Report	Pg.88
Item FM2	Audit & Risk Management Committee Report	Pg.93

COMMUNITY SERVICES MANAGER

Item CSM1	Community Services Report	Pg.96
Item CSM2	Boomerang Repaint	Pg.100

INFORMATION REPORTS

(There are currently no Boulia Heritage Complex or Boulia Sports and Aquatic Centre Reports due to these facilities presently being closed due to COVID-19 restrictions)

Item E	Min Min Encounter	Pg.103
Item F	Library	Pg.105

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

Item DW03 Applications for Work Camp Assistance – Revision of Eligibility Criteria

Ms Lynn Moore
Chief Executive Officer

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

Local Government Regulation - 275 Closed meetings

- (1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss -
 - (a) the appointment, dismissal or discipline of employees; or
 - (b) industrial matters affecting employees; or
 - (c) the local government's budget; or
 - (d) rating concessions; or
 - (e) contracts proposed to be made by it; or
 - (f) starting or defending legal proceedings involving the local government; or

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- (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.

DECLARATION OF INTERESTS

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

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

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

COMMONLY USED ACRONYMS

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



COUNCILLOR DECLARATION OF INTEREST
Declaration of a Conflict of Interest Form

Councillor: _____

Council meeting date: _____

Agenda Item Number: _____

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

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

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

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

Signed

Date



COUNCILLOR DECLARATION OF INTEREST
Declaration of a Material Personal Interest Form

Councillor: _____

Council meeting date: _____

Agenda Item Number: _____

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

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



**MINUTES OF THE POST ELECTION MEETING
OF THE BOULIA SHIRE COUNCIL
HELD ON MONDAY 20TH APRIL 2020
COMMENCING AT 8.30 AM**

Attendance:

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

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

Opening:

The meeting was opened at 8.51 am.

Acknowledgement of Traditional Owners

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

The Mayor also acknowledged past and present service personnel.

Declaration of Office

PURPOSE:

To record the elected representatives taking of the Declaration of Office after the election on 28th March 2020.

1. It is to be noted that Mayor Eric Britton took the declaration of office under section 169(2) of the Local Government Act in front of the Chief Executive Officer on 1st April 2020, by reading in confirming the following:

I, Eric Britton, having been elected as Mayor of the Boulia Shire Council, declare that I will faithfully and impartially fulfil the duties of the office, in accordance with the local government principles under the Local Government Act 2009, to the best of my judgement and ability.

2. Councillor Sam Beauchamp to take the declaration of office under section 169(2) of the Local Government Act to the Chief Executive Officer by reading in confirming the following:

I, George Samuel Beauchamp, having been elected as a councillor of the Boulia Shire Council, declare that I will faithfully and impartially fulfil the duties of the office, in accordance with the local government principles under the Local Government Act 2009, to the best of my judgement and ability

3. Councillor Tim Edgar to take the declaration of office under section 169(2) of the Local Government Act to the Chief Executive Officer by reading in confirming the following:

I, Timothy Edgar, having been elected as a councillor of the Boulia Shire Council, declare that I will faithfully and impartially fulfil the duties of the office, in accordance with the local government principles under the Local Government Act 2009, to the best of my judgement and ability

4. Councillor Jack Neilson to take the declaration of office under section 169(2) of the Local Government Act to the Chief Executive Officer by reading in confirming the following:

I, Jack Neilson, having been elected as a councillor of the Boulia Shire Council, declare that I will faithfully and impartially fulfil the duties of the office, in accordance with the local government principles under the Local Government Act 2009, to the best of my judgement and ability

5. Councillor Jan Norton to take the declaration of office under section 169(2) of the Local Government Act to the Chief Executive Officer by reading in confirming the following:

I, Jan Norton, having been elected as a councillor of the Boulia Shire Council, declare that I will faithfully and impartially fulfil the duties of the office, in accordance with the local government principles under the Local Government Act 2009, to the best of my judgement and ability

2020/PE4.1 NOMINATION OF DEPUTY AND ACTING MAYOR

PURPOSE:

Following the elected representatives having taken the Declaration of Office and now holding the position of Councillor, the first duty of the new Council is to elect a Deputy Mayor and Acting Mayor in the absence of both the Mayor and the Deputy Mayor.

Moved: Councillor Britton

Seconded: Councillor Neilson

1. That in accordance with section 175 of the Local Government Act 2009 appointment of the role of Deputy Mayor be in accordance with the following schedule:

2020 (one year term)
2021 (one year term)
2022 (one year term)
2023 (one year term)

Councillor Sam Beauchamp
Councillor Jack Neilson
Councillor Sam Beauchamp
Councillor Jack Neilson

2. That at this point in time no Acting Mayor is nominated.

Carried

Councillor Committee Nomination

PURPOSE:

To decide on Councillor representatives for various community and regional groups.

Councillors discussed representation at various community and regional groups, following which, the below selected members have been noted to represent the listed committees on behalf of Boulia Shire Council:

EXTERNAL COMMITTEES	PRIMARY	SECONDARY	STAFF SUPPORT
Outback Highway Development Committee - <i>Representative</i> (OHDC)	Mayor Britton	Councillor Neilson Councillor Norton	CEO - Lynn Moore
Remote Area Planning and Development Board - <i>Board Member</i> (RAPAD)	Mayor Britton	Deputy Mayor Beauchamp Observer: Councillor Edgar	CEO - Lynn Moore
Outback Regional Roads and Transport Group - <i>Representative</i> (ORRTG)	Mayor Britton	Deputy Mayor Beauchamp	DWO - Harin Karra
RAPAD Water & Sewerage Alliance - <i>Representative</i> (RAPADWSA)	Mayor Britton	Deputy Mayor Beauchamp	DWO - Harin Karra
Central West Regional Pest Management Group - <i>Representative</i> (CWRPMG)	Mayor Britton	Deputy Mayor Beauchamp	RLPO - Graham Smerdon
Local Disaster Management Group – <i>Chairperson</i> (LDMG)	Mayor Britton	Deputy Mayor Beauchamp	(XO position) - CEO - Lynn Moore
Local Disaster Management Group - <i>Deputy Chairperson</i> (LDMG)	Deputy Mayor Beauchamp	Advisors: Councillor Edgar, Councillor Neilson	(DXO position) – DWO Harin Karra
Inland Queensland Road Action Plan Group - <i>Representative</i> (IQ-RAP)	Mayor Britton	n/a	CEO - Lynn Moore
Western Queensland Local Government Association - <i>Representative</i> (WQLGA)	Mayor Britton	All Councillors	CEO - Lynn Moore
Australian Local Government Association - <i>Representative</i> (ALGA)	Mayor Britton	n/a	CEO - Lynn Moore
Outback Queensland Tourism Association – <i>Representative</i> (OQTA)	Councillor Norton	n/a	CSM - Julie Woodhouse

TECHNICAL COMMITTEES	PRIMARY	SECONDARY	STAFF SUPPORT
Outback Regional Roads and Transport Group - <i>Technical Committee</i> (ORRTG-tc)	DWO - Harin Karra	ENGINEER - Stuart Bourne, GBA	n/a
RAPAD Water & Sewerage Alliance - <i>Technical Committee</i> (RAPADWSA)	DWO - Harin Karra	ENGINEER - Stuart Bourne, GBA	n/a
Central West Regional Pest Management Group - <i>Technical Committee</i> (CWRPMG-tc)	RLPO - Graham Smerdon	DWO - Harin Karra	n/a

INTERNAL COMMITTEES	PRIMARY	SECONDARY	STAFF SUPPORT
Housing Committee	Councillor Norton	Councillor Neilson	CSM - Julie Woodhouse
Audit Committee	Mayor Britton	Deputy Mayor Beauchamp	FM - Kaylene Sloman
Boulia Historical Society	Deputy Mayor Beauchamp	Councillor Norton	CSM - Julie Woodhouse
Plant Committee	Councillor Neilson	Councillor Edgar	CEO – Lynn Moore DWO – Harin Karra

Meeting Closure

The Mayor closed the meeting at 9.54 am.

Confirmed:

Minutes confirmed _____

Resolution No. _____

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



**MINUTES OF THE GENERAL MEETING
OF THE BOULIA SHIRE COUNCIL
HELD ON MONDAY 20TH APRIL 2020
COMMENCING AT 10 AM**

Attendance:

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

Officers: Ms Lynn Moore (Chief Executive Officer)
Mrs Nicole Tonkies (Executive Assistant)

Opening:

The Mayor opened the meeting at 10.10 am.

Mr Harin Karra, Mr Ronnie Callope and Mr Daniel Kirk entered the meeting at 10.10 am.

Acknowledgement of Traditional Owners

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

The Mayor also acknowledged past and present service personnel.

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

2020/4.1 MINUTES OF THE MARCH 2020 ORDINARY MEETING

Moved: Councillor Beauchamp Seconded: Councillor Neilson

That the Minutes of the General Meeting held on 16th March 2020 be accepted.

Carried

**2020/4.2 PROCESSING OF COUNCILLOR DECLARATION OF INTERESTS –
APRIL 2020 ORDINARY MEETING OF COUNCIL**

Moved: Councillor Neilson Seconded: Councillor Britton

Council acknowledged receipt of the following Councillor Declaration of Interests relevant to reports in the April 2020 Ordinary Meeting of Council and resolved to handle the declaration as follows:

Councillor	Agenda Item Number	Type of Declaration	How the interest will be handled
Jan Norton	Item DWO5 - Applications for Work Camp Assistance	Conflict of Interest	Councillor Jan Norton has a perceived conflict of interest in the matter and, notwithstanding the conflict, may participate in the matter, discuss and vote upon it.

Carried

2020/4.3 ENGINEERING SERVICES REPORT – NEWS BRIEF FOR MARCH 2020

PURPOSE:

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

Moved: Councillor Edgar

Seconded: Councillor Beauchamp

That the Engineering Services Report – News Brief for March 2020 be received for information.

Carried

2020/4.4 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 Britton

Seconded: Councillor Edgar

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

Carried

Item DWO2 - Boulia Works Program 2018/21 was presented to Council for information only.

2020/4.5 DROUGHT COMMUNITIES PROGRAMME – EXTENSION: UPDATED PROJECT LIST

PURPOSE:

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

Moved: Councillor Britton

Seconded:

Councillor Edgar

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

Project	Scope of Works	Estimated cost
Community Hall	Painting exterior of the hall	\$40,000
Burke Street Hall (RSL)	Painting exterior of the Burke Street Hall	\$30,000
Urandangi Accommodation	Refurbishment of kitchen, roof and stairs	\$25,000
Rodeo Grounds planning and design for future development	Planning for future development	\$60,000
Rodeo Grounds Amenities	Installation of additional toilets	\$25,000
Town Footpath	As per Asset Management Plan	\$100,000

CPL yard and shed refurbishment	Repair driveways, drains and seal entrance and exit for the shed	\$120,000
Landscape and fence for the old Jail house	Install power, gidgee fence and landscape for the old Jail house	\$30,000
Rodeo Grounds Sound System, Fans and Wi-Fi network, switch board upgrade and cameras	Upgrade Sound system - Wi-Fi mixer, Wi-Fi camera, speakers, fans, electrical switch board and upgrade security cameras	\$180,000
Urundangi SCADA	Install new water monitoring system	\$10,000
Min Min Encounter PLC Script system upgrade	Upgrade PLC software script into newer language	\$100,000
Sports Centre Eaves	Sport Centre eaves refurbishments and repair leaks	\$120,000
Tennis Courts lighting, fencing and shade extension and upgrade	Upgrade fencing and lighting. Upgrade between swimming pool and courts (concrete works to stop weed growing and dirt blowing into the pool. Extend shade structure)	\$50,000
Small Cell Network Co-contribution		\$70,000
Shed at Heritage Complex for the Truck (50%)	Construct new shed for the Norris Truck. 50% funding from other source (Goodwood Pastoral)	\$40,000
Total Estimated cost		\$1,000,000

Carried

2020/4.6 FOREMAN, ROAD MAINTENANCE AND UTILITY SERVICES MARCH 2020 REPORT

PURPOSE:

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

Moved: Councillor Neilson Seconded: Councillor Britton

That Council receive the Foreman, Road Maintenance and Utility Services March 2020 report for information.

Carried

Mr Callope left the meeting at 11.50 am.

2020/4.7 WORK HEALTH AND SAFETY MARCH 2020 INFORMATION REPORT

PURPOSE:

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

Moved: Councillor Beauchamp Seconded: Councillor Britton

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

Carried

Mr Kirk left the meeting at 12.10 pm.

2020/4.8 NDRRA FLOOD DAMAGE WORKS DEPARTMENT MARCH 2020 REPORT

PURPOSE:

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

Moved: Councillor Britton Seconded: Councillor Edgar

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

Carried

2020/4.9 FOREMAN ROADS MAINTENANCE AND CONSTRUCTION MARCH 2020 REPORT

PURPOSE:

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

Moved: Councillor Neilson Seconded: Councillor Norton

That Council receive the Foreman Roads Maintenance and Construction March 2020 Report for information.

Carried

2020/4.10 RURAL LANDS PROTECTION OFFICER MARCH 2020 REPORT

PURPOSE:

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

Moved: Councillor Britton Seconded: Councillor Beauchamp

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

Carried

2020/4.11 CLOSED MEETING AT 12.17 PM

Moved: Councillor Britton Seconded: Councillor Neilson

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

Carried

2020/4.12 OUT OF CLOSED SESSION AT 12.27 PM

Moved: Councillor Neilson Seconded: Councillor Britton

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

Carried

The following recommendations were resolved from the closed session: 2020/4.13.

Councillor Norton declared a Conflict of Interest in the Item DWO5 Applications for Work Camp Assistance due to being distantly related to one of the applicants in the report. In accordance with the resolution made under 2020/4.2, Councillor Norton was able to participate, discuss and vote upon the matter.

2020/4.13 APPLICATIONS FOR WORK CAMP ASSISTANCE

PURPOSE:

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

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

That Council acknowledge the assistance for Work Camp as follows:

Applicant	Approved/Denied
Applicant H	Denied
Applicant I	Approved

Carried

Mr Karra left the meeting at 12.28 pm.

Meeting adjourned for lunch at 12.28 pm.

Meeting resumed at 12.51 pm.

2020/4.14 CEO BRIEFING FOR MARCH 2020

PURPOSE:

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

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

That the March 2020 CEO report is received for information.

Carried

2020/4.15 ACTION LIST

PURPOSE:

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

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

That the updated Action List report be received for information.

Carried

Mrs Kaylene Sloman entered the meeting at 1.11 pm.

2020/4.16 EPIDEMIC/PANDEMIC WORKFORCE MANAGEMENT 2020

PURPOSE:

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

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

That Council adopt the Boulia Shire Council Epidemic/Pandemic Workforce Management Plan as a guide to the provision of leave entitlements during any Epidemic/Pandemic outbreak.

Carried

2020/4.17 MANAGER CORPORATE & FINANCIAL SERVICES MARCH 2020 REPORT

PURPOSE:

Financial Summary as at 31st March 2020.

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

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

Carried

2020/4.18 BUDGET REVIEW MARCH 2020

PURPOSE:

Budget Review to 31st March 2020 based on trends to date.

Moved: Councillor Britton

Seconded: Councillor Norton

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

Carried

2020/4.19 POLICY REVIEW

PURPOSE:

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

Moved: Councillor Neilson

Seconded: Councillor Britton

1. That the policies as presented be adopted.

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

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

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

independent persons will be a total of 6 years.		
Inserted sentences – (i) The external audit plan for the external audit for the current financial year; (ii) Any key account position papers being prepared by Management as a part of the audit (iii) Significant project deliverables including but not limited to valuations of property, plant and equipment.	3	4.3/4/5
Inserted sentence – (ix) Review Council’s risk register at least annually and comment on Managements progress/rectification of issues	3	4.9
Inserted sentence – ▪ Review any other matter (eg: business or legal risks or legal actions) referred to it by the Chief Executive Officer. ▪ The minutes of each Audit & Risk Management Committee meeting, as soon as practicable after a meeting, will be tabled with Council	3	5

2. That a copy of the changes to the policies be forwarded to the Councillors electronically via email and the Councillor Hub.

Carried

2020/4.20 ACCOUNTS RECEIVABLE DEBTS TO BE WRITTEN OFF

PURPOSE:
To advise Council of the write off of uncollectable debts in preparation for end of financial year balancing.

Moved: Councillor Britton Seconded: Councillor Beauchamp
That approval be granted for the write off of \$4,464.37 of Accounts Receivable debts.

Carried

Mrs Sloman left the meeting at 1.51 pm.

2020/4.21 COMMUNITY SERVICES MARCH 2020 REPORT

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

Moved: Councillor Britton Seconded: Councillor Edgar
That the Community Services March 2020 Report is received for information.

Carried

2020/4.22 LIBRARY MARCH 2020 REPORT

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

Moved: Councillor Neilson Seconded: Councillor Beauchamp
That Council receive the Library March 2020 report for information.

Carried

2020/4.23 BOULIA SHIRE COUNCIL OFFICIAL AMBASSADOR

PURPOSE:

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

Moved: Councillor Neilson

Seconded: Councillor Edgar

That Ali S be appointed as the Boulia Shire Council Official Ambassador for the period 20th April 2020 to 31st December 2024.

Carried

2020/4.24 REMOTE COMMUNITIES EPIDEMIC/PANDEMIC SUB PLAN

PURPOSE:

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

Moved: Councillor Britton

Seconded: Councillor Norton

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

Carried

2020/4.25 3RD QUARTER OPERATIONAL PLAN REPORT 2019-2020

PURPOSE:

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

Moved: Councillor Neilson

Seconded: Councillor Britton

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

Carried

2020/4.26 DEVELOPMENT APPROVAL FOR THE AIRPORT INDUSTRIAL ESTATE

PURPOSE:

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

Moved: Councillor Britton

Seconded: Councillor Neilson

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

Carried

Meeting Closure

The Mayor closed the meeting at 2.22 pm.

Confirmed:

Minutes confirmed _____

Resolution No. _____

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

UNCONFIRMED MINUTES

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Engineering Services Report – News brief for April 2020	DOC REF: Item E1
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REPORT BY:	STUART BOURNE GBA - SENIOR CIVIL ENGINEER	DATE: 05/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 2: Building and maintaining quality infrastructure

2.1: Well connected

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

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

2.2: Well serviced

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

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

PURPOSE:

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

CONTENT:

1. Visits to the Shire

Nil

2. Flood Damage Works

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

The March 2018 flood event (North and North West Queensland Low and Associated Rainfall and Flooding 24th February – 8th March 2018). March REPA submission (BoSC 23.18) has been approved by QRA, value of \$3.99 million. Works to be completed by 30 June 2020 – nearly complete.

The March 2019 Flood Event (Severe Tropical Cyclone Trevor and Associated Low Pressure System 19-27 March 2019) Emergency Works is completed and approved for value of \$1.050 m. In Field assessment was held in Boulia on the 16-19th September for the REPA works. Submission has been Approved by QRA for a total value of \$14,231,596.59. Job Management Plan completed. Cultural Heritage assessment in progress. Gravel Request for Tender advertised on the 8th May and closing on 29th May. Scope of works updated in Asset Edge Recover system.

The Jan 2020 Monsoonal Flooding Event (QLD Monsoonal Flooding, 23 Jan – 3 Feb 2020) has been activated. Emergency works are completed. Emergency Works submission Draft:001588 is in MARS portal to be lodged, pending addition of financial information and supporting evidence. REPA Pickup has been completed on Donohue Highway only. REPA Submission has been uploaded to MARS with submission value of \$567,721.44 (Draft 001701), pending review and lodgement.

3. Other

Donohue Highway: Outback Way Funding Package 2

Contract	Location	Length	Project Funding	AG Contribution	SG/LG Contribution	Year	Comment
1	111.1-116.5 (Georgina)	5.16	\$2.18m	\$1.744m	\$0.436m	19/20	Works sealed to the

	Approaches – Stage 6)						Georgina Bridge.
2	206.5 – 213.5 (Kellys Ck end – Stage 5)	7	\$2.965m	\$2.372m	\$0.593m	19/20 & 20/21	Design Complete. Pegging early May. CH clearance pending.
3	213.5-220.59 (Emergency Airstrip end – Stage 5)	7.09	\$2.97m	\$2.376m	\$0.594m	20/21	Design Complete
4	233-238,6 (Ridges – Stage 4)	5.6	\$2.36m	\$1.888m	\$0.472m	20/21	Design Complete
		24.85	\$10.475m	\$8.38m	\$2.095m		

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

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

Two Tanks Stage 8 and Stage 7 Survey is complete. Design complete for Stage 7, design almost complete for Two Tanks Stage 8.

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

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

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

Works commencing on Outback Way stage 5 Ch 206.45 – 211.45 (5 Km) this month (May), estimated completion end of June 2020. Set out pegging in progress. CH Assessment in progress.

4. DTMR Contracts

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

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

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

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

The Jan 2020 Monsoonal Flooding event (QLD Monsoonal Flooding, 23 Jan – 3 Feb 2020) has been activated, Pickup of Marion Downs on Boulia - Bedourie Rd completed. RADAR assessment and additional photo upload completed.

CONSULTATION: Nil – information update only

GOVERNANCE IMPLICATIONS:

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

CONCLUSION: Information update only

RECOMMENDATION:

That the Engineering Services Report – News brief for April 2020 be noted.

ATTACHMENTS: Flood Damage Events - Detailed Summary

Reviewed by Director of Works and Operations

Mr Harin Karra

Approved by Chief Executive Officer

Ms Lynn Moore

Boulia Shire Council

Flood Damage Events - Detailed Summary (05/05/2020)

QRA Event Code	Activation	Type	Submitted Value(Inc PM,Esc and Cont)	Approved Submission Value (Inc PM,Esc and Cont)	Total Expenditure to Date	Comments
BoSC.23.18	March. 2018	REPA	\$ 7,200,421.00	\$ 3,994,189.65	\$ 2,560,380.75	Works almost complete
BoSC.0006.1819G.REC	March. 2019	REPA	\$ 14,706,416.51	\$ 14,231,596.59		Approved, works commenced
DARFT: 001588	Jan/Feb 2020	Emergency Works				Works completed. EW submission In MARS, Pending financial info/supporting evidence and lodgement.
DRAFT: 001701	Jan/Feb 2020	REPA	\$ 567,721.44			REPA Submission in MARS, Pending lodgement

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Grants Work Status Summary – April 2020	DOC REF: Item DWO1
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REPORT BY:	Mr Harin Karra Director of Works and Operations	DATE: 08/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

Key Priority 2: Building and maintaining quality infrastructure

2.2: Well serviced

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

PURPOSE:

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

CONTENT:

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

W4Q - Work for Queensland Three

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

LGGSP - Local Government Grants and Subsidies Program

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

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

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

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

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

CONSULTATION:

George Bourne and Associates (GBA) – various tenders.

GOVERNANCE IMPLICATIONS:

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

RECOMMENDATION:

That the Grants Work Status Summary - April 2020 report on the progress of the funded projects be received for information.

ATTACHMENTS: Grant Project Summary

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

Boulia Shire Council Projects / Grants Update Register

Grant Summary Status Update
As at 8 May 2020

No. of Projects	GRANTS	PROJECTS Description	Grant Source	Approved Grant	Council Contribution	Total Allocation for the Project \$	Grant end date	Current Status of the Project
1	Urandangi clinic \$50k	Project plan to be revised by Dr Don – Lynn completes the 1/4ly reporting.	RFDS	\$ -		\$50,000	30-Jun-19	New list received for the maintenance.
2	Well Being Centre	House - 3 Dialysis Rooms	DCP-Drought \$572,900		\$7,200	\$580,100	30-Dec-19	Skirting to be installed on entrance side with the landscaping.
3	Depot Cement Shed	Demolish existing shed and replace	Council Project		\$250,000	\$250,000 -		Work will commence after Industrial subdivision completed. Early 2021.
4	Boulia Industrial Estate	Construct Industrial blocks	Building our Regions Round 4	\$ 994,800		\$ 994,800	3-May-21	Approval received for the extension of time. Earthworks will resume towards end of the year (December 2020).
5	Urandangi Water Tanks Relining & Hydrosmart Installation	Urandangi Water Tanks Relining and Hydrosmart Installation	LGGSP	\$ 202,400	\$ 50,600	\$ 253,000.00	30-Jun-21	Quotes received. Order will be issued soon.
6	Security Cameras & Installation	Upgrade the security systems at Library, Sports Centre, Administration Office. New system installation at Heritage Complex and Dump.	LGGSP	\$ 77,467	\$ -	\$ 77,467.00	30-Jun-21	Yet to commence.
	Boulia Town Infrastructure Upgrade	W4QR301 2019-21	W4Q R3	\$ 520,000	-	\$ 520,000.00	30-Jun-21	
7	Spelling Yards	Bring it to safety standards and obtain certification to spell organic cattle.		\$ 100,000				Steel received.
8	Cement Shed and fencing @ Industrial Precent	Install new cement shed and fencing at the new industrial yard.		\$ 100,000				Yet to commence.
9	Earth Bund around the General waste Pit	Construct earth bund around general waste pit.		\$ 20,000				Variation approved. Project yet to commence.
10	Amenities Refurbishment (Sports Centre)	Male and Female Toilets Refurbishment		\$ 170,000				In progress to ordering material.
11	Depot upgrade	Shade shelter for the equipment storage. Majority of the equipment has been exposed to the weather.		\$ 60,000				Design commenced.
12	Double Garages	Install new Garages at 56 Moonah St and 35 Wills St		\$ 60,000				Sheds will be completed in May/June 2020.
13	Hamilton - Herbert Street Cnr block development	Install concrete slab and shelter for the wagon.		\$ 10,000				Jail house has been relocated. Concrete slab completed and relocated wool wagon. Landscape to be completed.

Boulia Shire Council Projects / Grants Update Register

No. of Projects	GRANTS	PROJECTS Description	Grant Source	Approved Grant	Council Contribution	Total Allocation for the Project \$	Grant end date	Current Status of the Project
Boulia Town Water Infrastructure Upgrade								
	W4QR302	2019-21	W4Q R3	\$ 180,000	-	\$ 180,000.00	30-Jun-21	
14	Hydrosmart @ SES Bore	Install water softener to the water main.		\$ 30,000				Order yet to be sent.
15	Water Meter	Install new smart water meters for the businesses.		\$ 30,000				Received one proposal still waiting on second proposal.
16	Wash-down Bay Upgrade	Refurbishment - Repair retaining walls, drainage system, cover the pump for the water splashing, electronic key system to use.		\$ 120,000				Yet to commence.
Urundangi Town Infrastructure Upgrade								
	W4QR303	2019-21	W4Q R3	\$ 130,000	-	\$ 130,000.00	30-Jun-21	
17	Urundangi Park Upgrade	Install new play equipment.		\$ 50,000				Procurement commenced.
18	Fuel setup for Urundangi	New self bunded fuel storage and fuel management system. Current setup does not comply with WHS and EPA standards.		\$ 80,000				In-progress.
Boulia Shire Road Network Upgrade Signage & Weed Control								
	W4QR304	2019-21	W4Q R3	\$ 200,000	-	\$ 200,000.00	30-Jun-21	
19	Shire Road Signage	Install information signage. Improve directional signage on the road network.		\$ 100,000				Signage audit commenced. To be completed by end of June 2020.
20	Weed Spraying	Co-contribution for the Pests and Weeds in Drought Funding.		\$ 100,000				80% work completed.

Boulia Works Program 2018/21

ID	Task Name	Duration	Start	14 May '18	30 Jul '18	15 Oct '18	31 Dec '18	18 Mar '19	3 Jun '19	19 Aug '19	4 Nov '19	20 Jan '20	6 Apr '20	22 Jun '20	7 Sep '20	23 Nov '20	8 Feb '21																				
				27	2	7	12	18	23	29	3	11	16	22	27	2	7	13	18	24	29	5	10	16	21	27	1	7	12	18	23	28					
1	Boulia Works Programme	953 days	Mon 2/07/18																																		
2	RMPC Crew	491 days?	Mon 2/07/18																																		
3	General RMPC	261 days?	Tue 2/07/19																																		
4	Edge Repair (Mechanical)	261 days?	Tue 2/07/19																																		
5	Pothole Patching	261 days?	Tue 2/07/19																																		
6	Other Roadside Works	261 days?	Tue 2/07/19																																		
7	Install New Signs (excluding guide signs)	261 days?	Tue 2/07/19																																		
14	Emergent Works DTMR	30 days	Mon 3/02/20																																		
15	Jims Crew	890 days?	Wed 28/06/17																																		
16	RMPC Heavy Shoulder Work	50 days	Mon 10/02/20																																		
17	Side track fro grid replacement at Dajarra	3 days	Mon 20/04/20																																		
18	Side track fro grid replacement at Redhead	3 days	Thu 23/04/20																																		
19	Marion Flood Damage	3 days	Tue 28/04/20																																		
20	RMPC Heavy Shoulder Work - Boulia - Winton Road	20 days	Fri 1/05/20																																		
21	Batter Slope Work on Mt Isa Road	7 days	Fri 29/05/20																																		
22	Donohue Package 2	890 days?	Wed 28/06/17																																		
25	Prime and two coat Seal	5 days	Mon 25/11/19																																		
26	Chainage 114.46 - 116.5 (1.8km)	80 days	Wed 21/08/19																																		
27	Side-track	20 days	Tue 9/06/20																																		
29	Emergent Works DTMR and RMPC	44 days	Mon 3/02/20																																		
30	Chainage 206 - 213.5 (7km)	35 days	Fri 15/05/20																																		
31	Chainage 213.5 - 220.59 (7.09km)	130 days	Fri 3/07/20																																		

Date: Fri 8/05/20

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



BOULIA SHIRE COUNCIL
Report for Ordinary Meeting held on 18th May 2020

TITLE:	Request to Relocate Primary Road to Rural Property	DOC REF: Item DWO4
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REPORT BY:	Mr Harin Karra Director of Works and Operations	DATE: 11/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 2: Building and maintaining quality infrastructure

2.1: Well connected

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

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

PURPOSE:

To present to Council a request to change the primary access road for Dover Station.

CONTENT:

Council has received a request from Brett and Sue Campbell in relation to the relocation of the primary access road for Dover Station.

Dover Station is located 268km from Winton, 135km from Boulia and 190km from McKinlay. There are two roads that can be utilised to access the station:

- McKinlay Road (the current primary access road)
- Boulia-Winton Road

The current primary access road is proving problematic as it is where the Wilgunya Channels are situated. These channels generally rise during wet periods and other inclement weather events that affect the region, as run off from rivers and creeks are caught there, cutting off the McKinlay Road and often hindering passage through to the property as well as taking some time to subside back to a passable level. During these times, the owners, who live in Winton, are left with no option but to travel extra distances to be able to safely enter the property.

In order to help alleviate the issue, Mr and Mrs Campbell, have asked for Council's consideration to change the main access road for Dover Station to the Boulia-Winton Road through Lucknow Station.

This report seeks Council's feedback in relation to the request.

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Changes to road registers

RECOMMENDATION:

That Council (approve/deny) the request from Mr and Mrs Campbell to transfer the main access road for Dover Station from the McKinlay Road to the Boulia-Winton Road.

ATTACHMENTS: Nil

Approved by Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL
Report for Ordinary Meeting held on 18th May 2020

TITLE:	NDRRA Flood Damage Works Department April 2020 Report	DOC REF: Item A
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REPORT BY:	Gordon Stumbris Consultant Works Overseer	DATE: 11/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 2: Building and maintaining quality infrastructure

2.1: Well connected

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

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

PURPOSE:

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

CONTENT:

Flood Damage

Toby Harris Crew - Currently working on the 2019 Flood Damage Event concentrating on the Donohue Highway. Of the four gravel sections of pavement that this event impacted, this crew has fully completed two sections and are heavily involved in the third section. This crew will also undertake the five kilometres of pave/seal at Ch 206.560. That being at the end of Kelly' Creek seal, when full cultural clearance has been approved.

Mixed Crew - With the completion of the Selwyn Connection Rd, this has finalised the March 18 Event consisting of Flood Damage Restorations to eighteen out of our twenty road pavements. This program of works was carried out in under 10 months plus well within (QRA) budget, a truly remarkable result. This crew now will concentrate on RMPC Heavy Shoulder Grading on the Winton Rd (99 D commencing at Bedourie Rd). Timeframe of twenty working days is anticipated for completion.

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

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

RECOMMENDATION:

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

ATTACHMENTS: Nil

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

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Foreman, Road Maintenance and Utility Services April 2020 Report	DOC REF: Item B
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REPORT BY:	Mr Ron Callope Foreman, Road Maintenance and Utility Services	DATE: 05/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment
 1.1: Promotion of community events, services and facilities
 1.1.3 Maintain a high quality of life by providing facilities and resources that encourage a secure, interactive and progressive community lifestyle

PURPOSE:

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

CONTENT:

All Shire roads were open for the month of April with the COVID-19 Restrictions of Essential Travel only in place.

<u>Apr-20</u>	TOTAL			
	Open	Closed	Restricted	COVID-19 Restrictions
BOULIA - DAJARRA RD	30			30
DAJARRA - MT ISA RD	30			30
BOULIA - WINTON RD	30			30
BOULIA - BEDOURIE RD	30			30
BOULIA - QLD BORDER RD	30			30
QLD BORDER - ALICE SPRINGS RD	30			30
URANDANGI SOUTH RD	30			30
URANDANGI NORTH RD	30			30
TOOLEBUC RD	30			30
COORABULKA RD	30			30
SLASHERS CREEK RD	30			30
SPRINGVALE RD	30			30
SELWYN RD	30			30

Race Course:

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

Chlorine level testing	We are currently out of the Chlorine Gas which results in manual dosages happening again at the moment until more gas arrives which is scheduled to arrive on the 15 th May 2020.
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Parks and Gardens:

Council, Min Min, ANZAC and Airport gardens	All garden areas are continuing being worked on (watering, weeding etc.) to ensure they are kept in good order. Due to COVID-19, Robinson Park is closed to the public (general maintenance will however continue).
Signage	RMPC signage is still an ongoing project. The Road Construction Crew and Sign Crew are currently working on the Boulia – Dajarra section completing signage, edge repair and heavy shoulder grading.
Mowing/Whipper Snipping	Our crew was kept busy with mowing and whipper snipping being completed in the following areas on these days throughout April: <ul style="list-style-type: none">• 1st April – Pensioner Units, Town Entrances & Footpaths• 6th April – Footpaths & Sports Centre (inside)• 7th April – Sports Centre (outside) & Footpaths• 8th April – Post Office, Water Tank & Community Resident Yard (Work Camp Approved Assistance)• 14th April – Medium Strips, Footpaths, Community Resident Yard (Work Camp Approved Assistance)• 15th April – Community Resident’s Yard’s (Work Camp Approved Assistance) & Robinson Park• 16th April – Back of Shire Hall, Airport, Town Entrances, & Melrose Place• 17th April – Airport, Sports Centre, Safety School Park & Sports Centre Oval• 20th April – Footpaths• 21st April – 7 Wills Street (mowing & cleaning)• 22nd April – Medium Strips• 27th April – Footpaths & Pensioner Units• 28th April – Sports Centre & Footpaths• 29th April – Footpaths• 30th April – Health Centre & Back of Oval

Town entrances:

Boulia–Bedourie–Winton roads intersection	The moon rocks project is still at 98%, we are awaiting more moon rocks to arrive to add to the display working in with the contractor’s trucks to be working in the area and back load the rocks back to town. Once these rocks are installed the project will be complete.
Three Mile Campground	The area has been maintained with general maintenance with regular slashing and whipper snipping.

RMPC/Works crew:

Due to time limits we have utilised the contractors along with our Council staff to complete urgent RMPC tasks throughout the Shire. This has resulted in our total Defects going from 1009 last month to 588 this month.

Jim's Crew and the RMPC Crew are currently working on the Boulia – Mount Isa Road in the Barcaldine section (93E) working towards completing Heavy Shoulder Grading, Edge Repairs and Signage; Anthony Britton is currently working on the same section cleaning and repairing grids with Peter Hindom.

On the Boulia – Winton (99D) road we currently have Harris Contractors de-grassing the shoulders and cleaning culverts. These same sections will then have commencing 12th May the Mixed Contractor's Crew working on Heavy Shoulder Grading.

RMPC Budget	Boulia Shire RMPC Defects			
	April 2020 Total Defects 588			
	Road	Funded	Safety Defects (Unfunded)	Total
	93D Bedourie - Boulia	16	50	66
	93E Boulia - Dajarra	51	52	103
	93F Dajarra - Mount Isa	218	116	334
	99D Winton - Boulia	41	44	85

Urandangi:

Urandangi	<p>Regular Council services continued over the month of April (mowing, whipper snipping, rubbish collection etc.)</p> <p>With the Australian Army Force in town they have been working with our staff to do tidy up projects on areas that have been unable to be addressed in the past due to needing more manpower.</p> <div style="text-align: center;">  </div> <p style="text-align: center;"><i>Queensland/Northern Territory Border Check Point in Urandangi.</i></p>
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Water and Sewerage:

Boulia Township

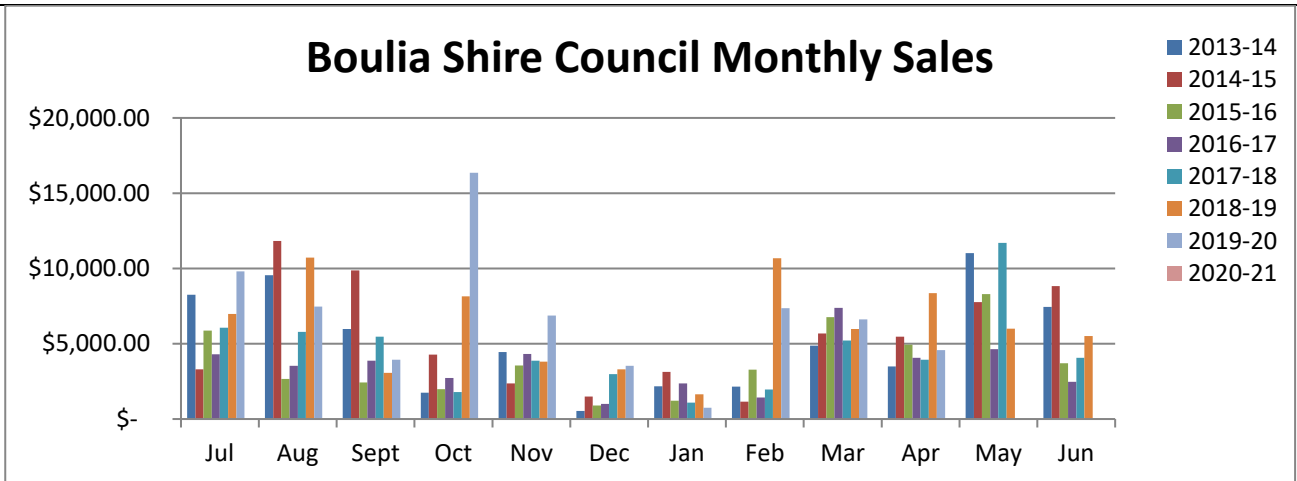
Call outs – water	Nil
Call outs – sewer	Nil
Broken mains	Nil

Urandangi Township

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

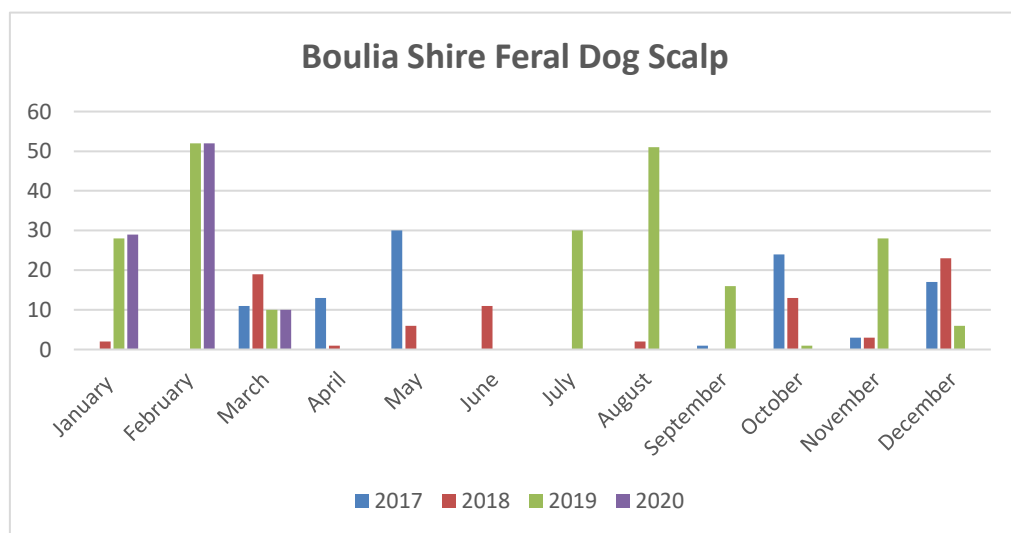
Boulia Airport activity:

Number of call outs: RFDS	Nil
Fuel re-supply	8 in total, 2 of which were call-outs

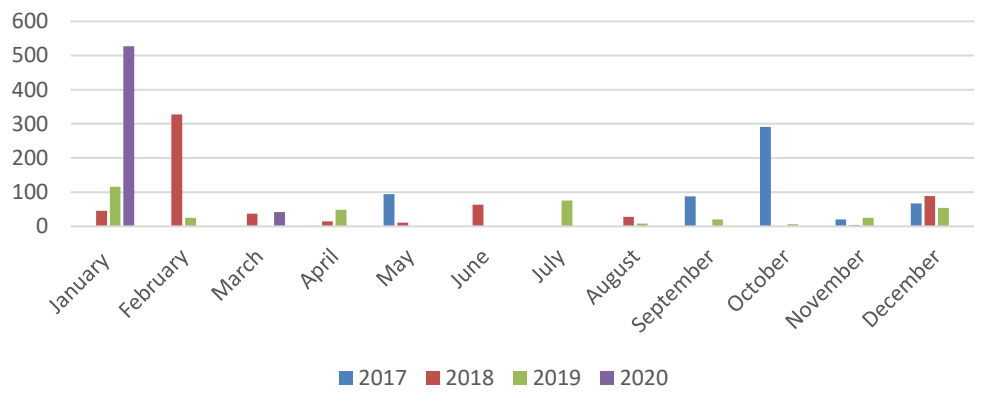


Boulia Feral Animal Bounty Claims:

Feral Pigs	0
Feral Dogs	0



Boulia Shire Feral Pig Snout



Metro Count Data:

With the current COVID-19 restrictions in place and the wet weather we had during February and March, there has been minimum travel on the roads; this has resulted in a malfunction on some of the readers as when they go a long period of time without traffic passing over the counters, they can go into a power saver/sleep mode until reset.

Month	Road	Location	AADT	Total All Vehicles	Total HV	AADT % HV
April 2020	Burke St (Pool)	Boulia	66	1987	72	3.6
	Coorabulka Rd	Ch 1.20km	4	117	7	6.0
	Donohue Hwy	Ch 2.50km	26	651	107	16.4
	Donohue Hwy	Ch 201.00km (Kelley's Ck)				
	Headingly Rd	Ch 24.64km (Toby Ck)	0.13	4	0	0.0
	Selwyn Rd	Ch 2.50km	23	697	117	16.8
	Toolebuc Rd	Ch 0.10km	6	181	30	16.6
	Urandangi North Rd	Ch 0.04km	17	524	31	5.9
	Urandangi Border Rd	Ch 9.22km	0	0	0	
	Urandangi South Rd					

CONSULTATION: DWO as required.

GOVERNANCE IMPLICATIONS: All work completed within budget allocations.

RECOMMENDATION:

That Council receive the Foreman, Road Maintenance and Utility Services April 2020 report for information.

Reviewed by Director of Works and Operations

Mr Harin Karra

Approved by Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Rural Lands Protection Officer April 2020 Report	DOC REF: Item D
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REPORT BY:	GRAHAM SMERDON Rural Lands Protection Officer	DATE: 01/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 4: Caring for the environment

4.3: Sustainable

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

PURPOSE:

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

CONTENT:

RLPO:

The month was spent doing weed spraying, animal control and 1080 baiting.

TOWN COMMON:

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

PONY CLUB PADDOCK:

Replacement/realignment of the road fence - I have so far only received one quote back, I am still waiting for the other quotes to come in.

DOMESTIC ANIMAL CONTROL:

There were some complaints about stray dogs and have spoken to the owners.

CWRPM (TECHGROUP)

There has been no news about when the spraying of the Sticky Florestina will take place once the restrictions to do with COVID -19 are finished.

WEED SPRAYING SHIRE ROADS:

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

RMPC:

With the RMPC weed spraying, I have finished the Boulia/Bedourie Rd and have also finished the Boulia/Winton Rd. I will be starting on the road from Ardmoo Boundary to the Mt Isa Boundary soon.

GRAVEL/BURROW PITS:

I will be going back to the pits and where the Parkinsonia bushes were really thick (and I could not get the Graslans pellets around all of the bushes) and putting more pellets out to get a 100% kill.

STOCK ROUTE:

We were not lucky enough to receive any of the capital Works Funding this time. When the next round is opened for Expressions Of Interest, I will try again. Let's hope we have better luck next time.

1080 BAITING:

I had a phone call from the Manager of one of the properties about doing some 1080 baiting and I went and treated 450kg with pig strength 1080. The manager was hoping to

do more but things didn't go the way they had planned. The dates and times for the first round of baiting have been sent out. One property owner has already phoned me about doing some baiting in the first round.

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMENDATION:

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

Reviewed by Director of Works and Operations

Mr Harin Karra

Approved by Chief Executive Officer

Ms Lynn Moore

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

Regular toolbox talks were occurring in all areas of Council operations as needed, however, due to issues with COVID-19, toolbox training has been suspended. Induction training is still continuing with 8 being conducted during April.

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

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

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

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

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

INCIDENTS REPORTED

Nil

RECTIFICATION ACTION PLANS (RAP):

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

TRAINING REQUIRED:

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

RECOMMENDATION:

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

Reviewed and Approved by Chief Executive Officer	Ms Lynn Moore
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BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	New Policy - Working from Home	DOC REF: Item WHSA2
REPORT BY:	Mr Daniel Kirk Work Health and Safety Advisor	DATE: 06/05/2020
CORPORATE PLAN REFERENCE: Key Priority 5. Robust Governance 5.1: Confidence 5.1.1 Manage Council's operations in an effective manner by clearly defining the functions, services, roles and responsibilities of Council		
PURPOSE: To present to Council a new policy for consideration and adoption – the Working from Home Policy.		
CONTENT: Boulia Shire Council generally requires employees to attend work at their allotted workplace according to their agreed hours, however Council also recognises that there may exist circumstances whereby approval may be given for employees to work from home. In light of these circumstances, a new Working from Home Policy has been created to provide guidance to staff that are required to work from home. This report seeks Council's adoption of the new policy.		
CONSULTATION: ManEx committee		
GOVERNANCE IMPLICATIONS: <ul style="list-style-type: none">• No budget implications• Meets statutory compliance requirements		
RECOMMENDATION: <ol style="list-style-type: none">1. That Policy 154 Working from Home Policy be adopted as presented.2. That a copy of the policy be forwarded to the Councillors electronically via email and the Councillor Hub.		
ATTACHMENTS: Policy 154 Working from Home Policy		
Reviewed and Approved by Chief Executive Officer		Ms Lynn Moore



BOULIA SHIRE COUNCIL

WORKING FROM HOME POLICY

Category:	Policy
Policy Number:	154
Document Version:	1
Obsolete Version:	N/A
Keyword Classification:	WHS
Summary:	The purpose of this document is to provide guidance to staff required to work from home.
Adoption Date:	TBA
Resolution:	TBA
Due for Revision:	Every three years or as impacted by legislation
Revision date:	18 th May 2023
Date revoked:	N/A
Related documents:	<i>I Auditor Risk Assessment – Inspection of Home Workplace</i>
Responsible Section:	WHS
Responsible Officer:	WHSA
Legislation:	WHS Act and Regulations 2011 Boulia Shire Council Certified Agreement 2019

PURPOSE:

The purpose of this policy is to ensure that any Boulia Shire Council staff required to work from home are able to complete their duties in a safe manner.

Boulia Shire Council generally requires employees to attend work at their allotted workplace according to their agreed hours. Boulia Shire also recognises that there may exist circumstances whereby approval may be given for employees to work from home, these circumstances may include the following:

- Where employees are advised to self-quarantine as a result of a Federal or State Government order and are still able to perform the majority of their normal duties.
- Where employees are quarantined as a result of illness or injury to themselves or a family member and are still able to perform the majority of their duties.
- Where an employee makes formal application to the CEO for approval to work at home due to exceptional circumstances.

Boulia Shire Council is committed to ensuring the health, safety and welfare of all individuals in the workplace. An important part of ensuring the health, safety and welfare of all individuals while at work includes the management of employees working in various different working environments including working from home.

ORGANISATIONAL COMMITMENT

Boulia Shire Council is committed to the health, safety and welfare of employees working in various different working environments, including employees working from home.

Boulia Shire Council will ensure that:

- All risks as related to working from home are appropriately assessed.
- The provision of safe systems of work.
- All risks as related to working from home are effectively controlled.

MANAGEMENT COMMITMENT

Boulia Shire Council management will ensure that:

- Procedures are put into place which minimize or remove the health and safety risks to employees working from home.
- Sufficient resources are provided to ensure that the systems of work in place are safe.
- Employees receive relevant and suitable information, instruction and training to allow them to work at home without risks to their health and safety.
- Appropriate provisions for the supervision of employees working from home will be negotiated by way of consultation.

EMPLOYEE COMMITMENT

Boulia Shire Council employees working from home will meet and comply with all working from home procedures that are in place.

DRAFT

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	CEO Briefing for April 2020	DOC REF: Item CEO1
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REPORT BY:	Lynn Moore Chief Executive Officer	DATE: 04/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.1: Confidence

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

PURPOSE:

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

CONTENT:

Regional Community Precinct (Hub)

Meeting with the architects occurred on 18th - 20th March with surveying completed for levels with regard to flood heights. Survey plan documents have been prepared and submitted to CEO and we are now waiting on supported draft design concepts after consultation with colours completed by staff in readiness for the proposed next round of funding if we are successful.

Amalgamation of land to progress this project is listed as a separate report – Deed of Grant application.

Boulia Shire Certified Agreement 2019-2023

Work is progressing on the following:

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

Town Planning Scheme

The Town Planning Scheme was on display until 23rd April with a paper copy available at the front office for the public to view and make comment on. This serves to adhere to all the requirements of the Planning Act - Communication strategy. No comments have been received so we will progress the formalisation of the Town Planning Scheme with the Department of Local Government and Planning.

2020 Budget Planning, Operational Plan, Organisational Structure

The first of the budget workshops was completed on 11th May and this incorporated the Plant Committee review and Audit and Risk Management Committee review.

Operational plans and also the review of the Organisational chart will also be reviewed.

Councillor training

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

COVID-19

Since 16th March I have personally dealt with 579 pieces of email correspondence which required action/information, another 268 which were ancillary pieces of information – mostly of a duplicated nature, 17 teleconferences and innumerable phone calls.

We as a Council have been requested by several different government departments to provide information on the updating of our Disaster Management Plans, Pandemic Plans, Workforce Management Plans (for an epidemic) and Risk Management Plans. We have

also been required to provide infrastructure projects which will help boost the economy and our town, by several different departments which required slightly different responses. Numerous surveys have been requested usually of an URGENT nature some with incredibly tight timeframes.

In the meantime we have been securing the safety of our town as far as possible by being proactive in developing the voluntary notification sheet which was done almost immediately. VMS signage was secured with the assistance of TMR. In the process we have delivered countless pieces of information via Facebook, email blast and our website (COVID-19 page developed early). The safety of our staff is a priority and we introduced restricted access to the Post Office and administration building. Strict processes are in place in all of our buildings of which the staff are to be congratulated. We have trialled staff working from home to test the system which at present is working. We have been successful in putting in place all the necessary processes should the virus eventually impact Boulia.

CEO Meetings

I have deliberately not listed these as many are COVID-19 related. However, the regular ManEx meetings are still taking place as these are a vehicle to progress our other projects of which there are many still moving forward.

ATTACHMENTS: Nil

RECOMMENDATION:

That the April 2020 CEO report is received for information.

Chief Executive Officer

Ms Lynn Moore

Boulia Shire Council Action List

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

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Wednesday 18 th December 2019				
18/12/2019		Cllr Rick Britton: To be taken to ORG Tech/Strategic Groups – relationship between activation of road funding money and time span made available for completion of works needs to be adjusted for remote Councils	DWO/GBA	06/04/2020 Form 13 and request of extension letter sent to QRA. 04/03/2020 ORRTG SG approved the letter to send QRA and Emergency Australia management. 10/02/2020 Raised at Tech meeting in February. 13/01/2020 An agenda item has been added for the ORRTG Tech meeting 4th February regarding the extension of time for flood damage timelines to be changed to 2 years from date of approval.
18/12/2019		Cllr Rick Britton: During upgrades to washdown bay facility, look at possibilities for accommodating double deckers e.g. ramp access in order to prepare for future possibilities in line with Council's organic spelling yard.	DWO	10/02/2020 To be considered during upgrade works.
18/12/2019	2019/12.8	2. That the Town Common Stock Route Fence/Stock Baulk be deferred for investigation on Town Common leasing to be obtained.	DWO/RLPO	CEO 05/03/2020 Further info sought from DNRME (email). 14/01/2020 (CEO) DNRME request for information done.
Monday 20 th January 2020				
20/01/2020		Cllr Neilson: Provide a statistics report on the return of the new bores	FM	27/04/2020 Can only charge back for access to water and not per mega litre taken. This land is not privately owned land, therefore under Resolution no. 2014/9.9 there is no compensation to be made. 31/03/2020 Reviewing data, in progress. 10/02/2020 In progress
	2020/1.8	That Council: - endorses the Community Engagement Action Plan for public consultation of the proposed planning scheme; - resolves to request the Chief Executive administering the Planning Act to undertake a State interest review of the proposed planning scheme, in accordance with Step 3 of Stage 2 of the prescribed process set out in the 11 April 2018 notice issued to Council under section 18(3) of the Planning Act; - resolves to undertake public consultation of the proposed planning scheme in accordance with Step 8 of Stage 2 of the prescribed process set out in the 11 April 2018 notice issued to Council under section	CEO	05/05/2020 DLG have been advised there were no objection to the Town Planning Scheme which were received. 21/01/2020 Documents released for public consultation - public consultation period is from 21st Jan up to and including 23rd April.

Item CEO2

		18(3) of the Planning Act 2016 for a period of 40 business days.		
	2020/1.19	That Council consider: - the extension of the CEO contract for a further term of 3 years (due 30/6/2020) and that the Mayor and Deputy Mayor negotiate the renewal of this contract. - the extension of the DWO contract for a further term of 3 years (due 15/5/2020) and that the Mayor and Deputy Mayor review and approve the recommendations by the CEO for the renewal of this contract.	CEO	20/01/2020 In accordance with the current contract conditions requiring 6 months notice prior to the expiry of an Executive contract, both CEO and DWO have indicated that they would be happy to extended the contract with Council and the Council also indicated same. As the contracts expire new contracts to be negotiated (May - DWO) (CEO - June).

Monday 17th February 2020

17/02/2020		Flyer to be sent out to the community about how one of squash courts could be repurposed/general suggestions for Sports Centre use	CSM /EA	05/05/2020 Collation of ideas for May meeting. 27/02/2020 Notice sent out to the community with a closing date of 24/3/20. CSM to collate responses.
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17/02/2020	2020/2.24	That Council replace the old Pony Club paddock fence with a new fence not including a floodgate.	RLPO	13/05/2020 Works to recommence when COVID-19 restrictions are lifted/eased and Work Camp are able to travel to Boulia again. Obtaining fencing quotes as a possible alternative to Work Camp completing due to unknown return date. 05/03/2020 To be attended to after rain events.
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Monday 20th April 2020

20/04/2020	2020/4.26	1. That the Development Approval for the Airport Industrial Estate be endorsed by Council and received for information. 2. That the CEO do all things necessary to finalise the registration of the survey plans.	CEO	05/05/2020 Work to commence with final survey plans to be drawn up once the work has been completed and then registered.
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COUNCILLOR INFORMATION REQUESTS BETWEEN MEETINGS

Date	Item	Project – or Issue:	Response:
18/12/2019		Cllr Beauchamp: Future idea – Drone Park	

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

Report for Meeting held on 18th May 2020

TITLE:	Council Meeting Dates from June to December 2020	DOC REF: Item CEO3
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REPORT BY:	Ms Lynn Moore Chief Executive Officer	DATE: 27/04/2020
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CORPORATE PLAN REFERENCE:

Key Priority 8: Proactive and responsible leadership

8.2: Strong representation

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

PURPOSE:

In accordance with Section 277(1) of the *Local Government Regulations 2012* notice is to be given when the Ordinary meetings of the Boulia Shire Council will be held.

CONTENT:

Ordinary meetings of Council are held on third week of each month on the date specified unless a quorum is not present and the meeting is cancelled/deferred.

A meeting is open to the public unless the local government or committee has resolved that the meeting is to be closed under section 275.

At the December 2019 Ordinary Meeting of Council, a resolution was made to establish the meeting dates for 2020 to be as follows:

Monday 20 th January 2020	Airport terminal	10:00am
Monday 17 th February 2020	Airport terminal	10:00am
Monday 16 th March 2020	Airport terminal	10:00am
Monday 20 th April 2020	Airport terminal	10:00am
Monday 18 th May 2020	Airport terminal	10:00am
Monday 15 th June 2020	Airport terminal	10:00am
Tuesday 21 st July 2020	Airport terminal	10:00am
Monday 17 th August 2020	Airport terminal	10:00am
Monday 21 st September 2020	Airport terminal	10:00am
Monday 19 th October 2020	Airport terminal	10:00am
Monday 16 th November 2020	Airport terminal	10:00am
Monday 21 st December 2020	Airport terminal	10:00am

With the local government election occurring in March and the Boulia Shire subsequently welcoming two new Councillors on board, the purpose of this report is to confirm if the currently noted meeting dates are still suitable for all Councillors and, given the current COVID-19 pandemic, to temporarily change the location of the meetings to the Boulia Shire Hall to allow Council to implement the social distancing requirements currently issued by the Australian Government.

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS:

Information provided to enable participation in Council Meetings to the general public.

RECOMMENDATION:

1. That the dates for the Council meetings from June 2020 until December 2020 be ratified and displayed on Council's website and all other approved distribution methods.

Monday 15 th June 2020	Boulia Shire Hall	10:00am
Tuesday 21 st July 2020	Boulia Shire Hall	10:00am
Monday 17 th August 2020	Boulia Shire Hall	10:00am
Monday 21 st September 2020	Boulia Shire Hall	10:00am
Monday 19 th October 2020	Boulia Shire Hall	10:00am
Monday 16 th November 2020	Boulia Shire Hall	10:00am
Monday 21 st December 2020	Boulia Shire Hall	10:00am

2. That the location be the Boulia Shire Hall with the commencement time of 10-00am.

Chief Executive Officer

Ms Lynn Moore

PUBLIC NOTICE



BOULIA SHIRE COUNCIL MEETING DATES, LOCATION AND TIMES

In accordance with Section 277(1) of the Local Government Regulations 2012 notice is hereby given that the following Ordinary meetings of the Boulia Shire Council will be held on the days and times listed below:

Monday 15 th June 2020	Boulia Shire Hall	10:00am
Tuesday 21 st July 2020	Boulia Shire Hall	10:00am
Monday 17 th August 2020	Boulia Shire Hall	10:00am
Monday 21 st September 2020	Boulia Shire Hall	10:00am
Monday 19 th October 2020	Boulia Shire Hall	10:00am
Monday 16 th November 2020	Boulia Shire Hall	10:00am
Monday 21 st December 2020	Boulia Shire Hall	10:00am

* *Please note the above meeting dates/times may be changed by resolution of Council if required.*

**Chief Executive Officer
Lynn Moore**

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	MOU between DNRME and Boulia Shire Council for the Global Navigation Satellite System (GNSS) at the Boulia Airport	DOC REF: Item CEO4
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REPORT BY:	Lynn Moore Chief Executive Officer	DATE: 30/04/2020
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CORPORATE PLAN REFERENCE:

Key Priority 2: Building and maintaining quality infrastructure

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

PURPOSE:

To advise Council of the intent for DNRME to formalise a Memorandum of Understanding (MOU) for the continued use of the Global Navigation Satellite System at the Boulia Airport. This will be in conjunction with Geoscience Australia (GA) who will be the lead agency.

CONTENT:

The Department of Natural Resources Mines and Energy (DNRME) with the cooperation of Boulia Shire Council has constructed and operated a Global Navigation Satellite System (GNSS) at the Boulia Airport. This site was established as part of the national AuScope Project that created a comprehensive earth monitoring network throughout Australia. This site has been in operation since 2013 and has been a valuable part of the overall AuScope Project.

Since the establishment of the site by DNRME there has been a significant increase in the importance of the site. While this was established on the basis of scientific research into how the Australian crust moves and deforms, this site is now also contributing to a real time positioning infrastructure for Australia. The National Positioning Infrastructure Capability project was established as part of the 2018–19 Federal Budget commitment to improve the accuracy of positioning for Australia. Geoscience Australia (GA) is the lead agency for this project and consequently DNRME is in the process of transitioning operational control and overall responsibility to GA.

The department acknowledges the excellent cooperation that they have received from our Council in the operation of this site and wishes to establish a more formal arrangement for access to and operation of this site.

DNRME would be agreeable to negotiating formal tenure and access arrangements with Council on the basis that GA as an agent of DNRME could access the site for maintenance, upgrade and other activities.

In the interests of continuing the relationship and the provision of important information to GA the MOU has been signed and returned to Geodesy and Positioning, DNRME.

Attached are two documents that have been prepared by GA that provides additional information regarding the National Positioning Infrastructure Capability project.

CONSULTATION: Garry Cislowski, B. App. Sc. (Surveying), Cadastral Surveyor
Senior Surveyor

GOVERNANCE IMPLICATIONS:

- Financial implications – NIL, all associated maintenance costs will be with DNRME & GA
- Cultural Heritage – this is an existing site in the Boulia Airport facility which has previously been cleared. No new clearings or installations are being applied for.

RECOMMENDATION:

That the Memorandum of Understanding between the Department of Natural Resources, Mines and Energy for the access to the Global Navigation Satellite system which is located at the Boulia Airport be endorsed with the commencement period 30/4/2020 and the expiry date 30/6/2029.

ATTACHMENTS:

CEO 4.1 MOU between DNRME and Boulia Shire for GNSS

CEO 4.2 Ground Station Flyer - information for landowners

CEO 4.3 Fieldwork information for stakeholders, Cultural Heritage, land access

Chief Executive Officer

Ms Lynn Moore

Memorandum of Understanding

Between

Department of Natural Resources Mines and Energy

and

Boulia Shire Council

For access to the section of land in the Boulia Airport
for the
Global Navigation Satellite System

BETWEEN: **The State of Queensland** represented by the Department of Natural Resources Mines and Energy (“DNRME”)

AND: **The Boulia Shire Council** (“BSC”)

BACKGROUND

- A. BSC is the Trustee of the Land known as Boulia Airport.
- B. DNRME seeks consideration of a proposal to use part of the Land, approximately ‘60’ square metres in area (approximately 20 x 30 m), for DNRME’s purposes of the use and management of the Global Navigation Satellite System GSSN.
- C. BSC has agreed to consider DNRME’s proposal to use part of the Land.
- D. The parties have agreed to steps and processes to be followed in order to determine whether the proposal can be approved by the parties.
- E. If the proposal is approved the parties have also agreed to the rights and obligations of each Party in the transaction.
- F. This MOU records the agreement reached.

IT IS AGREED

1. Definitions and interpretations

1.1 In this MOU, the following definitions apply:

- Commencement Date** means the date on which this MOU is executed by the parties (and if not executed by the parties on the same day, the later of the dates of execution);
- (a) **Contact Officer** means the persons representing each Party as specified in Item 3 of Schedule 1;
- (b) **Event** means any gathering, function, meeting or other such activity organised by the Boulia Shire Council or their agents;
- (c) **Expiry Date** means the date specified in Item 5 of Schedule 1;
- (d) **GA** means Geoscience Australia
- (e) **GNSS** means Global Navigations Satellite System which includes the US GPS, Russian GLONASS, European Galileo and Chinese BeiDou systems.
- (f) **Land** means the land described as Boulia;
- (g) **MOU** means this document including all schedules and annexure;

- (h) **NPI** means the National Positioning Infrastructure being a national network of ground GNSS reference station infrastructure that forms part of the PAP.
- (i) **PAP** means the Positioning Australia Program a nationwide positioning service that utilises the NPI;
- (j) **Permitted Use** means collecting and communicating geoscientific and geospatial data by constructing, maintaining and operating scientific equipment including a Global Navigation Satellite System ground station, including but not limited to installing, storing, operating, repairing, maintaining, altering, and replacing scientific equipment consistent with the evolving nature of geospatial technology.
- (k) **Reference Station** means the combination of a high precision GNSS antenna and stable mount, GNSS receiver, Automatic Weather Station, equipment enclosure, communications antenna and associated equipment and includes the land on which it is constructed.

1.2 In this MOU, unless a contrary intention appears:

- (a) words importing a gender include any other gender;
- (b) words in the singular include the plural and vice versa;
- (c) all dollar amounts refer to Australian currency;
- (d) a reference to any legislation includes any subordinate legislation made under it and any legislation amending, consolidating or replacing it;
- (e) a reference to an entity or person includes an individual, corporation, partnership or other legal entity;
- (f) a Party includes its executors, administrators, liquidators, successors and permitted assigns;
- (g) a reference to a clause, schedule, attachment or annexure is a reference to a clause, schedule, attachment or annexure of this MOU;
- (h) clause headings are for convenience of reference only and are not intended to affect the meaning of interpretation of this MOU;
- (i) if an expression is defined, other grammatical forms of that expression will have corresponding meanings;
- (j) if an entity ceases to exist, is replaced, reconstituted or renamed, or its powers or functions are transferred to another entity, the reference is to the other entity; and
- (k) if the day on or by which any act is to be done is a Saturday, Sunday or public holiday in Queensland, the act may be done on the next business day.
- (l) The MOU will constitute the entire agreement between the parties.

2. Interested Parties

- 2.1 GA is responsible for the technical and policy coordination on a range of positioning activities, including data and service standards, spectrum management, GNSS capability development, multilateral cooperation and legal traceability of position.

2.2 GA, in conjunction with DNRME will operate the site in accordance with the permitted use.

3. Commencement and Expiry

3.1 This MOU starts on the Commencement Date and ends on the Expiry Date.

3.2 An obligation on a party to pay money under this MOU continues after this MOU ends, until discharged in full

4. Establishment of Reference Station

4.1 DNRME agrees to construct the Reference Station in the agreed location.

5. Maintenance of Reference Station

5.1 DNRNE and GA agrees to maintain the Reference Station in good order.

6. Upgrade of Reference Station

6.1 GA agrees to undertake upgrades of the Reference Station to ensure compatibility and interoperability with the NPIC.

7. Operation of Reference Station

7.1 GA agrees to operate the Reference Station in conjunction with the PAP.

8. Access to Reference Station

8.1 The BSC agrees to allow DNRME and GA officers and its agents reasonable access to the site during normal business hours;

8.2 Access outside of normal business hours may be permitted subject to prior approval of BSC;

8.3 Access by DNRME and GA officers and its agents conditional on **prior approval** by BSC with notification of the dates and times of the proposed access visit to the BSC Contact Officer;

8.4 DNRME agrees that access to the site will not disrupt the normal operation of the site by BSC.

9. Adjustments and costs

9.1 DNRME agrees to pay all cost associated with the establishment and on-going operation, maintenance and future upgrades of the Reference Station.

10. Best Endeavours

10.1 Both parties agree to use their best endeavours in performing their obligations under this MOU.

11. Memorandum Management

- 11.1 BSC and DNRME have each appointed a Contact Officer. BSC and DNRME may substitute the Contact Officer at any time by notice in writing.
- 11.2 The Contact Officers, or any officer appointed by each Contact Officer, must meet as reasonably required by the Contact Officers for the purpose of discussing the performance of this MOU.
- 11.3 BSC may nominate from time to time a person with authority to receive and sign notices and written communications on behalf of BSC and accept any request or direction about Reports or other matters under this MOU.
- 11.4 DNRME may nominate from time to time a person with authority to receive and sign notices and written communications on behalf of DNRME and accept any request or direction about Reports or other matters under this MOU.

12. Dispute Resolution

- 12.1 The parties agree that any dispute arising during the course of this MOU is dealt with by a process of escalation through each party's respective management hierarchy for a period of no more than one (1) month.
- 12.2 If the parties are unable to resolve the dispute in accordance with the procedure set out in clause 12.1, the dispute must be referred to the 'whole-of-government' Property Management Committee for resolution. The parties are bound by the decision of that committee.

13. General

- 13.1 Each party will bear their own legal costs in relation to the preparation and execution of this MOU.
- 13.2 This MOU can only be varied by written agreement executed by both parties.
- 13.3 Notices under this MOU must be in writing and may be delivered by prepaid post or certified mail, by hand, by e-mail or by facsimile transmission to the parties at the addresses specified in Item 3 of the Schedule or other address subsequently notified by a party to the other.
 - (a) Notices will be deemed to be given:
 - (i) two (2) days after deposit in the mail with prepaid postage;
 - (ii) immediately upon delivery by hand; or
 - (iii) if sent by email or facsimile transmission, upon completion of transmission.
 - (b) The parties agree that where notice is given by either email or facsimile the original document must be sent by post on the same day as the transmission is sent.

Schedule 1

Item 1. (DNRME):	<p>Name: Department of Natural Resources Mines and Energy</p> <p>Postal Address: GPO Box 2454 Brisbane QLD 4001</p> <p>Attention: Matt Higgins Principal Survey Advisor, Geodesy & Positioning</p> <p>Telephone: 07 3330 4481</p>
Item 2. (MCC):	<p>Name: Ms Lynn Moore</p> <p>Address: 18 Herbert Street, Boulia, QLD 4829</p> <p>Postal Address: 18 Herbert Street, Boulia, QLD 4829</p> <p>Attention: The Chief Executive Officer Boulia Shire Council</p> <p>Telephone: (07) 4746-3188</p> <p>Facsimile: (07) 4746-3136</p>
Item 3. (Contact Officer for DNRME):	<p>Name: Garry Cislowski</p> <p>Postal Address: GPO Box 2454 Brisbane QLD 4001</p> <p>Attention: Senior Surveyor, Geodesy & Positioning</p> <p>Telephone: 07 3330 4498</p>
(Contact Officer for BSC):	<p>Name: Mr Harin Karra</p> <p>Postal Address: 18 Herbert Street, Boulia, QLD 4829</p> <p>Attention: Director of Works and Operations Boulia Shire Council</p> <p>Telephone: (07) 4746 3188</p> <p>Facsimile: (07) 4746 3136</p>
Item 4. Not used	
Item 5. (Expiry date):	30/06/2029

Schedule 2

Signed as a Memorandum of Understanding

Signed for and on behalf of the **Bouli Shire Council**

this 30th day of April 2020
by Ms Lynn Moore
Chief Executive Officer
Bouli Shire Council
:a departmental officer duly delegated/authorised to
act in that behalf in the presence of:



Signature

Signature of Witness

Name of Witness in full:

Nicole Tonkies

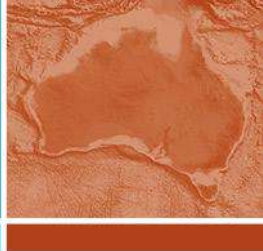
Signed for and on behalf of the **State of Queensland as represented by the Department of Natural Resources Mines and Energy** on this
 day of 2020
by

a departmental officer duly delegated/authorised to
act in that behalf in the presence of:

Signature

Signature of Witness

Name of Witness in full



Fieldwork Information for Stakeholders: Land Access and Cultural Heritage Considerations

Fieldwork is an essential process in the delivery of Geoscience Australia's scientific programs. Undertaking fieldwork brings with it issues of land, sea and airspace access, and protection of cultural heritage and the environment. We are committed to maintaining good working relationships with our stakeholders, and complying with relevant federal, state and territory legislation. To support this commitment, we have a policy, procedures and guidelines that apply to all our employees and contractors when undertaking fieldwork. These documents are available for download at www.ga.gov.au/about/corporate-documents.

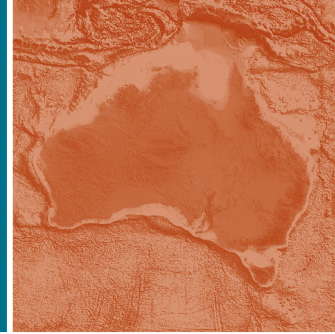
In summary, when undertaking fieldwork, our employees and contractors must:

1. formally identify where they will be working and the land tenure of that area, including protected cultural and environmental areas;
2. determine the type of work planned for each area and any potential impacts of that work on stakeholders, cultural heritage or the environment;
3. communicate with stakeholders before, during and after the fieldwork, as appropriate, and in a respectful, courteous and timely manner;
4. keep records of all relevant stakeholder interactions, decisions, approval, permits, determination, incidents and any other relevant information;
5. get free, prior and informed consent or approvals from relevant stakeholders, such as:
 - a. land holders, including land owners, lease holders, Indigenous groups or mining/exploration rights holders; and
 - b. federal, state, territory, or local government entities.
6. comply with all relevant federal and state legislation, approvals, permits, agreements, etc., regarding land access, cultural heritage and environmental protection;
7. respond to any incidents (such as damage to roads or property, cultural heritage or the environment) with respect and in accordance with the legislation, and report it to relevant stakeholders; and
8. follow through with any commitments to stakeholders after the work is completed, such as rectifying any disturbances and providing any information or data agreed to.

For more details, please visit www.ga.gov.au/about/corporate-documents, where you can download a copy of our full policy, procedures and guidelines. If you have any other questions or queries, please visit www.ga.gov.au/contact-us.



National Positioning Infrastructure Capability



Knowing our position on the globe is essential to everyday life. Position allows us to locate ourselves in the world and help us get to where we want to go. The advent of satellites, and more recently, global positioning technologies have enabled access to positioning information at the touch of a button. From smartphones to autonomous vehicles, positioning technologies deliver increased productivity, help improve community safety and establish a platform for future innovations that Australians will rely upon every day.

Why is positioning so important?

The National Positioning Infrastructure Capability project was established as part of the 2018–19 Federal Budget commitment to improve the accuracy of positioning for Australia. Current positioning technologies, such as those in smartphones or cars, provide an accuracy of only 5–10 meters. Australia requires a greater accuracy for a range of fundamental functions such as flying in poor weather conditions and for emerging technologies, such as driverless vehicles.

To ensure that more accurate positioning information is widely available to the community, Geoscience Australia will establish the necessary ground infrastructure so that data from Global Navigation Satellite Systems (GNSS) can be tracked, verified and optimised for precise positioning across Australia. The installation of ground stations is critical to this and will allow all Australian's to have access to reliable positioning and location data with a precision of 3–5 cm across areas with mobile coverage.

What is a Global Navigation Satellite System (GNSS)?

Every day we use GNSS to determine our position on the globe. There are six GNSS including GPS (USA), GLONASS (Russia), QZSS (Japan), Galileo (European Union), BeiDou (China) and NAVIC (India). Each system contains multiple satellites that broadcast signals back to the earth and can be tracked by a GNSS receiver. The receiver determines the time it takes for a signal to travel from the satellite; this time is multiplied by the speed of light to determine a distance. By intersecting the distance between more than four satellites, a position can be determined. The more satellites used, the more accurate the position.



Image: GNSS ground station, Nullabor



Image: GNSS ground station on King Island, Tasmania

What does a GNSS ground station build involve?

A GNSS ground station is permanent infrastructure that will occupy the land well into the future. Establishing a new site may take many months of planning. The physical construction however, occurs over a period of days. This will involve building the foundations to support observations, power and communications. Within the first few months following construction, Geoscience Australia will return to install, test and commission the technical equipment that facilitates the capture and communication of data from the site.

The system design will ensure the site is able to operate in isolation and with minimal ongoing onsite support into the future. Geoscience Australia will manage routine maintenance to guarantee reliability of the site and therefore the integrity of the national network to which it contributes.

Accessing the benefits

Access to the data, products and services provided by Geoscience Australia will be available to all Australians through mainstream technology with the uptake of improved positioning services.



Image: GNSS ground station on Lord Howe Island

What is a GNSS ground station?

A GNSS ground station records and verifies signals from over 100 GNSS satellites. This data is streamed to a processing centre where it is used to generate correction models that are broadcast to users across the country using the mobile phone network.

An ideal GNSS ground station will:

- be in an open area so that the antenna can see the GNSS satellites without obstruction
- be stable, with bedrock (solid rock underlying loose soil) at or close to the surface to minimise localised movement.

A GNSS ground station consists of:

- a 1.5 m high concrete pillar upon which the antenna is mounted. The antenna only receives data it does not transmit
- a cabinet where all the equipment is stored and secured
- trenching for cabling and earthing systems.

The site may also include:

- solar panels to provide power where access to the grid is difficult or not available
- a pole for mounting telecommunications, meteorological sensors and/or lightning protection
- fencing to keep the equipment safe.

For Further Information:

Visit: www.ga.gov.au/npic | Call: 1800 800 173 | Email: clientservices@ga.gov.au



BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Development of a Regional Community Precinct – Deed of Grant application on Lot 605 on Crown Plan B2671	DOC REF: Item CEO5
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REPORT BY:	Lynn Moore Chief Executive Officer	DATE: 04/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 4: Caring for the environment

4.1: Well managed

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

PURPOSE:

To advise Council of the progress of an application for the deed of grant applied for in December to enable the amalgamation of Lot 604 and 605 for the purpose of progressing the Regional Community Precinct incorporating the Post Office, Library government service offices such as QGAP, cultural display area and registered offices for the Pitta Pitta.

BACKGROUND:

The Boulia Shire Council's Corporate Plan clearly identifies the need to plan for future infrastructure needs for business and industry development and expansion. The development of a Regional Community Precinct facility whereby residents, business and visiting agencies can communicate and transact within the one area will be a substantive advantage to the region.

The Council has already progressed this project by proactively purchasing the land known as Lot 604 on B2671 and to enable this block to be amalgamated with the existing Council site (Lot 605), the Council was required to apply for a Deed of Grant from the Department of Natural Resources Mines and Energy (DNRME).

This process was completed in Dec 2019 and the offer has now been received from the Department with the Valuers estimated purchase price of \$10,000 which is to be accepted and payment made to the department before the 20th May or the offer will lapse.

This information was provided to Council via email for consideration due to the tight timeframe and no objections to proceeding were received by myself or this office.

The early progress of purchasing the land from DNRME was due to the following:

SURPRISE RELEASE OF FUNDING OPPORTUNITY

Building Better Regions Fund – Infrastructure Projects Stream – Round 4 – Drought Support

The Round 4 Infrastructure Projects Stream supports projects which involve the construction, upgrade or extension of infrastructure in drought-affected areas. Through these projects, it aims to provide both economic and social benefits.

The \$841.6 million Building Better Regions Fund (BBRF) supports the Australian Government's commitment to create jobs and drive economic growth while enabling regional communities to set the framework for a stronger future.

Building Better Regions fund Round 4 was released in December 2019 and there was a total of \$200 million available specifically targeted at communities which have been in the grip of drought.

The Infrastructure Projects Stream (of which our Regional Community Precinct project sits) supports projects that provide economic and social benefits to regional and remote areas. For most projects grant funding will be up to either 50% or 75% of our eligible project costs. Our location will determine the percentage of grant funding we may receive.

There is an option to apply for 100% funding and I have investigated the success rate of Councils who have applied. It is very limited and less than 1% have been successful over the three funding rounds which I have researched. If a co-funding exemption is sought and not approved, the application will be ruled ineligible and will not proceed to further assessment.

My strategy was to apply for 90% funding with a 10% Council co-contribution with a strong business case to support this due to the fact that the Council is already contributing to another Federally funded program (The Outback Way) for which we are committed to complete despite this road being the only section of the Outback Way not under State control.

This particular funding round is the best opportunity for Council, albeit earlier than we had planned, as this round is specifically for drought affected communities which we have been since April 2013.

Unfortunately the reality is that COVID-19 may have an impact of the availability of funding now available to projects such as these. Timeframe for consideration is still the end of May 2020.

CONSULTATION:

Community consultation was conducted as part of the planning phase.

GOVERNANCE IMPLICATIONS:

- The acceptance of the offer will need to be included into the Council's 2020 budget \$10,000 + GST.
- Future funding for the construction of the project has been sought through the Building Better Regions Funding Round 4
- Council's 10% co-contribution to be allocated from reserves.

RECOMMENDATION:

That the Council endorse the acceptance of the offer from the Department of Natural Resources Mines and Energy for the purchase of Lot 605 on B2671 (existing Council building site) to secure the land and enable lot 605 and lot 604 to be amalgamated for the future construction of the Regional Community Precinct.

ATTACHED: CEO 5.1 Offer to Issue a Deed of Grant with Smart Map - signed

Chief Executive Officer

Ms Lynn Moore

Offer to Issue a Deed of Grant (1.1) over unallocated State land under the *Land Act 1994* - Conditions and notification of acceptance of offer

DNRME reference number: 2019/005086

1. OVERVIEW

Subject to compliance with the conditions of the offer as set out in Part 2 below, the minister makes this offer to issue a Deed of Grant over Lot 605 on B2671, in accordance with the provisions contained in Chapter 4, Part 1, Division 2 of the *Land Act 1994* (Land Act).

Your completion and return of this form which contains the offer to issue a deed of grant in accordance with the provisions of the Land Act ('the offer') together with payment of the attached account within the offer period will for the purposes of the Land Act constitute acceptance of:

1. the offer; and
2. the subsequent issue of tenure on the terms and conditions stated in this form, (refer to section 122 of the Land Act).

Definitions and interpretation:

"offer period" means the length of time stated in this form, or if no time is stated, 3 months (see section 441A of the Land Act).

Terms or phrases used in this form may be defined in the Land Act.

ALL of the conditions contained in Part 2 (being Part A) below **MUST** be complied with before the offer period ends otherwise this offer will lapse (see section 441A of the Land Act).

Note - the Governor's approval for the issue of a Deed of Grant will be sought only if you decide to accept and comply with all conditions of the offer.

A Deed of Grant is issued subject to all reservations required or authorised under the *Land Act 1994* or any other Act. All the minerals (as defined by the Mineral Resources Act) and all the petroleum (as defined by the *Petroleum Act*) on and below the surface of the land are reserved to the State. The State also reserves quarry material (as defined by the *Forestry Act*) on and below the surface of the land in accordance with the *Land Act 1994*.

2. CONDITIONS OF OFFER

Subject to the provisions of the Land Act, this offer will be deemed accepted by you once you fulfil the conditions below.

PART A - Payments

The following payment must be made by the specified time, with the DNRME Townsville Office –

PAYMENT REQUIREMENTS

DUE BY

Payment of all required monies **\$11,164.20**

20 May 2020

A copy of the account should be returned to the department along with your payment

- The following must also be satisfied and returned along with the payment of all required monies as detailed above to the department by close of business on **20 May 2020**, otherwise this offer will lapse –
 - (i) completion of this form by all current registered tenure holders and return of this completed form to the department.
 - (ii) lodgement of Statutory Declaration from Boulia Shire Council declaring:
 - the intended use (public purpose) for the land and;
 - that the local government will itself use the land for the stated public purpose and that there is no current or planned action to dispose of the land to a third party.

If you believe you will be unable to comply with **any** of the conditions of this offer by the due date, you should apply in writing for an extension of time. Any application for extension of time is to be made **before** the offer lapses and must address the following -

- what action you have taken to comply with the offer conditions; **AND**
- why the conditions cannot be complied with by the due date; **AND**
- the time for which the extension of time is requested, including reasons for the amount of time required.

Note –

If you fail to apply for an extension of time and this offer lapses, you may apply to extend the time only within 42 days after the time has passed. An extension will only be granted where exceptional circumstances exist. If an extension of time is granted the department has discretion to amend the offer in respect of the purchase price in the way provided by the Land Regulation 2009 (see s.442 of the Land Act).

Outside of the 42 day timeframe a new application will be required and will be treated by the department as a new application, requiring re-investigation and assessment of the purchase price, conditions etc.

3. PARTICULARS OF LAND

Tenure Type - Deed of Grant
Description - Lot 605 on B2671
Area (ha) - 2023m2 [surveyed]

4. TENANCY DETAILS

The holders of the Deed of Grant are to be recorded as:-

NAME

Boulia Shire Council

COMPANY ACN No. (where applicable)

Sole Tenant

Joint Tenants

Tenants in Common

If to be held on Trust, insert name of Trust and provide a copy of the Trust document, if not already held by the Department.

Name of Trust:

If to be held as Tenants in Common, complete the following -

INTEREST

NAME

INTEREST	NAME

For example - 1/2 share For example - John Robert Smith
If insufficient space, please attach separate page.

POSTAL ADDRESS of person or Company to whom correspondence is to be addressed



18 Herbert St

Town/City:



Boulia

State:



Qld

Postcode:



4829

5. PURCHASE PRICE

The purchase price has been determined at \$10,000.00 [exclusive of GST] and is subject to payment of all associated costs.

The Purchase Price comprises an amount equal to the total of the –

- unimproved value of the land; and
- the value of the improvements on the land.

Note - If an extension of time is granted to comply with the department's requirements of offer, it should be noted the purchase price is subject to review and you will need to pay any revised purchase price and increase in associated fees as a condition of offer.

6. GOODS AND SERVICES TAX (GST)

Goods and Services Tax (GST) is payable on all land transactions in accordance with *A New Tax System (Goods and Services Tax) Act 1999* unless it is an input taxed supply under Division 40 or specifically exempted from GST under Division 38 of that Act.

7. TAX INVOICE

A tax invoice for obtaining a Deed of Grant will be issued to the registered owner within 28 days of the date of the issue of the deed.

8. FOREIGN OWNERSHIP

Your attention is drawn to the requirements of the *Foreign Ownership of Land Register Act 1988*. A foreign person (as defined in that Act) or a trustee of a foreign person or a foreign trust, must lodge a Notification of Ownership Form for each interest in land. No fee is payable.

Any enquiries should be directed to the Foreign Ownership of Land Registry on 1300 255 750 or email Titlesinfo@dnrme.qld.gov.au.

If you are an Australian citizen, a permanent resident of Australia, or a wholly owned Australian Company, there is no requirement for you to take further action in this matter.

9. ABORIGINAL OR TORRES STRAIT ISLANDER CULTURAL HERITAGE

The main purpose of the *Aboriginal Cultural Heritage Acts 2003* and the *Torres Strait Islander Cultural Heritage Act 2003* is to provide effective recognition, protection and conservation of Aboriginal and Torres Strait Islander cultural heritage. These Acts also require anyone who carries out land use activities to exercise a duty of care.

The duty of care guidelines have been developed to assist land users assessing reasonable and practicable measures for meeting the cultural heritage duty of care. The guideline and other information is available at the web site <https://www.datsip.qld.gov.au/people-communities/aboriginal-torres-strait-islander-cultural-heritage>.

Any enquiries should be directed to the Cultural Heritage Unit on 1300 378 401 or email cultural.heritage@datsip.qld.gov.au.

DECLARATION

The information provided in this form and any attachments is authorised under the *Land Act 1994* and is being used to process your application. The department will endeavour to maintain the confidentiality of information relating to your application. However, consideration of your application may involve consultation with other parties and if so, details of your application may be disclosed to third parties. This information will not otherwise be disclosed outside of the department unless required or authorised by law such as under the *Right to Information Act 2009*. If the proposed tenure issues, the details of the tenure, including the registered owner will be registered in the Land Registry which is available to the public to search.

We accept the conditions of the offer and the purchase price and note that this acceptance shall not be effective until we have fulfilled the conditions of the offer within the time specified.

DECLARATION BY A CORPORATION

Executed for and on behalf of:

Corporation name

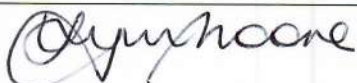
❖ Boulia Shire Council

If a Corporation then record ACN ARBN ABN

❖ 20 492 088 398

In accordance with section 127 of the *Corporations Act 2001*,

Name and Signature of authorised person/s

❖ Lynn Moore, CEO 

❖

Dated

❖ 5/5/2020

day of

❖ May

Year

❖ 2020

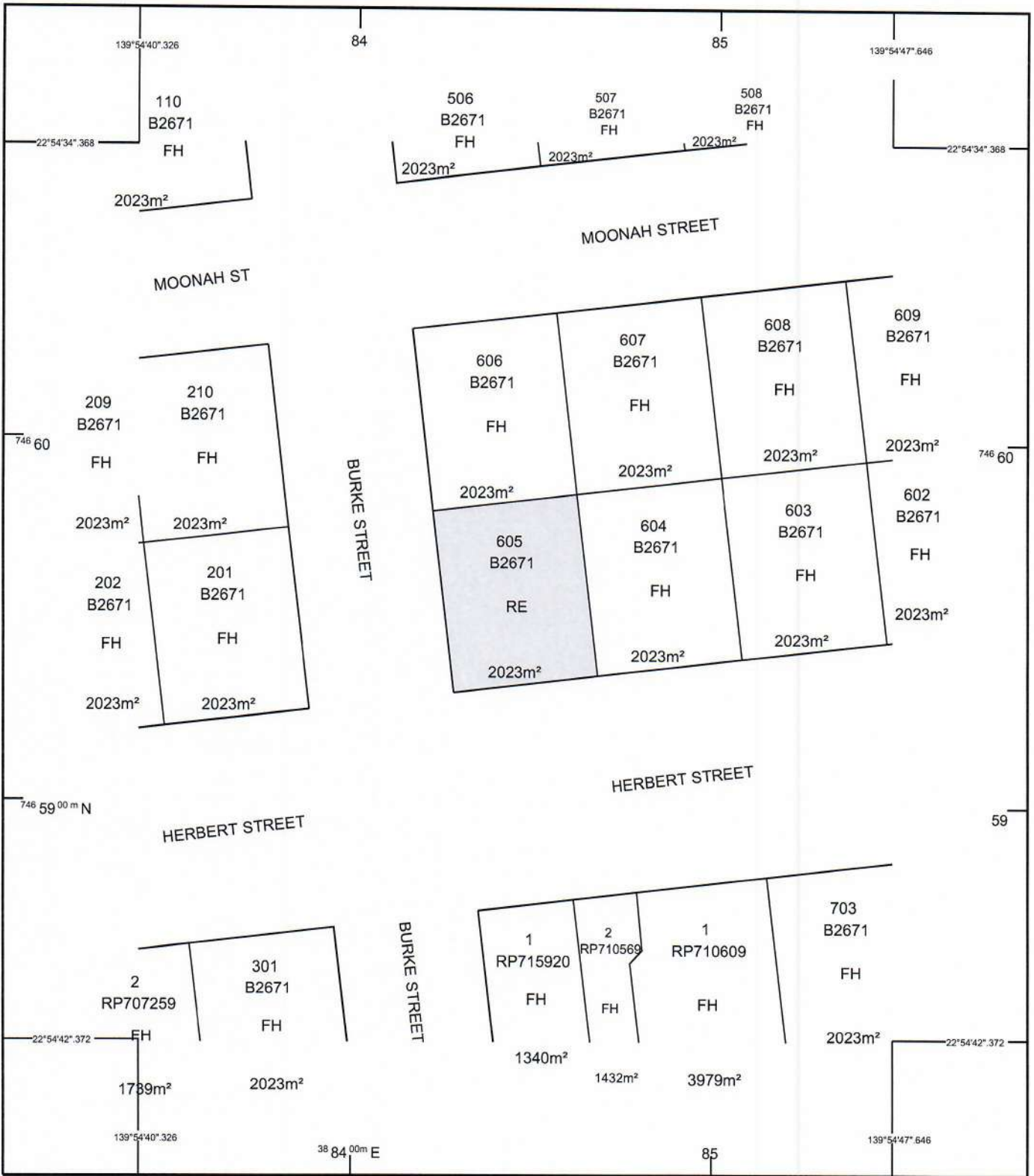
Note – Sole Directors simply insert name and sign as sole director. Other Companies require signature of two Directors or by a Director and Secretary. Where an attorney or other agent executes this Agreement on behalf of a company, the form of the execution must indicate the source of this authority and a certified copy of authority must be provided to the Department. A witness is only required for an attorney or other agent where the source of authority requires a witness.

In relation to this offer to issue a deed of grant, it is recommended you seek independent legal advice.

Postal :
DNRME Townsville
PO Box 5318
Townsville
4810 QLD

Email:
Townsville.SLAMS@dnrme.qld.gov.au
Telephone : (07) 4447 9180

END OF DOCUMENT



STANDARD MAP NUMBER
6852-22424



MAP WINDOW POSITION & NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	
Lot/Plan	605/B2671
Area/Volume	2023m²
Tenure	RESERVE
Local Government	BOULIA SHIRE
Locality	BOULIA
Segment/Parcel	64/116

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 20/04/2020
For additional information regarding this SmartMap see page 2.
Shading Rules have been applied.

DCDB 17/04/2020

Users of the information recorded in this document (the Information) accept all responsibility and risk associated with the use of the Information and should seek independent professional advice in relation to dealings with property.

Despite Department of Natural Resources, Mines and Energy (DNRME)'s best efforts, DNRME makes no representations or warranties in relation to the Information, and, to the extent permitted by law, exclude or limit all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to that arising from negligence) in connection with any use of or reliance on the Information

For further information on SmartMap products visit
<https://www.qld.gov.au/housing/buying-owning-home/property-land-valuations/smartmaps>

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Digital Cadastral Data Base



Queensland Government
(c) The State of Queensland,
(Department of
Natural Resources,
Mines and Energy) 2020.



Statutory Declaration

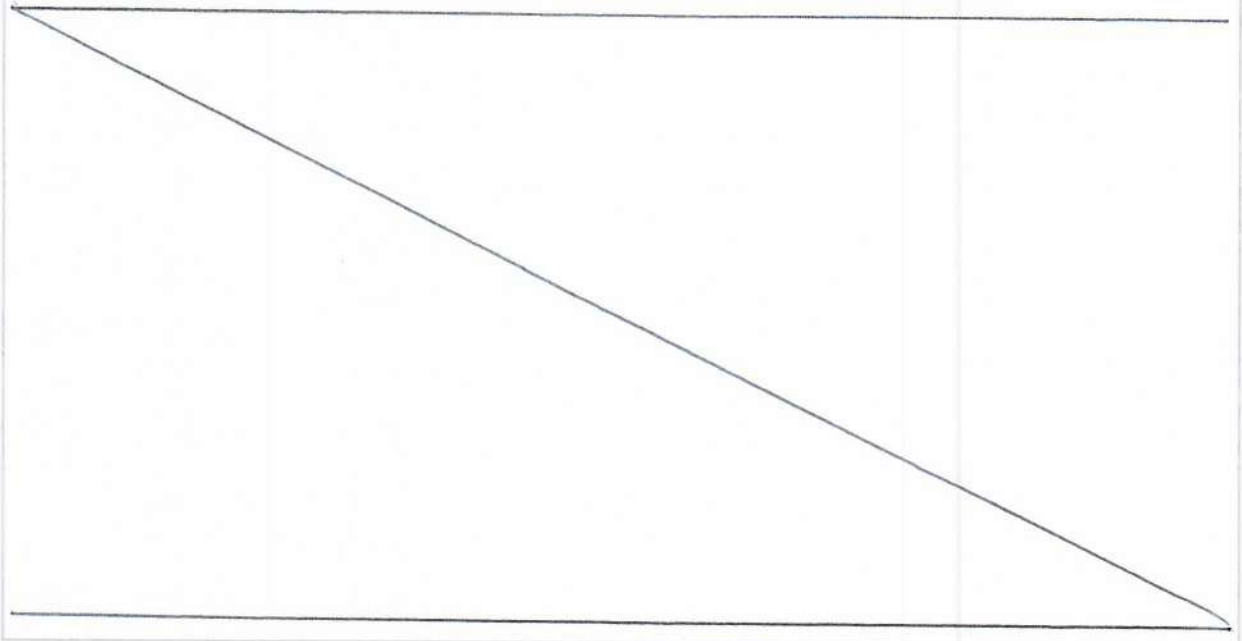
QUEENSLAND
TO WIT

I,

of in the State of Queensland

do solemnly and sincerely declare that

In relation to the application for Deed of Grant over Operational Reserve described as Lot 605 on Crown Plan B2671 by Boulia Shire Council;
>the intended use (public purpose) for the land and;
>that the local government will itself use the land for the stated public purpose and the there is no current or planned action to dispose of the land to a third party.



And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act 1867.

Signature of declarant/deponent

Taken and declared before me at

this day of



A Justice of the
Peace/Commissioner for
Declarations.

70649

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Approved Decision Notice - Reconfiguration of a Lot	DOC REF: Item CEO6
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REPORT BY:	Lynn Moore Chief Executive Officer	DATE: 12/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 2: Building and maintaining quality infrastructure

- New development is consistent with relevant plans and strategies

PURPOSE:

To advise Council of a Decision Notice Approval that has been issued for the Reconfiguration of a Lot (Two Lot Boundary Realignment).

CONTENT:

Council recently received a development application for the Reconfiguration of a Lot (Lot Boundary Realignment) at 59 Pituri Street and 62 Mulligan Street, Boulia (Lot 80 B2672 and Lot 71 B2672). More specifically the development application proposal was for:

the Reconfiguration of a Lot (2 lots into 2 lots boundary realignment), resulting in two new land parcels being Lot 1 (817m²) and Lot 2 (3230m²). The realignment of the boundaries between Lot 71 B2672 and Lot 80 on B2672 will result in the western dwelling located on Lot 80 to be located on a separate land parcel, thereby detached from the other dwelling and onsite structures.

The application has been assessed and was considered to be in keeping with the purpose of the Reconfiguring of a Lot Code and generally complying with the provisions included in the applicable code and has subsequently been approved under development approval number DA2020/02 and recorded into Council's Development Application register.

CONSULTATION: Gideon Town Planning

GOVERNANCE IMPLICATIONS: Compliance with regulatory requirements.

RECOMMENDATION:

That the Approved Decision Notice for Reconfiguration of a Lot, Boulia Shire Council Development approval number DA2020/02, be endorsed by Council.

ATTACHMENTS: Decision Notice Approval and plan

Chief Executive Officer

Ms Lynn Moore



Decision Notice Approval

Planning Act Form 1 (version 1.2 effective 7 February 2020) made under section 282 of the Planning Act 2016 for a decision notice (approval) under section 63(2) of the Planning Act 2016

Application number:	D/1-2020	Contact:	Lynn Moore
Notice Date:	30 April 2020	Contact Number:	(07) 47 46 3188

APPLICANT DETAILS

Name:	Roverton Pty Ltd and APT Pipelines (Qld) Pty Ltd		
Postal address:	c/- Ben Setchfield GPO Box 1390 Spring Hill QLD 4001		
Phone no:	(07) 3223 3385	Mobile no:	0472 829 943
Email:	ben.setchfield@apa.com.au		

I acknowledge receipt of the above application on 24 March 2020 and confirm the following:

DEVELOPMENT APPROVAL

Development Permit for a Reconfiguration of a Lot (Two Lot Boundary Realignment)

PROPERTY DESCRIPTION

Street address:	59 Pituri Street and 62 Mulligan Street, Boulia
Real property description:	Lot 80 B2672 and Lot 71 B2672, Parish of Boulia

OWNER DETAILS

Name:	Roverton Pty Ltd and APT Pipelines (Qld) Pty Ltd
Postal address:	APT Management Services Pty Ltd PO Box 3146 Mount Isa QLD 4825

Dear Roverton Pty Ltd and APT Pipelines (Qld) Pty Ltd

I advise that, on 30 April 2020 the above development application was: approved in full with conditions* (refer to the conditions contained in **Attachment 1**)

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

1. DETAILS OF THE APPROVAL

The following approvals are given:

	Development Permit	Preliminary Approval
Development assessable under the planning scheme, superseded planning scheme, a temporary local planning instrument, a master plan or a preliminary approval which includes a variation approval - Reconfiguration of a Lot	<input checked="" type="checkbox"/>	<input type="checkbox"/>

2. CONDITIONS

This approval is subject to the conditions in Attachment 1.

3. FURTHER DEVELOPMENT PERMITS REQUIRED NIL

4. REFERRAL AGENCIES Not Applicable

5. THE APPROVED PLANS

The approved development must be completed and maintained generally in accordance with the approved drawings and documents:

Drawing/report title	Prepared by	Date	Reference number	Revision
Survey Plan	DSQ PTY LTD ACN 615 043 251	Undated	SP317199	N/A

6. CURRENCY PERIOD FOR THE APPROVAL (s.85 of the *Planning Act*)

The standard currency periods stated in section 85 of *Planning Act 2016* apply to each aspect of development in this approval, if not stated in the conditions of approval attached.

7. STATEMENT OF REASONS

Description of the development	The proposed development is for a Reconfiguration of a Lot (2 lots into 2 lots boundary realignment)
Reasons for Decision	<p>a) The proposed use does not compromise the strategic framework in the <i>Boulia Shire Planning Scheme 2015 (version 2)</i>;</p> <p>b) Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity; and</p> <p>c) The proposed development does not compromise the relevant State Planning Policy.</p>
Assessment Benchmarks	<p>The proposed development was assessed against the following assessment benchmarks:</p> <ul style="list-style-type: none">Reconfiguring a Lot Code
Compliance with assessment benchmarks	The development was assessed against all of the assessment benchmarks listed above and complies with all of these.
Matters prescribed by regulation	<p>I) The <i>State Planning Policy – Part E</i>;</p> <p>II) The <i>Central Queensland Regional Plan</i>;</p> <p>III) The <i>Boulia Shire Planning Scheme 2015 (version 2)</i>; and</p> <p>IV) The common material, being the material submitted with the application</p>

8. APPEAL RIGHTS

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

Appeal by an applicant

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

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

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

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

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

9. WHEN THE DEVELOPMENT APPROVAL TAKES EFFECT

This development approval takes effect:

- From the time the decision notice is given – if there is no submitter and the applicant does not appeal the decision to the court.

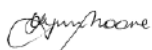
Or

- When the submitter's appeal period ends – if there is a submitter and the applicant does not appeal the decision to the court.

Or

- Subject to the decision of the court, when the appeal is finally decided – if an appeal is made to the court.

10. ASSESSMENT MANAGER

Name: Lynn Moore <u>CEO Boulia Shire Council</u>	Signature: 	Date: 30 April 2020
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Attachment 1 – Conditions of the approval

Part 1 – Conditions imposed by the assessment manager [Note: where a condition is imposed about infrastructure under Chapter 4 of the *Planning Act 2016*, the relevant provision of the Act under which this condition was imposed must be specified.]

Attachment 2—Extract on appeal rights

Attachment 1 – Part 1

Bouliia Shire Council Conditions

Planning Act 2016

1.0 ADMINISTRATION

- 1.1 The Developer and his employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to “Council” in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions, works, or requirements of this development approval must be undertaken and completed:
- 1.3.1 to Council’s satisfaction;
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the issue of the Survey Plan Approval Certificate, unless otherwise stated.
- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the issue of the Survey Plan Approval Certificate, unless otherwise stated.
- 1.5 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.6 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant Australian Standards and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.

2.0 APPROVED PLANS AND DOCUMENTS

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

Drawing/report title	Prepared by	Date	Reference number	Revision
Survey Plan	DSQ PTY LTD ACN 615 043 251	Undated	SP317199	N/A

- 2.2 Where there is any conflict between the conditions of this development approval and the details shown on the approved plans and documents, the conditions of this development approval must prevail.
- 2.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for approval by Council prior to the issue of the Survey Plan Approval Certificate.

3.0 ASSET MANAGEMENT

- 3.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.

4.0 OPERATING PROCEDURES

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

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

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

NOTE 2. General Environmental Duty

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

NOTE 3. General Safety Of Public During Construction

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

Attachment 2 - Appeal Rights

PLANNING ACT 2016

The following is an extract from the *Planning Act 2016* (Chapter 6)

Appeal rights

229 Appeals to tribunal or P&E Court

- (1) Schedule 1 states—
 - (a) matters that may be appealed to—
 - (i) either a tribunal or the P&E Court; or
 - (ii) only a tribunal; or
 - (iii) only the P&E Court; and
 - (b) the person—
 - (i) who may appeal a matter (the **appellant**); and
 - (ii) who is a respondent in an appeal of the matter; and
 - (iii) who is a co-respondent in an appeal of the matter; and
 - (iv) who may elect to be a co-respondent in an appeal of the matter.
- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is—
 - (a) for an appeal by a building advisory agency—10 business days after a decision notice for the decision is given to the agency or
 - (b) for an appeal against a deemed refusal—at any time after the deemed refusal happens; or
 - (c) for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises—20 business days after a notice is published under section 269(3)(a) or (4); or
 - (d) for an appeal against an infrastructure charges notice—20 business days after the infrastructure charges notice is given to the person; or
 - (e) for an appeal about a deemed approval of a development application for which a decision notice has not been given—30 business days after the applicant gives the deemed approval notice to the assessment manager; or
 - (f) for any other appeal—20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.

Note—

See the P&E Court Act for the court's power to extend the appeal period.

- (4) Each respondent and co-respondent for an appeal may be heard in the appeal.
- (5) If an appeal is only about a referral agency's response, the assessment manager may apply to the tribunal or P&E Court to withdraw from the appeal.
- (6) To remove any doubt, it is declared that an appeal against an infrastructure charges notice must not be about—
 - (a) the adopted charge itself; or
 - (b) for a decision about an offset or refund—
 - (i) the establishment cost of trunk infrastructure identified in a LGIP; or
 - (ii) the cost of infrastructure decided using the method included in the local government's charges resolution.

230 Notice of appeal

- (1) An appellant starts an appeal by lodging, with the registrar of the tribunal or P&E Court, a notice of appeal that—
 - (a) is in the approved form; and
 - (b) succinctly states the grounds of the appeal.
- (2) The notice of appeal must be accompanied by the required fee.
- (3) The appellant or, for an appeal to a tribunal, the registrar must, within the service period, give a copy of the notice of appeal to—
 - (a) the respondent for the appeal; and

- (b) each co-respondent for the appeal; and
 - (c) for an appeal about a development application under schedule 1, table 1, item 1—each principal submitter for the development application; and
 - (d) for an appeal about a change application under schedule 1, table 1, item 2—each principal submitter for the change application; and
 - (e) each person who may elect to become a co-respondent for the appeal, other than an eligible submitter who is not a principal submitter in an appeal under paragraph (c) or (d); and
 - (f) for an appeal to the P&E Court—the chief executive; and
 - (g) for an appeal to a tribunal under another Act—any other person who the registrar considers appropriate.
- (4) The **service period** is—
 - (a) if a submitter or advice agency started the appeal in the P&E Court—2 business days after the appeal is started; or
 - (b) otherwise—10 business days after the appeal is started.
 - (5) A notice of appeal given to a person who may elect to be a co-respondent must state the effect of subsection
 - (6) A person elects to be a co-respondent by filing a notice of election, in the approved form, within 10 business days after the notice of appeal is given to the person.

231 Other appeals

- (1) Subject to this chapter, schedule 1 and the P&E Court Act, unless the Supreme Court decides a decision or other matter under this Act is affected by jurisdictional error, the decision or matter is non-appealable.
- (2) The Judicial Review Act 1991, part 5 applies to the decision or matter to the extent it is affected by jurisdictional error.
- (3) A person who, but for subsection (1) could have made an application under the Judicial Review Act 1991 in relation to the decision or matter, may apply under part 4 of that Act for a statement of reasons in relation to the decision or matter.
- (4) In this section— **decision** includes—
 - (a) conduct engaged in for the purpose of making a decision; and
 - (b) other conduct that relates to the making of a decision; and
 - (c) the making of a decision or the failure to make a decision; and
 - (d) a purported decision; and
 - (e) a deemed refusal.

non-appealable, for a decision or matter, means the decision or matter—

- (a) is final and conclusive; and
- (b) may not be challenged, appealed against, reviewed, quashed, set aside or called into question in any other way under the Judicial Review Act 1991 or otherwise, whether by the Supreme Court, another court, a tribunal or another entity; and
- (c) is not subject to any declaratory, injunctive or other order of the Supreme Court, another court, a tribunal or another entity on any ground.

232 Rules of the P&E Court

- (1) A person who is appealing to the P&E Court must comply with the rules of the court that apply to the appeal.
- (2) However, the P&E Court may hear and decide an appeal even if the person has not complied with rules of the P&E Court.

Appeal Rights

PLANNING ACT 2016

Schedule 1

Appeals section 229

1 Appeal rights and parties to appeals

- (1) Table 1 states the matters that may be appealed to—(a) the P&E court; or (b) a tribunal.
- (2) However, table 1 applies to a tribunal only if the matter involves—
- (a) the refusal, or deemed refusal of a development application, for—
 - (i) a material change of use for a classified building; or
 - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
 - (b) a provision of a development approval for—
 - (i) a material change of use for a classified building; or
 - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
 - (c) if a development permit was applied for—the decision to give a preliminary approval for—
 - (i) a material change of use for a classified building; or
 - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
 - (d) a development condition if—
 - (i) the development approval is only for a material change of use that involves the use of a building classified under the Building Code as a class 2 building; and
 - (ii) the building is, or is proposed to be, not more than 3 storeys; and
 - (iii) the proposed development is for not more than 60 sole-occupancy units; or
 - (e) a decision for, or a deemed refusal of, an extension application for a development approval that is only for a material change of use of a classified building; or
 - (f) a decision for, or a deemed refusal of, a change application for a development approval that is only for a material change of use of a classified building; or
 - (g) a matter under this Act, to the extent the matter relates to—
 - (i) the Building Act, other than a matter under that Act that may or must be decided by the Queensland Building and Construction Commission; or
 - (ii) the Plumbing and Drainage Act, part 4 or 5; or
 - (h) a decision to give an enforcement notice in relation to a matter under paragraphs (a) to (g); or
 - (i) a decision to give an infrastructure charges notice; or
 - (j) the refusal, or deemed refusal, of a conversion application; or
 - (k) a matter that, under another Act, may be appealed to the tribunal; or
 - (l) a matter prescribed by regulation.
- (3) Also, table 1 does not apply to a tribunal if the matter involves—
- (a) for a matter in subsection (2)(a) to (d)—
 - (i) a development approval for which the development application required impact assessment; and
 - (ii) a development approval in relation to which the assessment manager received a properly made submission for the development application; or
 - (b) a provision of a development approval about the identification or inclusion, under a variation approval, of a matter for the development.
- (4) Table 2 states the matters that may be appealed only to the P&E Court.
- (5) Table 3 states the matters that may be appealed only to the tribunal.
- (6) In each table—
- (a) column 1 states the appellant in the appeal; and
 - (b) column 2 states the respondent in the appeal; and
 - (c) column 3 states the co-respondent (if any) in the appeal; and
 - (d) column 4 states the co-respondents by election (if any) in the appeal.
- (7) If the chief executive receives a notice of appeal under section 230(3)(f), the chief executive may elect to be a co-respondent in the appeal.

Table 1
Appeals to the P&E Court and, for certain matters, to a tribunal

1. Development applications An appeal may be made against— <ul style="list-style-type: none"> (a) the refusal of all or part of the development application; or (b) the deemed refusal of the development application; or (c) a provision of the development approval; or (d) if a development permit was applied for—the decision to give a preliminary approval. 			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The applicant	The assessment manager	If the appeal is about a concurrence agency's referral	1 A concurrence agency that is not a co-respondent 2 If a chosen Assessment

Table 1 Appeals to the P&E Court and, for certain matters, to a tribunal			
		response—the concurrence agency	manager is the respondent—the prescribed assessment manager 3 Any eligible advice agency for the application 4 Any eligible submitter for the application
<p>2. Change applications An appeal may be made against— (a) a responsible entity’s decision for a change application, other than a decision made by the P&E court; or (b) a deemed refusal of a change application.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
1 The applicant 2 If the responsible entity is the assessment manager—an affected entity that gave a pre-request notice or response notice	The responsible entity	If an affected entity starts the appeal—the applicant	1 A concurrence agency for the development application 2 If a chosen assessment manager is the respondent—the prescribed assessment manager 3 A private certifier for the development application 4 Any eligible advice agency for the change application 5 Any eligible submitter for the change application
<p>3. Extension applications An appeal may be made against— (a) the assessment manager’s decision about an extension application; or (b) a deemed refusal of an extension application.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
1 1 The applicant 2 For a matter other than a deemed refusal of an extension application – a concurrence agency, other than the chief executive, for the application	The assessment manager	If a concurrence agency starts the appeal – the applicant	If a chosen assessment manager is the respondent – the prescribed assessment manager
<p>4. Infrastructure charges notices An appeal may be made against an infrastructure charges notice on 1 or more of the following grounds a) The notice involved an error relating to – (i) The application of the relevant adopted charge; or Examples of errors in applying an adopted charge – <ul style="list-style-type: none"> • The incorrect application of gross floor area for a non-residential development • Applying an incorrect ‘use category’, under a regulation, to the development <ul style="list-style-type: none"> (i) The working out of extra demands, for section 120; or (ii) An offset or refund; or </p> <p>b) The was no decision about an offset or refund; or c) If the infrastructure charges notice states a refund will be given – the timing for giving the refund; or d) The amount of the charge is so unreasonable that no reasonable relevant local government could have imposed the amount.</p>			

Table 1 Appeals to the P&E Court and, for certain matters, to a tribunal			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The person given the Infrastructure charges notice	The local government that gave the infrastructure charges notice	-	-
5. Conversion applications An appeal may be made against— (a) the refusal of a conversion application; or (b) a deemed refusal of a conversion application.			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The applicant	The local government to which the conversion application was made	-	-
6. Enforcement notices An appeal may be made against the decision to give an enforcement notice.			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The person given the enforcement notice	The enforcement authority	-	If the enforcement authority is not the local government for the premises in relation to which the offence is alleged to have happened—the local government

Table 2 Appeals to the P&E Court only			
1. Appeals from tribunal An appeal may be made against a decision of a tribunal, other than a decision under section 252, on the ground of— (a) an error or mistake in law on the part of the tribunal; or (b) jurisdictional error.			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A party to the proceedings for the decision	The other party to the proceedings for the decision	-	-
2. Eligible submitter appeals An appeal may be made against the decision to give a development approval, or an approval for a change application, to the extent that the decision relates to— (a) any part of the development application for the development approval that required impact assessment; or (b) a variation request.			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
1 For a development application—an eligible submitter for the development	1 For a development application—the assessment manager	1 The applicant 2 If the appeal is about a concurrence agency's referral	Another eligible submitter for the application

Table 2 Appeals to the P&E Court only			
application 2 For a change application—an eligible submitter for the change application	2 For a change application—the responsible entity	response—the concurrence agency	
<p>3. Eligible submitter and eligible advice agency appeals</p> <p>An appeal may be made against a provision of a development approval, or failure to include a provision in the development approval, to the extent the matter relates to—</p> <p>(a) any part of the development application or the change application, for the development approval, that required impact assessment; or</p> <p>(b) a variation request.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
1 For a development application—an eligible submitter for the development application 2 For a change application—an eligible submitter for the change application 3 An eligible advice agency for the development application or change application	1 For a development application—the assessment manager 2 For a change application—the responsible entity	1 The applicant 2 If the appeal is about a concurrence agency's referral response—the concurrence agency	Another eligible submitter for the application
<p>4. Compensation claims</p> <p>An appeal may be made against—</p> <p>(a) a decision under section 32 about a compensation claim; or</p> <p>(b) a decision under section 265 about a claim for compensation; or</p> <p>(c) a deemed refusal of a claim under paragraph (a) or (b).</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A person dissatisfied with the decision	The local government to which the claim was made	-	-
<p>5. Registered premises</p> <p>An appeal may be made against a decision of the Minister under chapter 7, part 4.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
1 A person given a decision notice about the decision 2 If the decision is to register premises or renew the registration of premises—an owner or occupier of	The Minister	-	If an owner or occupier starts the appeal – the owner of the registered premises

Table 2 Appeals to the P&E Court only			
premises in the affected area for the registered premises who is dissatisfied with the decision			
<p>6. Local laws An appeal may be made against a decision of a local government, or conditions applied, under a local law about—</p> <p>(a) the use of premises, other than a use that is the natural and ordinary consequence of prohibited development; or</p> <p>(b) the erection of a building or other structure.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A person who— (a) applied for the decision; and (b) is dissatisfied with the decision or conditions.	The local government	-	-

Table 3 Appeals to the tribunal only			
<p>1. Building advisory agency appeals An appeal may be made against giving a development approval for building work to the extent the building work required code assessment against the building assessment provisions.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A building advisory agency for the development application related to the approval	The assessment manager	The applicant	1 A concurrence agency for the development application related to the approval 2 A private certifier for the development application related to the approval
<p>3. Certain decisions under the Building Act and the Plumbing and Drainage Act An appeal may be made against a decision under—</p> <p>(a) the Building Act, other than a decision made by the Queensland Building and Construction Commission; or</p> <p>(b) the Plumbing and Drainage Act, part 4 or 5.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A person who received, or was entitled to receive, notice of the decision	The person who made the decision	-	-
<p>4. Local government failure to decide application under the Building Act An appeal may be made against a local government's failure to decide an application under the Building Act within the period required under that Act.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
A person who was entitled to receive, notice of the decision	The local government to which the application was made	-	-

ATTACHMENT 3

APPROVED PLANS

SURVEY REPORT SP317199

SP317199 shows the reconfiguration of Lots 71 & 80 on B2672 into 2 lots. The meridian of the survey is SP255329

Corner and/or Reference Marks shown on previous plans have been used to reinstate Stns 1, 6, 7, & 11. Measurements made between the reinstated corners more or less agreed with those shown on the previous plans

Stn 8 has been reinstated from stn 7 using the connection across the road maintaining the original road width.

Stn 5 has been reinstated across the road using the connections shown on SP255329. Stns 4 & 12 have been reinstated along the line stns 5-8 maintaining the dimensions. Stn 12 has been This gave the original distance stns 12-8.

Stn 3 and 2 have been reinstated along the line stns 4-1 using the original distances from stn 4. This gave agreement with the occupation at stn 15 originally referenced on DP246210 and original distance stns 2-1.

Stn 9 has been reinstated at the intersection of line stns 8-11 and the line from stn 3 running parallel to the line stns 4-8. The OIP's shown on WI 64 were found at Stn 9, however these marks were found to be approximately 400mm North of the reinstated position. The adoption of these marks would result in a large excess to the South and shortage to the North, moving away from the general reinstatement which basically represents original survey measurements, the OIP's at station 9 were noted and checked in the field and have been re-referenced.

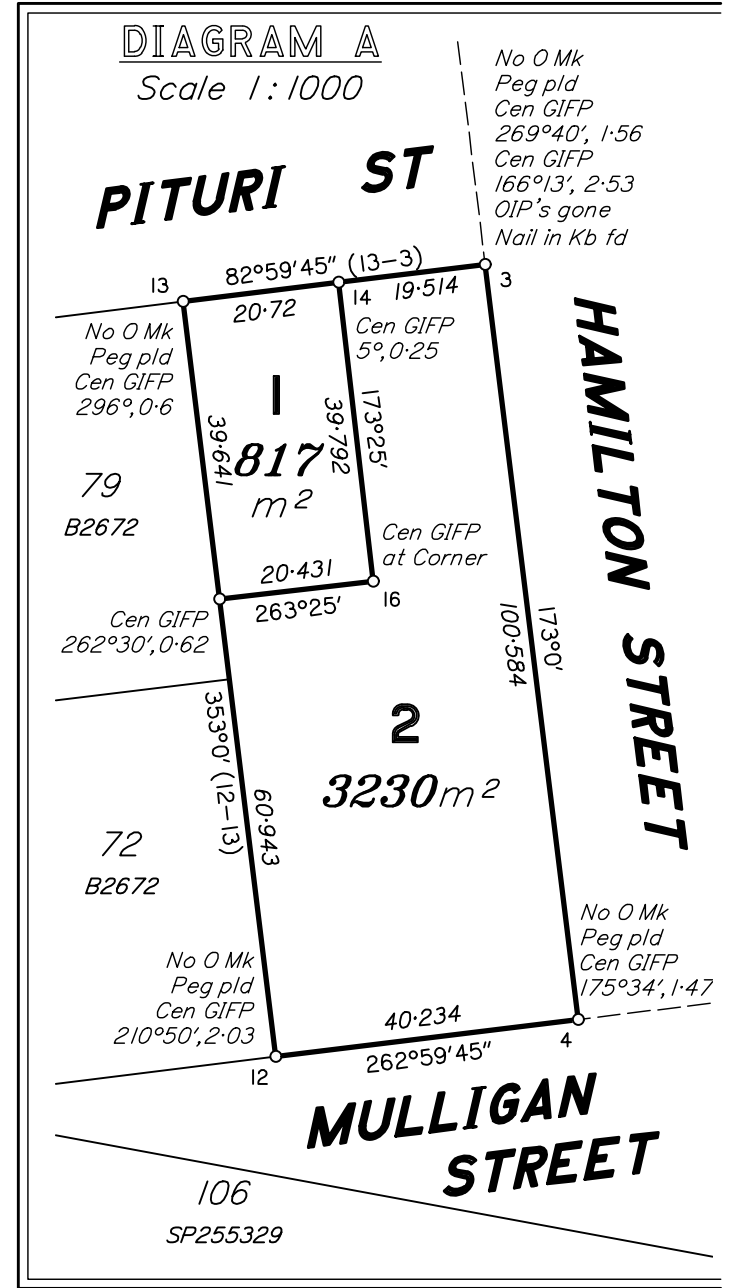
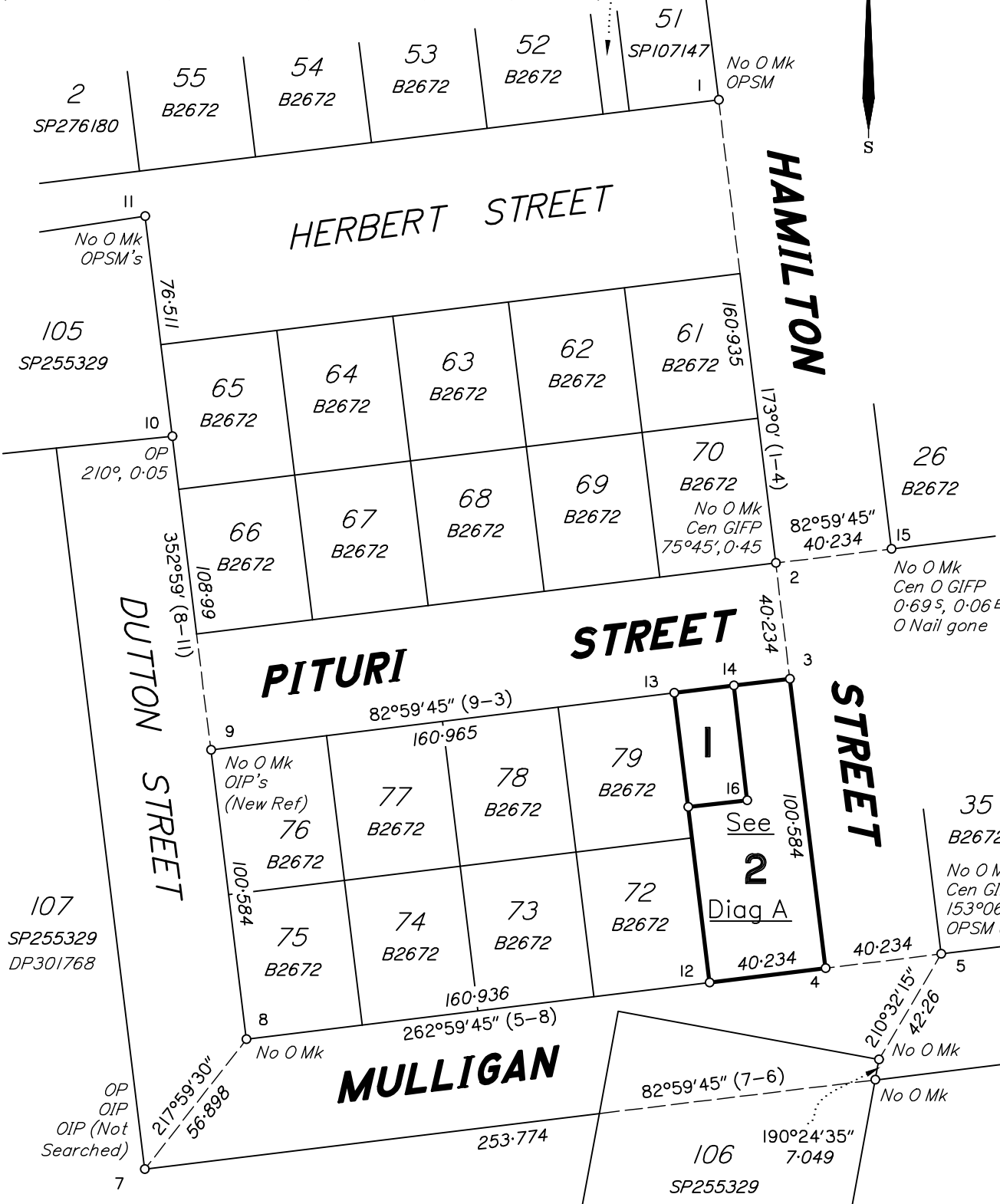
Stn 13 has been reinstated along the line 3-9 maintaining the original distance. This gave an excess of 29mm in the distance 13-9.

REFERENCE MARKS

STN	TO	BEARING	DIST	ORIGIN
3	OIP gone	353°0'	1-0	10/WI64
3	OIP gone	82°59'45"	1-0	10/WI64
3	Nail in Kerb fd	59°18'	8-2	
4	Bolt in Bit	110°27'	13-06	
6	OIP	352°59'45"	1-005	CP903937
7	OIP	23°06'10"	1-647	23/DP301768
7	OIP (Not Searched)	330°00'50"	108-43	23/DP301768
9	OIP (New Ref)	172°01'	0-61	2/WI64
9	OIP (New Ref)	63°11'	1-07	2/WI64
9	I Pin	283°20'	3-695	
12	I Pin	216°04'	2-9	
13	Nail in Conc	22°32'	4-18	
14	Nail in Kerb	13°19'	6-1	
15	O Nail in Kerb gone	198°14'20"	7-29	3/DP246210
16	Nail in Conc	318°20'	1-59	

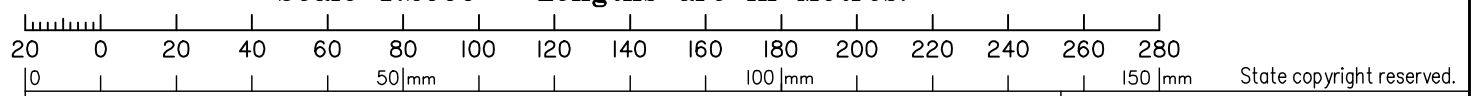
PERMANENT MARKS

TO	ORIGIN	BEARING	DIST	NUMBER
1-OPSM	RP868113	56°38'	0-08	34524
5-OPSM distd	20a/RP868112	190°48'	2-77	86447
11-OPSM	19/DP301768	78°32'05"	201-863	34524
11 OPSP	19/DP301768	182°44'15"	23-727	34525



Peg placed at all new corners unless stated otherwise.

Scale 1:2000 - Lengths are in Metres.



DSQ PTY LTD ACN 615 043 251 hereby certify that the land comprised in this plan was surveyed by the corporation, by Antony Jon Pike, Cadastral Surveyor, for whose work the corporation accepts responsibility, and that the plan is accurate, that the said survey was performed in accordance with the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the said survey was completed on 20 January 2020

Director
Date

Plan of Lots 1 & 2

Cancelling Lots 71 & 80 on B2672

LOCAL GOVERNMENT: **BOULIA SHIRE COUNCIL** LOCALITY: **BOULIA**

Meridian: SP255329 Survey Records: NO

Scale: **1:2000**

Format: **STANDARD**

SP317199

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Adoption of the Town Planning Scheme	DOC REF: Item CEO7
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REPORT BY:	Lynn Moore Chief Executive Officer	DATE: 12/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 2: Building and maintaining quality infrastructure

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

Key Priority 5: Robust Governance

- Residents are informed about and involved in Council's decision making

Key Priority 4: Caring for the environment

- Council services are in line with community expectations
- Community strategies and plans implemented

PURPOSE:

The purpose of this report is to formally adopt the Boulia Shire Planning Scheme following the closing of the public consultation period.

CONTENT:

Council has been working in conjunction with the Department of Infrastructure, Local Government and Planning for many months to progress, in accordance with the requirements of the *Planning Act 2016*, the review of the Boulia Shire Town Planning Scheme.

Planning schemes, under current legislation, are due for review every 10 years to ensure relevance. The Department has developed a template scheme which is very effective in capturing the essence of local government needs for small rural Councils without the costs normally associated with this. The proposed planning scheme template will assist Council in the management and development of the local government area in a way that advances the purpose of the Act, state and regional policies through more detailed local responses, taking into the account the local context.

At the 20th January 2020 Ordinary Meeting of Council, the proposed updated version of the Boulia Shire Planning Scheme and supporting documents were presented to Council for consideration and were subsequently endorsed to be released for public consultation, as required by the *Planning Act 2016*. The consultation period was open for 40 business days and closed on the 23rd April 2020.

No comments or objects were received, therefore this report seeks Council's formal adoption of the proposed Boulia Shire Planning Scheme.

CONSULTATION: Department of Infrastructure, Local Government and Planning

GOVERNANCE IMPLICATIONS: Compliance with regulatory requirements.

RECOMMENDATION:

That the Boulia Shire Planning Scheme and supporting documents, as presented at the 20th January 2020 Ordinary Meeting of Council, be adopted.

ATTACHMENTS: Nil

Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Manager Corporate & Financial Services April 2020 Report	DOC REF: Item FM1
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REPORT BY:	Kaylene Sloman	DATE: 12/05/2020
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<p>CORPORATE PLAN REFERENCE: Key Priority 5: Robust Governance 5.2: Accountability 5.2.1 Ensure Council’s financial activities are monitored and well managed 5.4: Sustainability 5.4.3 Ensure the long-term financial sustainability of the Council through prudent financial management and budgeting</p>

<p>PURPOSE: Financial Summary as at 30th April 2020.</p>

Cash Position:

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

	30 th April 2020	31 st March 2020
Cash at Hand	19,523,300	18,866,890
Net Cash Equivalent (Debtors-Creditors)	366,415	(260,408)
Total	19,889,715	\$18,606,482

Income

Total revenues 30th April 2020 are \$8,867,342. This equates to approx. 60% of this year’s budget.

Expenditure

Operating expenses to 30th April 2020 are \$8,224,755. This equates to approx. 60% of this year’s budget.

Liquidity

• CBA		\$249,814
• Floats		\$ 1,300
• Investments		
CBA At Call 0.1%	\$9,625,648	
QTC 1.74%	\$9,646,538	
		\$19,272,186
	Total	\$19,523,300

Additional Information on Cash Position

Cash Balance as at 30th April 2020 19,523,300

The following items need to be backed by cash:

Reserves 30 th June	2,328,551
Funded Depreciation	3,431,932
Funded Employee Entitlements - NC	199,875
Flood Damage Restoration Works – March 2019 (paid in advance)	4,269,179
Working Capital Cash	1,500,000
Capital Grants	4,768,850
Operating Results for 2019/2020	3,826,583
Less Capital Expenditure 2019/2020	(6,362,064)
	13,962,906

Uncommitted Cash 30th April 2020 **\$ 5,560,394**

AGED DEBTORS 30th April 2020

DEBTOR	90+	60	30	CURRENT	PRE-PAID	BALANCE
	67,500.69	720.00	7,950.83	7,979.87	(5,220.00)	78,931.39

90+ Days Outstanding

Of the \$67,500.69, \$1,623.12 are currently under a payment arrangement, \$10,619.51 have been referred to Council's external Collection Agency, outstanding balance is being followed up by Manager.

RATES 30th April 2020

Total Outstanding \$63,892.28

RATES	3 Years +	2 Years	1 Year (18-19)	Current Year (19-20)	In Credit (pre- paid OR Water & Gravel Compensation)	Total Outstanding
Urban	0.00	35,072.61	48,193.76	129,820.07	(1,700.72)	211,385.72
Rural	0.00	2,438.36	1,838.00	374,090.19	(28,488.27)	349,878.28
Mining	0.00	0.00	0.00	13,764.16	0.00	13,764.16
	0.00	37,510.97	50,031.76	517,674.42	(30,188.99)	575,028.16

CREDITORS 30th April 2020

\$ 0.00

BOULIA SHIRE COUNCIL
Income Statement
For the period ended 30th April 2020

2020 Actual

Income		
Revenue		
Recurrent Revenue		
Net rate and utility charges		1,441,998
Fees and charges	▼	103,776
Rental income		224,465
Interest received		164,562
Sales - contract and recoverable works	▼	4,746,481
Other Income		50,213
Grants, subsidies, contributions and donations	▼	1,463,365
Total Recurrent Revenue		<u>8,194,860</u>
Capital Revenue		
Grants, subsidies, contributions and donations	▼	9,038,029
Total Capital Revenue		<u>9,038,029</u>
Total Revenue		<u>17,232,889</u>
Total Income		<u>17,232,889</u>
Expenses		
Recurrent Expenses		
Employee benefits		(2,476,593)
Materials & Services		(5,744,122)
Finance Costs		(33,774)
Depreciation		(3,766,954)
Total Recurrent Expenses		<u>(12,021,443)</u>
Total Expenses		<u>(12,021,443)</u>
Net Result Attributable to Council	▼	<u>5,211,446</u>

BOULIA SHIRE COUNCIL
Balance Sheet
For the period ended 30th April 2020

	<i>2020 Actual</i>
Current Assets	
Cash and cash equivalents	19,675,812
Trade and other receivables	566,149
Inventories	359,250
Total Current Assets	<u>20,601,211</u>
Non-current Assets	
Property, plant and equipment	<u>176,217,303</u>
Total Non-current Assets	176,217,303
TOTAL ASSETS	<u>196,818,514</u>
Current Liabilities	
Trade and other payables	(199,734)
Borrowings	(14,883)
Provisions	(595,414)
Total Current Liabilities	<u>(810,031)</u>
Non-current Liabilities	
Borrowings	(1,061,743)
Provisions	(199,875)
Total Non-current Liabilities	<u>(1,261,618)</u>
TOTAL LIABILITIES	<u>(2,071,649)</u>
NET COMMUNITY ASSETS	<u><u>194,746,865</u></u>
Community Equity	
Asset revaluation reserve	103,435,170
Retained surplus	91,311,695
TOTAL COMMUNITY EQUITY	<u><u>194,746,865</u></u>

BOULIA SHIRE COUNCIL
Statement of Cash Flows
For the period ended 30th April 2020

2020 Actual

Cash Flows from Operating activities:	
Receipts from customers	6,542,698
Payments to suppliers and employees	(8,208,254)
	(1,665,556)
Interest received	164,562
Rental income	224,465
Non-capital grants and contributions	1,463,365
Borrowing costs	(33,774)
Net Cash Inflow (Outflow) from Operating Activities	153,062
Cash Flows from Investing activities:	
Payments for property, plant and equipment	(6,362,064)
Proceeds from sale of property, plant and equipment	323,057
Grants, subsidies, contributions and donations	9,038,029
Net Cash Inflow (Outflow) from Investing activities	2,999,022
Cash Flows from Financing activities	
Repayment of borrowings	(37,398)
Net Cash Inflow (Outflow) from Financing activities	(37,398)
Net Increase (Decrease) in Cash and Cash Equivalents held	3,114,686
Cash and Cash Equivalents at beginning of Reporting period	16,408,614
Cash and Cash Equivalents at end of Reporting period	\$ 19,523,300

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

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

DOCUMENTS TO BE TABLED:

Capital Major Projects, Capital Road Works, Flood Damage Works Reports, Revenue & Expenditure Report
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Reviewed and Approved by Chief Executive Officer Ms Lynn Moore
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BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Audit & Risk Management Committee Report	DOC REF: Item FM2
REPORT BY:	Kaylene Sloman	DATE: 12/05/2020
CORPORATE PLAN REFERENCE: Key Priority 5: Robust Governance 5.2: Accountability 5.2.1 Ensure Council's financial activities are monitored and well managed 5.4: Sustainability 5.4.3 Ensure the long-term financial sustainability of the Council through prudent financial management and budgeting		
PURPOSE: To provide an update from the Audit & Risk Management Committee.		
CONTENTS: The Audit & Risk Management Committee met on the 11 th May 2020 to discuss the following: <ul style="list-style-type: none">• Revaluation report on Buildings & Structures• Position paper – Treatment of Flood Damage Restoration Costs• QAO – Briefing paper• External Audit Plan• Review Audit & Risk Management Register• Review Audit & Risk Management Policy• Review – Terms of Reference• Internal Audit visit, to review HR & Payroll Attached is a copy of the minutes from this meeting.		
CONSULTATION: Nil		
GOVERNANCE IMPLICATIONS: Nil		
RECOMMENDATION: That the Audit & Risk Management Committee Report be received for information.		
ATTACHMENTS: Minutes of the Audit & Risk Management Committee Meeting on 11 th May 2020		
Reviewed and Approved by Chief Executive Officer		Ms Lynn Moore



BOULIA SHIRE COUNCIL

MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE

MEETING HELD ON 11th May 2020

Boulia Shire Council's Administration Building, CEO's Office

ATTENDEES: Eric (Rick) Britton – Council representative & Chairperson
Sam Beauchamp – Council representative
Peter O'Regan – Independent Financial expert (By teleconference)
David Lloyd - PKF – External Auditor (By teleconference)
Dale Hassell – Qld Audit Office Representative – (By teleconference)
Amy Briggs – Qld Audit Office Representative – (By teleconference)
Tony Walsh – Walsh Accounting – Internal Auditor (By teleconference)
Lynn Moore – CEO (Observer)
Kaylene Sloman – Manager Corporate & Financial Services (Minute taker – Observer)

APOLOGIES: Nil

Opened: 4.03 pm

1) CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

The minutes of the Audit and Risk Management Committee meeting held 13th December 2019 and be accepted. **CARRIED**

2) Reviewed Revaluation Report – Buildings & Structures Infrastructure

Revaluation was conducted by APV – Simon Bosie, who travelled to Boulia and inspected all Assets. Discussion was had on methodology used and if there had been a discussion with APV. A meeting had been held with Simon, David Lloyd (external Auditor), Lynn Moore (CEO), Harin Karra (Director of Works) and Kaylene Sloman to run through the Revaluation. David advised that he will be putting his report to QAO once he has had a chance to review the Water & Sewerage revaluation data.

3) Review Position Paper – Treatment of Flood Damage Restoration Costs

Kaylene explained this come out of the last Audit, that we should be treating these costs as Capital. Our Asset Management plan has also been updated with this information.

4) QAO – Briefing Paper

Amy Briggs and Dale Hassell addressed the meeting.
Discussion was had on Covid-19 impacts to Local Government, reviews will happen as a case by case situation.

5) External Audit Plan

David Lloyd addressed the meeting, interim audit 90% completed, Kaylene has sent in the draft Statements for review. All deadlines have been met.
Discussion was held on the Revaluation of Water & Sewerage Infrastructure – Kaylene advised that the valuer was due in Boulia just as Covid-19 hit us, therefore the valuer was not able to come to Boulia.

Discussions with APV – Alf were held and it was decided to get Council Staff to take photos of all of the external components to underground infrastructure and they would conduct the revaluation. If they need clarification, Staff are at the ready to do this with the valuer for any areas of concern. Draft valuation is expected in approximately 2 weeks. This valuation will be reviewed to see if acceptable with Auditor.

Dale advise that he will review the time lines with David taking into account the Covid-19 impacts for Boulia.

6) Review Audit & Risk Management Register

This register is now held in Pulse, Lynn Moore can give access to this for the Auditors if they require. All Council's previously completed data is also held in Pulse.

Lynn advised that end of next week Council's Risk Management register will be in Pulse as well.

7) Review Audit & Risk Management Policy

Kaylene advised this is the reviewed policy that has been presented to Council and endorsed.

8) Review of Terms of Reference

Kaylene discussed that this is a draft of the review, I understand the Committee should be doing this review.

Dale Hassell updated the group on a report put to the Department of Local Govt that QAO recommend that there should be:

- 4 meetings a year
- all Council's must have an Audit Committee
- one of the community members should be the chairperson

Peter O'Regan discussed that he will have discussions with Eric (Rick) Britton regarding the chairing of the meetings.

9) General Business

Internal Audit – Tony Walsh

Tony addressed the meeting that due to Covid-19 the scheduled visit in March 2020 did not happen, has sent an email to Kaylene to propose June as possibility. Kaylene agreed June okay.

The area to be addressed in this audit will be HR and Payroll.

Lynn Moore advised this is timely as we will have just completed the changes as per the EBA finalisation.

No further business.

Meeting closed at 4.50 pm.

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Community Services April 2020 Report	DOC REF: Item CSM1
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REPORT BY:	Mrs Julie Woodhouse Community Services Manager	DATE: 10/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

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

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

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

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

Key Priority 3: Economic Development – A sustainable local economy

3.1: Facilitate employment and investment opportunities

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

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

PURPOSE:

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

CONTENT:

Current housing available:

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

Housing:

One application has come in and been approved by the Housing Committee for the two bedroom unit in Pituri Street.

Two tenants left in April.

Tourism:

The Media Officer has been working with Tourism Officers to upload various content onto the social media pages which are proving successful.

A flyer went out reminding locals that gifts can still be bought at the Min Min Encounter for Mother's Day or any occasion. Social distancing and other rules still apply for entering the building.

The Heritage Complex has one casual working for four hours a week only, until such time as we can operate normally again.

Grants:

- A funding submission for \$30,000 has been submitted to the Qld Gambling Community Benefit Fund for tennis court lights.
- All other grants are awaiting outcomes and the TRAIC one has been put on hold from the current government until the pandemic is over.

Library:

In April it was decided to put up story reading time and some simple crafts onto the Council social media page whilst the Library is closed to the public.

This is something many other Councils and Libraries are doing around Australia currently.

To date there have been over 400 views of the story time and over 600 views for the craft session. These appear every week on Tuesday and Thursday.

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Community Services April 2020 Report be received for information.

ATTACHMENTS:

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

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

Grant Funding Register - Approved items

Project Name	Grant / Funding Body	Amount of Funding applied for	Council Cash or in kind Contribution	Other funding source \$'s	Total Project Cost	NOTES	Amount of Funding approved	Expected Project Completion Date	Works Completed
Upgrade Urandangi Health Clinic - auspiced	Western Qld Primary Health Network	\$ 50,000	\$ -	\$ -	\$ 50,000	Funding auspiced by Council for Urandangi Health Clinic. Trust A/c	\$ 50,000	30th June 2018	
Regional Community Hub (Study)	MIPP_Maturing Infrastructure Pipeline	\$ 66,220	\$ -	\$ -	\$ 66,220	Additional funding received	\$ 125,310.91	30/09/2020	
Airport Industrial Estate (Stage 1, industrial airport land)	Building our Regions	\$ 994,800	\$ -	\$ -	\$ 994,800	Extension of time approved	\$ 994,800.00	3/05/2021	
Combatting Pest and Weeds	Department of Ag and Water Resources	\$ 100,000	\$ -	\$ 99,498	\$ 199,498	Stage 2 Hamilton Channels	\$ 100,000	1/12/2019	
LDMG EMERGENCY GENERATOR	2018-2019 Queensland Disaster Resilience Fund (QDRF) and the Prepared Communities Fund (PCF) via Queensland Reconstruction Authority	\$ 42,541	\$ -	\$ -	\$ 42,541		\$ 42,541	30/6/2020	
Bouliia Town Infrastructure Upgrade - W4Q3	Work's For Queensland Round 3 - Department of Infrastructure, Local Government and Planning	\$ 520,000	\$ -	\$ -	\$ 520,000		\$ 520,000	30/6/2021	
Bouliia Town Water Infrastructure Upgrade - W4Q3	Work's For Queensland Round 3 - Department of Infrastructure, Local Government and Planning	\$ 180,000	\$ -	\$ -	\$ 180,000		\$ 180,000	30/6/2021	
Urandangi Town Infrastructure Upgrade - W4Q3	Work's For Queensland Round 3 - Department of Infrastructure, Local Government and Planning	\$ 130,000	\$ -	\$ -	\$ 130,000		\$ 130,000	30/6/2021	
Bouliia Shire Council Road Network Upgrade Signage and Weed Control - W4Q3	Work's For Queensland Round 3 - Department of Infrastructure, Local Government and Planning	\$ 200,000	\$ -	\$ -	\$ 200,000		\$ 200,000	30/6/2021	
Urandangi Water Tanks Relining & Hydrosmart Installation	LGGSP	\$ 202,400	\$ 50,600	\$ -	\$ 253,000		\$ 202,400	30/06/2021	
Qld Day 2020	Qld State Government 2020 Qld Day sponsorship	\$ 3,860	\$ 1,860				\$ 2,000	6/07/2020	
Security Cameras & Installation	LGGSP	\$ 77,467	\$ -	\$ -	\$ 77,467	Upgrade security systems at Library, Sports Centre, Admin Office. New system installation at Heritage Complex and Dump.	\$ 77,467	30/06/2021	
Toddler reading corner	Qld State Library - First 5 Forever Innovation Micro Grant	\$ 5,000	\$ -		\$ 5,000		\$ 5,000		
Flagpole	Saluting their Service funding	\$ 2,690	\$ 1,200	\$ -	\$ 3,890	ANZAC memorial garden	\$ 2,690		
Bouliia SES Facility Upgrade	Queensland Fire and Emergency Services - SES	\$ 59,446.62	\$ -	\$ -	\$ 59,446.62		\$ 55,919.42	30/06/2021	
Various projects	Drought Communities Program (DCP)	\$ 1,000,000	\$ -	\$ 40,000	\$ 1,000,000		\$ 1,000,000		
Zoom Room set up	RAPAD			\$ 10,000	\$ 10,000		\$ 10,000		

TOTAL AMOUNT OF FUNDING APPROVED: \$ 3,698,128

Grant Funding Register - Pending items

Project Name	Grant / Funding Body	Amount of Funding applied for	Council Cash or in kind Contribution	Other funding source \$'s	Total Project Cost	Application closing date	Council Officer Responsible	NOTES
Boulia Airport Resurfacing and Security Fencing Upgrade	Building our Regions Round 5 - EOI	\$ 996,325	\$ -	\$ -	\$ 996,325	30/8/19	DWO	
Springvale Road realignment	Department of Transport and Main Roads Black Spot Program	\$ 414,916	\$ -	\$ -	\$ 414,916		DWO	
Qld Health	TRAIC	\$ 61,000	\$ -	\$ -	\$ 61,000	13/11/2019	CSM	community projects as per TRAIC workshop
Tennis Court Lighting/Security	Active Community Infrs. Round 1/Sports & Rec Dept Housing and Public Works	\$ 104,000	\$ -	\$ -	\$ 104,000	6/12/2019	CSM	
Community Drought support program	Dept of Communities, Disabilities, Health Services	\$ 47,000	\$ -	\$ -	\$ 47,000	13/11/2019	CSM	circus and 1 year of movies in hall
Min Min mini birthday party	YOOTEP	\$ 5,000	\$ 5,000		\$ 10,000	16/03/2020	CSM	street party
Community Grandstanding	Tackling Tough Times Together (FRRR)	\$ 40,900.00	\$ 11,500		\$ 52,400	25/02/2020	CSM	two grandstands for oval
Garden seating	Veterans Memorial Funding	\$ 30,000	\$ 15,000		\$ 45,000		CSM	covered seating memorial garden
2 VMS trailers	FNQ and NQ Monsoon Trough (Dept of Community, Disabilities,)	\$ 47,586	\$ 7,680		\$ 55,266	6/04/2020	CSM	VMS trailers
Tennis court lights	Gambling Community Benefit Fund	\$30,00	\$ 12,000		\$ 42,000	30/04/2020	CSM	new tennis court lights
Boulia Regional Community Precinct	Building Better Regions Round 4	\$ 7,342,200	\$ 815,800	\$ -	\$ 8,158,000	19/12/2019	CEO	Construction of Regional Community Precinct. Appliation for 90% funding with a 10% Council co-contribution.
Total Amount of Funding applied for		\$ 9,088,927						

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Boomerang Repaint	DOC REF: Item CSM2
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REPORT BY:	Mrs Julie Woodhouse Community Services Manager	DATE: 10/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

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

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

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

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

Key Priority 3: Economic Development – A sustainable local economy

3.1: Facilitate employment and investment opportunities

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

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

PURPOSE:

To propose to Council that the Boomerang sign on the Donohue Highway be updated.

CONTENT:

The Boomerang sign at the turnoff on the Donohue Highway is badly in need of an update.

It has been suggested that we paint the sign with an Indigenous dot genre which will be aesthetically pleasing to the viewer as it is meant to be a boomerang shape, which historically is a traditional Indigenous weapon.

The boomerang could have all the Indigenous and Non Indigenous communities along the Outback Highway listed.

Pictured Right: The current sign.



By updating and redesigning the images on the boomerang it will become another tourism attraction ideal for photographs and marketing of Boulia.

The current sign is outdated and not particularly appealing to motorists. By linking the Indigenous and Non Indigenous towns across the Highway to Laverton will give tangible

evidence to the motorists using the highway that there are wonderful sights and cultural attractions to see and enjoy along this road.

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That Council approve to update the Boomerang sign on the Donohue Highway as per the sign idea proposal attached to the Boomerang Repaint report.

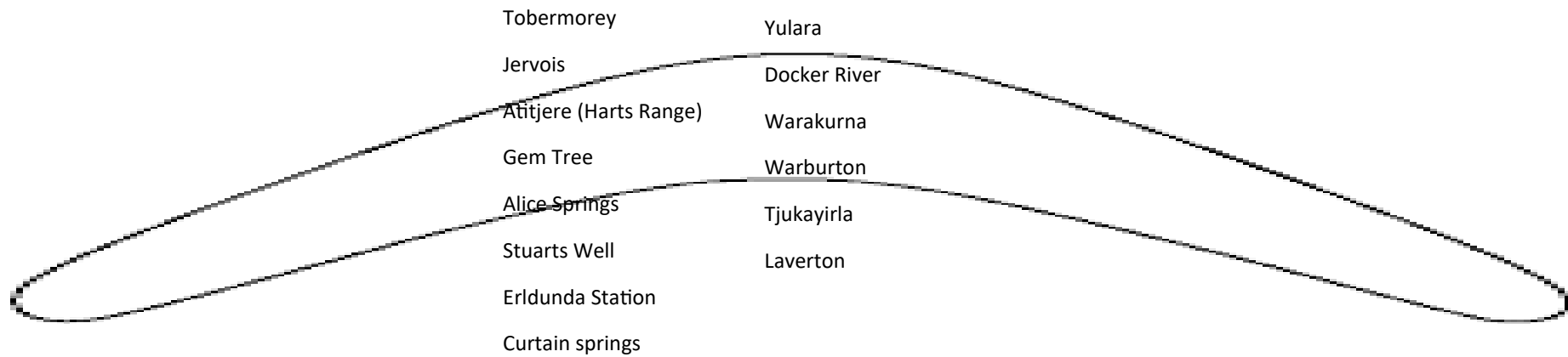
ATTACHMENTS: Proposal idea to update the sign.

Approved by Chief Executive Officer

Ms Lynn Moore



BOOMERANG REPAINTING IDEA. Background to be dot painted. All Non Indigenous and Indigenous towns marked.



Could say: Linking Indigenous lands from Boulia to Laverton

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Min Min Encounter April 2020 Report	DOC REF: Item E
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REPORT BY:	Roni Harris	DATE: 05/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

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

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

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

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

Key Priority 3: Economic Development – A sustainable local economy

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

PURPOSE:

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

CONTENT:

Monthly Activity Statistics:

Daily Sales for April 2020	\$590.20
MME Visitor Stats for April 2020	20 (staff)
MME Show Stats for April 2020	Nil
BHC Stats for April 2020	Closed

Social Media Statistics for April 2020:

Page	Page Likes	Reached	Shares
Boulia Shire Council	1803	34,422	1009
Min Min Encounter	1008	10,175	754

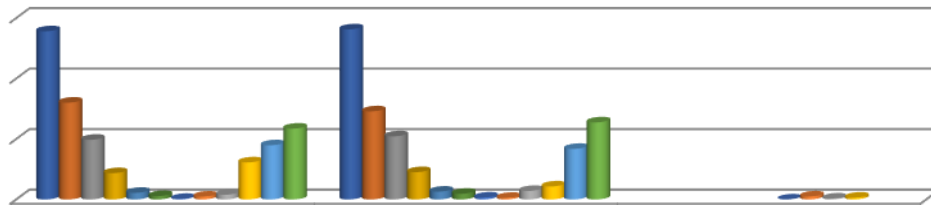
REPORT ON ACTIVITIES HELD FOR APRIL 2020

Unfortunately, due to the COVID-19 shutdown, the Min Min Encounter remains closed.

We have used the time to clean and do a mini stocktake.

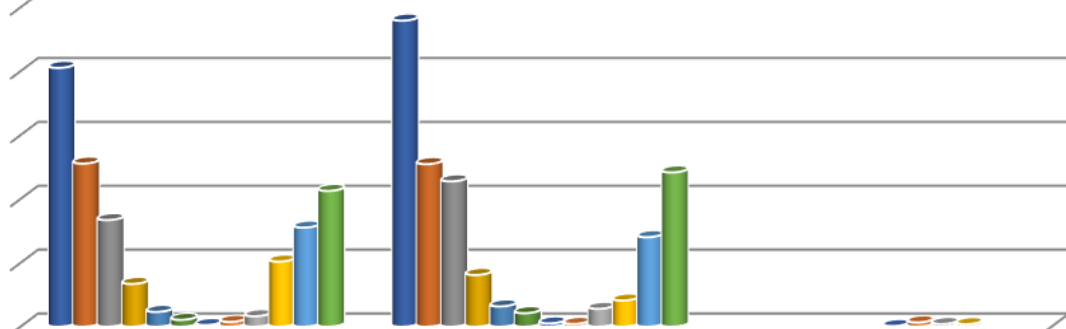
The Facebook page remains active and contact has been made via email with the network of neighbouring Councils and information centres.

Min Min Encounter & BHC Tickets & Merchandise Sales



	2018	2019	2020
July	\$55,628.45	\$56,252.85	
August	\$32,009.00	\$29,131.05	
September	\$19,744.51	\$20,876.55	
October	\$8,699.05	\$9,028.75	
November	\$2,198.20	\$2,580.05	
December	\$1,127.96	\$1,884.50	
January	\$199.50	\$635.90	\$27.80
February	\$941.90	\$534.95	\$974.45
March	\$1,570.40	\$2,810.65	\$315.35
April	\$12,261.15	\$4,295.05	\$590.20
May	\$17,912.50	\$16,721.75	
June	\$23,428.55	\$25,490.35	

Min Min Encounter Visitor Numbers



	2018	2019	2020
July	2026	2396	
August	1277	1273	
September	835	1138	
October	335	405	
November	116	159	
December	54	106	
January	13	26	5
February	38	22	34
March	82	140	21
April	510	205	20
May	776	701	
June	1063	1208	

RECOMMENDATION:

That the Min Min Encounter April 2020 Report be received for information.

Reviewed by Community Services Manager

Mrs Julie Woodhouse

Approved by Chief Executive Officer

Ms Lynn Moore

BOULIA SHIRE COUNCIL

Report for Ordinary Meeting held on 18th May 2020

TITLE:	Library April 2020 Report	DOC REF: Item F
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REPORT BY:	Dorothy James	DATE: 11/05/2020
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CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

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

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

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

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

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

PURPOSE:

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

CONTENT:

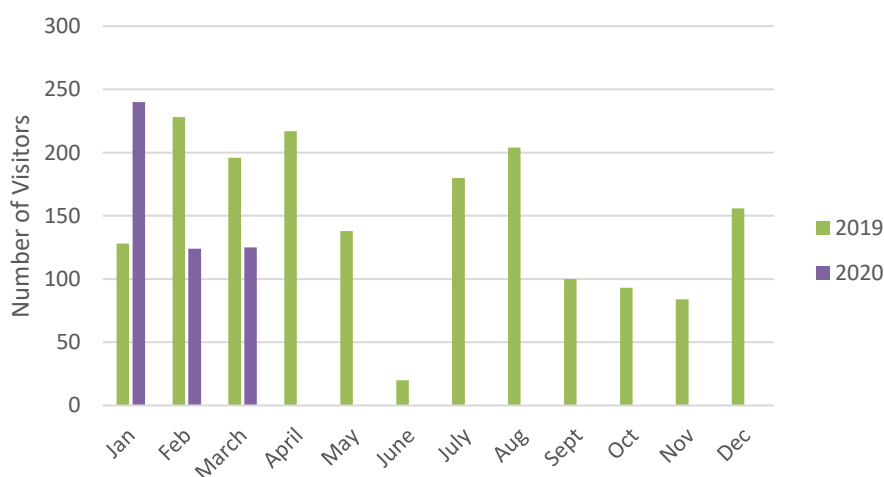
Bouliia Shire Council provides a well-appointed Library facility which is open 5 days per week from 1pm to 5pm.

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

LIBRARY ACTIVITIES

Even though the Library has closed we have started filming reading times with Miss Julie and 'Krafty Kids' with Miss Dorothy and they have been uploaded to our Bouliia Shire Council Facebook page. Cleaning is still being done daily in the Library. The window display is a collection of books.

Visitors to the Library



	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2019	128	228	196	217	138	20	180	204	100	93	84	156
2020	240	124	125	0								

RECOMMENDATION:

That Council receive the Library April 2020 Report for information.

Reviewed by Community Services Manager	Mrs Julie Woodhouse
Approved by Chief Executive Officer	Ms Lynn Moore