

BOULIA SHIRE COUNCIL



ORDINARY MEETING

Friday 21 October 2022



Photo by: Pearl Pocock

ALL COMMUNICATIONS MUST
BE ADDRESSED TO
THE CHIEF EXECUTIVE OFFICER,
BOULIA SHIRE COUNCIL,
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BOULIA SHIRE COUNCIL

14th October 2022

NOTICE FOR AN ORDINARY MEETING OF COUNCIL

NOTICE is hereby given that an **ORDINARY MEETING** of the Boulia Shire Council will be held on **Friday 21 October 2022** at the **Boulia Shire Hall** commencing at **9 am** for the transaction of the following business.

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

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Ms Lynn Moore
Chief Executive Officer

Please note:

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

COMMONLY USED ACRONYMS

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

RISK MANAGEMENT

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

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

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

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

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

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

1 Meeting Opening with the Acknowledgement of Traditional Owners

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

The Mayor will also acknowledge past and present service personnel.

2 Present

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

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

3 Apologies / Leave of Absence

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

4 Declaration of Interests

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

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

5 Mayoral Minutes

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

6 Notice of Motion

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

7 Request to Address Council in a Public Forum

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

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

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

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

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

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

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

8 Deputations

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

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

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

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

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

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

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

Deputations at the 21st October 2022 Ordinary Meeting of Council

- 09:30am – 09:45am Zoom Presentation - LGMS Risk report - self assessment to Boulia Shire Council by David Royston-Jennings
- 01:00pm – 02.00pm Councillors to visit Hartnell Downs by Bus (Anglo American invitation)

9 Confirmation of Minutes from Previous Meetings

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



**MINUTES OF THE ORDINARY MEETING
OF THE BOULIA SHIRE COUNCIL
HELD ON Friday 16 September 2022
COMMENCING AT 9:00 am**

1 Meeting Opening with the Acknowledgement of Traditional Owners

Please note:

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

The Mayor opened the meeting at 9.03 am.

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

The Mayor also acknowledged past and present service personnel.

Council observed a minutes silence in honour of the passing of Queen Elizabeth II.

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

2 Present

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

Officers: Mr Ray Geraghty (Acting Chief Executive Officer)
Mrs Kaylene Sloman (Director of Corporate Services)
Mr Ajay Agwan (Director of Works and Operations)
Ms Karen Haer (Executive Assistant)
Mrs Nicole Tonkies (Records Officer)

3 Apologies / Leave of Absence

Moved: Cr Norton

Seconded: Cr Neilson

That the apology from Cr Edgar be accepted and they be granted leave of absence from the 16th September 2022 Council meeting.

Resolution No.: 2022/09.1

Carried

4 Declaration of Interests

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

5 Mayoral Minutes

TITLE:	Mayoral Minute for July 2022	DOC REF: 5.1.1
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PURPOSE:

This report will provide feedback on the activities of the Mayor on behalf of the community and supporting organisations for the benefit of Boulia and surrounding areas.

Moved: Cr Neilson

Seconded: Cr Norton

That the Mayoral Minute for July 2022 report be received for information.

Resolution No.: 2022/09.2

Carried

TITLE:	Mayoral Minute – RFCSNQ 2022	DOC REF: 5.1.2
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PURPOSE:

This report will provide information from the RFCSNQ activities of the Mayor on behalf of the community and supporting organisations for the benefit of Boulia and surrounding areas.

Moved: Cr Beauchamp

Seconded: Cr Neilson

That the Mayoral Minute - RFCSNQ 2022 report be received for information.

Resolution No.: 2022/09.3

Carried

6 Notice of Motion

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

7 Request to Address Council in a Public Forum

There were no requests to address the Council.

8 Confirmation of Minutes from Previous Meetings

Moved: Cr Beauchamp

Seconded: Cr Britton

That the minutes of the Ordinary Meeting held on 19th August 2022 be accepted subject to the following correction for Resolution No.: 2022/08.10:

That Bouliá Shire Council approves the list of suppliers presented in the tender summary report for T2021-22.19: Plant Hire, Trade Services and Suppliers, for a validity period of twelve (12) months with an option to extend for additional twelve (12) month increments to a maximum total of thirty-six (36) months up to 30th June 2025.

Resolution No.: 2022/09.4 **Carried**

Cr Britton left the meeting at 9.08am and Cr Neilson chaired the meeting.

9 Reports

9.1 Works and Operations

TITLE:	Engineering Service Report – Newsbrief for August 2022	DOC REF: 9.1.1
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PURPOSE:	To inform Council on the progress of various items through an information update.	
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Moved: Cr Beauchamp **Seconded:** Cr Norton

That the Engineering Services Report – Newsbrief for August 2022 be noted.

Resolution No.: 2022/09.5 **Carried**

TITLE:	Foreman Road Maintenance and Utility Services Report August 2022	DOC REF: 9.1.2
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PURPOSE:	To inform Council of the current utilisation and activities of the Town Department during the month of August 2022.	
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Moved: Cr Neilson **Seconded:** Cr Beauchamp

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

Resolution No.: 2022/09.6 **Carried**

Cr Britton returned to the meeting at 9.12 am and resumed the chair.

TITLE:	Foreman Roads Maintenance and Construction Report August 2022	DOC REF: 9.1.3
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PURPOSE:	To inform Council of the current utilisation and activities of the Works Department in line with the Bouliá works program.	
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Moved: Cr Beauchamp **Seconded:** Cr Neilson

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

Resolution No.: 2022/09.7 **Carried**

TITLE:	QRA Flood Damage Works Department August 2022 Report	DOC REF: 9.1.4
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PURPOSE: To inform Council of the current utilisation and activities of the Flood Damage Program.

Moved: Cr Norton **Seconded:** Cr Neilson

That the QRA Flood Damage Works Department August 2022 Report be received for information.

Resolution No.: 2022/09.8 **Carried**

TITLE:	Rural Lands Protection Officer August 2022 Report	DOC REF: 9.1.5
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PURPOSE: To advise Council of current activities relating to weed and pest management, pest control, animal management and stock routes.
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Moved: Cr Neilson **Seconded:** Cr Britton

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

Resolution No.: 2022/09.9 **Carried**

Moved: Cr Norton **Seconded:** Cr Britton

Resolve that Council investigate implementing a systematic inspection for dog registration in Bouliā town area.

Resolution No.: 2022/09.10 **Carried**

9.2 Office of the Chief Executive

TITLE:	Chief Executives Report for August 2022	DOC REF: 9.2.1
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PURPOSE: To advise Council of relevant activities undertaken through the office of the CEO.

Moved: Cr Beauchamp **Seconded:** Cr Britton

That the CEO August 2022 report be received for information.

Resolution No.: 2022/09.11 **Carried**

TITLE:	Action List Update August 2022	DOC REF: 9.2.2
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PURPOSE:

To present to Council an updated Action List.

Moved: Cr Norton

Seconded: Cr Britton

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

Resolution No.: 2022/09.12

Carried

The meeting was adjourned for morning tea at 9.44 am. Mr Agwan left the meeting at 9.44 am.

The meeting resumed at 10.09 am.

TITLE:	Workplace Health and Safety - WHSA / RRTW August 2022 Report	DOC REF: 9.2.3
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PURPOSE:

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

Moved: Cr Beauchamp

Seconded: Cr Neilson

That Council receive the Workplace Health and Safety - WHSA/RRTW August 2022 Report for information.

Resolution No.: 2022/09.13

Carried

9.3 Corporate Services

TITLE:	Director of Corporate and Financial Services August 2022 Report	DOC REF: 9.3.1
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PURPOSE:

To inform Council of the activities performed by the Director of Corporate Services.

Moved: Cr Norton

Seconded: Cr Britton

That the Director of Corporate Services August 2022 report be accepted as information.

Resolution No.: 2022/09.14

Carried

TITLE:	Policy Reviews	DOC REF: 9.3.2
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PURPOSE:

To review and update Council's policies in accordance with the adopted procedure to ensure that policies made by Council are compliant with legislation and are reviewed in a timely manner.

Moved: Cr Britton

Seconded: Cr Neilson

1. *That the following policies be endorsed as presented:*
 - Audit & Risk Management Committee Policy 108
 - Debt Collection Policy 106
2. *That all policies are loaded on the Councillor hub.*

Resolution No.: 2022/09.15**Carried**

TITLE:	Boulia Outback Chapel Rates	DOC REF: 9.3.3
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PURPOSE: To advise Council of the request to waiver the rates relating to the Boulia Outback Chapel.
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Moved: Cr Norton**Seconded: Cr Neilson**

1. That Council in accordance with the exemption as per the Act and Regulations, not charge general rates and subsidise the utility charges for garbage (no charge) and water (50% of normal charge) to Boulia Outback Chapel.
2. Council pay the Waste Management Facility Levy, Environmental Levy Water and Sewerage charges as a donation.
3. Council advise the Boulia Outback Chapel that Council will pay and exempt all charges that Council is responsible for.
4. That the assessment be amended to maintain the exemption for general rates and utility charges to reflect no charge for garbage services, water be charged at 50% of the normal rate, waste management levy, environmental levy and sewerage to be charged as normal for the 2022/23 financial year and future years until such time as a change of use is reported from Department of Resources.

Resolution No.: 2022/09.16**Carried**

TITLE:	Audit and Risk Management Committee Report	DOC REF: 9.3.4
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PURPOSE: To present Council with the Audit and Risk Management Meeting Minutes held on 14 th September 2022.

Moved: Cr Britton**Seconded: Cr Beauchamp**

That the Director of Corporate Services Audit and Risk Management Committee Report for September 2022 be received for information.

Resolution No.: 2022/09.17**Carried**

TITLE:	Finance Manager August 2022 Report	DOC REF: 9.3.5
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PURPOSE: Financial Summary as at 31 st August 2022.
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Moved: Cr Beauchamp**Seconded: Cr Norton**

That the Finance Managers Report for August 2022 be received for information.

Resolution No.: 2022/09.18**Carried****9.4 Community Services**

TITLE:	Community Services Report for August 2022	DOC REF: 9.4.1
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PURPOSE:

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

Moved: Cr Norton

Seconded: Cr Neilson

That the August 2022 Community Services Report be received for information.

Resolution No.: 2022/09.19

Carried

TITLE:	Distribution of prepaid cards in Urandangi Report	DOC REF: 9.4.2
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PURPOSE:

To report on the distribution of the hardship funded prepaid credit cards in Urandangi.

Moved: Cr Beauchamp

Seconded: Cr Britton

That the Distribution of prepaid cards in Urandangi Report be received for information.

Resolution No.: 2022/09.20

Carried

Councillors discussed correspondence received from the LGAQ in regards to election of the Local Government Association of Queensland's (LGAQ) Policy Executive District Representatives 2020-2024.

Moved: Cr Britton

Seconded: Cr Beauchamp

That Council nominate Mayor Andrew Martin from Blackall-Tambo Regional Council as the Local Government Association of Queensland's (LGAQ) Policy Executive District Representative for 2020-2024.

Resolution No.: 2022/09.21

Carried

10 Late Reports

There were no late reports presented to Council.

11 Closed Session

There were no Closed Session Reports presented to Council.

12 General Business

There was no general business to be noted at this meeting.

13 Meeting Closure

The Mayor closed the meeting at 11.21 am.

14 Confirmed

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

Unconfirmed

10 Reports

10.1 Works and Operations

TITLE:	Engineering Service Report – Newsbrief for September 2022	DOC REF: 10.1.1
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REPORT BY:	Stuart Bourne GBA - Senior Civil Engineer	DATE: 20/10/2022
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CORPORATE PLAN REFERENCE:

Key Priority 2: Built Environment

2.3: Well planned - land, open spaces and assets

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

Key Priority 3: Economic Development

3.2: Advocate for the region through regional networks

3.2.1: Advocate and support the development of the Outback Highway

Key Priority 4: Natural Environment

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

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

1. Visits to the Shire

N/A	No trips	
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2. Flood Damage Works

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

Activated for the 'Western Qld Low Pressure Trough 19 Jan – 4th Feb 2022'.

This event will be for Emergent works and REPA. Data collection complete. Submission has been approved by QRA for a total value of \$2,445,193.96.

Activated for the 'Northern and Central Western Queensland Rainfall and Flooding event 21 April – 12 May 2022'. This event will be for Emergency works and REPA. Data collection is complete. REPA works submission lodged in MARs with betterment applications.

3. Other

Donohue Highway: Outback Way Funding Package 3

There is 76.1 km left to seal which is about 30% (locations left are Lake Wanditti and Pituri to Kellys Ck and 2.7km near the emergency airstrip). Design and CH clearance is complete for Stage 7 and 8.

4. Industrial Subdivision

Earth works to be finalised up to finished level. Works awarded to KABZ Plumbing & Quality Electrical. Procurement of materials has commenced.

5. DTMR 20D Flood Damage and Dump Road Access

Prime took place on the 3rd of December, initial seal completed December. Final seal pushed back to October due cool weather.

CONSULTATION:

Nil – information update only

GOVERNANCE IMPLICATIONS:

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

RECOMMENDATION:

That the Engineering Services Report – Newsbrief for September 2022 be noted.

ATTACHMENTS:

1. Flood Damage Events - Detailed Summary (ID 436958) [10.1.1.1 - 1 page]

Reviewed by Director of Works and Operations

Mr Ajay Agwan

Approved by Chief Executive Officer

Ms Lynn Moore

Boulia Shire Council

Flood Damage Events - Detailed Summary (6/10/2022)

QRA Event Code	Activation	Type	Submitted Value(Inc PM,Esc and Cont)	Approved Submission Value (Inc PM,Esc and Cont)	Final Expenditure (Acquittal)	Comments
BoSC.0006.1819G.REC	March. 2019	REPA	\$ 14,706,416.51	\$ 14,231,596.59	\$ 11,743,408.55	Works Completed. Acquittal complete. Ready to be lodged, was due midnight 30/9
BoSC.0011.1920E.EWK	Jan/Feb 2020	Emergency Works	\$ 494,438.07	\$ 494,154.58	\$ 494,438.07	Approved/ Works Complete
BoSC.0008.1920.REC	Jan/Feb 2020	REPA	\$ 450,999.46	\$ 450,999.46	\$ 443,071.38	Approved - Donohue only, works completed - Acquittal Complete. Ready to be lodge, was due midnight 30/9
Central, South and Western Qld Rainfall and Flooding 10 Nov - 3 Dec 2021	Nov - Dec 2021	REPA	Superseeded			Emergent works submission completed, REPA submission to be superseeded by Jan 22 event.
	Nov - Dec 2021	Emergency Works	\$ 262,330.61			
Western Qld Low Pressure Trough 19 Jan - 4th Feb 2022	Jan-22	REPA	\$ 2,514,057.71	\$ 2,445,193.96		REPA - Approved Betterment submission submitted into MARS, ready to be lodged
	Jan-22	Emergency Works	\$ 507,127.18			Emergent works submitted into MARS, ready to be lodged
Northern and Central Western Qld Rainfall and Flooding event 21 April - 12 May 2022	Apr-22	REPA	\$ 1,794,444.42			Lodged, Submission progressed. Betterment submission submitted into MARS, ready to be lodged
	Apr-22	Emergency Works	\$304,307.69			Emergency Works Completed Emergent works submission submitted into MARS, ready to be lodged

TITLE:	Foreman Road Maintenance and Utility Services Report September 2022	DOC REF: 10.1.2
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REPORT BY:	Ron Callope Road Maintenance & Utility Services Foreman	DATE: 20/10/2022
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CORPORATE PLAN REFERENCE:

Key Priority 6: Supporting local services and facilities

6.2: Support an active healthy community

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

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

6.2.3: Improve disability access to facilities in each community

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

Race Course:

Arena and grounds	General maintenance of the grounds has continued by the Racecourse Caretaker. A leak has been located in the bottom of the ground tank; a requisition has been raised to order a new tank.
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Town water testing and Depot maintenance:

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

Three Mile Campground	Flora replacements have been completed at town entrances, as well as palms having been planted at the south entrance and bougainvillea at the northern entrance. Some signage has been erected with the remainder waiting on brackets to complete the project. All tourists we have had are keeping the area in a tidy condition.
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Parks and Gardens:

Council, Min Min Encounter, ANZAC and Airport gardens	All garden areas are continuing being worked on to ensure they are kept in good order. We are currently working on upgrading the entrances to town. Recent rain has the town looking great, however mowing & whipper snipping have increased. Due to staff shortages the WORK Camp has been helping out.
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Mowing/Whipper Snipping	<p>Our crew was kept busy with mowing and whipper snipping being completed in the following areas on these days throughout September 2022:</p> <ul style="list-style-type: none"> ▪ 1st Sep – Robinson Park ▪ 2nd Sep – Min Min Encounter ▪ 5th Sep – Main Office ▪ 6th Sep - Melrose ▪ 7th Sep – Fire Station, School Safe Park and Diamantina Street ▪ 12th Sep – Sport Centre and Mulligan Street ▪ 13th Sep – Robinson Park, Median Strip and Herbert Street ▪ 14th Sep – Median Strip and Post Office ▪ 15th Sep – Wills Street ▪ 19th Sep – Sport Centre ▪ 20nd Sep – Robinson Park and Health Clinic ▪ 26rd Sep – Melrose and Burke Street ▪ 27th Sep – Fire Station, Town Entrance and Mulligan Street ▪ 28th Sep – Robinson Park and Herbert Street ▪ 29th Sep – Median Strips and Moonah Street ▪ 30th Sep – Post Office and Hamilton Street
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RMPC/Works crew:

RMPC signage is still an ongoing project.

The Sign Crew have completed their work with the flood damage surface correction on the Bedourie Road. They are now finishing the signage instillation at the rest areas on the Bedourie Road.

Surface correction is also scheduled for Dajarra/Mount Isa & Winton roads.

Concrete batching is an ongoing interruption to RMPC Works.

Urandangi:

Urandangi	<p>Regular Council services continued over the month of September (mowing, whipper snipping and rubbish collection etc.).</p> <p>The Urandangi town man is in charge of cleaning and rubbish collection at the new rest area on Dajarra/Mount Isa Road with regular servicing twice weekly.</p> <p>Chlorine testing has been conducted on a weekly basis. The new control box has arrived and is still to be installed soon. We are currently using the generator and a larger pump which is also helping flush silt out of the bore hole. This is ongoing.</p>
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Water and Sewerage:

Boulia Township

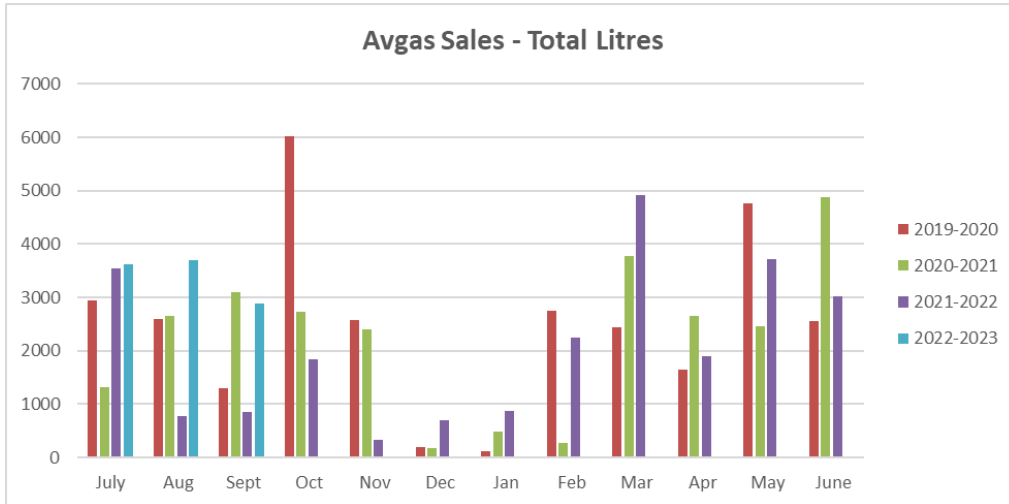
Call outs – water	Nil
Call outs – sewer	Nil
Broken mains	1 (Caravan Park), 1 (Pituri Street) Both have been fixed.

Urandangi Township

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

Boulia Airport activity:

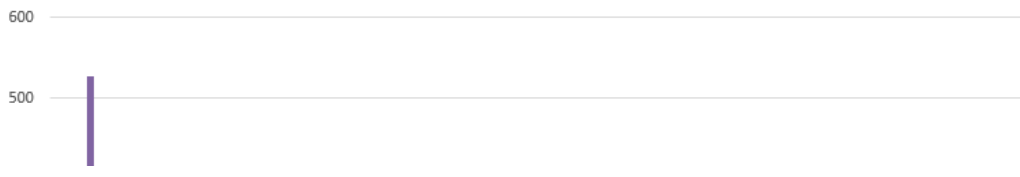
Number of call outs: RFDS/Lifeflight Rescue	Nil
Avgas/Jet A1 Refuelling	Total 31 – 31 self-fuelled through Compac.



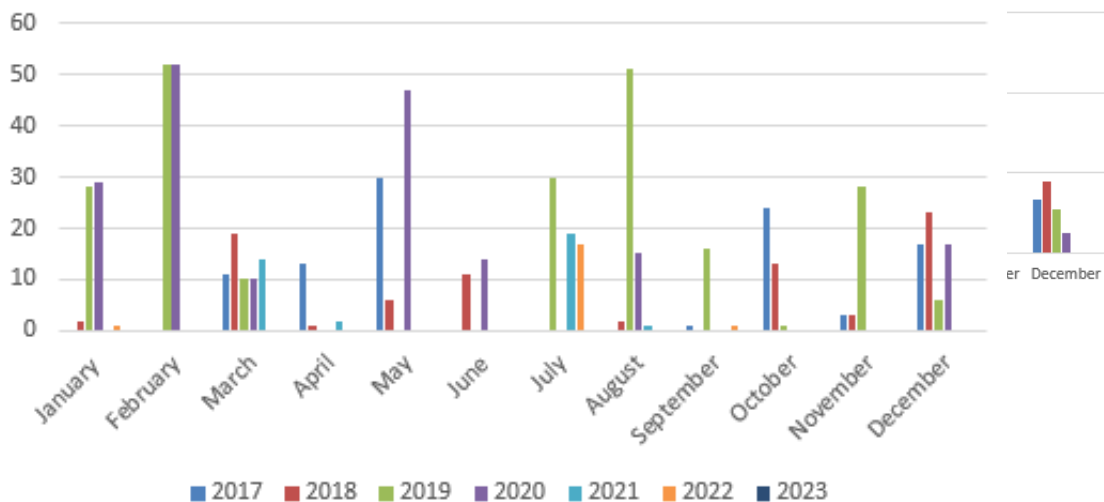
Boulia Feral Animal Bounty Claims:

Feral Pigs	62
Feral Dogs	1

Feral Pig Snout Register



Boulia Shire Feral Dog Scalp



CONSULTATION: Director of Works and Operations as required.

GOVERNANCE IMPLICATIONS: All work completed within budget allocations.

RECOMMENDATION:

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

ATTACHMENTS: Nil

Reviewed by Director of Works and Operations

Mr Ajay Agwan

Approved by Chief Executive Officer

Ms Lynn Moore

TITLE:	Foreman Roads Maintenance and Construction Report September 2022	DOC REF: 10.1.3
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REPORT BY:	Jimmy Newman Roads and Construction Foreman	DATE: 20/10/2022
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CORPORATE PLAN REFERENCE:

Key Priority 2: Built Environment
 2.1: Fit for purpose - roads, airport infrastructure
 2.1.1: Develop, manage and maintain Council controlled roads and airport infrastructure to sustain and improve connectivity and safety
 2.1.2: Deliver quality outcomes on all roads (Shire and State) within quality assurance guidelines

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT: Current and upcoming projects are as follows:



Dajarra Widening:

- Finished all base course, now waiting for test results.
- Currently working on Selwyn Connection Road intersection.
- Auzscot are due back this week to complete the concrete works; installing a new grid on the Buckingham/Alderley boundary, margins on flood ways and the remaining culvert batter works.
- Completing shoulders on base course.
- Waiting to hear from TMR for 800m section, North of this job.

CONSULTATION:

Director of Works and Operations as required.

GOVERNANCE IMPLICATIONS:

All work completed within guidelines and budget allocations.

RECOMMENDATION:

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

ATTACHMENTS: Nil

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

TITLE:	QRA Flood Damage Works Department September 2022 Report	DOC REF: 10.1.4
REPORT BY:	Alan Pilsworth Consultant Works Overseer	DATE: 20/10/2022
CORPORATE PLAN REFERENCE:		
Key Priority 2: Built Environment 2.1: Fit for purpose - roads, airport infrastructure 2.1.1: Develop, manage and maintain Council controlled roads and airport infrastructure to sustain and improve connectivity and safety Key Priority 4: Natural Environment 4.2: Resilient management plans which support the community in times of crisis 4.2.1: Implement initiatives for flood responses and to plan, prepare, respond, recover and build resilience from disasters for the communities of our region		
RISK MANAGEMENT:		
Information Report only - not applicable.		
PURPOSE:		
To inform Council of the current utilisation and activities of the Flood Damage Program.		
CONTENT:		
Projects Completed: Jan/February 2022 Flood Damage Event (FDRES) <ul style="list-style-type: none"> • Coorabulka Road, Harris Crew (B) completed • Elrose Road, completed by Harris "B" Team • Donohue Highway, Bulk Excavation carried out by A. Britton, Harris Crew currently grading batters, was minor delay with rain. • Springvale Road, completed by Harris "A" Team, crew mobilised to South Urandangi Road. • Mixed Crew completed Headingly Rd and currently working on North Urandangi Road • All crews are on track to complete all January/February Rain Even program by 18/10/2022. 		
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 September 2022 Report be received for information.		
ATTACHMENTS: Nil		
Reviewed by Director of Works and Operations	Mr Ajay Agwan	
Approved by Chief Executive Officer	Ms Lynn Moore	

TITLE:	Rural Lands Protection Officer SEPTEMBER 2022 Report	DOC REF: 10.1.5
REPORT BY:	GRAHAM SMERDON Rural Lands Protection Officer	DATE: 20/10/2022
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 Key Priority 4: Caring for the environment 4.3: Sustainable 4.3.1 Ensure the region's sustainability through integrated weed and pest management practices		
RISK MANAGEMENT: Information Report only - not applicable.		
PURPOSE: To advise Council of current activities relating to weed management, pest control, animal management and stock routes.		
CONTENT: RLPO: The month was spent doing patrols of the local streets looking for roaming dogs, doing the second-round of 1080 baiting, carrying out mozzie fogging and putting Grasland pellets around Parkinsonia Bushes in old burrow pits on the Boulia/Dajarra to Mt Isa Rd. TOWN COMMON: I am still waiting for some quotes to build the stock baulk and fence on the town common/stock route. Once I have all of the quotes, I am hoping the stock baulk will be finished before the end of October. PONY/CAMEL & RODEO PADDOCKS: Feed in all of the paddocks is still ok. DOMESTIC ANIMAL CONTROL: The dog that was impounded late in August was rehomed. CWRPM (TECHGROUP): All councils have been busy doing or getting ready for the second round of 1080 baiting so there has been no combined weed spraying. A teleconference will be held later this month. RMPC: What weeds there are, have been poisoned and we will get straight on to any that come up once the weather gets warmer and after any rain. GRAVEL/BURROW PITS: I have been and put Grasland pellets around Parkinsonia bushes in 7 old burrow pits between Dajarra and Mt Isa there was Approx. 50 to 70 bushes spread out over the 7 pits.		

STOCK ROUTES:

No enquires for travel permits.

1080 BAITING:

Having carried out the second-round of 1080 baiting, there was a very poor turn out with only 2 properties baiting with a total of 1080kg of meat treated with Pig Strength 1080 poison.

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

That the Rural Lands Protection Officer, September 2022 report be received for information.

ATTACHMENTS: Nil

Reviewed by Director of Works and Operations

Mr Ajay Agwan

Approved by Chief Executive Officer

Ms Lynn Moore

10.2 Office of the Chief Executive

TITLE:	Chief Executives Report for September 2022	DOC REF: 10.2.1
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REPORT BY:	Lynn Moore Chief Executive Officer	DATE: 20/10/2022
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CORPORATE PLAN REFERENCE:

Key Priority 5: Governance

5.2: It is clearly evident in how Council does business

5.2.4: Transparency and accountability through management reporting

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

Workshop / Mechanic Contractor:

Workshop mechanic has been engaged and commenced on 26th September 2022. This will be a three year contract and we look forward to productive and successful outcome all round.

'Old' Butchers Shop – EOI MOU / Lease:

One expression of interest has been received and the MOU has been prepared and forwarded to the applicant. This document was resent on 4th October as applicant had not received in the mail.

Urandangi – transfer of land – Marmanya:

Documentation has been sent to the lawyers for the process of transfer to begin 28/7.

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

Assessment is now with the Ministers Office in Canberra and no further information will most likely be forthcoming until the next Federal budget review is completed.

Short Term Agistment – Rodeo Paddock:

A late expression of interest was received, and a draft MOU has been prepared and forwarded to the applicant.

Community Housing review:

The trial for this community housing review was completed by Boulia and BTRC and the WQAC area was the first group to commence this work. The State Government will finalise the 'process' with the remaining councils to be contacted within the new month for their housing information. Councils from SWQROC, RAPAD and NWQROC are spearheading the body of work.

LGGSP Funding approval for Staff Housing:

The initial design has been received for the complex and the material change of use has been submitted to the Town Planner for review. During the period of application and approval the initial estimates for the project have escalated and it may mean a reduction in the number of units built and staging the project. The funding body has been approached and they are aware of the issues which we are facing.

Meetings for Councillors:

Date	Attendees	Location	Reason
16 th – 20 th October 2022	Mayor Rick Britton Deputy Mayor Jack Neilson CEO Lynn Moore	Cairns	LGAQ Annual Conference
21 st to 25 th November 2022	Mayor Rick Britton CEO Lynn Moore	Brisbane	RAPAD Annual General Meeting, Roads, Water and Pest Management

Grants applied for

Program	Reason	Amount	Approved/declined
LGGSP	Staff Housing	\$2.1m	Approved
QRRF	Coorabulka/Slashers Crk Rd	\$1.7m	Approved
RRUP	Springvale Rd	\$1.54m	Approved
RCP	Telecommunications (NBN)	\$3.8m	Approved
LRCI	Industrial Estate	\$1.13m	Approved
PPR 1(a/b)	Donohue Highway	\$3.9m	Under review
BBRF	Community Council Hub	\$10m	Under review

Positions Vacant:

Team Leader Financial Services	The position is being advertised and a temporary officer sourced.	
Tourism Officer	Position Description being reviewed and will be advertised	

CONSULTATION: Nil**GOVERNANCE IMPLICATIONS:**

Donohue Highway funding package will be included in the 2022-2023 budget.

RECOMMENDATION:

That the CEO September 2022 report be received for information.

ATTACHMENTS: Nil

Chief Executive Officer	Ms Lynn Moore
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TITLE:	Action List Update September 2022	DOC REF: 10.2.2
REPORT BY:	Ms Lynn Moore Chief Executive Officer	DATE: 20/10/2022
CORPORATE PLAN REFERENCE: Key Priority 5: Governance 5.2: It is clearly evident in how Council does business 5.2.4: Transparency and accountability through management reporting		
RISK MANAGEMENT: The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as Low L-1 .		
PURPOSE: To present to Council an updated Action List.		
CONTENT: Council maintains an Action List that outlines actions to be taken as a result of a Council resolution or a request for action made by Councillors in between meetings. Items on the list are updated as progress on each item is made and is presented to Council on a monthly basis for information. Once an action has been shown as completed it is removed from the list.		
CONSULTATION: Nil		
GOVERNANCE IMPLICATIONS: Nil		
RECOMMENDATION: That Council receive the Action List update for September 2022 for information.		
ATTACHMENTS: 1. CEO Action List [10.2.2.1 - 4 pages]		
Chief Executive Officer	Ms Lynn Moore	

Boulia Shire Council Action List				
DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
Friday 25th September 2020				
25/09/2020		Replacement of boundary entry signs to Boulia Shire <ul style="list-style-type: none"> • Winton / Boulia • Boulia/ Diamantina • Mt Isa/ Boulia • NT border (Tobermorey) / Boulia 	DWO	13/10/2022-Purchase order issued to local contractor.
Friday 26th March 2021				
26/3/2021		Investigate the 'speed advisory signs' (solar) with smiley faces for both the Herbert St and outside the school.	DWO/ CSM	13/10/22 Signs have arrived -depot staff to arrange installation. Location on town entry sports.
Thursday 15th July 2021				
15/07/2021		Investigate - purchasing a coffin lowering device	DWO	13/10/2022 CLD is in the country – expected delivery by end of October. 12/09/2022 CLD is expected in end of September- received mover still waiting overseas CLD
Friday 27 August 2021				
27/08/2021		Look at creating a bigger passing-pad at the give-way sign and possibility of moving the sign to the Town side. <ol style="list-style-type: none"> 1. Waverley Creek 2. Burke River (Boulia) 	DWO	13/10/2022 Waiting on TMR approval- possible RMPC project no separate funding.,
Friday 24 September 2021				
24/09/2021	2021/9.16	Community Drought Support 2021 Funding - To provide Council with an update of the activities associated with Councils' community development activities. That Council arrange for 500 (five hundred) cards to be uploaded with \$200 (two hundred dollars) each.	CSM	13/10/22 Blank cards to be sold at post office, report to council re prepaid ones. 14/9/22 cards have been handed out to relevant residents in Urandangi.
Friday 17 December 2021				
17/12/2021		Signage at the Public Toilets at the new Dajarra rest stop not showing correctly	DWO	13/10/2022 Purchase order issued to local contractor.
Friday 21 January 2022				
21/01/2022		Review all air-conditioning requirements at Depot and Stores. Min Min	DWO	13/10/2022 Report received. Under investigation, short term and long term solutions have been proposed. An Air-Conditioning Technician needs to be employed now to finalise the issues. Sam to be involved in project.
Friday 18 February 2022				

Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
18/02/2022		Sewage pump station is 50 years old and failing, sits under water level, no screening - look at putting in a new pump	DWO	13/10/2022 Design complete to be received by 21/10
Friday 18 March 2022				
18/03/2022		Local Laws Enforcement Signage <ul style="list-style-type: none"> Ensure angle parking signs are erected as well as signs stating where other parking is for oversized vehicles Signs at angle parking with a line through showing caravans / trucks not to park there (eg. Like no smoking signs) Time limits if required eg. No overnight stay Camping areas, signage to be checked Racecourse Reserve signage to be reviewed to ensure local laws are covered Eg. No parking, parking enforcement laws apply 	RLPO DWO	12/09/2022 Signs received. Installation in progress
18/03/2022		Parking spaces at LPO required – angle parking so more cars can park, Wills St as well angle parking. Disabled parking for PO also required	DWO	13/10/2022 Affected by manpower shortage 12/09/2022 Affected by manpower resources. Will be complete by end of next month
18/03/2022		Chinese Graves, not fenced anymore. To be included in penetration imaging when doing Boulia & Urandangi Cemetery, funding to be put into 22/23 budget.	DWO DCS	13/10/2022 Awaiting report 12/09/2022 GPR process for all 3 cemeteries has been completed.
18/03/2022		Boulia Winton Road boundary (Shire) the Welcome sign, TMR removed when widening at Lucknow, not been replaced.	DWO	13/10/2022 Purchase order for installation issued to local contractor. 12/09/2022 Welcome sign have been received. Under procurement for installation
Friday 17 June 2022				
		Front garden area of Min Min Encounter needs to be beautified.	DWO	13/10/2022 Artificial grass- awaiting delivery.
17/06/2022		Replace grids at 15 mile / Trial grids to Town Common and reserve	RLPO/ DWO	13/10/2022 Material has arrived -installation to be arranged. 12/07/2022 Baulk grids have been ordered.
Friday 19th August 2022				
19/08/2022		Diamantina Street guttering – investigate	DWO	12/09/2022 Under investigation- would need to be done in conjunction with town re-seals.

Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
19/08/2022		Washdown Bay double gantry – what is the current status	DWO	13/10/2022 Under fabrication. 12/09/2022 DabFab has been issued a PO.
19/08/2022		Cost of NBN line from town to Rodeo Grounds – look into costing	DCS	13/10/2022 Discussion with NBN at LGAQ Conference 21 st Nov. 09/09/2022 Waiting on quotation from nbn provider.
Friday 16th September 2022				
16/09/2022	2022/09.10	Resolve that Council investigate implementing a systematic inspection for dog registration in Boulia town area.	RLPO	
16/09/2022	2022/09.16	<p>1. That Council in accordance with the exemption as per the Act and Regulations, not charge general rates and subsidise the utility charges for garbage (no charge) and water (50% of normal charge) to Boulia Outback Chapel.</p> <p>2. Council pay the Waste Management Facility Levy, Environmental Levy Water and Sewerage charges as a donation.</p> <p>3. Council advise the Boulia Outback Chapel that Council will pay and exempt all charges that Council is responsible for.</p> <p>4. That the assessment be amended to maintain the exemption for general rates and utility charges to reflect no charge for garbage services, water be charged at 50% of the normal rate, waste management levy, environmental levy and sewerage to be charged as normal for the 2022/23 financial year and future years until such time as a change of use is reported from Department of Resources.</p>	DCS	13/10/2022 Rates department advised via email
16/09/2022	2022/09.21	That Council nominate Mayor Andrew Martin from Blackall-Tambo Regional Council as the Local Government Association of Queensland's (LGAQ) Policy Executive District Representative for 2020-2024.	CEO	20/09/2022 Completed - Nomination sent
16/09/2022		Cr Neilson: Investigate putting a 'No Through Road' sign near the corner of Herbert and Hamilton Streets (Mt Isa turn off point) to avoid motorists taking the wrong road turn off when driving to Mt Isa.	DWO	13/10/2022 Install to be completed at corner of Herbert and Hamilton Street.
16/09/2022		Cr Britton: Refer to Murweh Shire Council to see what their set up is in relation to rural addressing to enable	DCS	13/10/2022 Under investigation.

Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
		residents to receive registered mail through Australia Post.		
16/09/2022		Cr Norton: look at capturing the history of the Beef Road near Buckingham	CSM	13/10/2022 CSM has had discussions with Cllr Norton.
COUNCILLOR INFORMATION REQUESTS BETWEEN MEETINGS				
DATE	Staff Member	PROJECT – OR ISSUE:	RESPONSE	
18/12/2019		Cllr Beauchamp: Future idea – Drone Park	9-6-2022 Meeting with Droneamics in June. Future of drone flights here.	
19/6/2020	DWO	Cllr Edgar: Dam/recreational water park (boating etc)	9-6-2022 This project will be moved to the 'visioning' project 26/02/2021 Alternative dam location - obtain drone footage to identify potential location. This has been raised several times.	
19/06/2020	Julie/DWO	Cllr Britton: Consider coloured directional signage (e.g., on street signs) to help show where things are within the town 17/08/20 Signage design to stand out and be broader width	26/02/2021 Street signage (i.e., Street names) currently is only on one side of the street. Consider both sides in future? 14/10/2020. Revised street maps with coloured markers on street signs are to be implemented. This will be delivered in conjunction with the DWO.	
17/08/2020	CEO/CSM	Cllr Edgar: Consider possibility of installing a walking track from the Sports Centre to the Rodeo Grounds	14/9/22 Project on hold currently. 1/2/22 Due to COVID health restrictions Work camp unable to proceed with this in near future. 7/10/2021 Work Camp interested in developing an indigenous bush tucker walking track from Burke River to the Racecourse Reserve. Will need strong consultation with Pitta Pitta	
26/02/2021	CEO/DWO	Cllr Britton: Long Term Business Case/Study to be undertaken regarding artesian bore to support future community growth. Eg. where will drilling have to be done? Costs involved?	9-6-2022 Water Engineer to consider the options available for Boulia. 7/12/2021 to be reviewed during the 'visioning project' 20/01/2022	
26/02/2021	CEO/DWO	Cllr Beauchamp: Future planning regarding water treatment – will the treatment plant be big enough down the track? Can water be recycled for town watering use/road works use? Considerations to be made in future Corporate Plan.	13/10/2022 Water treatment report has been received. Cost is excessive. 28/7/2022 Water treatment plant options have been received. To be considered with regard to future expansion and water quality.	
27/08/2021	DWO	Cllr Neilson – consider another Bore for Urandangi	07/12/2021 to be reviewed during the 'visioning project' 20/01/2022	
27/08/2021	DWO	Cllr Neilson - Cooridgee end of the Town Common – consider adding a tank and trough	07/12/2021 to be reviewed during the 'visioning project' 20/01/2022 and 22-23 budget	
26/02/2021	DWO	Cllr Edgar – water at the Rodeo Grounds, consider installing automated sprinkling system	07/12/2021 to be reviewed during the 'visioning project' 20/01/2022 and 22-23 budget	

TITLE:	Consideration for Annual Valuation 2022	DOC REF: 10.2.3
REPORT BY:	CEO (Lynn Moore) Chief Executive Officer	DATE: 20/10/2022
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		
RISK MANAGEMENT: The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Unlikely (Likelihood) giving an overall assessment as Low L-2 .		
PURPOSE: To ascertain councils' response to the request for Annual Valuation by the State Valuation Services – Department of Resources for the 2023 year.		
CONTENT: Council is requested to provide their views in relation to the proposed inclusion of our local government area as part of the 2023 revaluation program that will take effect on 30 June 2023. The Land Valuation Act 2010 requires that the Valuer-General undertakes an annual valuation of rateable land, but they may decide not to do so in a local government area after considering: <ul style="list-style-type: none"> • A market survey report for the local government area that reviews the sales of land and the probable impact of those sales on the value of land since the last annual valuation. • The results of consultation with the local government for the area and appropriate local and industry groups. As part of its preliminary assessment, the State Valuation Service (SVS) considered a range of factors, including the timing of the last valuation, any extreme weather events that occurred over the last year and market movements. The results of this assessment are attached for your information. Market movement is often an indicator of the need for a revaluation, but there may be further influences that support market growth or reductions. The SVS will continue to monitor the property market. Based on the preliminary assessment, the SVS plans to recommend that your local government area is not included in the next revaluation program that will commence in late 2022 and take effect from 30 June 2023. Consistent with the Act, we are required to advise them of our support or otherwise for our local government not to be revalued in 2023 . Our response is required to be returned to them by Friday 14 October 2022 by email at valuer-general@resources.qld.gov.au . The results of this consultation will be used to inform the final decision by the Valuer-General about the 2023 revaluation program. The information in this report was sent to each Councillor for their consideration on 20 th September 2022. Only four properties have sold within the review period with no real change in the valuations for the 2022 period as per attachment.		

CONSULTATION:

- Email notification to Councillors

GOVERNANCE IMPLICATIONS:

- NIL

RECOMMENDATION:

That the council endorse the response to the Department of Resources – State Valuation Service that we have no objection to a valuation for the 2023 period not be conducted.
recommendation-end}

ATTACHMENTS:

1. Boulia Shire market survey summary 2022 [**10.2.3.1** - 1 page]
2. Annual valuation 2023 valuer general [**10.2.3.2** - 1 page]

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

Market Survey Report

2022 Annual Valuation of Boulia Shire

13 September 2022

Brief Overview

Local Authority Statistics	Amount
No. Of Valuations	170
Existing Total Amount (\$)	\$306,254,270
New Total Amount (\$)	\$306,254,270
Overall Factor Change	1.000
No. Of Sales (All Sectors)	4

Summary Of Impacts

Land Use	No. Of Valuations	Current Total Value	Factor Range	Overall Factor	Proposed Total Value
Single Unit Residential	83	\$771,360	1-1	1.000	\$771,360
Rural Residential	22	\$806,310	1-1	1.000	\$806,310
Commercial	9	\$233,600	1-1	1.000	\$233,600
Industrial	11	\$251,000	1-1	1.000	\$251,000
Primary Production	45	\$304,192,000	1-1	1.000	\$304,192,000

All correspondence to be addressed to :
The Chief Executive Officer
Boulia Shire Council
18 Herbert St BOULIA QLD 4829



Telephone: (07) 4746 3188
Facsimile: (07) 4746 3136
Email: admin@boulia.qld.gov.au
ABN: 20 492 088 398

BOULIA SHIRE COUNCIL

5/10/2022

Ms Karen Hopper
Acting Executive Director
State Valuation Service
Department of Natural Resources and Mines
PO BOX 15216 City East
Queensland 4002

Dear Ms Hopper

CONSULTATION – ANNUAL VALUATION EFFECTIVE 30TH JUNE 2023

In response to your letter dated 16th September 2022.

As per your attachment revealing limited sales within the last 12 months the impact may be of little real value to perform an annual statutory valuation.

The council decision not to have a re-valuation completed will be ratified at the council meeting on 21st October 2022

Yours sincerely

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

Ms Lynn Moore
Chief Executive Officer

TITLE:	Regional Drought Resilience Planning Program - Round 2	DOC REF: 10.2.4
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REPORT BY:	CEO (Lynn Moore) Chief Executive Officer	DATE: 20/10/2022
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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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

Advise council of the opportunity to be involved in the Regional Drought Resilience Planning Program – Round 2

CONTENT:

The Queensland Department of Agriculture and Fisheries has partnered with the Rural Economies Centre of Excellence (RECoE), comprised of four Queensland research institutions, to deliver the RDRP. The purpose of the program is to help regions plan to survive and thrive into the future in the face of drought.

RECoE will lead consultation, working with regional communities, to develop Regional Drought Resilience Plans to prepare for and manage future drought risks.

The planning will also align with the Queensland Strategy for Disaster Resilience and its implementation plan, Resilient Queensland, led by the Queensland Reconstruction Authority – who continues to support this program as a key stakeholder.

As part of the Central West region, Boulia is invited to be involved in the consultation and development of a Regional Drought Resilience Plan by 30 June 2024.

These plans are community-led and owned through partnerships of Local Governments, regional organisations, communities and industry. The plans are to identify actions to prepare for future droughts, with a sharp focus on the agricultural sector and allied industries.

The RDRP Program will support development of the plans by providing access to evidence and data, independent expert feedback, as well as the opportunity to learn from the pilot year and collaborate with regions in this second round.

Further information will be provided to RAPAD as key representative for our area for their future involvement.

CONSULTATION:

NIL

GOVERNANCE IMPLICATIONS:

NIL

RECOMMENDATION:

That the report be received for information in conjunction with further details to be received from RAPAD.

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ATTACHMENTS: 1. CTS 14881-22 DG SIGNED LETTER - ERIC BRITTON [10.2.4.1 - 2 pages]

Reviewed and Approved by Chief Executive Officer	Ms Lynn Moore
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Department of
Agriculture and Fisheries

Our ref: CTS 14881/22

5/10/2022

Councillor Eric Britton
Mayor
Boulia Shire Council

Ms Lynn Moore
Chief Executive Officer
Boulia Shire Council
admin@boulia.qld.gov.au

Dear Councillor Britton

Regional Drought Resilience Planning Program – Round 2

I am writing to formally invite Boulia Shire Council to be a partner in the Regional Drought Resilience Planning (RDRP) program in Queensland. This program is jointly funded through the Queensland Government and the Federal Government's Future Drought Fund.

The Queensland Department of Agriculture and Fisheries has partnered with the Rural Economies Centre of Excellence (RECoE), comprised of four Queensland research institutions, to deliver the RDRP.

The purpose of the program is to help regions plan to survive and thrive into the future in the face of drought. RECoE will lead consultation, working with regional communities, to develop Regional Drought Resilience Plans to prepare for and manage future drought risks. While a regional organisation for your area will be our lead partner, your Local Government Area (LGA) will be key to the success of the regional drought resilience planning process.

The planning will also align with the Queensland Strategy for Disaster Resilience and its implementation plan, Resilient Queensland, led by the Queensland Reconstruction Authority – who continues to support this program as a key stakeholder.

As part of the Central West region, your LGA is invited to be involved in the consultation and development of a Regional Drought Resilience Plan by 30 June 2024.

1 William Street Brisbane
GPO Box 46 Brisbane
Queensland 4001 Australia
Business Centre 13 25 23
Website www.daf.qld.gov.au
ABN 66 934 348 189

These plans are community-led and owned through partnerships of Local Governments, regional organisations, communities and industry. The plans are to identify actions to prepare for future droughts, with a sharp focus on the agricultural sector and allied industries.

The RDRP Program will support development of the plans by providing access to evidence and data, independent expert feedback, as well as the opportunity to learn from the pilot year and collaborate with regions in this second round.

Next steps

A representative from RECoE will be in contact to provide details on the opportunity to be involved in the RDRP Program. A letter will also be sent to the Chair of the relevant Regional Organisations of Councils as a key representative of your region.

If you require any further information, please contact Mr Vern Rudwick, Director, Drought Policy and Response on 0472 863 899 or by email at vern.rudwick@daf.qld.gov.au or Associate Professor Ben Lyons, Director, RECoE on 0428 230 031 or via email at ben.lyons@usq.edu.au.

Information on the Queensland Regional Drought Resilience Program can be found at www.ruraleconomies.org.au and information on the Future Drought Fund can be found at www.agriculture.gov.au.

Yours sincerely



Robert Gee
Director-General
Department of Agriculture and Fisheries

TITLE:	Council Meeting Dates from January 2023 to December 2023	DOC REF: 10.2.5
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REPORT BY:	Karen Haer Executive Assistant Relief to CEO	DATE: 20/10/2022
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CORPORATE PLAN REFERENCE:

Key Priority 5: Governance

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

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

5.3.2: Optimise performance of Council business units using available technology

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

5.3.4: Implement good practice in managing and maintaining our assets

Key Priority 7: Our Team - Our People

7.3: Living our values

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

Key Priority 8: Leadership

8.1: Genuine community engagement

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

RISK MANAGEMENT:

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

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

PURPOSE:

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

CONTENT:

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

Meetings are to be held in a place designated by Council which at present is the Boulia Shire Hall in order to accommodate social distancing requirements to help safeguard against COVID-19.

A meeting is open to the public unless the local government or committee has resolved that meeting is to be closed under section 254J.

This report seeks ratification of the proposed 2023 Ordinary Meeting of Council dates attached to this report.

CONSULTATION:

n/a

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

1. That the dates for the Council meetings from January 2023 until December 2023 be ratified and displayed on Council's website and all other approved distribution methods.

Friday 20 th January 2023	Boulia Shire Hall	9 am
Friday 24 th February 2023	Boulia Shire Hall	9 am
Friday 24 th March 2023	Boulia Shire Hall	9 am
Friday 21 st April 2023	Boulia Shire Hall	9 am
Friday 26 th May 2023	Boulia Shire Hall	9 am
Friday 23 rd June 2023	Boulia Shire Hall	9 am
Friday 21 st July 2023	Boulia Shire Hall	9 am
Friday 25 th August 2023	Boulia Shire Hall	9 am
Friday 22 nd September 2023	Boulia Shire Hall	9 am
Friday 20 th October 2023	Boulia Shire Hall	9 am
Friday 24 th November 2023	Boulia Shire Hall	9 am
Friday 15 th December 2023	Boulia Shire Hall	9 am

2. That the location be the Boulia Shire Hall with the commencement time of 9 am.

ATTACHMENTS:

1. Boulia Shire Council Meeting Dates - 2023 [**10.2.5.1** - 1 page]

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

Bouliā Shire Council Meeting Dates - 2023

January						
M	Tu	W	Th	F	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February						
M	Tu	W	Th	F	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March						
M	Tu	W	Th	F	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April						
M	Tu	W	Th	F	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May						
M	Tu	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
M	Tu	W	Th	F	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
M	Tu	W	Th	F	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
M	Tu	W	Th	F	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
M	Tu	W	Th	F	Sa	Su
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October						
M	Tu	W	Th	F	Sa	Su
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
M	Tu	W	Th	F	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
M	Tu	W	Th	F	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

TITLE:	Workplace Health and Safety - WHSA / RRTW September 2022 Report	DOC REF: 10.2.6
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REPORT BY:	Cindy Reimers WHS/RRTWC	DATE: 20/10/2022
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CORPORATE PLAN REFERENCE:

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

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

Assistance to Staff / Contractors / compliance	<ul style="list-style-type: none"> • CWO/Flood Damage Foreman tasked to check contractor compliance via iAuditor. • Schedule regular alerts and inspections in iAuditor for relevant staff to perform. • On-going review of existing WHS documentation/procedures/registers/inspection schedules to streamline workflow and ensure compliance. • Continue to develop iAuditor templates to assist staff with their compliance requirements. • Conducted training of new employees in the use of iAuditor. 		
Near Misses, Incidents and issues	<p>Total iAuditor WHS actions/issues since last Council meeting:</p> <ul style="list-style-type: none"> • Near Miss - 0 • Hazards – 0 • Damage – 0 • Incidents – 0 		
Category	Description	Site	Outcome
Hazards	Nil		
Damage	Nil		
Incidents	Nil		
Completed Tasks and / or Achievements	<ul style="list-style-type: none"> • Face-to-face inductions: 2 • Online inductions: 3 • Completed LGW Audit. • Learning systems and updating tasks for completion. • Commence toolbox talks with office staff monthly. • Required equipment purchased for batching plant. • WHS Safety Performance Report (21-22FY) has been submitted to LGW. 		
Works in Progress	<ul style="list-style-type: none"> • Weekly consultation with DWO and supervisors on current and upcoming projects and what is required from a WHS perspective. • Regularly monitor the Boullia Shire Council Hazard Risk Register and update as required. • Currently overseeing works to bring the batching plant up to WHS compliance, i.e., safety rails and addressing access issues. Waiting for materials to arrive for installation. • Ongoing monitoring of work site activities to ensure that compliance standard requirements are being met to enable compliance re-certification. <ul style="list-style-type: none"> • Continue to upload evidentiary documents from iAuditor and hard copy documents into Magiq (our document retention software) and Pulse (linked to WHS Plan) to ensure they are available for regulatory compliance checks. • Updating and overhauling the Safety Management System from Safe Plan to LGW On-Line Master Suite. 		
WHS Alerts and Updates	<ul style="list-style-type: none"> • Adopt various alerts/updates into regular toolbox talks and training. • Review WHSQ website and alert board where relevant. • Receive WHS alerts from Workplace Australia. 		

Identified future work required and/or improvement areas	<ul style="list-style-type: none"> • Ongoing updating of emergency plans for Council facilities as issues as they arise. • Achieving the LGW and TMR compliance standard requirements for compliance re-certification, awaiting confirmation of dates for re-audit. • Continue to review processes currently in place and update where necessary. • Assist staff with training needs. • Assist staff and/or contractors with WHS issues where either required or identified. • Continue to develop templates in iAuditor to assist staff with meeting compliance requirements.
Training Required	<ul style="list-style-type: none"> • RAPAD will be conducting an on-site visit to work with trainees. • Review opportunities where E-Learning and face-to-face courses are offered to the shire. • Consult with Supervisors if competencies or extra training may be required and future toolbox topics.

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

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

ATTACHMENTS: Nil

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore

TITLE:	Work Health and Safety Policy Statement Review	DOC REF: 113
REPORT BY:	Mrs Cindy Reimers WH&S Advisor	DATE: 20/10/2022
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		
RISK MANAGEMENT: The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as Low L-1 .		
PURPOSE: Regular review of council policies and documents 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 an existing document which does not have any material effect on the intent of the document.		
CONTENT: The Council is required to conduct a review of certain documents on a regular basis to ensure that they are consistent with changes to regulations, employment conditions and Council's objectives. In conjunction with the review currently being completed on Council's Safety Management System, the Workplace Health and Safety Policy Statement has also been reviewed. Attached for Council's review is the proposed updated Workplace Health and Safety Policy Statement. The basic principle of the policy remains the same, the wording has changed to be more up-to-date and current and the layout of the document has also changed to align with the new Local Government Workcare - Safety Management System.		
CONSULTATION: NIL		
GOVERNANCE IMPLICATIONS: The policies are consistent with the guidelines and legislation as issued.		
RECOMMENDATION: That the Workplace Health and Safety Policy Statement as presented, be adopted.		
ATTACHMENTS: 1. PO L- WHS Policy Statement [10.2.7.1 - 1 page]		
Reviewed and Approved by Chief Executive Officer		Ms Lynn Moore



Work Health and Safety Policy Statement

Boulia Shire Council is committed to providing a safe and healthy workplace. We want to ensure WHS obligations are met and hazards are eliminated or, where this is not practicable, managed so that incidents and injury are prevented. This WHS policy confirms the organisation's obligations, commitments and expectations.

WHS Management is the responsibility of all who work for Council. All personnel, including contractors and visitors, are expected to comply with the spirit and letter of WHS legislation and Council's WHS policy, procedures and standards for all matters relating to health and safety at work.

Officers of Boulia Shire Council must exercise due diligence in relation to WHS management within Council. Through this BSC will ensure its WHS legal duties as the person conducting the business or undertaking (PCBU) and other requirements are met by:

- Defining and documenting the Council's WHS Policy and commitment to WHS in consultation with employees and/or their representatives.
- Ensuring Council's WHS Policy is consistent with relevant legislation requirements and endorsed and supported by the Council's executive and senior management
- Establishing measurable objectives and targets to ensure Council's WHS legal and other requirements are met to eliminate work-related illness and injury.
- Establishing, implementing and maintaining a WHS risk management process in order to eliminate hazards and reduce risks consistent with Council's activities and scale of risks.
- Ensuring compliance with WHS Legislation and other requirements placed on the council or to which the organisation subscribes, including workers' compensation self-insurance requirements.
- Maintaining consultation processes that ensure all employees are included in decision making where there are WHS impacts.
- Disseminating WHS information to employees, contractors, labour hire employees and visitors to the workplace.
- Monitoring outcomes and enabling continuous improvement in Council's WHS System.

Managers, supervisors and workers, including contractors, are expected to fulfil their WHS duties by:

- Working in a way that ensures the health and safety of themselves and others.
- Following safe work procedures, practices, instructions and rules.
- Participating in training, WHS meetings and other WHS activities
- Identifying and rectifying unsafe conditions or reporting these and incidents that occur.

This policy will be communicated across Council and available to all interested parties.

The Policy will be reviewed to ensure it remains relevant, appropriate and aligned with Council's values, commitments and goals.

Ms Lynn Moore

CEO Boulia Shire Council

Issued: 00/00/0000

TITLE:	Local Government WorkCare (LGW) - Safety Management System (SMS)	DOC REF: 10.2.8
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REPORT BY:	Mrs Cindy Reimers WH&S Advisor	DATE: 20/10/2022
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CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance
5.1: Confidence
5.1.2: Effective internal and external communication and records management

RISK MANAGEMENT:

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

PURPOSE:

To provide Council with an update on the Safety Management System.

CONTENT:

LGW has now released a suite of documentation that from now on will form the Boullia Shire Council's LGW-SMS: Safety Management System, previously named SAFEPLAN. The suite has been downloaded and the templates will be updated and customised to Boullia Shire Council by start 2023 and will be rolled out in January. I have attached an example of how the new documentation will be presented and laid out.

Switching to this new system will improve record keeping, tracking and ownership. This new system is straight forward and easy for anyone to use.

CONSULTATION:

LGW, CEO or Nil

GOVERNANCE IMPLICATIONS:

The new Safety Management System will ensure Council is compliant with the Work Place Health Safety Act **.

RECOMMENDATION:

That the Local Government Workcare (LGW) - Safety Management System (SMS) report be received for information.

ATTACHMENTS:

1. MGT ST D-1. WHS System [10.2.8.1 - 3 pages]

Reviewed and Approved by Chief Executive Officer

Ms Lynn Moore



WHS Management Standard

1. WHS System

Purpose

This WHS Management Standard establishes Boulia Shire Council's WHS management performance requirements for establishing, implementing, maintaining and continuously improving its WHS Management System.

Scope

This WHS Management Standard applies across BSC in all operations and activities. Personnel at all levels are responsible for ensuring that they meet their WHS Responsibilities, which are non-transferable and critical to meeting the organisation's WHS goals, objectives and targets.

Outcome

BSC requires that a WHS Management System be established that meets Council's legal and other obligations, prevents incidents and injury and meets our organisation and customer needs.

Performance Requirements

1. Council will establish, implement, maintain and continually improve a WHS Management System across its operations and activities. For commercial units within the council, a specific WHS Management System may be developed.
2. Council will determine the boundaries and applicability of the WHS Management System to establish its scope considering the context of the organisations, WHS Legal requirements, needs and expectations of workers and interested parties, and taking into account the work activities performed.
3. The WHS Management System will be based on and compliant with WHS Legal and other requirements, recognised Codes of Practice and Standards, the National Self-Insurers Audit Tool, ISO 45001:2018 OHS Management Systems, and other obligations including contract requirements and customer needs. Where differences are noted between WHS Legal and other obligations, requirements under legislation will take precedence for compliance requirements.
4. Council will identify and monitor the content of WHS Legislation, Standards, Codes of Practice, Agreements and Guidelines relevant to its organisational activities and operations.
5. WHS Management System and processes and requirements will be integrated into Council's business and commercial systems and processes where relevant.
6. Appropriate resources to establish, implement, maintain and improve the WHS Management System must be made available and used. WHS management system documentation and information must be made at all levels of Council as relevant.
7. Information, training, instruction or supervision that is necessary to enable proper use of the WHS Management System and inform individuals of their WHS roles and responsibilities will be provided.
8. Council will ensure the organisation and/or the individuals satisfy legal requirements to undertake specific activities, perform work or operate equipment, including any licence,



WHS Management Standard 1. WHS System

- certificate of competency, notifications, registration, approval or exemption, or other relevant requirements.
9. An appropriate means of assurance will be in place to appraise the WHS Management System of its effectiveness and the level of implementation.
 10. Records related to this Management Standard must be maintained in accordance with Management Standard 8: WHS Documented Information. Records may be required for legal reasons and in the event of an incident that may require documentation to demonstrate decisions made and actions taken.

Standard Implementation

Boulia Shire Councils Executive Team led by the CEO recognise the importance of implementation of WHS performance requirements for Councils WHS System. It is through action that the Council will ensure WHS Obligations and commitments are met and WHS protected.

The Executive Team led by the CEO are responsible for ensuring the WHS performance requirements within this WHS Management Standard are implemented and for verifying performance expectations are monitored and met. In the event standards are not met, the Council Executive Team, along with the CEO are responsible for taking proactive and responsive action to address and resolve this and to prevent a recurrence of the non-conformance/compliance.

Implementation Validation

Implementation of WHS management performance requirements will be validated periodically through internal Council inspections and audits and through external audits and reviews.

The Executive Team and the CEO are responsible for ensuring implementation validation (though internal/external inspections, audits, reviews etc.) are scheduled, resourced and undertaken within agreed timeframes and reports of implementation validation included Council's WHS performance reporting and schedule.

Further Information

For further information on the Management Standard, contact the Workplace Health and Safety Advisor

Document Review

The Workplace Health and Safety Advisor is responsible for maintaining the WHS Management Standard to ensure it meets WHS commitments, legal and other requirements, business and customer needs. The current version of this WHS Management Standard is available from: Magiq-WHS-LGWSMS. Printed copies of this WHS Management Standard are uncontrolled.



WHS Management Standard 1. WHS System

Document History and Tracking

Document Name	WHS Management Standard 1-WHS System
Prepared By	Cindy Reimers
Reviewed By	Cindy Reimers & Managers as required
Approved By	
Date Approved	
Review Date	
Version Control Number	1.0

10.3 Corporate Services

TITLE:	Director of Corporate Services September Monthly Report	DOC REF: 10.3.1
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REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 20/10/2022
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CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.2: Accountability

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

5.2.4: Ensure transparency and accountability through integrated performance management reporting

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

Financials 2021-2022

Continued working on financials, final draft was submitted to External Auditor, PFK – David Lloyd after Audit and Risk Meeting held 14.09.2022. Final audit review has been completed, waiting official report. Exit meeting, no new issues, older issues were able to be marked as finalised. There will be a couple of minor changes to the statements prior to final sign off. Overall, we had a good verbal report.

Long Term Financial Framework (10 year plan)

Brett Walsh assisted in completing this for Council, it was submitted to QTC on 26th September. QTC have responded with queries, currently responding to these.

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

That the Director of Corporate Services September 2022 report be accepted as presented for Information.

ATTACHMENTS: Nil

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

TITLE:	Risk Self-Assessment Report	DOC REF: 10.3.2
REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 20/10/2022
CORPORATE PLAN REFERENCE:		
<p>Key Priority 5: Robust Governance 5.1: Confidence 5.1.3: Adopt and integrated risk management approach</p> <p>Key Priority 5: Robust Governance 5.2: Accountability 5.2.2: Maintain high standards of Corporate Governance through effective audits</p> <p>Key Priority 5: Robust Governance 5.3: Stability 5.3.1: Provide a working environment for all in which risk is managed and monitored in all Council areas and facilities</p>		
RISK MANAGEMENT:		
<p>The risk associated with the recommendations of the report have been assessed as Insignificant (Consequence) and Rare (Likelihood) giving an overall assessment as Low L-1.</p>		
PURPOSE:		
<p>To inform Council of the outcome of our annual LGM (Local Government Mutual) Risk Self-Assessment for 2022</p>		
CONTENT:		
<p>Council is invited to participate each year in a self-assessment of our risk management systems and processes, we have been doing this for a number of years.</p> <p>The self-assessment is a long-standing and integral element of the LGM risk management program. It provides an opportunity for Members to review their risk management systems and processes against recommended practice, and identify opportunities for targeted development and improvement.</p> <p>The self-assessment has previously focussed on footpaths, roads, recreational area risk management, however additional questions related to emergency and business continuity preparedness and planning, facility management, contractor management and associated training aspects have been included to facilitate a review of these important areas of risk.</p> <p>Participation in the self-assessment is voluntary however, a 1% participation rebate will be applied to the 2022/23 annual member contribution where a response is received by the closing date, and a further 1% performance rebate will be applied where the results exceed the previous year's Scheme average for sections 1-3.</p> <p>Council's results for our overall liability risk score is 90.4%, which means we are at Level 3, Embedding. Council has most of the fundamental risk management elements to manage liability risks in a way that is consistent with good practice. Some opportunities to improve liability risk control environment, limit future exposure to claims and improve the prospects of successful defence remain.</p>		

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council accept the Risk Self-Assessment report for information purposes as presented.

ATTACHMENTS:

1. Boulia Shire Council Risk Self- Assessment Report Final [10.3.2.1 - 9 pages]

Reviewed by Director of Corporate Services

Mrs Kaylene Sloman

Approved by Chief Executive Officer

Ms Lynn Moore



Bouliá Shire Council 2022 Risk Self-Assessment Report

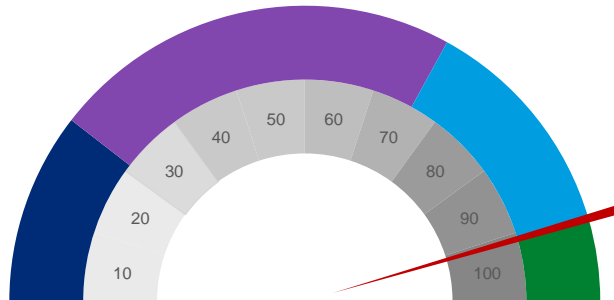
2022 Risk Self-Assessment Report



Bouliia Shire Council & Scheme

YOUR OVERALL LIABILITY RISK SCORE

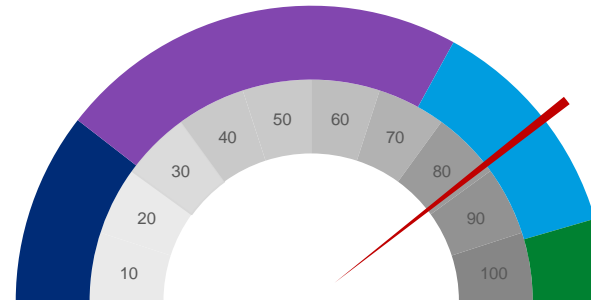
90.4%



Your have achieved a risk rating: Embedding

SCHEME OVERALL LIABILITY RISK SCORE

78.3%



The Scheme Overall risk rating: Embedding

2022 Risk Self-Assessment Report



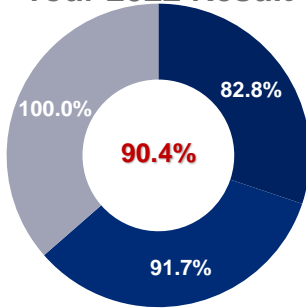
Score	Level	Description
0%-20%	Level 1 - Weak	Your organisation lacks many of the fundamental risk management elements to manage liability risks in a way that is consistent with good practice. There are substantial opportunities to identify and improve the liability risk control environment to limit future exposure to liability claims and increase the prospects of a successful defence if they were to arise.
21%-65%	Level 2 - Evolving	Your organisation has many of the fundamental risk management elements in place to manage liability risks in a way that is consistent with good practice. A number of opportunities to improve liability risk control environment, limit future exposure to claims and improve the prospects of successful defence remain.
66%-90%	Level 3 - Embedding	Your organisation has most of the fundamental risk management elements to manage liability risks in a way that is consistent with good practice. Some opportunities to improve liability risk control environment, limit future exposure to claims and improve the prospects of successful defence remain.
91%-100%	Level 4 - Optimising	Your organisation has advanced risk management elements to manage liability risks in a way that is consistent with good practice, and is realising the benefits of previous investment in these controls. A focus on continual improvement through monitoring, review and refining systems, procedures and process will ensure the liability risk control environment remains strong and your organisation's exposure to future claims is controlled.

2022 Risk Self-Assessment Report



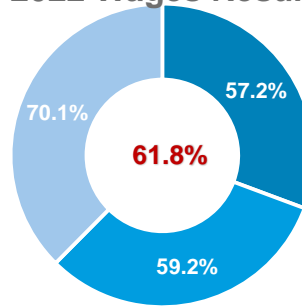
Bouliā Shire Council & Peer Groups

Your 2022 Result



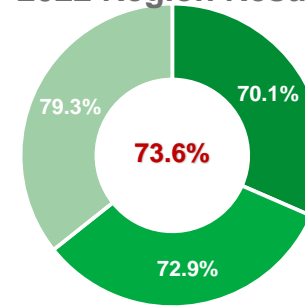
■ Footpaths ■ Recreational Areas ■ Roads

2022 Wages Result



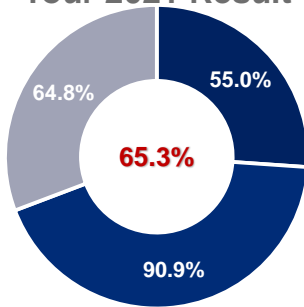
■ Footpaths ■ Recreational Areas ■ Roads

2022 Region Result



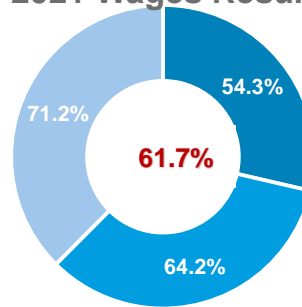
■ Footpaths ■ Recreational Areas ■ Roads

Your 2021 Result



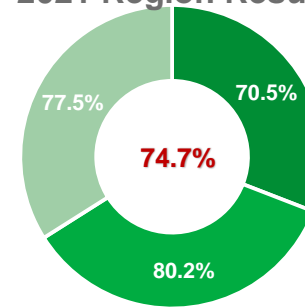
■ Footpaths ■ Recreational Areas ■ Roads

2021 Wages Result



■ Footpaths ■ Recreational Areas ■ Roads

2021 Region Result

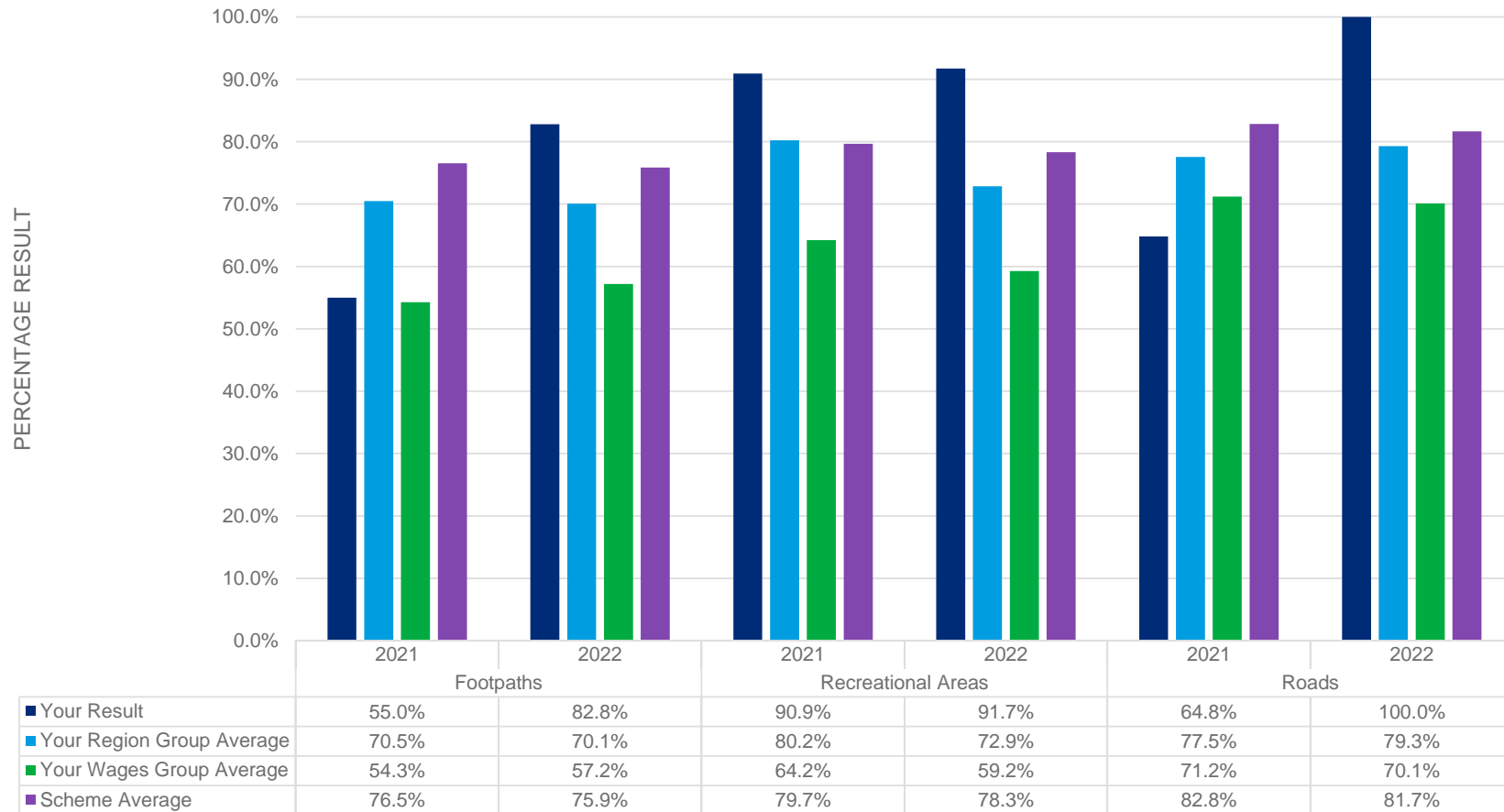


■ Footpaths ■ Recreational Areas ■ Roads

2022 Risk Self-Assessment Report



Footpaths, Recreational Areas & Roads Comparison



2022 Risk Self-Assessment Report

RECOMMENDATIONS FOR IMPROVEMENT

Question	Detail	Recommendation
Q1.07	<p>Has Council decided upon a formal written intervention protocol?</p> <p>Guidance: There are many evaluation methods used by Councils. It should be linked to the life expectancy of the footpath affected. The evaluation process needs to be in accordance with the severity of the damage and the frequency of use. The guide sheet that appears in the Footpath Guide is an example of an intervention protocol.</p> <p>Verification Guidance: Council must be able to produce a copy of the intervention protocol in either written or electronic form.</p>	<p>Intervention protocols should be formalised and documented within relevant asset management and evaluation procedures. A copy of the intervention protocol in either written or electronic form should be capable of being produced as necessary. Further guidance is available in the LGM Footpath Guide.</p>
Q1.18	<p>Does Council have a procedure for the reporting of unofficial openings identified?</p> <p>Guidance: Written applications by trades people wishing to work on the footpath are valuable sources of information. This gives Council first hand working knowledge about the condition of the footpath. It is also an opportunity to formally inspect the area during and after work. Unofficial openings detected should be reported via the service request system, and action taken.</p> <p>Verification Guidance: Council will need to produce evidence that there exists an unofficial opening reporting system. This could be the service request system.</p>	<p>Unofficial openings detected should be reported via the service request system and include the recording of any actions and outcomes. This may be integrated within an enterprise-wide customer request management system. Further guidance is available in the LGM Footpath Guide.</p>

2022 Risk Self-Assessment Report



<p>Q1.19</p>	<p>Does Council have a preferred species list for street trees?</p> <p>Guidance: Most of Council's tree related problems are caused by inappropriate tree selection and placement. The wrong tree in the wrong place can cause major problems in the future. Council is encouraged to adopt a responsible new tree planting procedure to ensure that the problems faced today from past plantings are not repeated into the future.</p> <p>Verification Guidance: Council will need to produce a copy of a preferred species list. It needs to be either in hard copy or electronic format.</p>	<p>Most of Council's tree related problems are caused by inappropriate tree selection and placement. The wrong tree in the wrong place can cause major problems in the future. A responsible new tree planting procedure to ensure that the problems faced today from past plantings are not repeated into the future and nominate a preferred species list for street trees. A copy of the list should be readily available for all stakeholders. Further guidance is available in the LGM Tree Risk Management Guide</p>
<p>Q1.20</p>	<p>Does the preferred species list highlight the important characteristics of the trees?</p> <p>Guidance: It is important that tree managers do not neglect their responsibilities in the establishment and implementation of tree management procedures. The characteristics of the tree to be planted must be known for the area in which it is to be planted. Only trees that have been reviewed for their characteristics should appear on the preferred species list.</p> <p>Verification Guidance: Council will need to produce a copy of the preferred species list which includes the characteristics of height, root system, branch spread and an overall classification of small, medium or large. The list can be either in hard copy or electronic format.</p>	<p>The preferred species list should nominate relevant characteristics of height, root system, branch spread and an overall classification of small, medium or large. Further guidance is available in the LGM Tree Risk Management Guide.</p>

2022 Risk Self-Assessment Report



<p>Q1.23</p>	<p>Does Council have a formal policy detailing its position on footpaths?</p> <p>Guidance: Council makes policy decisions all the time and they are considered to be the reason why they do things and why they do not. They are generally based on the resources available to Council and the will of the rate payers. Therefore, in considering what Council will do in relation to matters affecting potential common law issues, it should develop policies on which to base its decisions.</p> <p>Verification Guidance: Council will need to produce a copy of its written policy on this subject.</p>	<p>Council makes policy decisions all the time and they are considered to be the reason why they do things and why they do not. They are generally based on the resources available to Council and the will of the rate payers. Therefore, in considering what Council will do in relation to matters affecting potential common law issues, it should develop policies on which to base its decisions. A copy of its written footpath policy should be capable of being produced as necessary. Further guidance is available in the LGM Footpath Guide.</p>
<p>Q3.08</p>	<p>Does Council have a formal policy detailing its position on recreation areas?</p> <p>Guidance: Councils make policy decisions all the time, and they are considered to be the reason why they do things and why they do not. They are generally based on the resources available to Council, and the will of the ratepayers. Therefore, in considering what Council will do in relation to matters affecting potential common law issues, Councils should develop policies on which to base their decisions.</p> <p>Verification Guidance: Council will need to produce a copy of its policy on this subject.</p>	<p>Council makes policy decisions all the time and they are considered to be the reason why they do things and why they do not. They are generally based on the resources available to Council and the will of the rate payers. Therefore, in considering what Council will do in relation to matters affecting potential common law issues, it should develop policies on which to base its decisions. A copy of its written recreational areas and facilities policies should be capable of being produced as necessary. Further guidance is available in the LGM Recreational Areas and Facilities Guide.</p>

2022 Risk Self-Assessment Report



Q6.02	Does Council have a hot work permit system in place?	Council should develop and implement a hot works permit system that is capable of limiting or minimising the risk of grinding, welding, brazing, oxy cutting heat treatment or similar processes resulting in a fire or explosion. The hot works permit system should be incorporated within Council's Workplace Health and Safety Management System. The hot works permit system should comply with relevant Australian Standards, including AS 1940:2004 The storage and handling of flammable and combustible liquids, AS 2865::2009 Confined spaces and AS 1674.1:1997 Safety in welding and allied processes – Fire precautions. Records of all permits and inspections should be kept and maintained within Council's document management system.
Q6.03	Does the hot work permit system include a fire watch and/or post work inspection process?	The hot works permit system should include a fire watch and post work inspection process. Records of inspections and any rectification should be kept and maintained within Council's document management system.
Q7.06	Is there a fire system impairment management procedure for critical fire protection and detection systems in place?	A management procedure should be developed and implemented to respond to support and document Council's response to any impairment to any critical fire protection and detection systems. This procedure should be integrated or incorporated within Council's workplace health and safety management system and building/facility management plans as relevant. Records and any rectification should be kept and maintained within Council's document management system.

TITLE:	Financial Report for September 2022	DOC REF: 10.3.3
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REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 20/10/2022
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CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.2: Accountability

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

5.2.4: Ensure transparency and accountability through integrated performance management reporting

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

Financial Summary as at 30th September 2022

CONTENT:

Cash Position

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

	30 th September 2022	31 st August 2022
Cash at Hand	18,686,526	19,116,812
Net Cash Equivalent (Debtors – Creditors)	393,750	1,457,925
Total	19,080,276	\$20,574,737

Income

Total revenues to 30th September 2022 are \$6,270,071. This equates to approx. 41% of this year's budget.

Expenditure

Operating expenses to 30th September 2022 are \$4,469,172. This equates to approx. 25.3% of this year's budget.

Liquidity

CBA		\$1,015,767
Floats		\$ 1,150
Investments		
CBA At Call 2.45%	\$6,536,498	
QTC 2.33%	\$11,133,111	\$17,669,609
Total		\$18,686,526

Additional Information on Cash Position

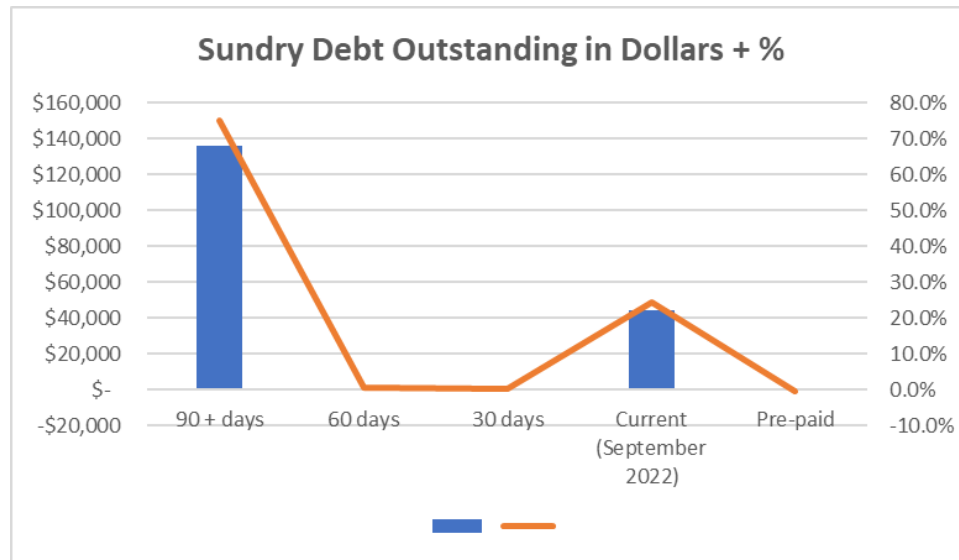
Cash Balance as at 30 th September 2022	18,686,526
The following items need to be backed by cash	
Reserves 30 th June	2,328,551
Funded Depreciation	4,530,869
Less Depreciation accrued	0
Funded Employee Entitlements (Current and Non-Current)	1,352,201
Grant Funding (paid in Advance)	
Working Capital Cash	1,500,000
Capital Grants	912,133
Operating Result for 2022/2023	1,821,953
Less Capital Expenditure 2022/2023	(1,953,022)
	10,492,685
Cash unallocated as at 30th September 2022	\$8,193,841

Aged Debtors 30th September 2022

DEBTOR	90 +	60	30	CURRENT	PRE-PAID	BALANCE
	136,212.61	915.00	675.00	44,333.14	(626.00)	81,509.75

90+ Days Outstanding

For this month, amounts greater than 90+ days total \$136,212.61, \$5,460.00 have been referred to Council's external Collection Agency. The balance either have a payment arrangement in place or are in discussions with Senior Finance Officer to Director of Corporate Services.



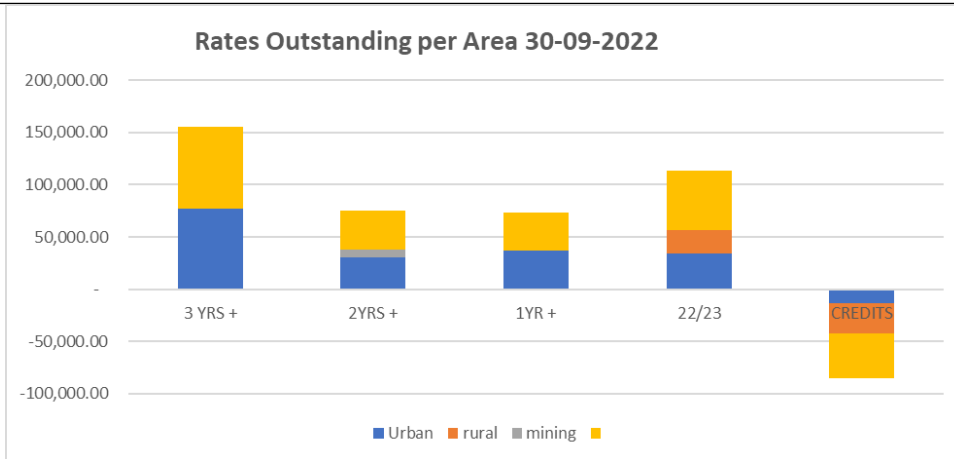
Creditors 30th September 2022

Total amount waiting for payment, not yet due **\$183,194.80**

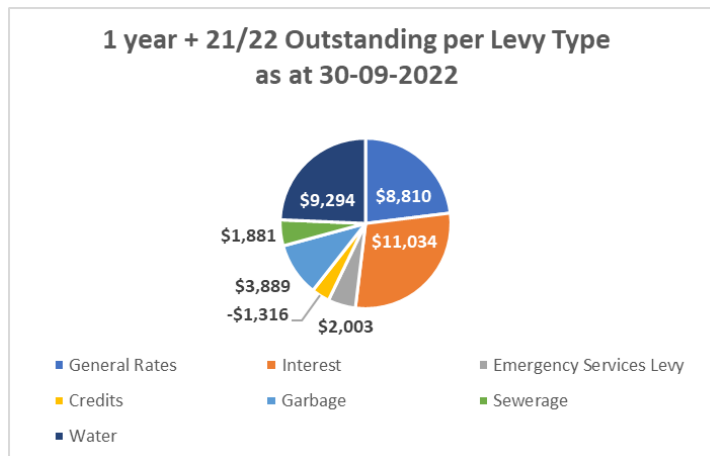
Rates 30th September 2022

Total Outstanding **\$166,030.23**

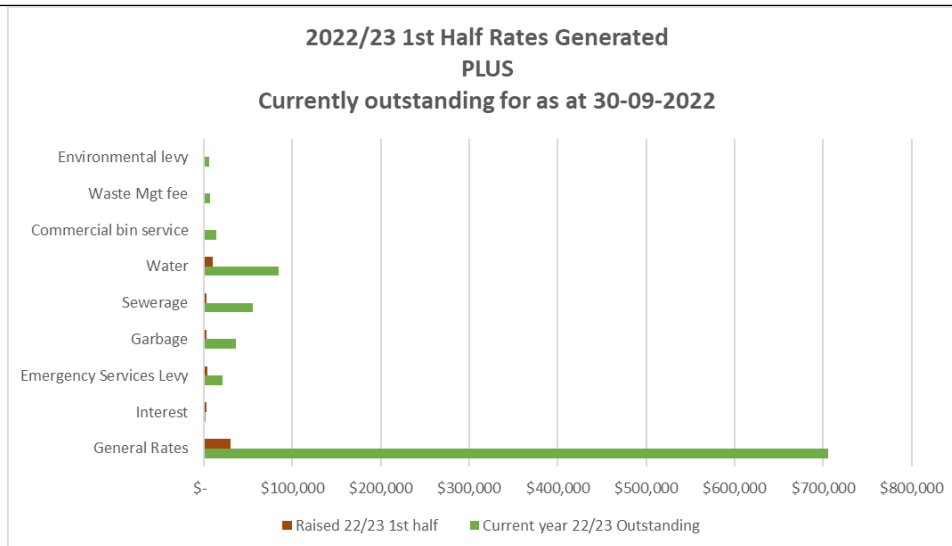
RATES	3 Years +	2 Years +	1 Year (21/22)	Current Year 22/23	In Credit	Total Outstanding
URBAN	77,518.42	30,830.49	36,553.36	33,878.76	(13,524.69)	165,256.34
RURAL	0.00	0.00	357.32	22,719.46	(29,134.37)	(6,057.59)
MINING	0.00	6,831.48	0.00	0.00	0.00	6,831.48
	77,518.42	37,661.97	36,910.68	56,598.22	(42,659.06)	166,030.23



The above graph details the dollars outstanding in years per area, Urban, Rural and Mining as at 30th September 2022.



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



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

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

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

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

ATTACHMENTS:

1. CONFIDENTIAL REDACTED - Income Statement 30 September 2022 [10.3.3.1 - 1 page]
2. CONFIDENTIAL REDACTED - Balance Sheet September 2022 [10.3.3.2 - 1 page]
3. CONFIDENTIAL REDACTED - Cash Flow Statement Sept 2022 [10.3.3.3 - 1 page]
4. CONFIDENTIAL REDACTED - Revenue Expenses September 2022 [10.3.3.4 - 2 pages]
5. CONFIDENTIAL REDACTED - Capital Budget Update as at 30-9-2022 [10.3.3.5 - 4 pages]
6. CONFIDENTIAL REDACTED - Flood Damage Report 30-09 2022 [10.3.3.6 - 4 pages]
7. CONFIDENTIAL REDACTED - 2021-2024 W 4 Q Progression Table \$1,026,667 30-9-2022 [10.3.3.7 - 1 page]
8. CONFIDENTIAL REDACTED - 2022 LRCI Progression Table- Phase 2 \$390,090 as at 30-9-2022 [10.3.3.8 - 1 page]
9. CONFIDENTIAL REDACTED - 2022 LRCI Progression Table- Phase 3 \$1,136,912 ends 30 th June 23 [10.3.3.9 - 1 page]

Approved by Chief Executive Officer

Ms Lynn Moore

10.4 Community Services

TITLE:	Community Services report for September 2022	DOC REF: 10.4.1
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REPORT BY:	Julie Woodhouse Community Services Manager	DATE: 20/10/2022
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CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

Key Priority 1: A strong supportive community environment

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

Key Priority 3: Economic Development - A sustainable local economy

3.1: Facilitate employment and investment opportunities

Key Priority 3: Economic Development - A sustainable local economy

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

Key Priority 6: Supporting local services and facilities

6.1: Facilitate opportunities

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

Key Priority 6: Supporting local services and facilities

6.2: Support an active healthy community

Key Priority 7: Valuing our greatest asset – people

7.4: Tourism

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

RISK MANAGEMENT: Information Report only - not applicable.

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

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

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

CONTENT:

Current housing available:

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

Several new staff have moved into units and housing with Council.

Tourism:

The Encounter tourism show has had many problems mainly due to some aging parts and mechanical glitches which Xzibit and Cr Beauchamp have been rectifying. Xzibit will be coming soon for a maintenance visit and thereafter annually.

Please see attachment to this report as no separate tourism officer report available this month.

Community:

The Council Garden competition winners are: -

- **Best vegetables-** Mr Mervyn Burns
- **Best potted plant and town garden** – Councillor Jan Norton
- No entry for station garden received this year.

The **Qld Get Ready** calendar competition closes in October and has several noteworthy entries to be judged.

It is recommended that the remaining blank prepaid cards from Why Leave Town promotion be now sold at the Boulia post office, the community will still be able to use them in Boulia or Urandangi until the end of 2024, so they may be welcome Christmas presents for relatives or friends in town.

*In regard to the Why Leave Town loaded cards still in Council safe, we have still not expended over \$60,000, does Council wish to make them available for the more disadvantaged community members? Many residents have not availed themselves of these cards when they were offered. **Please see attachment***

Grants:

Actively searching for new grants in the areas of Heritage, Tourism, sports and community that are applicable to community and Council requirements.

Library:

- The annual strategic report was completed for the Qld State Library advising of unspent funding which has been earmarked for library purchases as per guidelines.
- The annual RADF funding submission was completed with Arts Qld giving us \$10,000 for 22-23 year and Council's contribution will be \$2500.

Library report from Library officer:

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

ACTIVITY	CUSTOMER VOLUME - per month
Library visitors	67
Wi Fi	10
Number of new members - local	0
Tourist Member	0

LIBRARY ACTIVITIES

This Month we had school holidays but due to sickness I had some time off, we were lucky enough that Michaela was in town and opened the Library. A lot was on in our region this month so we didn't have many kids in town.

Looking forward we are planning a Halloween morning for the First 5 kids and we are having a couple poppy making mornings getting ready for Remembrance Day.

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

Sports: report from sports officer -

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

ACTIVITY	CUSTOMER VOL PER MONTH
• Gymnasium	During Hours: After Hours:92
• Pool	During Hours: 6 After Hours: 0
• Squash	0
• Casual entry usage	10
• Kid's usage	55
• Membership usage	92
• Merchandise sales	\$0.00
• Admission	\$0.00
• Refreshment sales	\$0.00

Activities held this month:

- o With the cool weather kicking in we have very limited attendance.
- o I have been unwell and haven't had anyone to cover the sports centre, so we have been closed a significant number of days this month
- o As the warmer weather is kicking in our numbers are starting to pick up

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

CONSULTATION:

nil

GOVERNANCE IMPLICATIONS:

nil

RECOMMENDATION:

That Community Services report be received for information.

ATTACHMENTS:

1. Why leave town stats [10.4.1.1 - 1 page]
2. Min Min Encounter Department Sales Report - September 2022 [10.4.1.2 - 1 page]

Reviewed by Community Services Manager

Mrs Julie Woodhouse

Approved by Chief Executive Officer

Ms Lynn Moore

Total Cards Loaded

509

Total Load Value

\$100,853

Total Redemptions

663

Total Redemption Value

\$33,506

August 2022:

0

No data in filtered range

69

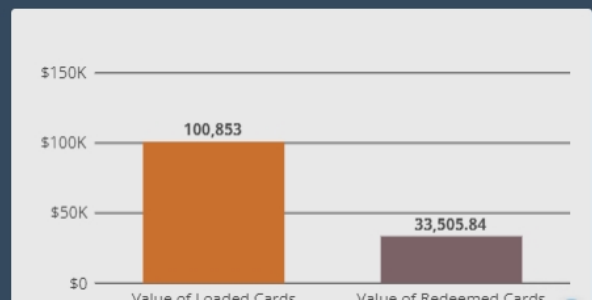
\$4,118

Top Card Loaders

BUSINESS REFERENCE	Total Amount
Why Leave Town	\$100,853.00

Total Unredeemed Funds*

\$67,347



Top Card Redeemers

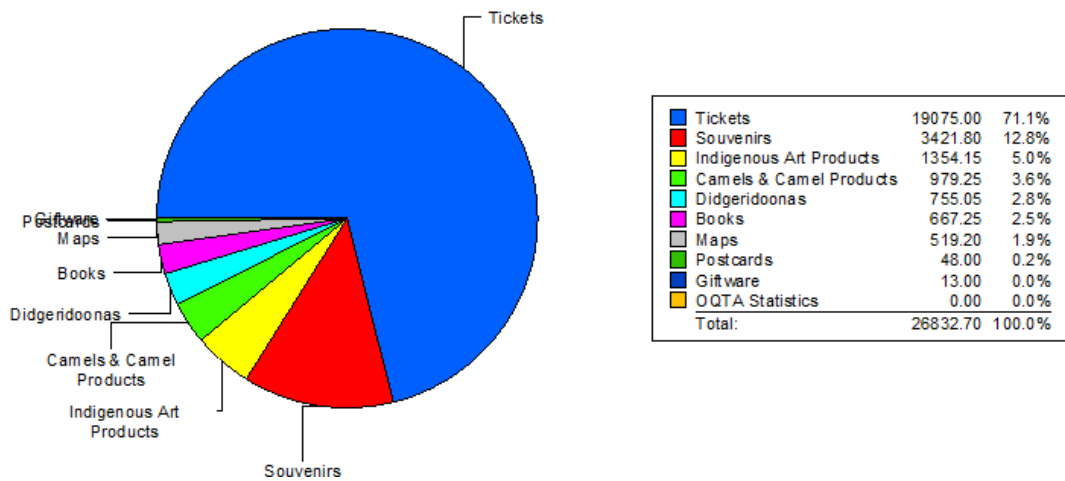
BUSINESS	Redemptions
Min Min Store Boulia	\$20,508.16
Riverside Roadhouse	\$4,692.70
Australian Hotel Motel Boulia	\$3,805.15
Urandangi Hotel	\$3,413.50
Boulia Post Office	\$792.83
Boulia Roadhouse	\$193.50
Desert Sands Motel	\$100.00

Department Sales Report

01 Sep 2022 00:00:00 to 30 Sep 2022 23:59:59



Code Description	Sales		
	Quantity	Amount	%
101 Souvenirs	321.0000	\$3,421.80	12.75
102 Camels & Camel Products	87.0000	\$979.25	3.65
103 Didgeridoonas	14.0000	\$755.05	2.81
104 Books	32.0000	\$667.25	2.49
105 Giftware	3.0000	\$13.00	0.05
106 Indigenous Art Products	111.0000	\$1,354.15	5.05
107 Tickets	507.0000	\$19,075.00	71.09
109 Postcards	24.0000	\$48.00	0.18
110 Maps	25.0000	\$519.20	1.93
200 OQTA Statistics	594.0000	\$0.00	0.00
	1718.0000	\$26,832.70	



11 Late Reports

Nil

12 Closed Session

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

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

13 General Business

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