

BOULIA SHIRE COUNCIL



ORDINARY MEETING

Friday 16 September 2022



Photo by: Donna Rankin

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

14th September 2022

NOTICE FOR AN ORDINARY MEETING OF COUNCIL

NOTICE is hereby given that an **ORDINARY MEETING** of the Boulia Shire Council will be held on **Friday 16 September 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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Mr Ray Geraghty
Acting 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: 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

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

TITLE:	Mayoral Minute for July 2022	DOC REF: 5.1.1
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REPORT BY:	Mayor Rick Britton	DATE: 12/08/2022
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CORPORATE PLAN REFERENCE: Key Priority 8: Leadership 8.1: Genuine community engagement 8.1.1: Develop and implement initiatives to encourage the community to become more

informed and involved in issues that may affect them

RISK MANAGEMENT:

Information Report only - not applicable.

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.

CONTENT:

19th to Friday 22nd July 2022

I attended the RFCS National Conference in Cairns as The Chair of RFCSNQ and RFCSNQ hosted the National Conference. RFCS has been under the Federal Agricultural Minister portfolio, it has now moved to the Home Affairs portfolio along with NDRRA, as with all changes of governments there is a review taking place.

David Arnold CEO of RAPAD has now stepped back from the RAPAD role in which Morgan Gronold is stepping up as acting CEO of RAPAD and David taking a more senior role of CEO of RFCSNQ, I am waiting for David's report so I can better inform Councillors.

25th to 28th July 2022

I have attended the Bush Convention in Barcaldine 25th/26th/27th/28th which is supported by all Councils in the Western section. Helen Lewis, Gavin Baskett and myself presented the anniversary of the OUTBACKWAY's 25th year. We have had very positive responses for the achievements of the Local Government Councils across three states working well together for such a long period of time.

The convention had a variety of speakers from media, youth and what would they do if they were a Mayor for a day eg: tyre recycling into road resurfacing reseals and that this may be a reality for regional Councils.

Some of the many topics of conversation over the convention were: the future of Agriculture, Local government housing, health care provision and an update on the wool scour in Blackall.

It was a positive agenda and I commend the LGAQ for really connecting with Rural Remote Councils and asking the important questions - what do we need to do - not what we should be doing.

1st August 2022

It was my pleasure to be invited to the Boulia State School NAIDOC Brunch along with CEO Lynn, Community Services Manager Julie Woodhouse and Councillor's Sam Beauchamp and Jan Norton. It was a treat to see the children being so actively engaged in their culture and showcasing it to the parents and invited guests.

2nd to 5th August

A flying trip to Canberra with the Outback Way Development Corporation to confirm from the new government commitment to the previous government funding for the Road. Travelling to Canberra and making face to face contact I think is the best strategy as it supports the importance of this road not only to Boulia but to the economy in general.

The outcome: All positive but we are still cautious until the ALP budget in October is released. CEO Lynn has submitted the first PPR in for the first package of that money so as of now all is on track.

On my way home I caught up with CEO of LGAQ Allison Smith and Mike Furniss (LGAQ Policy Advisor) on the possible solutions and way forward for the Donohue to be declared a State road and how can they assist Boulia Shire and other local Councils in a similar position.

During the month – ABC and Radio interviews.....

Have had a number of radio interviews regarding:

- the OUTBACKWAY (local content)
- the successful staff housing grant for Boulia
- the Budget (implications of the valuation increase on rates)
- Foot & Mouth impact on the Agricultural industry
- Ray Martin's trip to Boulia
- also talking to, of all places, the Washington Post regarding the OUTBACKWAY.

CONSULTATION:

NIL

GOVERNANCE IMPLICATIONS:

NIL

RECOMMENDATION:

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

TITLE:	Mayoral Minute – RFCSNQ 2022	DOC REF: 5.1.2
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REPORT BY:	Mayor Rick Britton	DATE: 12/08/2022
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CORPORATE PLAN REFERENCE:

Key Priority 8: Leadership
8.1: Genuine community engagement
8.1.1: Develop and implement initiatives to encourage the community to become more informed and involved in issues that may affect them

RISK MANAGEMENT:

Information Report only - not applicable.

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.

CONTENT:

Rural Financial Counselling Service North Qld recently hosted the national service providers forum in Cairns. There are 10 services across Australia and all services were represented. Also in attendance were representatives from the National Recovery and Resilience Agency (NRRRA), and the Qld Department of Agriculture and Fisheries (QDAF) who are joint funders of the Qld services.

Guest speakers were:

Dr Thea Voogt who spoke on a research paper regarding Farm Management Deposits, Dr Tim Clune who spoke on his research paper on the role and outcomes of the RFC service, and Alison Larard from QDAF and RFCSNQs Lynette McGuffie who spoke on the Farm Business Resilience Planning they are engaged in.

Topics covered were the recent announcement of the merging of the NRRRA with Emergency Management Australia, Foot and Mouth Disease preparedness, the recent review of the RFC service, the ASIC exemption for financial counselling, and ongoing operational matters.

Overall, the forum was a mix of core operational business for services nationally, hearing from guest speakers on matters of national interest and a chance to network with the funding agencies and fellow services. This was particularly important given the hiatus in these forums due to COVID over the last few years.

RFCSNQ is an entity administered by RAPAD and Boulia's Mayor Cr Rick Britton has been its long term Chairman. RAPAD has delivered the service for over two decades. Currently RFCSNQ has 7 rural financial counsellors and 7 small business financial counsellors service the Nth Qld service region. In the CWQ region, Rachel Bock and Emma Cook undertake the rural financial counselling while Paula Misipeka undertakes the small business financial counselling.

CONSULTATION: NIL

GOVERNANCE IMPLICATIONS: NIL

RECOMMENDATION:

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

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 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 19 August 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 9.04 am.

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

The Mayor also acknowledged past and present service personnel.

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

2 Present

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

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

3 Apologies / Leave of Absence

There were no apologies or leaves of absence for this meeting.

4 Declaration of Interests

Councillor Britton, Councillor Edgar, Councillor Neilson and Councillor Norton declared Prescribed Conflict of Interests/Declarable Conflict of Interests in the late closed session report in accordance with the *Local Government Act 2009* as they all either have a prescribed or declarable conflict of interest, however as the report is for endorsement only, all Councillors are able to stay in the meeting and vote on the matter.

5 Mayoral Minutes

The Mayoral Minute - Report for July 2022 and the Mayoral Minute - RFCSNQ 2022 were carried over to the September 2022 Ordinary Meeting of Council.

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 Neilson

Seconded: Cr Edgar

That the minutes of the Ordinary Meeting held on 15th July 2022 be accepted.

Resolution No.: 2022/08.1

Carried

Moved: Cr Beauchamp

Seconded: Cr Edgar

That the minutes of the 2022/23 Budget Meeting held on 15th July 2022 be accepted.

Resolution No.: 2022/08.2

Carried

9 Reports

9.1 Works and Operations

TITLE:	Engineering Service Report – Newsbrief for July 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 Britton

Seconded: Cr Norton

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

Resolution No.: 2022/08.3

Carried

TITLE:	Foreman Road Maintenance and Utility Services Report July 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 July 2022.

Moved: Cr Neilson

Seconded: Cr Beauchamp

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

Resolution No.: 2022/08.4

Carried

TITLE:	Foreman Roads Maintenance and Construction Report July 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 Boulia works program.

Moved: Cr Edgar

Seconded: Cr Britton

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

Resolution No.: 2022/08.5

Carried

TITLE:	NDRRA Flood Damage Works Department July 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 Beauchamp

Seconded: Cr Britton

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

Resolution No.: 2022/08.6

Carried

TITLE:	Rural Lands Protection Officer July 2022 Report	DOC REF: 9.1.5
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PURPOSE:

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

Moved: Cr Neilson

Seconded: Cr Britton

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

Resolution No.: 2022/08.7

Carried

CLOSED MEETING AT 9.49 AM.

Moved: Cr Britton

Seconded: Cr Beauchamp

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

(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;

Resolution No.: 2022/08.8

Carried

OUT OF CLOSED SESSION AT 9.57 AM.

Moved: Cr Neilson

Seconded: Cr Norton

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

Resolution No.: 2022/08.9

Carried

The following recommendations were resolved from the closed session: 2022/08.10.

TITLE:	T2021-22.29: Plant Hire, Trade Services and Supplies Tender	DOC REF: 15.1
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PURPOSE: To provide a summary and a recommendation for the award of Tender T2021-22.29: Plant Hire, Trade Services and Supplies.
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Closed under Local Government Regulation 2012 (254J (3))

(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;

Councillor Britton, Councillor Edgar, Councillor Neilson and Councillor Norton declared Prescribed Conflict of Interests/Declarable Conflict of Interests in the late closed session report in accordance with the Local Government Act 2009 as they all either have a prescribed or declarable conflict of interest, however as the report is for endorsement only, all Councillors are able to stay in the meeting and vote on the matter.

Moved: Cr Neilson

Seconded: Cr Norton

That Bouliia Shire Council approves the list of suppliers presented in the tender summary report for T2021-22.29: Plant Hire, Trade Services and Supplies, for a validity period of twelve (12) months.

Resolution No.: 2022/08.10

Carried

9.2 Office of the Chief Executive

TITLE:	Chief Executives Report for July 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 Neilson

Seconded: Cr Britton

That the CEO July 2022 report be received for information.

Resolution No.: 2022/08.11

Carried

TITLE:	Action List Update July 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 July 2022 for information.

Resolution No.: 2022/08.12

Carried

TITLE:	Workplace Health and Safety - WHSA / RRTW July 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 Norton

Seconded: Cr Beauchamp

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

Resolution No.: 2022/08.13

Carried

TITLE:	Policy Review – Drug and Alcohol Policy	DOC REF: 113
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PURPOSE:

Regular review of Council policies ensure that Council maintains an up to date guide for staff to refer to in the day to day management of Council. This report deals with changes to the Drug and Alcohol Policy.

Moved: Cr Beauchamp

Seconded: Cr Neilson

That the Drug and Alcohol Policy, policy 114, as presented be adopted.

Resolution No.: 2022/08.14

Carried

9.3 Corporate Services

TITLE:	Director of Corporate Services July 2022 Report	DOC REF: 9.3.1
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PURPOSE:

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

Moved: Cr Edgar

Seconded: Cr Britton

That the Director of Corporate Services July 2022 Report be adopted as presented.

Resolution No.: 2022/08.15

Carried

Mr Agwan left the meeting at 10.47 am.

TITLE:	Finance Manager July 2022 Report	DOC REF: 9.3.2
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PURPOSE:

Financial Summary as at 31st July 2022.

Moved: Cr Norton

Seconded: Cr Britton

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

Resolution No.: 2022/08.16

Carried

9.4 Community Services

TITLE:	July Community Services Report	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 Beauchamp

Seconded: Cr Edgar

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

Resolution No.: 2022/08.17

Carried

TITLE:	Housing issues in Boulia	DOC REF: 9.4.2
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PURPOSE: To update Council on a meeting that was held regarding Social Housing and investment in Boulia.
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Moved: Cr Neilson

Seconded: Cr Edgar

That Council receive the Housing issues in Boulia report for information.

Resolution No.: 2022/08.18

Carried

TITLE:	Min Min Encounter & Boulia Heritage Centre Report – July 2022	DOC REF: 9.4.3
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PURPOSE: To report on the day-to-day operations of the Min Min Encounter and to promote tourism in the Shire and surrounding region.
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Moved: Cr Edgar

Seconded: Cr Britton

That the Min Min Encounter & Boulia Heritage Centre Report – July 2022 be received for information.

Resolution No.: 2022/08.19

Carried

10 Late Reports

Nil

11 General Business

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

12 Meeting Closure

The Mayor closed the meeting at 11.23 am.

14 Confirmed

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

9 Reports

9.1 Works and Operations

TITLE:	Engineering Service Report – Newsbrief for August 2022	DOC REF: 9.1.1
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REPORT BY:	Stuart Bourne GBA - Senior Civil Engineer	DATE: 14/09/2022
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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

3rd August

Stuart Bourne - QRRRF inspection and scoping

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 August 2022 be noted.

ATTACHMENTS:

1. Flood Damage Events - Detailed Summary [9.1.1.1 - 1 page]

Reviewed by Director of Works and Operations

Mr Ajay Agwan

Approved by Acting Chief Executive Officer

Mr Ray Geraghty

Boulia Shire Council

Flood Damage Events - Detailed Summary (29/08/2022)

QRA Event Code	Activation	Type	Submitted Value(Inc PM,Esc and Cont)	Approved Submission Value (Inc PM,Esc and Cont)	Final Expenditure (Acquittal)	Comments
BoSC.23.18	March. 2018	REPA	\$ 7,200,421.00	\$ 3,994,189.65	\$ 2,811,273.65	Works Completed. Acquittal Completed
BoSC.0006.1819G.REC	March. 2019	REPA	\$ 14,706,416.51	\$ 14,231,596.59		Works Completed. Acquittal 95% complete. Waiting for RLO Feedback and financials to be lodge
BoSC.0011.1920E.EWK	Jan/Feb 2020	Emergency Works	\$ 494,438.07	\$ 494,154.58	\$ 494,438.07	Approved/ Works Complete
BoSC.0008.1920.REC	Jan/Feb 2020	REPA	\$ 450,999.46	\$ 450,999.46		Approved - Donohue only, works completed - Acquittal 95% Complete, waiting for RLO Feedback and financials to be lodge
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		Approved
	Jan-22	Emergency Works	\$ 507,127.18			Emergent works submitted into MARS but not yet lodged
Northern and Central Western Qld Rainfall and Flooding event 21 April - 12 May 2022	Apr-22	REPA	\$ 1,794,444.42			REPA submission 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 August 2022	DOC REF: 9.1.2
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REPORT BY:	Ron Callope Road Maintenance & Utility Services Foreman	DATE: 14/09/2022
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CORPORATE PLAN REFERENCE:

Key Priority 6: Lifestyle and Community

6.1: Facilitate opportunities for community development

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

Race Course:

Arena and grounds	<p>General maintenance of the grounds has continued by the Racecourse Caretaker.</p> <p>There have been fundraising events, e.g. Variety Bash, Longest Drive for Drought etc using the facilities at the Racecourse with more events scheduled during September.</p> <p>A leak has been located in the bottom of the ground tank; tank will need to be replaced.</p>
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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 two bores off due to low water usage at the moment due to cooler weather and rain events.
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Parks and Gardens:

Council, Min Min Encounter, ANZAC and Airport gardens	<p>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.</p> <p>Recent rains have the town looking great however mowing & whipper snipping have increased. Due to staff shortages the WORK Camp has been helping out.</p>
Mowing/Whipper Snipping	<p>Our crew was kept busy with mowing and whipper snipping being completed in the following areas on these days throughout August 2022:</p> <ul style="list-style-type: none"> ▪ 1st Aug – Median Strips ▪ 2nd Aug – Robinson Park, Median Strip, River Front, Pensioner Units, Airport, Sports Centre, Fire Station, School Safety Park ▪ 5th Aug – Robinson Park ▪ 8th Aug - Airport ▪ 9th Aug – Min Min Encounter ▪ 10th Aug – Post Office, Sports Centre ▪ 11th Aug - Melrose

	<ul style="list-style-type: none"> ▪ 15th Aug – Median Strip ▪ 16th Aug – Fire Station, School Safety Park ▪ 18th Aug – Median Strip ▪ 19th Aug – Main Office, Stonehouse ▪ 22nd Aug – Town Entrances ▪ 23rd Aug - Robinson Park, Min Min Encounter ▪ 24th Aug – Sports Centre ▪ 25th Aug – Robinson Park ▪ 29th Aug – Airport, Melrose ▪ 30th Aug – Town Entrances
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Town Entrances:

Three Mile Campground	<p>The area has had limited maintenance due to wet conditions.</p> <p>Some signage has been erected with the remainder to go up during September. Freight delays have resulted in late deliveries of signs.</p> <p>All tourists we have had are keeping the area in a tidy condition.</p>
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RMPC/Works crew:

RMPC signage is still an ongoing project.

The Sign Crew are currently working on flood damage surface correction on the Bedourie Road with hold ups occurring with recent rain events – this section has been revisited as it is an ongoing problem occurring with traffic and wet conditions.

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 August (mowing, whipper snipping, 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 will be installed soon. We are currently using the generator and a larger pump which is also helping flush silt out of the bore hole.</p>
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Water and Sewerage:

Boulia Township

Call outs – water	Nil
Call outs – sewer	Nil

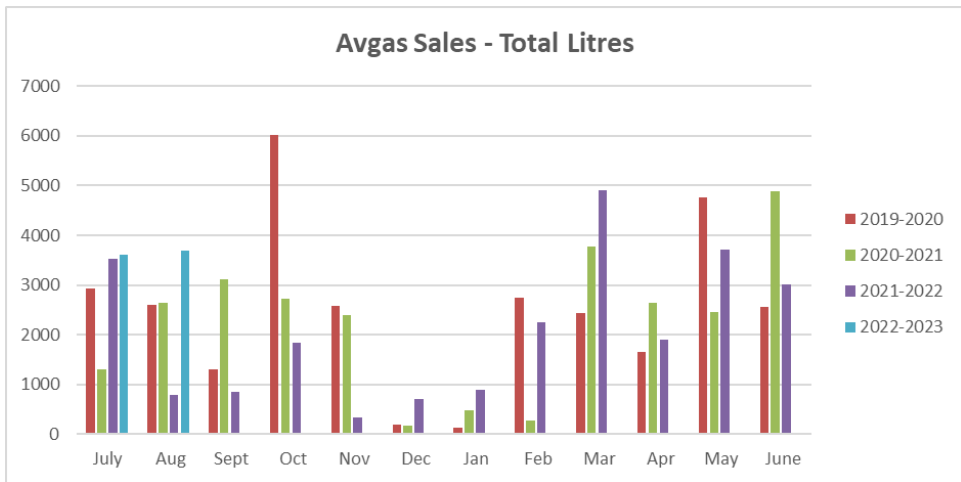
Broken mains	Nil
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Urandangi Township

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

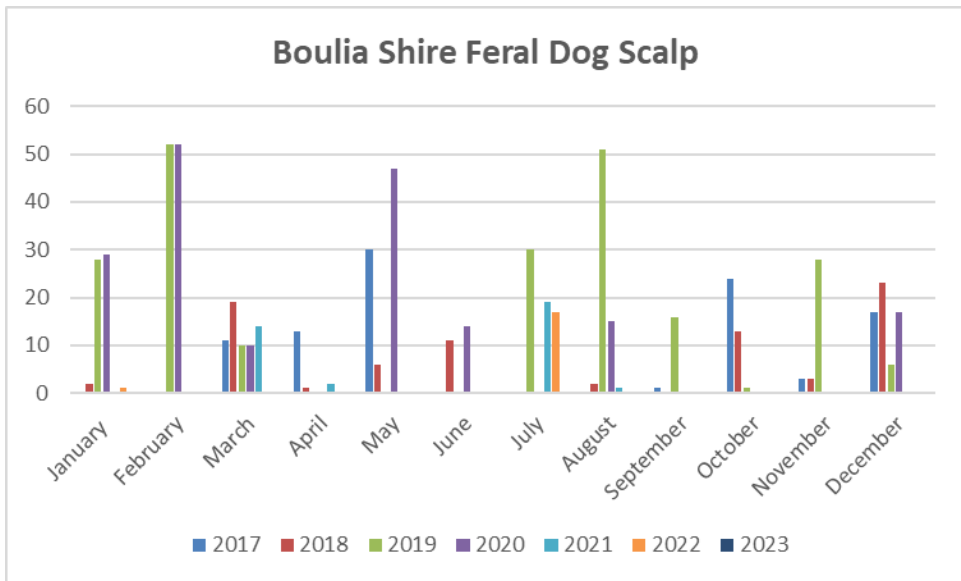
Boulia Airport activity:

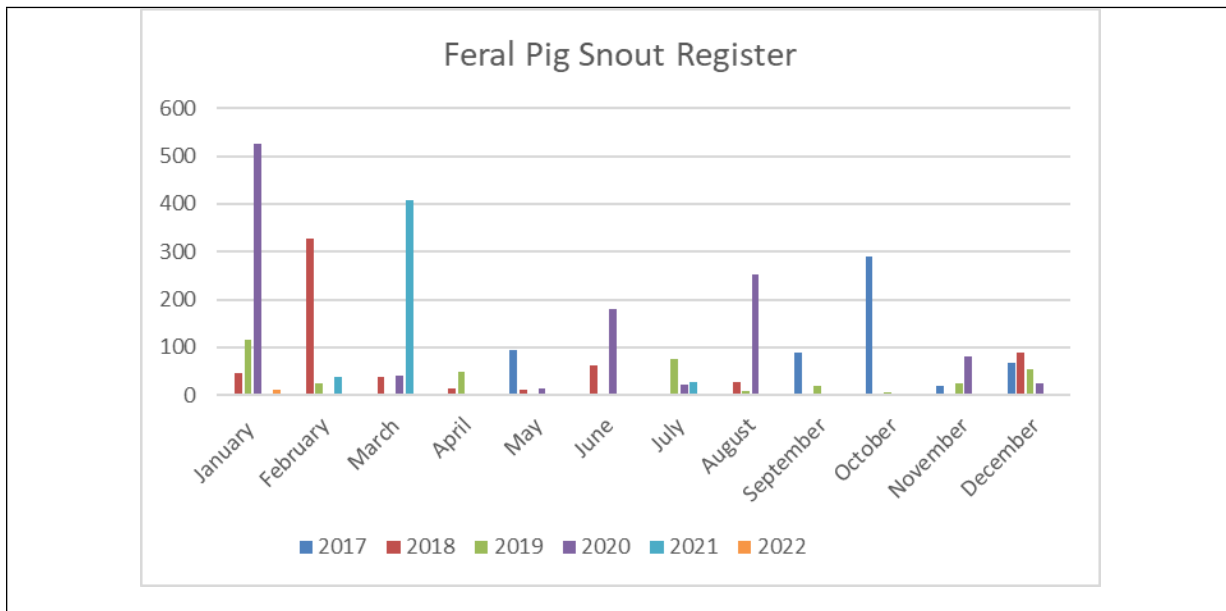
Number of call outs: RFDS/Lifeflight Rescue	Nil
Avgas/Jet A1 Refuelling	Total 37 – 37 self-fuelled through Compac.



Boulia Feral Animal Bounty Claims:

Feral Pigs	0
Feral Dogs	0





CONSULTATION: Director of Works and Operations as required.

GOVERNANCE IMPLICATIONS: All work completed within budget allocations.

RECOMMENDATION:

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

ATTACHMENTS: Nil

Reviewed by Director of Works and Operations

Mr Ajay Agwan

Approved by Acting Chief Executive Officer

Mr Ray Geraghty

TITLE:	Foreman Roads Maintenance and Construction Report August 2022	DOC REF: 9.1.3
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REPORT BY:	Jimmy Newman Roads and Construction Foreman	DATE: 14/09/2022
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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:

- Final set of subgrade lots are completed and waiting for compaction testing
- 5/9 Base course lots are completed and waiting for compaction testing
- Currently working on remaining base course/floodway lots

Cloncurry Culverts

- Project completed and certificate of practical completion received

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 Acting Chief Executive Officer	Mr Ray Geraghty

TITLE:	QRA Flood Damage Works Department August 2022 Report	DOC REF: 9.1.4
REPORT BY:	Alan Pilsworth Consultant Works Overseer	DATE: 14/09/2022
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 (A) complete. • Elrose Road, Harris Crew (B) will be complete 11/09/2022. • Donohue Highway, only have floodways/causeways to tidy up. This road was to be complete by the end of August but delays with rain. • Linda Downs Road, complete. • Springvale Road, Harris Group are still working on Jan/Feb FD Event, crews lost four days due to rain, will be complete by end of September. • Mixed Crew moved to South Urandangi from Linda Downs but too wet to work. They then moved to Border Road, currently working on this now. 		
CONSULTATION:		
GBA as project officers on QRA flood damage work.		
GOVERNANCE IMPLICATIONS:		
All work completed within QRA guidelines and budget allocations.		
RECOMMENDATION:		
That the QRA Flood Damage Works Department August 2022 Report be received for information.		
ATTACHMENTS: Nil		
Reviewed by Director of Works and Operations	Mr Ajay Agwan	
Approved by Acting Chief Executive Officer	Mr Ray Geraghty	

TITLE:	Rural Lands Protection Officer August 2022 Report	DOC REF: 9.1.5
REPORT BY:	Graham Smerdon Rural Lands Protection Officer	DATE: 14/09/2022
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		
RISK MANAGEMENT: Information Report only - not applicable.		
PURPOSE: To advise Council of current activities relating to weed and pest management, pest control, animal management and stock routes.		
CONTENT: RLPO: The month was spent attending webinar on Foot & Mouth Disease and Emerging Animal Biosecurity Treats, domestic animal control, 1080 baiting. TOWN COMMON: With there being more good falls of rain, this month feed should not be a problem for now. The materials for the stock baulk have arrived and will be looking to install it in the next month or so. PONY/CAMEL PADDOCKS: The feed and state of these paddocks has not changed much from last month's report. DOMESTIC ANIMAL CONTROL: There was a complaint lodged with Council of a dog attack. Myself and another authorised person carried out patrols of all town streets looking to find the dog that the complaint was made about. We were unable to locate said dog as we think it was removed from town before we could impound it. While carrying out the street patrols over the weekend there were two dogs caught and impounded, both dogs were unregistered. One has been claimed by its owner with all release fees being paid. The other dog has yet to be claimed. If no one claims this dog we will try to rehome it. CWRPM (TECHGROUP): I attended a teleconference early in the month. The best thing to come out of the meeting was that Longreach Council is now paying \$5.00 for Feral Cat Scalps. Mike from LEB spoke about emailing out a survey to all land holders in the RAPAD Shires to be filled in about the numbers of pest weeds on their properties and what are they doing to control them. After some discussion among the group about how surveys have previously been carried out by RAPAD/DCQ/DAF another survey would only mean that the landholder would delete the email or throw the paper in the bin. WEEDSPRAYING SHIRE ROADS: No weed spraying at this time has been done with the rain and the weather starting to warm up, this will change in the coming months.		

RMPC:

I will be busy in the next couple of months now that we have had more rain and it is starting to warm up. There will be plenty of weeds that need spraying.

GRAVEL/BURROW PITS:

With there being more rain, I will have to wait longer before going back and putting more Grasland pellets out in those pits that are still full of water.

STOCK ROUTE:

There have been no enquires for travel permits this month.

1080 BAITING:

There was one property that did some 1080 baiting with 750kg of meat treated with Pig strength 1080 poison. The dates and times for the second-round of 1080 baiting will be emailed and posted out in the first week of September.

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

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

ATTACHMENTS: Nil

Reviewed by Director of Works and Operations

Mr Ajay Agwan

Approved by Acting Chief Executive Officer

Mr Ray Geraghty

9.2 Office of the Chief Executive

TITLE:	Chief Executives Report for August 2022	DOC REF: 9.2.1
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REPORT BY:	Ray Geraghty Acting Chief Executive Officer	DATE: 14/09/2022
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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:

Butcher Paddock / Corridgee Leases: Completed - Forwarded to Lawyers for registration 28/7.

Workshop / Mechanic Contractor:

Applicant has been interviewed and a draft contract has been forwarded to the applicant for signature. Awaiting on the return of the contract, and start date to be advised.

'Old' Butchers Shop – EOI MOU / Lease:

One expression of interest has been received and the MOU has been prepared and forwarded to the applicant.

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):

Submission completed and forwarded to TMR Barcaldine for review. No changes were necessary, and this submission has now been sent to Canberra for further review before going to the Minister.

Certified Agreement renewal in 2023:

The process of renewing the certified Agreement involves several meetings with staff and Unions, and we are beginning the preparation of this by having a complete review of all staff wages and allowances prepared by Mead Perry Group as consultants to Council.

Short Term Agistment – Rodeo Paddock:

A late expression of interest was received and a draft MOU is being prepared for forwarding to the applicant.

Urandangi – Lot 6 on U4321:

Advice from the Department of Resources Indigenous Land Use Agreement Development and Implementation (IDI) team who are now responsible for the implementation of the agreed actions from the Bularnu Waluwarra Wangkayujuru (BWW) Peoples Indigenous Land Use Agreement that was registered on 11 October 2013. Clause 8 of the ILUA allows for the Freehold Grant of the lots listed at Schedule 2 to be allocated to BWW in freehold under the Land Act 1994. I have raised issues with this request and have not received a response. (There is a public toilet block on the land).

Community Housing review:

Michael Pickering visited the Council in August and met with relevant staff and the required information has been provided.

LGSP Funding application approved for Staff Housing:

A report has been received by the Consultants and the material change of use is being prepared.

Meetings for Councillors:

Date	Attendees	Location	Reason
17 th – 19 th October 2022	Mayor Rick Britton Deputy Mayor Jack Neilson CEO Lynn Moore	Cairns	LGAQ Annual Conference

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

Positions Vacant:

Office Admin (Temporary)	Vacant	To be readvertised
Finance Manager	The position is being advertised	
Office Admin (Permanent)	Has been filled by Helen Lawson who commenced 14.09.2022	
Mechanic	Offer has been made to the successful applicant	
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 August 2022 report be received for information.

ATTACHMENTS: Nil

Acting Chief Executive Officer

Mr Ray Geraghty

TITLE:	Action List Update August 2022	DOC REF: 9.2.2
REPORT BY:	Ray Geraghty Acting Chief Executive Officer	DATE: 14/09/2022
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 August 2022 for information.		
ATTACHMENTS: 1. CEO Action List updated [9.2.2.1 - 5 pages]		
Acting Chief Executive Officer		Mr Ray Geraghty

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	12/09/2022 Under Progress 09/05/2022 Winton/Boulia sign and NT border sign have been ordered. Auzscot will install the WB sign. The other signs -to be discussed with CEO 12/07/2022 The design of the welcome signs has been finalised and orders have been placed.
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.	CSM	04/07/22 Purchase orders to be sent for these signs. 31/05/22 This has been listed in the budget for 22-23 08/04/2021 Costs vary from \$9,000-\$10,000 for these signs.
Friday 18th June 2021				
18/06/2021		Town Common/Golf Club boundary fence – old Golf Club fence to be removed	RUS/ Workcamp	09/05/2022 Workcamp has returned. Will organise.
Thursday 15th July 2021				
15/07/2021		Investigate <ul style="list-style-type: none"> - purchasing a coffin lowering device - Wall for Ashes at the Cemetery 	DWO	12/09/2022 CLD is expected in end of September 09/05/2022 Waiting on quotes for CLD. Columbarium design is complete and will be installed by end of the month. Auzscot has been given PO for footing and installation. 12/07/2022 Coffin Lowering Device has been ordered. ETA 29 th Aug 2022. Columbarium has been installed.
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	12/09/2022 Waiting on TMR approval 09/06/2022 CEO – discussion with TMR – wider passing lane to be approved. 12/07/2022 We have discussed with TMR and they will approve a variation.
27/08/2021		Business case for recyclable items going to Landfill. Cost of doing nothing vs the Cost of doing something.	DCS	09/05/2022 We are in the discussion with a consultant to review the waste management facility and suggest possible upgrade.
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	09/09/2022 Refer to report in September Council meeting agenda. 01/08/2022 Date has been set to go to Urandangi to distribute, this will be advertised in advance. 21/06/2022 time frame for pick up will be extended beyond Dec 2022

Bouliia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
				Limited response in Bouliia. Cards to be distributed in Urandangi next 2 months.
Friday 17 December 2021				
17/12/2021		Signage at the Public Toilets at the new Dajarra rest stop not showing correctly	DWO	12/09/2022 Under procurement for installation 12/07/2022 Auzscot have been instructed. They were busy in doing other project works. Likely finish in a month's time.
17/12/2021		Recycling: Options..... Business Plan on containers for change	CEO / DWO	12/07/2022 To be discussed with CEO 24/12/2021 CEO: other options are available which will help community; individuals being authorised by council 12 monthly for scavenging rights. (Small Mulcher cost \$15k) (Pallet size \$50k+)- 9-5-2022 to be discussed with CEO
Friday 21 January 2022				
21/01/2022		Review all air-conditioning requirements at Depot and Stores. Min Min	DWO	12/07/2022 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. 09/05/2022 Air-conditioning engineer has been selected to look into the matter.
Friday 18 February 2022				
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	09/09/2022 Tender specifications being prepared. Still waiting for design. Design delayed 09/05/2022- W4Q funding variation approved. Under design 12/07/2022 Still waiting on design. GBA will submit design in August 2022 for BSC review.
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 	RLPO DWO	12/09/2022 Signs received. Installation in progress 12/07/2022 Some signage erected. Purchase orders have been issued. Designs do include local Pitta Pitta logo.

Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
		<ul style="list-style-type: none"> Racecourse Reserve signage to be reviewed to ensure local laws are covered Eg. No parking, parking enforcement laws apply 		
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	12/09/2022 Affected by manpower resources. Will be complete by end of next month 12/07/2022 Line marking in progress. Should be completed in 2 weeks.
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	12/09/2022 GPR process for all 3 cemeteries has been completed. Awaiting report 09/09/2022 Ground penetration Consultant arrive in Boulia 08/09/2022 and is undertaking survey work for Council. 12/07/2022 PO is being raised for GPR. One expert Robert Bell was in Boulia. Will take another month to locate the graves. Per 15 th July Ordinary Council Meeting – Councillors would like GPR to be done on the Chinese Graves. Budget to be allocated for fencing and signage of the area.
18/03/2022		Boulia Winton Road boundary (Shire) the Welcome sign, TMR removed when widening at Lucknow, not been replaced.	DWO	12/09/2022 Welcome sign have been received. Under procurement for installation 09/05/2022 – Sign is being installed 12/07/2022 Under progress - sign ordered.
Friday 22 April 2022				
22/04/2022		Racecourse – Joseph has photos of concrete under Rodeo Arena. Ajay to follow up. Clr Tim to give map to Ajay of work carried out at Racecourse.	DWO / Clr Tim Edgar	09/05/2022 Spoke to Tim. he will provide the info 12/07/2022 Tim has provided the information to Joseph.
22/04/2022		Racetrack camera box which run the cameras need to be replaced because it switches on and off (might overheat)	DWO / Clr Sam Beauchamp	09/09/2022 Awaiting Quote for replacement system. DCS 09/05/2022 Spoke to Tim. He will look into it. 12/07/2022 Tim has fixed the Aircon.
22/04/2022		Freedom Camping Signs with time limit to be put up at: Racecourse Reserve Camping area, Three Mile Creek, Hamilton Channels & Georgina / Bedourie toilets -: Maximum two-night stay; No open fires – fires only in contained boxes;	RLPO	13/07/2022 Signs designed and ordered.

Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
Friday 20 May 2022				
20/05/2022		Cllr Neilson: Look at agisting Rodeo Paddock. EOI to be released for a six-month period	CEO	12/09/2022 Late application received. MOU in preparation 12/07/2022 This has now gone out to the public – closes 31 st August. 09/06/2022 EOI completed – letter to gun club issued for possible objections. \$900 + GST pm, March to April. Report to council done.
Friday 17 June 2022				
17/06/2022	2022/05.4	Quality Electrical - to provide a report to DCS regarding the racecourse pump which is clogged / blocked.	DWO	12/07/2022 So far, no report has been provided.
17/06/2022		Welcome signs / entrances need to be revamped – buffalo grass, low maintenance plants	DWO	12/09/2022 Welcome sign have been received. Under procurement for installation 12/07/2022 We are investigating the matter. The welcome sign changes at Bedourie intersection will have TMR inputs. We have ordered few flower plants for Mount Isa welcome sign. It will be revamped in coming weeks.
		Front garden area of Min Min Encounter needs to be beautified.	DWO	12/07/2022 Artificial grass has been ordered. Awaiting supply 12/07/2022 Investigating to install artificial grass. Negotiations in progress. Per 15 th July Ordinary Council Meeting – budget to be allocated for artificial grass in front of the MME.
17/06/2022		Replace grids at 15 mile / Trial grids to Town Common and reserve	RLPO/ DWO	12/07/2022 Baulk grids have been ordered.
Friday 15 July 2022				
15/07/2022	2022/07.9	That Council advertise the Expression of Interest (EOI) for the lease of the Old Butchers shop for a period of 3 years with EOI closing on 31st August 2022.	CEO	09/09/2022 One application received, draft agreement being prepared. 19/07/2022 Advertising released on email blast, Facebook and Council website. Await closing date.
Friday 19th August 2022				
19/08/2022		Diamantina Street guttering – investigate	DWO	12/09/2022 Under investigation
19/08/2022		Possible road seal of Selwyn Connection Road – investigate possibility of sealing while crew is in the area	DWO	12/09/2022 It is already included in the scope of Dajarra Widening project
19/08/2022		Washdown Bay double gantry – what is the current status	DWO	12/09/2022 DabFab has been issued a PO, intended completion date end of next week.

Boulia Shire Council Action List

DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS
19/08/2022		Cost of NBN line from town to Rodeo Grounds – look into costing	DCS	09/09/2022 Waiting on quotation from nbn provider.

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. 14/10/2020 Still on the burner Sam....	
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	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. E.g 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.	28/7/2022 Water treatment plant options have been received. To be considered with regard to future expansion and water quality. 09/06/2022 As per comment above. 07/12/2021 to be reviewed during the ‘visioning project’ 20/01/2022	
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:	Workplace Health and Safety - WHSA / RRTW August 2022 Report	DOC REF: 9.2.3
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REPORT BY:	Cindy Reimers WHS/RRTWC	DATE: 14/09/2022
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CORPORATE PLAN REFERENCE:

Key Priority 5: Governance

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

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

5.1.2: Effective internal and external communication and records management

5.1.3: Adopt an integrated risk management approach

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

5.1.5: Workplace Health and Safety focus

Key Priority 7: Our Team - Our People

7.2: A great place to work

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

7.2.3: Provide access to external support networks for emotional assistance

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"> • Where 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

	<p>employees.</p> <ul style="list-style-type: none"> • 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 Bouliia 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. 		

	<ul style="list-style-type: none"> • Ongoing monitoring of work site activities to ensure that compliance standard requirements are being met to enable compliance re-certification. • 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 - WHSA/RRTW August 2022 Report for information.

ATTACHMENTS: Nil

Reviewed and Approved by Acting Chief Executive Officer

Mr Ray Geraghty

9.3 Corporate Services

TITLE:	Director of Corporate and Financial Services August 2022 Report	DOC REF: 9.3.1
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REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 14/09/2022
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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

Key Priority 5: Robust Governance

5.2 Accountability

5.2.2 Maintain high standards of Corporate Governance through effective audits

5.2.4 Ensure transparency and accountability through integrated performance management reporting

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

FINANCIAL STATEMENTS

An extension of time was granted for completing the Draft Financial Statements as at 30th June 2022. Completion of the statements is being done inhouse, the Consulting Accountant has been on sick leave and unable to visit Boulia.

External audit will do final site visit 20th to the 23rd September 2022.

ASSISTING ACTING CEO

Have been assisting the acting CEO where and when required, as well as providing backup assistance while recruitment finalised for new Executive Assistant Relief, Karen Haer, who started 29th August 2022.

FINANCE MANAGER TEMPORARY/REPLACEMENT

Working with Lo-go Appointments and our HR Officer with recruiting a temporary Finance Manager until we are able to find a full-time replacement. To note there is a number of Finance positions vacant across Local Government Council's presently.

SUREPACT

Work is underway in setting up the current Flood Damage program as our first project in SurePact. This will be our pilot program in the new system.

REGIONAL CONNECTIVITY GRANT

Initial meetings with Mick Allen to discuss finer points of agreement was had with the Acting CEO, Ray Geraghty and myself. It was determined it will be fibre to the premises.

Request has been made for a quote for connection to the Boulia Racecourse Reserve and potentially along the riverbank.

The next step is to sign the Area Service Agreement (ASA) and Commonwealth Agreement.

TPG TELECOM

Initial discussion with Leigh Boyle from TPG, Queensland Government Relationship Manager regarding services that they can provide or assist Council with post nbn Fibre being connected to the premises. Could also have a possible solution as an add on for the Boulia Racecourse Reserve connectivity.

LONG TERM FINANCAL PLAN (LTFP) - (10 year plan) QTC Model

An extension of time has been granted to complete the LTFP by the Department of Local Government. This plan covers 2022 actuals, 2023 – 2033 budget proposals. The model is a tool that is also used when a Council wishes to borrow money.

MAGIQ/RECORDS MANAGEMENT

The system previously known as InfoXpert has now been upgraded and name changed to MagiQ, of which we are now using a virtual server and the cloud.

With the new version we are now able to use a document that has been saved to MagiQ and create a new document and or update the document as required through our Microsoft programs, this will mean the “H drive” as it is known will become less used in time.

A team has been reviewing how we save our information and where it is saved within the system, a mini project has been created to review and plan for the future. Once done and documented staff will be trained in where to file and how to find documents.

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

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

ATTACHMENTS: Nil

Approved by Acting Chief Executive Officer

Mr Ray Geraghty

TITLE:	Policy Reviews	DOC REF: 9.3.2
REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 14/09/2022
CORPORATE PLAN REFERENCE: Key Priority 5: Governance 5.1: Ensure a high level of governance, accountability and compliance 5.1.1: Councillors and Staff have access to clear guidelines to assist in the delivery of accountabilities		
RISK MANAGEMENT: The risk associated with the recommendations of the report have been assessed as Minor (Consequence) and Rare (Likelihood) giving an overall assessment as Low L-2 .		
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.		
CONTENT: Audit & Risk Management Committee Policy 108 No changes required. Debt Collection Policy 106 All changes made are as per table below.		
Page 3	Second paragraph on page (Accounts 90 Days)	Updated – position name to Finance Manager
Page 4	Middle of page (Rates 3 Months)	Updated – position name to Finance Manager
Page 5	Bottom of page (Bad Debts)	Updated – position name to Finance Manager
GOVERNANCE IMPLICATIONS: <ul style="list-style-type: none"> No budget implications Meets statutory compliance requirements. 		
RECOMMENDATION: 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.		
ATTACHMENTS: 1. 106 Debt Collection Policy [9.3.2.1 - 8 pages] 2. 108 Audit and Risk Management Committee Policy [9.3.2.2 - 4 pages]		
Approved by Acting Chief Executive Officer		Mr Ray Geraghty



BOULIA SHIRE COUNCIL

DEBT COLLECTION

Category:	Policy
Policy Number:	106
Document Version:	1
Obsolete version:	Policy 106 17/3/2016, 2019/7.23
Keyword classification:	Debt Collection
Summary:	The purpose of this debt recovery policy is to set out the principles and processes used by Council for the collection of outstanding rates, charges and sundry debtors due to Council.
Adoption date:	
Resolution:	
Due for revision:	Every three years or as required by legislation.
Revision date:	24 th July 2022 – September 2025
Date revoked:	n/a
Related documents:	
Responsible Section:	Finance
Responsible Officer:	Finance Manager

Legislation:

Local Government Regulation 2012 - 132

BACKGROUND

The purpose of this debt recovery policy is to set out the principles and processes used by Council for the collection of outstanding rates, charges and sundry debtors due to Council.

OBJECTIVE AND PRINCIPLES

Council will exercise its debt recovery powers in order to reduce the overall debt burden on ratepayers. It will be guided by the principles of:

- transparency by making clear the obligations of its ratepayers and sundry debtors to the processes used by Council in assisting them meet their financial obligations;
- making the processes used to recover outstanding debt clear, simple to administer and cost effective;
- equity by having regard to providing the same treatment for ratepayers and sundry debtors with similar circumstances; and
- flexibility by responding where necessary to changes in the local economy

SUNDRY ACCOUNTS

Accounts issued shall provide 30 day payment terms.

STATEMENTS

Statements will be issued to all sundry debtors at the end of each month. Statements will serve as a reminder in the event the account is in arrears.

INTEREST

Interest is not charged on overdue debtors.

SUNDRY DEBT ARREARS

ACCOUNTS 30 TO 60 DAYS ARREARS AFTER THE INITIAL INVOICE

Follow-up action by way of telephone contact and the issue of statement/letter. Should telephone contact be unable to be obtained the statement shall be forwarded regardless.

ACCOUNTS 60 TO 90 DAYS IN ARREARS AFTER THE INITIAL INVOICE

The issue of a notice requesting immediate payment within fourteen (14) days advising that failure to pay will result in the account being referred for to a collection agency.

Should payment not be received by the due date and the Chief Executive Officer is of the view that recovery action is both reasonable, given the outstanding balance and likely to be successful, then the account shall be referred to a collection agency.

ACCOUNTS 90 DAYS OR MORE IN ARREARS AFTER THE INITIAL INVOICE

The Finance Manager of Corporate & Financial Services is to continue to pursue collection of outstanding debts and/or monitor the progress of collection agency. Follow up on debt recovery action and outstanding debts is to be presented to Council via the monthly finance report for debts greater than \$1,000.

RATE ARREARS

The *Local Government Act 2009* (hereinafter referred to as the Act) provides for mechanisms to recover an overdue rate. These mechanisms are:-

- recovery in a court of competent jurisdiction as a debt
- recovery by way of sale of land.

Before such action is taken, the following recovery arrangements are to be employed:-

RATES 30 TO 60 DAYS IN ARREARS AFTER THE RATE PAYMENT IS DUE

Issue a reminder notice including the offer of an arrangement to pay in accordance with Section 132 of the Regulation for the balance due including those ratepayers who may have paid rates but not qualified for the Council discount for prompt payment within the due date except where changes are made by Council for Outstanding Balances.

In accordance with Council's Revenue Statement interest charges will commence on outstanding balances

An offer to pay by instalments in this manner must be made in writing and approved by the Chief Executive Officer. It is preferable for all outstanding debts to be repaid in full by 30 June of the current financial year.

However, with approval of the Chief Executive Officer or as a consequence of debt recovery action, a longer term agreement may, in certain circumstances, be acceptable. i.e Pensioner or person on low fixed income.

Long term arrangements for recovery of outstanding debts should be referred to Council for confirmation and/or approval.

If a ratepayer misses an instalment, and no prior arrangement with Council has been approved, the repayment plan is no longer recognised and the balance in full is required to be paid immediately.

Council will not refuse payments if they are not enough to cover the outstanding rates in the prescribed time but the ratepayer must be made aware that it is not an arrangement. They will still receive reminder letters and will continue to be charged interest on all outstanding amounts.

RATES OVER 60 DAYS IN ARREARS AFTER THE RATE PAYMENT IS DUE

Where no offer or arrangement is in place, a letter is to be sent to the ratepayer as a final reminder encompassing the following content:-

- the amount of the overdue rate.
- details of interest accumulating on the amount.

- that payment is required within 14 days.
- that if payment is not obtained with 14 days collection proceedings for recovery of the outstanding amount will be taken without further notice.

Should the rate remain unpaid after 14 days and no payment arrangements entered into (or awaiting ratification by Council) and the Chief Executive Officer is of the view that recovery action is both reasonable, given the outstanding balance and likely to be successful, then the account shall be referred to a collection agency.

RATES 3 MONTHS TO 12 MONTHS IN ARREARS AFTER THE RATE IS DUE

The Finance Manager of Corporate & Financial Services is to continue to pursue collection of outstanding debts and/or monitor the progress of collection agency. A report on debt recovery action and outstanding debts is to be presented to Council on a regular basis.

FOR RATES AT LEAST 12 MONTHS IN ARREARS AFTER THE RATE IS DUE

In respect of the following classes of land:-

- a) Vacant land, or
- b) Land used solely for commercial purposes

Council shall consider commencing enacting the provisions of section 140 under the Local Government Regulations 2012 and give notice of intention to sell the land for overdue rates and charges.

FOR ALL OTHER RATES BEING THREE (3) YEARS IN ARREARS AFTER THE RATE IS DUE

Council shall consider action for sale of land for the property due to overdue rates and charges in accordance with the Local Government Regulations 2012.

RENT DEBTORS

RENT 14 DAYS IN ARREARS

Finance Officer will advise for all residential property debts the Community Services Manager, who will work in accordance with the Residential Tenancy Act.

Note: The debtor has seven (7) days to pay the outstanding rent or enter into a suitable arrangement to pay the debt.

RENT 28 DAYS IN ARREARS- DEBTOR STILL OCCUPYING PREMISES

Community Services Manager to take further action in accordance with Residential Tenancy Act.

The debtor has a further seven (7) days to pay outstanding rent.

RENT 60 DAYS IN ARREARS – DEBTOR STILL OCCUPYING PREMISES

Community Services Manager to take further action in accordance with Residential Tenancy Act.

RENT 21 DAYS IN ARREARS – DEBTOR / TENNANT VACATED PREMISES

Community Services Manager to take further action in accordance with Residential Tenancy Act. Should the account still remain outstanding and the debt is greater than \$1,000 the Debtor will be referred to a Collection Agency.

BAD DEBTS

Bad debts will be recognised when the sundry debt is seen to be no longer commercially collectable. Such action maybe recommended to Council by its Finance Manager of Corporate & Financial Services should the amount of the debt be uneconomic to proceed to the debt collection agency or any other circumstance which may prohibit the likelihood of collection.

WRITE OFF BAD DEBTS

The writing off of bad debts will be as follows:-

Debts for \$1,000 or less to be authorised by the Chief Executive Officer, with a report provided to Council advising of debts written off and for debts greater than \$1000 the Debtor will be referred to Council for a resolution.

RECORDING OF DEBT COLLECTION ACTION

To provide Council with a clear and accurate record of the actions that have been taken in the recovery of outstanding debts a note is to be recorded on the End of Month finance report each time recovery action is taken indicating the action taken and response if any, received from the debtor.



BOULIA SHIRE COUNCIL

AUDIT & RISK MANAGEMENT COMMITTEE POLICY

Category:	Policy
Policy Number:	108
Document Version:	Version 1
Obsolete Version:	108 – Audit & Risk Management Committee, 2018/11.21, 2020/4.19, 2021/7.18
Keyword Classification:	Audit & Risk Management Committee
Summary:	This policy establishes the authority and responsibilities of the Audit & Risk Management Committee and its role within Council.
Adoption Date:	
Resolution:	
Due for Revision	Annually
Revision date:	September 2023
Date revoked:	N/A
Related documents:	N/A
Responsible Section:	Finance
Responsible Officer:	Director of Corporate Services
Legislation:	Local Government Act 2009 s105 Local Government Regulation 2012 s208 - 211

SCOPE

This document establishes the authority and responsibilities conferred on the Audit & Risk Management Committee by the Boulia Shire Council and explains the role of the Audit & Risk Management Committee within the Council.

PURPOSE

Boulia Shire Council is committed to an open and accountable system of governance. In accordance with s105 of the *Local Government Act 2009*, Council must establish an Audit & Risk Management Committee.

The Audit & Risk Management Committee's purpose is to provide Council with assistance, advice and oversight with respect to matters of financial reporting, corporate governance, risk and control, internal and external audit functions.

AUTHORITY

The Audit & Risk Management Committee undertakes an advisory function and provides the Chief Executive Officer and Council Management with independent advice on key Council activities. The Committee will have the right to recommend that independent professional advice be sought when considered necessary and have the power to obtain information from management and to consult directly with auditors. Requests to seek independent professional advice and obtain information from management should be directed through the CEO. The Audit & Risk Management Committee will have the right to question and seek attendance at committee meetings of any staff. Any requests should be directed through the CEO.

Council is to ensure the adequacy of resources and funding is sufficient to allow the Audit & Risk Management Committee to carry out its role.

COMPOSITION AND TENURE

As per Section 210 of the Local Government Regulation 2012, the Committee must comprise of at least 3 and no more than 6 members and of these members two must be Councillors.

The Committee will consist of –

- Voting Members – appointed for the term of Council:
 - Two Councillors considered by Council to have the necessary qualification or interest in serving on the Committee, and,
 - One external person independent of Council, who shall have extensive skills and experience in financial matters.
 - Chair – to be an External Community member
- Non-Voting Attendees (Chief Executive Officer, Director of Corporate Services, Finance Manager).
- Non-Voting Invitees (External & Internal Auditors, Council Officers by invitation)

Maximum appointment period for external independent persons will be a total of 6 years.

ADMINISTRATIVE ARRANGEMENTS

- Meetings – the committee shall meet at least two times a year (based on a financial year) or as determined by the Chair.
- Quorum – shall consist of two voting members.
- Secretariat – shall be provided by CEO and otherwise assisted by Internal Audit.
- Conflicts of Interest – shall be managed in accordance with the Local Government Act.
- Review of Terms of Reference – periodically as determined to be necessary.
- Remuneration of external members – will be at the discretions of the Chief Executive Officer.

RESPONSIBILITIES

The functions and responsibilities of the Audit & Risk Management Committee shall include oversight in relation to –

- **Corporate Governance, Compliance, Risk Management and Control Framework:**
 - Monitor the effectiveness of the risk management and internal control framework, management policies and key governance processes – including Asset Management and IT governance.
 - Review reports on the activities and investigations of any significant Fraud Prevention and Security related matters.

Additionally, the committee must review each of the following matters:

- (i) The internal audit plan for the internal audit for the current financial year;
 - (ii) The internal audit progress report for the preceding financial year including the recommendations in the report and the actions to which the recommendations relate;
 - (iii) The external audit plan for the external audit for the current financial year;
 - (iv) Any key account position papers being prepared by Management as a part of the audit
 - (v) Significant project deliverables including but not limited to valuations of property, plant and equipment.
 - (vi) A draft of the local government's financial statements for the preceding year before the statements are certified and given to the auditor-general under section 212 of the *Local Government Regulation 2012*;
 - (vii) The auditor-general's audit report and auditor-general's observation report about the local government's financial statements for the preceding financial year; and
 - (viii) As soon as practicable after a review is conducted, a written report stating any recommendations the committee has about the matters reviewed.
 - (ix) Review Council's risk register at least annually and comment on Managements progress / rectification of issues
 - vi) Any other matter (eg: business or legal risks or legal actions) referred to it by the Chief Executive Officer.
- Review any other matter (eg: business or legal risks or legal actions) referred to it by the Chief Executive Officer.
 - The minutes of each Audit & Risk Management Committee meeting, as soon as practicable after a meeting, will be tabled with Council
 - The Audit & Risk Management Committee will self-assess annually.
- **Financial Statements:**
 - Review and consider the financial statements, ratios and other relevant financial reports of *Council*.
 - Monitor whether the timeliness of preparation of the annual financial statements is appropriate.
 - Monitor and consider management's compliance with statutory requirements.
 - Review the scope, approach, reports and activities of proposed audit coverage.
- **Internal and External Audit:**
 - Review and monitor whether the audit process is effective.
 - Ensure the objectivity and independence of the audit functions.
 - Monitor and review audit plans, reports and activities.
 - Ensure auditors receive the cooperation of all levels of management.
 - Review and consider differences of opinion between audit and management.
 - Monitor management's implementation of auditor's recommendations.
 - Ensure there are no restrictions placed on the audit function by management.
 - Facilitate the effective cooperation and coordination between external and internal audit.

TITLE:	Boulia Outback Chapel Rates	DOC REF: 9.3.3
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REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 14/09/2022
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CORPORATE PLAN REFERENCE:

Key Priority 5: Governance

5.2: It is clearly evident in how Council does business

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

5.2.4: Transparency and accountability through management reporting

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

To advise Council of the request to waiver the rates relating to the Boulia Outback Chapel.

CONTENT:

The Boulia Outback Chapel is a not-for-profit association that manages the Church for the benefit of the Boulia community and the broader community in Boulia including pastoral care.

The Local Government Regulations covers exempt land from General Rates that is vested in or under the management or control of a person under an Act for a religious purpose.

Last Rates Notice issued for Assessment No. A54, 49 Moonah Street, Boulia:

General Rates	255.50
Garbage	189.50
Sewerage	241.00
Water 50%	170.75
Waste Management Facility Levy	45.00
Environmental Levy	25.00
Emergency Services Levy	141.60
	1,068.35

Recommendation is that Council exempt the general rates and to subsidise the utility charges for garbage (no charge) and water at 50% charge as currently in place.

Council then pay the Environmental Levy, Waste Management Facility Levy, Sewerage and Water charges which would be noted as a donation to a community organisation in recognition of their support and involvement in the local community.

The ESL (Emergency Services Levy) - Council charge this on behalf of the Emergency Services. Council has an obligation to then remit all funds collected on Emergency Services behalf on a quarterly basis.

When rates are issued, the table below shows Council's costs as well as Boulia Outback Chapel's.

Sewerage	241.00	
Water 50%	170.75	
Waste Management Facility Levy	45.00	
Environmental Levy	25.00	
Emergency Services Levy	141.60	
	623.35	
Less Council Discount	(28.91)	

	\$594.44	Council to pay as a Donation
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CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

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.

ATTACHMENTS:

1. Boulia Outback Chapel [9.3.3.1 - 1 page]

Reviewed by Director of Corporate Services

Mrs Kaylene Sloman

Approved by Acting Chief Executive Officer

Ray Geraghty

BOULIA OUTBACK CHAPEL

A Member of the Queensland Baptist Family of Churches

4 September 2022

The Chief Executive Officer
Boulia Shire Council
18 Herbert Street
BOULIA, Q. 4829

Dear Ms Moore

Boulia Outback Chapel would like to request Boulia Shire Council's support to waive our rates, as the financial strain of recent years (and more so with COVID-19 restrictions) has affected businesses and charitable organizations alike.

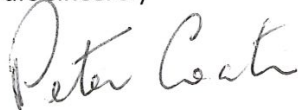
Your assistance with the waiver of the rates and services charges would be of benefit to us. As a member of Qld Baptists we provide regular Chapel services to the Boulia Community (including weddings & funerals which we offer free of charge). We provide pastoral care, and prepare and post weekly inspirational messages via our Youtube channel on the Net for the townsfolk and outlying properties.

Our motto is "Building Community Together", providing a venue to enhance the social and emotional wellbeing for all who need it.

We have taken to staying in the building when not serving the other communities in our area, which we have been doing on a regular basis. On those occasions we travel by caravan.

We personally undertake the maintenance of our building and the grounds, taking up no "offering" from folks attending Chapel, and we endeavour to be self sufficient. We appreciate your consideration of this request for a waiver.

Yours sincerely



Peter Coates
"Chappy Peter"
(Pastor)

Address: P O Box 72, Boulia, Qld 4829 | Mobile 0429 473706 | Email: - peterc@bouliachapel.com

TITLE:	Audit and Risk Management Committee Report	DOC REF: 9.3.4
REPORT BY:	Kaylene Sloman Director of Corporate Services	DATE: 14/09/2022
CORPORATE PLAN REFERENCE: Key Priority 5: Governance 5.2: It is clearly evident in how Council does business 5.2.1: Council's financial activities are monitored and managed well 5.2.2: Maintain high standards of Corporate Governance through effective audits		
RISK MANAGEMENT: Information Report only - not applicable.		
PURPOSE: To present Council with the Audit and Risk Management Meeting Minutes held on 14 th September 2022.		
CONTENT: The Committee Chair Peter O'Regan ran the meeting, items covered were: <ul style="list-style-type: none"> • Confirmation of minutes of the previous meeting 29th June 2022 • Review of <i>DRAFT</i> Financial Statements • External Audit 2022 update • Internal Audit update • Queensland Audit Office update Further detailed information will be made available at meeting and associated reports.		
CONSULTATION: Nil		
GOVERNANCE IMPLICATIONS: Nil		
RECOMMENDATION: That the Director of Corporate Services Audit and Risk Management Committee Report for September 2022 be received for information.		
ATTACHMENTS: Nil		
Reviewed by Director of Corporate Services	Mrs Kaylene Sloman	
Approved by Acting Chief Executive Officer	Mr Ray Geraghty	

TITLE:	Finance Manager August 2022 Report	DOC REF: 9.3.5
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REPORT BY:	Kaylene Sloman, DCS on behalf of Finance Manager	DATE: 14/09/2022
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CORPORATE PLAN REFERENCE:

Key Priority 5: Governance

5.2: It is clearly evident in how Council does business

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

Key Priority 5: Governance

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

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

Financial Summary as at 31st August 2022.

CONTENT:

Cash Position:

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

	31st August 2022	31st July 2022
Cash at Hand	19,116,812	18,771,476
Net Cash Equivalent (Debtors-Creditors)	1,457,925	194,913
Total	\$20,574,737	\$18,966,389

Income

- Total revenues to 31st August 2022 are \$5,553,791. This equates to approx. 36% of this year's budget.

Expenditure

- Operating expenses to 31st August 2022 are \$2,884,132. This equates to approx. 16.3% of this year's budget.

Liquidity

• CBA		\$1,452,269
• Floats		\$ 1,150
• Investments		
CBA At Call 1.95%	\$6,525,869	
QTC 2.19%	\$11,137,524	
		\$17,663,393
	Total	\$19,116,812

Additional Information on Cash Position

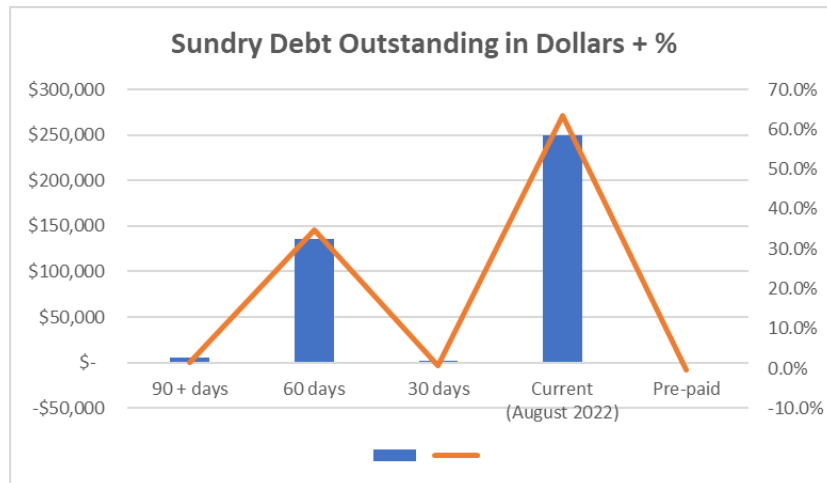
Cash Balance as at 31 st August 2022	19,116,812
The following items need to be backed by cash:	
Reserves 30 th June	2,328,551
Funded Depreciation	4,530,869
Less Depreciation accrued	0
Funded Employee Entitlements (Current and Non-Current)	1,352,201
Grant Funding (paid in advance)	1,630,987
Working Capital Cash	1,500,000
Capital Grants	767,381
Operating Result for 2022/2023	1,902,278
Less Capital Expenditure 2022/2023	(1,358,250)
	12,654,017
Cash unallocated as at 31st August 2022	\$ 6,462,795

Aged Debtors 31st August 2022

DEBTOR	90+	60	30	CURRENT	PRE-PAID	BALANCE
	\$5,983.30	\$135,965.12	\$2,400.30	\$249,032.16	\$(1,216.00)	\$392,164.88

90+ Days Outstanding

For this month, amounts greater than 90+ days total \$5,983.30, \$960.00 have been referred to Council's external Collection Agency. The balance either have a payment arrangement in place or are in discussions with Finance Manager.



CREDITORS 31st August 2022

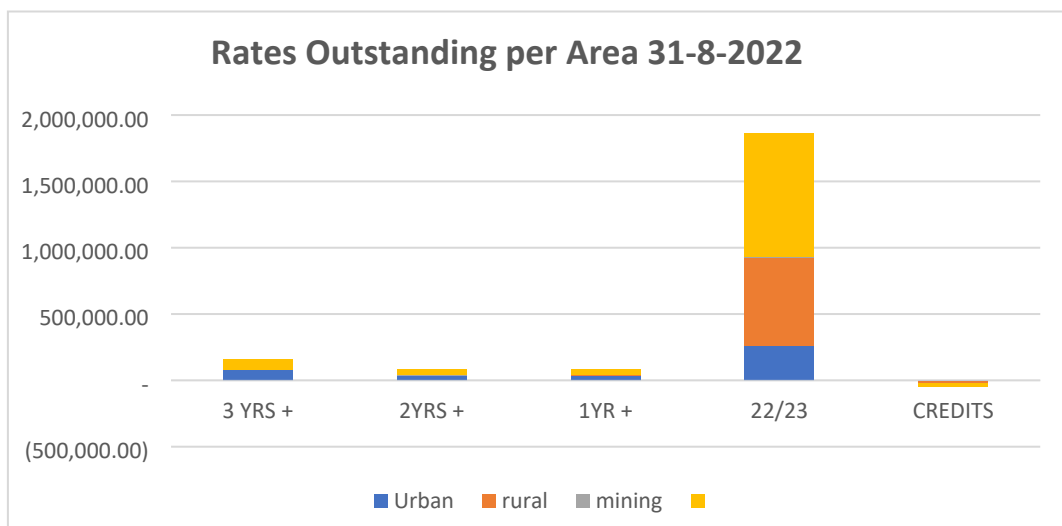
Total Amount waiting for payment, not yet due **\$130,883.54**

Rates 31st August 2022

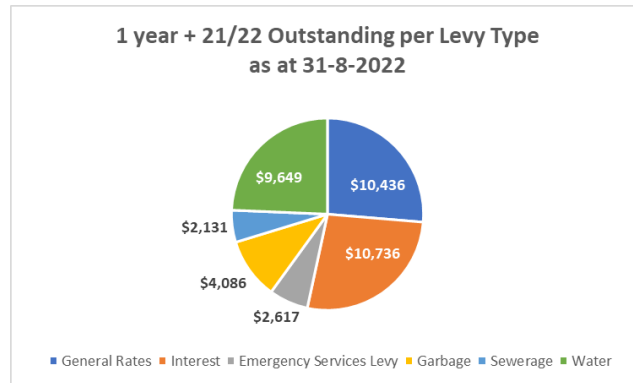
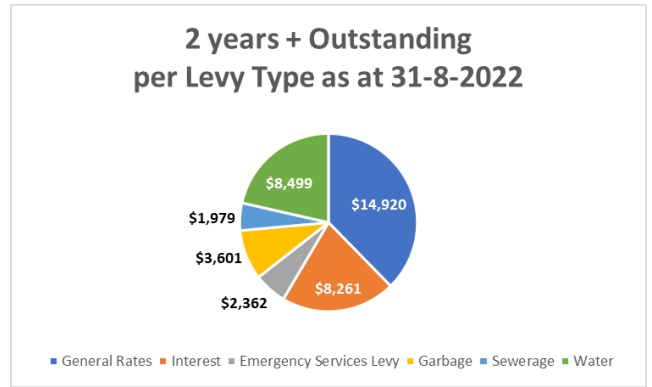
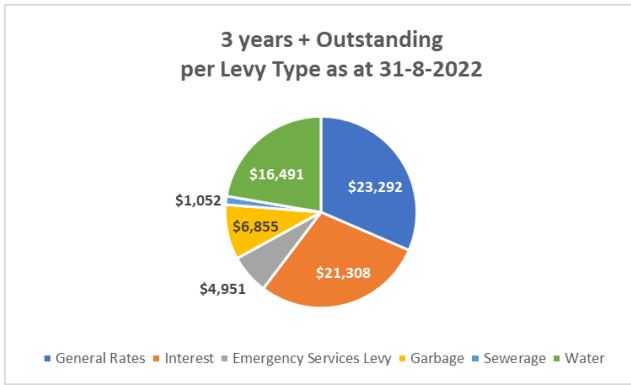
Total Outstanding **\$1,065,716.81**

Note: Rate Notices for the first half year, 2022/23 1/7-31/12 have issued and are due for payment 29th September 2022.

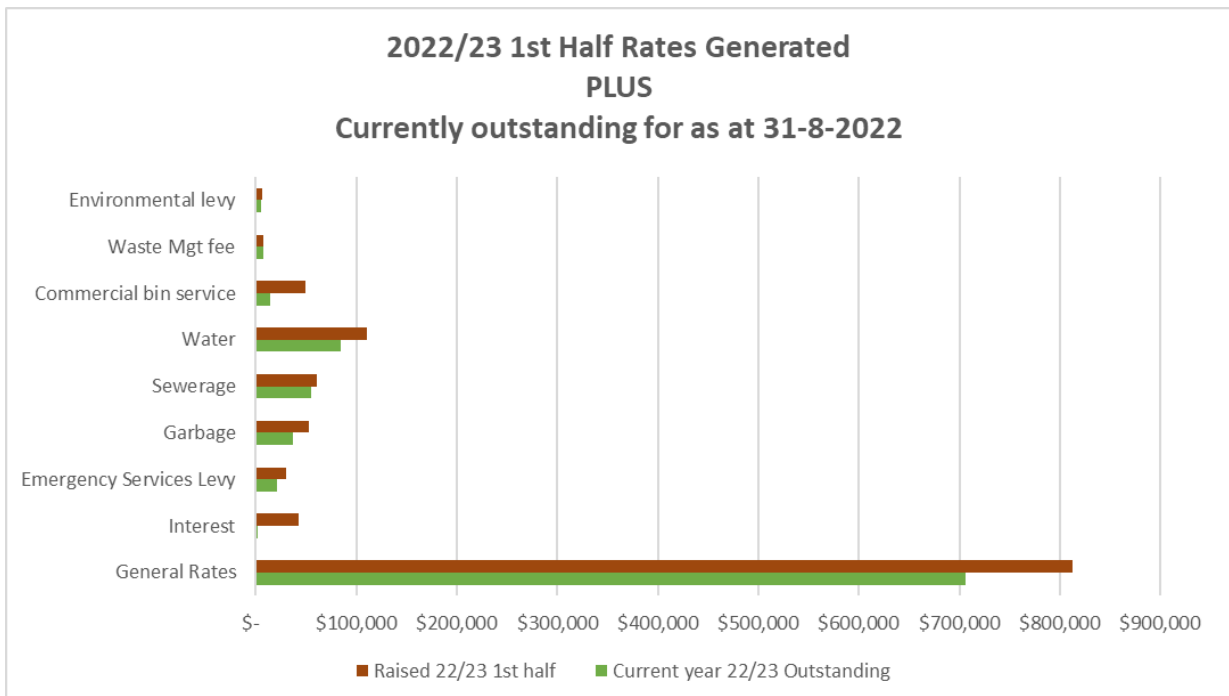
RATES	3 Years +	2 Years +	1 Year (21/22)	Current Year 22/23	In Credit	Total Outstanding
URBAN	77,801.42	32,790.39	37,852.24	264,655.61	(4,572.14)	408,527.52
RURAL	0.00	0.00	1,802.48	657,350.96	(19,757.78)	639,395.66
MINING	0.00	6,831.48	0	10,661.06	0.00	17,492.54
	\$77,801.42	\$39,621.87	\$39,654.72	\$932,667.63	(\$24,329.92)	\$1,065,716.81



The above graph details the dollars outstanding in years per area, Urban, Rural and Mining as at 31st August 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.

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

	<i>2022/2023</i>	<i>Adopted Budget</i>
	<i>Actual</i>	<i>2022-23</i>
Income		
Revenue		
Recurrent Revenue		
Net rate and utility charges	982,674	1,632,031
Fees and charges	151,166	460,400
Rental income	43,853	252,000
Interest received	36,674	75,500
Sales - contract and recoverable works	210,332	1,743,000
Other Income	22,009	190,500
Grants, subsidies, contributions and donations	2,936,359	5,296,379
Total Recurrent Revenue	<u>4,383,067</u>	<u>9,649,810</u>
Capital Revenue		
Grants, subsidies, contributions and donations	767,381	10,416,324
Total Capital Revenue	<u>767,381</u>	<u>10,416,324</u>
Total Revenue	<u>5,150,448</u>	<u>20,066,134</u>
Total Income	<u>5,150,448</u>	<u>20,066,134</u>
Expenses		
Recurrent Expenses		
Employee benefits	(629,510)	(6,650,940)
Materials & Services	(1,851,279)	(1,682,375)
Finance Costs	0	(45,100)
Depreciation	0	(3,771,450)
Total Recurrent Expenses	<u>(2,480,789)</u>	<u>(12,149,865)</u>
Total Expenses	<u>(2,480,789)</u>	<u>(12,149,865)</u>
Net Result Attributable to Council	<u><u>2,669,659</u></u>	<u><u>7,916,269</u></u>

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

2022/2023 Actuals

Current Assets

Cash and cash equivalents	19,116,812
Trade and other receivables	1,640,876
Inventories	359,651

Total Current Assets	21,117,338
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Non-current Assets

Property, plant and equipment	211,696,160
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Total Non-current Assets	211,696,160
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TOTAL ASSETS	232,813,499
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Current Liabilities

Trade and other payables	(182,951)
Borrowings	(2,019)
Provisions	(1,166,577)
Contract Liabilities	(4,640,289)

Total Current Liabilities	(5,991,836)
----------------------------------	-------------

Non-current Liabilities

Borrowings	(1,376,832)
Provisions	(185,624)

Total Non-current Liabilities	(1,562,456)
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TOTAL LIABILITIES	(7,554,292)
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NET COMMUNITY ASSETS	225,259,207
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Community Equity

Asset revaluation reserve	120,416,299
Retained surplus	104,842,908

TOTAL COMMUNITY EQUITY	225,259,207
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BOULIA SHIRE COUNCIL
Statement of Cash Flows
For the period ended 31st August 2022

	<i>2022/2023 Actuals</i>	<i>Adopted Budget 2022-23</i>
Cash Flows from Operating activities:		
Receipts from customers	1,015,887	2,360,431
Payments to suppliers and employees	<u>(3,581,446)</u>	<u>(8,333,315)</u>
	(2,565,559)	(5,972,884)
Interest received	36,674	75,500
Rental income	43,853	252,000
Non-capital grants and contributions	3,112,333	6,961,879
Borrowing costs	<u>0</u>	<u>(45,100)</u>
Net Cash Inflow (Outflow) from Operating Activities	627,301	1,271,395
Cash Flows from Investing activities:		
Payments for property, plant and equipment	<u>(1,358,250)</u>	<u>(6,216,644)</u>
Proceeds from sale of property, plant and equipment	120,313	0
Grants, subsidies, contributions and donations	<u>647,068</u>	<u>0</u>
Net Cash Inflow (Outflow) from Investing activities	(590,869)	(6,216,644)
Cash Flows from Financing activities		
Proceeds from borrowings	0	0
Repayment of borrowings	<u>0</u>	<u>0</u>
Net Cash Inflow (Outflow) from Financing activities	0	0
Net Increase (Decrease) in Cash and Cash Equivalents held	36,434	(4,945,249)
Cash and Cash Equivalents at beginning of Reporting period	19,080,379	19,080,379
Cash and Cash Equivalents at end of Reporting period	<u>\$19,116,812</u>	<u>\$ 14,135,130</u>

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

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

ATTACHMENTS:

1. CONFIDENTIAL REDACTED - 2022 LRCI Progression Table- Phase 3 [9.3.5.1 - 1 page]
2. CONFIDENTIAL REDACTED - Capital Budget Update [9.3.5.2 - 4 pages]
3. CONFIDENTIAL REDACTED - Flood Damage Report [9.3.5.3 - 4 pages]
4. CONFIDENTIAL REDACTED - Revenue Expenses [9.3.5.4 - 2 pages]
5. CONFIDENTIAL REDACTED - 2021-2024 W 4 Q Progression Table [9.3.5.5 - 1 page]
6. CONFIDENTIAL REDACTED - 2022 LRCI Progression Table- Phase 2 [9.3.5.6 - 1 page]

Reviewed by Director of Corporate Services

Mrs Kaylene Sloman

Approved by Acting Chief Executive Officer

Mr Ray Geraghty

9.4 Community Services

TITLE:	Community Services Report for August 2022	DOC REF: 9.4.1
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REPORT BY:	Julie Woodhouse Community Services Manager	DATE: 14/09/2022
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CORPORATE PLAN REFERENCE:

Key Priority 1: Social License

1.1: Enhance sporting, recreational & cultural facilities and activities

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

Key Priority 1: Social License

1.2: Respecting our culture and heritage

1.2.1: To capture, preserve and promote the heritage and diverse cultures of our region 1.2.2: To promote the heritage, arts and cultures of our communities

Key Priority 1: Social License

1.3: Bouliia Shire to have active inclusive communities

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

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

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

Key Priority 3: Economic Development

3.1: Facilitate housing and investment to support employment opportunities

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

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

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

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

Key Priority 6: Lifestyle and Community

6.1: Facilitate opportunities for community development

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

6.1.2: Assist local community groups and support local events

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

Current housing available:

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

Formal applications for rental for August	0
Enquiries re housing availability for August	1

Central West Health has decided to finish their lease agreement early with Council in regards to the 50 Burke Street residence to take effect as soon as they have cleaned the house and returned keys.

Funding:

Further to the report on the prepaid gift cards distribution, a couple of station owners and workers could not get into Boulia to physically sign for their cards, so it was decided and approved that they can be posted out as long as proof of address was sent to the Council.

So far Ardmore Station has supplied four photocopies of proof of address and age so these were posted out. Myself and the Acting CEO countersigned for them.

An update on what has gone through the community so far – we've had 594 redemptions, that's \$30K spent so far (at 19th August).

Tourism:

Please find attached a Department Sales Report for the period 1st July to 7th September 2022.

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

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

ATTACHMENTS:

1. Min Min Encounter Sales Report [9.4.1.1 - 1 page]

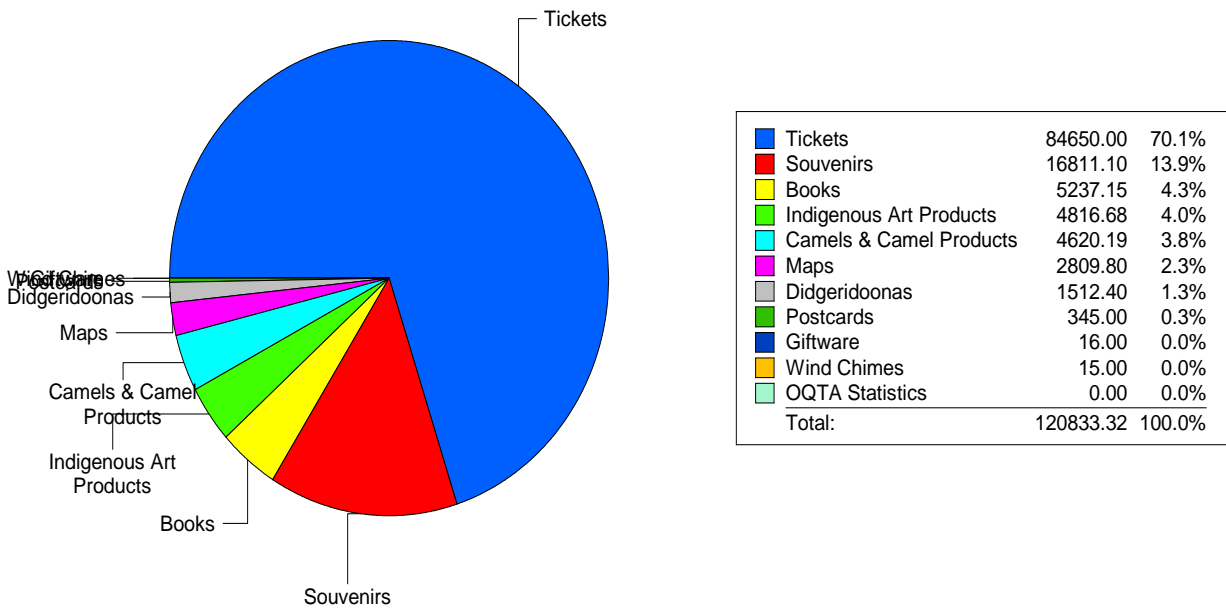
Approved by Acting Chief Executive Officer

Mr Ray Geraghty

Department Sales Report

01 Jul 2022 00:00:00 to 07 Sep 2022 23:59:59

Code Description	Sales		
	Quantity	Amount	%
2 Wind Chimes	1.0000	\$15.00	0.01
101 Souvenirs	1481.0000	\$16,811.10	13.91
102 Camels & Camel Products	402.0000	\$4,620.19	3.82
103 Didgeridoonas	36.0000	\$1,512.40	1.25
104 Books	242.0000	\$5,237.15	4.33
105 Giftware	4.0000	\$16.00	0.01
106 Indigenous Art Products	380.0000	\$4,816.68	3.99
107 Tickets	2612.0000	\$84,650.00	70.06
109 Postcards	147.0000	\$345.00	0.29
110 Maps	134.0000	\$2,809.80	2.33
200 QOTA Statistics	3308.0000	\$0.00	0.00
	8747.0000	\$120,833.32	



TITLE:	Distribution of prepaid cards in Urandangi Report	DOC REF: 9.4.2
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REPORT BY:	Julie Woodhouse Community Services Manager	DATE: 14/09/2022
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CORPORATE PLAN REFERENCE:

Key Priority 6: Supporting local services and facilities

6.1: Facilitate opportunities

6.1.1 Facilitate health and medical service provision for Boulia and Urandangi

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

On the 20th August, the Acting CEO, the Director of Works, Councillor Norton and myself went to Urandangi with the prepaid credit cards which have already been made available to residents in Boulia in 2021 and 2022.

According to the Council minutes of September 2021 a resolution was made in regards to some governing rules around the giving out of these cards.

Resolution 2021/9.16

That Council arrange for 500 (five hundred) cards to be uploaded with \$200 (two hundred dollars) each. These cards will be allocated to persons with a Boulia or Urandangi address, reflected on their drivers licence as at 24 September 2021. These cards are only to be used for purchases at local stores and valid until December 2022.

In November 2021 a new resolution 2021/11.22 superseded the previous one to state:-

That Council arrange for 500 (five hundred) cards to be uploaded with \$200 (two hundred dollars) each. These cards will be allocated to persons over the age of 18 with proof of residency in Boulia or Urandangi for 6 months prior to 24 September; with proof of address reflected on either their drivers' license, passport, utility bill (electricity / phone) or rental agreement; or letter from Employer or Centrelink as at 24 September 2021. These cards are only to be used for purchases at local stores and valid until December 2022.

On the day we arrived there were many Indigenous people present in town due to a funeral the previous day, all permanent residents who live there did not have paper work so Councillor Norton suggested we give them out to the list of names we had and went by what the publican said as to who was a permanent resident. We did not give them out to anyone under the legal age and as they can only spend the money in Urandangi the recipients started their grocery shopping whilst we were still in attendance (the hotel has a mini grocery store with very reasonable prices).

Due to many factors, cultural and social occurring in this town we felt we distributed these cards fairly and appropriately to deserving residents as per the funding criteria for hardship.

CONSULTATION:

Nil

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

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

ATTACHMENTS: Nil

Approved by Acting Chief Executive Officer

Mr Ray Geraghty

10 Late Reports

Nil

11 Closed Session

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

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

12 General Business

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