



Meeting Notice and Agenda

for the

General Meeting of the Council

to be held in the

Council Chambers, 118 Victoria Street, St George

on

Thursday 18th July 2019

Commencing at 9:00am

Table of Contents

ORDER OF PROCEEDINGS	2
(FCS) FINANCE AND CORPORATE SERVICES	9
(IFS) INFRASTRUCTURE SERVICES	140
(CES) COMMUNITY & ENVIRONMENTAL SERVICES	168
CONFIDENTIAL ITEMS.....	191
INFORMATION REPORTS.....	192
(ICEO) CHIEF EXECUTIVE OFFICER	192
(IFCS) FINANCE AND CORPORATE SERVICES	209
(IIFS) INFRASTRUCTURE SERVICES	275
(ICES) COMMUNITY & ENVIRONMENTAL SERVICES	285

ORDER OF PROCEEDINGS

1. **Opening**
2. **Council Prayer**
3. **Attendance**

Expected attendance of this meeting is as follows:

Councillors		Staff/Consultants	
Cr RW Marsh (Mayor)	-Full Meeting	Mr Matthew Magin (Chief Executive Officer)	-Whole Meeting
Cr RG Fuhrmeister	-Full Meeting	Mrs Michelle Clarke (Director Finance & Corporate Services)	-Whole Meeting
Cr FM Gaske	-Full Meeting	Mr Andrew Boardman (Director Infrastructure Services)	-As required for IFS
Cr SC O'Toole	-Full Meeting	Dr Digby Whyte (Director Community & Environmental Services)	-As required for CES
Cr RI Paul	-Full Meeting		
Cr SS Scriven	-Full Meeting		
Cr ID Todd	-Full Meeting		

4. **Leave of Absence**
5. (COM) Confirmation of Minutes of the **General Meeting held on 20 June, 2019.**
(COM) Confirmation of Minutes of the **Special Meeting held on 27 June, 2019.** Confirmation of Minutes
6. **Declaration of Conflicts of Interest**
7. **Deputations - Nil**
8. **Councillor Reports**
9. **Meeting Business by Corporate Function**
Chief Executive Officer
Finance & Corporate Services
Infrastructure Services
Community & Environmental Services
10. **Confidential Items**
Chief Executive Officer
Finance & Corporate Services
Infrastructure Services
Community & Environmental Services
11. **General Business**
12. **Information Reports**
Chief Executive Officer
Finance & Corporate Services
Infrastructure Services
Community & Environmental Services

OFFICER REPORT

TO: Council

SUBJECT: LGAQ Annual Conference 2019 - Call for Motions

DATE: 10.07.19

AGENDA REF: CEO1

AUTHOR: Matthew Magin - Chief Executive Officer

Executive Summary

LGAQ Annual Conference 2019 – Call for Motions

Background

The LGAQ is calling for motions for its 123rd Annual Conference. As in previous years, the agenda will consist in two parts.

Part 1: Review of the Policy Statement

Part 2: Motions for Conference.

At Council's Meeting on 20 June 2019, the CEO was requested to prepare and submit motions to the LGAQ 2019 Conference, on the following matters.

1. Wild Dog Barrier Precepts payments that may increase as a result of more sheep numbers in the Shire due to exclusion fencing projects; and
2. Concern over proposed Belcarra Legislation

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Effective strategic planning and partnerships

Consultation (internal/external)

Councillors

LGAQ

SLG

Legal Implications

Nil

Policy Implications

Attendance at the Conference is consistent with the Councillor Reimbursement of Expenses Policy.

Financial and Resource Implications

Nil

Attachments

1. Motion 1 - Wild dog barrier fence.pdf [↓](#)
2. Motion 2 - Belcarra Legislation.pdf [↓](#)

Recommendation/s

That Council approves the following two motions for consideration at the LGAQ 2019 Conference.

1. That the Local Government Association of Queensland lobby the Department of Agriculture and Fisheries to work with local governments to review the future of the wild dog barrier fence and its calculation methodology, to respond to the trend towards private landholder wild dog exclusion fencing.
2. That the Local Government Association of Queensland calls on the Queensland Government to review the Local Government Electoral (Implementing Stage 2 of Belcarra) and Other Legislation Amendment Act 2019 within 12 months of commencement, given that it was enacted despite the clear opposition of Queensland councils to aspects of the Bill.

Matthew Magin
Chief Executive Officer

Submitting council / organisation: Balonne Shire Council		LGAQ Policy Executive District: SWQ
Title of motion	Review of wild dog barrier fence and calculation methodology	
Category	Finance and Administration	
Council resolution #		
Date of council resolution	18/07/2019	
Motion	That the Local Government Association of Queensland lobby the Department of Agriculture and Fisheries to work with local governments to review the future of the wild dog barrier fence and its calculation methodology, to respond to the trend towards private landholder wild dog exclusion fencing.	
Background	<p>The Wild Dog Barrier Fence (previously called the dingo barrier fence) was first proposed in the late 1940s to protect sheep from wild dog attacks. Originally the graziers were responsible for maintaining the fence, but with drought and changes in the wool market the fence fell into disrepair.</p> <p>In the early 1980s, the State Government rebuilt almost half of the original barrier fence (2500 km of the original 5600 km) and realigned a large section, creating the current wild dog barrier fence. In addition to the main barrier fence, a number of check fences were reconstructed and renewed in the southern Darling Downs area.</p> <p>The WDBF is administered by Biosecurity Queensland. It is about 2500 km long and protects 26.5 million hectares of sheep and cattle grazing country.</p> <p>The Wild Dog Barrier Fence Panel (the Panel) assists the Department of Agriculture and Fisheries by overseeing management decisions relating to the WDBF operations including:</p> <ul style="list-style-type: none"> • the structure of WDBF including investigating future management models • staffing 	

	<ul style="list-style-type: none"> • budget management • resource allocation, including plant, materials and personnel • budget forecasts and reporting. <p>The Panel consists of members from local government, AgForce and the Department of Agriculture and Fisheries.</p> <p>All local governments are responsible for ensuring that wild dogs are managed within their areas. However, arrangements have been in place since the re-construction of the wild dog barrier fence in the late 1980s that both the State and local governments contribute to the maintenance of the fence. This arrangement has evolved over time to the present 50:50 split. The nine local governments that contribute are those on the protected side of the wild dog barrier fence and contribute approximately \$1 million per annum.</p> <p>The local government component of the WDBF is apportioned according to livestock numbers released in the agriculture census every 5 years. With the construction of substantial amounts of exclusion fencing throughout western Queensland, there are concerns that the existing calculation methodology will increase the costs to local government areas who experience a large increase in livestock numbers. This acts as a significant disincentive to those local governments who have proactively sought to manage the issue of wild dogs and to invest to futureproof their local economies.</p> <p>There is significant investment being made by private landholders in the establishment of exclusion fencing in central west and south west Queensland. Given this investment, it is timely to review the future of the WDBF and the associated calculation methodology.</p>
What is the desired outcome sought?	A revised Wild Dog Barrier Fence calculation methodology whereby local governments pay a contribution that is fair and equitable and does not create perverse impacts on those communities who are able to improve their local economies by increasing stocking rates.

July 19
Wilson Crawley



Submitting council / organisation: Balonne Shire Council		LGAQ Policy Executive District: SWQ
Title of motion	Local Government Electoral (Implementing Stage 2 of Belcarra) and Other Legislation Amendment Act 2019	
Category	Governance	
Council resolution #		
Date of council resolution	18/07/2019	
Motion	That the Local Government Association of Queensland call on the Queensland Government to review the Local Government Electoral (Implementing Stage 2 of Belcarra) and Other Legislation Amendment Act 2019 within 12 months of commencement, given that it was enacted despite the clear opposition of Queensland councils to aspects of the Bill.	
Background	<p>BSC supports implementation of the remaining Belcarra recommendations to increase transparency and accountability in local government but opposes this legislation, for the following reasons:</p> <ul style="list-style-type: none"> • BSC, along with the vast majority of Queensland councils, opposed at local government elections a system of compulsory preferential voting (Resolution 1 carried overwhelmingly at the 2 April 2019 LGAQ General Meeting). Arguments against CPV include the potential for high numbers of informal votes and/or "donkey" votes, the complexity and length of the count, and voters being required to express 'preferences' for candidates whom they do not know or may even dislike. • BSC, along with the vast majority of Queensland councils, opposed the removal of the power of the mayor to direct senior executive employees (Resolution 8 carried overwhelmingly at the 2 April 2019 LGAQ General Meeting). • BSC, along with the vast majority of Queensland councils, opposed the removal of the power of the Mayor, in conjunction with either the Deputy Mayor or a Councillor who is a Committee Chair, to participate in the decision to appoint senior executive employees (Resolution 9 carried overwhelmingly at the 2 April 2019 LGAQ General Meeting). <p>For the record, BSC also opposes the introduction of proportional representation in time for the 2024 local government elections (Resolution 2 carried overwhelmingly at the 2 April 2019 LGAQ General Meeting).</p> <p>Given that this legislation will be in force by the time of the LGAQ Annual</p>	

	Conference, BSC seeks a review of the legislation within 12 months of commencement. Such a review would establish whether the amended legislation operates effectively or whether the fears and concerns of Queensland councils about aspects of it have been realised.
What is the desired outcome sought?	A complete review of the legislation within 12 months of its commencement given that it was enacted despite the clear opposition of Queensland councils to aspects of the Bill.

July 19
Wilson Crawley



(FCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
FCS1	<u>FEES & CHARGES AMENDMENT 2019-20</u>	Amended Fees and Charges 2019/20	10
FCS2	<u>LOCAL SUPPLIER ARRANGEMENTS</u>	Local Supplier Arrangements	14
FCS3	<u>QUARTERLY PERFORMANCE REPORT - QUARTER 4 -2018/19</u>	The Quarterly Performance Report for Quarter 4- 2018/19 is presented to Council for adoption.	16
FCS4	<u>AUDIT COMMITTEE MINUTES 17 JUNE 2019</u>	Audit Committee Minutes 17 June 2019	86
FCS5	<u>MONTHLY FINANCE REPORT JUNE 2019</u>	Monthly Finance Report June 2019	98
FCS6	<u>DRUG AND ALCOHOL POLICY</u>	Update to existing Drug & Alcohol Policy and Procedures	109
FCS7	<u>RATE RECOVERY POLICY 2019/2020</u>	Rate Recovery Policy 2019-2020	133

OFFICER REPORT

TO: Council

SUBJECT: Fees & Charges Amendment 2019-20

DATE: 10.07.19

AGENDA REF: FCS1

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Executive Summary

Amended Fees and Charges 2019/20

Background

Council adopted its Fees & Charges Schedule on 16 May 2019 to be effective on 1 July 2019. Since the adoption we have the following additions:

Security Deposits

The increase of security deposits from \$285 to a range of \$300-\$1000 depending on the event appears to be excessive for minor hire of chairs and equipment. It is recommended that a security deposit for equipment hire be Nil for items hired less than \$100 and a security deposit of \$100 be required for items hired when the fee is greater than \$100. A condition of hire will require the hirer to reimburse council in the event of any loss to the value of the items damaged. As highlighted in yellow below:

Description	GL SUB	Cost Recovery or Commercial Fee	Statutory Reference	2019/20
SECURITY DEPOSIT - APPLIES TO ALL FACILITY BOOKINGS				
For all council facilities a security deposit must be paid as set out below. Payment will be refunded following a satisfactory inspection of the facility and can now be made by credit card refund to the payee as well as EFT or cheque - please nominate your refund preference on the relevant facility booking form. Refunds will not be processed to anyone other than the organisation/individual that paid the original deposit.				
Security Deposit – Furniture Hire Bond For furniture hire fees less than \$100 For furniture hire fees greater than \$100 For furniture hire fees greater than \$300 defer to the security deposits below	535-1305	Commercial	LG Act	NIL \$100 BELOW
Security / Key Deposit -Not for profit/community groups without alcohol	9901-5190	Commercial	LG Act	\$300.00
Security / Key Deposit -Not for profit/community groups with alcohol	9901-5190	Commercial	LG Act	\$500.00
Security / Key Deposit - Organisations/Government/Individuals without alcohol	9901-5190	Commercial	LG Act	\$500.00

Security / Key Deposit - Organisations/Government/Individuals with alcohol	9901-5190	Commercial	LG Act	\$1,000.00
Casual Hirers Public Liability Insurance (per day) - LGM QLD	535-1305	Commercial		\$32.00
Cleaning Charge (per hour)	535-1305	Commercial		\$130.00

Right to Information Application Fee

The application fee for an application under the RTI Act is now – \$50.80. This fee cannot be waived.

Council may charge processing charges for searching for or retrieving documents, and making, or doing things related to making, a decision about an application. Council may also charge access charges for providing the documents.

The new processing charges for an RTI application are:

- if the agency or Minister spends less than 5 hours – nil
- if the agency or Minister spends more than 5 hours processing the application - \$7.85 per 15 minutes or part of 15 minutes.
- If the agency spends more than 5 hours processing an application, the processing charge applies to every hour. So, if processing takes 6 hours, there is no 'free' 5 hour period.

The access charges for RTI applications are:

for copies of documents provided as a black and white A4 photocopy - \$0.25 per page.

The Council must give a written estimate (called a charges estimate notice) of how much an application is likely to cost.

Information Privacy applications

There is no application fee for an application under IP Act, but there may be access charges.

The access charges for IP applications are:

- for copies of documents provided as a black and white A4 photocopy - \$0.25 per page

Depending on the application, access charges may also include:

- the actual cost incurred to engage another entity to search for and retrieve a document;
- the actual cost of relocating a document (for example, the cost of transporting the document from Cairns to Brisbane to give access to an applicant who lives in Brisbane); and
- the actual cost of transcribing a recording or preparing a written document.
- There are no access charges if documents are provided by email or on CD.

Sale of Fuel – Bollon

Council has agreed to supply fuel from Council's Bollon depot on a temporary basis for emergency services only. To implement this arrangement Council will need to set a fee to be able to charge the relevant emergency service for the fuel cost, plus an administration fee. Infrastructure Services are developing a memorandum of understanding and will have a process in place to facilitate fuel at Bollon with the Town Supervisor. Finance & Corporate Services will make appropriate financial arrangements.

It is recommended that fuel be charged at cost plus a 2% administration fee.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Financial management for long-term sustainability

Consultation (internal/external)

Infrastructure Services
Finance & Corporate Services
Emergency Services

Legal Implications

The fees and charges for right to information and information privacy applications are set by the Right to Information Act 2009 and Information Privacy Act 2009.

Section 97 of the Local Government Act, 2009 allows council to fix Cost Recovery Fees by resolution. Council may also charge for a service or facility, other than a service or facility for which a cost recovery fee may be fixed under Section 262(3)(c) Local Government Act 2009.

Policy Implications

The recommendation will amend council's fees & charges schedule for 2019/20.

Financial and Resource Implications

There are minimal financial implications by adopting the recommendation, however it will ensure that Council may legally charge the fees associated with the service/items.

Attachments

Nil

Recommendation/s

That Council resolve to amend the fees and charge schedule for 2019/20, in accordance with Section 262(3)(c) of the Local Government Act 2009 and Section 97 of the Local Government Regulations 2012, as follows:

1. That the security deposit for furniture hire be set at:

Description	GL SUB	Cost Recovery or Commercial Fee	Statutory Reference	2019/20
Security Deposit – Furniture Hire Bond For furniture hire fees less than \$100 For furniture hire fees greater than \$100 For furniture hire fees greater than \$300 defer to the security deposits below	535-1305	Commercial	LG Act	NIL \$100 BELOW

2. That the right to information and information privacy application fees set by the Right to Information Act 2009 and Information Privacy Act 2009 be noted by Council as follows:

Description	GL SUB	Cost Recovery or Commercial Fee	Statutory Reference	2019/20	Notes
Right to Information Application (This fee cannot be waived)		Statutory	RTI Act	50.80	
Processing Charges • if the Council spends less than 5 hours		Statutory	RTI Act	NIL	
if the Council spends more than 5 hours processing the application -		Statutory	RTI Act	7.85	per 15 minutes or part of 15 minutes.
If the Council spends more than 5 hours processing an application, the processing charge applies to every hour. So, if processing takes 6 hours, there is no 'free' 5 hour period		Statutory	RTI Act		
The access charges for RTI and IP applications are: for copies of documents provided as a black and white A4 photocopy				0.25	Per page
Information Privacy Application		Statutory	IP Act	NIL	
Council may also charge against RTI and IP applications access charges as follows: <ul style="list-style-type: none"> - the actual cost incurred to engage another entity to search for and retrieve a document; - the actual cost of relocating a document (for example, the cost of transporting the document from Cairns to Brisbane to give access to an applicant who lives in Brisbane); and - the actual cost of transcribing a recording or preparing a written document. - There are no access charges if documents are provided by email or on CD 		Statutory	IP and RTI Act		

3. That a new fee to supply fuel to the Emergency Services from the Bollon Council Depot at cost plus 2% administration fee be adopted in accordance with Section 97 of the Local Government Act 2009.

Michelle Clarke
Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: Local Supplier Arrangements

DATE: 10.07.19

AGENDA REF: FCS2

AUTHOR: Kelly Fontaine - Procurement Officer

Executive Summary

Local Supplier Arrangements

Background

Council adopted a local supplier arrangement with a number of local suppliers on 20 July 2017 when the store was closed down. Local Supplier Arrangements have been working well, however it is time for review as we have a number of new suppliers and/or change of ownership suppliers to be added.

To manage the Local Supplier Arrangement Council is utilising Vendor Panel's Market Place and has a standing purchase order to track credit card purchases.

A resolution of council to adopt a Local Supplier Arrangement for these businesses is recommended. Unlike a formal tender process suppliers can be added to the Local Supplier Arrangement at any time. Local Suppliers can also self-register with Market Place in Vendor Panel to promote their business and supplies in the broader region.

This process will suffice until such time as we are spending more than \$200,000 with one supplier. Please note that Lowes and Mitre 10 falls under the Local Buy purchasing arrangement and therefore no resolution is required however, they recently registered with Market Place so that Council can access the full range of supplies that are on offer.

Link to Corporate Plan

Function	Key Program Area
<u>Inclusive & Ethical Governance</u>	Financial Management: To ensure the long term viability of the Shire and provide accountability in financial management.

Consultation (internal/external)

Local Buy
Vendor Panel
Local Suppliers

Legal Implications

The threshold to call for tenders is \$200,000+ (although there are exceptions provided in the LG Act and Regulations). It is not expected that council will achieve this expenditure level with either one of these suppliers in a financial year. If at any time it is deemed that expenditure with the supplier is likely to exceed the threshold then council will look at an alternative process such as going out to tender or utilising any local buy arrangements. A majority of the suppliers included in the Local Supplier Arrangement for adoption fall within the \$20,000 - \$100,000 range of expenditure per annum. Purchases must still comply with council's purchasing policy and the Local Government Act and Regulations.

Policy Implications

Council's credit card policy and procurement policy and procedures still comply.

Financial and Resource Implications

No additional financial or resource implications are imposed on council by adopting the resolution. Purchases will be as per budget for operational purposes.

Attachments

Nil

Recommendation/s

That the following businesses be adopted for inclusion on council's Local Supplier Arrangement:

- Golders
- PFD Food Supplies Pty Ltd
- St George Agricultural & Engineering
- Balonne Electrical Pty Ltd
- Elders Limited
- JCM's Auto and Fuel
- Maranoa Tyre Service Pty Ltd
- Myla Motors
- St George Engineering
- Wesfarmers Landmark
- Webster's Foodworks
- Handy Store (5 Star)
- Ironbark Steel & Fabrication
- Southwest Hay Supplies
- Dirranbandi Agriculture & Engineering
- St George Newsagency
- Hall's Furniture & Flooring

Matthew Magin

Chief Executive Officer

OFFICER REPORT

TO: Council

SUBJECT: Quarterly Performance Report - Quarter 4 -2018/19

DATE: 10.07.19

AGENDA REF: FCS3

AUTHOR: Julie Hempstead - Administration Officer - Governance

Executive Summary

The Quarterly Performance Report for Quarter 4- 2018/19 is presented to Council for adoption.

Background

The Chief Executive Officer must present a written assessment of the Local Governments progress towards implementing the annual operational plan of not more than three months. The progress report for Quarter 4 (April 1 to June 30 2019) is attached.

Each section provides an overview of performance in a graphical layout. Traffic lights give an indication of the performance for Quarter 4.

- Green lights generally have no commentary as they are on track.
- Amber lights indicate that the action of KPI requires monitoring.
- Red traffic light indicates that the target has not been met, work has not commenced or the KPI has not been achieved.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Effective strategic planning and partnerships

Consultation (internal/external)

All directors have been given the opportunity to provide commentary on the progress the Milestones and Key Performance Indicators within the Operational Plan.

Legal Implications

The report complies with *Section 174(3) Local Government Regulation 2012*.

Policy Implications

Not applicable

Financial and Resource Implications

Not applicable

Attachments







1. Performance Report Quarter 4 2018-19 [↓](#)

Recommendation/s

That Council adopt the Quarterly Performance Report for Quarter 4 of 2018/19, as attached, in accordance with, *Section 174(3) of the Local Government Regulations 2012*.

Michelle Clarke

Director Finance & Corporate Services

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.3.2 Implement Council's Asset Management policy	Andrew Boardman - Director Infrastructure Services	Council policy approved by Councillors at councillor workshop. Policy is being used by Infrastructure Services to guide the stewardship of Council assets. Level of service workshop held with Councillors in March 2019. Workshops for roads, water and sewerage, and towns scheduled for first half of 2019/20 financial year.	In Progress	01/07/18	30/06/19	50.00	100.00	 NEEDS WORK
5.1.3.3 Continue to develop Asset Management Plans	Andrew Boardman - Director Infrastructure Services	Currently working with John Sing to develop these plans. Level of service workshop held with Councillors in March 2019 with further asset management workshops to follow. Workshops for roads, water and sewerage, and towns scheduled for first half of 2019/20 financial year.	In Progress	01/07/18	30/06/19	50.00	100.00	 NEEDS WORK
5.1.3.4 Works for Queensland Projects completed within defined timeframes	Chris Wilson - Facilities Co-ordinator	Facility Coordinator W4Q projects were completed as required. Grandstand to be completed by end of November 2018.	In Progress	01/07/18	30/06/19	90.00	100.00	 ON TRACK
5.1.3.5 Information & Communications Technology (ICT) strategy implemented within budget constraints	Michelle Clarke - Director Finance & Corporate Services	Progress continues to be made on the ICT Strategy and reported to the ICT Steering Committee. Digital Connectivity project will go to tender early July (\$1m BOR). A second MDB fund of \$1m pending. This will realise council's vision for connected innovated communities. It will also allow council to improve its digital connectivity and a business case is underway for a new ERP IT system to be implemented in 2019/20.	In Progress	01/07/18	30/06/19	80.00	100.00	 MONITOR
5.1.3.6 Develop a business case for replacement of council's Enterprise Business Management system	Michelle Clarke - Director Finance & Corporate Services	Draft business case will be presented to ICT Steering Committee in early July. Budget has been approved by the Council for the new ERP system. This project will be completed in 2019/20 and final phase in 2020/21.	In Progress	01/07/18	30/06/19	70.00	100.00	 MONITOR
5.1.3.7 Develop and maintain an asset register for rolling upgrade of PCs and IT hardware	Peter Smith - Computer Services Officer	Asset register developed in conjunction with new software and Shire Networks	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK



Organisational Performance Report

Balonne Shire Council

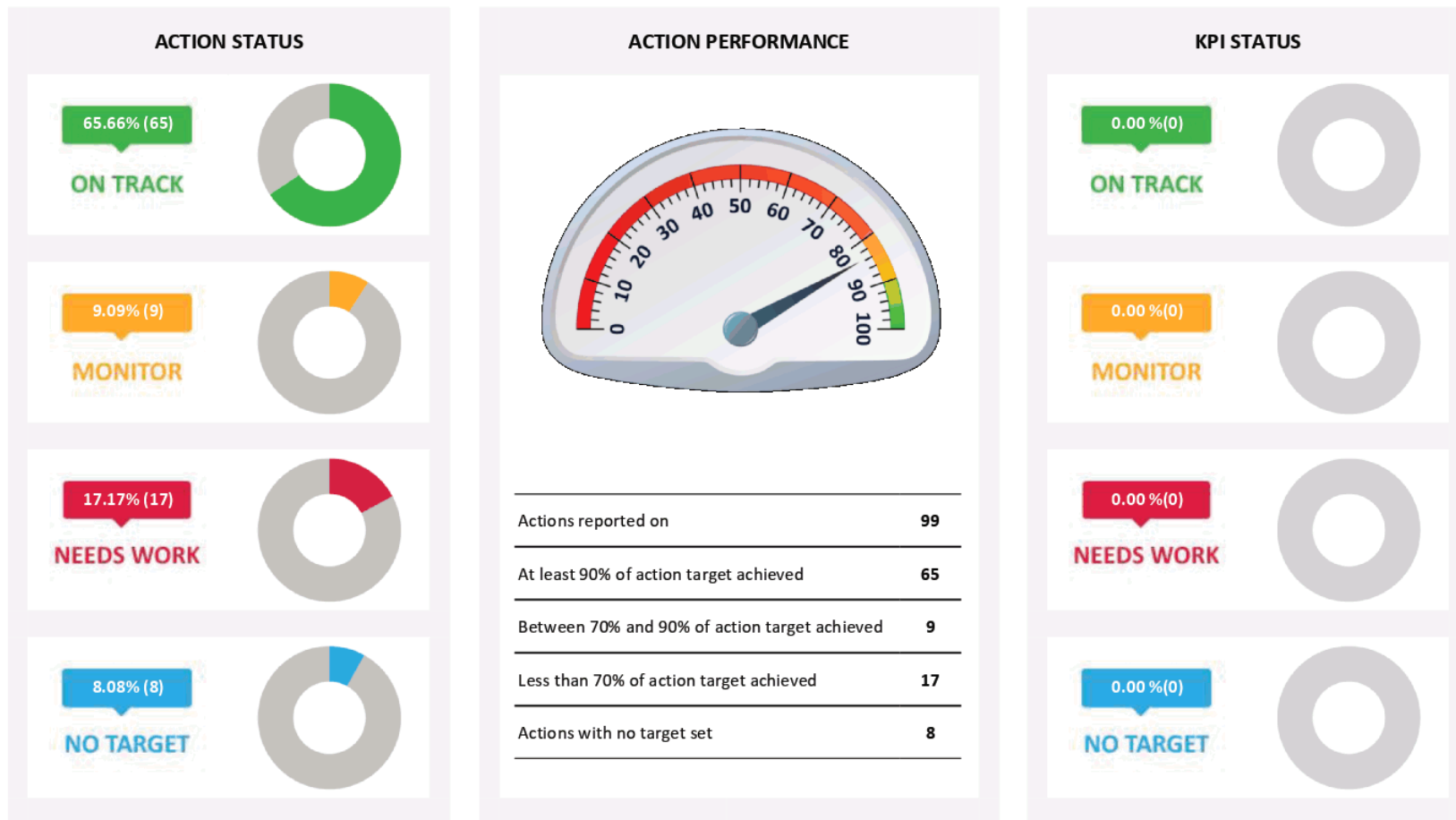
cammsstrategy

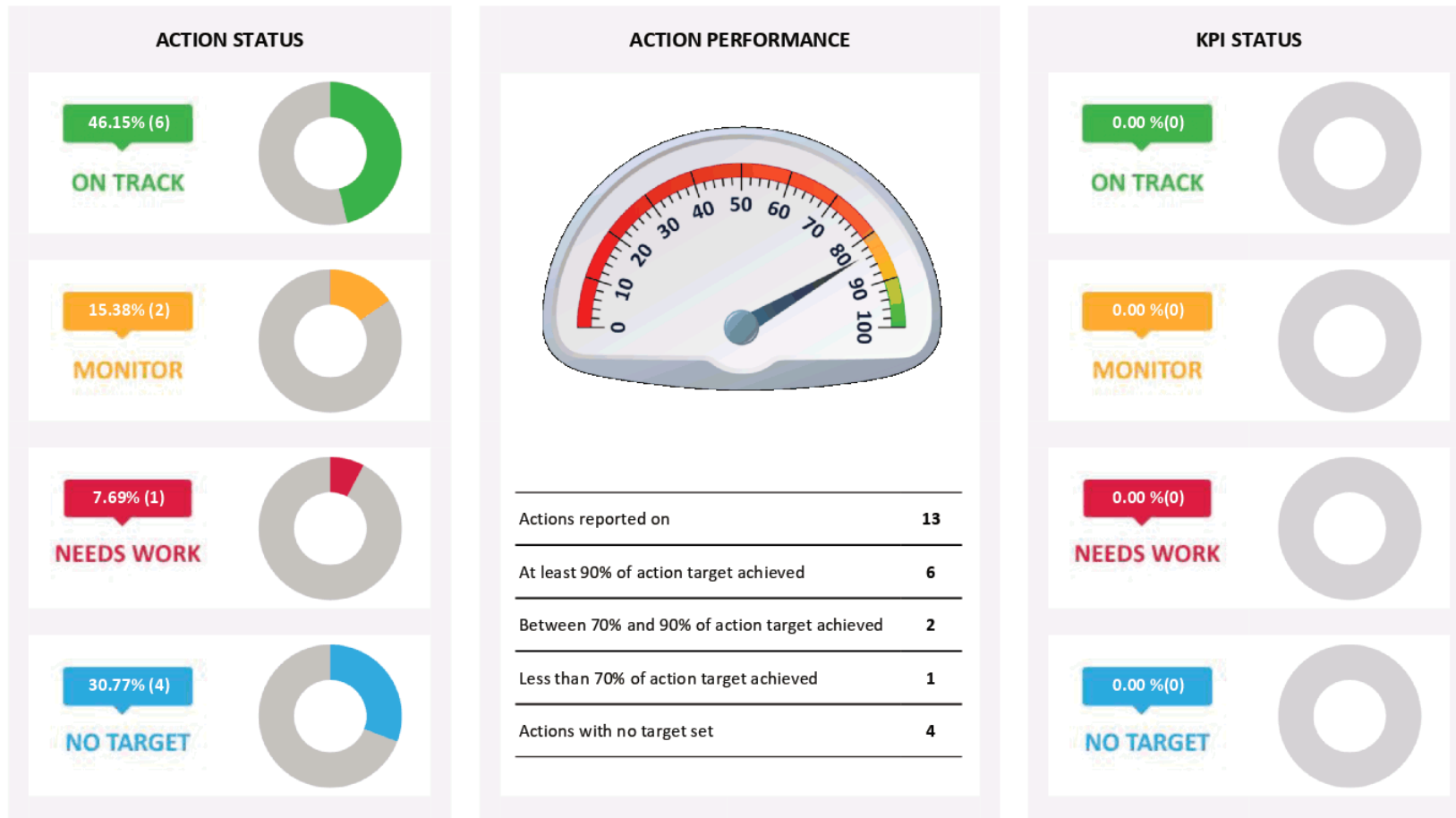
Print Date: 10-Jul-2019

Date Range: 01/04/2019 - 30/06/2019












cammsstrategy.com

OVERVIEW SUMMARY





DIRECTORATE: COMMUNITY

PERFORMANCE OVERVIEW



KEY FOUNDATION AREA			
1.1 Pursuit of active and healthy lifestyles where cultures, traditions and the arts are celebrated, including the provision of safe and welcoming spaces to connect, engage and learn.			Actions Monitor
			KPI -
Program		Action Performance	KPI Performance
1.1.1 Community spaces to connect, engage and learn		-	 On Track
1.1.2 Healthy and active lifestyles		Off Track	 On Track
1.1.3 Strong community organisations		-	 On Track
1.1.4 Vibrant creative arts, music, local history and culture		On Track	 On Track
1.1.5 Community Well-being		On Track	 Monitor
1.1.6 Disaster management		Monitor	 Off Track

ACTION AND KPI SUMMARY

Outcome: Pursuit of active and healthy lifestyles where cultures, traditions and the arts are celebrated, including the provision of safe and welcoming spaces to connect, engage and learn.								
Strategy: Community spaces to connect, engage and learn								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.1.1 Continued council involvement in WORK program	Michelle Walters - Administration Officer - PDE	Program is continuing well, have new groups wishing to apply to be part of the program.	Completed	01/07/18	30/06/19	100.00	-	 No TARGET
1.1.1.2 Engage with the community to contribute to Place-making and/or future community planning	Fiona Macleod - Planning & Development Officer	This did not proceed, however extensive consultation was completed with the Draft Planning Scheme and did include place-making. The Library Innovation Hub community consultation is also in line with the place making - community planning theme.	Not Started	01/07/18	30/06/19	0.00	-	 No TARGET

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
5% increase of youth participation in council initiated activities and initiatives	%	↑	1.25	5.00	 ON TRACK	1.25	5.00	 ON TRACK
Ballet April school holidays program in the library Skate day in April School Holiday								
Cultural activities/initiatives implemented and/or supported	#	↑	3.00	4.00	 ON TRACK	12.00	9.00	 NEEDS WORK
Queensland Ballet on 26/6/2019 RADF applications supported. Multicultural Development officer hired. Attended "Welcoming cities workshop" for design of a toolkit for councils.								
Enhancement of community facilities to increase participation and inclusion	#	↑	3.00	3.00	 ON TRACK	12.00	3.00	 NEEDS WORK
Shade area at Dirranbandi pool New toilets in Thallon Boat Ramp Upgrade in St George								

Strategy: Healthy and active lifestyles

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.2.1 Investigate options and initiate the leasing of the St George Swimming Pool	Peter Willey - Project Officer	Pending outcome of Thermal Springs project.	Deferred	01/07/18	30/06/19	0.00	100.00	 NEEDS WORK
1.1.2.2 Actively seek opportunities to pursue Beardmore Dam Recreation Area	Matthew Magin - Chief Executive Officer	No funding opportunities currently available	Ongoing	01/07/18	30/06/19		100.00	 No TARGET




Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
90% capital projects completed within budget and on time	%	↔	90.00	90.00	✓ ON TRACK	90.00	90.00	✓ ON TRACK
Majority of projects completed on time and within budget.								
90% of operational projects completed within budget and on time	%	↑	90.00	95.00	✓ ON TRACK	90.00	95.00	✓ ON TRACK
Majority of projects completed on time and within budget.								

Strategy: Strong community organisations

No actions specified for this period

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of all community groups and organisations are supported by the Balonne Shire Council	%	↑	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
100% particularly by community development, community collective and wellbeing, and tourism officers								
Number of community meetings attended in each township per annum	#	↓	2.00	2.00	✓ ON TRACK	7.00	8.00	✓ ON TRACK
Community Directory training sessions (all towns) Community Grant Information Sessions (all towns) Dirranbandi Christmas Project								
Number of forward looking initiatives/programs instigated	#	↔	1.00	1.00	✓ ON TRACK	1.00	1.00	✓ ON TRACK
Jonathan Thurston visit Opera								

Strategy: Vibrant creative arts, music, local history and culture





Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.4.1 Continue to organize, host or assist in delivering the Annual Community Events Program	Mareea Lochel - Business and Community Development Officer	2018 Remembrance Day activities held 11/11/18. Australia Day 2019 activities held 26/1/19 2019 NAIDOC week planning commenced. NADIOC week meeting on the 21/6/2019, and money has been sponsored, from the Community events program fund. Queensland Ballet came to st George on the 26/6/2019.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
1.1.4.2 Continuation of the Digital Literacy Program	Mareea Lochel - Business and Community Development Officer	Received funding (\$10,00) from SLQ to be a partner in the Deadly Digital program. Planning of program commenced. Activities due to commence May 2019	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
1.1.4.3 Resolution of the Cultural Precinct concept, including assisting relevant indigenous groups and DNRME.	Digby Whyte - Director Community & Environmental Services	Council is no longer part of this project .	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of RADF monies distributed	%	↑	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Monies for the Application made in April-June distributed								
5% increase in library loans	%	↑	5.00	5.00	✓ ON TRACK	20.00	17.50	✗ NEEDS WORK
20 new members in St George in June								
5% increase in library users	%	↑	5.00	5.00	✓ ON TRACK	5.00	5.00	✓ ON TRACK
More Children for the children's programs More people looking at the pop up gallery								
Increase and diversify library function by 10%	%	↔	10.00	10.00	✓ ON TRACK	10.00	10.00	✓ ON TRACK
More technology options literacy week Workshops								
Maintain local artist content in pop up gallery	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Quilts display Painting Display								




Strategy: Community Well-being



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.5.1 Implement Council's CCTV Strategy and actively pursue grant funding	Michelle Clarke - Director Finance & Corporate Services	The CCTV Camera phase 2 project utilising Works for Queensland funding is complete	Completed	01/07/18	30/06/19	100.00	100.00	✓ ON TRACK










Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% compliance for all inspections for licensed of premises under the council's local laws or legislation	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
All non compliance requests under local law are investigated with positive outcomes								
100% mosquito baiting programs are completed	%	↑	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
completed this years mosquito program for QHealth and the GAT program								
A minimum of 4 Balonne Community Collective meetings are held per annum	#	↑	1.00	1.00	✓ ON TRACK	4.00	3.00	✗ NEEDS WORK
Community service meetings								
A minimum of 4 Community Safety Group meetings are held per annum	#	↔	1.00	1.00	✓ ON TRACK	4.00	4.00	✓ ON TRACK
Meeting held in May								
Number of food premises that are non-compliant	#	↔	0.00	0.00	✓ ON TRACK	0.00	0.00	✓ ON TRACK
Nil action in this subsection								
Number of non-compliance action plans commenced in respect of non-compliant licensed food premises	#	↔	0.00	0.00	✓ ON TRACK	0.00	0.00	✓ ON TRACK
Nil action in this subsection								
Number of non-compliant water samples (E. Coli & Chem)	#	↔	0.00	0.00	✓ ON TRACK	0.00	0.00	✓ ON TRACK
weekly monitoring continues with no non-compliance in this subsection								

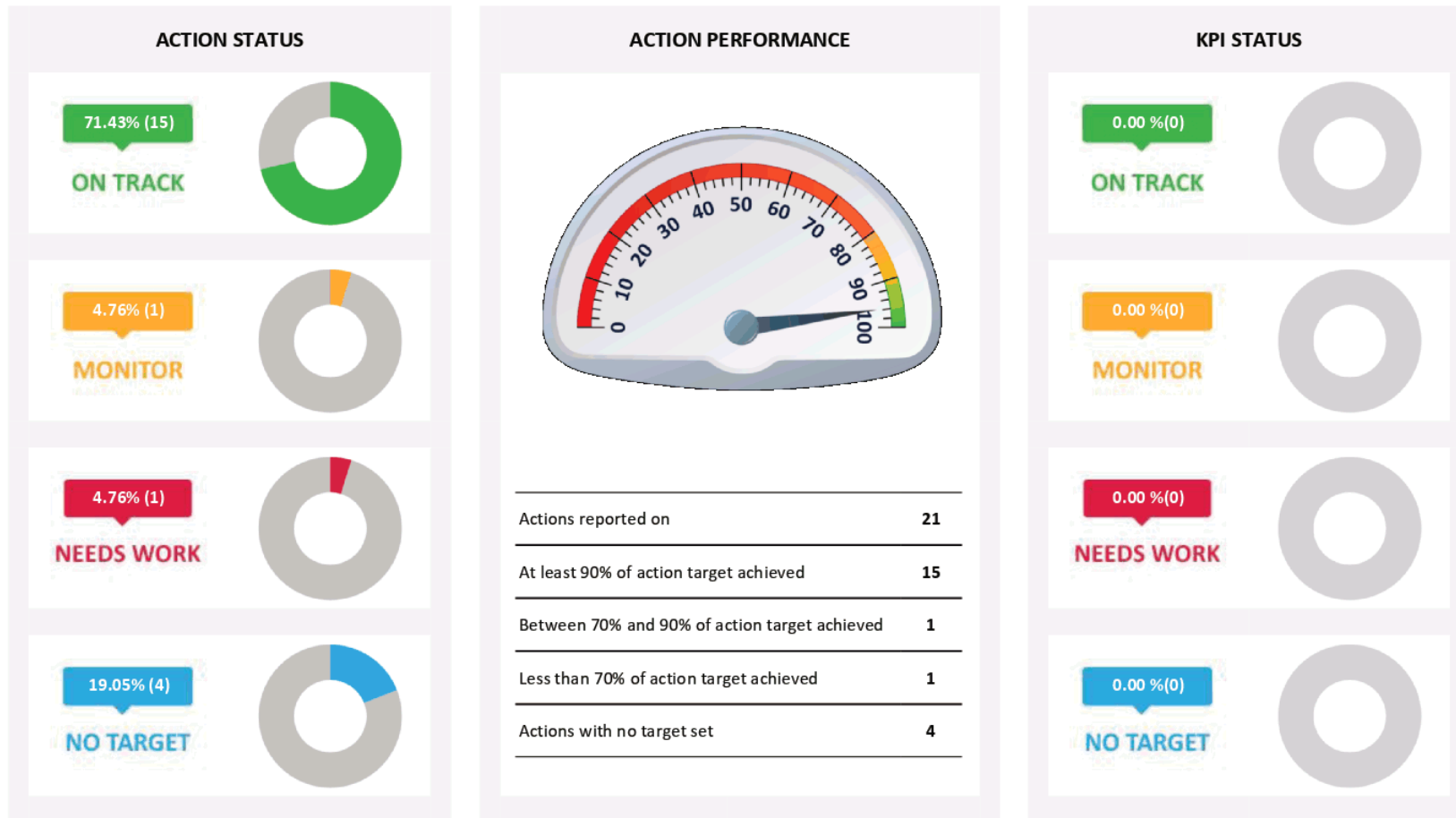
Performance Measures	Unit	Trend	Target	Actual	Indicator	Target	Actual	Indicator
Number of non-compliant water samples for "Drinking Water Quality Management Plan" (Legionella, P.Fas, Naegleria)	#	↔	0.00	0.00	 ON TRACK	0.00	0.00	 ON TRACK
weekly monitoring continues with no non-compliance in this subsection								
Proactive public health notifications (food notifications, water alerts, etc.)	#	↔	0.00	5.00	 NEEDS WORK	0.00	14.00	 NEEDS WORK
All business notified immediately on non compliance of food.								

Strategy: Disaster management
















Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.6.1 Complete the St George Levee Bank Easement Agreements with all landholders	Michelle Clarke - Director Finance & Corporate Services	Unfortunately while verbal agreements have been reached we were unable to finalise all levee agreements by 30 June and these will now be finalised in 2019/20. Budget has been rolled over accordingly.	In Progress	01/07/18	30/06/19	75.00	100.00	 MONITOR
1.1.6.3 Continued participation in the Queensland Government's Get Ready Program	Julie Davies - Communications Officer	Held a Get Ready Balonne Family Fun Day with representation from all agencies QPS, QAS, QFES, QRFS, QSES, BSC and SunWater. Council has received very positive feedback from the community and the agencies about the event.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
1.1.6.4 Review and update Local Disaster Management Plan	Julie Davies - Communications Officer	Review complete and sent to IGEM with help of QPS Mark Lewer and EMQ Matthew Kelly.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.6.5 Plan Local Disaster Management Group meetings and coordinate DM exercise	Julie Davies - Communications Officer	LDMG and training in Emergency Management Risk Framework held on July 30 -31. LDMG Meeting was held on Monday 26 November 2018. Discussions about potential exercise in 2019 regarding biosecurity or severe heatwave/dust storm. Meeting held 11 March 2019. Exercise planned for 19 August 2019.	Ongoing	01/07/18	30/06/19		100.00	 No TARGET
1.1.6.6 Educate public on and promote community resilience	Julie Davies - Communications Officer	Provided maps with flood information for each of the towns to residents at Get Ready Balonne day. Held Get Ready Balonne Family Fun Day in conjunction with QFES, QPS, QAS, RFS, SES. Flood impact flyer yet to be done for St George residents.	In Progress	01/07/18	30/06/19	75.00	100.00	 MONITOR

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Local Disaster Management Group exercise	#		1.00	0.00	 NEEDS WORK	1.00	0.00	 NEEDS WORK
Exercise is planned for 19 August 2019								
Local Disaster Management Group meets twice per annum	#		1.00	0.00	 NEEDS WORK	2.00	3.00	 ON TRACK
No meeting was held this quarter. Two have been held in this financial year.								
Produce flood information publication	#		1.00	0.00	 NEEDS WORK	1.00	0.00	 NEEDS WORK
Investigating use of Meter Box flood height stickers as a more permanent notice of how flooding affects residents in St George. I believe publication would be lost or new residents would not receive the publication whereas Meter Box Stickers are permanent at the residence.								

DIRECTORATE: ECONOMY


PERFORMANCE OVERVIEW


KEY FOUNDATION AREA					
2.1 Strong economic growth where SMEs (Small to Medium Enterprises) and agriculture-related businesses thrive, with a focus on improved connectivity, skilling, diversification and innovation.			Actions On Track	KPI -	
Program		Action Performance		KPI Performance	
2.1.1 Initiatives to build the Food and Fibre Leaders Profile			On Track		On Track
2.1.2 Investment attraction and partnership			On Track		On Track
2.1.3 Value-add and diversification strategies			On Track		On Track
2.1.4 Skilling, training and innovation			On Track		On Track
2.1.5 Business incubation and support			On Track		On Track
2.1.6 Tourism growth and development			Monitor		On Track
2.1.7 Cross-regional partnerships			On Track		On Track

ACTION AND KPI SUMMARY

Outcome: Strong economic growth where SMEs (Small to Medium Enterprises) and agriculture-related businesses thrive, with a focus on improved connectivity, skilling, diversification and innovation.







Strategy: Initiatives to build the Food and Fibre Leaders Profile

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.1.1 Work with DAF (Department of Agriculture and Fisheries) and other related organisations and agricultural producers to develop a Food and Fibre Leaders Profile strategy	Garnet Radford - Economic Development Officer	<p>Initial scoping and work with DAF on various areas within the food and fibre sector. Programs, support and projects being scoped. Local business champions in the sector have been engaged and consulted with. Areas being considered are: R&D, possibly export, energy efficiency projects for instigators, and referrals and government programming supporting the sectors.</p> <p>Q2 involved assistance with facilitating an irrigation technology forming St George with DAF, promotion of the Murray Darling horticulture innovation program and assisting in the development of an inward investment program to Balonne Shire initially around horticulture and may expand further across other agricultural sectors. Partnering with Trade and Investment Queensland with regards to approaching international investors in northern Asia. A list of potential investment projects is being compiled.</p> <p>Q3 - EDO met with various stakeholders with regards to the structure and potential formation of a Food and Fibre Leaders Group. Key areas to focus on included: purpose of the group, advocacy, digital connectivity, issues/concerns, agricultural technology. EDO attended the spray drift workshop in March in St George and, post-workshop, advice was sought and received from a national cotton group. The group</p>	Deferred	01/07/18	30/06/19	80.00	100.00	 MONITOR



		<p>confirmed the key areas to focus on and will attempt to utilise the group of attendees (farmers and stakeholders) that participated in the spray drift workshop. Also suggested areas of representation from various agricultural groups and targeted regional representation within the Shire.</p> <p>Liaising with Border Rivers Food and Fibre (Goondiwindi) on advocacy and regional development opportunities. A new strategy is being developed by the Queensland Government on Food and Fibre (Growing Queensland) - an industry development strategy for the next five years as well as the two year Growing Queensland Food Exports program. Balonne Shire will align its Food and Fibre Strategy with these strategies and programs supporting the agricultural pillars of the 2018-2022 Economic Development Plan. An action plan for Balonne Shire including the food and fibre sectors has been developed to 2021 as well as agriculture pillar fact and capability sheets are being developed, The horticultural sector fact and capability sheet has been completed and translated into 3 other languages (Japanese, Traditional Chinese and Simplified Chinese).</p>							
2.1.1.2 Build key partnerships and networks (including investigation of TSBE & Food Leaders)	Garnet Radford - Economic Development Officer	<p>TSBE Membership for 2018-2019 confirmed and will be finalised in Q2. Building on other potential regional networks promoting the region's capability and opportunities to invest in.</p> <p>Working with TSBE on AgTech notably for the Evoke Ag conference in Melbourne (February 2019) and how TSBE can support Balonne Shire. Other key partnerships being developed with relevant government departments (all levels), local champions and stakeholders and the private sector out side of the region - investors, investment enablers, professional service providers.</p>	Completed	01/07/18	30/06/19	100.00	100.00		ON TRACK

Working with TSBE on the Taste of the West forum in Roma where 4 Balonne Shire horticultural businesses will be participating. The purpose of the event is to create opportunities for Balonne horticultural businesses to access supply chain opportunities with TSBE clients. Export opportunities and inward investment opportunities. Building key relationships with DAF notably in the agtech and inward investment areas.

Inbound delegation from Japan and Taiwan will be in St George in Q4. Partnerships and connections made through Evoke Ag and Hort Connections conferences as well as engagement with leading consultants in agriculture and horticulture, international trade and investment offices and international chambers of commerce. The purpose of this engagement is for inward investment, local expansion, domestic and export supply chain opportunities. Exploring further opportunities with TSBE - exports, Food Leaders' projects of relevance to Balonne Shire and ARIP programs. TSBE membership (Base) to be renewed for 2019-2020.

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Attendance at meetings and networking events	#		1.00	52.00	 ON TRACK	1.00	52.00	 ON TRACK
A total of 64 meetings for the quarter. This included various stakeholder and networking activities. This also included 3 networking events and 3 economic development and trade forums. Minus the 18 stakeholder enets and planning sessions. A total of 52 meetings and networking events.								
Support the establishment of a Food and Fibre Leaders working group	#		1.25	1.00	 NEEDS WORK	3.50	2.50	 NEEDS WORK
liaising with Border Rivers Food and Fibre and key stakeholders. Awaiting outcome of new strategy for Food and Fibre from the Queensland Government								

Strategy: Investment attraction and partnership


Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.2.1 Identify investment opportunities and facilitate development	Garnet Radford - Economic Development Officer	<p>27 local business expansion and investment enquiries were received in Quarter 1.</p> <p>In Q2, there 10 investment enquiries. Seven were new business enquiries and three were local expansions. Locally, there were five new enquiries and externally, five enquiries in the period.</p> <p>In Q3, there were 11 business enquiries of which eight were new projects and three were proposed local expansions. Two expansions were announced in the period.</p> <p>In Q4, there were 16 business enquires of which thirteen were new projects and three local expansions. One new project was announced in the period.</p>	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
2.1.2.2 Proactively engage with industry stakeholders, key institutions, South West RED and government	Garnet Radford - Economic Development Officer	<p>Regular engagement with key stakeholders locally, regionally and nationally. During the Quarter, there were 71 stakeholder meetings.</p> <p>Q2, there were 39 stakeholder/client</p>	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

meetings. Engagement of note was across government departments, agricultural companies, professional service providers, and retail. The EDO met with 21 external groups (outside of the Shire) to discuss projects and programming and opportunities and met with 17 local stakeholders during the period.

In Q3, there were 80 business meetings of which 33 were local and 47 were from companies and stakeholders outside of the Shire. This period, the EDO attended the Evoke Ag conference in Melbourne - the nation's leading agricultural technology conference. The program included the forum and engagement with delegates and a targeted external meeting program.

In Q4, stakeholder engagement included a total of 64 meetings of which 17 were local and 47 external. Referrals/introductions for local businesses to relevant stakeholders/government programs were 19 for the quarter with a total of 122 introductions/referrals during the year. Additional stakeholder engagement included digital connectivity and library hub projects as well as the Murray Darling Basin Economic Development Program Business Mentoring programs. This also included the formation of the steering committee for the Business Mentoring program (Department of Agriculture and Water Resources) to commence in August 2019.


The EDO attended the Darling Downs South West Economic Development Forum in Toowoomba, AgTech forum in Goondiwindi and Hort Connections (Melbourne) - the national conference for the horticultural sector. The Shire with DAF and TIQ co-hosted an inbound trade and investment delegation from Japan and Taiwan in May.

2.1.2.3 Advocate for business / workforce initiatives	Garnet Radford - Economic Development Officer	<p>Engagement with key government departments for initiatives to support business and workforce development. Mentoring services identified and to be delivered, workforce development initiatives and support programs identified and referred.</p> <p>Discussions around workforce development have come in the mentoring programs, distribution of funding programs from the Department of Employment and Small Business Training and Department of Education and Training as well as discussions with the key contacts to assist local businesses. Ecobiz (eco-efficiency) was delivered to seven participating businesses in November. A 2 hour assessment was conducted with the business owner to determine potential savings - notably in electricity, reducing costs. Advocating for more local business mentors in the mentoring program and following up in Q3.</p> <p>Q3 continuing with the business mentoring program and the EDO referred workforce development initiatives, both Commonwealth and State, to 33 businesses in the Balonne Shire in the period. The EDO is working with DSDMIP on workforce development strategies for one prospective major employer in the Shire and one development to be announced just outside of Balonne Shire that will have employment and supply chain opportunities for Balonne Shire residents.</p> <p>In Q4, the EDO continued to work on initiatives to develop the workforce in the Shire. Further work conducted with the Department of Employment Small Business and Training (DESBT) and DSDMIP for workforce development. Work in progress on projects to attract and retain migrant</p>	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
---	---	---	-----------	----------	----------	--------	--------	---

workers to the region - working with various stakeholders. Referrals were made to four local businesses over the quarter regarding workforce development programs and initiatives.


Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Attendance at stakeholder planning meetings and events	#		1.50	18.00	 ON TRACK	1.50	18.00	 ON TRACK
During the quarter there were 5 stakeholder events/planning sessions and an additional 13 key stakeholder planning sessions..								
Number of investment attraction and new industry growth projects	#		2.50	16.00	 ON TRACK	10.00	65.00	 ON TRACK
In Q4, 16 new enquiries of which 13 are new projects and 3 are expansions. 13 projects are external and 3 are local.								


Strategy: Value-add and diversification strategies

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.3.1 Advocate for programs and initiatives to support value-add and diversification (including adjustment and transition of reduced water from MDBP).	Garnet Radford - Economic Development Officer	<p>Value-added support services offered to many during stakeholder engagement meetings. 19 referrals in the period to local businesses.</p> <p>In Q2, there were 16 referrals to relevant government departments and professional service providers in areas to add value and support further diversification in businesses and in agriculture. This included looking at solar for irrigation projects, the ecoBiz program and available mentoring services.</p> <p>In Q3, there were 64 referrals to businesses for government services and programs, and opportunities for businesses. Areas referred included: supply chain opportunities (resources and food), grants, export and inward investment opportunities, value-added and processing and letters of support.</p> <p>In Q4, continue to investigate opportunities in the agricultural sectors to diversify and value-add. Five (5) referrals have been made for potential micro-abattoir investments on the farm and existing and proposed feedlots. Salt Bush opportunities and other drought tolerant crops such as safflower are being investigated for further value-add opportunities including pelletising and crushing. Two referrals in supply chain opportunities. Business mentoring program will include support to producers and graziers with regarding to value-add, diversification and technology purchase and implementation on the farm. There were an additional 9 introductions with regards to potential investors considering agribusiness projects.</p>	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Support and programs for value-add and diversification (including exit strategies if applicable)	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Value-add and diversification to small businesses as well as to several farms in the Shire. Inputs and outputs. New mentoring program to commence in August 2019 will encourage value-add and diversification.								

Strategy: Skilling, training and innovation

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.4.1 Coordinate the development of a Business Case for an Innovation and Business hub	Matthew Magin - Chief Executive Officer	Business case with design concepts adopted by Council. Community consultation and search for grant funding will commence in 2019/20.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK










Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.4.2 Support the Chamber of Commerce to deliver business training programs	Garnet Radford - Economic Development Officer	<p>Support and strategy for business training programs. Mentoring project and Bettering Balonne campaigns to launch in upcoming quarters.</p> <p>Continued support of the Chamber and progress associations during the period. The EDO attended three chamber meetings and working with service providers to meet member training requirements. A survey is being planned in Q3 to identify potential requirements.</p> <p>The EDO is supporting the Chamber with Small Business Week in May, introductions and awareness of businesses/opportunities that are of benefit to members, and one-on-one support and discussion on applicable programs relevant to the business.</p> <p>Council supported the Chamber of Commerce for the business events during small business week in May as well as the Bettering Balonne program - training in one touch payroll. Chamber members will also be able to participate in further mentoring and support services. A detailed list of relevant business focused programs and contacts has been developed and distributed to the Chamber of Commerce and Progress Associations. During the quarter, the EDO attended 3 Chamber of Commerce meetings and assisted in planning and delivering the Queensland Small Business Week events.</p>	Completed	01/07/18	30/06/19	100.00	100.00	 <small>ON TRACK</small>

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Increase in number of training and skilling programs offered in the Balonne Shire	%		10.00	10.00	 ON TRACK	10.00	10.00	 ON TRACK
Training and skilling programs compiled and forwarded to local businesses and stakeholders.								



Strategy: Business incubation and support







Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.5.1 Advocate for, and, support programs that provide business incubation (including mentoring and support)	Garnet Radford - Economic Development Officer	<p>Mentoring support of one-on-one consulting to local businesses in the Balonne Region. Assistance offered for start-ups to through the Chamber and other stakeholders.</p> <p>Continue to work with the Chamber and key service providers on start-up and incubator support. Reviewing such programs for Q3 and benefits for the region. Working with three start-ups in Q2.</p> <p>Business mentoring continuing in Q3 and support services for start-ups and existing businesses.</p> <p>in Q4, continued with business mentoring programs for participating businesses. Detailed list of programs available to both start-up and existing businesses - distributed amongst networks. EDO has also engaged with Canvas Co-working space in Toowoomba where businesses in Balonne Shire can tap in to these services for minimal or no charge. Free EcoBiz sessions assisting businesses with energy, waste and water efficiency planned for August across the Shire.</p>	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK













Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.5.2 Indigenous Business Incubation and support	Digby Whyte - Director Community & Environmental Services	Project completed in 2017	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Attendance at Chamber of Commerce meetings and related events	#		1.50	3.00	 ON TRACK	6.00	16.00	 ON TRACK
Attendance at all Chamber meetings in the quarter.								
Number of Business/workforce development initiatives advocated for in the Balonne Shire	#		1.00	4.00	 ON TRACK	2.00	14.00	 ON TRACK
4 referrals on workforce development initiatives. Developing workforce plans involving migrant workers for the major employers in the Shire with key stakeholders such as DSDMIP.								
Support and liaise with the St George and District Chamber of Commerce, local Progress Associations	#		2.50	4.00	 ON TRACK	2.50	4.00	 ON TRACK
Regular engagement with the St George Chamber of Commerce and forwarding of relevant information - business related to the Progress Associations in the Shire.								



Strategy: Tourism growth and development


Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.6.1 Develop and implement the Balonne Shire Tourism Marketing campaign	Kim Wildman - Manager of Tourism	Ongoing throughout the year. Completed for the 2018/2019 financial year	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
2.1.6.2 Support and promote the Yellow Belly Festival	Sandra Lee - Senior Visitor Services Officer	Event to commence Quarter 3 & 4 of 2019. All support and promotional activities have been completed as per organised schedule.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK




Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.6.3 Actively pursue grant funding to publish a Bird Watching Guide for the Balonne Shire	Kim Wildman - Manager of Tourism	Funds re-directed to upgrade St George surrounds brochure. Surplus fund were then redirected to create the Bird Brochure which will be finalised before the end of the 2018/19 financial year, thus fulfilling this goal.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
2.1.6.4 Finalise and implement a Recreation Vehicle Strategy for the Balonne Shire	Kim Wildman - Manager of Tourism	Achieved in part. Low cost RV camping in St George will be achieved by park operators agreeing to offer low cost camping under a voucher system (commencing 30 June). The Dirranbandi site has been shelved following public opposition. Improving RV friendliness in the remainder of the Shire is scheduled for 2019/20.	Ongoing	01/07/18	30/06/19		100.00	 No TARGET
2.1.6.5 Facilitate and promote local tourism initiatives opportunities via Social media and other means	Sandra Lee - Senior Visitor Services Officer	Facebook page is now active and promoting local businesses with photos, short videos and events, will be ongoing throughout the year.	Ongoing	01/07/18	30/06/19		100.00	 No TARGET
2.1.6.6 Complete concept design for Shire entry signage	Kim Wildman - Manager of Tourism	Achieved in part. Shire signage has been tendered and a provider appointed. A design workshop and installation will be achieved later in 2019 from grant monies which will be available from 1 July 2019.	Ongoing	01/07/18	30/06/19		100.00	 No TARGET
2.1.6.7 Complete installation of Shire entry signage	Kim Wildman - Manager of Tourism	Achieved in part. Shire signage has been tendered and a provider appointed. A design workshop and installation will be achieved later in 2019 from grant monies which will be available from 1 July 2019.	Ongoing	01/07/18	30/06/19		100.00	 No TARGET
2.1.6.8 Visit St George & Surrounds website and Facebook Page established.	Julie Davies - Communications Officer	St George & Surrounds Facebook Page has been established. Unsure on appetite for separate website. Will leave for Manager Tourism to decide.	In Progress	01/07/18	30/06/19	50.00	100.00	 NEEDS WORK

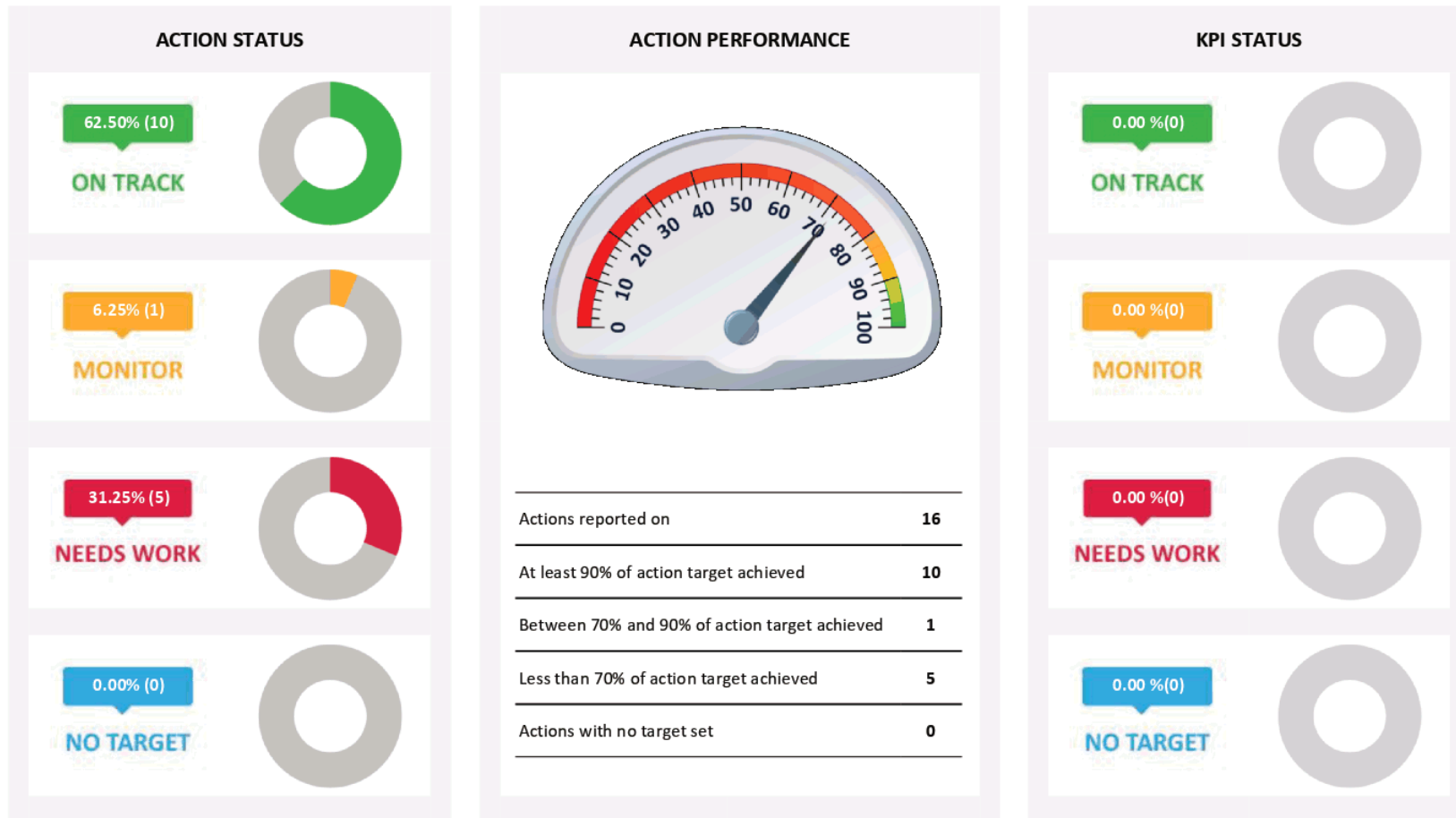
Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
5% increase in likes on the website as part of the Visit St George and Surrounds FB page	#		25.00	20.90	 NEEDS WORK	25.00	20.90	 NEEDS WORK
Visitor information is spread over 17 pages on the website making it difficult to ascertain the whether an increase was due to the St George & Surrounds FB page. The St George & Surrounds FB Page Likes have increased 20.9% over the quarter.								
5% increase in visitor numbers to the Visitor Information Centre	%		5.00	5.00	 ON TRACK	5.00	5.00	 ON TRACK
Visitor numbers have increased this quarter. April - June totaled 4003 visitors compared to Jan - March totaling 1104 visitors.								
5% increase in visitors participating in local tours (depending on seasonal requirements)	%		5.00	5.00	 ON TRACK	5.00	5.00	 ON TRACK
Visitor participation has increased with 156 visitors attending the 3 different tours currently on offer.								
Volunteer participation at the VIC is maintained at 90 hours or more/quarter (depending on seasonal requirements)	#		270.00	352.55	 ON TRACK	270.00	324.81	 ON TRACK
Volunteer participation has exceeded the 270 hours for this quarter. Total Volunteer participation is 352.55 hours.								

Strategy: Cross-regional partnerships















Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.7.1 Participate in regional groups including South West Local Government Association of Queensland, Border Regions of Council, South West Regional Economic Development, South West & Darling Downs Council of Mayors	Matthew Magin - Chief Executive Officer	A wide range of regional group meetings were attended by the Mayor, Deputy Mayor and CEO during the quarter.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
2.1.7.2 Attend or send delegate to Regional Road Group meetings and advocate for funding infrastructure in the Shire	Andrew Boardman - Director Infrastructure Services	All meetings attended as required. Andrew Boardman and Jason Parkes are the BSC representatives for the RRG.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.7.3 Provide advice on government services and advocate on behalf of local business entities	Matthew Magin - Chief Executive Officer	Ongoing with the Economic Development Officer and CEO and Mayor have advocated on behalf of the community during the quarter as required.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK




Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Increase in number of cross-regional economic growth initiatives	%		5.00	5.00	 ON TRACK	5.00	5.00	 ON TRACK
Taiwanese deputation and a range of other deputations and conferences attended during the quarter.								

DIRECTORATE: ENVIRONMENT

PERFORMANCE OVERVIEW

KEY FOUNDATION AREA 3.1 To enhance, protect and sustain the environment, ensuring a triple bottom line approach of balancing social and economic needs with environmental goals.		 Actions Monitor	KPI -
Program		Action Performance	KPI Performance
3.1.1 Best practice waste management and recycling		On Track	 On Track
3.1.2 Effective water planning		Off Track	 On Track
3.1.3 Biosecurity, pest management and stock route planning		On Track	 On Track
3.1.4 Investment and adoption of sustainable and renewable solutions	-	-	 Off Track
3.1.5 Strong partnerships with stakeholder groups and government	-	-	 On Track
3.1.6 Advocacy for a triple bottom line approach		Off Track	-
3.1.7 Community education programs		On Track	 On Track
3.1.8 Wastewater and sewerage services that protect public health and the environment		Off Track	 On Track


ACTION AND KPI SUMMARY


Outcome: To enhance, protect and sustain the environment, ensuring a triple bottom line approach of balancing social and economic needs with environmental goals.								
Strategy: Best practice waste management and recycling								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.1.1 Complete and implement Waste Recycling Plan as required by legislation	Dianne Francisco - Environmental Health Officer	adopted by council 2018.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
3.1.1.2 Develop new contracting arrangements for the St George Landfill to include disposal collection scheme	Dianne Francisco - Environmental Health Officer	contract is currently being carried out by local buy. the current contract for St George landfill has been extended until 31st May 2019.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
3.1.1.3 Investigate landfill remediation liability as part of future planning for Landfill operations.	Michelle Clarke - Director Finance & Corporate Services	Remediation report completed. Position paper developed for audit purposes requires minor amendment to be finalised by Q1 2019/20.	Completed	31/03/19	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
1 annual shire clean-up is conducted per annum	#	↑	1.00	1.00	✓ ON TRACK	1.00	1.00	✓ ON TRACK
held in March 2019								
100% kerb side waste and recycling bins collected as scheduled	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
all actions for bin replacement are actioned								
100% of non-conformance issues with licensing provisions for landfill are resolved within defined timeframes	%	↑	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
All non-compliance issues are improved and better site management practices								
5% improved options for Waste Reduction and Recycling techniques and services	%	↔	5.00	5.00	✓ ON TRACK	5.00	5.00	✓ ON TRACK
better management practices at all sites								



Strategy: Effective water planning



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.2.1 Dirranbandi Water Treatment Plant completed in consultation with the Dirranbandi community	Andrew Boardman - Director Infrastructure Services	Original contract not proceeding. Other options, including alternate scope of works and use of funds, are being investigated.	In Progress	01/07/18	30/06/19	25.00	100.00	⚙️ NEEDS WORK
3.1.2.2 Consider water security for each township as part of Asset Management, Risk Management and Business Continuity Strategies	Andrew Boardman - Director Infrastructure Services	John Sing has presented council with draft framework for the Asset Management strategy and asset management plans. Initial service level workshop with Councillors has occurred. Intention is to take water asset management plans to a council workshop scheduled for Sept/October 2019.	In Progress	01/07/18	30/06/19	15.00	100.00	⚙️ NEEDS WORK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.2.3 Advocate on behalf of the community in relation to Murray Darling Basin issues	Matthew Magin - Chief Executive Officer	There was less advocacy required in Quarter 4 with the successful lobbying over the past two years. Mayor retains position as chair of the Murray Darling Basin regional group.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK












Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Water restrictions are initiated in accordance with Council policy	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Currently at Level 2 restrictions.								

Strategy: Biosecurity, pest management and stock route planning

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.3.1 Maintain and implement Stock Route Management Plan	Karl Hempstead - Rural Services Officer	In conjunction with the pest revenue being carried out by Ecosure the stock route management plan will be scrutinised and added to this work list by our consultants. Officers developing the updating Balonne Shire Stock Route Management Plan in conjunction with DNRME updating their Stock Route Network Management Plan. As of the 30th June 2019 - rural services is still organising an affective completion of the stock route managment plan. realistic completion October 30th 2019.	In Progress	01/07/18	30/06/19	75.00	100.00	 MONITOR
3.1.3.2 Participate in Regional Pest Management Planning	Karl Hempstead - Rural Services Officer	Attending meetings and undertaking Pest Management Planning with WDAC, Landholders and QMDC. Working with neighbouring Shire's (Goondiwindi, Western Downs, Maranoa & Paroo) in collaboration with Feral Pest and Weed Management.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.3.3 Successful implementation of joint cluster fencing initiative with Maranoa Regional Council.	Karl Hempstead - Rural Services Officer	The REDP project agreements have been signed off (East Thomby, Homestead & Maranoa Regional Council). The landholders are to be installing the fencing and costings delivering back to Council for payment.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
3.1.3.4 Development of Biosecurity Plan for Balonne Shire (replacing the Pest & Weed Plan and a review of the feral animal levy)	Karl Hempstead - Rural Services Officer	Draft planning of Biosecurity Plan is complete. Officers are working with EcoSure on the development of the Draft Biosecurity Plan after June 30th 2019 there will be a workshop will Council to impliment the draft plan and then followed by public consultation - adopted by August 2019.	In Progress	01/07/18	30/06/19	90.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
1 animal inspection program is conducted per annum	#		1.00	0.00	 NEEDS WORK	0.25	0.00	 NEEDS WORK
No animal inspection program carried out in this quarter.								
5% increase in cluster fencing erected in the Shire	%		5.00	5.00	 ON TRACK	5.00	5.00	 ON TRACK
Wild Dog Exclusion Fencing is ongoing through private infrastructure. Council has been awarded \$5.8million dollars in funding through MDBED and Combating Communities through Drought funding program. Along with the Special Rate pending Ministerial Approval.								
5% Reduction in wild dog numbers (as measured by scalp presentations)	%		5.00	5.00	 ON TRACK	5.00	5.00	 ON TRACK
number of scalps being presented has dropped but not significantly.								
90% of all service requests relating to animal control are responded to within 10 business days	%		90.00	60.00	 NEEDS WORK	90.00	60.00	 NEEDS WORK
Customers have received responses in a timely manner.								
90% of Capital Projects completed within budget and on time	%		90.00	100.00	 ON TRACK	90.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
3 Rural Services capital works fencing and night yard projects completed								
90% of Operational Projects completed within budget and on time	%	↑	90.00	83.00	 NEEDS WORK	90.00	83.00	 NEEDS WORK
7 projects overspent but either minor \$ or off-set. Tourism brochure and scalp bounty over-spent due to demand.								
Area of noxious weed spraying completed within budget constraints	Ha	↓	5,000.00	5,000.00	 ON TRACK	5,000.00	5,000.00	 ON TRACK
QMDC rangers have been conducted more spraying through element 5 TMR funded								
Number of baiting program is delivered within budget	#	↑	1.00	1.00	 ON TRACK	1.00	1.00	 ON TRACK
1080 baiting program conducted Monday 7th - Friday 10th May 2019. pulse baiting for those landholders that missed out continued up to June 30th								
Number of dangerous dogs declared	#	↔	0.00	0.00	 ON TRACK	0.00	0.00	 ON TRACK
No dogs declared in period - however some dog attacks where investigated resulted in a number of dogs being destroyed.								
Number of Drought Declaration Permits issued	#	↔	5.00	0.00	 ON TRACK	5.00	0.00	 ON TRACK
Nil - only agistment permits issued under stock route management system.								
Number of properties participating in strategic wild dog baiting or control programs	%	↑	50.00	50.00	 ON TRACK	50.00	50.00	 ON TRACK
On ground control conducted in May with effective aerial campaign covering 22 properties to the north of the Shire. good feed back from landholders. 70 properties participated in wild dog baiting in May 2019.								
Number of travelling stock permits issued	#	↑	2.00	8.00	 ON TRACK	2.00	8.00	 ON TRACK
Eight travel permits issued over reporting period								
Number of wild dog scalps surrendered to Council	#	↔	0.00	74.00	 ON TRACK	0.00	74.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
74 scalps have been surrendered to Council from April- June 2019.								







Strategy: Investment and adoption of sustainable and renewable solutions

No actions specified for this period



Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Number of development applications for sustainable and renewable energy developments	#		1.00	0.00	 NEEDS WORK	1.00	0.00	 NEEDS WORK

Strategy: Strong partnerships with stakeholder groups and government


No actions specified for this period




Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Evidence of collaborative approaches including partnerships and engagement	#		1.00	5.00	 ON TRACK	1.00	5.00	 ON TRACK
A series of community catch up days completed during 2018/19. Landholder forums on Wild Dog Exclusion Fencing and economic development seminars.								
Number of strategic communication responses (written and face-to-face) to advocate for balanced environmental management laws and reform	#		2.00	2.00	 ON TRACK	2.00	2.00	 ON TRACK
Council's local laws adopted and a Draft Biosecurity Plan developed.								

Strategy: Advocacy for a triple bottom line approach



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.6.1 Maintain/collect information required to meet Council's obligations regarding Environmentally Relevant Activities and associated Annual Returns/Reporting.	Dianne Francisco - Environmental Health Officer	all DES annual reports have been submitted.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
3.1.6.2 Incorporate Triple Bottom Line Reporting consistent with Global Reporting Initiatives into Council's Annual Report	Michelle Clarke - Director Finance & Corporate Services	Initial review and determined not a high priority and will not proceed.	Not Started	31/03/19	30/06/19	0.00	100.00	 NEEDS WORK

Strategy: Community education programs

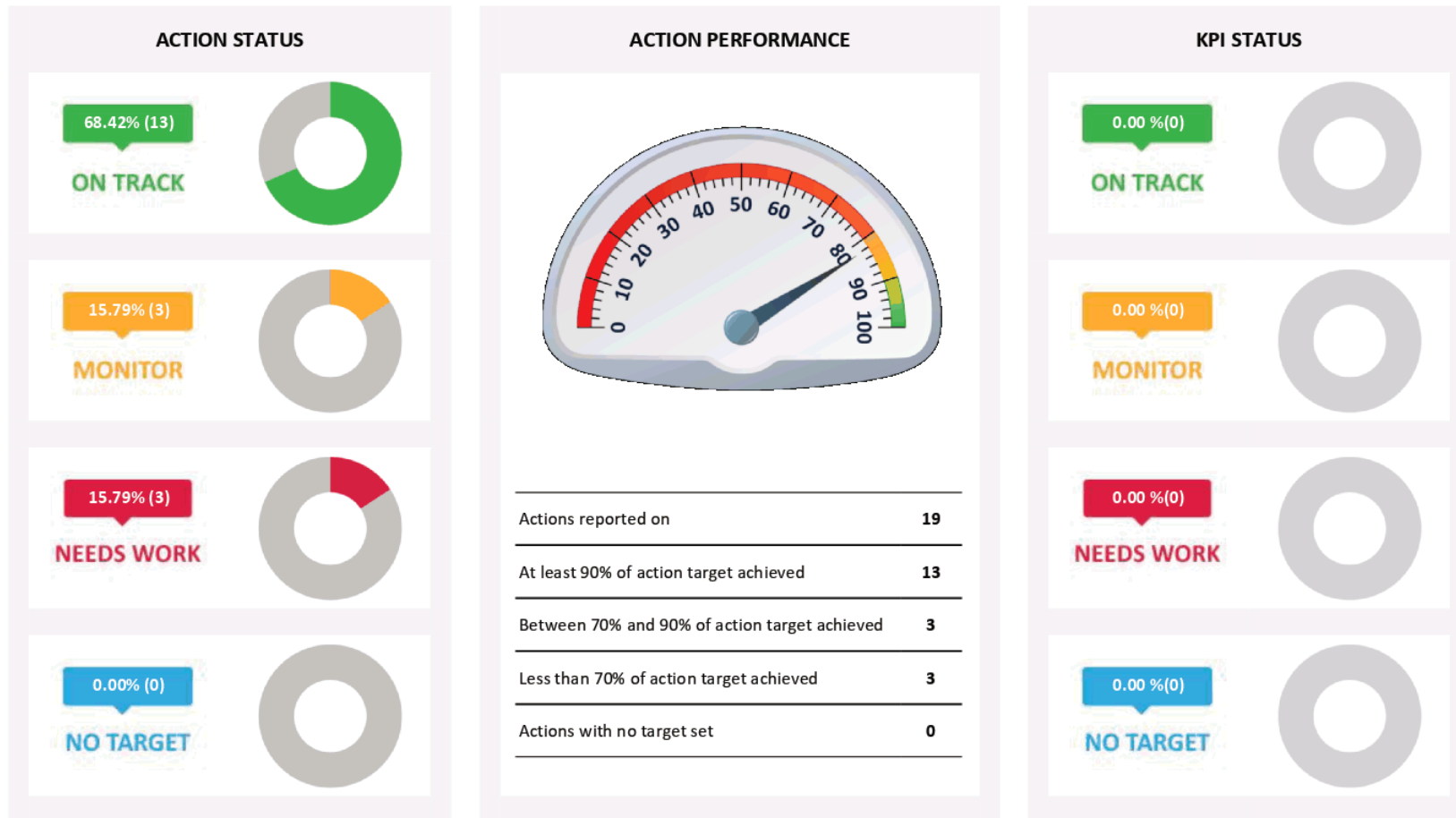
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.7.1 Promote recycling through the contract refuse collection and initiate public education regarding the benefits	Dianne Francisco - Environmental Health Officer	CRS commenced 1st November - community group Lions Club acting as the depot collection point.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
3.1.7.2 Host a National Tree Planting Day	Dianne Francisco - Environmental Health Officer	Not until June 2019	Completed	01/01/19	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Forums, attendance at meetings and other community engagement programs	#		1.00	1.00	 ON TRACK	1.00	1.00	 ON TRACK
Attend EHA Regional Meeting								












Strategy: Wastewater and sewerage services that protect public health and the environment

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.8.1 Implement a water & sewerage replacement /maintenance program within budget constraints	Peter Willey - Project Officer	John Sing has presented council with draft framework for the Asset Management strategy and asset management plans. Workshops for roads, water and sewerage, and towns scheduled for first half of 2019/20 financial year.	In Progress	01/07/18	30/06/19	25.00	100.00	 NEEDS WORK
3.1.8.2 Service and repair St George Sewerage Treatment Plant primary sedimentation tank	Peter Willey - Project Officer	Routine maintenance is ongoing. Investigation completed regarding required repairs. Quotes being sought.	In Progress	01/07/18	30/06/19	15.00	100.00	 NEEDS WORK





Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
90% compliance with council customer service standards for urban water supplies	%		90.00	90.00	 ON TRACK	90.00	90.00	 ON TRACK






DIRECTORATE: INFRASTRUCTURE & PLANNING

PERFORMANCE OVERVIEW

KEY FOUNDATION AREA 4.1 Effective town planning and infrastructure design to support the Shire's needs with a focus on visionary planning to suit changing needs into the future.		 Actions Monitor	KPI -	
Program		Action Performance	KPI Performance	
4.1.1 Safe, efficient and connected transport networks		 Monitor	 On Track	
4.1.2 Community infrastructure for existing and future needs		 Monitor	 Off Track	
4.1.3 Protection and enhancement of water supply		 Monitor	 Off Track	
4.1.4 Sustainable development and Planning		 On Track	 On Track	
4.1.5 Digital infrastructure for social connectedness and economic development		-	 On Track	
4.1.6 Technology investment for data-led change (to achieve cost savings and efficiency)		-	 On Track	

ACTION AND KPI SUMMARY







Outcome: Effective town planning and infrastructure design to support the Shire's needs with a focus on visionary planning to suit changing needs into the future.								
Strategy: Safe, efficient and connected transport networks								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.1.1 Maintain St George and Dirranbandi Aerodrome and implement the procedures as set out in the required Aerodrome Operating Procedures/Manual	Andrew Boardman - Director Infrastructure Services	Ongoing maintenance undertaken as required.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
4.1.1.2 Commence development of an Airport Master Plan for the Balonne Shire (subject to funding)	Michelle Clarke - Director Finance & Corporate Services	The airport master plan community consultation is now complete and the draft plan will be presented to Council in Q1 2019/20 and adopted in time for commencement of the successful \$1m Grant application for the St George General Aviation area.	In Progress	01/07/18	30/06/19	90.00	100.00	 ON TRACK
4.1.1.3 Establish and maintain Department Transport & Main Roads accreditation.	Andrew Boardman - Director Infrastructure Services	Grant funding application was unsuccessful. Currently exploring alternate funding opportunities.	In Progress	01/07/18	30/06/19	10.00	100.00	 NEEDS WORK
4.1.1.4 Installation of Automated Weather Information System (AWIS) at St George Airport	Andrew Boardman - Director Infrastructure Services	<p>Quarter 1 - Installation complete, however defects have been identified by BOM. Repairs scheduled December. Expected completion around Feb 2019.</p> <p>Quarter 2 -Works from Bureau of Meteorology have been completed. A contractor has been organised to complete remainder of works.</p> <p>Quarter 3 - Remaining works completed.</p>	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK




Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.1.5 St George Airport RTP apron and taxiway drainage improvements	Andrew Boardman - Director Infrastructure Services	Issue has not reappeared. Future assessment will take place to determine if any further action is required.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
4.1.1.6 Implement a footpath replacement /maintenance program within budget constraints	Andrew Boardman - Director Infrastructure Services	Chris Dixon has identified footpath renewal and replacement program for the financial year. Some replacement and renewal has been undertaken. IS are proposing to hold a councillor workshop in Nov/Dec 2019 for town asset management.	In Progress	01/07/18	30/06/19	75.00	100.00	 MONITOR
4.1.1.7 Develop and implement an Annual Roadworks Program within budget constraints	Andrew Boardman - Director Infrastructure Services	Forward road capital works and maintenance program has been developed. Implementation complete.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
4.1.1.8 Develop and implement an Annual Streets program within budget constraints	Andrew Boardman - Director Infrastructure Services	There is a proposed councillor workshop to discuss Shire road asset management in July 2019. This will incorporate a review of the streets program that has been previously implemented.	In Progress	01/07/18	30/06/19	75.00	100.00	 MONITOR
4.1.1.9 Completion of 2018-2019 road capital works projects funded by Roads to Recovery and TIDS, on time and on budget	Andrew Boardman - Director Infrastructure Services	Works completed in April 2019.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of all aerodrome inspections are completed	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
All inspections for the period were completed as required.								
100% of footpath inspections are completed per annum	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Inspections fully completed for the quarter.								
100% of non-conformance arising from safety and technical inspections are completed within defined timeframes	%	↑	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
100% Quality Assurance system maintained	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
QMS is a pre-condition for the RMPC contract.								
100% TIDs, R2R, RMPC and QRA claims are completed within defined timeframes	%	↓	100.00	88.00	⚙️ NEEDS WORK	100.00	88.00	⚙️ NEEDS WORK
7 out of 8 claims submitted on time or early. RMPC Claim for March submitted 8 days late.								
90% of Road user requests for action are completed in acceptable timeframes within budget constraints	%	↔	90.00	90.00	✓ ON TRACK	90.00	90.00	✓ ON TRACK
Requests for action completed within designated time frame.								
Attend 4 Regional Road Group meetings per annum	#	↔	1.00	1.00	✓ ON TRACK	1.00	1.00	✓ ON TRACK
Attended.								

Strategy: Community infrastructure for existing and future needs


Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.2.2 Construction of thermal hot springs pool at St George Swimming Pool	Andrew Boardman - Director Infrastructure Services	Extension of time to 30 October 2019 has been approved. Contract awarded. Preliminary design complete. For construction drawings and specifications are underway.	In Progress	01/07/18	30/06/19	25.00	100.00	 NEEDS WORK
4.1.2.4 Reinstatement of Rowden Park Playground including the sourcing of funding grants for new equipment	Chris Dixon - Town Supervisor	Funding application approved. Works commenced and completed in March 2019. Works included playground and exercise equipment, soft fall, synthetic grass, shade sail and fencing. Orders issued for lighting upgrade, retainer wall, concrete slab and table seating. Table and seating has been ordered.	In Progress	01/07/18	30/06/19	98.00	100.00	 ON TRACK
4.1.2.5 Completion of Dirranbandi Sports Oval Amenities construction	Chris Wilson - Facilities Co-ordinator	Works underway. Completion due end of November 2018.	In Progress	01/07/18	30/06/19	80.00	100.00	 MONITOR
4.1.2.6 Upgrade of St George River Foreshore Canoe Ramp Area	Chris Dixon - Town Supervisor	New gardens planted, works now completed.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
4.1.2.7 Construction of Dirranbandi Rail and River Precinct (Stage 1)	Andrew Boardman - Director Infrastructure Services	Works completed 30th June 2019	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
90% of operational projects completed within budget and one time	%		90.00	86.00	 MONITOR	90.00	86.00	 MONITOR
This is a duplicate KPI.								
Capital projects completed within budget and on time	%		90.00	0.00	 NEEDS WORK	90.00	0.00	 NEEDS WORK
Majority of projects completed on time and within budget.								

Strategy: Protection and enhancement of water supply								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.3.1 Implement a water & sewerage replacement /maintenance program within budget constraints	Peter Willey - Project Officer	John Sing has presented council with draft framework for the Asset Management strategy and asset management plans. Workshops for roads, water and sewerage, and towns scheduled for first half of 2019/20 financial year.	In Progress	01/07/18	30/06/19	25.00	100.00	 NEEDS WORK
4.1.3.2 Maintain a critical customer register to notify when disruption to water supply	Peter Willey - Project Officer	Critical customers identified. Procedures to be finalised.	In Progress	01/07/18	30/06/19	95.00	100.00	 ON TRACK
4.1.3.3 Complete any new river water meter installations and monitor river water usage in St George	Peter Willey - Project Officer	New river water meter installations are complete and monitoring was ongoing. Base line meter read was undertaken in February 2019.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% compliance with Water Safety Act	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Fully compliant.								
100% of council facilities are maintained in accordance with asset management programs and budget constraints	%	↔	100.00	0.00	✗ NEEDS WORK	100.00	0.00	✗ NEEDS WORK
Asset Management plans are still under development for Council facilities. The maintenance budget was fully expanded.								
100% of plant services performed on schedule	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Plant services undertaken by workshop and private contractors.								
90% compliance with council customer service standards for urban water supplies	%	↔	90.00	90.00	✓ ON TRACK	90.00	90.00	✓ ON TRACK
90% of capital projects completed within budget and on time	%	↑	90.00	86.00	✗ NEEDS WORK	90.00	86.00	✗ NEEDS WORK
90% of operational projects completed within budget and on time	%	↑	90.00	86.00	👁 MONITOR	90.00	86.00	👁 MONITOR
Number of pipe breaks	#	↔	0.00	27.00	✗ NEEDS WORK	0.00	27.00	✗ NEEDS WORK
27 water service repairs undertaken.								
Number of reportable water quality incidents	#	↔	0.00	0.00	✓ ON TRACK	0.00	0.00	✓ ON TRACK
Nil								
Number of sewer main fails	#	↔	0.00	7.00	✗ NEEDS WORK	0.00	7.00	✗ NEEDS WORK
7 blockages. No sewer main repairs.								

Strategy: Sustainable development and Planning

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.4.1 Conduct a public awareness campaign for building approvals and compliance	Michelle Walters - Administration Officer - PDE	Fact sheets have been put onto Council website	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
4.1.4.2 Finalise and implement the new Planning Scheme for the Balonne Shire including community consultation	Fiona Macleod - Planning & Development Officer	Public consultation completed and submissions workshop with Council complete. Report to go to Council for adoption.	In Progress	01/07/18	30/06/19	90.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% enforcement of swimming pool legislation	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
all inspections on swimming pools are carried out within 5 B/days								
100% of all development applications are processed within statutory timeframes.	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Number of building applications received	#		0.00	9.00	 ON TRACK	0.00	9.00	 ON TRACK
Number of development applications received	#		0.00	6.00	 ON TRACK	0.00	6.00	 ON TRACK
No applications received.								
Value of building applications received	\$		0.00	863,256.00	 ON TRACK	0.00	863,256.00	 ON TRACK

Strategy: Digital infrastructure for social connectedness and economic development

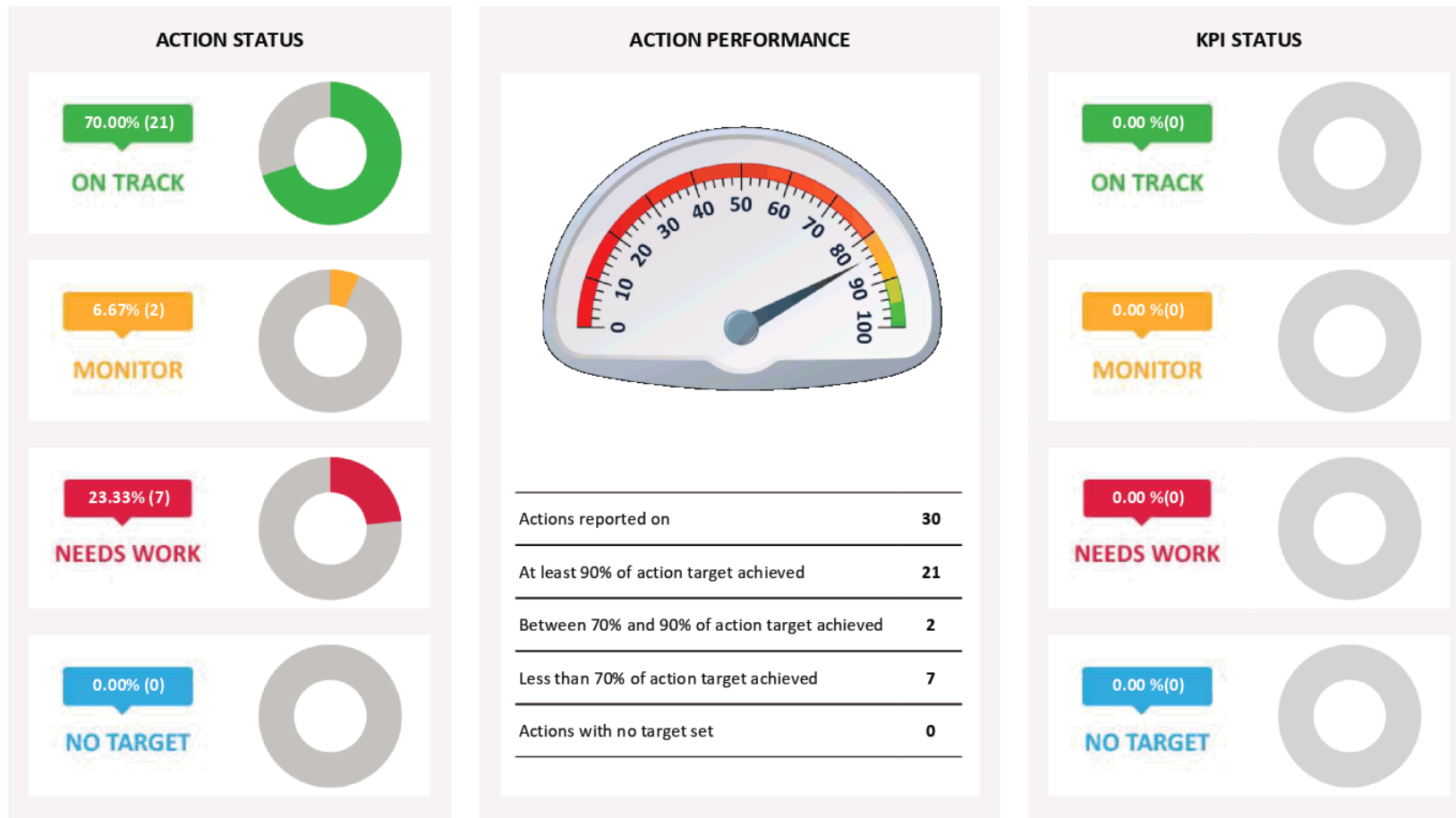
No actions specified for this period

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
10% reduction in business and community members experiencing problems accessing communications	%	↔	10.00	10.00	✓ ON TRACK	10.00	10.00	✓ ON TRACK
Building capability in digital connectivity. This figure will expand in 2019-2020 with more farms receiving improved connections.								
Communication and engagement with Telcos and other providers	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Discussion with telecommunication and technology providers liaising with Project Officer.								
Planning and co-investment of digital connectivity infrastructure achieved in 5% of projects	%	↔	5.00	5.00	✓ ON TRACK	5.00	5.00	✓ ON TRACK
Digital connectivity incorporated in majority of development applications to Council as well as in proposed investments and expansions.								


















Strategy: Technology investment for data-led change (to achieve cost savings and efficiency)

No actions specified for this period

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Adoption of consistent infrastructure planning principles for all projects	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Adhere to planning requirements for developments/projects								
Application of Smart Regions principles in new builds and infrastructure planning decisions	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Encourage applicants to include principles for applicable builds and infrastructure projects.								

DIRECTORATE: GOVERNANCE


PERFORMANCE OVERVIEW

KEY FOUNDATION AREA		Actions Monitor		KPI	
5.1 To develop an effective governance framework that drives enhanced organisational performance through project management, financial sustainability, performance management and community engagement.				-	
Program		Action Performance		KPI Performance	
5.1.1 Active community and stakeholder engagement			On Track		On Track
5.1.2 Effective strategic planning and partnerships			On Track		On Track
5.1.3 Excellence in service delivery and project management			Monitor		On Track
5.1.4 High levels of accountability and compliance			On Track		Monitor
5.1.5 Financial management for long-term sustainability			Monitor		On Track
5.1.6 Safe and healthy workplace environment			Monitor		On Track
5.1.7 Engaged employees in meaningful, productive work			Monitor		Off Track
5.1.8 Effective investment programs and innovative finance approaches			On Track		On Track

ACTION AND KPI SUMMARY

Outcome: To develop an effective governance framework that drives enhanced organisational performance through project management, financial sustainability, performance management and community engagement.







Strategy: Active community and stakeholder engagement

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.1.1 Develop a Community Engagement Strategy	Julie Davies - Communications Officer	Policy and Strategy was presented to and adopted by Council on 18 October 2018.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK


Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of service requests acknowledged within 3 working days	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Acknowledgement email sent within three days of receiving request								
4 Community newsletters	%	↑	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Newsletter sent out in May 2019.								
5% increase in compliments	%	↓	5.00	0.00	⚙️ NEEDS WORK	5.00	0.00	⚙️ NEEDS WORK
Compliments have not increased since last quarter. 24 were received between January and March and only 16 were received between April and June.								
5% increase in social media following	%	↑	5.00	21.75	✓ ON TRACK	5.00	21.75	✓ ON TRACK
Facebook up 5.01% Twitter up 7.05% Added Linked In to the social media suite this quarter starting 10 May 2019. Since that date followers have increased by 53.2%. Total average increase for quarter = 21.75								
5% increase in website hits	%	↓	5.00	2.25	⚙️ NEEDS WORK	5.00	2.25	⚙️ NEEDS WORK
Unique Page Views overall have increased 2.25% over the last quarter. Bounce rate is 58.63% - within the industry standard of 55-60%.								
90% of service requests completed within 10 working days	%	↓	90.00	71.25	⚙️ NEEDS WORK	90.00	71.25	⚙️ NEEDS WORK
71.25% of service requests were completed on time between April and June								



Strategy: Effective strategic planning and partnerships













Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.2.1 Provide secretarial support to the South West Local Government Association of Queensland	Mareea Lochel - Business and Community Development Officer	second meeting scheduled for 11 April 2018. Meeting attended in April	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
5.1.2.2 Provide professional development opportunities to councillors within budget constraints	Matthew Magin - Chief Executive Officer	No councillor training in Q4, however approval for the annual LGAQ conference and Bush Council Convention resolved in June.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
5.1.2.3 Seek support and advice from partnerships with Local Government Managers Australia, Local Government Association Queensland including State and Federal Governments	Matthew Magin - Chief Executive Officer	Continued to work with LGMA and LGAQ with respect to local government reforms. Prepared a motion on Belcarra Legislation for the LGAQ annual conference.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of council minutes are published on council's website within 10 days	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Council minutes published on website within ten day timeframe.								
100% of monthly service request reports are delivered to councillors	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Monthly reports delivered to SLG each month								



Strategy: Excellence in service delivery and project management



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.3.1 Develop and implement a condition assessment program for all council houses and facilities	Chris Wilson - Facilities Co-ordinator	Completed July 2018.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.3.8 Advocate to enhance telecommunications and technology services across the Shire (including free Wi fi options for townships)	Garnet Radford - Economic Development Officer	<p>Working with and advocating to telecommunication providers and technology service providers for internet and other IT related infrastructure for the region. Funding for such will come from private sector investment, local investment and grants.</p> <p>EDO working with consultant on opportunities for digital connectivity. Identified several technologies at Evoke Ag that could be relevant and cost-effective for the Shire to consider.</p> <p>Working with Project Officer on Digital Connectivity for the towns, villages and farms. State and Commonwealth funding for providers. Mentoring program to expand to include AgTech and Tourism where there will be an emphasis on technology and digital connectivity. Identifying new technologies with the Project Officer that can be implemented.</p>	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
5.1.3.9 Actively pursue grant funding to digitize council's cemetery records	Debbie Green - Manager Corporate Services	No grant funding currently available.	Not Started	01/07/18	30/06/19	0.00	100.00	 NEEDS WORK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of administrative action complaints are acknowledged within 3 working days	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
1 administrative complaint received towards end of Q4 has been acknowledged								
90% of administrative action complaint investigations are completed within 30 business days	%		100.00	0.00	 ON TRACK	100.00	0.00	 ON TRACK
No complaints received this quarter. 1 outstanding administrative complaint matter still with the CCC for determination.								
Number of internal requests for service – IT help desk	#		0.00	0.00	 ON TRACK	0.00	0.00	 ON TRACK
Number of outages in computer services	#		0.00	0.00	 ON TRACK	0.00	0.00	 ON TRACK



Strategy: High levels of accountability and compliance



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.4.1 Annual review of CEO and Directorate Delegations are completed	Julie Hempstead - Administration Officer - Governance	This will be completed in Quarter 3 Annual review of CEO Delegations adopted at Council Meeting on Thursday 21 March 2019. Directorate Delegations completed and signed on 5 April 2019.	Completed	01/01/19	30/06/19	100.00	100.00	 ON TRACK
5.1.4.3 Develop and implement a Business Continuity Plan for the Balonne Shire Council	Michelle Clarke - Director Finance & Corporate Services	Risk management consultant provided a draft template for Business Continuity Plan and it is currently being populated by management and will require input from the Local Disaster Management Group. To be completed in the first half of 2019/20.	In Progress	01/07/18	30/06/19	80.00	100.00	 MONITOR














Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.4.4 Develop and maintain a policy register	Julie Hempstead - Administration Officer - Governance	<p>Policy register developed on 11 September 2018 (ID 56024) . Policy maintenance is the next step as many of these policies are obsolete or reviews are required.</p> <p>IOS reviews in MAGIQ will alert relevant staff members to update or review a policy. This will roll out in w/c 7 February 2019.</p> <p>All IOS reviews have been circulated as tasks in MAGIQ to appropriate staff members. Policy register is completed however requires to be updated as policies are adopted at Council / SLG meetings.</p>	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
5.1.4.5 Implement legislative changes to Councillor disclosure and conduct requirements including Code of Conduct; Meeting Protocols and Investigation guidelines.	Michelle Clarke - Director Finance & Corporate Services	<p>New Code of Conduct adopted by Council in October 2018. New Investigations policy and Meeting Procedures adopted by December 2018. Changes made to minutes to accurately reflect new requirements of declarations of interest. Training held for all councillors (on two occasions)</p>	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% compliance with statutory and corporate requirements	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
All legislative requirements for budget were met within timeframes.								
100% of Right to Information applications are completed within statutory timeframes	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Nil applications received this quarter								
Number of councillor complaints	#	↔	0.00	5.00	 NEEDS WORK	0.00	5.00	 NEEDS WORK
Council maintains a register of councillor complaints to the Office of Independent Assessor on the website.								
Number of staff complaints	#	↔	0.00	0.00	 ON TRACK	0.00	0.00	 ON TRACK
No staff complaints have been received this quarter.								



Strategy: Financial management for long-term sustainability

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.5.1 Implement recommendations from High Level Diagnostic review completed by Queensland Treasury Corporation	Tracey Lee - Manager Financial Services	A majority of the recommendations of the high level diagnostic review have been implemented. The only outstanding matters are Project Management framework the Asset Management Plans that are being progressed by Infrastructure Services.	In Progress	01/07/18	30/06/19	90.00	100.00	 ON TRACK
5.1.5.2 Accounting manual is reviewed and up to date	Tracey Lee - Manager Financial Services	Due to a change in staff the accounting manual review has not progressed fully as intended, however it will be made a priority to have fully completed within the first half of 2019/20.	In Progress	01/07/18	30/06/19	50.00	100.00	 NEEDS WORK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.5.3 Finalise the Floating Plant and Loose Tools Policy and Procedure (including register)	Tracey Lee - Manager Financial Services	A full stock take of all floating plant and loose tools has been completed and register finalised. Barcode stickers have been ordered and will be attached to relevant items.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
5.1.5.4 Single point of procurement implemented to service all Directorates and ensure consistency in Council's procurement activities.	Michelle Clarke - Director Finance & Corporate Services	New Procurement Co-Ordinator has now been appointed and training continues. Systems and processes continuously being reviewed and improved. New procurement procedures developed and training to commence of relevant council officers.	In Progress	01/07/18	30/06/19	90.00	100.00	 ON TRACK


Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
90% of internal and external audit recommendations are completed within defined timeframes	%	↓	90.00	80.00	 NEEDS WORK	90.00	80.00	 NEEDS WORK
80% of all internal and external recommendations have been implemented or are well underway towards completion. No new deficiencies in interim audit identified.								
Creditors paid within 30 days	%	↑	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
All creditors paid within 30 day terms.								
Deliver a 5% productivity dividend annually	%	↔	5.00	5.00	 ON TRACK	5.00	5.00	 ON TRACK
Achieved. A number of budget reductions made								
Deliver a 5% productivity dividend annually	%	↔	5.00	5.00	 ON TRACK	5.00	5.00	 ON TRACK
Productivity has increased more than 5% with the addition of new projects and the significant contribution by the FCS team to improve internal and external customer service.								
Deliver a 5% productivity dividend annually	%	↔	5.00	5.00	 ON TRACK	5.00	5.00	 ON TRACK
Staff changes have been made in Infrastructure Services with new supervisors this quarter. Increased revenue achieved through RMPC and CHUP projects.								
No more than 5% debtors in excess of 90 days	%	↓	5.00	3.00	 ON TRACK	5.00	3.00	 ON TRACK
A lot of these are sper that have intermittent repayments made to them								
No more than 5% in rate arrears outstanding at 30 June	%	↓	5.00	3.31	 ON TRACK	5.00	3.31	 ON TRACK
Total amount in dollar value is \$407,064.00.								

Strategy: Safe and healthy workplace environment

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.6.1 Continue to implement and maintain Councils Safety Management System	Ben Gardiner - Safety Advisor - Acting SES Contoller	Safe plan is maintained and reported to the Safety Committee and SLG	In Progress	01/07/18	30/06/19	50.00	100.00	 NEEDS WORK
5.1.6.2 Undertake Internal Audit at the completion of the WHS plan	Michelle Clarke - Director Finance & Corporate Services	The audit report was presented to the WHS Committee in Quarter 3 and SLG adopted the WHS Annual Plan.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK



Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
10% reduction in injuries from previous quarter	%	↑	10.00	0.00	✓ ON TRACK	10.00	0.00	✓ ON TRACK
3 injuries reported in the first quarter and 4 injuries reported last quarter.								
100% completion of WHS annual plan	%	↓	100.00	75.00	⚙️ NEEDS WORK	100.00	75.00	⚙️ NEEDS WORK
Inspection Matrix and Annual plan are both tied in together so they align with each other.								
100% of all hazard inspections completed within defined time frames	%	↓	100.00	68.00	⚙️ NEEDS WORK	100.00	68.00	⚙️ NEEDS WORK
Some inspections from last quarter have not yet been processed. the final figure will be around 85 - 90%.								
Achieve 70% compliance with LGW Auditing tool	%	↑	70.00	71.00	✓ ON TRACK	70.00	71.00	✓ ON TRACK
This is ongoing over our 24 month cycle.								
Lost time injury claims to be less than 55% of all claims	%	↔	55.00	0.00	✓ ON TRACK	55.00	0.00	✓ ON TRACK
No data for this quarter to report								
Tool box – Take 5s are circulated weekly and monitored for completion	%	↓	100.00	90.00	⚙️ NEEDS WORK	100.00	90.00	⚙️ NEEDS WORK
Big increase on completion this quarter.								










Strategy: Engaged employees in meaningful, productive work

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.7.1 4 staff newsletters published per annum	Julie Davies - Communications Officer	One newsletter prepared and delivered in October 2018 One newsletter prepared and delivered in December 2018 One newsletter prepared and delivered in February 2019 One newsletter prepared and delivered in June 2019	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
5.1.7.2 EBA Vote proposed in October and agreement now reached with Unions Implement agreed single Enterprise Bargaining Agreement for the Balonne Shire workforce	Debbie Green - Manager Corporate Services	Agreement with unions reached for one single EBA for the Balonne Shire Workforce pending vote in with staff in October 2018. Agreement certified in December. Agreement implemented. Backpayment of wages and salary increases completed January 2019.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
5.1.7.3 All Human Resource policies and procedures are reviewed, updated and communicated with staff.	Debbie Green - Manager Corporate Services	Absenteeism policy toolbox recirculated. Private use of motor vehicle policy under review. Code of Conduct, Fraud Awareness training provided to all staff. Performance Management training provided for Managers and Supervisors	In Progress	01/07/18	30/06/19	25.00	100.00	 NEEDS WORK
5.1.7.4 Deliver at least 1 training session in council's Interplan planning & performance management system	Peter Smith - Computer Services Officer	Administrator training completed	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
5.1.7.5 Deliver at least 1 training session in council's electronic records management system	Tyla Elwers - Administration Officer - Records	All new staff are receiving records management training.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
10% improvement in staff satisfaction	%		10.00	10.00	 ON TRACK	10.00	10.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Survey conducted - Overall all categories show improvement across entire organisation, however there are some areas still to be monitored/addressed by SLG								
100% of all new starters receive a staff induction and meet the CEO	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
11 new employees for the period, all inducted and met the CEO.								
5% decrease in council’s overall leave liability	%	↓	5.00	(2.00)	 NEEDS WORK	5.00	(2.00)	 NEEDS WORK
2% increase for the period 01/07/2018-30/06/2019. Report based only on Annual and Long Service Leave								
5% decrease in staff turnover	%	↓	5.00	(125.00)	 NEEDS WORK	5.00	(125.00)	 NEEDS WORK
125% increase in terminations compared to Q4 in 17/18. Overall increase for 2018/19 is 6%								
80% Performance Appraisals completed on time	%	↑	80.00	10.00	 NEEDS WORK	80.00	10.00	 NEEDS WORK
Based on appraisals completed as a percentage of total staff.								
Conduct fortnightly supervisor/co-ordinator and monthly team meetings - Finance and Corporate Services	#	↓	3.00	3.00	 ON TRACK	3.00	3.00	 ON TRACK
3 meetings held with team leaders and 2 with team members								
Conduct fortnightly supervisor/co-ordinator and monthly team meetings - Infrastructure Services	#	↑	3.00	3.00	 ON TRACK	3.00	3.00	 ON TRACK
Meetings have been organised and attended.								
Conduct fortnightly supervisor/coordinator and monthly team meetings- Health, Planning and Community Department	#	↑	3.00	8.00	 ON TRACK	3.00	8.00	 ON TRACK
Held. One department meeting cancelled due to Council priorities.								
Number of disciplinary matters substantiated	#	↓	0.00	3.00	 NEEDS WORK	0.00	3.00	 NEEDS WORK

Strategy: Effective investment programs and innovative finance approaches								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.8.1 Council investigate investment opportunities with the Queensland Treasury Corporation for the Wild Dog Exclusion Fencing Scheme	Digby Whyte - Director Community & Environmental Services	Council resolved to proceed in February 2019 and business case finalised and application made to Department Local Government for loan approval of \$5m initial draw down and \$3m subsequent draw down. During month of March a landholder forum was held and contractor/supplier forum. Applications are currently open and will close end of April.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK
5.1.8.2 Asset Register are monitored and reviewed annually to ensure appropriate depreciation is applied to Council's assets	Michelle Clarke - Director Finance & Corporate Services	Comprehensive revaluation of all asset classes completed Q2. Position papers developed for audit purposes that will be finalised in Q1 of 2019/20.	Completed	01/07/18	30/06/19	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Credit cards reconciliations are completed by responsible officers within agreed timeframes	%		100.00	95.00	 MONITOR	100.00	95.00	 MONITOR
You always have one or two stragglers								
Fuel Cards and Fuel Sheet reconciliations are completed by responsible officers within agreed timeframes	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Number of successful grant applications achieved for council	#		1.00	18.00	 ON TRACK	1.00	18.00	 ON TRACK
Bayonne Shire Council have 18 successful grant application from April - June 2019.								



The entire contents of this document are subject to copyright with all rights reserved. All copyrightable text and graphics, the selection, arrangement and presentation of all information and the overall design of the document are the sole and exclusive property of CAMMS. Copyright © 2017 CAMMS. All rights reserved

OFFICER REPORT

TO: Council

SUBJECT: Audit Committee Minutes 17 June 2019

DATE: 10.07.19

AGENDA REF: FCS4

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Executive Summary

Audit Committee Minutes 17 June 2019

Background

The Audit Committee met on the 17 June 2019 and received the interim management letter arising from the external audit report. The minutes are attached for confirmation by council.

The Committee is yet to find an alternate independent member and has commenced re-advertising.

The Audit Committee has requested that it be renamed as the Audit and Risk Committee. The amended terms of reference are attached for adoption. The main changes are formatting and re-arrangement.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Financial management for long-term sustainability

Consultation (internal/external)

Mr James Hetherington
Prosperity Advisors
Queensland Audit Office

Legal Implications

S210 Local Government Regulations 2012 – The Audit Committee is required to review the auditor-general's report and auditor-general's observation report about the local government's financial statements for the preceding financial year. The External Audit Plan milestones have been met and remaining milestones are underway.

Policy Implications

The Terms of Reference is amended to change the name of the Committee.

Financial and Resource Implications

The external audit this year cost is \$42,600.

Attachments

1. Audit Committee Terms of Reference Amended 18072019 [↓](#)
2. AC_17062019_MIN_396.pdf [↓](#)

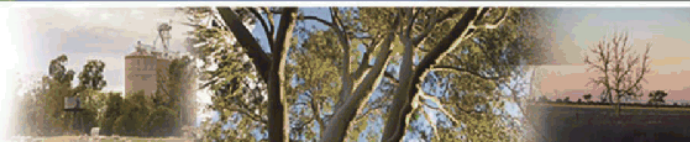
Recommendation/s

That Council:

1. receive and note the minutes of the Audit Committee 19 March 2019; and
2. adopt the revised Terms of Reference re-naming the Audit Committee, the Audit and Risk Committee.

Michelle Clarke

Director Finance & Corporate Services



Terms of Reference

Audit and Risk Committee

1. PURPOSE

The Balonne Shire Council Audit and Risk Committee is constituted to fulfil Council's legislative requirement to: -

- (a) Monitor and review:
 - i. The integrity of financial documents;
 - ii. The internal audit function; and
 - iii. The effectiveness and objectivity of the local government internal auditors; and
 - iv. The risk, control and compliance frameworks.
- (b) Make recommendations to the local government about any matter that the Audit and Risk Committee considers need action or improvement.

Nothing in these terms of reference shall limit or prevent the Audit and Risk Committee fulfilling its statutory function.

2. MEMBERSHIP

Independent Chair holding significant experience and skills in financial matters, to be appointed by Council by resolution

Mayor

Councillor holding portfolio responsibility for Finance

1 independent member, holding significant experience and skills in financial matters, to be appointed by Council by resolution

3. CHAIR

Independent Chair holding significant experience and skills in financial matters, to be appointed by Council by resolution

4. ADVISORS

Council's Chief Executive Officer and Departmental Directors are appointed as advisors to the Committee.

The Committee may invite other personnel / consultants as an advisor as may be reasonable for it to discharge its terms of reference.

Advisors are not members of the Committee.

5. FREQUENCY OF MEETINGS

In accordance with s 211 of the Local Government Finance Regulation 2012, the committee must meet at least twice in each financial year.



Terms of Reference

Audit and Risk Committee

The Committee is empowered to determine its meeting frequency, time and venue of meetings and on average meets at least four times per calendar year.

6. QUORUM

The Committee Quorum shall be any three members.

7. CHARTER

In undertaking the above responsibilities, the committee may carry out the following:

A. FINANCIAL STATEMENTS

- Review the appropriateness of accounting policies adopted by the Council and ensure the accounting policies adopted are relevant to the Council and its specific circumstances.
- Review the appropriateness of significant assumptions and critical judgements made by management, particularly around estimations which impact on reported amounts of assets, liabilities, income and expenses in the financial statements.
- Review the financial statements for compliance with prescribed accounting and other requirements.
- Review, with management and external auditors, the results of the external audit and any significant issues identified.
- Exercise skepticism by questioning and seeking full and adequate explanations for any unusual transactions and their presentation in the financial statements.
- Ensure that assurance with respect to the accuracy and completeness of the financial statements is given by management.

B. INTERNAL CONTROL

- Understand the scope of internal and external auditors' review of internal control and obtain reports on significant findings and recommendations, together with management's responses.

C. INTERNAL AUDIT

- Have final authority to review and approve the annual internal audit plan and all major changes to the plan.
- Monitor the effectiveness of the internal audit function on an ongoing basis.
- Receive and review Internal Audit reports.
- Review the findings and recommendations of internal audit and the response to them by management.
- Review the implementation of internal audit recommendations accepted by management.

D. EXTERNAL AUDIT

- Review the findings and recommendations of external audit (including from performance audits) and the response to them by management.



Terms of Reference

Audit and Risk Committee

- Review the implementation of external audit recommendations accepted by management and where issues remain unresolved ensure that satisfactory progression is being made to mitigate the risk associated with audit's findings.
- The appointment of the external auditor is controlled by the Auditor General and not by Council. The Committee therefore has limited opportunity to influence the scope of work of the auditor.
- Review the external auditors' proposed audit scope and approach.
- Monitor the progress of actions proposed in relation to significant findings and recommendations made by the external auditors.
- The Audit and Risk Committee will act as a forum for the consideration of external audit findings and will ensure that they are balanced with the views of management.

E. COMPLIANCE

- Review the effectiveness of the system for monitoring compliance with laws and regulations and the results of management's investigation and follow-up of any instances of noncompliance.
- Review the findings of any examinations by regulatory agencies and any auditor observations.

F. RISK MANAGEMENT

- Review Council's framework for managing and monitoring enterprise wide risk and evaluate whether management have addressed, considered and managed risks throughout the organisation.
- Gain an understanding of the current areas of greatest financial and operational risk and how management is managing these effectively.
- Regularly review the Council's Risk Register to identify areas of significant risk and determine if appropriate controls or treatments are being applied to eliminate or mitigate those risks.
- Identify areas of risk not adequately addressed or not identified in current action plans and recommend investigation into those areas for Risk Assessment purposes.

8. SELECTION OF COMMITTEE MEMBERS

The selection criteria and process for the appointment of the independent external members shall ordinarily be as follows:

1. The Council shall seek nominations from persons interested in being appointed to the available position. All nominees who satisfy the conditions of this charter shall be eligible for appointment.
2. The eligible persons will be interviewed by a Panel comprising the Mayor, Deputy Mayor and the Council's Chief Executive Officer who shall make recommendations to the Council.
3. Successful applicants will be required to undergo a police check.
4. Following receipt of recommendations from the Panel, the Council may appoint the independent external member by resolution.



Terms of Reference

Audit and Risk Committee

9. TERM OF OFFICE

To allow for knowledge continuity the independent external members will be appointed for the term of two years, after which they will be eligible for extension or re-appointment for a further two years at the Council's discretion, following a review of their performance.

The maximum number of consecutive terms an independent external member can be a member of the committee without the need for calling for further nominations is two (2) terms.

10. VACANCY

In the case of resignation from the committee by an independent external member, the Council is to appoint another independent external member as soon as is possible in accordance with the process set out above.

11. CONFLICTS OF INTEREST

Members are required to declare any interests that could constitute a real, potential or perceived conflict of interest with respect to participation on the committee. The declaration must be made on appointment to the committee and in relation to specific agenda items at the outset of each committee meeting, and be updated as necessary. Members of the Audit and Risk Committee must conduct themselves in a way which is considered appropriate and promotes a culture of ethical behaviour.

12. CONFIDENTIALITY

All information acquired during a member's term of office on the Audit and Risk Committee is confidential to Balonne Shire Council and should not be disclosed either during the memberships or after termination (by whatever means) to third parties except as permitted by law and with prior clearance from the Chair of the committee.

13. REPORTING

The Audit and Risk Committee Chair will prepare an annual report to the Council summarizing the performance and achievements for the previous year.

14. REMUNERATION

The independent members of the Committee will be entitled to reimbursement of out of pocket expenses for attendance at the Audit and Risk Committee meetings. Any professional fees will be at the discretion of the council.

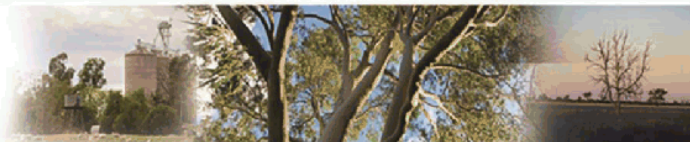
15. REVIEW

The Audit and Risk Committee may recommend to council amendments to the terms of reference and membership at anytime.

4

Document No. >> (Insert Magiq Doc ID 26178) Version No.2
Authorised by >> Council

Initial Date of Adoption >> 21/03/2014
Latest Version Adopted: 18/07/2019
Next Review Date>> 18/07/2021



Terms of Reference

Audit and Risk Committee

16. LEGAL PARAMETERS

Local Government Act 2009 (Qld), ss105 and 265
Local Government Regulation 2012 (Qld), ss207-211

17. ASSOCIATED DOCUMENTS

Code of Conduct for Councillors
Code of Conduct for Employees

Established: 21st March 2014 (CFS3)
18th July 2014 (CFS4) amended
21st April 2016 (GEN6 & CFS6) amended
20 April 2017
18 July 2019

UNCONFIRMED



MINUTES

of the

Audit Committee Meeting

held in the

Council Chambers, 118 Victoria Street, St George

on

Monday 17th June 2019

Commencing at 9:00am

Table of Contents

ORDER OF PROCEEDINGS.....	2
(REP) REPORTS.....	2

UNCONFIRMED

ORDER OF PROCEEDINGS

ATT1 ATTENDANCE

Mr James Hetherington (Chairperson), Cr RW Marsh (Mayor), Cr FM Gaske (Deputy Mayor)

Mr Matthew Magin (Chief Executive Officer), Mrs Michelle Clarke (Director Financial & Corporate Services), Mrs Tracey Lee (Manager Financial Services), and Mrs Karen Prentis (Contractor Risk Management)

Via Teleconference Mr Peter Vesely (Queensland Audit Office), Mr Brendan McCray (Aarbon Audit and Assurance Pty Ltd) and Mr Alex Hardy (Prosperity Audit Services)

LOA1 LEAVE OF ABSENCE

Nil

COM1 CONFIRMATION OF MINUTES

Cr Gaske moved and Cr Marsh seconded:

That the Minutes of the General Meeting held on 19 March, 2019 be confirmed.

.CARRIED

BAM1 BUSINESS ARISING FROM MINUTES

Nil

(REP) REPORTS

REP1 SHELL FINANCIAL STATEMENTS 2018/19

Shell Financial Statements

Cr Gaske moved and Cr Marsh seconded:

That the Shell Financial Statements be received and noted.

CARRIED

REP3 QAO BRIEFING NOTE - JUNE 2019

Queensland Audit Office Briefing note June 2019.

Cr Gaske moved and Cr Marsh seconded:

That the Audit Committee briefing paper for June 2019 from the Queensland Audit Office be received and noted.

CARRIED

Mrs Michelle Clarke (Director Finance and Corporate Services) left meeting at 9:28am and returned at 9:33am

UNCONFIRMED

REP4 NEW AUDIT COMMITTEE MEMBER

Council advertised for a new Audit Committee Member.

Cr Marsh moved and Cr Gaske seconded:

That the Committee Chair approach suggested candidates as discussed to fulfil this position.

CARRIED

Cr Gaske left the meeting at 9.44am, and returned at 9:46am.

Mr Alex Hardy from Prosperity Audit services joined the meeting at 9:50am via teleconference.

Mr Digby Whyte (Director Community and Environmental Services) and Mr Andrew Boardman (Director Infrastructure Services) joined the meeting at 9:55am.

Mr Mathew Magin (Chief Executive Officer) left the meeting at 9:55am and returned at 9:56am.

REP6 INTERNAL AUDIT REPORTS

Internal audit reports completed.

Cr Gaske moved and Cr Marsh seconded:

That:

1. The Council note status report for each of the audit recommendations for:
 - a. Wild Dog Scalps
 - b. Fuel Card Usage
 - c. Fleet Management

CARRIED

REP2 INTERIM MANAGEMENT LETTER 2018/19

Interim Management Letter 2018/19

Cr Marsh moved and Cr Gaske seconded:

That the tabled Interim Management Letter 2018/19 be received and noted.

CARRIED

Mrs Tracey Lee (Manager Finance Services) left the meeting at 10:25am and returned at 10:28am.

Mrs Karen Prentis presented her report on Risk Management to the Audit Committee the time being 10.30am.

REP5 RISK MANAGEMENT - CONSULTANTS REPORT

Risk Management – Report from Consultant

Cr Gaske moved and Cr Marsh seconded:

That the Consultant's report on Risk Management be received and the progress on the recommendations be noted.

CARRIED

Mr Digby Whyte (Director Community and Environmental Services) and Mr Andrew Boardman (Director Infrastructure Services) retired from the meeting time being 10:59am.

UNCONFIRMED

REP7

DRAFT BUSINESS CONTINUITY PLAN

Balonne Shire Council Draft Business Continuity Plan.

Cr Marsh moved and Cr Gaske seconded:

That Council receive the Draft Business Continuity Plan and note that management will revise and update in consultation with the Local Disaster Management Group and relevant internal stakeholders.

CARRIED

REP8

AUDIT PROGRESS REPORT

Audit Committee Progress Report

Cr Gaske moved and Cr Marsh seconded:

That the Audit progress report for June 2019 be received and noted.

CARRIED

REP9

AASB 9 FINANCIAL INSTRUMENTS POSITION PAPER

AASB 9 Financial Instruments – Position Paper

Cr Marsh moved and Cr Gaske seconded:

That the Position Paper on the Impact Assessment of New Accounting Standards; AASB 9 Financial Instruments be adopted, subject to the amendments requested by council's external auditors.

CARRIED

REP10

LANDFILL REMEDIATION PROVISION POSITION PAPER

Landfill Remediation Provision – Position Paper

Cr Gaske moved and Cr Marsh seconded:

That the Position Paper on Landfill Remediation Provision be held over pending amendments requested by council's external auditors and be recirculated to the Audit Committee upon completion.

CARRIED

REP11

ROADS, WATER, SEWER - ASSET REVALUATIONS 2019

Asset Revaluations 2019

Cr Marsh moved and Cr Gaske seconded:

That the Valuation Report for Roads, Water and Sewer Assets be held over pending amendments requested by council's external auditors and be recirculated to the Audit Committee upon completion.

CARRIED

UNCONFIRMED

REP12

ASSET REVALUATION - BUILDINGS

Building Assets Re-Valuation and Component Useful Lives Report

Cr Marsh moved and Cr Gaske seconded:

That the Valuation Report for Buildings and Other Infrastructure Assets for the Balonne Shire be held over pending amendments requested by council's external auditors and be recirculated to the Audit Committee upon completion.

CARRIED

There being no further business, the Meeting closed, the time being 12:04pm

Confirmed at a Meeting of the Audit Committee held on .

.....
CHAIR

OFFICER REPORT

TO: Council

SUBJECT: Monthly Finance Report June 2019

DATE: 10.07.19

AGENDA REF: FCS5

AUTHOR: Tracey Lee - Manager Finance Services

Executive Summary

Monthly Finance Report June 2019

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Financial management for long-term sustainability

Attachments

1. Monthly Finance Report - June 2019.pdf [↓](#)

Recommendation/s

That the monthly Financial Management Report for the period ending 30 June 2019, as tabled, be received and noted.

Michelle Clarke
Director Finance & Corporate Services

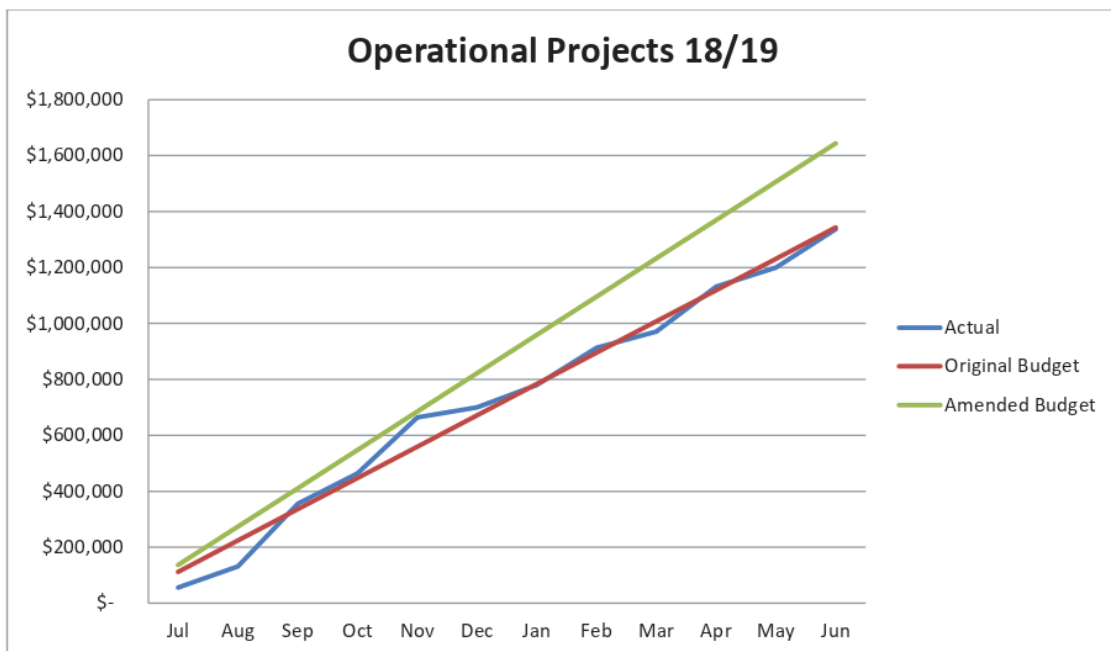
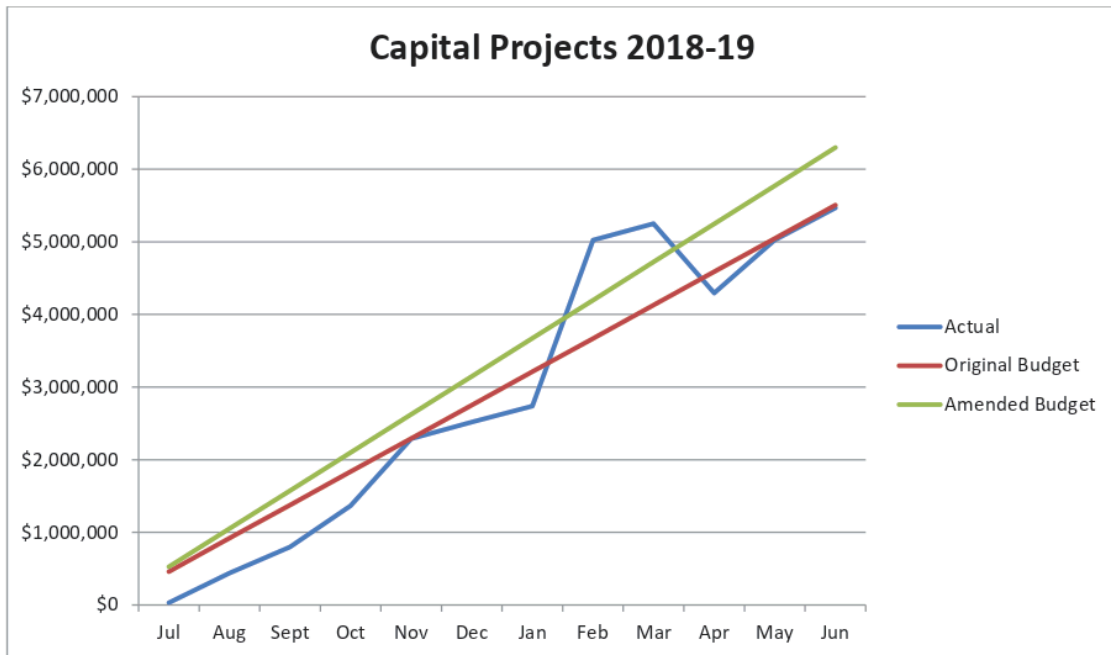
Finance Report

Month Ending 30 June 2019 - Interim

Table of Contents

Capital Projects Actuals vs Budget Graphs	1
Statement of Comprehensive Income & Commentary	2
Statement of Financial Position & Commentary	5
Statement of Cash Flows	8
Key Performance Indicators	9

CAPITAL AND OPERATIONAL PROJECTS ACTUALS VS BUDGET
As at 3rd July 2019



Refer to Capital and Operation Projects Report located in the Finance Information Reports Section for additional project information.

Balonne Shire Council
Statement of Comprehensive Income
For the period ended 30 June 2019
100% of Year Expired

	Note	2018/19 Actual	2018/19 Original Budget	2018/19 Amended Budget	%
Income					
Revenue					
Recurrent revenue					
Rates, levies and charges	1	10,469,979	10,446,100	10,485,100	100%
Fees and charges	2	228,722	232,500	251,500	91%
Rental income	3	239,053	261,000	176,000	136%
Interest received	4	683,158	447,050	671,050	102%
Sales revenue	5	2,766,181	2,317,000	2,796,000	99%
Other income	6	366,896	224,350	373,755	98%
Grants, subsidies, contributions and donations	7	8,586,850	6,909,508	7,017,500	122%
Total recurrent revenue		23,340,839	20,837,508	21,770,905	112%
Capital revenue					
Grants, subsidies, contributions and donations	8	4,265,973	3,748,018	4,020,283	106%
Total capital revenue		4,265,973	3,748,018	4,020,283	114%
Total revenue		27,606,812	24,585,526	25,791,188	112%
Capital income	13	(1,357)	0	6,700	
Total income		27,605,455	24,585,526	25,797,888	112%
Expenses					
Recurrent expenses					
Employee benefits	9	(6,157,416)	(6,400,000)	(6,636,000)	93%
Materials and services	10	(9,704,387)	(9,749,198)	(10,552,790)	92%
Finance costs	11	(184,474)	(205,893)	(205,893)	90%
Depreciation and amortisation	12	(7,629,708)	(7,944,942)	(7,951,942)	96%
Total recurrent expenses		(23,675,985)	(24,300,033)	(25,346,625)	97%
Capital Expenses		0	0	0	
Total expenses		(23,675,985)	(24,300,033)	(25,346,625)	97%
Total comprehensive income for the year		3,929,470	285,493	451,263	

Statement of Comprehensive Income

For the period ended 30 June 2019 - Interim

General

A commentary with regards to the Statement of Comprehensive Income is provided for Council information. As a general rule, actuals should now be at 100% of the latest revised budget. It should be noted that final transactions are still being processed for the 30 June 2019 results for publication in the Annual General Purpose Financial Statements. Where there are significant variances from budget a brief explanation is provided. Where there is still expected activity for items as part of the end of financial year processing this will be identified. The numbers below, relate to the note numbers on the statement.

1 Rates, levies and Charges

Overall slightly behind the amended budget by \$15,121, however is ahead of the original 18/19 budget by \$23,879.

2 Fees and Charges

Overall behind amended budget by 9% or \$22,778 but only behind original 18/19 budget by \$3,778 or 2%.

3 Rental Income

Overall ahead of amended budget by 36% or \$63,053, compared to the original adopted budget where the result would have been behind budget by \$21,947 or 8%.

4 Interest Received

Overall ahead of budget expectations by \$12,108 or 2% compared to the amended budget and \$236,108 or 53% ahead of original budget value. The average cash balance for the year was substantially higher than predicted due to underspends in materials and services and capital carry overs.

5 Sales Revenue

The overall result is ahead of original budget by \$449,181 or 19% but is slightly behind amended budget expectation by \$29,819 or 1%.

6 Other Income

Overall behind the amended budget by 2% or \$6,859 which is an increase in income of \$142,546 or 63% when compared to original budget expectation. Cash Water sales in January were ahead of budget as a major contributor to this result.

7 Recurrent Grants and Subsidies

One of the biggest influencing factors in the variance between actuals and budget is the budgeting of the advance payment for the 19/20 FAGs grant allocation. The real percentage variance without this budget item is 103% which is 11% ahead of budget. Council has received funding for some additional grants which were not included in the 3rd quarter revision.

8 Capital Grants and Subsidies

Overall result is 22% or \$1,569,350 ahead of amended budget expectations. This is due to receiving \$1M in funding to be spent on NRM projects in 19/20 and the effects of the advanced 19/20 FAG's payment. More information on grant details can be located in the monthly information finance report.

9 Employee Benefits

Overall under amended budget by \$478,584 or 7% and original budget by 4%. This is likely to be offset in part when final entries are prepared for employee benefit provisions.

10 Materials and Services

Overall under amended budget by \$848,403 or 8%. Final accrual entries will continue to be posted until the end of July 2019, the addition will erode some of the under spend. However had the original budget not been amended the result would have been a 0.5% variance under spend.

11 Finance Costs

Overall behind budget target by 10% this is most likely a result of lower than anticipated interest rate percentage.

12 Depreciation

Overall depreciation is reporting at 4% behind amended budget. The finalisation of recommended indices and changes in useful lives to the asset register and the clearance of the work in progress accounts may impact this result.

Balonne Shire Council
Statement of Financial Position

As at 30 June 2019

	Actual	Original Budget	Amended Budget
Current Assets			
Cash and cash equivalents	13,243,899	563,217	5,783,409
QTC Cash Fund	13,488,928	15,377,766	15,377,766
Investments	4,516,779	7,206,156	7,206,156
Rates Outstanding	402,067	255,730	255,730
Trade and other receivables	1,256,940	3,212,816	3,212,816
Inventories	188,714	215,581	215,581
Other financial assets	121,309	73,227	73,227
Total current assets	33,218,636	26,904,493	32,124,685
Non-current Assets			
Property, plant and equipment	254,991,204	260,492,458	260,492,458
Capital works in progress	4,468,009	688,838	688,838
Total non-current assets	259,459,213	261,181,296	261,181,296
TOTAL ASSETS	292,677,849	288,085,789	293,305,981
Current Liabilities			
Trade and other payables	65,831	655,466	655,466
Borrowings	5,827	290,280	290,280
Provisions	1,596,910	1,687,011	1,687,011
Other	6,363	7,176	7,176
Total current liabilities	1,674,931	2,639,933	2,639,933
Non-current Liabilities			
Borrowings	2,653,065	2,362,786	2,362,786
Provisions	199,923	150,899	150,899
Total non-current liabilities	2,852,988	2,513,685	2,513,685
TOTAL LIABILITIES	4,527,919	5,153,618	5,153,618
NET COMMUNITY ASSETS	288,149,930	282,932,171	288,152,363
Community Equity			
Shire capital	80,680,521	78,555,656	80,682,954
Asset revaluation reserve	199,306,073	197,400,285	199,306,073
Other reserves	8,163,336	6,976,230	8,163,336
TOTAL COMMUNITY EQUITY	288,149,930	282,932,171	288,152,363

Statement of Financial Position

For the period ended 30 June 2019 - Interim

General

A commentary with regards to the Statement of Financial Position is provided for Council information. It should be noted that final transactions are still being processed for the 30 June 2019 results for publication in the Annual General Purpose Financial Statements. Where there are significant variances from budget a brief explanation is provided. Where there is still expected activity for items as part of the end of financial year processing this will be identified.

ASSETS:

Cash and Cash Equivalents

Due to the receipt of advanced payments relating to the 19/20 financial year just prior to 30 June 2019, Council's operating bank account is holding a large amount of cash. As a result Council will be looking to actively invest some of these funds to generate greater interest revenue. This line item as well as the QTC Cash Fund and Investments line items should be added together when comparing actual performance to budget. Thus overall the result was ahead of amended budget expectation by \$2,882,275 due partly to receiving a \$1M grant just prior to 30 June which relates to projects that will be completed in 19/20 and that were not included in the budget amendments, as well as the under spend in materials and services and employee benefits.

QTC Cash Fund

Refer to the comments for Cash and Cash Equivalents above. The finance department will actively look to invest the excess funds currently held in Council's general operating bank account to generate more interest revenue, utilising the both the QTC Cash Fund and various Investment accounts in accordance with Council's policies.

Investments

Refer to comments under QTC Cash Fund.

Rates Outstanding

As at 30 June 2019 Council's outstanding rate percentage was 3.31%. For more information in relation to outstanding rate arrears refer to the Rates Status Report in the monthly finance information report.

Trade and Other Receivables

Currently being review to establish budget assumption.

Property, Plant and Equipment

This line item balance will be impacted by both the asset revaluation and the capitalisation of completed capital works projects which will occur as part of the end of financial year processing.

Capital Works in Progress

The value of this line item will reduce as capital projects that are complete will be taken up as an asset as part of the end of financial year processing.

LIABILITIES:**Trade and Other Payables**

This item relates to monies owed to external parties for which Council is liable to pay.

Borrowings

Both the Current and Non-current borrowing line items will be adjust based on the loan statements provided by QTC which will occur as part of the end of financial year reconciliations processing.

Provisions

Council is required to provide a provision in their financial statements for Landfill Remediation for the first time this year which is likely increase the value of this line item. The calculation of the provision will occur as part of the end of financial year processing.

Other

This line item holds the Staff Social Club funds that are deducted from their wages fortnightly.

COMMUNITY EQUITY:**Asset Revaluation Reserve**

This reserve account is impacted by the annual asset revaluation process which will be completed as part of the end of financial year processing.

Other Reserves

This item relates to funds held as both externally and internally restricted cash. It includes unspent grant monies as well as funds put aside by Council for future infrastructure asset replacement.

Balonne Shire Council
Statement of Cash Flows

period ending 30 June 2019

	Actual	Original Budget	Amended Budget
Cash flows from operating activities:			
Receipts from customers	15,642,652	13,240,950	14,377,355
Payments to suppliers and employees	(16,432,258)	(16,139,208)	(18,300,300)
	(789,606)	(2,898,258)	(3,922,945)
Interest received	683,158	447,050	647,050
Rental income	239,053	261,000	261,000
Non-capital grants and contributions	7,586,850	6,909,508	7,024,300
Borrowing costs	(173,858)	(186,883)	(186,883)
Net cash inflow (outflow) from operating activities	7,545,597	4,532,417	3,822,522
Cash flows from investing activities:			
Payments for property, plant and equipment	(5,908,443)	(5,505,018)	(6,296,512)
Payments for intangible assets	0	0	0
Net movement on loans and advances	0	0	0
Proceeds from sale of property, plant and equipment	24,048	253,000	253,000
Grants, subsidies, contributions and donations	4,265,973	3,748,018	3,691,283
Net cash inflow (outflow) from investing activities	(1,618,422)	(1,504,000)	(2,352,229)
Cash flows from financing activities			
Proceeds from borrowings	0	0	0
Repayment of borrowings	(273,026)	(272,313)	(272,313)
Net cash inflow (outflow) from financing activities	(273,026)	(272,313)	(272,313)
Net increase (decrease) in cash held	5,654,149	2,756,104	1,197,980
Cash at beginning of reporting period	25,595,457	20,391,035	25,595,457
Cash at end of reporting period	31,249,606	23,147,139	26,793,437

Key Performance Indicators - Monthly Reporting

Ratio	Description	Formula	Target	Status	May-19
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Held - Restricted Cash}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 1 month	✓	11.99
Operating Performance Ratio	This ratio provides an indication of Council's cash flow capabilities	$\frac{\text{Net Cash from Operations} + \text{Interest Revenue and Expense}}{\text{Cash Operating Revenue} + \text{Interest Revenue}}$	Target greater than or equal to 20%	✗	-1.78
Operating Efficiency Ratio	This ratio provides an indication of Council's ability to fund its operations	$\frac{\text{Total Operating Income}}{\text{Total Operating Expenses}}$	Target greater than or equal to 1	✗	0.99
Operating Surplus Ratio	An indicator of which the extent to which revenues raised cover operational expenses only or are available for capital funding purposes or other purposes	$\frac{\text{Net Result (excluding capital items)}}{\text{Total Operating Revenue (excluding capital items)}}$	Target between 0 - 10%	✗	-0.14
Asset Sustainability Ratio	An approximation of the extent to which the infrastructure assets managed are being replaced as these reach the end of their useful lives.	$\frac{\text{Capital Expenditure on the Replacement of Assets (renewals)}}{\text{Depreciation Expense}}$	Target greater than or equal to 90%	✗	44.58
Net Financial Liabilities Ratio	An indicator of the extent to which the net financial liabilities can be serviced by its operating revenue	$\frac{\text{Total Liabilities - Current Assets}}{\text{Total Operating Revenue (excluding capital items)}}$	Target less than or equal to 60%	✓	-122.92

OFFICER REPORT

TO: Council

SUBJECT: Drug and Alcohol Policy

DATE: 10.07.19

AGENDA REF: FCS6

AUTHOR: Ben Gardiner - Safety Advisor

Executive Summary

Update to existing Drug & Alcohol Policy and Procedures

Background

The AS/NZS 4760-2006 has been reviewed to AS/NZS 4760-2019 and amendments to the procedure required on the testing standards.

Management have also made some amendments to the Procedures in relation to the process for dealing with a non-negative test result and the disciplinary process. See highlighted changes in the procedure for workers. No other changes have been made.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Safe and healthy workplace environment

Consultation (internal/external)

The Safety Committee
Senior Leadership Group
All staff

Legal Implications

AS/NZS 4760-2019

Policy Implications

The following changes have been made to the policy and procedures.

All reference to the Saliva testing will be conducted in accordance with Australian Standard 4760-2019.

Small changes have also been made to the wording of the Workers Procedure where there were previous inconsistencies in the following sections as follows:

10.5 Positive test result: we have added that: The employee may be required to remain on a suspension until the discipline process is finalised

11. Alcohol Testing Results we have added: Employees that return a second test of over the limit, the employee is will be required to respond to a 'Notice of Proposed Discipline Action' letter. The level of the discipline action will be dependent upon the level of the reading returned and the surrounding circumstances and behaviour of the employee. The employee will may be required to remain on a suspension until the discipline process is finalised.

11.2.4: we have added: If not on suspension the worker will return to work on their next ordinary working day (or for low samples may return to work on the same working day) provided they undertake a breath test prior to commencing duties. The worker will only proceed to work following a result that returns a BAC under the required limit.

Council reserves the right to enforce further breath testing on a regular and/or random basis as part of the disciplinary process.

Financial and Resource Implications

Nil

Attachments

1. DRAFT 050719 - BSC DRUG and ALCOHOL POLICY.pdf [↓](#)
2. DRAFT 050719 - BSC DRUG and ALCOHOL PROCEDURE - COUNCILLORS.pdf [↓](#)
3. DRAFT 05072019 - BSC DRUG AND ALCOHOL PROCEDURE WORKERS [↓](#)

Recommendation/s

That Council adopt the amended Drug and Alcohol Policy and procedures for Councillors and Workers, as attached.

Michelle Clarke

Director Finance & Corporate Services

DRUG and ALCOHOL POLICY

(ADMINISTRATIVE POLICY)

1. Scope:

This policy applies to all workers and Councillors, who carry out work in any capacity for Balonne Shire Council including work as an employee, contractor or subcontractor, an employee of a contractor or subcontractor, an employee of a labour hire company assigned to work for Balonne Shire Council, an apprentice or trainee, work experience student, volunteer or Councillor.

The St George Aerodrome Drug and Alcohol Management Plan (DAMP) is excluded from this Policy. The DAMP applies to all Balonne Shire Council employees or contractors participating in a Safety Sensitive Aviation Activity at St George Aerodrome.

2. Purpose:

This Policy supports Balonne Shire Council's commitment to maintaining a safe and efficient working environment for all workers and Councillors.

3. Related Documents:

Primary

Workplace Health and Safety Policy

Secondary

Anti-Discrimination Act 1991
Human Rights and Equal Opportunity Act 1986
Industrial Relations Act 1999
Information Privacy Act 2009
Local Government Act 2009
Local Government Regulation 2012
Right to Information Act 2009
Transport Operations (Road Use Management) Act 1995
Workers Compensation and Rehabilitation Act 2003
Workers Compensation and Rehabilitation Regulation 2003
Work Health and Safety Act 2011
Work Health and Regulation 2011
Workplace Health and Safety Enforcement Policy
Workplace Health and Safety Disciplinary Process
Relevant Australian Standards
Council's Certified Agreement/s
Drug and Alcohol Procedure
Corporate Human Resource Policy
Workplace Harassment Policy
St George Aerodrome Drug and Alcohol Management Plan (DAMP)
Balonne Shire Council Code of Conduct

Adopted / Approved: Adopted October 2016

Version: 1

Review Date: October 2017

4. Definitions:

To assist in interpretation, the following definitions shall apply:

CEO	<i>Chief Executive Officer -</i> A person who holds an appointment under section 194 of the Local Government Act 2009.
Council	Balonne Shire Council
Councillor	The Mayor and/or a Councillor/s of Balonne Shire Council, within the meaning of the <i>Local Government Act 2009</i> .
Employee Assistance Program (EAP)	A confidential, professional counselling service is available to Council employees.
Fitness for Work	A state (physically, mentally and emotionally) to perform assigned tasks competently and in a manner which does not compromise or threaten the health, wellbeing and safety of themselves or other persons.
Impairment	A symptom of reduced quality, strength or effectiveness of a worker due to the effects of drugs and / or alcohol consumption whilst performing their usual duties.
Random	Having no specific pattern, purpose, or objective.
Suspicion Testing	Testing undertaken on the suspicion that an employee or Councillor may be at risk of impairment from drugs or alcohol.
Worker	Employee, contractor or subcontractor, an employee of a contractor or subcontractor, an employee of a labour hire company assigned to work for Balonne Shire Council, an apprentice or trainee, work experience student or a volunteer.
Work Hours	Any time where a worker is at the workplace, or is claiming remuneration, including time where the on-call allowance is received.
Workplace	A place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work.

Adopted / Approved: Adopted October 2016
Version: 1
Review Date: October 2017

5. Policy Statement:

Workers and Councillors are not to present themselves for work if they have consumed alcohol and/or other drugs where they may be at risk of impairment during work hours. Alcohol and illicit drugs shall not be consumed at any Council workplace, in any Council owned vehicle or plant, or at any time as a worker of the Council or as a Councillor whilst undertaking their respective duties. An exception for the consumption of alcohol will be made for special occasions or locations as determined by the CEO or Mayor and where the provision of hospitality is within the bounds of normal customary hospitality. Workers or Councillors should not remain at the workplace if they become impaired, or there is a risk of impairment, by alcohol and/or other drugs.

5.1 Awareness and Training

Council recognises that it is important to develop a workplace culture, through awareness and training where employees are prepared to encourage each other to be safe and not unfit for work. All employees shall be familiarised with this Policy and the Drug and Alcohol Procedure upon commencement of employment and annually thereafter.

All other workers and Councillors shall be made aware of the components of the Policy and the Drug and Alcohol Procedure that may affect them whilst performing work in any capacity for Council.

5.2 Employee Assistance

Council recognises drug and alcohol dependency as a treatable condition. Workers or Councillors who suspect they have an issue with drugs and/or alcohol are encouraged to seek advice regarding appropriate treatment options. Council offers employees and Councillors the services under the EAP.

5.3 Prescription and Pharmacy Medication

If Council suspects that a worker's or Councillor's ability to safely perform work is impaired (or likely to be impaired), Council may take steps to address the issue in accordance with this Policy and associated procedures.

Where a worker or Councillor is taking Prescription and Pharmacy medications for a legitimate medical purpose, the worker or Councillor will not breach this Policy by attending work or duties subject to guidelines listed in the Drug and Alcohol Procedure. However the medical condition for which medication is prescribed must not present its own fit for work risks.

5.4 Drug and Alcohol Testing Triggers

Consistent with Council's obligation and commitment to ensuring a safe workplace, workers and Councillors may be required to undergo drug and alcohol testing in the following circumstances in accordance with the Drug and Alcohol Procedure:

- _ As part of a Random Testing Program;
- _ In a case of Reasonable Suspicion; and/or
- _ Post Incident.

Adopted / Approved: Adopted October 2016
Version: 1
Review Date: October 2017

5.5 Testing Methods

All drug testing undertaken will comprise of either urine or a saliva test.

Saliva testing will be conducted in accordance with Australian Standard 4760-2019.

Urine testing will be conducted in accordance with Australian/New Zealand Standard AS/NZS 4308:2008.

Alcohol testing will be conducted in accordance with current random breath testing procedures in Queensland (Australian Standard AS 3547-1997).

5.6 Responsibilities

Detailed responsibilities are contained in the Drug and Alcohol Procedure.

5.7 Breaches of Policy

Disciplinary action may be taken in accordance with the actions detailed in the Drug and Alcohol Procedure and Discipline Procedure for breaches of this policy including, but not limited to:

- _ The recording of a positive result from a drug and / or alcohol test;
- _ If found to have deliberately masked a substance;
- _ The falsification of medication information or details;
- _ Tampering with a sample for drug and / or alcohol testing; or
- _ Refusing to comply with any requirements of this Policy.

6. Review Timelines:

This Policy will be reviewed when any of the following occur:

- 6.1. An investigation into a high potential incident or serious accident identifies that drugs and/or alcohol were the major contributing factor/s;
- 6.2. The related information, including legislation or relevant standards, is amended or replaced; or
- 6.3. Other circumstances as determined from time to time by the CEO.

Matthew Magin
Chief Executive Officer

Adopted / Approved: Adopted October 2016
Version: 1
Review Date: October 2017

DRUG and ALCOHOL PROCEDURE (COUNCILLORS)

1. Scope:

This policy applies to all Councillors

2. Purpose:

This Policy supports Balonne Shire Council's commitment to maintaining a safe and efficient working environment.

3. Related Documents:

Primary

Drug and Alcohol Policy

Secondary

Anti-Discrimination Act 1991

Local Government Act 2009

Local Government Regulation 2012

Work Health and Safety Act 2011

Work Health and Safety Regulation 2011

Workplace Health and Safety Policy

4. Definitions:

To assist in interpretation, the following definitions shall apply:

CEO	<i>Chief Executive Officer</i> A person who holds an appointment under section 194 of the Local Government Act 2009. This includes a person acting in this position.
Council	Balonne Shire Council
Councillor	The Mayor and/or a Councillor/s of Balonne Shire Council, within the meaning of the <i>Local Government Act 2009</i> .
Employee Assistance Program (EAP)	A confidential, professional counselling service available to Council employees.
Fitness for Work	A state (physically, mentally and emotionally) to perform assigned tasks competently and in a manner which does not compromise or threaten the health, wellbeing and safety of themselves or other persons.
Impairment	A symptom of reduced quality, strength or effectiveness of a worker due to the effects of drugs and / or alcohol consumption whilst performing their usual duties.
NATA	National Association of Testing Authorities.

Adopted / Approved: Adopted October 2016

Version: 2

Review Date: May 2019

Negative (Drug Test Result)	The result from the first test of a sample that indicates no presence of a substance being tested for.
Non-Negative (Drug Test Result)	The result from the first test of a sample that may indicate the presence of a substance being tested for.
Over the Limit (Alcohol Test Result)	The result from the test of a breath sample which indicates a blood alcohol concentration (BAC) in excess of the limit.
Positive (Drug Test Result)	The result from a laboratory confirmation that the presence of a substance being tested for exceeds the limit specified in the relevant Australian Standard.
Random	Having no specific pattern, purpose, or objective.
Testing Provider	Council's qualified testing provider, in accordance with the requirements of the Drug and Alcohol Policy and this procedure.
Under the Limit (Alcohol Test Result)	The result from the test of a breath sample which indicates a blood alcohol concentration (BAC) less than the limit.
Work Hours	Any time when a Councillor is at the workplace.
Workplace	A place excluding a Councillors home or home office where a reasonable person would consider that the Councillor is at work.

5. Responsibilities

5.1 All Councillors have the responsibility to:

- Adhere to and maintain knowledge of this procedure at all times;
- Present to work in a fit state;
- Attend training and education sessions as required; and
- Be available and participate in testing procedures.

5.2 Safety Advisor will have the additional responsibility to:

- Assist in the coordination of this procedure;
- Assist with training and education programs for this procedure;
- Review request for post-incident and/or reasonable suspicion testing submissions;
- Ensure all testing personnel are trained and competent;
- Ensure testing procedures are followed according to the relevant Australian Standards; and
- Ensure that all information collected is maintained and treated with the strictest confidentiality.

6. Awareness and Training

Councillors will be provided with drug and alcohol awareness and training. In addition, a range of information on drug and alcohol consumption will be made available to Councillors including the different types of drugs and the risks they pose to people's health.

Drug and alcohol awareness and training for Councillors will cover, but not be limited to, the points below:

6.1 The importance of being able to perform their duty;

Adopted / Approved: Adopted October 2016

Version: 2

Review Date: May 2019

- 6.2 The effects of the consumption of drugs and/or alcohol on health, safety and performance in the workplace;
- 6.3 What constitutes unacceptable drug or alcohol consumption;
- 6.4 Basic knowledge and understanding of the different types of drugs and their effects;
- 6.5 Ways of dealing with the consumption of alcohol and other drugs, Counselling, treatment and rehabilitation services available to Councillors to enable those who have problems or concerns to seek effective solutions and suitable treatment of their choosing; and
- 6.6 Council's Drug and Alcohol Policy and Procedure.

7. Drug and Alcohol Testing Triggers

7.1 Random Testing

Random drug and alcohol testing may be conducted for Councillors.

7.2 Reasonable Suspicion

In the case where there is reasonable suspicion that a Councillor is under the influence of drugs and/or alcohol while at the workplace it will be referred to the Mayor to determine if a test will be completed or not. In the case of the Mayor being suspected it will be for the Deputy Mayor to make the determination.

In addition someone raising reasonable suspicion about a Councillor will be making a complaint about a Councillor and it will be dealt with in accordance of the provisions of the *Local Government Act 2009*.

7.3 Post Incident

A drug and alcohol test may be conducted in accordance with this procedure for any Councillor who is involved in or may have contributed to:

- An incident which involves or has the potential to cause death, serious injury or significant damage to property; or
- Any incident which causes serious damage to a motor vehicle.

The Councillor's health and safety shall take precedence over a drug and alcohol test following an incident.

8. Testing Methods

All drug testing undertaken will comprise of an initial urine or saliva test. Depending on the results, a secondary test may be required.

Urine testing will be conducted in accordance with Australian Standard 4308:2008.

Saliva testing will be conducted in accordance with Australian Standard 4760-2019.

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

Alcohol testing will be conducted in accordance with Australian Standard 3547-2007 and current random breath testing procedures in Queensland.

8.1 Authorised Drug and Alcohol Testing

Testing shall only be carried out with site approved drug and alcohol testing equipment, which shall be regularly tested and calibrated to the standards specified by the manufacturer.

The testing provider shall arrange for non-negative drug test samples to be forwarded to an approved laboratory for independent analysis in accordance with NATA requirements.

9. Drug and Alcohol Testing

Any Councillor shall be considered in breach of the Drug and Alcohol Policy if a sample collected and analysed in accordance with the guidelines set out in this procedure indicates the presence of a substance at or above the limits outlined below. It should be noted that these limits, as specified in the relevant Australian Standard, may change from time to time and as such the limits relevant at the time of testing will always apply.

9.1 Drugs

Initial screening for drugs will comprise of a urine test for the following drug levels:

According to AS/NZS 4308:2008:

Amphetamine type substances	300µg/l
Cannabis metabolites (THC)	50µg/l
Cocaine & Metabolites	300µg/l
Opiates (heroin)	300µg/l
Benzodiazepines	200µg/l

µg/l = micrograms per litre

Screening for THC as part of the urine test is an indicator of the presence of cannabis metabolites only and does not necessarily indicate impairment.

Saliva testing will screen for the following drugs:

According to AS4760-2019:

Amphetamine type substances (AMP)	50 ng/ml
Cannabinoids (THC)	15 ng/ml
Cocaine (COC) & Metabolites	50 ng/ml
Opiates (OPI)	50 ng/ml
Oxycodone	40 ng/ml

ng/ml = nanograms per millilitre

Drugs that may return a non-negative result for the urine test include (but are not limited to) heroin, cocaine, amyl nitrates (rush), PCP (angel dust), crack, ecstasy, LSD, speed, magic mushrooms and ice.

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

Drugs that may return a non-negative result for the saliva test include marijuana and other products containing THC and amphetamine related compounds

9.2 Alcohol

All Councillors must provide, if tested, a blood alcohol concentration (BAC) of less than 0.05g/100ml (0.05%).

10. Drug Testing Results

10.1 Confidentiality

All drug testing results are treated with the strictest confidentiality.

10.2 Negative test result

If the sample records a negative result, no further action is required pursuant to this procedure.

10.3 Non-negative test result from declared prescription or pharmacy medication

If a Councillor declares the use of prescription or pharmacy medications prior to presenting for testing and tests non-negative for a substance *known to be in that medication*, the Councillor shall be allowed to continue normal duties if the actual medication does not cause any impairment, risk of impairment, or place them outside the legal limits for operating motor vehicles. The Councillor's sample shall be sent to the approved testing facility to confirm declaration.

Should a laboratory result contradict the prescription or pharmacy medication declared by the Councillor, this will be treated as a positive result.

10.4 Non-negative test result

If a Councillor tests non-negative following a drug test, the Councillor will be transported home.

The Councillor will not be permitted to return to the workplace until the results of the sample are returned from the approved laboratory to Council and a negative result is achieved.

10.5 Positive test result

If a Councillor returns a positive test to drugs, they will be advised of their situation and shall not be permitted to return to work until such time a negative sample is provided.

In addition a positive test result will be deemed a breach of Council's Drug and Alcohol Policy. If a complaint is made as a consequence of a positive test, it will be dealt with in accordance of the provisions of the *Local Government Act 2009*.

Any Councillor that tests positive to drugs will be advised of the EAP process.

10.6 Option to challenge test result

A Councillor may, at their own expense, request a practitioner of their own choice to

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

arrange an additional analysis of the sample provided by the Councillor at the time of testing by an approved laboratory that meets the Australian Standard. If this sample returns a negative result, the costs incurred by the Councillor for testing purposes are reimbursed by Council.

11. Alcohol Testing Results

11.1 Under the Limit

If the sample returns a result which indicates a blood alcohol concentration (BAC) is under the limit, no further action is required pursuant to this procedure

11.1.2 In the case of post-incident testing, the supervisor and the employee will discuss the appropriateness of the employee returning to normal duties.

11.2 Over the Limit

11.2.1 A Councillor is considered to be in breach of Council's Drug and Alcohol Policy when they are breath tested and return a blood alcohol concentration (BAC) of 0.05mg/100ml or greater.

11.2.2 The Councillor remain in the testing facility until a second test is undertaken. A second test shall be conducted after a cooling off period of twenty (20) minutes. This is in accordance with current random breath testing procedures in Queensland.

11.2.3 If the Councillor chooses not to have a second test or the second test returns a BAC of 0.05mg/100ml or greater, the Councillor shall not be permitted to remain at the workplace and shall be transported home as soon as reasonably practicable. In addition, if a complaint is made as a consequence of a Councillor recording a BAC of 0.05mg/100ml or greater, it will be dealt with in accordance of the provisions of the *Local Government Act 2009*.

11.2.4 The Councillor may return to the workplace on the next ordinary working day and undertake a breath test. The Councillor shall only be permitted to remain in the workplace following a result that returns a BAC under the required limit.

12. Prescription and Pharmacy Medications

Where a Councillor is taking prescription or pharmacy medications for a legitimate medical purpose, the Councillor will not breach this procedure by attending work, if:

- 12.1** the Councillor takes the prescription and pharmacy medications in accordance with the instructions from their medical practitioner or pharmacist and normal directions applying to the use of those medications;
- 12.2** the Councillor does not misuse or abuse prescription and pharmacy medications;
- 12.3** the Councillor is aware of the effects (including potential effects) of consumption of alcohol while taking prescription and pharmacy medications;

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

12.4 the Councillor checks with their medical practitioner or pharmacist about the effect of the medication on their ability to drive vehicles, operate machinery and generally perform their duties in a safe manner. If a Councillor's ability to perform his/her duties safely could be impaired by prescription and pharmacy medications, the Councillor must notify the Mayor (or in the case of the Mayor, the Deputy Mayor) before undertaking his/her work. A Councillor is not required to disclose details of the condition/s being treated; and

12.5 the Councillor advises the testing provider of any prescription or pharmacy medication that may impact upon the result, prior to the test being undertaken.

If Council suspects that a Councillor's ability to safely perform their duties is impaired (or likely to be impaired) due to prescription or pharmacy medications, Council may take steps to address the issue in accordance with this procedure.

13. Inability to produce a sample for Drug and Alcohol testing

13.1 If a Councillor cannot produce a sample for drug and alcohol testing within a 2 hour period from an event triggering a test, the Councillor shall be transported home as soon as practicable.

13.2 The Councillor shall return to the workplace on their next ordinary working day and undertake a drug and alcohol test.

14. Refusal to Undertake or Tampering with Drug and Alcohol Samples

Any Councillor who refuses or has been found, after investigation, to have tampered with a sample will be in breach of this procedure. If a complaint is made as a consequence of such a breach, it will be dealt with in accordance of the provisions of the *Local Government Act 2009*.

15. Drugs and Alcohol – Councillors

Breaches of this procedure will be addressed in accordance with the *Local Government Act 2009*.

16. Review Timelines:

This procedure will be reviewed when any of the following occur:

1. The related information is amended or replaced; or
2. Other circumstances as determined.

Matthew Magin
Chief Executive Officer

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

DRUG and ALCOHOL PROCEDURE (WORKERS)

1. Scope:

This policy applies to all workers, who carry out work in any capacity for Balonne Shire Council including work as an employee, contractor or subcontractor, an employee of a contractor or subcontractor, an employee of a labour hire company assigned to work for Balonne Shire Council, an apprentice or trainee, work experience student, volunteer.

The St George Aerodrome Drug and Alcohol Management Plan (DAMP) is excluded from this Policy. The DAMP applies to all Balonne Shire Council employees or contractors participating in a Safety Sensitive Aviation Activity at St George Aerodrome.

2. Purpose:

This Policy supports Balonne Shire Council's commitment to maintaining a safe and efficient working environment for all workers.

3. Related Documents:

Primary

Drug and Alcohol Policy

Secondary

Anti-Discrimination Act 1991
Australian Human Rights Commission Act 1986
Industrial Relations Act 1999
Information Privacy Act 2009
Local Government Act 2009
Local Government Regulation 2012
Right to Information Act 2009
Transport Operations (Road Use Management) Act 1995
Workers Compensation and Rehabilitation Act 2003
Workers Compensation and Rehabilitation Regulation 2003
Work Health and Safety Act 2011
Work Health and Safety Regulation 2011
Workplace Health and Safety Enforcement Policy
Workplace Health and Safety Disciplinary Process
Relevant Australian Standards
Council's Certified Agreement/s
Corporate Human Resource Policy
Workplace Harassment Policy
Balonne Aerodrome Drug and Alcohol Management Plan (DAMP)
Balonne Shire Council Code of Conduct
Workplace Health and Safety Policy

Adopted / Approved: Adopted October 2016

Version: 2

Review Date: May 2019

4. Definitions:

To assist in interpretation, the following definitions shall apply:

CEO	<i>Chief Executive Officer</i> A person who holds an appointment under section 194 of the Local Government Act 2009. This includes an acting CEO.
Council	Balonne Shire Council
Director	Departmental Directors
Employee Assistance Program (EAP)	A confidential, professional counselling service available to Council employees.
Fitness for Work	A state (physically, mentally and emotionally) to perform assigned tasks competently and in a manner which does not compromise or threaten the health, wellbeing and safety of themselves or other persons.
Impairment	A symptom of reduced quality, strength or effectiveness of a worker due to the effects of drugs and / or alcohol consumption whilst performing their usual duties.
NATA	National Association of Testing Authorities.
Negative (Drug Test Result)	The result from the first test of a sample that indicates no presence of a substance being tested for.
Non-Negative (Drug Test Result)	The result from the first test of a sample that may indicate the presence of a substance being tested for.
Over the Limit (Alcohol Test Result)	The result from the test of a breath sample which indicates a blood alcohol concentration (BAC) in excess of the limit.
Positive (Drug Test Result)	The result from a laboratory confirmation that the presence of a substance being tested for exceeds the limit specified in the relevant Australian Standard.
Investigation	An inquiry to determine whether the circumstances of an incident warrant further investigation.
Random	Having no specific pattern, purpose, or objective.
Supervisor	Any employee who holds a supervisory position.
Testing Provider	Council's qualified testing provider, in accordance with the requirements of the Drug and Alcohol Policy and this procedure.
Under the Limit (Alcohol Test Result)	The result from the test of a breath sample which indicates a blood alcohol concentration (BAC) less than the limit.
Worker	Employee, contractor or subcontractor, an employee of a contractor or subcontractor, an employee of a labour hire company assigned to work for Council, an apprentice or trainee, work experience student or a volunteer.
Workplace	A place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work.
Work Group	Two or more workers who routinely function as a team.

Adopted / Approved: Adopted October 2016

Version: 2

Review Date: May 2019

5. Responsibilities

5.1 All workers have the responsibility to:

- Adhere to and maintain knowledge of this procedure at all times;
- Present to work in a fit state;
- Attend training and education sessions as required;
- Report any issues that may affect their or other worker's fitness for work;
- Be available and participate in testing procedures; and
- Cooperate in the process of determining fitness for work while using prescription or over the counter medications in consultation with the treating medical practitioner/pharmacy.

5.2 Supervisors have the additional responsibility to:

- Ensure all workers are trained and educated in, and have access to this procedure;
- Ensure corrective actions to manage the risks associated with fitness for work issues of workers under their supervision are undertaken;
- Assist in organising random testing as required;
- Monitor and report any issues that may affect workers fitness for work;
- Request post-incident or suspicion testing;
- Attend positive and over-the-limit test interviews;
- Ensure this procedure is implemented and applied consistently in their operational area; and
- Treat all information collected with the strictest confidentiality.

5.3 Directors and CEO will have the additional responsibility to:

- Ensure all workers/supervisors are trained and educated in, and have access to this procedure;
- Ensure corrective actions to manage the risks associated with fitness for work issues of workers under their supervision are undertaken;
- Grant approval for post-incident or reasonable suspicion testing;
- Grant approval for reasonable suspicion testing;
- Ensure this procedure is implemented and applied consistently in their operational area; and
- Treat all information collected with the strictest confidentiality.

5.4 Safety Advisor will have the additional responsibility to:

- Assist in the coordination of this procedure;
- Assist with training and education programs for this procedure;
- Request Director or CEO approval for post-incident and/or reasonable suspicion testing submissions;
- Ensure all testing personnel are trained and competent;
- Ensure testing procedures are followed according to the relevant Australian Standards; and
- Ensure that all information collected is maintained and treated with the strictest confidentiality.

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

6. Consultation, Awareness and Training

6.1 Consultation

Council will ensure that the implementation and continual improvement of this Drug and Alcohol Procedure occurs in consultation with all relevant stakeholders including employees, management, relevant unions, nominated testing provider/s and Health and Safety representatives.

6.2 Awareness and Training

- 6.2.1** Council recognises that it is important to develop a workplace culture through awareness and training where employees are prepared to encourage each other to be safe and fit for work.
- 6.2.2** Employees will be provided with drug and alcohol awareness and training. In addition, a range of information on drug and alcohol consumption will be made available to employees including the different types of drugs and the risks they pose to peoples' health.
- 6.2.3** Drug and alcohol awareness and training for employees will cover, but not be limited to, the points below:
- The importance of being fit for work ;
 - The effects of the consumption of drugs and/or alcohol on health, safety and performance in the workplace;
 - What constitutes unacceptable drug or alcohol consumption;
 - How to recognise workers who may not be fit for work due to the consumption of drugs and/or alcohol;
 - Basic knowledge and understanding of the different types of drugs and their effects;
 - Ways of dealing with the consumption of alcohol and other drugs and assisting employees who are consuming drugs and alcohol to avoid developing further problems;
 - Counselling, treatment and rehabilitation services available to workers to enable those who have problems or concerns to seek effective solutions and suitable treatment of their choosing; and
 - How an employee who has a problem with drugs and/or alcohol can self-disclose.
 - Council's Drug and Alcohol Policy and Procedure.

7. Drug and Alcohol Testing Triggers

7.1 Random Testing

- 7.1.1** Random drug and alcohol testing may be conducted for all workers.
- 7.1.2** Random selection will be based on work groups, not individuals, given the large geographical area that Council workers cover.
- 7.1.3** The methodology is to have a confidential random selection system which selects the work group to be tested.

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

- 7.1.4** The random testing process ensures that a selection of workers as determined by the testing provider, are tested for drugs and alcohol.

7.2 Reasonable Suspicion

- 7.2.1** Any worker has the obligation to submit a case for testing if they reasonably suspect that another worker is unfit for work due to drugs and/or alcohol during working hours. It is a worker's right to protect the health and safety of themselves and others. It should be noted that the worker submitting the case may also be tested. The Director or CEO will determine if the test will be completed or not.
- 7.2.2** Where a worker makes a submission based upon a reasonable suspicion that another worker is impaired and subsequently the submission is deemed to be vexatious or frivolous, appropriate action will be taken against the worker making the submission.

7.3 Post Incident

- 7.3.1** A drug and alcohol test may be conducted in accordance with this procedure for any worker who is involved in or may have contributed to an incident which:
- results in the death or serious injury of any person;
 - involves significant damage to property;
 - which involves the overturning of any plant or motor vehicle;
 - had the potential to cause death, significant damage or serious injury to any person.
- 7.3.2** The workers' health and safety will take precedence over a drug and alcohol test following an incident.

8. Testing Methods

Suspicion and post incident drug testing undertaken will comprise of an initial saliva test. However, if the worker cannot provide a saliva sample a urine test will be conducted. Random testing will be either saliva or urine. Depending on the results, a secondary test may be required.

Urine testing will be conducted in accordance with Australian Standard 4308:2008. Saliva testing will be conducted in accordance with Australian Standard 4760-2019.

Alcohol testing will be conducted in accordance with Australian Standard 3547-1997 and current random breath testing procedures in Queensland.

8.1 Authorised Drug and Alcohol Testing

The testing provider will be authorised in writing by the CEO to conduct drug and alcohol tests for all workers. Testing will only be carried out with site approved drug and alcohol testing equipment, which is regularly tested and calibrated to the standards specified by the manufacturer.

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

The testing provider arranges for non-negative drug test samples to be forwarded to an approved laboratory for independent analysis in accordance with NATA requirements.

9. Drug and Alcohol Testing

Workers are considered unfit for work if a sample collected and analysed in accordance with the guidelines set out in this procedure indicates the presence of a substance at or above the limits outlined below. It should be noted that these limits, as specified in the relevant Australian Standard, may change from time to time and as such the limits relevant at the time of testing will always apply.

9.1 Drugs

Initial screening for drugs will comprise of a urine test for the following drug levels:

According to AS/NZS 4308:2008:

Amphetamine type substances	300µg/l
Cannabis metabolites (THC)	50µg/l
Cocaine metabolites	300µg/l
Opiates (heroin)	300µg/l
Benzodiazepines	200µg/l

µg/l = micrograms per litre

Screening for THC as part of the urine test is an indicator of the presence of cannabis metabolites only and does not necessarily indicate impairment.

Saliva testing will screen for the following drugs:

According to AS4760-2019:

Amphetamine type substances (AMP)	50 ng/ml
Cannabinoids (THC)	15 ng/ml
Cocaine (COC) & Metabolites	50 ng/ml
Opiates (OPI)	50 ng/ml
Oxycodone	40 ng/ml

ng/ml = nanograms per millilitre

Drugs that may return a non-negative result for the urine test include (but are not limited to) heroin, cocaine, amyl nitrates (rush), PCP (angel dust), crack, ecstasy, LSD, speed, magic mushrooms and ice.

Drugs that may return a non-negative result for the saliva test include marijuana and other products containing THC and amphetamine related compounds

9.2 Alcohol

9.2.1 All workers (with the exception of those included in point 9.2.2 must provide, if tested, a blood alcohol concentration (BAC) of less than 0.05g/100ml (0.05%) to be permitted on any Council workplace.

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

9.2.2 Any worker who conducts or is involved in any of the following activities must provide, if tested, a BAC of 0.00g/100ml (0.00%):

- Construction and maintenance works;
- Operation of plant requiring an LR licence or above to operate including trucks / buses;
- Operation of plant or machinery that requires a statement of attainment or licence issued by Workplace Health and Safety Queensland to operate;
- High risk construction activities as defined by the Work Health and Safety Act 2011;
- Confined space work and rescue;
- Operation of vehicle loading cranes;
- Traffic control;
- Electrical work;
- Operation of explosive power tools and firearms;
- Operation of chainsaws;
- Operation of dingo/stump grinders;
- Operation of demolition saws;
- Operation of wood chippers;
- Welding, grinding or oxy acetylene activities
- Workers who hold a learner or provisional licence;
- Rail safety sensitive duties specified by the Department of Transport and Main Roads (TMR); or

10. Drug Testing Results

10.1 Confidentiality

All drug testing results are treated with the strictest confidentiality.

10.2 Negative test result

If the sample records a negative result, the worker will be considered fit for work and return to normal duties.

In the case of post-incident testing, the supervisor and the worker will discuss the appropriateness of the worker returning to normal duties.

10.3 Non-negative test result from declared prescription or pharmacy medication

If a worker declares the use of prescription or pharmacy medications prior to presenting for testing and tests non-negative for a substance *known to be in that medication*, the worker will be considered fit for work and allowed to continue normal duties if the actual medication does not cause any impairment, risk of impairment, or place them outside the legal limits for operating plant and motor vehicles. The worker's sample will be sent to the approved testing facility to confirm declaration.

Should a laboratory result contradict the prescription or pharmacy medication declared by the worker, this will be treated as a positive result. If an employee returns a positive result they will be immediately suspended from the workplace and will be required to 'show cause' why their employment should not be terminated. The Employee will remain on a suspension until the discipline process is finalised.

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

10.4 Non-negative test result

If a worker tests non-negative following a drug test, the worker will be transported home or to work camp at the CEO or Directors discretion.

The worker will not be permitted to return to work until the results of the sample are returned from the approved laboratory to Council and they have been approved to return to work. For an employee returning a non-negative sample result, they will be immediately suspended from the workplace until the final sample results are received.

If the final result is negative, the employee will return to work immediately or on their next ordinary working day.

10.5 Positive test result

If a worker returns a positive test to drugs, they will be advised of their situation and will not be permitted to return to work until such time a negative sample is provided. If an employee returns a positive sample the employee will be required to 'show cause' why their employment should not be terminated. The employee may be required to remain on a suspension until the discipline process is finalised.

Any employee that tests positive to drugs will be advised of the EAP process.

10.6 Option to challenge test result

A worker may, at their own expense, request a practitioner of their own choice to arrange an additional analysis of the sample provided by the worker at the time of testing by an approved laboratory that meets the Australian Standard. If this sample returns a negative result, the costs incurred by the worker for testing purposes are reimbursed by Council.

11. Alcohol Testing Results**11.1 Under the Limit**

11.1.1 If the sample returns a result which indicates a blood alcohol concentration (BAC) is under the limit, the worker is considered fit for work and return to normal duties.

11.1.2 In the case of post-incident testing, the supervisor and the employee will discuss the appropriateness of the employee returning to normal duties.

11.2 Over the Limit

11.2.1 A worker is assessed as unfit for work when they are breath tested and return a blood alcohol concentration (BAC) of 0.05mg/100ml or greater, except those workers listed under 9.2.2 who must return a BAC of 0.00mg/100ml.

11.2.2 The worker will remain in the testing facility and is not permitted to commence work or any other activity until a second test is undertaken. If an employee returns an initial over the limit reading the employee will be

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

immediately placed on a suspension. A second test will be conducted after a cooling off period of twenty (20) minutes. This is in accordance with current random breath testing procedures in Queensland.

- 11.2.3** If the second test returns a BAC of 0.05mg/100ml or greater, or 0.00mg/100ml for those workers listed under 9.2.2, the worker is not permitted to remain at the workplace and will be transported home or work camp as soon as reasonably practicable.

Employees that return a second test of over the limit, will be required to respond to a 'Notice of Proposed Discipline Action' letter. The level of the discipline action will be dependent upon the level of the reading returned and the surrounding circumstances and behaviour of the employee. The employee may be required to remain on a suspension until the discipline process is finalised.

- 11.2.4** If not on suspension the worker may return to work on their next ordinary working day (or for low samples may return to work on the same working day) provided they undertake a breath test prior to commencing duties. The worker will only proceed to work following a result that returns a BAC under the required limit.

Council reserves the right to enforce further breath testing on a regular and/or random basis as part of the disciplinary process.

12. Prescription and Pharmacy Medications

Where a worker is taking prescription or pharmacy medications for a legitimate medical purpose, the worker will not breach this procedure by attending work, if the worker:

- 12.1** takes the prescription and pharmacy medications in accordance with the instructions from their medical practitioner or pharmacist and normal directions applying to the use of those medications;
- 12.2** does not misuse or abuse prescription and pharmacy medications;
- 12.3** is aware of the effects (including potential effects) of consumption of alcohol while taking prescription and pharmacy medications;
- 12.4** checks with their medical practitioner or pharmacist about the effect of the medication on their ability to drive vehicles, operate machinery and generally perform their work duties in a safe manner. If a worker's ability to perform his/her work safely could be impaired by prescription and pharmacy medications, the worker must notify his/her manager or supervisor before undertaking his/her work. A worker is not required to disclose details of the condition/s being treated; and
- 12.5** advises the testing provider of any prescription or pharmacy medication that may impact upon the result, prior to the test being undertaken.

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

If Council suspects that a worker's ability to safely perform work is impaired (or likely to be impaired) due to prescription or pharmacy medications, Council may take steps to address the issue in accordance with this procedure.

13. Inability to produce a sample for drug and alcohol testing

- 13.1** If a worker cannot produce a sample for drug and alcohol testing within a 2 hour period from an event triggering a test, the worker will be transported home or work camp as soon as practicable.
- 13.2** Within the 2 hour testing period, a maximum of 3 breathalyser attempts for an alcohol test will be performed and for drug testing, 3 saliva test samples will be attempted.
- 13.3** If an employee cannot produce a sample for drug and alcohol testing within a 2 hour period from an event triggering a test the employee will be immediately placed on a suspension.
- 13.4** The worker will return to work on their next ordinary working day and undertake a drug and alcohol test.
- 13.5** If an employee refuses to provide a sample after 2 requests the employee is required to 'show cause' why their employment should not be terminated. The employee remains on a suspension until the discipline process is finalised.
- 13.6** The worker only returns to work following a negative test result.

14. Refusal to undertake or tampering with drug and alcohol samples

- 14.1** Any worker who refuses or has been found, after investigation, to have tampered with a sample, is considered to be in serious breach of this procedure.
- 14.2** If an employee initially refuses to undertake a test the employee will be immediately placed on a suspension. If the employee refuses a second request the employee is required to 'show cause' why their employment should not be terminated. The employee remains on a suspension until the discipline process is finalised.
- 14.3** If there is conclusive evidence that an employee has tampered with a sample, the employee will be immediately placed on a suspension and required to 'show cause' why their employment should not be terminated. The employee will remain on a suspension until the discipline process is finalised.
- 14.4** The worker is not permitted to recommence work until they have submitted themselves for testing.

15. Discipline Process – All Other Workers (excluding employees)

The following step/s will be taken for all other workers who test positive for drugs and/or over the limit for alcohol:

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

- 15.1 Particular circumstances and the severity of each case, will determine the appropriate step to be taken with respect to all other workers (excluding employees) who test positive for drugs and/or over the limit for alcohol.
- 15.2 The worker (excluding employees) is required to show cause as to why their Contract should not be terminated.
- 15.3 Council may terminate the Contract immediately if Council reasonably considers that the worker has committed a Serious Breach of Contract.
- 15.4 Any disputes arising from the application of this process for all other workers (excluding employees) may be progressed through the dispute resolution process in accordance with their Contract.

16. Review Timelines:

This procedure will be reviewed when any of the following occur:

- 16.1 The related information is amended or replaced; or
- 16.2 Other circumstances as determined from time to time by the Directors or CEO after 5 years.

Matthew Magin
Chief Executive Officer

Adopted / Approved: Adopted October 2016
Version: 2
Review Date: May 2019

OFFICER REPORT

TO: Council

SUBJECT: **Rate Recovery Policy 2019/2020**

DATE: 10.07.19

AGENDA REF: FCS7

AUTHOR: Tarnia Porter - Rates Officer

Executive Summary

Rate Recovery Policy 2019-2020

Background

The policy has been updated and is now submitted for Council's adoption. The rate recovery policy will advise and inform Council and rate payers how the rate recovery process will be conducted.

Link to Corporate Plan

Function	Key Program Area
<u>Governance</u>	Financial management for long-term sustainability

Consultation (internal/external)

Nil

Legal Implications

Nil

Policy Implications

The Rate Recovery Policy will rescind all previous versions.

All updates and changes are as follows:

At 5.2 14 days after Reminder Letter

The amount has increased to \$900 for all outstanding rates referred to Council's Debt Recovery Agency

At 5.5 **Notice of Sale of Land** the words 'Council has by resolution determined' been inserted.

Notice in accordance with legislation informing the owner, Council has by resolution determined to sell the land for recovery of outstanding rates and charges that are in arrears for at least:

At **5.6 Payment Arrangements** Council will not pursue further recovery action against a ratepayer who has a signed agreed payment commitment while the arrangement is current and the ratepayer adheres to the agreed payment schedule.

A 5.6 we have also added the words: Single or ad hoc payments surrounding a payment proposal submitted from a property owner will be considered by the CEO

The following was moved to 5.4 but has not changed the context or meaning of the policy.

Reminder Letter will not be issued to:

- Property Owners with an outstanding balance of less than \$50.00.
- Property Owners who are maintaining an approved payment arrangement.
- Property Owners against whom a form of legal action has already been commenced.
- Property Owners whom have lodged a formal notice of Objection or have advised Council of a formal dispute with their most recent notice of rates and charges.

Financial and Resource Implications

The policy provides the strategic framework for the collection of revenue for rate and levying charges.

Attachments

1. 2019-06-18 - Rate Recovery Policy 2019-2020.pdf [↓](#)

Recommendation/s

That Council adopt the revised Rate Recovery Policy, as attached.

Michelle Clarke

Director Finance & Corporate Services



Rate Recovery Policy

1. POLICY STATEMENT

The management and recovery of outstanding revenue is an important aspect of the Council's financial management function. It is Council's policy to pursue the collection of outstanding revenue diligently but with due concern for any financial hardship faced by ratepayers.

The principles that will apply in the management of and recovery of debt are as follows:-

- communication by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
- Transparent by making the processes used to recover overdue rates and charges simple to administer and cost effective;
- equity by treating all ratepayers in similar circumstances in the same manner; and.
- flexibility by responding where necessary to changes in the local economy.

2. PRINCIPLES

The objective of this policy is to set out Council's principles in regard to the management of debt, and to provide consistent and ethical recovery of outstanding Rates and Charges across the region in accordance with the parameters and requirements of the *Local Government Regulation 2012*.

3. SCOPE

This policy applies to all property owners within the Balonne Shire Council region who have outstanding rates and charges on any rateable property including any special rates and charges.

4. DEFINITIONS

Rates and charges are defined in the *Local Government Regulation 2012* as including differential general rates, minimum general rate levies, separate rates and charges, special rates and charges, utility charges and accrued interest on outstanding balances.

- In addition as defined in Section 132 of the *Local Government Regulation 2012*: if the local government takes the rate payer to court to recover rates or charges and the court orders the rate payer to pay the council's costs—the costs; and
- Interest on the costs.



Rate Recovery Policy

5. POLICY

RECOVERY ACTIONS – OVERDUE RATES & CHARGES

- 5.1 14 days after expiration of the discount period
Reminder Letter – advising rates are overdue and offering the rate payer the option to set up an acceptable Payment Arrangement. The letter also advises the ratepayer that if they fail to pay outstanding rates or enter into an acceptable payment arrangement with Council within 14 days from the date of this letter then Council will refer the unpaid rates for debt recovery.
- 5.2 14 days after Reminder Letter
All outstanding rates \$900.00 and over are referred to Council's Debt Recovery Agency Recoveries & Reconstruction (Aust) Pty Ltd for the issuing of Letter of Demand.
- 5.3 Council shall proceed with legal recovery action against any Property Owner who has not satisfactorily responded to any Notices previously sent, by issuing a Claim that will be served on the Property Owner. Further action will proceed as outlined in the Collection Process Flowchart.
- 5.4 Further action is suspended at any point in the process up to gaining of judgment if:
- payment is made in full; or
 - the ratepayer enters into and maintains an approved payment arrangement.

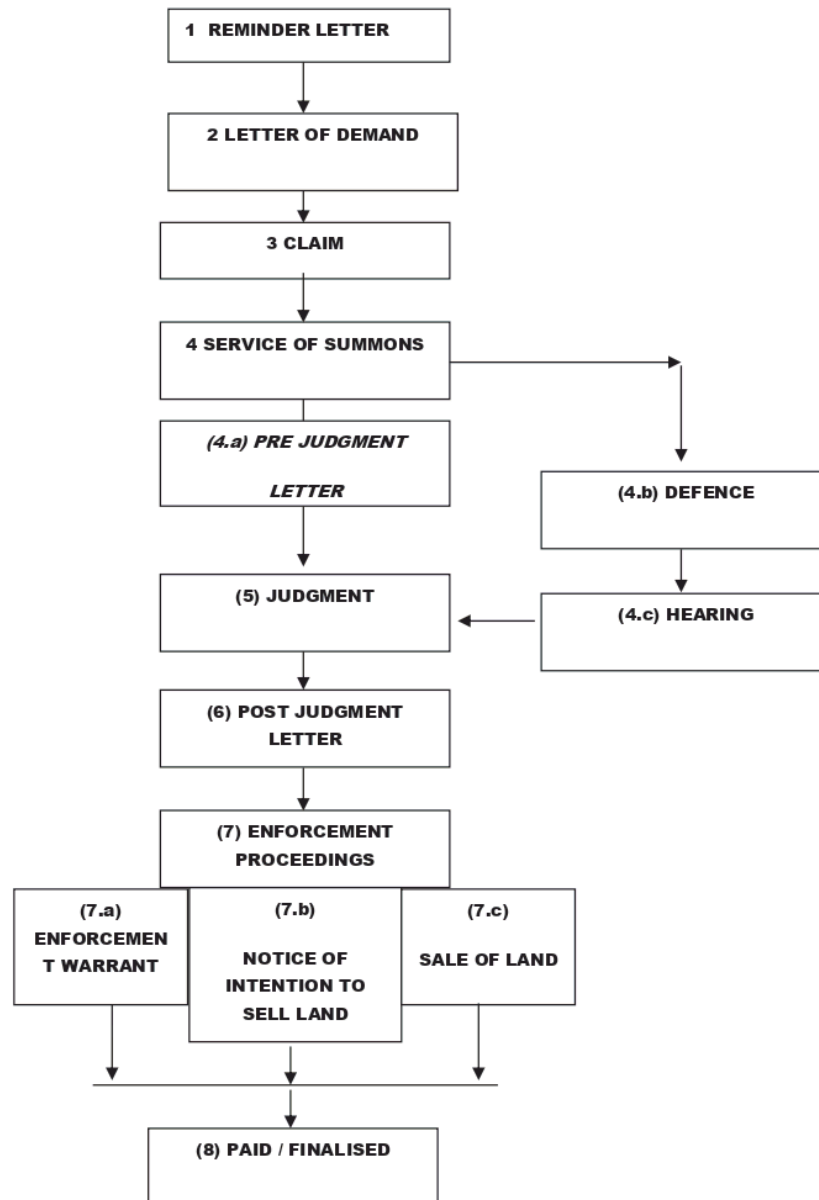
Reminder Letter will not be issued to:

- Property Owners with an outstanding balance of less than \$50.00.
- Property Owners who are maintaining an approved payment arrangement.
- Property Owners against whom a form of legal action has already been commenced.
- Property Owners whom have lodged a formal notice of Objection or have advised Council of a formal dispute with their most recent notice of rates and charges.



Rate Recovery Policy

COLLECTION PROCESS FLOWCHART



Document No. >> (Insert Magiq Doc ID ###) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ####
Latest Version Adopted: ###
Next Review Date>> ####



Rate Recovery Policy

5.5 Notice of Sale of Land

Notice in accordance with legislation informing the owner, Council has by resolution determined to sell the land for recovery of outstanding rates and charges that are in arrears for at least:

- 3 months – mining claim rates and charges
- 1 year - vacant land or land used only for commercial purposes, and judgment has been obtained for overdue rates and charges
- 3 years - for all other land and overdue rates and charges on properties not listed above.

5.6 PAYMENT ARRANGEMENTS

Council will not pursue further recovery action against a ratepayer who has a signed agreed payment commitment while the arrangement is current and the ratepayer adheres to the agreed payment schedule.

An agreed payment commitment arrangement ensures current rates and charges are paid and the rate account does not fall further in arrears. An agreed payment arrangement will generally result in all overdue rates and charges being paid in full within 26 weeks of the arrangement being made. Payment arrangements can be weekly, fortnightly or monthly. Council, through its Chief Executive Officer (or delegate) may exercise discretion to enter into payment arrangements that:-

- Single or ad hoc payments surrounding a payment proposal submitted from a property owner;
- Extend the period of the payments arrangement beyond 26 weeks (but not exceeding 12 months) in the circumstances of exceptional hardship.

In the event that a payment commitment is not maintained within the agreed terms, recovery action will continue. Ratepayers can request further arrangements, but a maximum of three (3) arrangements will be given before no further arrangements will be considered by Council.

5.7 INTEREST

In accordance with Section 133 of *the Local Government Regulation 2012*, rates and charges levied during the 2019/2020 financial year, all future and previous financial years paid within the specified timeframe as per Council's Revenue Statement 2019/2020, shall bear interest at the rate of 11%, compounding on daily rests.

6. LEGAL PARAMETERS

Queensland Local Government Act 2009
Local Government Regulation 2012



Rate Recovery Policy

7. ASSOCIATED DOCUMENTS

Queensland Local Government Act 2009
Local Government Regulation 2012
2019/2020 Revenue Policy
2019/2020 Revenue Statement

Document No. >> (Insert Magiq Doc ID ###) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ####
Latest Version Adopted: ###
Next Review Date>> ####

(IFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
IFS1	<u>LGGSP 19/21 - MUNGINDI RIVER CROSSING PARK S2/3 - ADDITIONAL COUNCIL FUNDS REQUEST</u>	LGGSP 19/21 – Mungindi River Crossing Park Stage 2 and 3 – additional Council funds request	141

OFFICER REPORT

TO: Council

SUBJECT: LGGSP 19/21 - Mungindi River Crossing Park S2/3 - additional Council funds request

DATE: 10.07.19

AGENDA REF: IFS1

AUTHOR: Stephanie Price - Grants Officer

Executive Summary

LGGSP 19/21 – Mungindi River Crossing Park Stage 2 and 3 – additional Council funds request

Background

Balonne Shire Council applied for funding under the Local Government Grants and Subsidies Program (LGGSP) 19/21, Department of Local Government, Racing and Multicultural Affairs (DLGRMA) to upgrade Mungindi River Crossing Park by undertaking Stages 2 and 3 of a 3 stage plan (stage 1 currently funded under the Drought Communities Program).

Total project cost for Stages 2 and 3 = \$460,000 (please see attached Project Plan). Council applied for 90% funding with a confirmed 10% Council cash co-contribution (funding sought \$414,000, Council co-contribution \$46,000).

Council were successful with funding under LGGSP 19/21, however were successful for only 60% of total eligible costs = \$276,000.

Breakdown as per requested LGGSP application	\$
Requested Funding 90%	\$414,000.00
Council cash co-contribution 10%	\$46,000.00
TOTAL PROJECT COST	\$460,000.00

Breakdown based on revised funding as per approved LGGSP application	\$
Approved Funding 60%	\$276,000.00
Approved Council cash co-contribution 10%	\$46,000.00
Shortfall 30%	\$138,000.00
TOTAL PROJECT COST	\$460,000.00

Considerations

The LGGSP 19/21 guidelines state " Approved projects will be allocated a subsidy of up to 60 per cent of the total eligible project costs. Local Governments are expected to make a financial contribution towards any approved project/s. While Local Governments may request a higher subsidy rate, the final funding percentage is at the discretion of the Minister responsible for Local Government".

The DLGRMA have advised that in order for Council to receive the approved funding of \$276,000, we must proceed with the original scope as per the submitted application. If we reduce the project scope to avoid additional Council-co-contributions, this means our funding amount would decrease to 60% of the revised total project costs and Council will need to submit a variation request.

Options

- 1) Proceed with project scope as per submitted grant application and approved funding amount of 60% of project costs.

Breakdown based on original project scope	\$
Approved funding 60%	\$276,000.00
Approved Council cash co-contribution 10%	\$46,000.00
Additional Council cash co-contribution request 30%	\$138,000.00
TOTAL PROJECT COST	\$460,000.00

- 2) Revise project scope to coincide with Councils' confirmed co-contribution of \$46,000 and submit variation request.

Breakdown based on Councils' confirmed co-contribution	\$
Revised funding 60%	\$69,000.00
Approved Council cash co-contribution 10%	\$46,000.00
TOTAL PROJECT COST	\$115,000.00

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Community spaces to connect, engage and learn

Consultation (internal/external)

This issue was discussed verbally over the telephone between the Director of Infrastructure, Andrew Boardman and Grants Officer, Stephanie Price on Monday 1 July 2019, the conclusion being that this matter is best resolved by means of a Council meeting. In addition to this various emails have been conversed between Councils' Grants Officer and the Department of Local Government, Racing and Multicultural Affairs.

Legal Implications

Local Government Act 2009 Section 107A

Local Government Regulation 2012 Section 170(3)

Policy Implications

Balonne Shire Council Capital Projects 2019-20

Financial and Resource Implications

At the time of council's budget adoption, Council had not received approval notification of the funding application and therefore this project was not included in the budget. The preferred option 1 requires a budget amendment. The result is an additional \$184,000.00 will be required in the 19/20 budget, to be allocated from Council's general revenue. This will be an increase in Council's forecast deficit which is currently \$943,843.

No additional Council resources will be required if the amended budget were to be approved. The project costs include costs for material and contractors.

Capital Projects 2019/20									
			Asset Type (New, Upgrade, Renewal)	Total - Multi-Year Project Budget	2019/20 Project Budget	2019/20 Grant Revenue	Council Contribution		2020/21 Project Budget
							19/20 Expenditure	Restricted Cash	
410-Infrastructure Roads									
		Mungindi Recreation Area Stage 2 – 3	N	\$460,000	\$184,000	\$276,000	\$460,000		

Attachments

1. Council Meeting 18 July 2019 - Project Plan - Mungindi Recreation Area Upgrade - Stages 2 - 3.pdf [↓](#)

Recommendation/s

- 1) That Council adopt Option 1 to proceed with the original project scope and submitted grant application that has approved funding amount of 60% of project costs.

Breakdown based on original project scope		\$
Approved funding 60%		\$276,000.00
Approved Council cash co-contribution 10%		\$46,000.00
Additional Council cash co-contribution request 30%		\$138,000.00
TOTAL PROJECT COST		\$460,000.00

- 2) That in accordance with Section 170(3) of the Local Government Regulation 2012 council amend the 2019/20 budget by \$184,000 to fund the required 40% co-contribution.

Andrew Boardman
Director Infrastructure Services



PROJECT PLAN

Mungindi River Park Upgrade

Stages 2 & 3

Prepared Date: 29 January 2019

Description	Page No
1. Executive Summary	2
2. Introduction / Background	2
3. Project Scope of Works	2
4. Project Management	3
5. Project Costs	5
6. Risk Assessment	6
7. Alignment with State, Regional and Local Plans	7
Appendix A – Gantt Chart	
Appendix B - Alignment with State, Regional and Local Plans	

1. Executive Summary:

Council desires to upgrade Mungindi River Park which is located next to the Barwon River at the entry point to Queensland from New South Wales, in the border town of Mungindi. Our anticipated outcome is for an attractive 'Welcome to Queensland' providing recreation facilities that promote the area and making it suitable for local residents to use and enjoy, as well as to encourage tourists / visitors to stay and invest into the local economy.

2. Introduction / Background:

Balonne Shire Council and Mungindi Progress Association have held various discussions over the past 2 years in relation to the River Park facilities. The current facilities are outdated, unattractive and are not user friendly due to the harsh ground surrounding the area. Our goal is to enhance these natural assets by improving and upgrading the park.

We plan to revitalise Mungindi River Park by making it a more attractive place to visit. The outdoor lifestyle is a priority for the residents of Mungindi as is for tourists. If we can provide a beautiful and safe park area we anticipate this to increase our overnight numbers for visitors / tourists in the Shire which will lead to extra investment into the local economy. Mungindi River Park features a range of facilities including ablution buildings, wood fire barbecues, playground, picnic shelters and more. However these are in considerable need of upgrading, not only to beautify the area but for safety reasons too. The current wood fire BBQ's are a high fire risk area due to our dry climate conditions. The area has minimal infrastructure and is currently very dusty and uninviting. Having all of these features modernised and upgraded would entice residents and visitors of all ages to the area.

Providing essential and safer amenities would be of huge benefit to the Balonne Shire economy and will not only provide a nice relaxing area for the residents, but will also encourage visitors / tourists to stop in the Balonne Shire to make use of the facilities.

3. Project scope of works:

Balonne Shire Council has a 3 stage plan to upgrade the Mungindi River Park Area. Please see attached plan / designs. Stage 1 has recently been funded via an Australian Government funding program. We seek funding for stages 2 and 3 from the Local Government Grants & Subsidies Program 2019-21, scope of works detailed below.

3.1. Outputs

Stage 2

- Fence and artificial turf playground area
- Topsoil, irrigate, landscape and turf
- Install kerb
- Install BBQ shelter and electric BBQ's

Stage 3

- Concrete path
- Irrigate and landscape
- Gravel
- Solar Lighting
- Bollards

3.2. Outcomes

- Sense of 'belonging' for the local residence
- Increased social interaction
- Boost positive frame of mind and wellbeing
- Increased safety
- Providing a relaxing atmosphere
- Opportunity to exercise in an enjoyable area.
- Increase tourism stats for the Shire by encouraging visitors to stop over night
- Create long-term jobs for locals
- Boost the Balonne Shire economy
- Encourage residents to stay in the Shire
- A welcoming entry into the Shire and Queensland
- Lift the profile of the area

4. Project Management

4.1. Project Manager

Andrew Boardman – Acting Director of Infrastructure Services – Balonne Shire Council

Andrew recently joined our team at Balonne Shire in September 2018. He has previously worked in other rural Local Governments as well as the construction, consulting and mining sectors. Andrew holds a Bachelor of Engineering Majoring in Civil & Construction and Structural engineering.

Contact Telephone No. 07 4620 8852

Contact Email: andrew.boardman@balonne.qld.gov.au

4.2. Key Project Personnel

Full Name	Role	Key Skills	Reporting Line
Matthew Magin	Chief Executive Officer	Leadership, project management financial delegation and governance	Council
Stephanie Price	Grants Officer	Project milestones and reporting	Chief Executive Officer
Fiona McLeod	Planning & Development Officer	Town planning	Director of Community & Environmental Services
Andrew Boardman	Project Manager / Acting Director of Infrastructure Services	Infrastructure	Chief Executive Officer
Chris Dixon	Town Supervisor	Parks and Gardens	Director of Infrastructure Services
Debra Colledge	Procurement Consultant	Tender documentation and procurement advice	Chief Executive Officer

4.3 Specialist Expertise

The outputs of the Mungindi River Park upgrade were decided upon by Council in close consultation with Mungindi Progress Association and based on the needs of the community.

Council's infrastructure team have the relevant technical expertise to identify the most appropriate and safest infrastructure required for the upgrade that meet current standards.

4.4 Project Constraints

Due to being in a remote area delivery times for the required materials may take longer than usual, which could potentially have an overall delay of the whole project. However, Council will consider procurement options for the materials early in the project.

4.5 Key Performance Indicators

- Capture visitor feedback through Visitors Information Centre
- Feedback – request feedback from the community
- Annual surveys to the community

4.6 Project Deliverables & Timeframes

Please see Appendix A for Gantt Chart.

Mungindi River Park Upgrade – Stage 2 & 3	Days	1/07/2019	30/04/2020
Stage 2 (includes approvals, procurement, installation)		1/07/2019	31/12/2019
Fence & artificial turf playground area	61	1/07/2019	30/09/2019
Topsoil, irrigate, landscape and turf	61	1/10/2019	30/11/2019
Install kerb	59	1/10/2019	30/11/2019
Install BBQ shelter & electric BBQ's	185	1/07/2019	31/12/2019
Stage3 (includes approvals, procurement, installation)		1/01/2020	30/04/2020
Concrete path	31	1/01/2020	31/01/2020
Irrigate & landscape	59	1/02/2020	31/03/2020
Gravel	59	1/02/2020	31/03/2020
Solar lighting	120	1/01/2020	30/04/2020
Bollards	120	1/03/2020	30/04/2020

5. Project Costs

5.1 Activity Costs

Mungindi River Park Upgrade – Stage 2 & 3	Cost
Stage 2 (includes approvals, procurement, installation)	
Fence & artificial turf playground area	\$30,000
Topsoil, irrigate, landscape and turf	\$60,000
Install kerb	\$80,000
Install BBQ shelter & electric BBQ's	\$60,000
Stage 2 – Subtotal	\$230,000
Stage3 (includes approvals, procurement, installation)	
Concrete path	\$5,000
Irrigate & landscape	\$50,000
Gravel	\$40,000
Solar lighting	\$45,000
Bollards	\$30,000
Stage 3 – Subtotal	\$170,000
Contingency 15%	\$60,000
TOTAL	\$460,000

5.2 Total Project Cost & Funding Sought

Total Project Cost - \$460,000

Total Funding Sought - \$414,000

Total Balonne Shire Council Cash Co-contribution - \$46,000

5.3 Project Cost Benefit Analysis

Please see attached Cost Benefit Analysis.

5.4 Whole of Life Project Costs

Please see attached Whole of Life Project Cost.

6. Risk Assessment

Risk	Impact on Project	Probability of Occurring	Mitigation Strategies
Lack of contractors who can undertake this type of work in remote locations	Low	Medium	This type of project construction has been completed in the past. Council has already been approached by contractors seeking work
Construction cost higher than expected due to remote location	Medium	Low	Contingency of 15% added to project cost
Delay in construction timetable	Low	Medium	The funding guidelines provides for sufficient time to complete the projects even if there are delays
Time contingencies	High	Low	Taken into account within ganntt chart
Unexpected utility upgrades	Low	Low	A full site survey will be undertaken prior to commencement of project

7. Alignment with State, Regional and Local Priorities

Please see Appendix B.

7.1 State Priorities (Queensland Government)

Meets 4 out of 6 priorities of Our Future State: Advancing Queensland's Priorities

- Create jobs in a strong economy – jobs will be created during construction, following construction for the upkeep and it is anticipated that more visitors will visit the Shire with a roll on effect to create further jobs in region
- Give all our children a great start – by providing a safe area for Children to play will encourage increased use of the playground and increased social interaction
- Keep Queenslanders healthy – providing an attractive area will encourage the community to be healthy and active
- Be a responsive government – listening to what the community want

7.2 Regional Priorities (Queensland Government)

Meets the following principles recognised within the Maranoa-Balonne Regional Plan

- Natural environment – the upgrade will enhance Balonne Shire Council's natural assets
- Natural Resource Management - The productive capacity and social and cultural values of the region's landscapes and supporting ecosystems are maintained
- Strong communities – Inspiration to engage residents in social interaction and being an active community
- Economic Development – A robust, dynamic regional economy building on historic strengths, operating within the limits of natural systems and responding to new opportunities
- Infrastructure – co-ordinated, safe and efficient network of all aspects of infrastructure, which is well maintained and underpins the social, economic health of the region

7.3 Balonne Shire Council Local Priorities (all of which are accomplished with assistance from the community by means of survey's and consultation's)

- **Corporate Plan**
Aligns with 5 out of 5 Council Key Foundation Areas
 - 1) Community
 - 2) Economy
 - 3) Environment
 - 4) Infrastructure & Planning
 - 5) Governance
Aligns with 4 out of 5 of the Community Priorities
 - 1) Youth Retention
 - 2) Small town sustainability
 - 3) Value-Add and Diversification

4) Shared local vision

- **Balonne 2025 Community Plan**

Aligns with 5 out of 5 Key Themes

- 1) Wise Planning and Design
- 2) Strong & Resilient Communities
- 3) Prosperity for All
- 4) River Country Stewardship
- 5) Inclusive & Ethical Governance

- **Asset Management Plan**

Council recognises that infrastructure assets are important to the local community and are fundamental to Council's overall service delivery

- **Economic Development Plan**

A Blueprint for enhancing the vibrancy, liveability and economic sustainability of the communities of the Balonne Shire.

Aligns with one of the recognised economic pillars 'Tourism & Events' – this project will benefit the community by encouraging visitors to stop over in St George adding to the economy.

- **Tourism Strategy**

Aligns with 2 out of 4 tourism strategy themes:

Strategy Two - Balonne Shire Council supporting and empowering local industry stakeholders to engage visitors and increase the duration of their stay and deliver marketing collateral, and industry support at a regional level.

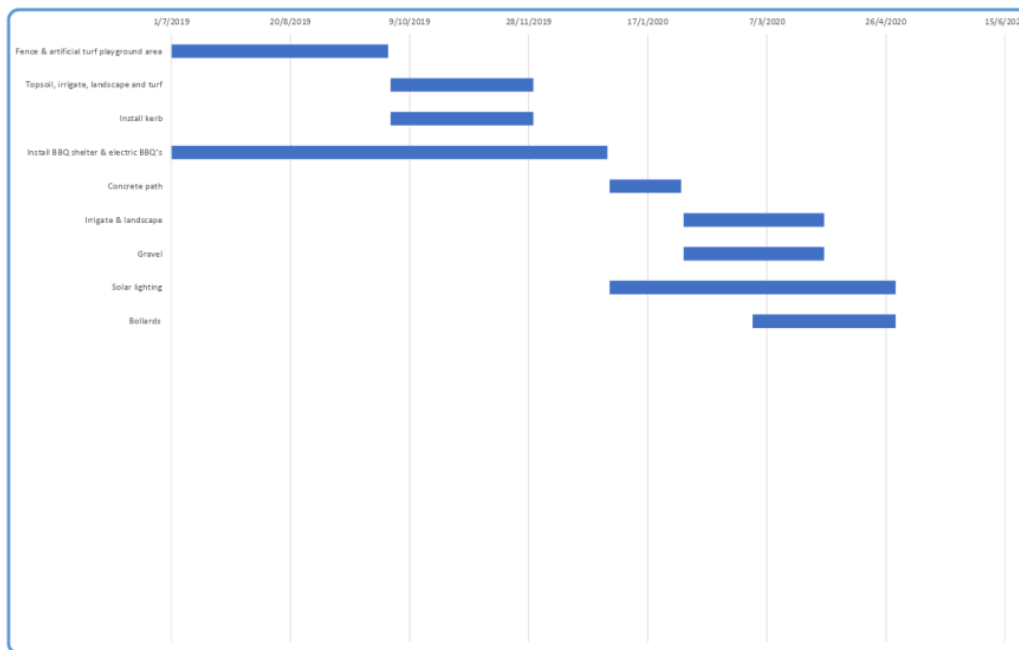
Strategy Four - The role of the Balonne Shire Council in the delivery of visitor management to the region is to facilitate and support regional visitor management services within an economic development context while building the capacity of local entities to deliver target visitor services.

Appendix A - Gantt Chart

Balonne Shire Council - Mungindi River Park Upgrade - Stage 2 & 3

[illegible]

Start Date in Number Form	43647
---------------------------	-------



Appendix B - Alignment to Plans & Strategies

17/01/2019

Advancing Queensland Priorities.svg



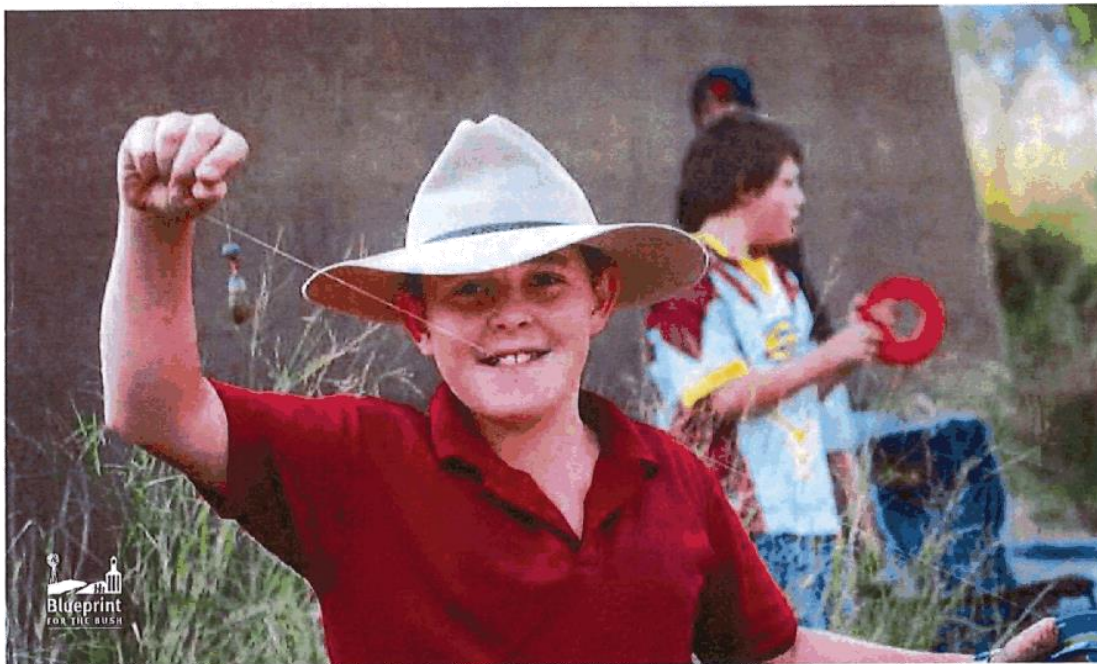
file:///H:/Grants/Programs/Queensland%20Government/DLGRMA%20-%20Department%20of%20Local%20Government,%20Racing%20&%20M... 1/1



Maranoa–Balonne Regional Plan

*planning for a stronger, more liveable
and sustainable community*

September 2009



Maranoa-Balonne Regional Plan

Prepared by:

The Honourable Stirling Hinchliffe MP,
Minister for Infrastructure and Planning in
accordance with the *Integrated Planning Act*
(IPA) 1997, Division 4, Section 2.5A.

With assistance from:

Department of Infrastructure and Planning

In consultation with:

Maranoa-Balonne Regional Coordination
Committee

Published by:



**Queensland
Government**

The Department of Infrastructure and Planning brings together planning, local government and infrastructure responsibilities into one department enabling government to deliver integrated solutions, face the state's population and economic challenges and secure a sustainable future for Queensland.

© The State of Queensland (Department of Infrastructure and Planning) 2009.

Published by the Queensland Government,
September 2009, 100 George Street,
Brisbane Qld 4000.

The Queensland Government supports and encourages the dissemination and exchange of information. However, copyright protects this document. The State of Queensland has no objection to this material being reproduced, made available online or electronically but only if it is recognised as the owner of the copyright and this material remains unaltered. Copyright inquiries about this publication should be directed to the Crown Copyright Administrator via email, crown.copyright@qld.gov.au or in writing to PO Box 15168, City East, Queensland 4002.

ISBN: 978-0-9804831-8-5

M-B RPS_0056_05_Pu

Disclaimer: This document is produced to convey general information. While every care has been taken in preparing this document, the State of Queensland accepts no responsibility for decisions or actions taken as a result of any data, information, statement or advice, express or implied, contained within. The contents of this document were correct to the best of our knowledge at the time of publishing.

Any reference to legislation contained within is not an interpretation of the law. It is to be used as a guide only. The information contained within does not take into consideration any reference to individual circumstances or situations. Where appropriate independent legal advice should be sought.

Release notes

The *Maranoa-Balonne Regional Plan* is released by the Minister for Infrastructure and Planning in accordance with the *Integrated Planning Act 1997*, section 2.5A.15. It is a statutory instrument under the *Statutory Instruments Act 1992*.

The regional plan applies to the Maranoa-Balonne regional local government areas, as defined under IPA, section 2.5A.2. It replaces the *Draft Maranoa and Districts Regional Plan* (the draft plan) released by the regional planning Minister on 5 August 2008. The draft plan was subject to community consultation and comment up to 30 November 2008. A consultation report, which summarised the issues raised during the consultation period was released on 22 September 2009. It is available at www.dip.qld.gov.au/maranoa-balonne or by calling 1300 724 051.

The regional plan has been prepared in good faith, taking into account all public submissions, to provide a framework for the management and development of the region for more than 20 years.

The regional plan represents an agreed Queensland Government position on the future of the Maranoa-Balonne region. Any plans, policies and codes being prepared or amended by state agencies or local government must reflect and align with the regional plan.

The regional plan does not commit or pertain to commit any government, industry or community organisation to implement, fund or otherwise resource specific activities or programs.

All maps are intended to represent general concepts for the purpose of broad-scale regional planning. These maps do not and are not intended to identify or give attributes or rights, including land use and development rights, to specific land parcels. Boundaries and locations are indicative only and may be subject to further refinement. The Department of Infrastructure and Planning, does not guarantee or make any representations as to the accuracy or completeness of the information shown on these maps, nor does it accept any responsibility or liability for any loss or damage arising from its use.

For more information on the regional plan contact:

Department of Infrastructure and Planning

post PO Box 979 Bundaberg Qld 4670

visit Level 1, 7 Takalvan Street
Bundaberg Qld

tel 1300 724 051

fax +61 7 4151 9745

email maranoa-balonne@dip.qld.gov.au

web www.dip.qld.gov.au/maranoa-balonne

Copies of the regional plan are available:

online www.dip.qld.gov.au/maranoa-balonne
for viewing at most council chambers, libraries
and customer service centres within
the local government areas covered by the
regional plan

for free on CD-ROM or in hard copy by
contacting Department of Infrastructure and
Planning offices in Bundaberg and Brisbane
by phoning 1300 724 051
by emailing maranoa-balonne@dip.qld.gov.au

Department of Infrastructure and Planning
offices:

- Level 1, 7 Takalvan Street Bundaberg Qld
- Shop front, 63 George Street Brisbane Qld

The Queensland Government is committed to providing accessible services to Queenslanders from all culturally and linguistically diverse backgrounds. If you have difficulty understanding this document and need an interpreter, please call the Translating and Interpreting Service (TIS National) on 131 450 or ask them to telephone the Queensland Department of Infrastructure and Planning on 07 3227 8548.



This section outlines the fundamental principles, policies and desired regional outcomes that will guide planning and development assessment in Maranoa–Balonne over the next 20 years.

The policies guide state and local government planning processes and decision making, as well as private investment in the region. They also assist the Commonwealth Government in determining funding priorities for natural resource management, under other Commonwealth funded programs.

The regional plan is the primary planning document in Maranoa–Balonne. Local government planning schemes must be consistent with the intent of the desired regional outcomes, objectives and policies contained within this plan.

The policies are set out under the following headings:

1. Natural environment
2. Natural resource management
3. Strong communities
4. Urban development
5. Economic development
6. Infrastructure.

Underlying principles

Ecological sustainability

The overriding intent of the regional plan is to ensure a coordinated, sustainable response to future growth pressures in the region. The challenge is to enhance the region's economy and people's quality of life, without compromising ecological sustainability.

Since 1994, sustainable development principles have been included in a range of Queensland's legislative instruments such as the *Environmental Protection Act 1994*, *Integrated Planning Act 1997* and *Water Act 2000*. The Queensland Government is also a signatory to the *Intergovernmental Agreement on the Environment 1992* and the *National Strategy for Ecologically Sustainable Development 1992*.

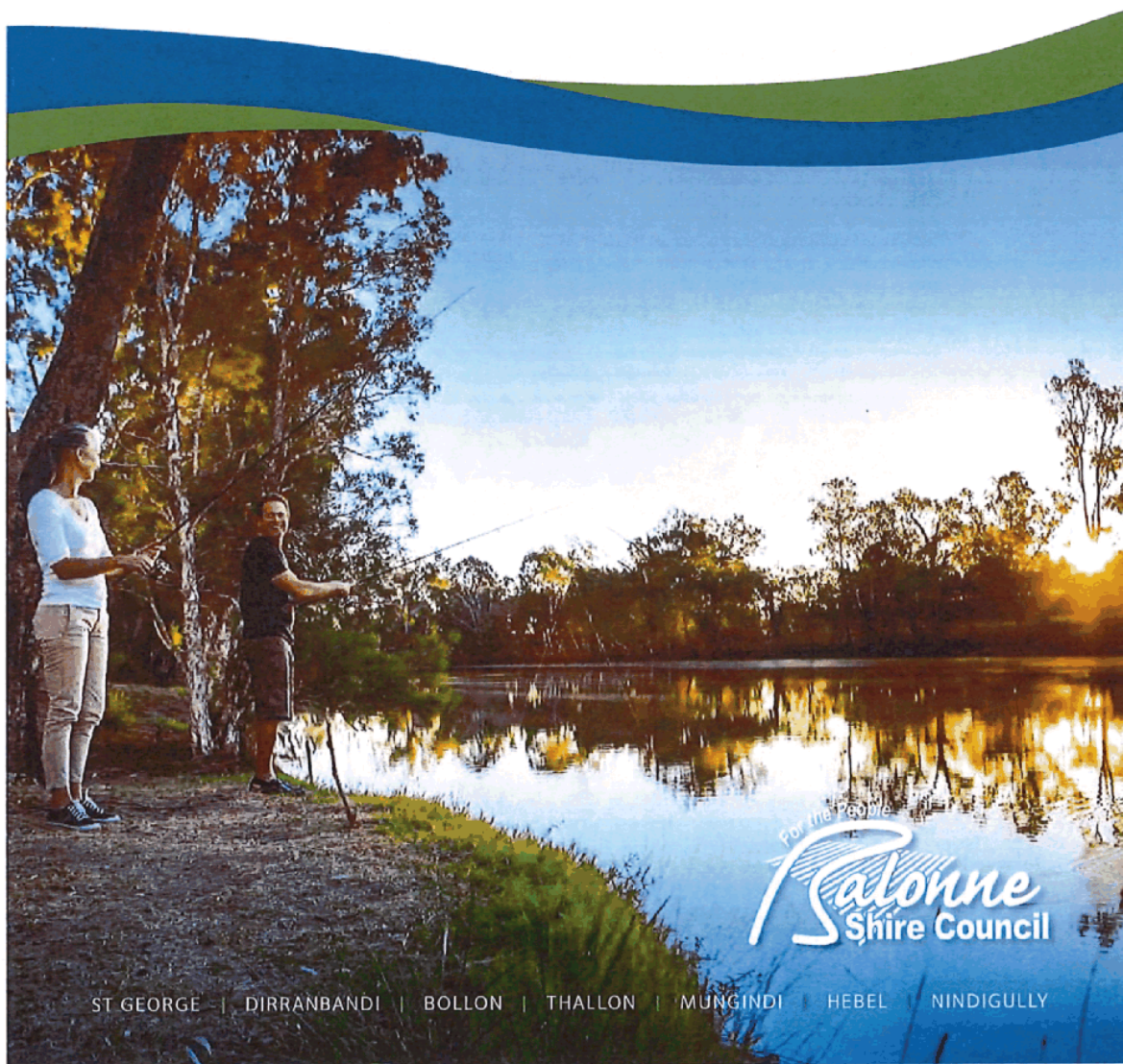
The Queensland framework for ecologically sustainable decision making has been used to inform the development of objectives, policies and strategies in the regional plan. The framework comprises:

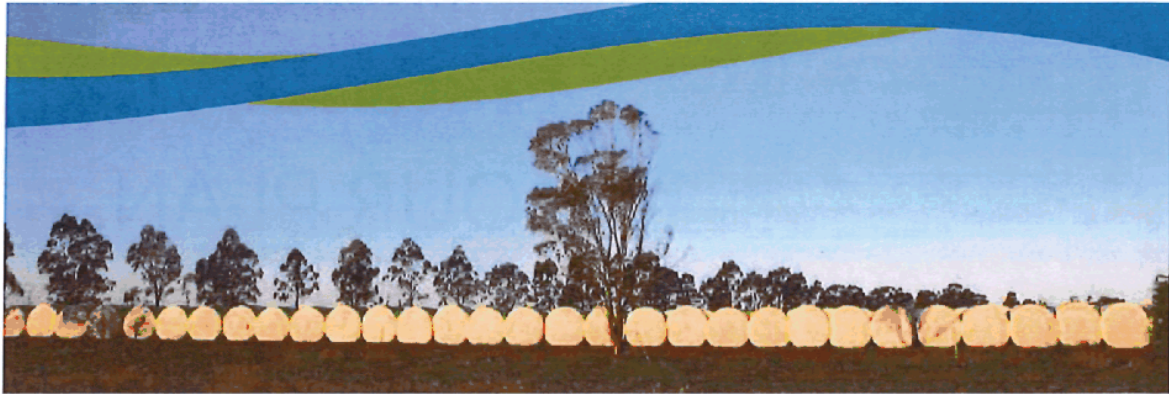
- integrated and long-term decision making—incorporating long- and short-term environmental, economic and social considerations

- inter-generational equity—ensuring the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations
- intra-generational equity—ensuring a fair share of resources and opportunity among present generations
- precautionary principle—ensuring that where there are threats of serious or irreversible environmental damage, a lack of full scientific certainty is not used as a reason for postponing measures to prevent environmental degradation
- conserving biological diversity and ecological integrity—protecting the variety of all life forms, their genetic diversity and the ecosystem of which they form a part, recognising the various services they provide to humans as well as their intrinsic values
- internalising environmental costs—ensuring that the true costs and life-cycle costs (incurred from when inputs are produced through to waste disposal) of protecting from and restoring environmental damage are reflected in the price of a product or service
- engaged governance—ensuring broad community involvement in decisions and actions that affect its members.

OUR PLAN, OUR FUTURE

Balonne Shire Council
Corporate Plan 2018 - 2023





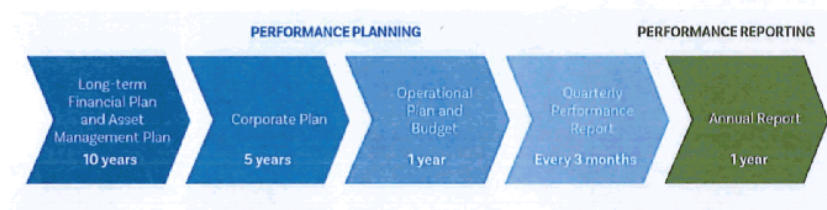
ABOUT THE CORPORATE PLAN

The Balonne Shire Council 2018–2023 Corporate Plan is a strategic document that guides Council in planning and decision making for the next five (5) year period. Community consultation was undertaken through the administration of a survey questionnaire and a series of workshops.

Analysis of the survey responses formed an integral part of the planning process, including the identification of community priorities (as outlined on page 4). The Corporate Plan consists of five (5) key foundations (previously known as themes) of Community, Economy, Environment, Infrastructure and Planning, and Governance which align with the Queensland Plan.¹

Council will use a range of strategic plans and partnerships with key stakeholders to deliver the key program areas.

The annual Operational Plan, created together with the Annual Budget, outlines the specific actions that Council will undertake to achieve the Corporate Plan goals.



KEY FOUNDATION AREAS

The 2018 – 2023 Corporate Plan is based on five (5) Foundations.



1. Community



2. Economy



3. Environment



4. Infrastructure & Planning



5. Governance

¹ Queensland Plan – www.queenslandplan.qld.gov.au



YOUR SAY - COMMUNITY PRIORITIES

Based on the community consultation process, the following key community priority areas were identified:

- 1 **Youth Retention** – Partnerships and programs to develop and promote employment and skills to retain young people.
- 2 **Small Town Sustainability** – Support for the sustainability of the smaller communities in our region.
- 3 **Skilling and Training** – Development of learning and skilling programs to create employment opportunities and strengthen business and industry.
- 4 **Value-Add and Diversification** – Opportunities to value-add and diversify businesses within existing industries.
- 5 **Shared Vision** – Match local planning and service delivery with community needs and wishes; ensure adequate community input for a shared vision.

Source: Balfour Consulting, 2017, Community Plan – Have Your Say Survey

USING THE CORPORATE PLAN

Time Frame	The Corporate Plan sets the strategic direction for 2018 to 2023.
Foundation	There are five (5) foundations that form the basis of the Corporate Plan including Community, Economy, Environment, Governance and Infrastructure and Planning.
Goals	Each foundation has a goal statement; setting goals helps us to succeed.
Program Areas	Each foundation is broken down into relevant program areas. Each program area will have associated actions and key performance measures in the Annual Operational Plan.
Performance Measures	The ways in which Council will measure its performance on an annual basis. Council's role can vary to include either delivering or monitoring depending on the nature of the program area.
Related Strategies and Plans	A list of the various strategies and plans that relate to the Corporate Plan – also available for download at www.balonne.qld.gov.au



As we move towards our 2025 Vision,
these are the things we value and
which will take us forward.....

ReSpect *Just & Fair*
CARING
Opportunity
RESILIENCE &
PRIDE **SELF RELIANCE**
STEWARDSHIP
Honouring our history
QUIET
ACHIEVERS
Community Spirit
HONESTY
Our Prosperity **MaTeshiP**

FOCUSED

OUR 5 KEY THEMES:



Page | 10

Balonne Shire Council

Asset Management Policy

Date Approved: 20 February, 2009.
Authority: Council



1.0 PURPOSE

Council recognises that infrastructure assets are important to the local community and are fundamental to Council's overall service delivery. Planning and responsibility for them requires strong and informed Councilor and executive oversight which is crucial to achieving strategic asset management and financial management.

2.0 POLICY STATEMENT

In order to achieve Council's stated corporate and community objectives, Council is committed to achieving financial sustainability of its Assets over a period of time through the following measures:

- Ensuring that the asset base is not increased without considering the impact on Council's ability to fund future maintenance and renewal of the Asset;
- Not replacing those Assets that are determined to be underutilized, at the end of their useful lives, following consultation with the community and determining the impact of not replacing the Asset will have on the community;
- Continually improving Council's maintenance and renewal practices and adopting best practice wherever possible;
- Increasing, contributions and other funding to ensure that Assets are maintained in their service level prescribed by Council;
- Utilizing technology advances and innovative solutions that assist and are relevant to Asset preservation and maintenance;
- Maintaining and renewing Council's existing Assets in a manner which is acceptable to Council and the community in terms of safety, access, quality, impact on the environment, meeting community needs and Council's ability to fund those works;
- Maximising resources to achieve the best outcome for the community;
- Regularly consulting with the community to determine whether its needs are being met; and
- Preparation and review of detailed Asset management plans for all major classes of assets and using these plans to assist Council to determine the priorities for expenditure.

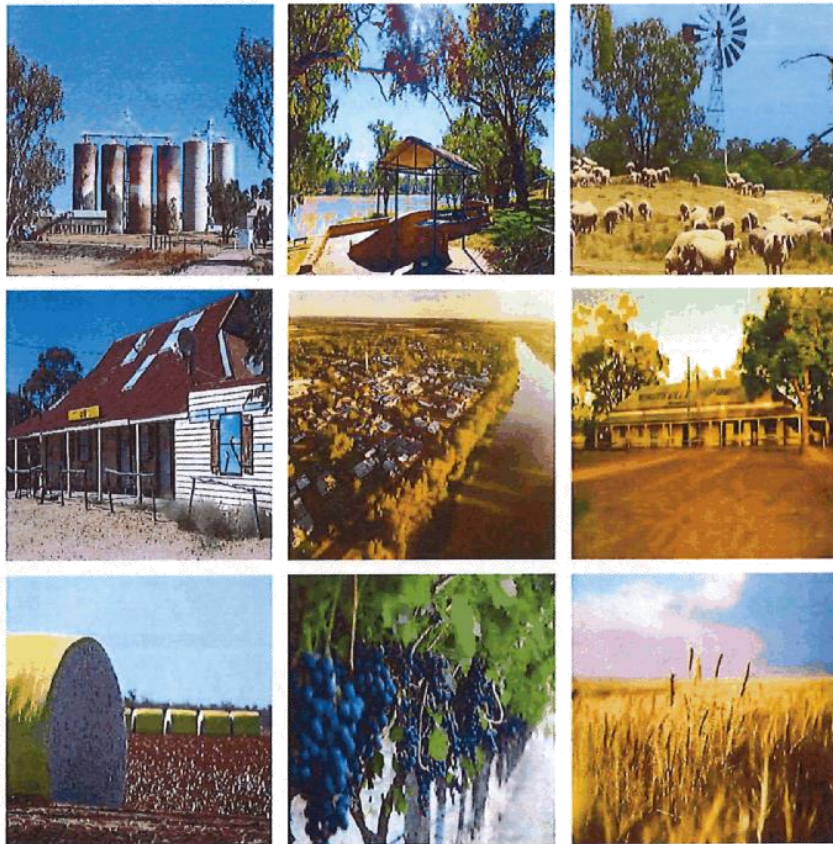
3.0 POLICY AIMS AND OBJECTIVES

3.1 Aims

To provide the overall framework to guide the strategic management of Council's infrastructure Assets in a co-ordinated and structured manner by:

- Establishing corporate and community objectives for asset management based on service delivery needs;
- Integrating asset management with the Council's corporate planning utilising an integrated multi – disciplinary approach;
- Maximising value for money by adoption whole of life – cycle costing, combined with disciplined performance management;

Balonne Shire Council
Economic Development Plan, 2018-2022
A Blueprint for Prosperity



Executive Summary

A Blueprint for Prosperity

The *Balonne Shire Economic Development Plan, 2018-2022* is a blueprint for enhancing the vibrancy, liveability and economic sustainability of the communities of the Balonne Shire. It provides a strategic framework for Balonne Shire Council - working in partnership with others - to take advantage of emerging economic opportunities, to explore new sustainable directions for the Shire's future and to commit to creating a prosperous and resilient local economy.

The Economic Development Plan aligns with the broader economic development objectives of Regional Development Australia's Darling Downs and South West Regional Roadmap, the Queensland Government's *Advancing Our Cities and Regions* Strategy and the activities of South West RED.

A Plan Built on the Pillars of Prosperity

The focus of the *Balonne Shire Economic Development Plan, 2018-2022* is on the Shire's key industries in cotton and grain, horticulture, sheep and cattle and the visitor economy, with a focus on opportunities to value-add to and diversify the Shire's existing economic base. These are the industry sectors which drive the Balonne Shire's economy in terms of inter-regional exports, employment and industry value-added and they represent the four 'pillars' of the Balonne Shire economy.

Balonne Shire's Economic 'Pillars'



Source: SC Lennon & Associates



Balonne Shire

Tourism Strategy

Balonne Shire Council

Tourism Strategy

Balonne Shire Council

Approved: 18 May 2017



Strategy Two

Balonne Shire Council will maintain current facilities and events to enable capability and capacity to grow participants and improve service delivery along with encouraging and supporting new visitor events. Balonne Shire Council supporting and empowering local industry stakeholders to engage visitors and increase the duration of their stay and deliver marketing collateral and industry support at a regional level.

2.0	Strategy	Task
2.1	Implementation of a clear branding for the Shire for Tourism	<p>2.1.1 Develop a clear brand for the Shire (with assistance from a professional marketing company) around the following themes derived from consultation with tourism industry operators and community members:</p> <ul style="list-style-type: none"> Water / River / Wildlife / Fishing / Sports / Rail Indigenous Culture Gastronomy – Good Food and Wine History Lifestyle Agricultural Industry <p>2.1.2 Participate with the wide business groups to further develop branding for the Balonne Shire</p>
2.2	Further developing our Tourism Networking groups within the Balonne Shire to better develop and promote our Shire.	<p>2.2.1 Further improve the flow of tourists within the Shire thereby increasing their length of stay and consequently increasing their spending within the Shire by:</p> <ul style="list-style-type: none"> Ensuring the Visitor Information Centre Touch Screen is available 24/7 Ensuring the <i>St George and Surrounds</i> brochure is completed efficiently and in a timely manner and is distributed to all accommodation and tourism operator providers in the Balonne Shires

Page 12 of 21

Tourism Strategy

Balonne Shire Council

Approved: 18 May 2017



Strategy Four

The role of the Balonne Shire Council in the delivery of visitor management to the region is to facilitate and support regional visitor management services within an economic development context while building the capacity of local entities to deliver target visitor services. This Strategy will be consistent with the Balonne Shire Economic Development Plan.

4.0	Strategy		Task
4.1	Support for local organisations to facilitate local industry development activities	4.1.1	Provision of advice and appropriate support from Tourism Officers
		4.1.2	Develop linkages between local and regional websites, social media
4.2	Regional Coordination and Support for Local Industry	4.2.1	Facilitation of the implementation of a customer service training program for industry proponents
4.3	Directional Signage	4.3.1	Undertake directional signage audit of the Balonne Shire region
		4.3.2	Provision of appropriate signage to be consistent throughout the region
4.4	Infrastructure and Facilities	4.4.1	Council to maintain and upgrade appropriate infrastructure
		4.4.2	Council to advocate to higher levels of Government funding for transport infrastructure upgrades.
		4.4.3	Council to maintain and upgrade appropriate facilities in recreational parks, recreational trails and conference facilities

Balonne Shire Council will draw from the above strategies and tasks to develop an annual tourism action plan, which clearly outlines the program of works relevant to the management of the visitors and products throughout the Balonne Shire. The annual tourism action plan will directly reflect the strategy and will result in the allocation of an appropriate budget for adoption and approval by Council.

Page 18 of 21

(CES) COMMUNITY & ENVIRONMENTAL SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
CES1	<u>ST GEORGE COMMUNITY MEN'S SHED BUILDING APPLICATION FEE WAIVER REQUEST</u>	The purpose of this report is for Balonne Shire Council to consider the full waiver of the building application fee for a proposed cover shed at 5-11 Lindores Street, St George.	169
CES2	<u>RADF APPLICATION ST GEORGE ART GROUP</u>	The St George Art Group Inc. seeks a \$1,500 RADF grant to fund a Pastel Portraits tutored workshop.	172
CES3	<u>RADF APPLICATION DIRRANBANDI ARTS COUNCIL</u>	The Dirranbandi Arts Council seeks a \$1,720 RADF grant for '2019 Upholstery', a tutored workshop on restoring upholstery items.	174
CES4	<u>COMMUNITY GRANTS AND ASSISTANCE PROGRAM - BALONNE BOAR BUSTER</u>	Sponsorship request for \$1,000 from Balonne Boar Busters Inc for their Annual Pest Eradication Competition	176
CES5	<u>COMMUNITY GRANTS AND ASSISTANCE - QCWA THALLON DAYMAR BRANCH</u>	QCWA Thallon Daymar Branch requests \$1,000 donation for their Adopt a Spot program.	180
CES6	<u>RURAL SERVICES OVERVIEW</u>	Rural Services is a unit of the Community and Environmental Sustainability Department dedicated to assist landholders, stock route management, biosecurity, conservation, and local law enforcement, including dog registrations. For 2018/19 capital and operating expenditure for Rural Services was \$1,212,000. The Unit has 3.4 uniformed staff: a full time manager, a rural lands and environment officer, a senior compliance officer, and a part-time compliance officer, and is supported by a part time project support officer.	184

OFFICER REPORT

TO: Council

SUBJECT: St George Community Men's Shed Building Application Fee Waiver Request

DATE: 10.07.19

AGENDA REF: CES1

AUTHOR: Fiona Macleod - Planning & Development Officer

Executive Summary

The purpose of this report is for Balonne Shire Council to consider the full waiver of the building application fee for a proposed cover shed at 5-11 Lindores Street, St George.

Background

The St George Community Men's Shed submitted a building application (BA 5188) to Council on 27th May 2019 for the construction of a cover shed.

On 1st June 2019 Council's Chief Executive Officer, Matthew Magin received written correspondence from the President, Keith Codrington, of the St George Community Men's Shed requesting a full waiver of the building work application fees incurred to construct a 6m x 6m cover shed over a car hoist on the property located at 5-11 Lindores Street, St George (see **Attachment 1**).

Specifically, supporting information to the request contained in the letter is that the Men's Shed is a non-profit, community based organisation which provides social support specifically, improving health and wellbeing to men in Balonne Shire.

It is importantly noted that the St George Community Men's Shed has successfully sourced external funding through David Littleproud's office to assist with the construction of the cover shed.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Healthy and active lifestyles

Consultation (internal/external)

Fiona Macleod – Balonne Shire Council Planning and Development Officer
Matthew Magin – Balonne Shire Council Chief Executive Officer
Keith Codrington – President, St George Community Men's Shed

Legal Implications

Nil

Policy Implications

Council is to determine if the request for fee waiver is warranted and whether this will set a precedent for future community requests. As the community group has received external funding for this project, the initial grant application should have identified this and similar fees in the interests of due diligence.

A precedent for direct building fee waivers for not-for-profit organisations may be avoided by Council considering the request as part of the Community Grants and Assistance Program.

Financial and Resource Implications

The Building Works Application Fee taken from Council's current Fees and Charges 2018/19 for the shed totals \$437.00. Council engages a private certifier to assess the building application. Accordingly, the application fee is cost recovery to cover the cost of the private certifier processing the application.

Attachments

1. Attachment 1 - St George Community Men's Shed Fee Waiver Request Letter.pdf [↓](#)

Recommendation/s

That Council:

1. Declines to waive building fees solely on the basis of applicants being a not-for-profit organisation, as building fees are provided on a cost-recovery basis.
2. Encourages the St George Community Men's Shed to apply for Council's Community Grants and Assistance Program to make a contribution to the car hoist and cover shed project.

Digby Whyte

Director Community and Environmental Services

St George Community Men's Shed Inc.

President: Keith Codrington
Secretary: Graham Nosse
Treasurer: Ron Staines
stgeorgemensshed@hotmail.com



PO Box 233
Lindores Street
ST GEORGE QLD 4487
ABN: 42 507 122 199

P.O. Box 233,
St. George, Qld, 4487

1st June, 2019

The Chief Executive Officer,
Balonne Shire Council,
P.O. Box 201,
St. George, Qd, 4487

Dear Sir,

Re: Building Application
St. George Community Men's Shed Inc.

A building application from the St George Community Mens Shed Inc. was lodged with Council on Monday 27th May, 2019 for the erection of a cover shed over a car hoist at our premises in Lindores Street, St. George. A fee of \$437.00 was paid for which Council's receipt 164478 was issued.

The Men's Shed is a non profit, community based organisation where men can find social support and friendships. It plays a significant role in improving men's health and well being by connecting them with each other and their communities in a pressure-free environment.

As our organization has limited access to funding I respectfully request that Council give consideration to waiving the application fee of \$437.00. Your favourable consideration to this request would be greatly appreciated.

Yours faithfully,

Keith Codrington OAM
President

OFFICER REPORT

TO: Council

SUBJECT: RADF application St George Art Group

DATE: 10.07.19

AGENDA REF: CES2

AUTHOR: Liah Hayden - Community Development Officer

Executive Summary

The St George Art Group Inc. seeks a \$1,500 RADF grant to fund a Pastel Portraits tutored workshop.

Background

The Regional Arts Development Fund (RADF) is a state and local government partnership that supports local artists and arts & cultural activities in Queensland Communities. Arts Queensland requires that the assessment process for RADF investment to involve a diversity of community members, including a diversity of demographics. The RADF Grant Program Round 3 is now closed for further applications.

Council has received an application from St George Art Group Inc. for the workshop "Pastel Portraits". The aim with this workshop is to motivate participants to capture the character of the chosen subject and learn how to gain an insight into creating a realistic portrait in pastel. The workshop will be open for anyone to attend, not depending on what skills they already own and the experienced tutor will use her knowledge and skill to simplify this process to the participants through fully explained demonstrations. Having access to a professional tutor is a fantastic opportunity for the artist community and the art pieces produced will be exhibited at several venues in St George for the community to enjoy.

The total budget for the project is \$2,725 with the requested RADF investment of \$1,500.

The application has been assessed according to the Balonne Shire RADF Program's local community grants guidelines and is determined to comply with the assessment criteria.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Vibrant creative arts, music, local history and culture

Consultation (internal/external)

Internal- Community Development Officer

External- Reference Panel Chair – Cr Fuhrmeister

Two (2) members of the Reference Panel

Legal Implications

Not applicable

Policy Implications

Balonne Shire Arts and Cultural Policy 2015 - 2018

Financial and Resource Implications

Please note that a RADF funding year is 1 October to 30 September each year.

Grants have been obtained for Arts and Cultural Development within the Balonne Shire through Arts Queensland. Councils' contribution of \$12,060.00 allowed Council to obtain a direct grant from Arts Queensland of \$25,000 for the 2018/19. Additional to this grant Council had a surplus of \$44,438 from the 2017/18 funding year. This being the case the total funds available for RADF during the 2018/19 period is \$80,498.00. These funds have been allocated as follows:

Art & Cultural local priorities & policy review	\$ 5,000
Community engagement & education	\$ 2,000
Place-making project	\$42,799
Community Grants program	\$31,699
Total	\$81,498

This is the third round of 2018/19 RADF Community grants program. In the 2018/19 RADF Community Grants Program Council has approved ten (10) applications totalling \$21,265, leaving \$10,434 for future rounds.

If the application is approved with the full requested amount, the remaining funds for the RADF Community Grants Program will be as follows:

Allocated budget-RADF Community Grants Program	\$31,699.00
Less approved funding	\$21,265.00
Less requested amount	\$ 1,500.00
RADF Community Grants Program remaining	\$ 8,934.00

Attachments

Nil

Recommendation/s

That Council:

1. Approves the RADF application as follows:

APPLICANT	PROJECT	AMOUNT
St George Art Group	Pastel Portraits	\$ 1,500.00

Digby Whyte

Director Community and Environmental Services

OFFICER REPORT

TO: Council

SUBJECT: RADF application Dirranbandi Arts Council

DATE: 10.07.19

AGENDA REF: CES3

AUTHOR: Liah Hayden - Community Development Officer

Executive Summary

The Dirranbandi Arts Council seeks a \$1,720 RADF grant for '2019 Upholstery', a tutored workshop on restoring upholstery items.

Background

The Regional Arts Development Fund (RADF) is a state and local government partnership that supports local artist and arts and cultural activities in Queensland Communities. Arts Queensland requires that the assessment process for RADF investment involve a diversity of community members including a diversity of demographics. The RADF Grant Program Round 3 is now closed for further applications.

Council has received an application from Dirranbandi Arts Council for the workshop "2019 Upholstery" with the aim for the participants to learn skills associated with upholstery and further enhance their skills with restoring, rebuilding and recovering upholstery items. The workshop will be open for anyone to attend, not depending on what skills they already own or where they live in the shire and is a great opportunity for members of the community to build new networks to better tackle the effects of the ongoing drought.

The total budget for the project is \$2,540 with the requested RADF investment of \$1,720.

The application has been assessed according to the Balonne Shire RADF Program's local RADF community grants guidelines and is determined to comply with the appropriate assessment criteria.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Strong community organisations

Consultation (internal/external)

Internal- Community Development Officer

External- Reference Panel Chair – Cr Fuhrmeister

Two (2) members of the Reference Panel

Legal Implications

Not applicable

Policy Implications

Balonne Shire Arts and Cultural Policy 2015 - 2018

Financial and Resource Implications

Please note that a RADF funding year is 1 October to 30 September each year.

Grants have been obtained for Arts and Cultural Development within the Balonne Shire through Arts Queensland. Councils' contribution of \$12,060.00 allowed Council to obtain a direct grant from Arts Queensland of \$25,000 for the 2018/19. Additional to this grant Council had a surplus of \$44,438 from the 2017/18 funding year. This being the case the total funds available for RADF during the 2018/19 period is \$80,498.00. These funds have been allocated as follows:

Art & Cultural local priorities & policy review	\$ 5,000
Community engagement & education	\$ 2,000
Place-making project	\$42,799
Community Grants program	\$31,699
Total	\$81,498

This is the third round of 2018/19 RADF Community grants program. In the 2018/19 RADF Community Grants Program Council has approved ten (10) applications totalling \$21,265, leaving \$10,434 for future rounds.

If the application are approved with the full requested amount, the remaining funds for the RADF Community Grants Program will be as follows:

Allocated budget-RADF Community Grants Program	\$31,699.00
Less approved funding	\$21,265.00
Less pending request	\$ 1,500.00
Less requested amount	\$ 1,720.00
RADF Community Grants Program remaining	\$ 7,214.00

Attachments

Nil

Recommendation/s

That Council:

1. Approves the RADF application as follows:

APPLICANT	PROJECT	AMOUNT
Dirranbandi Arts Council	2019 Upholstery	\$ 1,720.00

Digby Whyte

Director Community and Environmental Services

OFFICER REPORT

TO: Council

SUBJECT: Community Grants and Assistance Program - Balonne Boar Buster

DATE: 10.07.19

AGENDA REF: CES4

AUTHOR: Dani Kinnear - Community Development Officer

Executive Summary

Sponsorship request for \$1,000 from Balonne Boar Busters Inc for their Annual Pest Eradication Competition

Background

This month Council has received two (2) requests for donations and sponsorship. This report tables one (1) of the two (2) requests, this being a request from Balonne Boar Busters Inc for their Annual Pest Eradication Competition.

The Balonne Boar Busters will be holding their event from the 9 -11th August to assist in the eradication of pests in the Balonne District. This event will attract approximately 300 entrants coming from all across Eastern Australia. From the proceeds Balonne Boar Buster inc will donate money to a charity, this year being the Black Dog Institute.

Balonne Boar Busters have requested Council to Sponsor their event with \$1,000 from the Community Grants and Assistance Program. Council has never sponsored Balonne Boar Busters Inc.

Link to Corporate Plan

Key Foundation Area	Key Program Area
Community	Strong community organisations

Consultation (internal/external)

Courtney Barr – Balonne Boar Busters Inc
Karl Hempstead – BSC Manager Rural Services and Compliance

Legal Implications

Not Applicable

Policy Implications

Community Grants and Assistance Policy 2019

Financial and Resource Implications

Community Grants and Assistance program has an approved annual budget of \$20,000. Council has approved/allocated \$1,600 of these funds resulting in \$18,400 remaining for future requests.

Balonne Boar Busters Inc have requested **\$1,000** sponsorship towards their annual Pest Eradication Competition in August 2019.

Council has sufficient funds to support Balonne Boar Busters with \$1,000 from the 2019/20 Community Grants and Assistance Program.

Annual Budget		\$20,000
Less approved/allocated requests	1,600	
Less pending requests		
Balonne Boar Busters Inc	1,000	
QCWA Thallon-Daymar Branch	1,000	
Total remaining		16,400

Attachments

1. Balonne Boar Busters Inc Sponsorship request Application form [↓](#)

Recommendation/s

That Council Sponsor Balonne Boar Busters Annual Pest Eradication Competition inc with \$1,000 from the Community Grants and Assistance program.

Digby Whyte

Director Community and Environmental Services



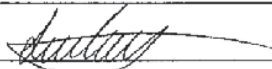
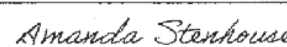
Community Grants and Assistance Application Form

Event/Project Name:	Balonne Boar Busters Annual Pest Eradication Competition
Event/Project Location:	12894 Carnarvon Highway, St George Qld 4487
Event/Project Date:	9th to 11th August 2019
Assistance type:	<input type="checkbox"/> In Kind Support <input type="checkbox"/> Donations (up to \$3,000) <input checked="" type="checkbox"/> Sponsorships (up to \$3,000) <input type="checkbox"/> Fee waiver (over \$1,000) <i>Note: Requests up to \$500 - CEO approval and over \$501 - Councillors Approval</i>
Estimated Value Sort:	\$1000 <i>Note: please complete Section 4: Budget, if requesting over \$1000</i>
Brief Description of Event/Project (Max 250 Words):	<p>We hold the event annually to assist in pest eradication in the Balonne district, awarding prizes for pigs/foxes/dingos/rabbits/feral cats weighed in. We also make a donation to a charity of choice. This year we are donating to Black Dog Institute. The event has approx 300 entrants from across eastern Australia competing on the weekend. Sunday we hold the presentation, we have a bbq available and its a great family fun day allowing everyone to catch up and enjoy the social side of the weekend with family fun events.</p>
Is this a New or Existing Event/Project:	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> New
Is this a one-off or Annual Event/Project:	<input type="checkbox"/> One-Off <input checked="" type="checkbox"/> Annual
Have you applied for funding through the Community Assistance and Grants program in the last 12 months:	<input type="checkbox"/> Yes, Which event and amount: _____ <input checked="" type="checkbox"/> No



Community Grants and Assistance Application Form

I certify that the information provided in this application is true and correct and that I am authorised to make this application on behalf of the organisation.
(Note: This application form must be signed by two executive officers of the incorporated body accepting legal and financial responsibility for Council's assistance)

Name:	Courtney Barr	Name:	Amanda Stenhouse
Signature:		Signature:	
Position:	President	Position:	Secretary
Date:		Date:	

Application Checklist	
<input checked="" type="checkbox"/>	I have read and understood the Community Grants and Assistance Policy
<input checked="" type="checkbox"/>	All required sections of the application form completed and signed by 2 approved officers
<input type="checkbox"/>	Section 3 – Budget is completed (if request amount is over \$1,000)
<input checked="" type="checkbox"/>	Copy of Public Liability Certificate of Insurance attached
<input checked="" type="checkbox"/>	Copy of Certificate of Incorporation attached
<input type="checkbox"/>	Copy of required quotes, permits/approvals attached (if applicable)
<input type="checkbox"/>	Completed creditor information form (if applicable)

Chief Executive Officer Approval	
Approval up to \$500	
Approval is hereby provided for the purpose of the above mentioned in accordance with the Community Grants and Assistance Policy	
Approval amount: _____	
_____ Chief Executive Officer or delegate	
Date: _____	

OFFICER REPORT

TO: Council

SUBJECT: Community Grants and Assistance - QCWA Thallon Daymar Branch

DATE: 10.07.19

AGENDA REF: CES5

AUTHOR: Dani Kinnear - Community Development Officer

Executive Summary

QCWA Thallon Daymar Branch requests \$1,000 donation for their Adopt a Spot program.

Background

This month Council has received two (2) requests for donations and sponsorship. This report tables the two (2) requests, this being a request from QCWA Thallon Daymar Branch for their Adopt a Spot Program.

The Adopt a Spot is a program where a community organisation applies through TMR to adopt a section of road and clean up the roadside litter.

QCWA Thallon Daymar Branch would like Council to donate \$1,000 to their organisation to adopt a spot on the Carnarvon Highway, with the exact spot being stipulated by TMR and Balonne Shire Council. It has been proposed that it would be 1.5km on either side of the road starting from Graincorp heading south towards Mungindi. They would carry out this project for 12 months.

Link to Corporate Plan

Key Foundation Area	Key Program Area
Environment	Best practice waste management and recycling

Consultation (internal/external)

Liz Hill – QCWA Thallon Daymar Branch
Di Francisco – BSC Environmental Health Officer

Legal Implications

Not Applicable

Policy Implications

Community Grants and Assistance Program.

Financial and Resource Implications

The Community Grants and Assistance program has an approved annual budget of \$20,000. Council has approved/allocated \$1,600 of these funds resulting in \$18,400 remaining for future requests.

QCWA Thallon Daymar has requested Council to make a \$1,000 donation towards their Adopt a Spot program.

Council has sufficient funds to support QCWA Thallon Daymar with \$1,000 from the 2019/20 Community Grants and Assistance Program.

Annual Budget		\$20,000
Less approved/allocated requests	1,600	
Less pending requests		
Balonne Boar Busters Inc	1,000	
QCWA Thallon-Daymar Branch	1,000	
Total remaining		16,400

Attachments

1. Donation Request from QCWA Thallon Daymar Branch for Adopt a Spot Program [↓](#)

Recommendation/s

That Council donates \$1,000 from the Community Grants and Assistance program to the Queensland Country Women's Association (QCWA) Thallon Daymar Branch for their 12 month Adopt a Spot Clean-up of roadside rubbish on a section of the Carnarvon Highway, conditional upon:

1. QCWA Thallon Daymar get approval from TMR To adopt a spot; and
2. An MOU is prepared to outline roles, responsibilities and expectations of both parties.

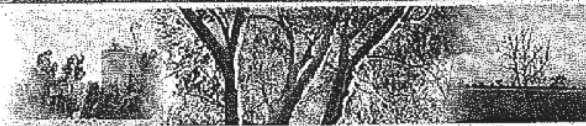
Digby Whyte

Director Community and Environmental Services



Community Grants and Assistance Application Form

Section 2: Project/Event/Activity Details	
Event/Project Name:	Adopt a Spot
Event/Project Location:	Carnarvon Highway
Event/Project Date:	2019-20
Assistance type:	<input type="checkbox"/> In Kind Support <input checked="" type="checkbox"/> Donations (up to \$3,000) <input type="checkbox"/> Sponsorships (up to \$3,000) <input type="checkbox"/> Fee waiver (over \$1,000) <i>Note: Requests up to \$500 - CEO approval and over \$501 - Councillors Approval</i>
Estimated Value Sort:	\$1,000 <i>Note: please complete Section 4: Budget, if requesting over \$1000</i>
Brief Description of Event/Project (Max 250 Words):	<p>The QCWA Thallon Daymar Branch has applied to Adopt a Spot for Clean up of Roadside Litter.</p> <p>Exact location on either side of the Carnarvon Highway will be stipulated by TMR and BSC.</p> <p>The Thallon CWA members will maintain the designated project area for a period of 12 months.</p>
Is this a New or Existing Event/Project:	<input type="checkbox"/> Existing <input checked="" type="checkbox"/> New
Is this a one-off or Annual Event/Project:	<input type="checkbox"/> One-Off <input checked="" type="checkbox"/> Annual
Have you applied for funding through the Community Assistance and Grants program in the last 12 months:	<input type="checkbox"/> Yes, Which event and amount: _____ <input checked="" type="checkbox"/> No

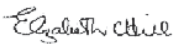



Community Grants and Assistance Application Form

Section 5: DECLARATION

I certify that the information provided in this application is true and correct and that I am authorised to make this application on behalf of the organisation.

(Note: This application form must be signed by two executive officers of the incorporated body accepting legal and financial responsibility for Council's assistance)

Name:	<u>Liz HILL</u>	Name:	<u>Chris Edmiston</u>
Signature:		Signature:	
Position:	<u>President</u>	Position:	<u>Vice President</u> ✓
Date:	<u>03.07.2019</u>	Date:	<u>3.7.19</u>

Checklist (Please Tick)

<input checked="" type="checkbox"/>	I have read and understood the Community Grants and Assistance Policy
<input checked="" type="checkbox"/>	All required sections of the application form completed and signed by 2 approved officers
<input type="checkbox"/>	Section 3 – Budget is completed (if request amount is over \$1,000)
<input checked="" type="checkbox"/>	Copy of Public Liability Certificate of Insurance attached
<input checked="" type="checkbox"/>	Copy of Certificate of Incorporation attached
<input type="checkbox"/>	Copy of required quotes, permits/approvals attached (if applicable)
<input type="checkbox"/>	Completed creditor information form (if applicable)

Office Use Only

Approval up to \$500
Approval is hereby provided for the purpose of the above mentioned in accordance with the Community Grants and Assistance Policy

Approval amount: _____

Chief Executive Officer or delegate

Date: _____

OFFICER REPORT

TO: Council

SUBJECT: Rural Services Overview

DATE: 10.07.19

AGENDA REF: CES6

AUTHOR: Karl Hempstead - Manager Rural Services

Executive Summary

Rural Services is a unit of the Community and Environmental Sustainability Department dedicated to assist landholders, stock route management, biosecurity, conservation, and local law enforcement, including dog registrations. For 2018/19 capital and operating expenditure for Rural Services was \$1,212,000. The Unit has 3.4 uniformed staff: a full time manager, a rural lands and environment officer, a senior compliance officer, and a part-time compliance officer, and is supported by a part time project support officer.

Background

Council has sought an overview of the services and resources of the Rural Services unit. This information paper outlines the legislation operated under, services from a budget-line perspective, and services allocated to staff through 2018/19.

Legislation

The Rural Services unit operates under the following legislation

- Queensland Local Government Act 2009
- Queensland Local Government Regulations 2012
- Queensland Biosecurity Act 2014
- Queensland Stock Route Management Act 2002
- Queensland Dog and Cat Management Act 2011
- Balonne Shire Council Local Laws and Subordinate Local Laws

Expenditure for 2018/19 (to be finalised)

Breakdowns of expenditure for Rural Services in 2018/19:

Training Rural Lands	\$1,199.16
Precepts	\$254,097.00
Operations	\$311,544.49
Wild Dog Bounty	\$40,000.00
Wild Dog Forum expenses	\$8,003.01
Depreciation Rural Services	\$9,904.73
WDEF - Project	\$76,244.53

Wild Dog Retainer	\$21,715.54
Wild Dog Baiting	\$26,961.89
Operational Projects	\$90,490.04
DAFF Project Grant	\$134,255.25
REDP - STRATEGIC FENCING Grant	\$227,192.07
SRO Concessional Rental	\$10,170.28
TOTAL	\$1,211,777.99

Breakdown of expenditure for domestic animal control in 2018/19:

Training Compliance	\$16,644.89
Pound Facility Maintenance	\$2,055.56
Maintenance/Operations	\$191,977.28
Depreciation Domestic Animal Control	\$1,045.56
Operational Projects	\$12,449.56
TOTAL	\$224,172.85

The operational projects for rural services in 2018/19 were:

Development of Biosecurity Plan and feral animal services review	\$30,495
Firebreaks	\$0
Miscellaneous Fencing projects	\$21,481
Desilt Dams	\$4,499
Wash-down Facility Maintenance	\$13,143
Parthenium mapping, controls and awareness QMDC	\$43,044
Operational Projects Total	\$112,662

The capital projects for rural services in 2018/19 were:

Nindigully SRRs - Night Yard	\$7,331
Mulga View WF	\$14,291
Bandy Andy WF	\$9,832
Capital Projects Total	\$31,454

The operational projects for animal control in 2018/19 were:

Pound Equipment	\$3,596
Pensioner Dog Program	\$770
Microchipping Program	\$6,659
Installation of Duress alarms at Pound & rural Lands office	\$0
Local Law Compliance training	\$1,008
Operational Projects Total	\$12,034

Note that for 2019/20 management of wild dog exclusion fencing transfers to a related 2-year WDEF Scheme Unit headed by a Coordinator and with part time project officer support.

Roles and responsibilities of staff through 2018/19

Manager Rural Services & Compliance

Stock route network

Ensure the stock route network is administrated, protected and maintained within the Balonne Shire boundaries under the current legislative requirements.

- Ensure the permits are issued both for travel and agistment purposes and that these permits are recorded under the electronic Stock Route Management System (SRMS).
- Liaise with state officers, neighbouring Shire officers and biosecurity Queensland in the effective management of the overall stock route network.
- Provide guidance and assist the environmental & rural Services officer in the maintenance of all the State's stock route water facilities on the asset register and provide feedback to the Queensland stock route unit for the requirements of emergency repairs and upcoming capital works expression of interests. These requirements are placed on the SRMS either by the manager or the project support officer under guidance by the manager.
- Manage capital works requirements on the network as jobs become allocated and delegate to the projects support officer to report on progress to the state.
- Engage grants officer for any funding opportunities to enhance efforts to alleviate feral pests and to effectively upgrade our rural infrastructure.
- Manage the environmental officer in the policing and compliance of the stock route network for drover activity, feral animal and weed management. Ensure effective pasture assessments are carried out to ensure drover applications and neighbouring Shires are aware of environmental impacts and effects to the stock route network.
- Report monthly to Council on all activities related to the management of the stock route network. Carry out effective patrols of the stock routes when and where possible.
- Educate members of the public in the management of the stock route networks and any capital works projects through community newsletters and the new council quarterly rural newsletter 'Beyond The Wire'
- Organise staff training for SRMS as required and other appropriate training as required.
- Ensure staff engage in Tool box talks and take 5s.
- Ensure plant items are serviced as required.
- Manage the stock route operational budget.

Biosecurity and Pest Management

Ensure the Balonne Shire Council follows its obligations under the Queensland Biosecurity Act 2014 for planning and effective control of feral pests including feral animals, pest fish, weeds, weed seed spread and exotic disease control

- Support consultation, forums and content for consultant review of service delivery and the preparation of Council's Biosecurity Plan.
- Organise and conduct 2 x 1080 coordinated baiting campaigns per year for landholders by sending out correspondence for participation, ordering the bait products as required, and organising qualified staff to assist on ground, delegating administration tasks to relevant officers (WDEF project support officer & compliance support officer).
- Manage administration for the control of 1080 within the Shire (1080 deed forms and stock sheets)
- Assist the WDEF coordinator and projects officer in any fencing inspection requirements and administration.
- Organise pulse baiting for wild dogs, foxes, feral pigs and rabbits as requested from landholders or by the level of impact to the environment.
- Manage and delegate to staff to ensure scalp register is updated.

- Assist Wild dog Advisory Committee in holding 2 meetings per year by administration support and sending invitations to landholders to attend, setting up the venue and arranging guest speakers and agendas. The projects support officer is delegated to carry out minute taking.
- Administer retainer payments to register trappers.
- Assist the Chair and wild dog syndicate heads in the appropriate deployment of registered trappers.
- Manage and assist the project support officer in providing concise and effective reports to Queensland government after completion of state and federal funded projects i.e. (QFPI aerial baiting project and federal funding drought projects).
- Liaise with neighbouring shire officers, natural resource agencies (Swift NRM), biosecurity QLD, National Parks & Wildlife in cross-border management of biosecurity and pest issues.
- Manage and organise 3 QMDC aboriginal Rangers in providing effective roadside spraying of noxious weeds on allocated Queensland Main Roads within the Shire. Budget provided annually by TMR under element 5 – roadside spraying.
- Manage and assist the rural lands and environment officer in reporting restricted and prohibited weeds and carry out appropriate control.
- Liaise with Queensland Biosecurity Officers in effective weed survey management within the Shire especially regarding exotic weed incursions, such as coral cactus infestation at 'Booligar' and Harissa cactus infestation at 'Moombah'.
- Assist National Parks with aerial baiting campaigns twice per year.
- Conduct, as requested by landholders, assistance for on-farm biosecurity plans.
- Manage and conduct educational workshops to landholders for on-farm pest management such as wild dog trapping schools, weed identification training and media releases through community newsletters and 'Beyond the Wire'.
- Assist other departments within the Shire as requested.
- Provide council with a monthly report.

Local Laws compliance

Provide community education and compliance operations to support local law outcomes, including dog registration and management of Council's pounds.

- Assist officers on ground with difficult or sensitive compliance jobs.
- Manage the re-homing of animals through Mini Rescue Brisbane.
- Manage and ensure pound facilities and vehicle are cleaned thoroughly and are disease free.
- Manage the administration of compliance with support officer.
- Ensure customer service officers are briefed on changes with domestic animal issues.
- Ensure relevant local law and state legislation is updated accordingly.
- Manage and organise annual inspection programs for dog registrations and more than two dogs.
- Liaise with local vet regarding animal destruction and animal welfare issues
- Assist in microchip clinics.
- Manage education programs for the public and schools regarding keeping and management of domestic animals
- Ensure articles are sent out regularly for education purposes through all media outlets.
- Manage all five town commons within the Shire and maintenance programs.
- Ensure absolute safety for compliance officers on ground.
- Organise compliance training when required.
- Manage the compliance budget.

Compliance Officers

- Manage, monitor and enforce Council local laws.
- Daily patrols of St George, weekly and fortnightly patrols of other Shire towns and villages.
- Undertake inspection programs on properties to ensure compliance with the Animal Management (Cats and Dogs) Act 2008, Biosecurity Act 2014 and other relevant legislation, local laws and Subordinate Local Laws.
- Investigate all complaints and enquiries relating to local laws and relevant State Laws and initiate follow up action with verbal requests, mail and or statutory notices.
- Gather evidence to substantiate legal action including the taking of statements circumstantial and direct evidence drafting letters, notices, reports and advices.
- Maintain and update animal impound register.
- Issue prescribed infringement notices in accordance with delegated authority.
- Coordinate and conduct animal management programs including impoundment of dogs, trapping feral cats and other animals in urban areas.
- Maintain Council's animal pounds; daily cleaning and feeding and disease control measures, liaising with local vet and organising destruction of animals when appropriate, purchasing material and arranging maintenance as required.
- Assist police with aggressive dog issues when requested.
- Preparation of educational and promotional material.
- Assist with the planning, development and operation of programs of the community and environmental and sustainability department.
- Assist with relevant policies, plans and procedures for the community & environmental Sustainability.
- Assist with other rural lands services within the unit.
- Prepare monthly report for the manager of rural services and compliance.

Rural Lands and Environment Officer

- Carry out inspections of the stock route network.
- Maintain the water facilities and network.
- Identify assets that require capital works funding.
- Conduct water facility inspections, including monitoring of water levels.
- Conduct pasture assessments as required.
- Engage and supervise contractors.
- Assist in the sourcing of funding opportunities
- Assist in the management of stock movements.
- Mustering of stock.
- Minor fencing maintenance.
- Weed management
- 1080 baiting, both responsive and coordinated.
- 1080 administration, Deeds and stock sheets.
- Assist in public relations and education workshops.
- Perform maintenance on rural services equipment including pumps, spray units, generators and small machinery.
- Liaise with landholders, other local government officers and Government departments as requested.
- Liaise with biosecurity officers for projects related to weeds, aerial baiting and weed survey, mapping and flight plans.
- Control and manage pests.

- Assist in the administration of wild dog scalps and register including the destruction of scalps.
- Understand compliance and legislation prudent to the job description.
- Maintain knowledge of Council policies and procedures relating to legislation.
- Liaise with drovers regarding stock route compliance and permits.
- Update the stock route facility assets list.
- Currently compiling a preventative maintenance inspection check list.
- Assist with vegetation inspections.
- Conduct placement of field cameras for wild dog baiting projects both on-ground and aerial.
- Conduct capital works inspections
- Conduct grid and fence inspections as directed by WDEF coordinator or manager of rural services.
- Town common compliance and maintenance.
- Desilting and cleaning of dams.
- Carry out drum muster 4 times annually.
- Assist the Manager in conducting aerial baiting for National Parks
- Maintain and operate gator for weed surveys.
- Assist in local laws and compliance.
- Under direction, conduct investigations for animal welfare.
- Create purchase orders with purchasing authority up to \$5000.
- Apply WH&S to all tasks performed.
- Completion of take 5s as requested.
- Basic administration duties.

Project Support Officer (WDEF)

- Support the Manager Rural Services with rural land and environmental projects, reports and services
- Administer and report on funding grant agreements, such as QFPI aerial baiting
- Assist in the administration of wild dog scalps and register
- Transition WDEF grant projects to WDEF unit

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Environment</u>	Biosecurity, pest management and stock route planning

Consultation (internal/external)

Digby Whyte – Director of Community and Environmental Sustainability

Kevin Fontaine – Environment and Rural Services Officer.

Tayla Willis – Wild Dog Exclusion Fence Project Support Officer.

John Sykes – Senior Compliance Officer

Greg Prince – Temporary compliance Officer (Wednesday & Friday weekly)

Legal Implications

Nil. The unit is responsible for actions under the:

Queensland Local Government Act 2009

Queensland Local Government Regulations 2012

Queensland Biosecurity Act 2014
Queensland Stock Route Management Act 2002
Queensland Dog and Cat Management Act 2011
Balonne Shire Council Local Laws and Subordinate Local Laws

Policy Implications

Nil. There are a number of policies and procedures supporting rural services operations.

Financial and Resource Implications

Annual operating and capital budgets..

Annually seeking, implementing, monitoring and reporting on a number of grants related to capital works, biosecurity plan preparation, aerial feral animal control, and plant pest management.

Attachments

Nil

Recommendation

That Council notes the Rural Services Overview report

Digby Whyte

Director Community and Environmental Services

CONFIDENTIAL ITEMS

INFORMATION REPORTS

(ICEO) CHIEF EXECUTIVE OFFICER

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
ICE01	<u>MONTHLY REPORT - COMMUNICATIONS/DISAS TER MANAGEMENT</u>	This is an Information Report from the Communications/Disaster Management Officer for the month of June 2019.	193
ICE02	<u>ECONOMIC DEVELOPMENT UPDATE JUNE 2019</u>	Economic Development Update June 2019	195
ICE03	<u>MONTHLY REPORT</u>	Grants information report 8 June – 4 July 2019	205

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report - Communications/Disaster Management

DATE: 10.07.19

AGENDA REF: ICEO1

AUTHOR: Julie Davies - Communications & Disaster Management Officer

Executive Summary

This is an Information Report from the Communications/Disaster Management Officer for the month of June 2019.

Social Media

Facebook

This month Facebook likes have increased 1.8% to 2908 and has 2922 followers. Most engaging posts were new Thermal Pool and Library precinct concept.

Twitter

Followers have increased 1.17% on the previous month.

Instagram

Currently have 345 followers. Council's Instagram account is being administered by the Manager Tourism.

Linked In

There has been a 19.49% increase in followers over the past month.

Media Releases

Five general media releases and four Budget media releases.

Website

Analytics show our website unique page views have dropped 2.91% over the past month. This would be due to no vacancies being published this month on the website. People visiting our home page have increased 3.32%, Current Vacancies down 35.53% and Minutes & Agenda Page have increased 56%. Most visited pages this month were Minutes & Agenda, Camping and Fishing.

Uploaded information on to website for wild dog scalp bounty update, budget information, local laws, new policies and accompanying information.

Took new pictures of Councillors and SLG for inclusion on website and in Annual Report.

Newsletters

One staff newsletter was completed.

Other publications

Completed four pamphlets on dog ownership and requirements for Rural Services and Compliance team.
Compiled PowerPoints for school visit, Rural Services and Compliance, and staff Breakfast.

Disaster Management

Reviewed SunWater's EJ Beardmore Dam Emergency Action Plan.
Observed Queensland Ambulance Service emergency exercise at the St George High School.
Preparations under way for this year's Get Ready Balonne Family Fun Day to be held on Sunday 13 October 2019 – the start of Get Ready Week.

Attachments

Nil

Matthew Magin
Chief Executive Officer

OFFICER REPORT

TO: Council

SUBJECT: Economic Development Update June 2019

DATE: 10.07.19

AGENDA REF: ICE02

AUTHOR: Garnet Radford - Economic Development Officer

Executive Summary

Economic Development Update June 2019

Overview

The purpose of the report is to update Council on Economic Development activity in the Balonne Shire during the month of June 2019.

- Meet with local businesses, key local stakeholders, local producers, business decision makers and local champions to work on new and existing commercial opportunities
- Meet key regional stakeholders relevant to economic development projects;
- Update on key inward investment and expansion projects and activities for the period;
- Provide value-added services and business support to clients;
- Marketing to prospective investors and identify further investment opportunities.

Summary of activity during the month of June including Year To Date (YTD) is below:

Metric	Activity	Notes
New Business enquiries	8	Monthly business enquiries
YTD new business enquires	65	Year to date enquiries
Business engagement meetings	26	Meetings in the month with key stakeholders,
YTD Business meetings	250	Year to date client and stakeholder meetings
Follow up and value-add services (Referrals)	4	Introductions to assist local businesses – grants, services, business development, cost savings
YTD Referral services	122	Year to date referrals and tracking outcomes
Relevant events facilitated and/or attended	6	Includes forums and events, chamber/progress associations and other ED relevant events
YTD Business events	49	Relevant events attended and/or presented at
Investments realised	0	Investments in month
Investments YTD	5	Year to date investments announced in FY
Value of investments	\$0m	\$ value of investments in month
Investments \$ YTD	\$7.375m	Total value of investments Year to date in FY
Jobs created	0	Jobs created (announced) in period
YTD Jobs	10	Jobs created (announced) year to date

1.0 Work Program Highlights

- Submission of Murray Darling Business Mentoring Revised Project Plan
- Initial advisory/steering committee in Dirranbandi – Business Mentoring program
- EDO attended Hort Connections 2019 in Melbourne (report attached)
- EDO attended EDO Darling Downs Southwest Forum in Toowoomba
- Six new proponents with eight (8) business enquiries
- Department of Infrastructure, Transport, Cities and Regional Development (DITC&RD) – alluded at DDSW Forum in Toowoomba that Thallon would be under consideration as part of a \$20 million feasibility program – inland rail (EDO following up)

1.1 Events

- Doing Business in Asia – 10 June (Toowoomba)
- St George Chamber of Commerce meeting – 12 June (St George)
- AgTech Forum - 13 June (Goondiwindi)
- Advisory/steering committee Business Mentoring – 18 June (Dirranbandi)
- Darling Downs Southwest EDO Forum - 20-21 June (Toowoomba)
- Hort Connections 2019 - 24-26 June and meeting program 27-28 June (Melbourne, Adelaide)

1.2 Business Activity and Lead Generation

- Leading Agricultural consultant – safflower, crushing and meat clients looking at opportunities, investment funds group (Agribusiness)
- Horticultural producer from Victoria – looking at opportunities in Queensland
- Algae farm proposed – seeking support and investment
- Agribusiness investment group – consider 2 projects
- Tyre recycling – regional investment enquiry (DSDMIP)
- Bio-waste to Energy – potential partner and investor

1.3 Reporting

- MDAG grant requirements;
- Economic Development Activity report;
- Hort Connections 2019 Report; and
- Monthly Council update.

Attachments

1. Supporting Documents Economic Development June 2019.pdf [↓](#)
2. Hort Connections 2019 - Final Report.pdf [↓](#)

Matthew Magin
Chief Executive Officer

1.1 Events

- Doing Business in Asia – 10 June (Toowoomba)
- St George Chamber of Commerce meeting – 12 June (St George)
- AgTech Forum - 13 June (Goondiwindi)
- Advisory/steering committee Business Mentoring – 18 June (Dirranbandi)
- Darling Downs Southwest EDO Forum 20-21 June (Toowoomba)
- Hort Connections 2019 - 24-26 June and meeting program 27-28 June (Melbourne, Adelaide)

1.2 Business Activity and Lead Generation

- Leading Agricultural consultant – safflower, crushing and meat clients looking at opportunities, investment funds group (Agribusiness)
- Horticultural producer from Victoria – looking at opportunities in Queensland
- Algae farm proposed – seeking support and investment
- Agribusiness investment group – consider 2 projects
- Tyre recycling – regional investment enquiry (DSDMIP)
- Bio-waste to Energy – potential partner and investor

1.3 Reporting

- MDAG grant requirements;
- Economic Development Activity report;
- Hort Connections 2019 Report; and
- Monthly Council update.

2.0 Existing Priority Projects Updates

Project updates below on the existing priority projects.

Project	Status/Update
Thallon Grain Upgrade	No further updates but potentially a new project for Thallon Grains to consider
Thallon Freight Hub	ARTC update in Toowoomba, potential for DITC&RD feasibility funding and some enquiry re: safflower and other commodities (drought tolerant) for the area.
Carrot Production	Further follow up with Lamattinas and supply chain. Opportunity for carrot waste in sheep feedlots.
Mooramanna Feedlot	No further update – follow up early July
Fucheng (Westmar)	EDO liaising with Fucheng and awaiting further announcements
Horticulture expansion	Hort Connections – one strong lead (hort producer) from conference with regards to potential expansion. ILSC interest in investing in agriculture and horticulture projects.
Truck Fuel Stop	Following up with contact – awaiting further updates
Cluster Exclusion Fencing	Special rate scheme to give live and Murray Darling grant funding underway. EDO focusing on inputs and outputs from increased stock numbers.

St George Aerodrome	EDO I to liaise with master plan consultant
St George Meat Processing	Wild Game Resources. Liaising with Staughton Group on plans – 5 options. Potential investment partner identified in Melbourne.
Learning Hub – Library	Opportunity for Chinese museum, heritage and AgTech training to be incorporated into the project
Electricity Generation Renewable Energy Projects (2)	No further update - projects not progressing
Solar Farm St George	No further update.
Solar Project	Awaiting further feedback from group looking at solar/renewable energy projects for the region

3.0 Investments Realised and Job Creation/Retention

For the month of June, no new announcements were made.

Investments	YTD	Project Value \$	YTD	Jobs	YTD
0	5	\$0m	\$7.375m	0	10

4.0 Economic Development Activity

4.1 New Business Enquiries

In the month of June, there was eight new business enquires from six proponents. Year to Date (YTD) there have been 65 business enquiries. In addition to the priority projects, the EDO will continue to follow up and report on these projects and located within the Economic Development Activity excel spreadsheet.

Enquiries	Totals	YTD	Sector	Totals	YTD
New	7	48	Agriculture	6	22
Expansion	1	17	Education/Training	0	3
Total	8	65	Energy	1	5
External	7	42	Health and Medical	0	2
Local	1	23	Horticulture	0	9
Total	8	65	Indigenous	0	2
			Manufacturing	1	7
			Property	0	2
			Retail	0	3
			Tourism	0	5
			Transport and Logistics	0	2
			Other	0	3
			Total	8	65

4.2 Client Meetings

During the month, there were 26 Economic Development meetings of which 21 were external and five local. The purpose of these meetings is to engage and meet with key stakeholders, business champions, investment enablers and investors and business owners directly to promote the Shire

and identify business opportunities. Year to Date (YTD), there have been 250 ED meetings. Sector meetings are broken down as is the origin of the enquiry. Meetings are defined as face to face as well as phone conversations with the proponents. Agriculture (10), Professional Services (5) and Tourism and Sport (5) were the most represented sectors. Melbourne (5), South Australia (4), Dirranbandi (3) and Victoria Regional (3) were the regions that were the most represented.

Sector	Meetings	YTD		Location	Meetings	YTD
Agriculture	10	61		St George	2	74
Council	0	4		Dirranbandi	3	32
Creative	0	1		Thallon	0	3
Education/Training	2	15		Mungindi	0	5
Energy	0	7		Hebel	0	0
Government	0	31		Nindigully	0	0
Health/Medical	0	4		Bollon	0	2
Indigenous	0	5		Brisbane	1	31
Manufacturing	1	13		Gold Coast	1	9
Professional Services	5	47		Goondiwindi	2	12
Retail	1	28		Toowoomba	2	16
Tourism & Sport	5	23		Dalby	0	3
Transport	1	4		Stanthorpe	0	3
Infrastructure	1	7		Roma	1	5
				Logan	1	7
				Tasmania	0	1
				Northern NSW	0	1
				Melbourne	5	15
				Sydney	0	4
				Bundaberg	0	1
				Warwick	0	1
				Longreach/Emerald	0	5
				VIC Regional	3	3
				NSW Regional	1	5
				South Australia	4	7
				International	0	5
Total	26	250		Total	26	250

4.3 Referrals

Referrals are regarding introductions to government programs, advisors, mentors and other persons or government programs to assist local business growth and expansion. A total of 4 programs in the month of June were referred to businesses with 122 referrals year to date. Outcomes will be tracked and reported on from these referrals.

Sector	June 2019	YTD	Notes
Agriculture	3	15	Investment opportunities/funding
Chamber of Commerce & Orgs	0	4	
Education & Training	1	40	Migrant workers and training
Eco efficiency	0	14	

Energy	0	13	
Environmental	0	3	
Health & Medical	0	2	
Horticulture	0	23	
Retail	0	11	
Professional Services	0	18	
Tourism	0	2	
Vitaculture	0	1	
Export	0	3	
Total	4	122	

5.0 Relevant events attended/presented

Event	Date	Purpose
Population Attraction SWRED RDA	6 June	Zoom Call – Working group
TIQ Doing Business in Asia	10 June	TIQ trade and investment – Toowoomba
St George Chamber Meeting	12 June	Chamber Meeting – St George
MDAG Mentoring Program Steering Committee	18 June	Workshop for requirements of steering committee and overview of project. Dirranbandi
DDSW Economic Development Forum	20-21 June	Discuss regional Economic Development issues and opportunities. Toowoomba - overnight accommodation (2 nights).
Hort Connections – Leading national horticultural forum and external business meeting program (Melbourne and Adelaide)	24-28 June	Investment opportunities – horticultural operators (Melbourne). Included visit to Adelaide for two investment opportunities.

5.1 Upcoming and proposed events

Event	Date	Purpose and Location	Cost
Murray Darling EDP Reviews	10 July	Discuss programs and milestones	\$0
Qld AgTech Meeting (November)	10 July	Zoom	\$0
St George Chamber Meeting	10 July	Chamber Meeting – St George	\$0
Broadband Consultations	5-8 August	Private company – across Balonne Shire	\$0
EcoBiz business one-on-one walk through sessions	12-16 August	Sessions for small businesses across the Shire to reduce energy, water and waste	\$0
St George Chamber Meeting	14 August	Chamber Meeting – St George	\$0

Hort Connections 2019 Report (Melbourne and Adelaide)

Overview

Aligning with Council's 2018-2022 Economic Development Plan, horticulture has been identified as one of four of Balonne Shire's Economic Development Plan pillars/key sectors. These being: Sheep and cattle grazing, grain and cotton, horticulture and tourism & events. Hort Connections is the leading horticultural conference in Australia and the Economic Development Officer attended the event (24-26 June) in Melbourne with the main purpose to generate investment leads and identify opportunities for the Balonne Shire region.

The program included pre-arranged targeted meetings with Melbourne based agriculture companies that have been identified as companies that have potential growth plans as well as other opportunities for Balonne Shire (SW Queensland). Prior to the conference, the EDO registered with the conference's app and was able to identify 27 companies of interest. An excel spreadsheet of details was prepared and contact made prior to and during the event. The program also included one day in Adelaide as result of leads and projects from the Evoke Ag in February.

Balonne Shire based Moonrocks suggested it would be highly advisable for Balonne Shire Council to attend this conference to not only identify opportunities for the Shire, but to also support the horticultural industry in the Shire. Local businesses attending including Moonrocks, Brimblecombe Farms (Burgorah) and the Queensland Government's Department of Agriculture and Fisheries.

Budget for the program was \$2343 (inclusive of GST) which included conference fees and all travel and incidental expenses. Actual expenditure was \$1960 (inclusive of GST).

Initial Outcomes

- Indigenous Land and Sea Corporation interested in multiple projects proposed in Balonne Shire. More investment focussed strategy with \$25million earmarked for agribusiness with an indigenous component – less constraints.
 - o Meat, horticulture and native plant projects (including salt bush)
 - o Will introduce to the tourism investment department regarding one proposed project for Balonne Shire.
- Safflower opportunities (industrial oils) and possible crushing facility subject to Cargill's intentions in Narrabri includes cotton seed (depending on seed being used for cattle feed)
- Waste to energy project funding (local project)
- Think Digital – FarmVR for library innovation project and possible further training for shearing and others as a result of added small livestock numbers in the Shire
- Future export opportunities with Bemco
- Possible events through Future Sport and Entertainment (adventure based tourism)

Melbourne – Hort Connections and meeting program

SGA Consulting

- One of Australia's leading Agricultural consultants and Melbourne based
- Midland Meats – investment/expansion – consultant following up and introducing

- Safflower - drought tolerant cropping (100,000 ha including Mungindi farmers) and potential crushing facility – Thallon
- AACO – innovation and possible opportunities – David following up
- WarriKirri Investments – David to introduce re: agribusiness opportunities
- Agricultural training opportunities

Future Sport and Entertainment

- Leading event organiser and promoter
- Sports agency (formerly represented Ian Thorpe, Steve Waugh, Lauren Jackson), board member ICC and Carlton AFL board member
- Sports events and festivals have been the company's specialty including – adventure sports (Spartan, Stawell Gift, cycling events)
- Looking at regional events with partners which could include an ultra-marathon for the "Outback" and potentially other ideas - feasibility
- Requires up-front commitments from Councils. Not a "brokerage" for events – direct organiser reducing costs.

Fragapane

- Based in Werribee Victoria
- Considering expansion into Queensland
- Fragapane grow cauliflower, broccoli and lettuce

Covino Farms

- Acquired 1000ha in Lockyer Valley 5 years ago
- Reaching capacity at site , h/o is in Gippsland Victoria
- Established presence in Queensland in food processing (Cut Fresh Salads – Logan based)

Indigenous Land and Sea Corporation

- Agribusiness for ILSC and Brisbane based
- \$25m to invest in by 30 June 2020
- Keen on projects but require an indigenous component – 5% for land/equity
- Purchase property outright for ag usage, employment opportunities
- Prepare a table of opportunities for Christopher

Mulgowie Farms

- Victoria and Lockyer Valley based
- Contact was given for further developments as they could be looking for opportunities west of the Lockyer.

Think Digital

- Think Digital with Virtual Reality (VR) and Augmented Reality (AR) systems
- www.farmvr.com.au
- Systems could be implemented into the Library Innovation Project for training

- Sheep shearing, agribusiness training – simulated
- Potential to tour “sites” in Balonne Shire from outside the region (population and employment attraction)
- Possible revenue stream for Council – training

Private Consultant – Waste to Energy

- Former Executive for Downer EDI specialising in waste to energy projects
- Oversaw the \$700million fund for Downer prior to leaving in December 2018
- Discuss some local bio-waste projects proposed and seeking funding
- Will be in Brisbane on the 19-20 July convening the Waste to energy conference

Bemco

- One of Australia’s leading consolidators and exporters of food and beverage
- Exporting to 18 countries including Asia and the Middle East
- Have developed their own private label for export
- Interested in organics but meat is too difficult of a market for them
- Major focus is on dairy and diary related products

Adelaide – meeting program

The EDO met with two companies in Adelaide looking at investment opportunities and partners – Australian Micro Abattoirs and Wilson Pastoral (Salt Bush Pelletising). Originally was to hire a vehicle and drive to the sites (2 hours north of Adelaide), but companies decided to meet the EDO in Adelaide instead.

Australian Micro Abattoirs

- Design and construct of micro abattoirs as well as feasibility and post construction marketing.
- CEO able to offer her services as part of the mentoring program, feasibility etc.
- Noted that the Indigenous Land & Sea Corporation may be interested in investing in abattoirs on indigenous land or land to be purchased.

Salt Bush Pelletising – Wilson Pastoral

- Met with Wilson Pastoral and their advisors Inventure regarding their salt bush pelletising facility, a proposed facility for Balonne Sire capital costs and financials.
- Inventure has agribusiness clients that could be interested in opportunities in Queensland
- Looking to come to Balonne to deliver a community engagement session re: salt bush growing and markets for potential growers.
- Following up with local proponents with regards to the modelling (might be the formation of a co-operative) and pelletising facility in Balonne Shire.

Budget and Actual

Expense	Budget (inc GST)	Actual (inc GST)
Conference Fee (early bird 29 March)	\$825	\$825.00
Flight Gold Coast > Melbourne	\$129	\$121.92
Travel – Taxi/Shuttle, trams, parking	\$130	\$145.96
Hotel Melbourne CBD (24-27 June) – (\$150 x 3)	\$450	\$321.27
Flight Melbourne > Adelaide (27 June)	\$109	\$110.09
Hotel Adelaide (27 June)	\$125	\$123.31
Car Hire Adelaide > regional SA	\$150	N/A
Fuel rental car	\$50	N/A
Flight Adelaide > Gold Coast (28 June)	\$125	\$159.07
Meal allowance \$50 each day (X5 days)	\$250	\$153.75
Budget and Actual Cost	\$2343	\$1960.37

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report

DATE: 10.07.19

AGENDA REF: ICE03

AUTHOR: Stephanie Price - Grants Officer

Executive Summary

Grants information report 8 June – 4 July 2019

Grants Summary

Submitted Grants Applications 1

Attachments

1. Council Report - 18 July - Grants Monthly Information Report.pdf [↓](#)

Michelle Clarke

Director Finance & Corporate Services

Grants Officer - Information Report

8 June – 4 July 2019

Submitted - Full Business Case Grant Applications

Program	Project Name	BSC Contact	Associated Departments	Submission Due Date	Date Submitted	Outcome Due Date	Amount Applied for \$	Project commence date as per agreement	Council Funding	Other Funding \$	Total Project Cost \$	BSC Corporate Plan Alignment - Please see key		BSC Plan & Strategy Alignments Please see key
												Foundation Area	Community Priority	
Celebrating Multicultural QLD Program – QLD Gov	Multicultural Development in the Balonne Shire (continuation of MDO role an additional 2 years plus multicultural events / workshops)	Dani Kinnear / Mareea Lochel	CES	21-June-19	21-June-19	Jul-19	\$300,000.00 for 3 years (\$100,000.00 per annum)	1-Aug-19	\$0.00	\$0.00	\$300,000.00	1, 2, 5	2, 3, 4	EDP, CP

Successful - Full Business Case Grant Applications

Nil

Grants Officer - Information Report

8 June – 4 July 2019

KEY for Plan and Strategy Alignments

Key - Foundation Area

1	Community
2	Economy
3	Environment
4	Infrastructure & Planning
5	Governance

Key - Community Priority

CP1	Youth Retention
CP2	Small Town Sustainability
CP3	Skilling & Training
CP4	Value-add & Diversification
CP5	Shared Vision

Key - BSC Plans & Strategies

10 Year Capital Works Program	10YCWP	Community Plan	CP	Library Strategic Plan	LSP	St George CBD Master Plan	CBDMP
10 Year Plant Renewal Program	10YPRP	Community Safety Strategy	CSS	Local Disaster Management Plan	LDMP	Stock Route Management Plan	SRMP
Asset Management Plan	AMP	Drinking Water QMP	DWQMP	Long Term Financial Plan	LTFP	Tourism Marketing Strategy	TMS
Biosecurity Plan	BP	Economic Development Plan	EDP	Recreational Vehicle Strategy	RVS	Tourism Policy & Strategy	TP&S
CCTV Strategy	CCTV	ICT Strategic Plan	ICTSP	River Foreshore Master Plan	RFMP	Waste Reduction & Recycling Plan	WR&RP

(IFCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
ICFS1	<u>WHS MONTHLY REPORT</u>	WHS Monthly Information Report	210
ICFS2	<u>MONTHLY REPORT - DIRECTOR FINANCE & CORPORATE SERVICES</u>	Monthly Information Report – Director Finance & Corporate Services	215
ICFS3	<u>MONTHLY FINANCIAL INFORMATION REPORT JUNE 2019</u>	Monthly Financial Information Report for the period ended 30 June 2019.	219

OFFICER REPORT

TO: Council
SUBJECT: WHS Monthly Report
DATE: 10.07.19
AGENDA REF: ICFS1
AUTHOR: Ben Gardiner - Safety Advisor

Executive Summary

WHS Monthly Information Report

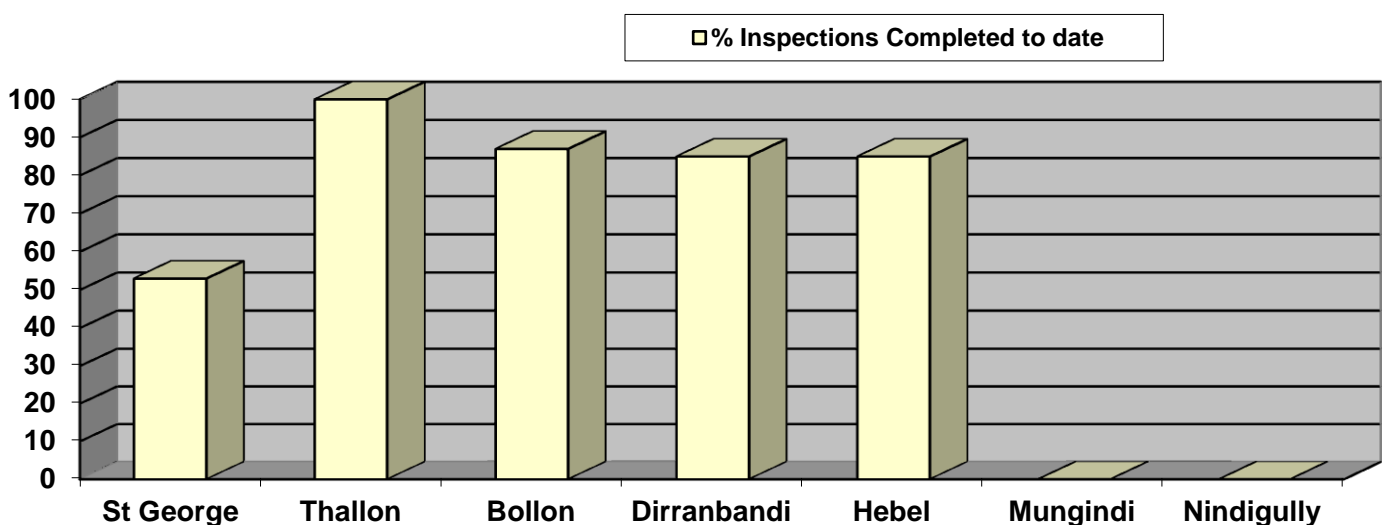
Injury Summary

There was 1 minor work incident during the month of June 2019.

Worksite Hazard Inspections

With the second quarter now completed we still have a large number of inspections to finish off as well as get into the second quarter inspections.

The graph shows the percentage of completion of inspections for the second quarter (April to June 2019) with still a few outstanding.



Safety Inductions, Training & Information Sessions

There is some upcoming training for Aerodrome Reporting Officers in August. Not all of the training is on this table as there is some training that I do not get informed about.

<u>Activity</u>	<u>Number of Staff Involved</u>										
	<u>1st Quarter</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Total</u>
Safety Inductions	3	3	4	4							14
Traffic Management	7	14									21
Chainsaw	1										1
All Plant	7										3
TMR or related training			5								5
Due Diligence	16										16
Code of Conduct			84								84
Working @ Heights					14						15
Fraud Awareness			77								77
Confined Spaces					12						9
Obligations & Responsibilities	16										16
Chain of Responsibility			25								25
Regional Roads Group				3							3
Playground Inspector	7										7

Take 5 and Toolbox Talks

A lot of improvement with required Take 5's and Toolbox Talks, this is good to see.

Calibrations, Inspections and Testing

Recent Electrical Test and Tag and Heights Safety Equipment was inspected and tested in the last quarter.

Compliance

There were no Notifiable Events during the month of June 2019.

Safety Committee Meeting

The minutes from the last Safety Meeting held on the 28th May are attached along with the reviewed Drug & Alcohol Procedures.

The AS/NZS 4760 has been reviewed - When the old standard was first introduced in 2006, oral fluid testing was in its infancy and scientific knowledge and device manufacturing technology was not at a suitable level to identify actual cut off values for each drug, therefore a 'target' value was provided.

In the updated standard the drugs required to be tested for have actual cut off values that any device must meet as a minimum.

Our Procedures and Policy will now reflect the reviewed AS/NZS 4760-2019 instead of the preceded AS/NZS 4760-2006.

Old testing levels	
Drug Type	Test Level (ng/mL)
Amphetamine (AMP)	50
Marijuana (THC)	25
Cocaine (COC)	50
Opiates (OPI)	50
Methamphetamines (mAMP)	50

New Cut off values	
Drug Type	Cut off value (ng/mL)
Amphetamine-type substances	50
Cannabinoids	15
Cocaine and Metabolites	50
Opiates	50
Oxycodone	40

The next Safety Committee meeting will be held on Wednesday the 28th of August 2019.

Attachments

1. Workplace Health and Safety Committee Meeting Minutes - May 2019.pdf [↓](#)

Michelle Clarke
Director Finance & Corporate Services

BALONNE SHIRE COUNCIL
WORKPLACE HEALTH AND SAFETY COMMITTEE
MINUTES OF A MEETING HELD IN THE COUNCIL ADMIN BUILDING, VICTORIA STREET,
ST GEORGE on Wednesday the 28th May 2019 at 2:30pm.

<u>ATTENDANCE</u>	Mr Matthew Magin (CEO/Chair), Mr Ben Gardiner (SA), Mr Cormac Olsen (WHSR), Mr Jason Parkes (WHSR), Mrs Debbie Green (WHSR), Mr Malcolm Ross (WHSR), Mr Chris Dixon (WHSR), Mr Karl Hempstead (WHSR), Mr Andrew Boardman (DIS).
<u>APOLOGIES</u>	Mrs Michelle Clarke (DFCS) & Mr Digby Whyte (DCES).
<u>MEETING OPENING</u>	Meeting was opened at 2:32pm.
<u>PREVIOUS MINUTES</u>	All attendees were given a copy of the previous meetings minutes. Debbie Green moved that the minutes of the previous meeting (27 th Feb 2019) be confirmed as true and correct. This was seconded by Jason Parkes. <u>CARRIED</u>
<u>BUSINESS ARISING</u>	Matthew Magin indicated that we should have at least 1 maybe 2 staff trained in Level 3 – TMD. Andrew Boardman advised that the new Manager of Transport & Drainage has Level 3 – TMD.
<u>NOTICE OF ACCIDENTS OR INCIDENTS</u>	3 minor work injuries were reported and documented for our records from the 27 th Feb 2019 to the 28 th May 2019.
<u>NOTICE OF HAZARD REPORTS</u>	No outstanding Hazards reported.
<u>REVIEW WH&S PROCEDURES</u>	Drug & Alcohol Procedures – the standard has been reviewed from AS4760-2006 to AS/NZS: 4760:2019 and the cut off value of THC (Cannabinoids) has been lowered from 25ng/mL to 15ng/mL. Our Procedure should update to show this change. All agreed to the change and a copy will be sent out with minutes. Review of a new the Body Worn & Vehicle Mounted Cameras Policy. Matthew Magin advised that we will get Legal advice on this policy before it is tabled.

<p><u>REPORT BY SAFETY REPRESENTATIVES</u></p>	<p>Andrew Boardman noted that there is inconsistencies in our Risk Assessment Matrix and will give Ben Gardiner a list of the forms that need reviewing.</p> <p>Malcolm Ross raised the issue of Roadwork Signage. There are some signs being used that do not meet the reflectivity requirements and classifications. This discussion led onto making sure that Supervisors source their Traffic Management Plans for their jobs from a Level 3 – TMD (staff at a nearby Council have been fined for this offence by WHS Inspectors).</p> <p>Karl Hempstead noted that there was not a sign-on book at the Depot for the QMDC rangers to sign in. Also that he has noticed some vehicles with unsecured loads. Supervisors are reminded that cargo nets are available for this purpose.</p> <p>Matthew Magin emphasised that following on from the recent Fraud & Corruption training, there will be no tolerance for any breaches.</p>
<p><u>GENERAL BUSINESS</u></p>	<p>Ben Gardiner indicated that only 12/29 Hazard Inspections have been completed in the first quarter (Jan – March 2019) and we are now already 1 month into the second quarter. Some of these have been completed but not marked off as some Supervisors & Managers are holding up the process and the paperwork is not getting to the main office to be finalised.</p> <p>Council is looking into using Magiq to send out the required Inspections at the start of each quarter with a reminder again mid quarter.</p> <p>If any staff are heading to another town, they are welcome to do some inspections whilst they are there, they will just have to liaise with the Officer that is on the Inspection Matrix to do the inspection.</p> <p>Next Meeting 2:30pm, Wednesday, 28th of August 2019.</p>
<p><u>MEETING CLOSURE</u></p>	<p>There being no further business. The meeting closed, and the time of 3:15pm.</p>

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report - Director Finance & Corporate Services

DATE: 10.07.19

AGENDA REF: ICFS2

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Executive Summary

Monthly Information Report – Director Finance & Corporate Services

St George Levee

- Separate report to Council on easements

Land matters

- Various employee tenancy arrangements completed

Complaints

- Eumerella South Road complaint CCC – still awaiting CCC assessment and response

Staffing

- Assisted Directorates with a number of positions vacant and letters of appointment during the months of April/May

Rates

- Notices of intention to sell for rate arrears sent out as per council resolution 20 June
- A number of landholder meetings relating to new rural rating strategy. Approximately 10 enquiries made and 1 compliment received in writing
- Work underway to implement new rating strategy and WDEF special rate

Finance

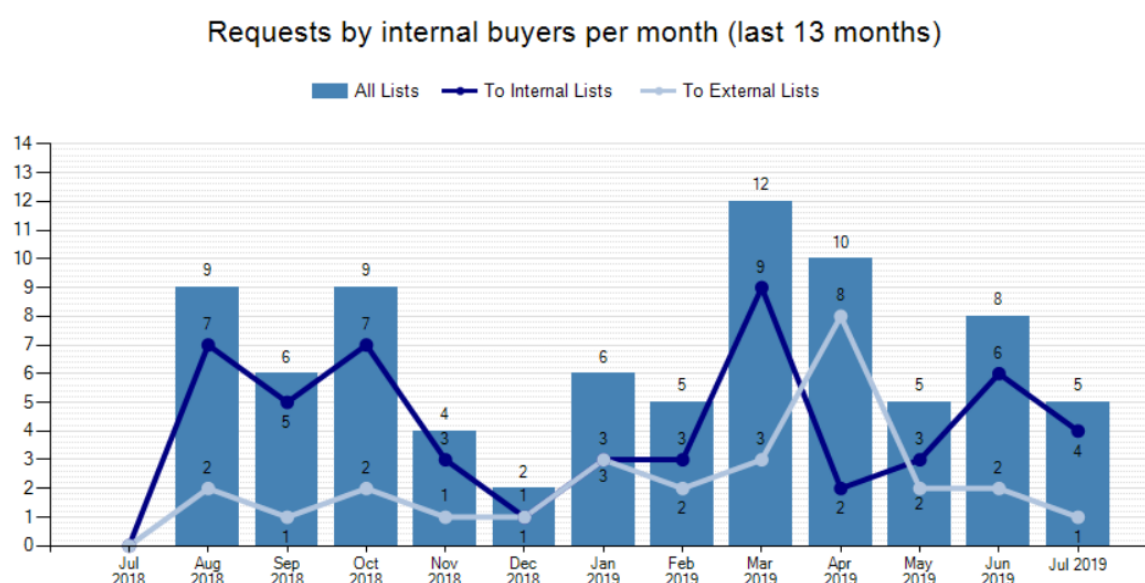
- Budget adopted and now being implemented
- Position papers near complete, final amendments for external auditors underway
- Audit committee 17 June, minutes to council this meeting
- Annual report and financial statement preparation underway

Procurement

- Wild Dog cluster fence – governance and processes now being developed. Suppliers now all registered in Vendor Panel. Contractors who have not finalised their registration have been contacted individually.

- EOs with Vendor Panel Digital connectivity project – tender due out 10/7
- Stock take completed
- Local Supplier Arrangements include supply of oils and lubes arranged via market place (in Vendor Panel)
- Registered trappers for wild dog scalps set up in Vendor panel and will be invited week commencing 8/7 to register

The following graph shows how many requests for quotation have been made utilising Vendor Panel for the month of June/July. There has been a steady increase in the number of quotations requested for June/July as the end of financial year works were completed and the new budget has been adopted. It is expected this will increase again as we come to the end of the financial year.



St George Aerodrome

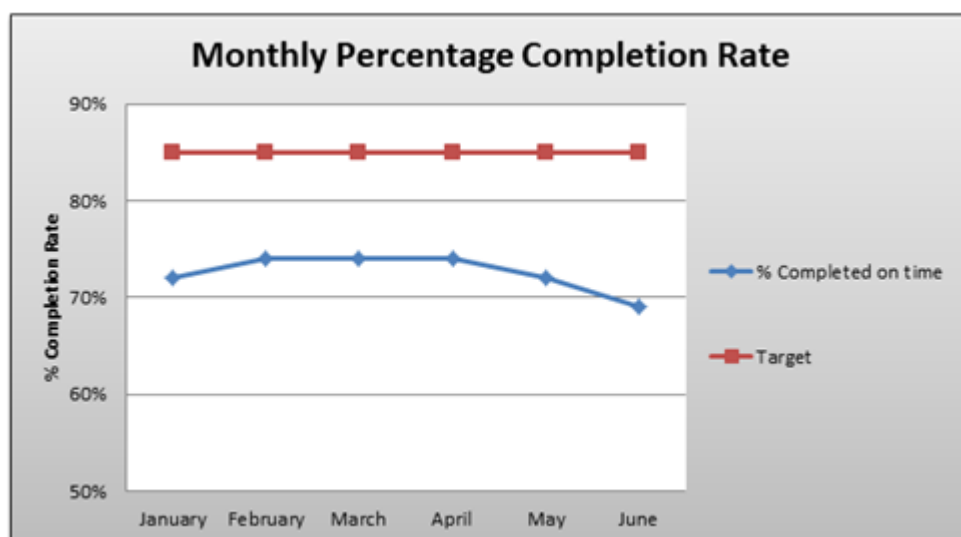
- Airport Master Plan workshop proposed with Council on 24/7. 39 surveys returned as part of community consultation.

Service requests

A total of 200 documents were created in Magiq for service requests for June with 138 completed on time giving a 69% average completion rate. Council received 6 compliments in June, which is consistent with the monthly average. Relevant staff received a letter of acknowledgement.

Compliments					
Jan	Feb	Mar	Apr	May	Jun
5	6	13	7	3	6

	January	February	March	April	May	June
Total Documents	117	129	150	119	161	200
Completed on Time	84	95	111	88	116	138
Completed Late	19	8	15	15	14	27
Pending & Overdue	14	26	24	16	31	35
% completed on time	72%	74%	74%	74%	72%	69%
% Completed overall	88%	80%	84%	87%	81%	82%
Target	85%	85%	85%	85%	85%	85%



Other key projects/meetings

Risk module – Management have a combined Senior Leadership and Manager/Supervisor Group meeting scheduled 17 July to finalise the operational risk register.

Wild Dog Exclusion Fencing project

- All relevant approvals obtained by Council
- Final preparations underway to govern this project with landholders, QTC, suppliers and contractors.

CCTV

Installation of CCTV quotations finalised for Bollon and Dirranbandi under the safer communities funding

Performance Reporting

The CAMMs Quarter 4 has been prepared for 18 July meeting.

Attachments

Nil

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: Monthly Financial Information Report June 2019

DATE: 10.07.19

AGENDA REF: ICFS3

AUTHOR: Tracey Lee - Manager Finance Services

Executive Summary

Monthly Financial Information Report for the period ended 30 June 2019.

Attachments

1. Monthly Finance Information Report - June 2019.pdf [↓](#)

Michelle Clarke
Director Finance & Corporate Services

Finance Information Report

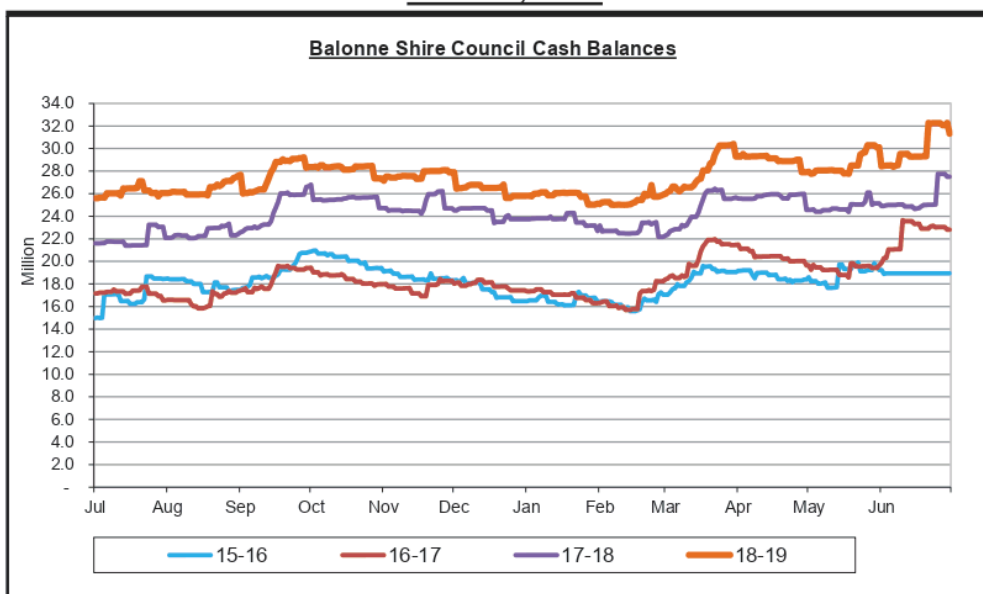
Month Ending 30 June 2019

Table of Contents

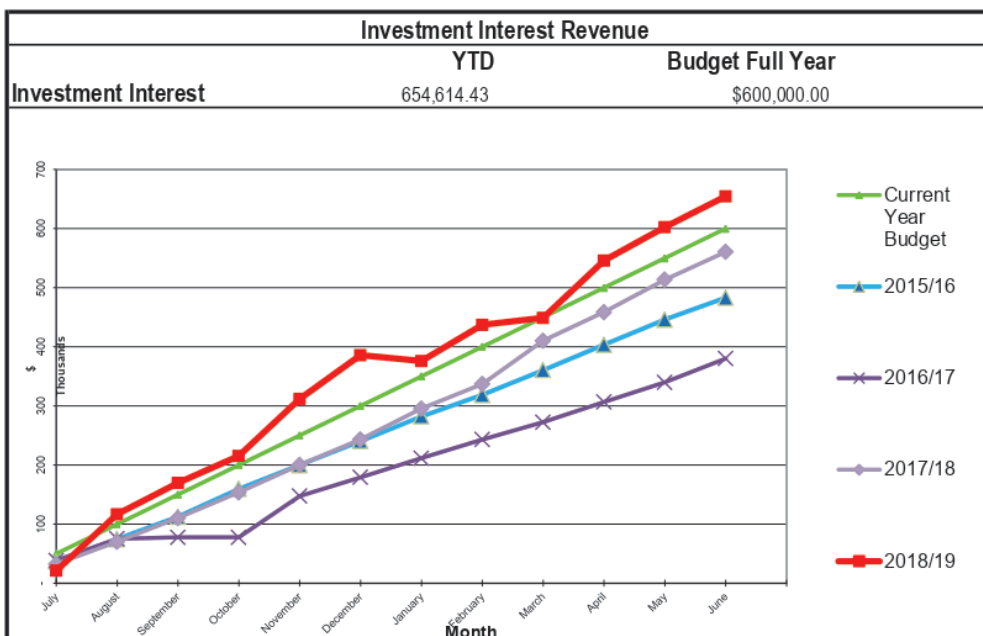
Cash Balances Graphs	1
Revenue and Expenditure	2
Rates Status Report	21
Capital and Operational Grants Report	22
Job Graphs	24
Road Maintenance	37
RMPC Road Cost Summary	39
Concessions and Donations	43
Information Graphs	45
Capital and Operational Projects Report	47

Balonne Shire Council Cash Management Report

June 30, 2019



Cash Fund Balance			
Operational Fund:		Balance	
Cash on Hand	1,200.00	Short Term Deposits:-	
Cash at Bank	13,242,798.77		
Short Term Deposits	18,005,706.22		
Total Funds	\$31,249,704.99		
Trust Fund:			
Cash at Bank	\$228,873.73		
		Total	18,005,706.22



Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0205-1351 Printing/Stationery/Misc	988.72	28%	3,500						
0205-1352 Sale of Misc Surplus Equipment	0.00	---	500						
0205-1354 Council Documents	0.00	---	100						
0205-1355 Contribution Funding - Website	0.00	---	0						
0205-1621 Traineeship Subsidy	16,500.00	37%	45,000						
0205-1622 Paid Parental Leave Subsidy-Ctrlink	9,495.42	95%	10,000						
0205-1633 Grant - Drought Support	0.00	---	0						
0205-1634 REDP GRANT - GRANTS OFFICER	150,000.00	150%	100,000						
0205-1650 State Fire Services Commission	0.00	---	10,200						
0205-1670 Superannuation Contribution Refunds	317.28	63%	500						
0205-1810 Oncost Recovery	2,630,357.77	100%	2,640,000						
0205-1901 Gain/Loss Sale of Fixed Asset	(7,970.34)	---	0						
0205-1902 Insurance Recoupment	25,395.06	106%	24,000						
0205-1903 Insurance Workers Comp. Recoupment	5,125.33	43%	12,000						
0205-1905 Land Gain/Loss Sale of Fixed Asset	0.00	---	0						
0205-1910 Gain on Revaluation Assets	0.00	---	0						
0205-2101 Salaries/Wages				1,643,562.29	99%	1,652,000			
0205-2102 Annual Leave Accrual				635,358.85	102%	620,000			
0205-2103 Long Service Leave Accrual				76,540.35	85%	90,000			
0205-2104 Sick Leave				194,248.96	97%	200,000			
0205-2105 Superannuation				625,689.19	100%	628,000			
0205-2106 Admin Training				93,954.19	97%	97,000			
0205-2107 Public Holidays				215,004.02	102%	210,000			
0205-2108 Recruitment Expenses				48,635.02	108%	45,000			
0205-2110 FBT Expense-Corp Serv Staff Only				0.00	---	10,000			
0205-2112 Parental Leave				14,679.97	98%	15,000			
0205-2113 Attendance Bonus - All Staff				4,475.00	75%	6,000			
0205-2202 Advertising-Corporate Services				47,127.05	393%	12,000			
0205-2203 Audit Fees				44,330.31	99%	45,000			
0205-2204 Bank Charges				9,988.86	77%	13,000			
0205-2205 Civic Receptions and Entertainment				9,843.62	151%	6,500			
0205-2207 Conferences and Deputations				28,496.45	95%	30,000			
0205-2209 Computer Services				157,001.27	98%	160,400			
0205-2211 Electricity-118 Victoria Street				24,230.25	69%	35,000			
0205-2214 Insurance-Wrkers Compensation Excess				182.00	36%	500			
0205-2215 Insurance - Workers Compensation				61,817.88	97%	64,000			
0205-2216 Insurance - Public Risk				76,428.42	109%	70,000			
0205-2217 Insurance - Other				208,565.67	99%	210,000			
0205-2218 Insurance Workers Comp Claim Paymts				9,730.79	97%	10,000			
0205-2219 Internal Audit				31,627.99	90%	35,000			

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000, 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0205-2220 Citizenship Ceremonies				93.16	---	0			
0205-2221 Legal Expenses				104,503.30	105%	100,000			
0205-2222 Postage-Corporate Services				16,028.14	84%	19,000			
0205-2223 Printing and Stationery-Corporate Se				37,868.00	105%	36,000			
0205-2225 Rates-Charges-118 Victoria				295.08	118%	250			
0205-2226 Websters Building Maintenance				0.00	---	0			
0205-2227 Maintenance/Operations				349,260.53	97%	360,000			
0205-2228 Subscriptions				64,166.55	92%	70,000			
0205-2229 Telephone-Corporate Services				28,690.60	96%	30,000			
0205-2230 Vehicle Expenses-MFA & CEO				48,798.60	93%	52,500			
0205-2231 Valuation Fees-DNR				26,187.75	101%	26,000			
0205-2235 Cents Rounding Expense				1.20	12%	10			
0205-2236 Meals on Wheels Building				0.00	---	400			
0205-2270 Workplace Health/Safety				143,382.98	99%	145,000			
0205-2274 IR/HR Expense				41,032.90	103%	40,000			
0205-2301 Depreciation Corporate Services				67,989.78	59%	116,207			
0205-2302 Amortisation of Software				9,333.60	100%	9,334			
0205-2402 Bad Debts - Rates				0.00	---	5,000			
0205-2403 Bad Debts - Other				626.20	63%	1,000			
0205-2407 QTC Finance Cost Corporate				102,284.27	100%	101,883			
0205-2447 Operational Projects				301,407.21	81%	371,200			
0205-2448 Office Equipment Write-Off				0.00	---	0			
0205-2450 REDP - GRANTS OFFICER				79,653.39	105%	76,000			
0205-2510 C& C Rental Concessional				50,050.00	147%	34,000			
0205-0003 CORPORATE SERVICES	2,841,587.24	99%	2,858,800	5,733,171.64	98%	5,858,184	(2,891,584.40)	96%	(2,999,384)
0206-0003 COUNCILLORS SERVICES									
0206-2101 Councillors' Remuneration				430,516.50	100%	430,500			
0206-2207 Conferences and Deputations-Council				11,836.86	59%	20,000			
0206-2210 Council Elections				0.00	---	5,000			
0206-2213 Misc Meeting Expenditure				12,427.35	113%	11,000			
0206-2217 Councillors Accident Insurance				0.00	---	750			
0206-2227 Maintenance/Operations				4,612.11	77%	6,000			
0206-2230 Travelling Expenses-Councillors				2,244.60	25%	9,000			
0206-0003 COUNCILLORS SERVICES	0.00	---	0	461,637.42	96%	482,250	(461,637.42)	96%	(482,250)
0210-0003 STORES ADMINISTRATION									
0210-1810 Oncosts-Stores	41,963.71	113%	37,000						
0210-1901 Gain/Loss on Sale of Surplus Stock	0.00	---	0						
0210-2227 Maintenance/Operations				3,625.14	73%	5,000			

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0210-2233 Stocktake Variation				785.03	79%	1,000			
0210-2447 Operational Projects				0.00	---	0			
0210-0003 STORES ADMINISTRATION	41,963.71	113%	37,000	4,410.17	74%	6,000	37,553.54	121%	31,000
0200-0002 ADMINISTRATION/CORPORATE	2,883,550.95	100%	2,895,800	6,199,219.23	98%	6,346,434	(3,315,668.28)	96%	(3,450,634)
0300-0002 PLANNING & DEVELOPMENT									
0310-0003 DEVELOPMENT - PLANNING									
0310-1302 Development Planning Fees/Charges	25,412.00	85%	30,000						
0310-1400 Fines	0.00	---	0						
0310-2106 Training				3,104.70	56%	5,500			
0310-2221 Legal Fees-Planning				22,513.32	90%	25,000			
0310-2227 Maintenance/Operations				90,817.67	101%	90,000			
0310-2447 Operational Projects				42,682.76	95%	45,000			
0310-0003 DEVELOPMENT - PLANNING	25,412.00	85%	30,000	159,118.45	96%	165,500	(133,706.45)	99%	(135,500)
0320-0003 DEVELOPMENT -									
0320-1300 Building Search Fees	1,584.00	132%	1,200						
0320-1302 Swimming Pool Inspection Fee	3,090.88	88%	3,500						
0320-1304 Building Fees/Permits	33,590.50	112%	30,000						
0320-1305 House Removal Inspection Fees	0.00	---	0						
0320-1400 Fines	0.00	---	0						
0320-2106 Training				61.27	2%	2,500			
0320-2227 Maintenance/Operations				71,363.20	102%	70,000			
0320-2447 Operational Projects				0.00	---	0			
0320-0003 DEVELOPMENT -	38,265.38	110%	34,700	71,424.47	99%	72,500	(33,159.09)	88%	(37,800)
0340-0003 ECONOMIC DEVELOPMENT									
0340-1622 Subsidy - State	0.00	---	0						
0340-1623 Grant-Federal-Operational	0.00	---	0						
0340-1624 Grant - Murray Darling Program	0.00	---	0						
0340-1634 REDP GRANT - ECONOMIC DEVEL	150,000.00	100%	150,000						
0340-2101 Salaries/Wages				0.00	---	0			
0340-2106 Training				0.00	---	5,000			
0340-2110 FBT Expense - Eco Dev				0.00	---	2,000			
0340-2201 Precepts - Economic Development				0.00	---	0			
0340-2214 General Expenses				70,286.11	91%	77,000			
0340-2447 Operational Projects				26,550.57	590%	4,500			
0340-2449 Murrumbidgee Program				0.00	---	0			
0340-2450 REDP - ECONOMIC DEVELOPMENT				162,436.73	72%	225,000			

Revenue and Expenditure Report - Balonne Shire Council

 (Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0340-0003 ECONOMIC DEVELOPMENT	150,000.00	100%	150,000	259,273.41	83%	313,500	(109,273.41)	67%	(163,500)
0350-0003 TOURISM SERVICES									
0350-1622 Subsidy - State-Operational	0.00	---	0						
0350-1631 Contribution - Advertising	7,090.90	92%	7,700						
0350-1632 Subsidy - Capital	0.00	---	0						
0350-2201 Tourism Memberships				17,256.31	86%	20,000			
0350-2214 General Expenses				11,450.64	>999%	500			
0350-2447 Operational Projects				41,394.85	79%	52,500			
0350-0003 TOURISM SERVICES	7,090.90	92%	7,700	70,101.80	96%	73,000	(63,010.90)	96%	(65,300)
0355-0003 VISITOR SERVICES									
0355-1351 VIC Sales	30,943.03	100%	31,000						
0355-1352 VIC Internet Charges	133.74	17%	800						
0355-1353 VIC Refreshment Sales	200.06	40%	500						
0355-1354 VIC Craft Revenue	6,015.80	100%	6,000						
0355-1901 VIC Profit/Loss Sale of Assets	0.00	---	0						
0355-2106 VIC Training - Staff				6,763.60	68%	10,000			
0355-2202 VIC Advertising				21.86	1%	2,000			
0355-2227 VIC Maintenance/Operations				229,749.89	115%	200,000			
0355-2228 VIC Cost of Sales				1,995.39	8%	25,000			
0355-2229 VIC Internet Service Expenditure				0.00	---	800			
0355-2230 VIC Refreshments - Cost of Sales				0.00	---	400			
0355-2233 VIC Craft Expenditure				4,626.56	93%	5,000			
0355-2301 Depreciation VIC				13,727.67	118%	11,626			
0355-2447 VIC Operational Projects				2,299.89	115%	2,000			
0355-2448 VIC Equipment Writeoff				482.70	---	0			
0355-0003 VISITOR SERVICES	37,292.63	97%	38,300	259,667.56	101%	256,826	(222,374.93)	102%	(218,526)
0360-0003 LAND DEVELOPMENT									
0360-1351 LFR Gain on Sale of Land	0.00	---	0						
0360-2228 Legal Costs for Land				320.00	---	0			
0360-0003 LAND DEVELOPMENT	0.00	---	0	320.00	---	0	(320.00)	---	0
0300-0002 PLANNING & DEVELOPMENT	258,060.91	99%	260,700	819,905.69	93%	881,326	(561,844.78)	91%	(620,626)
0400-0002 TRANSPORT & DRAINAGE									
0401-0003 WORKS FINANCE									
0401-1351 Sales Miscellaneous	0.00	---	500						
0401-1611 FAGS Grant Roads	1,602,838.00	103%	1,559,770						

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0401-1612 TIDS Grant State Capital	598,827.15	100%	600,000						
0401-1615 R2R Grant Capital	662,118.00	100%	662,881						
0401-1616 Capital Grant - CBD Beautification	0.00	---	0						
0401-1617 Capital Grant - Bus Shelter	0.00	---	0						
0401-1624 Capital Grants - Building our Region	0.00	---	0						
0401-1626 Noondoo-Thallon Rd Freight Subsidy	0.00	---	0						
0401-1627 REDP GRANT-DIRRRAN RAIL & RIVER	279,000.00	100%	279,000						
0401-1628 REDP GRANT-ST GEORGE RIVER	268,955.77	95%	283,000						
0401-1629 REDP GRANT-STG STORMWATER IS	126,092.24	66%	191,100						
0401-1631 Developer Contribution-Roadworks-Cap	0.00	---	30,000						
0401-1633 Flood Damage 2017	39,852.73	100%	40,000						
0401-1637 FD 2012 Flood -Project Consult Claim	0.00	---	0						
0401-1638 FD 2011 Flood -Project Consult Claim	0.00	---	0						
0401-2621 FD Flood Damage 2011 Project Mngment				0.00	---	0			
0401-2623 FD Flood Damage 2012 Project Mngment				0.00	---	0			
0401-0003 WORKS FINANCE	3,577,683.89	98%	3,646,251	0.00	---	0	3,577,683.89	98%	3,646,251
0405-0003 WORKS ADMINISTRATION									
0405-1351 Training Recoupment	0.00	---	0						
0405-1621 Traineeship Subsidy	0.00	---	0						
0405-1810 Oncosts	868,722.55	97%	900,000						
0405-2101 Salaries/Wages				923,229.52	92%	1,000,000			
0405-2106 Training				164,585.38	132%	124,500			
0405-2108 Wet Weather				2,591.61	10%	25,000			
0405-2111 FBT Expense - Technical Services				0.00	---	8,000			
0405-2202 Works Advertising				6,983.89	70%	10,000			
0405-2227 Maintenance/Operations				117,421.10	138%	85,000			
0405-2230 Travelling Expenses				111,082.53	101%	110,000			
0405-2270 Workplace Health/Safety				0.00	---	0			
0405-2274 Enterprise Bargaining - State				18,240.23	96%	19,000			
0405-2301 Depreciation Works Admin				3,446.98	103%	3,336			
0405-2302 Amortisation of Software				883.61	89%	995			
0405-2447 Operational Projects				0.00	---	0			
0405-2510 Tech Concessional Rental				35,632.95	119%	30,000			
0405-0003 WORKS ADMINISTRATION	868,722.55	97%	900,000	1,384,097.80	98%	1,415,831	(515,375.25)	100%	(515,831)
0410-0003 ROADS									
0410-1901 Gain/Loss on Road Swap	0.00	---	0						
0410-2227 Maintenance/Operations				2,597,034.00	104%	2,500,000			
0410-2279 Flood Damage 2017				60,131.79	---	0			

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0410-2282 FD Flood Damage Restoration Feb 2012				0.00	---	0			
0410-2283 FD Flood Damage 2013				0.00	---	0			
0410-2301 Depreciation Roads				4,215,545.32	106%	3,976,399			
0410-2447 Operational Projects				0.00	---	0			
0410-0003 ROADS	0.00	---	0	6,872,711.11	106%	6,476,399	(6,872,711.11)	106%	(6,476,399)
0415-0003 STREETS									
0415-2227 Maintenance/Operations				853,534.97	89%	960,000			
0415-2301 Depreciation Streets				481,233.04	106%	451,926			
0415-2447 Operational Projects				0.00	---	0			
0415-0003 STREETS	0.00	---	0	1,334,768.01	95%	1,411,926	(1,334,768.01)	95%	(1,411,926)
0420-0003 BRIDGES									
0420-2227 Maintenance/Operations				820.13	2%	50,000			
0420-2301 Depreciation Bridges				141,043.72	107%	131,381			
0420-2407 QTC Finance Cost Bridges				13,161.94	82%	16,000			
0420-0003 BRIDGES	0.00	---	0	155,025.79	79%	197,381	(155,025.79)	79%	(197,381)
0425-0003 STORMWATER DRAINAGE									
0425-1610 Grant - State-Capital	0.00	---	0						
0425-2227 Maintenance/Operations				22,938.27	57%	40,000			
0425-2301 Depreciation Drainage				209,139.95	103%	202,643			
0425-2407 QTC Finance Cost Drainage				0.00	---	0			
0425-2447 Operational Projects				0.00	---	0			
0425-0003 STORMWATER DRAINAGE	0.00	---	0	232,078.22	96%	242,643	(232,078.22)	96%	(242,643)
0430-0003 WORKS DEPOTS									
0430-2227 Maintenance/Operations				180,446.50	90%	200,000			
0430-2301 Depreciation Depots				103,694.38	61%	168,696			
0430-2407 QTC Finance Cost Works Depots				23,392.53	73%	32,000			
0430-2447 Operational Projects				0.00	---	0			
0430-0003 WORKS DEPOTS	0.00	---	0	307,533.41	77%	400,696	(307,533.41)	77%	(400,696)
0440-0003 AERODROMES									
0440-1306 Lease Charges	18,960.91	190%	10,000						
0440-1308 Airport Fees	120.00	---	0						
0440-1351 STG Automatic Weather Station Revenue	0.00	---	0						
0440-1610 Capital Grant - Aerodrome	500,000.00	---	0						
0440-1620 Operating Grant - Aerodrome	0.00	---	0						
0440-1636 FD Claim - Aerodrome	0.00	---	0						

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0440-2227 Maintenance/Operations				158,922.96	106%	150,000			
0440-2301 Depreciation Aerodromes				141,569.09	93%	151,433			
0440-2447 Operational Projects				9,142.97	20%	44,800			
0440-2451 FD STG AERODROME 2011				0.00	---	0			
0440-0003 AERODROMES	519,080.91	>999%	10,000	309,635.02	89%	346,233	209,445.89	-62%	(336,233)
0450-0003 PLANT & EQUIPMENT									
0450-1622 Federal Fuel Subsidy	63,963.00	80%	80,000						
0450-1630 CTP Loyalty Bonus	3,000.00	---	0						
0450-1810 Plant Oncosts	72,752.35	98%	74,000						
0450-1850 Plant Hire - Capital Works	407,616.66	82%	500,000						
0450-1851 Plant Hire - Current Works	2,301,129.39	100%	2,300,000						
0450-1901 Gain/Loss on Sale of Fixed Assets	6,612.98	99%	6,700						
0450-1902 QT Rego Refunds	25.90	1%	2,000						
0450-2219 Motor Vehicle/Plant Operations				1,700,964.14	97%	1,750,000			
0450-2228 Cost of Equipment Sales				0.00	---	2,500			
0450-2301 Depreciation Plant				647,911.53	95%	678,456			
0450-2447 Floating Plant & Loose Tools				23,815.30	119%	20,000			
0450-2448 Plant Write-off				0.00	---	0			
0450-0003 PLANT & EQUIPMENT	2,855,100.28	96%	2,962,700	2,372,690.97	97%	2,450,956	482,409.31	94%	511,744
0460-0003 FLOOD MITIGATION									
0460-1622 EMQ House Raising Grant	0.00	---	0						
0460-1623 Levee Construction Grant (DLG)	0.00	---	0						
0460-1624 Royalities for Regions Stage 2 Levee	0.00	---	0						
0460-2227 Maintenance/Operations				14,135.38	71%	20,000			
0460-2301 Depreciation Flood Mitigation				90,180.11	67%	134,193			
0460-2447 Operational Projects				0.00	---	0			
0460-0003 FLOOD MITIGATION	0.00	---	0	104,315.49	68%	154,193	(104,315.49)	68%	(154,193)
0400-0002 TRANSPORT & DRAINAGE	7,820,587.63	104%	7,518,951	13,072,855.82	100%	13,096,258	(5,252,268.19)	94%	(5,577,307)
0500-0002 COMMUNITY & CULTURAL									
0501-0003 COMMUNITY DEVELOPMENT									
0501-1351 Community Events - Cash Sales	0.00	---	1,000						
0501-1623 Grant - Operational	4,000.00	133%	3,000						
0501-1624 BALONNE REMEMBERS - End of WW1 Cent	3,000.00	36%	8,400						
0501-1625 CELEBRATING MULTICULTURAL QLD	3,800.00	100%	3,800						
0501-1626 MULTICULTURAL DEVELOPMENT	0.00	---	0						
0501-1627 EMPOWERING OUR COMMUNITY	26,250.00	---	0						

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000, 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

			REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
			30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0501-1631	Grant-Get Ready Qld		11,387.20	104%	11,000						
0501-1632	Subsidy - Capital		0.00	---	0						
0501-1634	Grant - SW Hospital and Health Serv		134,454.60	91%	147,000						
0501-2101	Salaries/Wages					212,992.07	99%	215,000			
0501-2106	Training					12,814.15	83%	15,500			
0501-2201	Concessional Rent					0.00	---	15,000			
0501-2202	Community Services-Advertising					10,485.90	95%	11,000			
0501-2227	Maintenance/Operations					84,724.68	94%	90,000			
0501-2301	Depreciation Community Development					162.94	100%	163			
0501-2447	Operational Projects					161,752.63	98%	164,400			
0501-0003	COMMUNITY DEVELOPMENT		182,891.80	105%	174,200	482,932.37	94%	511,063	(300,040.57)	89%	(336,863)
0502-0003	FLOOD RECOVERY SERVICES										
0502-2101	Salaries/Wages					0.00	---	0			
0502-0003	FLOOD RECOVERY SERVICES		0.00	---	0	0.00	---	0	0.00	---	0
0505-0003	LIBRARIES										
0505-1305	LIB Internet Charges		0.00	---	0						
0505-1306	Photocopying Charges		341.54	137%	250						
0505-1401	Library - Miscellaneous		58.18	116%	50						
0505-1620	Subsidy - State		132,336.84	89%	149,250						
0505-2106	Training					4,806.94	74%	6,500			
0505-2226	Dirran Rural Transaction Library Con					44,836.00	97%	46,300			
0505-2227	Maintenance/Operations					181,471.13	98%	185,000			
0505-2301	Depreciation Libraries					3,815.38	76%	5,026			
0505-2302	Amortisation of Software					0.00	---	0			
0505-2447	Operational Projects					130,287.94	72%	180,250			
0505-0003	LIBRARIES		132,736.56	89%	149,550	365,217.39	86%	423,076	(232,480.83)	85%	(273,526)
0510-0003	HOUSING										
0510-1710	Rent Revenue		165,944.10	133%	125,000						
0510-1901	Gain/Loss on Sale of Fixed Assets		0.00	---	0						
0510-2227	Maintenance/Operations					155,403.10	84%	186,000			
0510-2228	Cost of House Sales					0.00	---	0			
0510-2301	Depreciation Housing					87,773.00	100%	88,093			
0510-2447	Operational Projects					0.00	---	0			
0510-0003	HOUSING		165,944.10	133%	125,000	243,176.10	89%	274,093	(77,232.00)	52%	(149,093)
0515-0003	PUBLIC COMMUNICATION										
0515-1610	Grant - State		500,000.00	---	0						

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000, 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0515-2227 Maintenance/Operations				2,020.46	135%	1,500			
0515-2301 Depreciation Public Communication				0.00	---	0			
0515-2447 Operational Projects				3,998.52	---	0			
0515-0003 PUBLIC COMMUNICATION	500,000.00	---	0	6,018.98	401%	1,500	493,981.02	<-999%	(1,500)
0520-0003 SPORT & RECREATION									
0520-1305 Hire Charges	4,583.37	83%	5,500						
0520-1611 Dirranbandi Multipurpose Sports	6,000.00	100%	6,000						
0520-1621 Subsidy - State-Operational	0.00	---	0						
0520-1622 Subsidy - State-Capital	0.00	---	0						
0520-2227 Maintenance/Operations				103,312.74	87%	119,000			
0520-2301 Depreciation Sport & Recreation				34,349.31	64%	53,713			
0520-2447 Operational Projects				5,522.18	46%	12,000			
0520-0003 SPORT & RECREATION	10,583.37	92%	11,500	143,184.23	78%	184,713	(132,600.86)	77%	(173,213)
0521-0003 SWIMMING POOLS									
0521-1305 Hire Charges - St George Pool	26,728.24	76%	35,000						
0521-1306 Hire Charges - Dirranbandi Pool	5,074.98	101%	5,000						
0521-1622 Subsidy - State - Capital	0.00	---	0						
0521-1635 Dept Education Dirran Pool Contribut	5,000.00	100%	5,000						
0521-2106 Training - Volunteers Only				4,095.66	55%	7,500			
0521-2202 Swimming Pool Advertising				692.26	69%	1,000			
0521-2227 Maintenance/Operations				325,076.81	84%	385,000			
0521-2229 Dirran Pool Committee				0.00	---	2,500			
0521-2301 Depreciation Pools				121,756.47	88%	138,252			
0521-2407 QTC Finance Cost Pools				0.00	---	0			
0521-2447 Operational Projects				1,583.63	99%	1,600			
0521-0003 SWIMMING POOLS	36,803.22	82%	45,000	453,204.83	85%	535,852	(416,401.61)	85%	(490,852)
0522-0003 TENNIS COURTS									
0522-1305 Hire Charges	340.46	34%	1,000						
0522-2227 Maintenance/Operations				4,909.05	85%	5,800			
0522-2301 Depreciation Tennis Courts				13,964.54	94%	14,900			
0522-2447 Operational Projects				0.00	---	0			
0522-0003 TENNIS COURTS	340.46	34%	1,000	18,873.59	91%	20,700	(18,533.13)	94%	(19,700)
0525-0003 ARTS & HISTORY									
0525-1351 Revenue - Sale of St George's Bridge	0.00	---	600						
0525-1352 Revenue - River Country	0.00	---	200						
0525-1620 Subsidy - State - RADF	25,000.00	100%	25,000						

Revenue and Expenditure Report - Balonne Shire Council

 (Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0525-1622 Subsidy -State	0.00	---	0						
0525-1632 Subsidy - Capital	0.00	---	0						
0525-2101 Salaries/Wages				0.00	---	0			
0525-2208 Contributions - R.A.D.F				46,770.00	126%	37,060			
0525-2227 Maintenance/Operations				7,643.64	96%	8,000			
0525-2228 Expenditure - Sale of History Books				0.00	---	100			
0525-2301 Depreciation Arts				13,955.85	94%	14,912			
0525-2447 Operational Projects				6,933.60	99%	7,000			
0525-0003 ARTS & HISTORY	25,000.00	97%	25,800	75,303.09	112%	67,072	(50,303.09)	122%	(41,272)
0530-0003 PARKS & GARDENS									
0530-1305 Hire Charges	100.00	20%	500						
0530-1610 Get Playing Places and Spaces	80,883.55	100%	81,000						
0530-1620 Subsidy - Capital - Cavanough Park	0.00	---	0						
0530-1621 Traineeship Subsidy	34,195.80	100%	34,200						
0530-1633 FD Jan 2011 Restoration Work Claim	0.00	---	0						
0530-2101 Salaries/Wages-Parks & Garden Superv				138,785.63	98%	142,000			
0530-2102 Salaries/Wages-Parks & Gardn Trainee				38,511.83	96%	40,000			
0530-2227 Maintenance/Operations				464,411.75	99%	470,000			
0530-2280 FD Flood Damage Restoration Jan 2011				0.00	---	0			
0530-2301 Depreciation Parks & Gardens				64,810.79	56%	115,412			
0530-2447 Operational Projects				0.00	---	0			
0530-0003 PARKS & GARDENS	115,179.35	100%	115,700	706,520.00	92%	767,412	(591,340.65)	91%	(651,712)
0535-0003 HALLS & CULTURAL CENTRES									
0535-1305 Hire Charges	8,586.56	86%	10,000						
0535-1611 Grant - Federal-Capital	0.00	---	0						
0535-1620 Subsidy - State	0.00	---	0						
0535-2227 Maintenance/Operations				138,415.89	99%	140,000			
0535-2301 Depreciation Halls				75,144.64	35%	213,960			
0535-2447 Operational Projects				0.00	---	0			
0535-2510 Caretaker Concessional Rental				11,960.00	100%	12,000			
0535-0003 HALLS & CULTURAL CENTRES	8,586.56	86%	10,000	225,520.53	62%	365,960	(216,933.97)	61%	(355,960)
0545-0003 COMMUNITY ASSISTANCE									
0545-2208 Donations				17,835.37	99%	18,000			
0545-2209 Water & Waste Flood Rebate				0.00	---	0			
0545-2210 Rate Rebates / Remissions				11,353.96	95%	12,000			
0545-2447 Operational Projects				0.00	---	0			
0545-2820 Concessions Granted				3,541.69	47%	7,500			

Revenue and Expenditure Report - Balonne Shire Council

 (Accounts: 0100-0002-0000 to 7900-7201-0000, 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0545-0003 COMMUNITY ASSISTANCE	0.00	---	0	32,731.02	87%	37,500	(32,731.02)	87%	(37,500)
0550-0003 EMERGENCY SERVICES									
0550-1351 SES Miscellaneous Revenue	0.00	---	0						
0550-1610 Grant - State-Operational	18,813.56	90%	21,000						
0550-2101 Emergency Services Call-Out				751.81	75%	1,000			
0550-2227 Maintenance/Operations				35,220.14	104%	34,000			
0550-2301 Depreciation Emergency Services				27,737.28	117%	23,781			
0550-2447 Operational Projects				0.00	---	0			
0550-0003 EMERGENCY SERVICES	18,813.56	90%	21,000	63,709.23	108%	58,781	(44,895.67)	119%	(37,781)
0555-0003 SHOWGROUNDS									
0555-1305 Hire Charges	29,011.43	97%	30,000						
0555-1620 Subsidy - State	0.00	---	0						
0555-1621 Subsidy - Federal - Capital	0.00	---	0						
0555-2227 Maintenance/Operations				158,414.85	99%	160,000			
0555-2236 Operating Leases				0.00	---	0			
0555-2301 Depreciation Showgrounds				139,078.40	60%	230,203			
0555-2447 Operational Projects				0.00	---	0			
0555-0003 SHOWGROUNDS	29,011.43	97%	30,000	297,493.25	76%	390,203	(268,481.82)	75%	(360,203)
0560-0003 WORK PROGRAM									
0560-2101 Salaries/Wages-WORK-BSC Employees				0.00	---	0			
0560-2447 Operational Projects				11,166.92	64%	17,500			
0560-0003 WORK PROGRAM	0.00	---	0	11,166.92	64%	17,500	(11,166.92)	64%	(17,500)
0575-0003 YOUTH DEVELOPMENT									
0575-2227 Maintenance/Operations				0.00	---	0			
0575-2447 Operational Projects				4,669.54	---	0			
0575-0003 YOUTH DEVELOPMENT	0.00	---	0	4,669.54	---	0	(4,669.54)	---	0
0580-0003 SAFER COMMUNITIES									
0580-1630 Telstra/LGAQ Contribution	24,998.00	---	0						
0580-2227 Maintenance/Operations				899.55	90%	1,000			
0580-2301 Depreciation Safer Communities				9,410.85	100%	9,411			
0580-2447 Operational Projects				0.00	---	0			
0580-0003 SAFER COMMUNITIES	24,998.00	---	0	10,310.40	99%	10,411	14,687.60	-141%	(10,411)
0585-0003 SKILLING QUEENSLANDERS									
0585-1622 Subsidy State - Operational	0.00	---	0						

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0585-0003 SKILLING QUEENSLANDERS	0.00	---	0	0.00	---	0	0.00	---	0
0500-0002 COMMUNITY & CULTURAL	1,250,888.41	176%	708,750	3,140,031.47	86%	3,665,836	(1,889,143.06)	64%	(2,957,086)
0600-0002 ENVIRONMENT & HEALTH SERVICES									
0605-0003 DOMESTIC ANIMAL CONTROL									
0605-1110 Domestic Animal Special Rates	29,781.49	99%	30,000						
0605-1130 Interest on Arrears Domestic Animals	408.66	82%	500						
0605-1201 Other Animal Registrations Urban	647.00	32%	2,000						
0605-1202 Impounding Fees Domestic Animals	3,180.00	64%	5,000						
0605-1203 Animal Registrations	37,181.00	93%	40,000						
0605-1307 Infringement Notices/Fines/Legal Fees	(431.10)	-29%	1,500						
0605-1351 Miscellaneous Dog Charges	1,703.20	76%	2,250						
0605-2106 Training Compliance				17,152.92	104%	16,500			
0605-2202 Advertising-Dog&Cat				0.00	---	0			
0605-2226 Pound Facility Maintenance				2,530.85	84%	3,000			
0605-2227 Maintenance/Operations				221,830.04	103%	215,000			
0605-2301 Depreciation Domestic Animal Control				1,255.36	91%	1,382			
0605-2447 Operational Projects				12,033.51	89%	13,500			
0605-2510 LL Concessional Rental				0.00	---	0			
0605-0003 DOMESTIC ANIMAL CONTROL	72,470.25	89%	81,250	254,802.68	102%	249,382	(182,332.43)	108%	(168,132)
0610-0003 VERMIN CONTROL									
0610-2227 Maintenance/Operations				195.82	4%	5,000			
0610-2447 Operational Projects				0.00	---	0			
0610-0003 VERMIN CONTROL	0.00	---	0	195.82	4%	5,000	(195.82)	4%	(5,000)
0612-0003 URBAN FIRE CONTROL									
0612-2227 Maintenance/Operations				4,891.54	122%	4,000			
0612-2301 Depreciation Fire Control				1,103.30	122%	908			
0612-0003 URBAN FIRE CONTROL	0.00	---	0	5,994.84	122%	4,908	(5,994.84)	122%	(4,908)
0615-0003 CEMETERIES									
0615-1306 Cemetery Charges	42,599.67	95%	45,000						
0615-2227 Maintenance/Operations				64,977.84	87%	75,000			
0615-2301 Depreciation Cemeteries				5,068.65	78%	6,470			
0615-2447 Operational Projects				0.00	---	0			
0615-0003 CEMETERIES	42,599.67	95%	45,000	70,046.49	86%	81,470	(27,446.82)	75%	(36,470)
0625-0003 PUBLIC TOILETS									

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000, 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0625-1620 Subsidy - State	0.00	---	0						
0625-2227 Maintenance/Operations				50,114.40	104%	48,000			
0625-2301 Depreciation Public Convenience				25,318.94	83%	30,641			
0625-2447 Operational Projects				0.00	---	0			
0625-0003 PUBLIC TOILETS	0.00	---	0	75,433.34	96%	78,641	(75,433.34)	96%	(78,641)
0630-0003 WASTE MANAGEMENT									
0630-1306 Disposal Fees	0.00	---	0						
0630-2301 Depreciation Waste Management				305.88	100%	306			
0630-2630 Contribution - Cleansing Program				0.00	---	0			
0630-0003 WASTE MANAGEMENT	0.00	---	0	305.88	100%	306	(305.88)	100%	(306)
0635-0003 NATURAL ENVIRONMENT									
0635-1202 EPA Licence Fees	1,430.00	95%	1,500						
0635-1620 Subsidy-State-Capital	0.00	---	0						
0635-2106 Training				5,267.47	81%	6,500			
0635-2214 General Expenses				39,129.65	98%	40,000			
0635-2228 EPA Licence Fees				19,980.78	80%	25,000			
0635-2301 Depreciation Environmental Health				0.00	---	0			
0635-2447 Operational Projects				6,089.24	101%	6,000			
0635-0003 NATURAL ENVIRONMENT	1,430.00	95%	1,500	70,467.14	91%	77,500	(69,037.14)	91%	(76,000)
0640-0003 HEALTH INSPECTION									
0640-1202 Registration/Premises/Health	7,538.00	75%	10,000						
0640-1351 Sundry Revenue	0.00	---	200						
0640-1621 Traineeship Subsidy	0.00	---	0						
0640-2106 Training				0.00	---	0			
0640-2111 FBT Expense - Health/Environment				0.00	---	0			
0640-2202 Health Department Advertising				22,118.84	96%	23,000			
0640-2221 Legal Expenses				0.00	---	0			
0640-2227 Maintenance/Operations				111,423.17	101%	110,000			
0640-2301 Depreciation Healthy Environment				0.00	---	0			
0640-2447 Operational Projects				0.00	---	0			
0640-2510 CES Concessional Rental				12,935.29	90%	14,300			
0640-0003 HEALTH INSPECTION	7,538.00	74%	10,200	146,477.30	99%	147,300	(138,939.30)	101%	(137,100)
0645-0003 PUBLIC HEALTH FACILITIES									
0645-1306 Bollon BN Clinic Lease	33,000.00	143%	23,000						
0645-2227 Maintenance/Operations				5,719.06	82%	7,000			
0645-2301 Depreciation Public Health				7,493.89	26%	29,019			

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000, 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

		REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
		30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0645-2447	Operational Projects				0.00	---	0			
0645-0003	PUBLIC HEALTH FACILITIES	33,000.00	143%	23,000	13,212.95	37%	36,019	19,787.05	-152%	(13,019)
0655-0003	RURAL SERVICES									
0655-1110	Feral Animal Special Rates	164,421.52	97%	170,000						
0655-1130	Interest on Arrears Feral Animal	250.39	50%	500						
0655-1150	WDEF - Interest Revenue	0.00	---	0						
0655-1203	Sale Impounded Stock/Impounding Fees	2,836.57	---	0						
0655-1204	Sale of Minor Plant	0.00	---	0						
0655-1307	Wild Dog Forum Registrations	7,318.14	100%	7,320						
0655-1308	Wild Dog Exclusion Fencing Funding	1,046,727.25	---	0						
0655-1351	Stock Routes & Agistment Fees	17,322.51	91%	19,000						
0655-1620	Subsidy -State-Stock Routes Facility	0.00	---	0						
0655-1621	Traineeship Subsidy	0.00	---	0						
0655-1622	REDP GRANT - STRATEGIC FENCING	293,240.00	50%	586,480						
0655-1625	QMDC Grant	0.00	---	20,000						
0655-1630	DAFF Project-Balonne Shire	64,500.00	72%	90,000						
0655-1680	Stock Routes Claims - Major Works	34,140.61	100%	34,140						
0655-2106	Training Rural Lands				1,221.58	20%	6,000			
0655-2201	Precepts				254,097.00	100%	255,000			
0655-2204	WDEF - Interest Expense				0.00	---	0			
0655-2214	Operations				331,081.40	100%	330,500			
0655-2215	Major Works - Stock Routes				0.00	---	0			
0655-2216	Wild Dog Bounty				42,600.00	106%	40,000			
0655-2228	Wild Dog Forum Expenses				8,003.01	200%	4,000			
0655-2301	Depreciation Rural Services				11,892.19	42%	28,285			
0655-2308	WDEF - Project				75,726.79	126%	60,000			
0655-2444	Wild Dog Retainer				23,646.58	68%	35,000			
0655-2445	Wild Dog Baiting				26,961.89	77%	35,000			
0655-2447	Operational Projects				112,661.89	80%	140,000			
0655-2448	DAFF Project - Balonne Shire Council				115,852.19	129%	90,000			
0655-2449	REDP - STRATEGIC FENCING *INACTIVE*				0.00	---	0			
0655-2450	REDP - STRATEGIC FENCING				141,459.21	24%	586,480			
0655-2510	SRO Concessional Rental				11,970.28	100%	12,000			
0655-0003	RURAL SERVICES	1,630,756.99	176%	927,440	1,157,174.01	71%	1,622,265	473,582.98	-68%	(694,825)
0600-0002	ENVIRONMENT & HEALTH SERVICES	1,787,794.91	164%	1,088,390	1,794,110.45	78%	2,302,791	(6,315.54)	1%	(1,214,401)
0700-0002	COMMERCIAL SERVICES									
0705-0003	PRIVATE WORKS									

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0705-1354 Profit /Loss on Private Works	(83.81)	-8%	1,000						
0705-1355 Private Works Revenue	20,981.92	84%	25,000						
0705-1356 Private Works - Staff	6,002.82	40%	15,000						
0705-1357 Private Works - DTMR	0.00	---	0						
0705-2214 Private Works				20,981.92	84%	25,000			
0705-2215 Private Works - Staff				6,002.82	40%	15,000			
0705-2216 Private Works - DTMR				0.00	---	0			
0705-0003 PRIVATE WORKS	26,900.93	66%	41,000	26,984.74	67%	40,000	(83.81)	-8%	1,000
0713-0003 MAIN ROADS FLOOD DAMAGE									
0713-1363 DMR Claim-Flood Damage-2012-Restor	0.00	---	0						
0713-2278 DMR Flood Damage - Feb 2012-Restor				0.00	---	0			
0713-0003 MAIN ROADS FLOOD DAMAGE	0.00	---	0	0.00	---	0	0.00	---	0
0720-0003 MAIN ROADS RPC									
0720-1356 DMR Claim	0.00	---	0						
0720-2214 RPC Works				0.00	---	0			
0720-0003 MAIN ROADS RPC	0.00	---	0	0.00	---	0	0.00	---	0
0725-0003 MAIN ROADS RMPC									
0725-1356 DMR Claim	2,717,073.44	100%	2,729,000						
0725-2214 RMPC Works				1,773,068.74	92%	1,929,000			
0725-0003 MAIN ROADS RMPC	2,717,073.44	100%	2,729,000	1,773,068.74	92%	1,929,000	944,004.70	118%	800,000
0726-0003 MAIN ROADS MAINTENANCE									
0726-1356 DMR Claims	0.00	---	0						
0726-2214 Bulk Maintenance Works				0.00	---	0			
0726-0003 MAIN ROADS MAINTENANCE	0.00	---	0	0.00	---	0	0.00	---	0
0727-0003 MAIN ROADS MINOR WORKS									
0727-1356 DMR Claims	21,639.92	108%	20,000						
0727-2214 Minor Works				21,409.95	107%	20,000			
0727-0003 MAIN ROADS MINOR WORKS	21,639.92	108%	20,000	21,409.95	107%	20,000	229.97	---	0
0750-0003 STATE FIRE SERVICES									
0750-2225 Rates-Fire Levy				9,884.95	282%	3,500			
0750-0003 STATE FIRE SERVICES	0.00	---	0	9,884.95	282%	3,500	(9,884.95)	282%	(3,500)
0755-0003 THALLON RURAL FIRE BRIGADE									
0755-1120 Levy - Thallon Fire	7,376.53	98%	7,500						

Time 09:04 am

Page 16

Date: 05-07-2019

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000, 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
0755-1130 Interest on Arrears- Thallon Fire	63.92	128%	50						
0755-2208 Contributions Thallon RFB				3,260.57	50%	6,500			
0755-2410 Discount Allowed-Thallon Fire				556.83	80%	700			
0755-0003 THALLON RURAL FIRE BRIGADE	7,440.45	99%	7,550	3,817.40	53%	7,200	3,623.05	>999%	350
0700-0002 COMMERCIAL SERVICES	2,773,054.74	99%	2,797,550	1,835,165.78	92%	1,999,700	937,888.96	118%	797,850
0800-0002 DISASTER MANAGEMENT									
0805-0003 DISASTER MANAGEMENT									
0805-1620 NATURAL DISASTER RESILIENCE	60,000.00	33%	180,000						
0805-2214 General Expenses				104.60	---	0			
0805-2447 Operational Projects				5,635.46	3%	180,000			
0805-0003 DISASTER MANAGEMENT	60,000.00	33%	180,000	5,740.06	3%	180,000	54,259.94	---	0
0800-0002 DISASTER MANAGEMENT	60,000.00	33%	180,000	5,740.06	3%	180,000	54,259.94	---	0
4000-0002 SEWERAGE									
4110-0003 SEWERAGE CHARGES									
4110-1120 Sewerage Charges	1,137,908.77	100%	1,143,000						
4110-1130 Interest on Arrears - Gross Levy	6,559.31	131%	5,000						
4110-2410 Discount Allowed				98,354.33	100%	98,000			
4110-0003 SEWERAGE CHARGES	1,144,468.08	100%	1,148,000	98,354.33	100%	98,000	1,046,113.75	100%	1,050,000
4140-0003 DEBT MANAGEMENT									
4140-2406 QTC Finance Cost Sewer				0.00	---	0			
4140-0003 DEBT MANAGEMENT	0.00	---	0	0.00	---	0	0.00	---	0
4410-0003 SEWERAGE									
4410-1351 Sales Miscellaneous	400.00	80%	500						
4410-1620 Subsidy - State-Capital Effluent Reu	243,058.13	100%	243,058						
4410-2227 Maintenance/Operations				351,828.27	101%	350,000			
4410-2301 Depreciation Sewer				253,812.18	75%	336,662			
4410-2447 Operational Projects				0.00	---	0			
4440-2227 New Connections				0.00	---	0			
4410-0003 SEWERAGE	243,458.13	100%	243,558	605,640.45	88%	686,662	(362,182.32)	82%	(443,104)
4000-0002 SEWERAGE	1,387,926.21	100%	1,391,558	703,994.78	90%	784,662	683,931.43	113%	606,896
5000-0002 WATER SUPPLY									
5110-0003 WATER CHARGES									

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

		REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
		30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
5110-1120	Water Charges - Gross Levy	1,886,027.22	100%	1,888,000						
5110-1130	Interest on Arrears - Gross Levy	16,626.13	128%	13,000						
5110-2410	Discount Allowed - Water Charges				160,025.44	100%	160,000			
5110-0003	WATER CHARGES	1,902,653.35	100%	1,901,000	160,025.44	100%	160,000	1,742,627.91	100%	1,741,000
5115-0003	EXCESS WATER CHARGES									
5115-1120	Excess Water Charges- Gross Levy	98,277.74	100%	98,000						
5115-1130	Interest on Arrears -Gross Levy	1,221.84	61%	2,000						
5115-2410	Discount Allowed				7,979.16	114%	7,000			
5115-0003	EXCESS WATER CHARGES	99,499.58	99%	100,000	7,979.16	114%	7,000	91,520.42	98%	93,000
5120-0003	WATER SALES									
5120-1351	Cash Sales	194,712.00	100%	194,215						
5120-0003	WATER SALES	194,712.00	100%	194,215	0.00	---	0	194,712.00	100%	194,215
5125-0003	WATER OTHER INCOME									
5125-1633	Misc Equipment Sales	0.00	---	0						
5125-1635	Water Tower Rental-Mobile Phones etc	21,148.41	117%	18,000						
5125-0003	WATER OTHER INCOME	21,148.41	117%	18,000	0.00	---	0	21,148.41	117%	18,000
5130-0003	GRANTS & SUBSIDIES									
5130-1621	Subsidy - Operational - State	0.00	---	0						
5130-1622	Subsidy-Operational-Federal	0.00	---	0						
5130-1625	Subsidy-State-Capital	0.00	---	231,000						
5130-0003	GRANTS & SUBSIDIES	0.00	---	231,000	0.00	---	0	0.00	---	231,000
5140-0003	DEBT MANAGEMENT									
5140-2407	QTC Finance Cost Water				35,019.20	95%	37,000			
5140-0003	DEBT MANAGEMENT	0.00	---	0	35,019.20	95%	37,000	(35,019.20)	95%	(37,000)
5410-0003	URBAN WATER SUPPLIES									
5410-1631	Contribution - Cash STG High School	954.39	106%	900						
5410-2202	Water Notifications - Advertising				0.00	---	2,000			
5410-2221	Legal Fees				0.00	---	0			
5410-2227	Maintenance/Operations				956,946.62	93%	1,025,000			
5410-2229	Water-Community Education				0.00	---	0			
5410-2301	Depreciation Water				602,042.22	107%	561,455			
5410-2447	Operational Projects				0.00	---	0			
5410-0003	URBAN WATER SUPPLIES	954.39	106%	900	1,558,988.84	98%	1,588,455	(1,558,034.45)	98%	(1,587,555)

Revenue and Expenditure Report - Balonne Shire Council
(Accounts: 0100-0002-0000 to 7900-7201-0000. 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

Version: 2019.5.17.1

		REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
		30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
5420-0003 WATER INSPECTIONS										
5420-1300	Special Meter Reading Fee	1,753.30	88%	2,000						
5420-1400	Fines & Penalties	1,802.45	72%	2,500						
5420-2214	General Expenses/Meter Reading				19,672.32	94%	21,000			
5420-0003 WATER INSPECTIONS		3,555.75	79%	4,500	19,672.32	94%	21,000	(16,116.57)	98%	(16,500)
5430-0003 WATER QUALITY TESTING										
5430-2214	General Expenses				2,372.51	37%	6,500			
5430-2447	Operational Projects				0.00	---	0			
5430-0003 WATER QUALITY TESTING		0.00	---	0	2,372.51	37%	6,500	(2,372.51)	37%	(6,500)
5440-0003 WATER CONNECTIONS										
5440-1350	Connection Fees	3,925.00	87%	4,500						
5440-2214	General Expenses				6,559.68	146%	4,500			
5440-0003 WATER CONNECTIONS		3,925.00	87%	4,500	6,559.68	146%	4,500	(2,634.68)	---	0
5000-0002 WATER SUPPLY		2,226,448.48	91%	2,454,115	1,790,617.15	98%	1,824,455	435,831.33	69%	629,660
6000-0002 WASTE MANAGEMENT										
6110-0003 CLEANSING CHARGES										
6110-1120	Cleansing Charges - Gross Levy	1,106,102.52	100%	1,107,000						
6110-1130	Interest on Arrears - Gross Levy	7,361.63	123%	6,000						
6110-1630	Contribution - General Fund	0.00	---	0						
6110-2214	Pensioner Concession Cleansing				0.00	---	0			
6110-2410	Discount Allowed - Cleansing				94,514.17	95%	100,000			
6110-0003 CLEANSING CHARGES		1,113,464.15	100%	1,113,000	94,514.17	95%	100,000	1,018,949.98	101%	1,013,000
6430-0003 CLEANSING SERVICES										
6430-1306	Disposal Fees - Waste	2,524.68	101%	2,500						
6430-1351	Sundry Revenue	0.00	---	500						
6430-1352	Scrap Metal Sales	567.00	11%	5,000						
6430-2202	Advertising-Cleansing				0.00	---	0			
6430-2214	Annual Town Clean-up				0.00	---	0			
6430-2215	Refuse Collection (Contract)				501,257.57	95%	526,000			
6430-2216	Landfill Maintenance				395,598.06	93%	425,000			
6430-2217	Hazardous Waste				0.00	---	0			
6430-2301	Depreciation Garbage				3,756.76	30%	12,363			
6430-2447	Operational Projects				34,027.28	62%	55,000			
6430-0003 CLEANSING SERVICES		3,091.68	39%	8,000	934,639.67	92%	1,018,363	(931,547.99)	92%	(1,010,363)

Revenue and Expenditure Report - Balonne Shire Council

 (Accounts: 0100-0002-0000 to 7900-7201-0000, 100% of year elapsed. All Accounts. Excludes Committed Costs. To Details.)

Financial Year Ending 2019 - (Budget for Full Year)

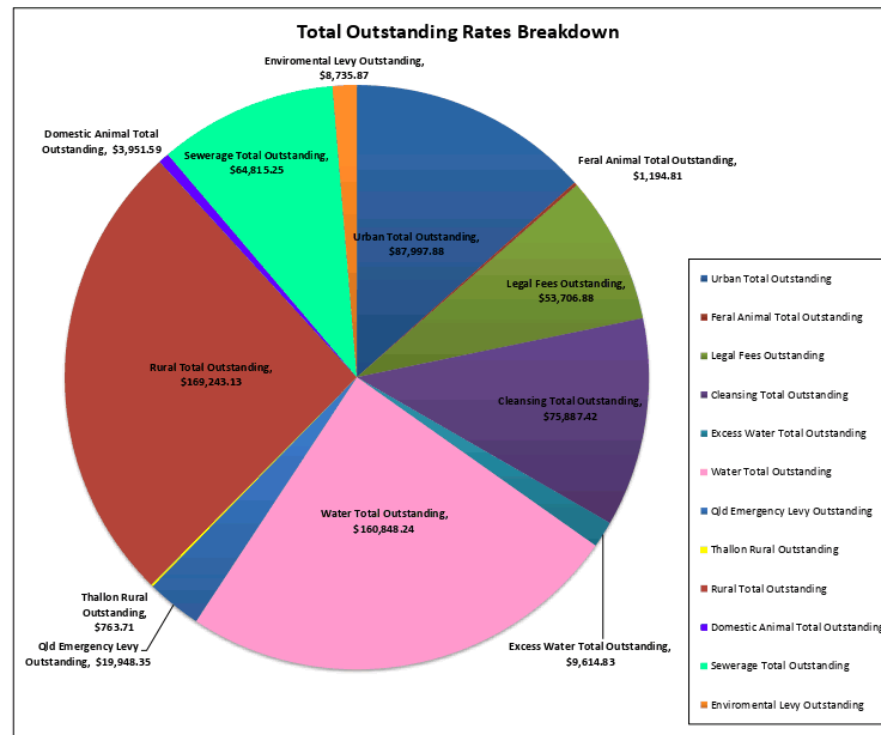
Version: 2019.5.17.1

	REVENUE			EXPENSE			SURPLUS / (DEFICIENCY)		
	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget	30 Jun 2019	%	Budget
6000-0002 WASTE MANAGEMENT	1,116,555.83	100%	1,121,000	1,029,153.84	92%	1,118,363	87,401.99	>999%	2,637
0044-0001 BALONNE SHIRE COUNCIL	34,996,620.53	105%	33,299,058	31,067,149.45	94%	32,877,525	3,929,471.08	932%	421,533
TOTAL REVENUE & EXPENDITURE	34,996,620.53	105%	33,299,058	31,067,149.45	94%	32,877,525	3,929,471.08	932%	421,533

**Balonne Shire Council Rate Status Report
As at 01/07/2019**

Total Outstanding Rate Percentage		3.31%
Total Outstanding Rate Percentage Prior Year		2.58%
Total Outstanding Rate Amount	\$	407,067.00
Total Outstanding Rate Amount Prior Year	\$	295,770.05
Total Outstanding Percentage not including - Brisbane Petroleum		2.14%
Total Outstanding Amount not including - Brisbane Petroleum	\$	263,355.82
Amount Outstanding with R&R	\$	316,202.65
Number of case files		92
Amount Outstanding with R&R passed the demand stage	\$	249,869.82
Number of case files		58
Payment Arrangement Amount	\$	54,602.08
Number of payment arrangements		110
Rates paid for the current month	\$	205,135.93
Total credit account amount (Unallocated Receipts)	-\$	241,122.72

Council please be advised that Assessment 02371-00000-000, ownership Ngurampaa Limited has been paid in full



CAPITAL GRANT, SUBSIDIES, CONTRIBUTIONS AND DONATIONS REPORT

GL #	Grant Program	Project Name	Grant Type (OP/Cap)	Approved Grant Amount	Actual Funding Received YTD	Milestone Dates	Milestone Amounts	Amended Budget	
170-1632-0000	W4Q	Thermal Springs Project	Cap	\$ 750,000.00	\$ -	50% upon endorsement 25% on spending 50% of allocation 10% upon project acquittal	\$ 300,000.00		Funding still to be received 18/19 Payments in advance Funding to be received 19/20
170-1632-0000	W4Q	St George Depot Renovations	Cap	\$ 200,000.00	\$ -	50% upon endorsement 40% on spending 50% of allocation 10% upon project acquittal	\$ 21,000.00		
170-1632-0000	W4Q 19-21	Dirranbandi Rising Sewerage Main Replacement	Cap	\$ 530,000.00	\$ 285,000.00	50% upon endorsement 40% on spending 50% of allocation 10% upon project acquittal			
170-1632-0000	W4Q 19-21	St George & Dirranbandi Water Main, Fitting and Service Replacement	Cap	\$ 500,000.00	\$ 250,000.00	50% upon endorsement 40% on spending 50% of allocation 10% upon project acquittal			
170-1632-0000	W4Q 19-21	Balonne Shire Entry Signs	Cap	\$ 120,000.00	\$ 60,000.00	50% upon endorsement 40% on spending 50% of allocation 10% upon project acquittal			
170-1632-0000	W4Q 19-21	Balonne Shire Showgrounds Maintenance	Cap	\$ 50,000.00	\$ 25,000.00	50% upon endorsement 40% on spending 50% of allocation 10% upon project acquittal			Overdue payments Funding received 17/18 YTD Payments received 18/19 New budget items
170-1633-0000	Drought Communities Programme 2017/18	St George - Grey St Streetscape - Stage 3	Cap	\$ 95,563.00	\$ 95,563.00	18/12/2019	\$ 95,563.00	\$ 93,000.00	
170-1633-0000	Drought Communities Programme 2017/18	St George Show Ground Horse Stable Upgrade- Stage 3	Cap	\$ 29,244.00	\$ 41,841.00	OS 30/04/2019	\$ 14,622.00 \$ 14,622.00		
170-1633-0000	Drought Communities Programme 2017/18	St George River Foreshore and Cultural Centre Façade	Cap	\$ 70,000.00	\$ 70,000.00	15/05/2019	\$ 70,000.00	\$ 99,244.00	
170-1634-0000	Drought Communities Programme	Nindigully Bridge Removal & Weir Upgrade DCP-80	Cap	\$ 35,000.00	\$ 31,500.00	OS 30/08/2019	Various 10%	\$ 31,500.00	
170-1634-0000	Drought Communities Programme	Stock Route Jams Upgrade - Boomerang & 7 Mile DCP-58	Cap	\$ 45,000.00	\$ 40,500.00	OS 30/08/2019	Various 10%	\$ 40,500.00	
170-1634-0000	Drought Communities Programme	Bolton Town Common Fencing Upgrade DCP-53	Cap	\$ 85,000.00	\$ 76,500.00	OS 30/08/2019	Various 10%	\$ 76,500.00	
170-1634-0000	Drought Communities Programme	Mungild River Park Crossing- Amenities & Blumeen Upgrade DCP-51	Cap	\$ 150,000.00	\$ 135,000.00	OS 30/08/2019	Various 10%	\$ 135,000.00	
170-1634-0000	Drought Communities Programme	Dirran & St George Community Projects (which includes 110k wooden park, 550k thallon toilets upgrade, 1000k secretaries office at george showgrounds) formerly Riverbank Park Oval Playground DCP-45	Cap	\$ 185,000.00	\$ 82,500.00	OS 23/02/2019	Various 10%	\$ 148,500.00	
170-1634-0000	Drought Communities Programme	Thallon Recreation Grounds Drainage Improvements DCP-62	Cap	\$ 100,000.00	\$ 90,000.00	OS 31/03/2019	Various 10%	\$ 90,000.00	
170-1634-0000	Drought Communities Programme	Dirranbandi & Nebel Projects DCP-61	Cap	\$ 220,000.00	\$ 110,000.00	OS 18/04/2019	Various 10%	\$ 198,000.00	
170-1634-0000	Drought Communities Programme	St George Riverforeshore - Footpath Upgrade - DCP-63	Cap	\$ 200,000.00	\$ 167,634.00	OS 31/03/2019	Various 10%	\$ 180,000.00	
401-1612-0000	TDS	KOORON Rd Resheet	Cap	\$ 150,000.00	\$ 71,236.57	-	-	\$ 150,000.00	
401-1612-0000	TDS	KOORON Rd Roadway upgrade and Resheet	Cap	\$ 260,000.00	\$ 187,821.13	-	-	\$ 260,000.00	
401-1612-0000	TDS	Michell-Bolton road Gravel Resheeting	Cap	\$ 190,000.00	\$ 339,969.45	-	-	\$ 190,000.00	
401-1615-0000	R2R	Whytebah Resheet	Cap	\$ 232,648.00	\$ -	funds paid quarterly	-	\$ 232,648.00	
401-1615-0000	R2R	Culbiv Grav Resheet	Cap	\$ 275,233.00	\$ 682,118.00	funds paid quarterly	-	\$ 275,233.00	
401-1627-0000	REDP	Dirranbandi Rd & River Precinct Stage 1 (17/18 Grant \$188,000)	Cap	\$ 372,000.00	\$ 279,000.00	OS Received (17/18) 30/09/2019	\$ 93,000.00 \$ 93,000.00	\$ 279,000.00	
401-1628-0000	REDP	St George CBD & River Foreshore Upgrade (17/18 Grant \$294,000)	Cap	\$ 425,000.00	\$ 268,955.77	OS Received (17/18) 30/09/2019	\$ 142,000.00 \$ 142,000.00	\$ 283,000.00	
401-1629-0000	REDP	St George Kiah & Channel Arthur & Keny Lu (17/18 Grant \$125,000)	Cap	\$ 572,400.00	\$ 126,082.24	OS Received (17/18) 30/09/2019	\$ 161,100.00 \$ 161,100.00	\$ 191,100.00	
401-1631-0000		Developer Contribution - Roadworks		\$ -	\$ 500,000.00	1/05/2019	\$ 500,000.00	\$ 30,000.00	
440-1610-0000	Dept State Dev, Manufact, Inf and Plan	St George Industrial Estate Air Services (Council Contribution \$65000)	Cap	\$ 1,000,000.00	\$ -	28/05/2020 28/03/2021	\$ 205,000.00 \$ 300,000.00		
520-1611-0000	Stronger Communities Programme - Round 4 - Australian Governmen	Dirranbandi Multipurpose Sporting Facility - Kitchen Fit Out	Cap	\$ 8,000.00	\$ 8,000.00	OS	\$ 6,000.00	\$ 6,300.00	
530-1610-0000		Get Playing Places and Spaces	Cap	\$ 81,000.00	\$ 80,863.56	9/04/2019	\$ 80,863.56	\$ 81,000.00	
580-1630-0000	Department of Industry, Innovation and Science	CCTV	Cap	\$ 53,950.00		18/19	\$ 24,998.00		
635-1620-0000		Subsidy State Capital	Cap	\$ -		19/20	\$ 28,562.00		
4410-1620-0000	DSD	Effluent Reuse Project 17/18	Cap	\$ 243,058.13	\$ 243,058.13	1/11/2018	\$ 243,058.13	\$ 243,058.00	
5130-1625-0002	LGG&SP	Dirranbandi WTP Upgrade	Cap	\$ 330,000.00	\$ -	Received in 2018	\$ 96,000.00	\$ 231,000.00	
TOTAL					\$ 4,265,972.84		\$ 3,845,263.06		

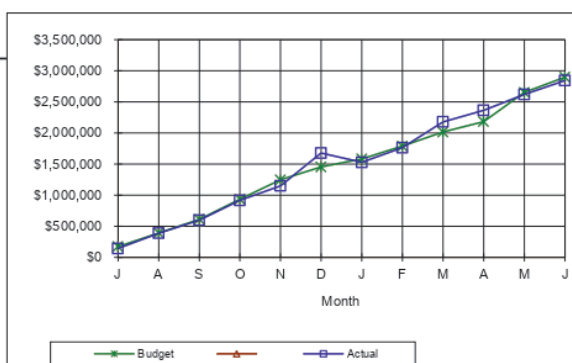
OPERATIONAL GRANT, SUBSIDIES, CONTRIBUTIONS AND DONATIONS REPORT

CL#	Grant Program	Project Name	Grant Type (OP/Cap)	Approved Grant Amount	Actual Funding Received YTD	Milestone Dates	Milestone Amounts	Amended Budget	
178-1511-0000	FAGS	General Purpose Grant	Op	\$ 4,900,891.00	\$ 4,202,180.00	Jan 18 \$ 2,711,885.00 1st Quarter Aug 18 \$ 711,885.00 2nd Quarter Sep 18 \$ 711,885.00 3rd Quarter Feb 19 \$ 711,885.00 4th Quarter May 19 \$ 711,885.00			Overdue payments
481-1511-0000		Identified Road Grant	Op	\$ 1,588,096.00	\$ 1,632,838.00	Adoptive Payments (18/20)	\$ 2,481,844.00	\$ 5,299,770.00	Funding received 17/18
208-1521-0000		Trauma Activity			\$ 18,500.00				YTD Payments received 18/19
208-1522-0000		Post-Primary Leave Subsidy			\$ 5,455.42				Funding still to be received 19/19
208-1533-0000		Disrupt Support			\$ -				Payments in advance
208-1534-0000	REDP	Grants Officer	Op	\$ 300,000.00	\$ 150,000.00	OS \$ 50,000.00 15/06/2018 \$ 50,000.00 21/09/2018 \$ 50,000.00 30/04/2019 \$ 50,000.00 30/11/2019 \$ 50,000.00 30/04/2020 \$ 50,000.00 On Signature \$ 75,000.00 15/06/2018 \$ 75,000.00			
340-1534-0000						30/09/2018 \$ 75,000.00 30/04/2019 \$ 75,000.00 30/11/2019 \$ 75,000.00 30/04/2020 \$ 75,000.00 21/12/2019 \$ 25,000.00			
355-1622-0000		Building Better Regions	Op	\$ 55,000.00		1/07/2021 \$ 55,000.00			
358-1631-0000		Advertising Contribution			\$ 7,000.00				
481-1633-0000	NDRRA	Road Damage 2017			\$ 89,960.73				
498-1632-0000		Federal Fuel Subsidy			\$ 80,960.00				
498-1636-0000		CITF Liability Scheme			\$ 3,000.00				
581-1634-0000	Queensland Remembers Funding Program	Balonne Shire Remembers - End of World War I Centenary	Op	\$ 3,000.00	\$ 3,000.00	7/12/2018	\$ 8,400.00	\$ 8,400.00	
581-1632-0000	Department of Veterans Affairs	Saluting Their Service Commemorative Grant	Op	\$ 3,000.00	\$ 4,000.00	6/03/2019	\$ 3,000.00	\$ 3,000.00	
581-1625-0000	Celebrating Multicultural Queensland	Balonne Shire Multicultural Luncheon	Op	\$ 3,800.00	\$ 3,800.00	OS	\$ 3,800.00	\$ 3,800.00	
581-1625-0000	Building Our Regions Round 04	Balonne Shire Digital Connectivity Project	Op	\$ 1,000,000.00		1/06/2019 \$ 500,000.00 30/09/2019 \$ 500,000.00			
581-1627-0000		Empowering our Community	Op		\$ 26,250.00				
581-1631-0000	Get Ready Queensland - GSA	Get Ready Balonne - Family Fun Day	Op	\$ 10,800.00	\$ 11,387.20	OS 30/09/2019 95%	\$ 11,000.00		
581-1634-0000		LIV Hospital and Health Services			\$ 134,454.60				
595-1625-0001	SLQ	CLS Library Equipment	Op	\$ 3,045.45	\$ 3,045.45	Oct 18 \$ 3,045.45 1 Jan 19 31 December 18 \$ 1,653.23 1 Jan 2019 30 June 19 \$ 1,653.02 1 Jul 19 June 2020 \$ 1,653.02 1 July 2020 30 June 2021 \$ 1,653.02			
595-1625-0002	SLQ	First 5 Firewall	Op	\$ 18,623.31	\$ 5,655.02	Jul 18 \$ 30,000.00			
595-1625-1001	SLQ	Library Strategic Priorities	Op	\$ 30,000.00	\$ 30,000.00	OS \$ 10,454.55 31/12/2018 \$ 73,181.82			
595-1625-0001	Maturing the Infrastructure Project Pipeline Program 2	Business Hub	Op	\$ 104,545.50	\$ 83,636.37	31/09/2019 \$ 20,969.09			
595-1629-0001	SLQ	Deadly Digital Communities	Op	\$ 10,000.00	\$ 10,000.00	Jan 19 \$ 10,000.00			
515-1616-0000	Building Our Regions Round 04	Digital Connectivity Project	Op	\$ 1,000,000.00	\$ 500,000.00	May 19 \$ 500,000.00 Oct 19 \$ 500,000.00			
521-1635-0000	Department of Education	Download Pool Contribution			\$ 5,000.00				
525-1625-0000	Arts Queensland	RAQF Program	Op	\$ 25,000.00	\$ 25,000.00	On Signature \$ 25,000.00			
525-1627-0000		Schools - State			\$ -				
538-1521-0000		Trauma Subsidy			\$ 34,185.80				
555-1615-0000		SLQ Subsidy			\$ 19,811.54	10/03/2019 \$ 19,811.54			
558-1636-0000		Tenants/GOAG Contribution	Op	Z	\$ 24,946.00	OS Received 17/18 \$ 146,620.00 30/09/2018 \$ 146,620.00 31/08/2018 \$ 146,620.00 31/05/2019 \$ 146,620.00 30/04/2020 \$ 146,620.00 On Signature \$ 20,969.09 1st April 2018 \$ 20,969.09 30/09/2018 \$ 20,969.09			
605-1622-0000	REDP	Strategic Fencing	Op	\$ 733,100.00	\$ 263,340.00	On signing and before 30/9/19 \$ 800,000.00 30/09/2019 \$ 800,000.00			
605-1625-0000	QWDC	Parkhurst Mapping & Control	Op	\$ 70,000.00	\$ -	On Signature \$ 20,969.09 1st April 2018 \$ 20,969.09 30/09/2018 \$ 20,969.09			
605-1308-0000	Department of Agriculture and Water Resources	Wild Dog Exclusion Fencing Grant - 4-84002018	Op	\$ 800,000.00	\$ 800,000.00	On signing and before 30/9/19 \$ 200,000.00			
605-1308-0000	Department of Agriculture and Water Resources	Pest and Weed Management	Op	\$ 200,000.00	\$ 200,000.00	On signing and before 30/9/19 \$ 200,000.00			
605-1630-0000	Queensland Forest Pest Initiative (QFPI)	DAFF	Op	\$ 215,000.00	\$ 64,500.00	On Signature (16th July 2017) \$ 80,000.00 6/03/2018 \$ 21,500.00 11/12/2018 \$ 64,500.00 28/02/2020 \$ 43,000.00			
605-1628-0000	Natural Disaster Resilience Program - GRA	Balonne Shire Flood Warning Gauge IS	Op	\$ 200,000.00	\$ 60,000.00	OS \$ 60,000.00 20/06/20 \$ 20,000.00 16/01/2020 \$ 20,000.00			
510-1631-0000	Department of Education	STO High School Contribution			\$ 90.50				
TOTAL					\$ 6,964,855.44		\$ 7,877,590.94		

Balonne Shire Council as at 30 June 2019 Maintenance/Operations

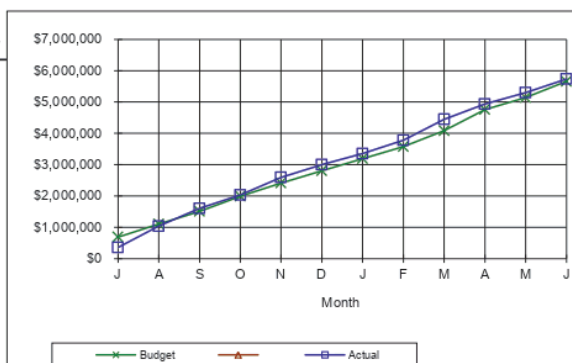
0205-0003- Administration Revenue

Month	Budget	Actual
J	\$175,336	\$145,208
A	\$393,848	\$390,226
S	\$613,551	\$597,590
O	\$935,426	\$916,170
N	\$1,247,717	\$1,150,912
D	\$1,453,002	\$1,676,828
J	\$1,583,164	\$1,528,798
F	\$1,788,045	\$1,763,527
M	\$2,016,083	\$2,178,948
A	\$2,182,620	\$2,364,617
M	\$2,650,863	\$2,618,687
J	\$2,896,800	\$2,841,587



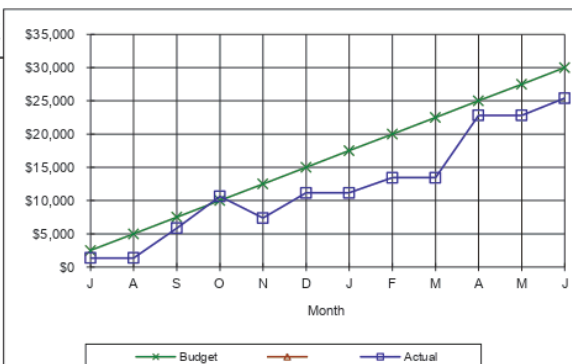
205-0003 Administration Expenditure

Month	Budget	Actual
J	\$689,961	\$354,538
A	\$1,106,697	\$1,035,719
S	\$1,510,140	\$1,603,357
O	\$1,992,466	\$2,029,502
N	\$2,411,225	\$2,590,256
D	\$2,807,462	\$3,001,145
J	\$3,191,552	\$3,352,859
F	\$3,577,094	\$3,780,504
M	\$4,080,343	\$4,446,631
A	\$4,760,388	\$4,933,856
M	\$5,139,579	\$5,298,356
J	\$5,658,684	\$5,733,172



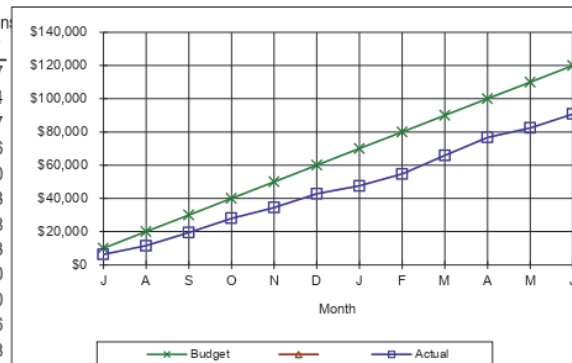
0310-1302- Planning/Development Fees/Charges

Month	Budget	Actual
J	\$2,500	\$1,366
A	\$5,000	\$1,366
S	\$7,500	\$5,854
O	\$10,000	\$10,648
N	\$12,500	\$7,384
D	\$15,000	\$11,166
J	\$17,500	\$11,166
F	\$20,000	\$13,438
M	\$22,500	\$13,438
A	\$25,000	\$22,822
M	\$27,500	\$22,822
J	\$30,000	\$25,412



0310-2227- Planning/Development Mtce/Operations

Month	Budget	Actual
J	\$10,000	\$6,337
A	\$20,000	\$11,534
S	\$30,000	\$19,437
O	\$40,000	\$28,016
N	\$50,000	\$34,510
D	\$60,000	\$42,833
J	\$70,000	\$47,558
F	\$80,000	\$54,723
M	\$90,000	\$65,870
A	\$100,000	\$76,720
M	\$110,000	\$82,466
J	\$120,000	\$90,818



Balonne Shire Council as at 30 June 2019 Maintenance/Operations

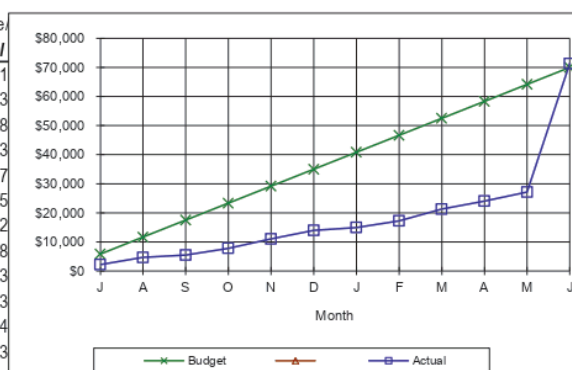
0320-0003 Building Fees

Month	Budget	Actual
J	\$2,475	\$5,504
A	\$4,950	\$7,045
S	\$7,425	\$10,372
O	\$9,900	\$12,112
N	\$12,375	\$15,712
D	\$14,850	\$18,724
J	\$17,325	\$20,801
F	\$19,800	\$21,866
M	\$22,275	\$28,170
A	\$24,750	\$30,022
M	\$27,225	\$33,988
J	\$29,700	\$38,265



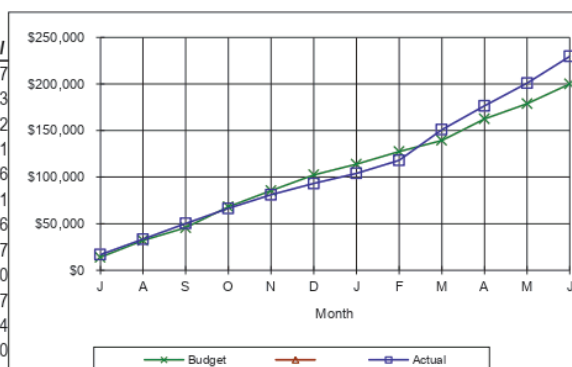
0320-2227- Building/Plumbing Development Mtce/

Month	Budget	Actual
J	\$5,833	\$2,221
A	\$11,667	\$4,693
S	\$17,500	\$5,498
O	\$23,333	\$7,823
N	\$29,167	\$11,037
D	\$35,000	\$13,995
J	\$40,833	\$14,982
F	\$46,667	\$17,228
M	\$52,500	\$21,283
A	\$58,333	\$24,083
M	\$64,167	\$27,134
J	\$70,000	\$71,363



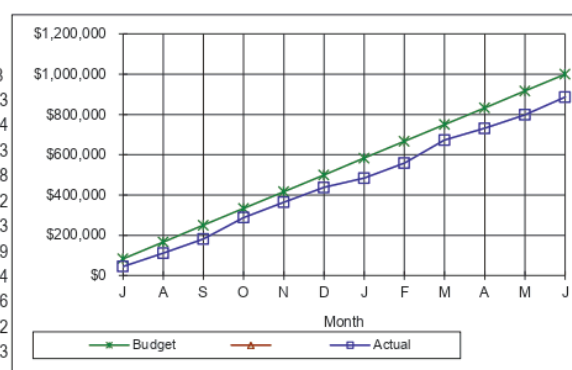
0355-2227- Visitor Services Mtce/Operations

Month	Budget	Actual
J	\$13,894	\$16,757
A	\$31,832	\$33,353
S	\$45,586	\$50,192
O	\$68,028	\$66,391
N	\$85,541	\$81,066
D	\$102,365	\$93,111
J	\$113,881	\$104,056
F	\$127,457	\$117,967
M	\$139,460	\$151,020
A	\$162,436	\$176,487
M	\$178,807	\$200,964
J	\$200,000	\$229,750



405-0003 Works Administration - Revenue

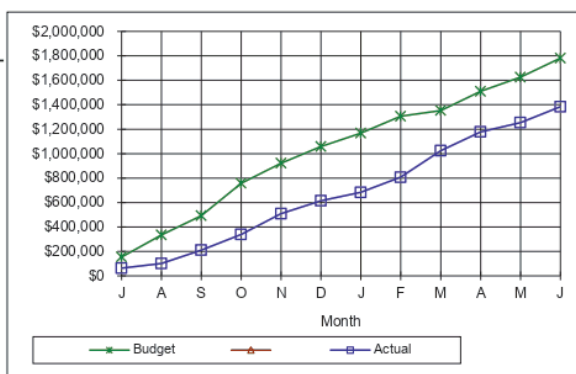
Month	Budget	Actual
J	\$83,333	\$45,398
A	\$166,667	\$111,203
S	\$250,000	\$181,884
O	\$333,333	\$288,053
N	\$416,667	\$364,518
D	\$500,000	\$438,132
J	\$583,333	\$484,123
F	\$666,667	\$558,719
M	\$750,000	\$673,054
A	\$833,333	\$731,346
M	\$916,667	\$798,902
J	\$1,000,000	\$886,723



Balonne Shire Council as at 30 June 2019 Maintenance/Operations

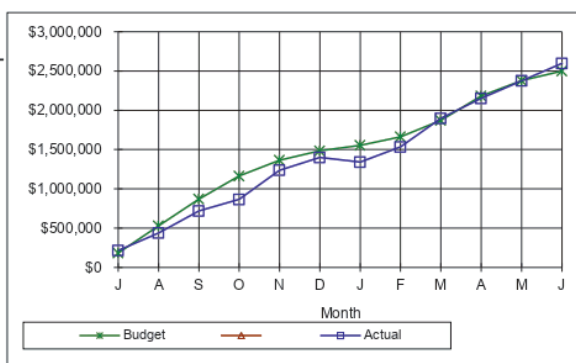
405-0003 Works Administration - Expenditure

Month	Budget	Actual
J	\$155,301	\$63,522
A	\$334,902	\$101,493
S	\$493,489	\$211,954
O	\$758,514	\$338,844
N	\$921,778	\$508,861
D	\$1,057,327	\$615,084
J	\$1,167,494	\$683,377
F	\$1,306,256	\$807,375
M	\$1,353,554	\$1,025,092
A	\$1,509,872	\$1,178,205
M	\$1,625,367	\$1,254,611
J	\$1,781,831	\$1,384,098



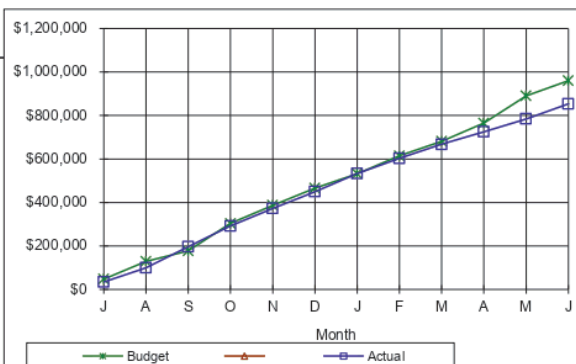
0410-2227- Roads Maintenance/Operations

Month	Budget	Actual
J	\$182,178	\$213,838
A	\$529,736	\$438,981
S	\$870,487	\$717,712
O	\$1,164,387	\$865,722
N	\$1,364,719	\$1,237,527
D	\$1,484,396	\$1,400,593
J	\$1,553,701	\$1,340,573
F	\$1,662,603	\$1,532,878
M	\$1,872,646	\$1,898,127
A	\$2,181,643	\$2,152,984
M	\$2,380,209	\$2,375,277
J	\$2,500,000	\$2,597,034



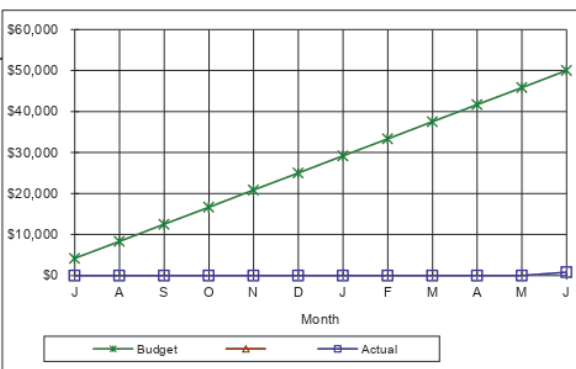
0415-2227- Streets Maintenance/Operations

Month	Budget	Actual
J	\$47,508	\$34,377
A	\$128,987	\$99,382
S	\$177,559	\$196,816
O	\$303,258	\$291,934
N	\$386,907	\$372,662
D	\$466,125	\$449,588
J	\$532,009	\$533,222
F	\$614,254	\$602,559
M	\$681,420	\$667,467
A	\$764,997	\$725,086
M	\$890,806	\$784,378
J	\$960,000	\$853,535



0420-2227- Bridge Maintenance/Operations

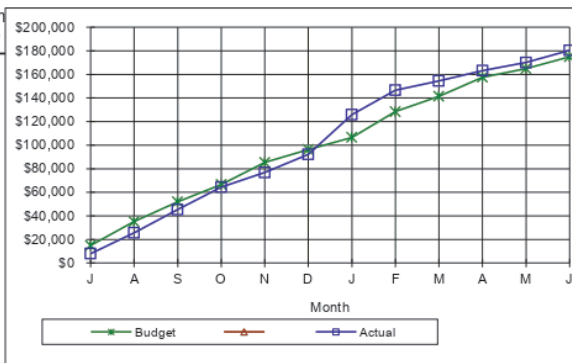
Month	Budget	Actual
J	\$4,167	\$0
A	\$8,333	\$0
S	\$12,500	\$0
O	\$16,667	\$0
N	\$20,833	\$0
D	\$25,000	\$0
J	\$29,167	\$0
F	\$33,333	\$0
M	\$37,500	\$0
A	\$41,667	\$0
M	\$45,833	\$0
J	\$50,000	\$820



Balonne Shire Council as at 30 June 2019 Maintenance/Operations

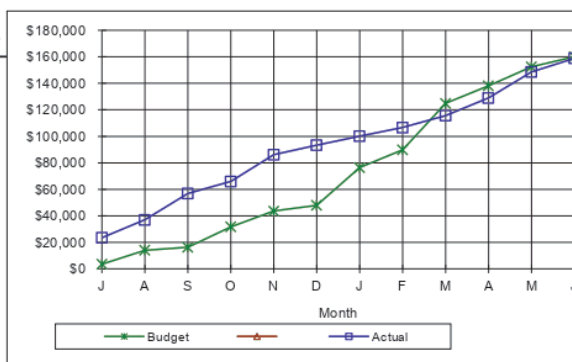
0430-2227- Works Depots Maintenance/Operations

Month	Budget	Actual
J	\$14,829	\$7,956
A	\$35,181	\$25,653
S	\$51,905	\$45,348
O	\$66,658	\$64,448
N	\$85,336	\$76,796
D	\$96,171	\$92,048
J	\$106,587	\$125,822
F	\$128,488	\$146,575
M	\$141,510	\$154,505
A	\$157,647	\$163,157
M	\$164,929	\$170,118
J	\$175,000	\$180,447



0440-2227- Aerodrome Maintenance/Operations

Month	Budget	Actual
J	\$3,666	\$23,451
A	\$14,135	\$37,036
S	\$16,446	\$56,818
O	\$31,753	\$65,979
N	\$43,633	\$86,193
D	\$48,001	\$93,429
J	\$76,373	\$100,109
F	\$89,788	\$106,649
M	\$124,891	\$115,708
A	\$138,181	\$128,968
M	\$152,420	\$148,582
J	\$160,000	\$158,923



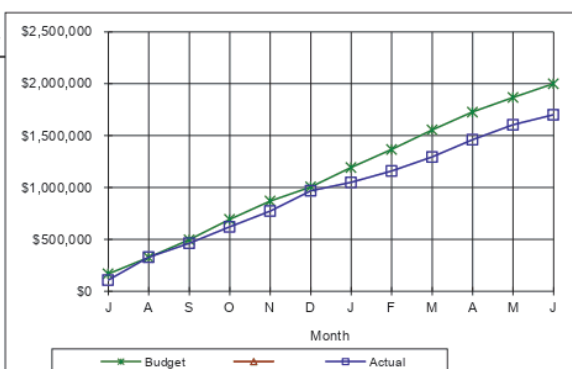
450-1810 Plant Oncosts/Plant Hire

Month	Budget	Actual
J	\$307,458	\$205,252
A	\$603,733	\$433,377
S	\$916,124	\$791,389
O	\$1,285,706	\$1,015,665
N	\$1,565,671	\$1,228,840
D	\$1,796,086	\$1,422,104
J	\$1,941,943	\$1,553,296
F	\$2,182,073	\$1,782,772
M	\$2,432,338	\$2,146,329
A	\$2,869,231	\$2,352,312
M	\$3,107,928	\$2,574,649
J	\$3,368,000	\$2,781,498



0450-2219- Plant Maintenance/Operations

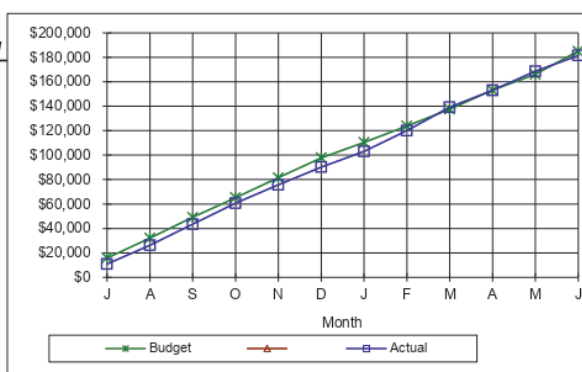
Month	Budget	Actual
J	\$168,614	\$107,828
A	\$326,426	\$328,847
S	\$496,273	\$462,330
O	\$692,364	\$619,948
N	\$869,290	\$773,098
D	\$1,005,964	\$967,673
J	\$1,192,349	\$1,049,195
F	\$1,366,630	\$1,158,742
M	\$1,554,396	\$1,294,645
A	\$1,727,505	\$1,460,747
M	\$1,868,038	\$1,605,086
J	\$2,000,000	\$1,700,964



Balonne Shire Council as at 30 June 2019 Maintenance/Operations

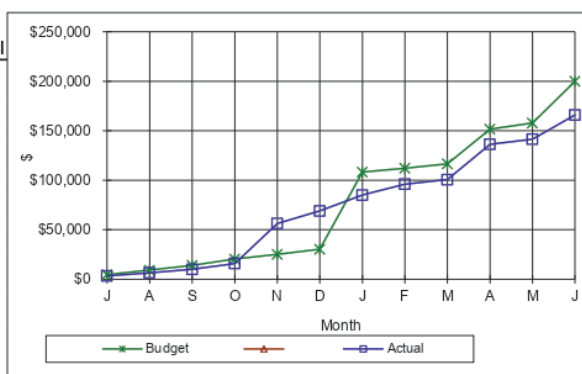
0505-2227- Libraries - Maintenance/Operations

Month	Budget	Actual
J	\$15,846	\$11,006
A	\$32,088	\$26,310
S	\$49,121	\$43,404
O	\$65,185	\$60,678
N	\$81,544	\$75,710
D	\$97,762	\$90,276
J	\$110,307	\$103,049
F	\$123,864	\$119,959
M	\$137,490	\$139,076
A	\$153,141	\$153,000
M	\$165,968	\$168,615
J	\$185,000	\$181,471



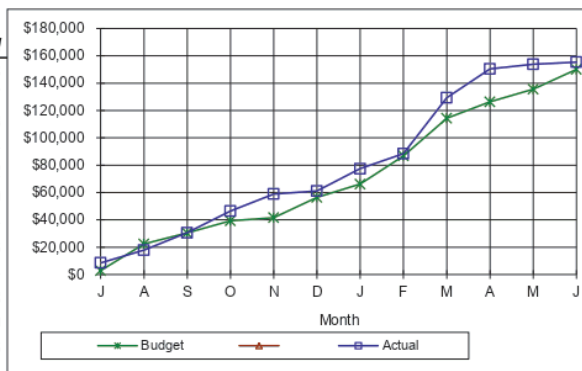
0510-1710- Housing - Rent Revenue

Month	Budget	Actual
J	\$4,737	\$3,308
A	\$9,197	\$6,516
S	\$14,084	\$10,105
O	\$20,433	\$15,907
N	\$25,159	\$56,365
D	\$30,385	\$69,082
J	\$108,310	\$85,048
F	\$112,260	\$96,103
M	\$116,574	\$100,704
A	\$151,560	\$136,377
M	\$157,820	\$141,476
J	\$200,000	\$165,944



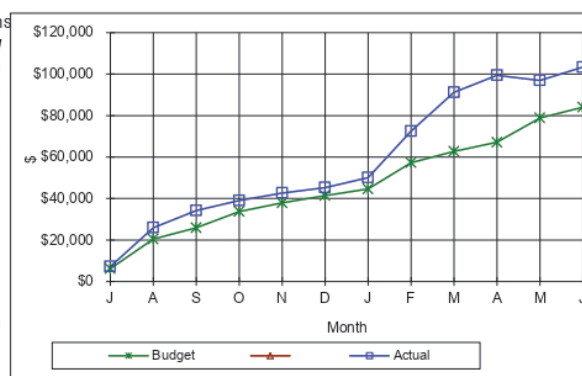
0510-2227- Housing - Maintenance/Operations

Month	Budget	Actual
J	\$2,802	\$8,458
A	\$22,312	\$17,807
S	\$30,404	\$30,608
O	\$39,341	\$46,394
N	\$41,518	\$58,902
D	\$56,397	\$61,040
J	\$66,124	\$77,404
F	\$86,749	\$88,343
M	\$114,317	\$129,314
A	\$126,282	\$150,398
M	\$135,549	\$153,750
J	\$150,000	\$155,403



0520-2227- Sport & Rec - Maintenance/Operations

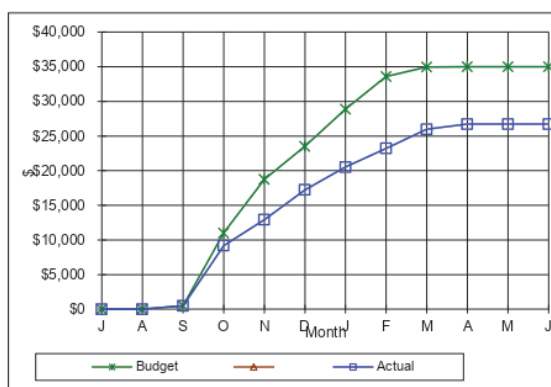
Month	Budget	Actual
J	\$6,241	\$7,252
A	\$20,445	\$25,987
S	\$25,924	\$34,191
O	\$33,720	\$39,068
N	\$37,913	\$42,703
D	\$41,395	\$45,277
J	\$44,654	\$50,101
F	\$57,285	\$72,543
M	\$62,724	\$91,234
A	\$67,136	\$99,414
M	\$78,850	\$96,980
J	\$84,000	\$103,313



Balonne Shire Council as at 30 June 2019 Maintenance/Operations

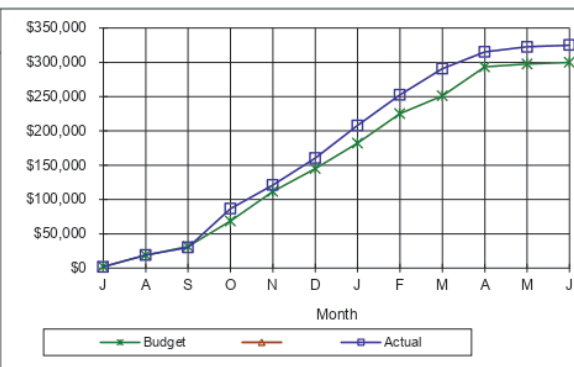
0521-1305- Swimming Pools Hire Charges

Month	Budget	Actual
J	\$0	\$0
A	\$0	\$0
S	\$502	\$500
O	\$11,017	\$9,190
N	\$18,748	\$12,937
D	\$23,525	\$17,237
J	\$28,886	\$20,518
F	\$33,588	\$23,218
M	\$34,984	\$25,985
A	\$35,000	\$26,728
M	\$35,000	\$26,728
J	\$35,000	\$26,728



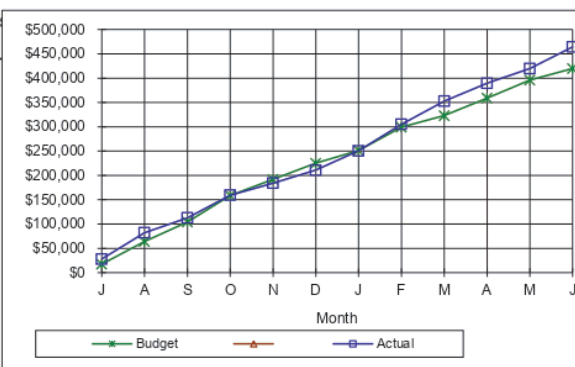
0521-2227- Swimming Pools Maintenance/Operations

Month	Budget	Actual
J	\$2,262	\$1,786
A	\$18,814	\$19,083
S	\$31,438	\$30,191
O	\$68,510	\$86,783
N	\$111,809	\$121,180
D	\$145,209	\$160,438
J	\$182,156	\$207,864
F	\$225,127	\$252,628
M	\$251,076	\$290,782
A	\$293,346	\$315,187
M	\$297,520	\$322,502
J	\$300,000	\$325,077



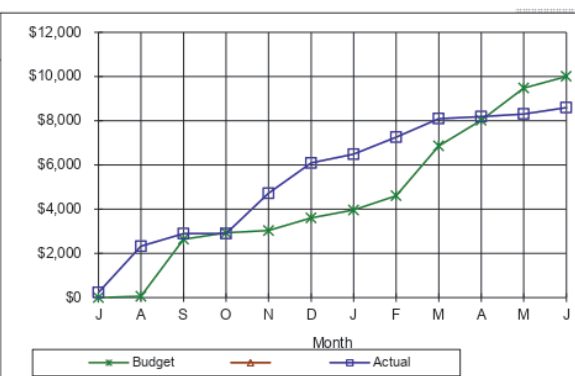
0530-2227- Park/Gardens Maintenance/Operations

Month	Budget	Actual
J	\$17,634	\$27,909
A	\$64,211	\$82,122
S	\$104,465	\$112,874
O	\$158,533	\$159,474
N	\$191,840	\$184,049
D	\$225,181	\$210,974
J	\$251,466	\$250,473
F	\$299,517	\$305,091
M	\$323,122	\$352,923
A	\$359,214	\$389,543
M	\$396,103	\$420,083
J	\$420,000	\$464,412



0535-1305- Halls/Civic Centre Hire Charges

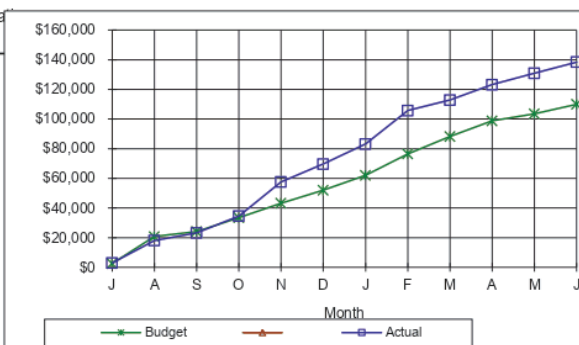
Month	Budget	Actual
J	\$0	\$233
A	\$53	\$2,316
S	\$2,638	\$2,889
O	\$2,923	\$2,889
N	\$3,029	\$4,720
D	\$3,601	\$6,084
J	\$3,956	\$6,486
F	\$4,600	\$7,250
M	\$6,855	\$8,089
A	\$8,019	\$8,185
M	\$9,476	\$8,300
J	\$10,000	\$8,587



Balonne Shire Council as at 30 June 2019 Maintenance/Operations

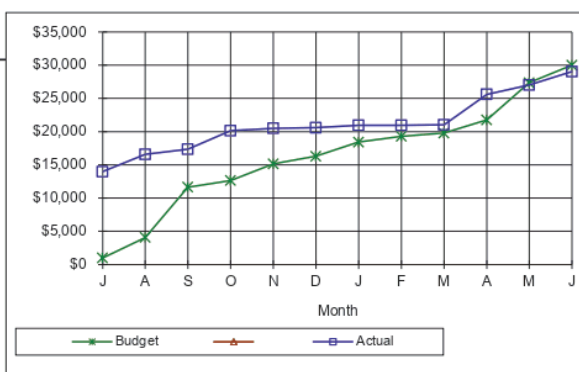
0535-2227- Halls/Civic Centre Maintenance/Operations

Month	Budget	Actual
J	\$2,614	\$2,974
A	\$20,738	\$18,094
S	\$24,109	\$23,198
O	\$33,485	\$34,510
N	\$43,201	\$57,517
D	\$51,953	\$69,616
J	\$62,004	\$83,166
F	\$76,471	\$105,778
M	\$88,194	\$112,807
A	\$98,837	\$123,212
M	\$103,554	\$130,846
J	\$110,000	\$138,416



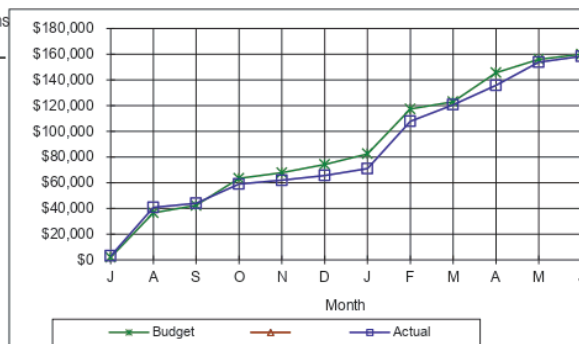
0555-1305- Showground Hire Charges

Month	Budget	Actual
J	\$988	\$13,979
A	\$4,070	\$16,594
S	\$11,638	\$17,353
O	\$12,634	\$20,127
N	\$15,141	\$20,500
D	\$16,294	\$20,596
J	\$18,416	\$20,964
F	\$19,283	\$20,964
M	\$19,785	\$21,012
A	\$21,745	\$25,594
M	\$27,356	\$27,021
J	\$30,000	\$29,011



0555-2227- Showgrounds Maintenance/Operations

Month	Budget	Actual
J	\$1,947	\$3,013
A	\$36,622	\$40,779
S	\$42,298	\$43,952
O	\$63,338	\$59,075
N	\$67,729	\$61,917
D	\$74,180	\$65,625
J	\$82,485	\$70,981
F	\$117,358	\$107,780
M	\$123,041	\$120,729
A	\$145,695	\$135,825
M	\$156,130	\$153,884
J	\$160,000	\$158,415



0605-2227- Urban Animal Control - Maintenance/Operations

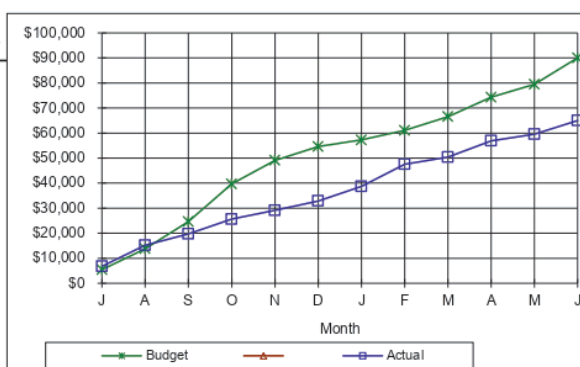
Month	Budget	Actual
J	\$11,307	\$9,639
A	\$26,028	\$25,956
S	\$39,105	\$44,509
O	\$55,411	\$60,555
N	\$69,464	\$73,403
D	\$82,293	\$93,559
J	\$91,985	\$109,224
F	\$109,348	\$125,868
M	\$132,916	\$154,547
A	\$151,707	\$178,197
M	\$166,320	\$200,184
J	\$185,000	\$221,830



Balonne Shire Council as at 30 June 2019 Maintenance/Operations

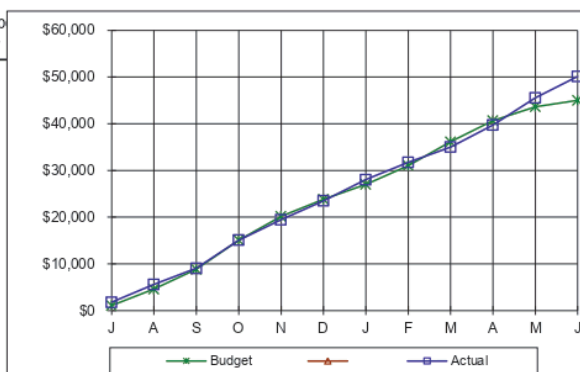
0615-2227- Cemetery Maintenance/Operations

Month	Budget	Actual
J	\$5,411	\$6,757
A	\$13,789	\$15,208
S	\$24,684	\$19,735
O	\$39,675	\$25,637
N	\$49,109	\$29,116
D	\$54,588	\$32,893
J	\$57,246	\$38,729
F	\$61,037	\$47,552
M	\$66,567	\$50,376
A	\$74,283	\$56,879
M	\$79,482	\$59,575
J	\$90,000	\$64,978



0625-2227- Public Conveniences Maintenance/Op

Month	Budget	Actual
J	\$1,090	\$1,764
A	\$4,592	\$5,579
S	\$8,839	\$9,048
O	\$15,065	\$15,086
N	\$20,166	\$19,450
D	\$23,837	\$23,487
J	\$27,026	\$28,031
F	\$31,035	\$31,748
M	\$36,140	\$35,016
A	\$40,687	\$39,712
M	\$43,633	\$45,550
J	\$45,000	\$50,114



0635-2214- Natural Environment - Maintenance/O

Month	Budget	Actual
J	\$0	\$2,799
A	\$7,207	\$7,730
S	\$9,421	\$8,934
O	\$12,706	\$12,616
N	\$17,783	\$12,632
D	\$22,949	\$15,767
J	\$27,052	\$18,216
F	\$30,063	\$21,397
M	\$33,894	\$27,730
A	\$37,737	\$31,310
M	\$45,243	\$32,557
J	\$50,000	\$39,130



Balonne Shire Council as at 30 June 2019 Maintenance/Operations

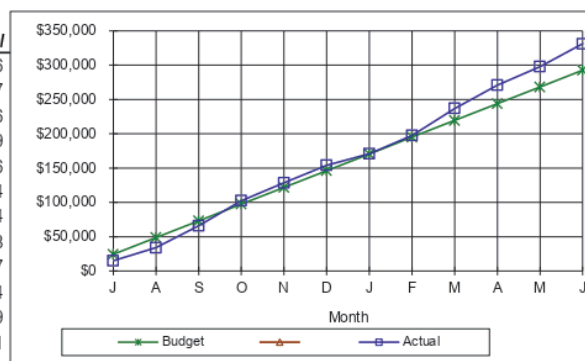
0640-2227- Health Inspection - Maintenance/Operations

Month	Budget	Actual
J	\$9,167	\$9,685
A	\$18,333	\$19,498
S	\$27,500	\$31,528
O	\$36,667	\$44,397
N	\$45,833	\$50,608
D	\$55,000	\$60,129
J	\$64,167	\$63,982
F	\$73,333	\$71,096
M	\$82,500	\$83,647
A	\$91,667	\$93,658
M	\$100,833	\$102,346
J	\$110,000	\$111,423



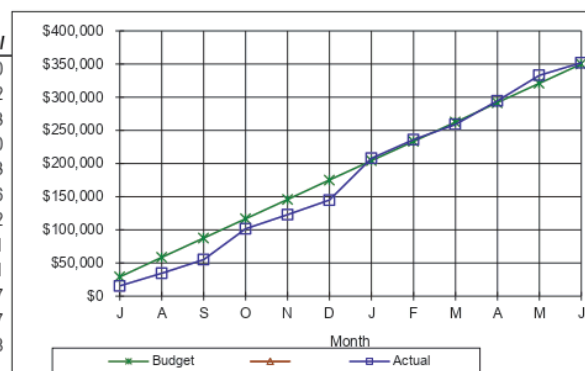
0655-2214- Rural Services Operations

Month	Budget	Actual
J	\$24,375	\$14,986
A	\$48,750	\$33,957
S	\$73,125	\$65,966
O	\$97,500	\$102,449
N	\$121,875	\$128,636
D	\$146,250	\$154,124
J	\$170,625	\$170,964
F	\$195,000	\$197,408
M	\$219,375	\$236,867
A	\$243,750	\$270,884
M	\$268,125	\$297,959
J	\$292,500	\$331,081



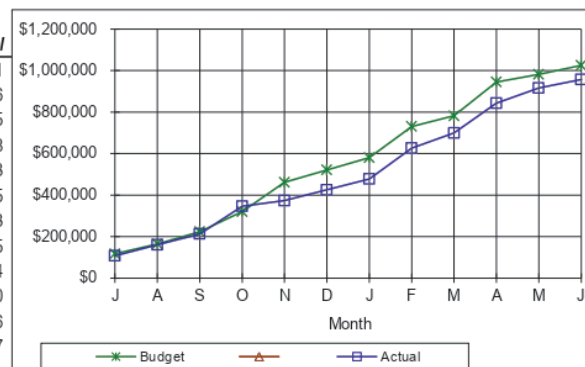
4410-2227- Sewerage Maintenance/Operations

Month	Budget	Actual
J	\$29,167	\$15,260
A	\$58,333	\$34,362
S	\$87,500	\$55,053
O	\$116,667	\$101,370
N	\$145,833	\$122,903
D	\$175,000	\$144,716
J	\$204,167	\$207,792
F	\$233,333	\$235,811
M	\$262,500	\$258,981
A	\$291,667	\$294,537
M	\$320,833	\$332,977
J	\$350,000	\$351,828



5410-2227- Water Maintenance/Operations

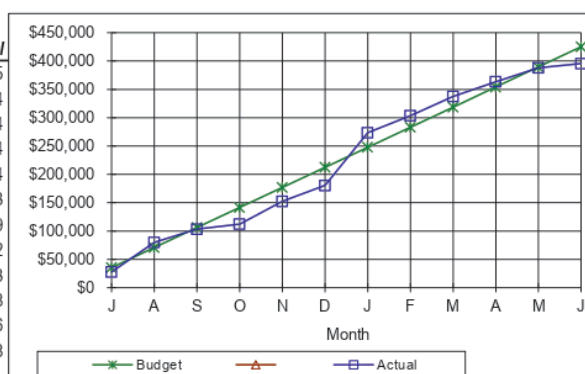
Month	Budget	Actual
J	\$116,685	\$107,371
A	\$164,478	\$159,906
S	\$224,158	\$212,775
O	\$319,937	\$345,738
N	\$460,999	\$373,733
D	\$520,913	\$425,465
J	\$579,853	\$477,813
F	\$730,863	\$626,075
M	\$781,716	\$699,334
A	\$945,098	\$842,890
M	\$981,410	\$915,796
J	\$1,025,000	\$956,947



Balonne Shire Council as at 30 June 2019 Maintenance/Operations

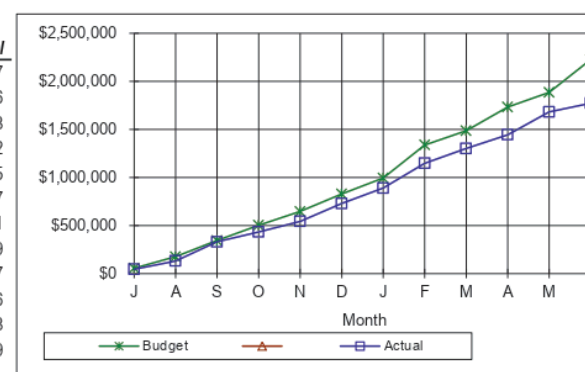
6430-2216- Landfill Maintenance

Month	Budget	Actual
J	\$35,417	\$27,795
A	\$70,833	\$79,664
S	\$106,250	\$103,324
O	\$141,667	\$112,274
N	\$177,083	\$152,434
D	\$212,500	\$180,483
J	\$247,917	\$273,399
F	\$283,333	\$303,572
M	\$318,750	\$337,653
A	\$354,167	\$363,428
M	\$389,583	\$387,916
J	\$425,000	\$395,598



0725-2214- RMPC

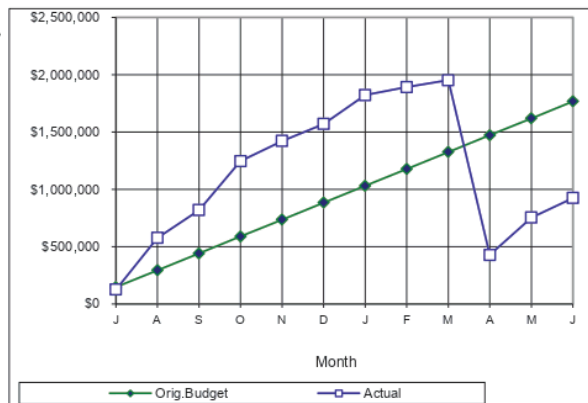
Month	Budget	Actual
J	\$54,546	\$45,277
A	\$174,791	\$130,066
S	\$343,052	\$330,308
O	\$502,767	\$433,552
N	\$645,399	\$542,655
D	\$829,243	\$728,487
J	\$993,800	\$890,071
F	\$1,338,210	\$1,148,149
M	\$1,487,112	\$1,301,187
A	\$1,732,501	\$1,445,046
M	\$1,885,112	\$1,682,098
J	\$2,229,000	\$1,773,069



Balonne Shire Council as at 30 June 2019 Capital Expenditure

410 - 4933 Roads

Month	Orig.Budget	Actual
J	\$147,301	\$126,600
A	\$294,602	\$577,541
S	\$441,903	\$818,824
O	\$589,204	\$1,246,309
N	\$736,505	\$1,422,432
D	\$883,806	\$1,570,284
J	\$1,031,107	\$1,823,448
F	\$1,178,408	\$1,892,533
M	\$1,325,709	\$1,953,335
A	\$1,473,010	\$427,844
M	\$1,620,311	\$754,776
J	\$1,767,612	\$925,123



415 - 4933 Streets

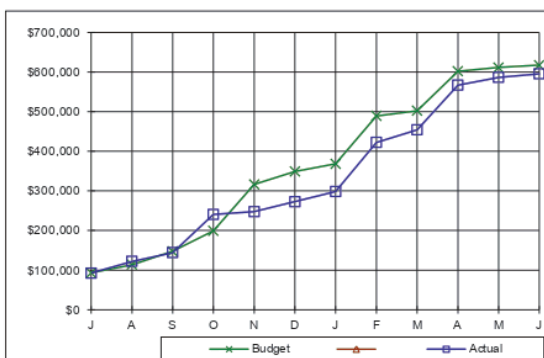
Month	Budget	Actual
J	\$67,750	\$13,802
A	\$135,500	\$112,584
S	\$203,250	\$154,880
O	\$271,000	\$168,908
N	\$338,750	\$261,740
D	\$406,500	\$340,065
J	\$474,250	\$357,704
F	\$542,000	\$408,798
M	\$609,750	\$554,585
A	\$677,500	\$500,873
M	\$745,250	\$885,602
J	\$813,000	\$1,701,580



Balonne Shire Council as at 30 June 2019 Water Maintenance/Operations

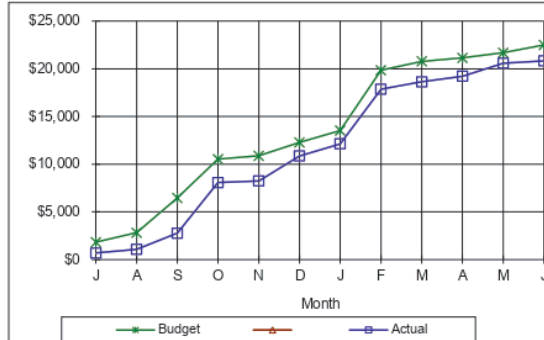
5410-2227-1000 St George Riverwater Maintenance/Operations

Month	Budget	Actual
J	\$93,208	\$92,481
A	\$113,588	\$122,041
S	\$147,489	\$143,994
O	\$199,283	\$240,487
N	\$316,465	\$247,859
D	\$348,943	\$272,778
J	\$368,530	\$298,397
F	\$489,486	\$422,439
M	\$502,390	\$454,149
A	\$602,277	\$567,209
M	\$611,619	\$586,582
J	\$617,500	\$595,929



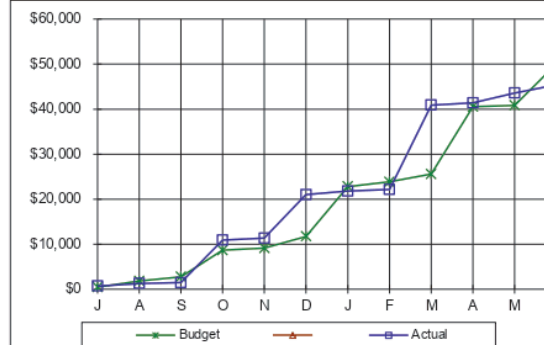
5410-2227-2000 Thallon Water Maintenance/Operations

Month	Budget	Actual
J	\$1,818	\$691
A	\$2,825	\$1,076
S	\$6,466	\$2,766
O	\$10,536	\$8,075
N	\$10,888	\$8,249
D	\$12,301	\$10,867
J	\$13,524	\$12,131
F	\$19,853	\$17,875
M	\$20,792	\$18,638
A	\$21,146	\$19,227
M	\$21,683	\$20,596
J	\$22,500	\$20,836



5410-2227-3000 Mungindi Water Maintenance/Operations

Month	Budget	Actual
J	\$440	\$710
A	\$1,854	\$1,285
S	\$2,771	\$1,479
O	\$8,666	\$10,918
N	\$9,129	\$11,360
D	\$11,729	\$21,001
J	\$22,814	\$21,806
F	\$23,855	\$22,151
M	\$25,583	\$40,903
A	\$40,546	\$41,379
M	\$40,836	\$43,591
J	\$50,000	\$45,408



5410-2227-4000 Diranbandi Water Maintenance/Operations

Month	Budget	Actuals
J	\$7,917	\$9,963
A	\$19,768	\$26,411
S	\$37,566	\$40,863
O	\$63,266	\$56,740
N	\$74,732	\$64,647
D	\$87,512	\$78,270
J	\$104,416	\$95,120
F	\$117,039	\$109,695
M	\$137,519	\$125,448
A	\$164,824	\$149,972
M	\$181,109	\$165,907
J	\$200,000	\$175,382



Balonne Shire Council as at 30 June 2019 Water Maintenance/Operations

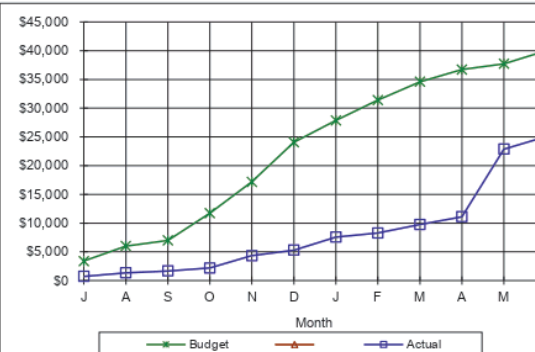
5410-2227-5000 Hebel Water Maintenance/Operations

Month	Budget	Actual
J	\$0	\$0
A	\$0	\$0
S	\$0	\$0
O	\$42	\$3,241
N	\$42	\$3,971
D	\$2,537	\$4,365
J	\$2,665	\$4,870
F	\$2,665	\$5,537
M	\$3,432	\$6,723
A	\$4,972	\$7,171
M	\$8,032	\$7,361
J	\$10,000	\$7,361



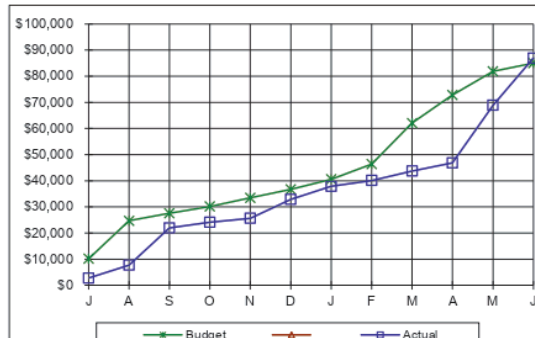
5410-2227-6000 Bollon Water Maintenance/Operations

Month	Budget	Actual
J	\$3,384	\$731
A	\$6,016	\$1,340
S	\$6,977	\$1,668
O	\$11,743	\$2,177
N	\$17,162	\$4,329
D	\$24,079	\$5,292
J	\$27,862	\$7,585
F	\$31,402	\$8,266
M	\$34,600	\$9,747
A	\$36,721	\$11,089
M	\$37,723	\$22,878
J	\$40,000	\$25,064



5410-2227-7000 St George Bore Maintenance/Operations

Month	Budget	Actual
J	\$10,206	\$2,794
A	\$24,714	\$7,753
S	\$27,617	\$22,004
O	\$30,170	\$24,100
N	\$33,452	\$25,648
D	\$36,729	\$32,891
J	\$40,597	\$37,905
F	\$46,409	\$40,112
M	\$62,047	\$43,726
A	\$72,807	\$46,844
M	\$81,875	\$68,880
J	\$85,000	\$86,965





Total Job Costs - Balonne Shire Council

Accounts - 0001-0001-0000 to 0001-5301-0000. 100% of year elapsed.

User: JACKSON

Financial Year Ending 2019

Version: 2019.6.10.1

Job No	Description	Previous Years		This Year		Current Periods		Committed		Total		Estimates		
		Exp	%Est	Exp	%Est	Exp	%Est	Exp	%Est	Exp	%Est	Original	Current %	Change Next Yr
0001-1037	ULA ULA ROAD			15,728.35						15,728.35				
0001-1038	WAGOO ROAD			122,279.27						122,279.27				
0001-1040	WARRIE ROAD			19,370.19						19,370.19				
0001-1041	TALWOOD-MUNGINDI ROAD			8,505.18						8,505.18				
0001-1042	WHYENBAH ROAD			42,771.86						42,771.86				
0001-1043	HOLLYMOUNT RD			30,833.71						30,833.71				
0001-1044	YILGANGANDI ROAD			8,668.85						8,668.85				
0001-1045	RIMMER ROAD			567.65						567.65				
0001-1046	THURAGGIE ROAD			12,114.44						12,114.44				
0001-1047	WONOLGA ROAD			12,208.84						12,208.84				
0001-1048	LOWER PLAINS ROAD			143.31						143.31				
0001-1050	EUMERELLA SOUTH ROAD			16,022.75						16,022.75				
0001-1052	IAN PAUL ROAD			4,074.47						4,074.47				
0001-1055	PAL TRIDGE ROAD			2,811.36						2,811.36				
0001-1056	BINDLE ROAD			5,031.01						5,031.01				
0001-1057	LOCHNAGAR ROAD			574.98						574.98				
0001-1058	WEST HARAN ROAD			8,937.85						8,937.85				
0001-1064	ST GEORGE-NOONDOO ROAD			18,014.24						18,014.24				
0001-1067	RIVERVIEW ROAD			393.20						393.20				
0001-2002	BOOLIGAR ROAD			22,115.25						22,115.25				
0001-2003	DIAMOND TANK ROAD			58,866.58						58,866.58				
0001-2004	CUBBIE ROAD			76,428.73						76,428.73				
0001-2005	DAVIRTON ROAD			67,867.53						67,867.53				
0001-2006	DENHOLM ROAD			7,005.99						7,005.99				
0001-2008	HABNAREY ROAD			719.11						719.11				
0001-2009	HEBEL-GOODOOGA ROAD			1,625.95						1,625.95				
0001-2012	KOOMALAH ROAD			53,861.73						53,861.73				
0001-2014	MINNUM ROAD			1,026.22						1,026.22				
0001-2016	NARINE ROAD			10,845.52						10,845.52				
0001-2019	NULKY ROAD			9,509.42						9,509.42				
0001-2020	OLD WOOLERBILLA ROAD			7,114.79						7,114.79				
0001-2021	OPENBAH ROAD			42,480.48						42,480.48				
0001-2022	WOOLERBILLA ROAD			5,543.19						5,543.19				
0001-2050	ABATTOIR ACCESS ROAD -DIRRAN			4,452.47						4,452.47				
0001-3002	BYRA ROAD			14,560.27						14,560.27				
0001-3003	CARDIFF ROAD			54,852.11						54,852.11				
0001-3004	CASHEL VALE ROAD			104,797.31						104,797.31				

Time : 10:23:22 AM

Page 2 of 3

Date: 5/07/2019



Total Job Costs - Balonne Shire Council

Accounts - 0001-0001-0000 to 0001-5301-0000. 100% of year elapsed.

User: JACKSON

Financial Year Ending 2019

Version: 2019.6.10.1

Job No	Description	Previous Years		This Year		Current Periods		Committed		Total		Estimates		
		Exp	%Est	Exp	%Est	Exp	%Est	Exp	%Est	Exp	%Est	Original	Current % Change	Next Yr
0001-3005	CORACK ROAD			52,892.14						52,892.14				
0001-3006	CRESCENT VALE ROAD			24,367.58						24,367.58				
0001-3007	MIDDLE ROAD			141,902.63						141,902.63				
0001-3008	FERNLEE ROAD			48,074.03						48,074.03				
0001-3010	HONEYMAH LANE			66,395.42						66,395.42				
0001-3011	INGABY ROAD			26,851.55						26,851.55				
0001-3013	KULKI ROAD			38,247.28						38,247.28				
0001-3015	MULGA DOWNS ROAD			87,394.75						87,394.75				
0001-3016	NARKOOLA ROAD			132.68						132.68				
0001-3017	NORTH KULKI ROAD			4,487.20						4,487.20				
0001-3019	POWRUNNA ROAD			48,961.14						48,961.14				
0001-3021	RUNNYMEDE ROAD			28,617.87						28,617.87				
0001-3022	RUTHERGLEN ROAD			61,119.06						61,119.06				
0001-3023	SUNSET VALLEY ROAD			132.68						132.68				
0001-3025	UNITY ROAD			22,144.30						22,144.30				
0001-3026	WOOLERINA ROAD			52,003.81						52,003.81				
0001-3027	LINK ROAD			18,972.97						18,972.97				
0001-3028	SECRET PLAINS ROAD			68,079.01						68,079.01				
0001-4001	THALLON-NOONDOO -DUNWINNIE			779.87						779.87				
0001-4002	BOLLON-DIRRANDI			59,456.27						59,456.27				
0001-4003	JAKELWAR-GOODDOGA ROAD			388,767.34						388,767.34				
0001-4004	MITCHELL-BOLLON ROAD			21,016.11						21,016.11				
0001-5103	DAREEL BRIDGE (RD 1013)			820.13						820.13				
Report Group Total:				3,318,652.56						3,318,652.56				
Grand Total:				3,318,652.56						3,318,652.56				

Time : 10:23:22 AM

Page 3 of 3

Date: 5/07/2019

Balonne Shire Council

Financial Year Ending 2019

Printed(JACKSON): 05-07-2019 10:24:56 AM

ROAD NAME	ACT.	DESCRIPTION	JOB COSTS(\$)	MEAS.UP(Units)	MEAS.UP(\$)	PROFIT(\$)	PROFIT(%)
11 MUNGINDI/ST.GEORGE 24A	101	Edge Repair (Manual)	3988.17	7.40	6475.00	2486.83	62.36
	103	Edge Repair with Emulsion/Aggr	13771.16	28.00	16800.00	3028.84	21.99
	105	Pothole Patching (Premix)	5227.95	3.66	5709.60	481.65	9.21
	106	Pothole Patch with Emulsion Ag	3270.61	5.00	4200.00	929.39	28.42
	111	Surf.Correct.Premix (Mech)	5922.74	8.40	5040.00	-882.74	-14.90
	112	Surface Correct Emulsion Aggre	20603.45	31.00	24180.00	3576.55	17.36
	121	Crack Treatment (Emulsion/Agg)	4685.22	5.50	4400.00	-285.22	-6.09
	143	Pavement Repairs Grav Mech Min	59708.51	961.00	105710.00	46001.49	77.04
	153	Insitu-Stabilisation-Minor-Jet	183278.71	1684.80	421200.00	237921.29	129.81
	216	Heavy Shoulder Grading - Rural	88931.80	26.80	120600.00	31668.20	35.61
	323	Repair Conc.Culvs,Pipes & Pits	1531.33	1891.95	1891.95	360.62	23.55
	401	Tractor Slashing - Rural	17553.36	87.00	21750.00	4196.64	23.91
	405	Clearing	2012.32	2700.80	2700.80	688.48	34.21
	406	Herb. Spot Spray-Dec. plants	0.00	0.00	0.00	0.00	
	415	RE-GRADE FIRE BRKS & WATER PTS	4774.54	0.15	4500.00	-274.54	-5.75
	429	Other Roadside Work	3315.60	3006.60	3006.60	-309.00	-9.32
	440	Rest Area Servicing	8878.00	11613.52	11613.52	2735.52	30.81
	452	Emergency Call Out Activities	2925.55	3073.44	3073.44	147.89	5.06
	502	Repair Signs (ex Guide Signs)	11381.27	32.00	15360.00	3978.73	34.96
	512	Repair/Replace Guide Markers	11170.71	139.00	10425.00	-745.71	-6.68
	903	Inspection-Forward List Works	1226.53	1.50	3000.00	1773.47	144.59
	970	Ongoing Lic. Fee/Mtce Cost MMS	0.00	1000.00	1000.00	1000.00	
			454157.53	26307.52	792635.91	338478.38	
12 ST.GEORGE/SURAT 24B	101	Edge Repair (Manual)	369.41	0.60	525.00	155.59	42.12
	103	Edge Repair with Emulsion/Aggr	13959.88	28.00	16800.00	2840.12	20.34
	105	Pothole Patching (Premix)	214.96	0.20	312.00	97.04	45.14
	111	Surf.Correct.Premix (Mech)	1513.23	0.50	300.00	-1213.23	-80.17
	112	Surface Correct Emulsion Aggre	15676.49	28.50	22230.00	6553.51	41.80
	143	Pavement Repairs Grav Mech Min	16039.12	261.40	28754.00	12714.88	79.27
	323	Repair Conc.Culvs,Pipes & Pits	3441.40	4524.81	4524.81	1083.41	31.48
	401	Tractor Slashing - Rural	8696.10	61.00	15250.00	6553.90	75.37
	406	Herb. Spot Spray-Dec. plants	0.00	0.00	0.00	0.00	
	429	Other Roadside Work	893.54	1325.00	1325.00	431.46	48.29
	440	Rest Area Servicing	8196.63	14611.48	14611.48	6414.85	78.26
	502	Repair Signs (ex Guide Signs)	2880.58	10.00	4800.00	1919.42	66.63
	512	Repair/Replace Guide Markers	2112.44	40.00	3000.00	887.56	42.02
			73993.78	20891.49	112432.29	38438.51	
13 TALWOOD/NINDIGULLY 31B	101	Edge Repair (Manual)	4205.68	8.30	7262.50	3056.82	72.68
	103	Edge Repair with Emulsion/Aggr	8032.09	11.00	6600.00	-1432.09	-17.83
	106	Pothole Patch with Emulsion Ag	3090.69	6.00	5040.00	1949.31	63.07
	216	Heavy Shoulder Grading - Rural	53527.35	18.00	81000.00	27472.65	51.32
	429	Other Roadside Work	1690.43	1799.46	1799.46	109.03	6.45

Balonne Shire Council

Financial Year Ending 2019

Printed(JACKSON): 05-07-2019 10:24:56 AM

ROAD NAME	ACT.	DESCRIPTION	JOB COSTS(\$)	MEAS.UP(Units)	MEAS.UP(\$)	PROFIT(\$)	PROFIT(%)
-----	----	-----	-----	-----	-----	-----	-----
	440	Rest Area Servicing	1851.97	2374.44	2374.44	522.47	28.21
	502	Repair Signs (ex Guide Signs)	772.08	2.00	960.00	187.92	24.34
			73170.29	4219.20	105036.40	31866.11	
14 DALBY-ST.GEORGE MOONIE HWY 35A	101	Edge Repair (Manual)	12949.08	22.65	19818.75	6869.67	53.05
	103	Edge Repair with Emulsion/Aggr	41670.92	87.50	52500.00	10829.08	25.99
	112	Surface Correct Emulsion Aggre	6543.18	17.00	13260.00	6716.82	102.65
	121	Crack Treatment (Emulsion/Agg)	6786.06	15.00	12000.00	5213.94	76.83
	143	Pavement Repairs Grav Mech Min	16754.89	423.00	46530.00	29775.11	177.71
	323	Repair Conc.Culvs,Pipes & Pits	4680.49	5179.53	5179.53	499.04	10.66
	401	Tractor Slashing - Rural	33521.07	240.00	60000.00	26478.93	78.99
	406	Herb. Spot Spray-Dec. plants	0.00	0.00	0.00	0.00	
	429	Other Roadside Work	2126.26	1686.80	1686.80	-439.46	-20.67
	440	Rest Area Servicing	39428.60	14355.13	14355.13	-25073.47	-63.59
	502	Repair Signs (ex Guide Signs)	6885.21	16.00	7680.00	794.79	11.54
	512	Repair/Replace Guide Markers	8825.67	185.00	13875.00	5049.33	57.21
	903	Inspection-Forward List Works	135.65	0.25	500.00	364.35	268.60
	970	Ongoing Lic. Fee/Mtce Cost MMS	0.00	2000.00	2000.00	2000.00	
			180307.08	24227.86	249385.21	69078.13	
15 ST.GEORGE/BOLLON 36A	101	Edge Repair (Manual)	15785.09	28.40	24850.00	9064.91	57.43
	103	Edge Repair with Emulsion/Aggr	31372.93	73.30	43980.00	12607.07	40.18
	105	Pothole Patching (Premix)	4297.19	4.35	6786.00	2488.81	57.92
	106	Pothole Patch with Emulsion Ag	3181.08	5.50	4620.00	1438.92	45.23
	111	Surf.Correct.Premix (Mech)	759.16	1.85	1110.00	350.84	46.21
	112	Surface Correct Emulsion Aggre	5293.77	11.50	8970.00	3676.23	69.44
	143	Pavement Repairs Grav Mech Min	10132.88	190.00	20900.00	10767.12	106.26
	216	Heavy Shoulder Grading - Rural	114048.99	31.30	140850.00	26801.01	23.50
	323	Repair Conc.Culvs,Pipes & Pits	22116.50	24124.35	24124.35	2007.85	9.08
	401	Tractor Slashing - Rural	503.62	3.00	750.00	246.38	48.92
	406	Herb. Spot Spray-Dec. plants	41092.00	0.48	46080.00	4988.00	12.14
	415	RE-GRADE FIRE BRKS & WATER PTS	9413.80	0.35	10500.00	1086.20	11.54
	429	Other Roadside Work	6989.69	9881.60	9881.60	2891.91	41.37
	440	Rest Area Servicing	4228.75	9124.58	9124.58	4895.83	115.77
	502	Repair Signs (ex Guide Signs)	1427.76	5.00	2400.00	972.24	68.10
	512	Repair/Replace Guide Markers	6194.32	68.00	5100.00	-1094.32	-17.67
	903	Inspection-Forward List Works	2374.70	0.75	1500.00	-874.70	-36.83
			279212.23	43554.31	361526.53	82314.30	
16 BOLLON/CUNNAMULLA 36B	103	Edge Repair with Emulsion/Aggr	13674.65	22.00	13200.00	-474.65	-3.47
	139	Other Bituminous Work	0.00	0.00	0.00	0.00	
	405	Clearing	3054.85	1791.04	1791.04	-1263.81	-41.37
	406	Herb. Spot Spray-Dec. plants	0.00	0.00	0.00	0.00	
	415	RE-GRADE FIRE BRKS & WATER PTS	9413.81	0.35	10500.00	1086.19	11.54

Balonne Shire Council

Financial Year Ending 2019

Printed(JACKSON): 05-07-2019 10:24:56 AM

ROAD NAME	ACT.	DESCRIPTION	JOB COSTS(\$)	MEAS.UP(Units)	MEAS.UP(\$)	PROFIT(\$)	PROFIT(%)
-----	-----	-----	-----	-----	-----	-----	-----
	429	Other Roadside Work	2458.61	3207.60	3207.60	748.99	30.46
			28601.92	5020.99	28698.64	96.72	
17 THE BORDER-CARNARVON HWY CONNE	105	Pothole Patching (Premix)	181.21	0.16	249.60	68.39	37.74
	106	Pothole Patch with Emulsion Ag	794.85	5.50	4620.00	3825.15	481.24
			976.06	5.66	4869.60	3893.54	
19 MITCHELL/ST.GEORGE 355	101	Edge Repair (Manual)	18306.42	28.30	24762.50	6456.08	35.27
	103	Edge Repair with Emulsion/Aggr	-1602.80	70.50	42300.00	43902.80	-2739.13
	106	Pothole Patch with Emulsion Ag	2882.05	5.50	4620.00	1737.95	60.30
	112	Surface Correct Emulsion Aggre	2748.49	5.50	4290.00	1541.51	56.09
	143	Pavement Repairs Grav Mech Min	28443.39	495.50	54505.00	26061.61	91.63
	323	Repair Conc.Culvs,Pipes & Pits	4565.32	5021.85	5021.85	456.53	10.00
	401	Tractor Slashing - Rural	4957.49	50.00	12500.00	7542.51	152.14
	405	Clearing	5473.82	7260.60	7260.60	1786.78	32.64
	415	RE-GRADE FIRE BRKS & WATER PTS	1776.03	0.15	4500.00	2723.97	153.37
	429	Other Roadside Work	3886.34	4313.22	4313.22	426.88	10.98
	502	Repair Signs (ex Guide Signs)	2442.55	8.00	3840.00	1397.45	57.21
	512	Repair/Replace Guide Markers	3428.65	62.00	4650.00	1221.35	35.62
			77307.75	17321.12	172563.17	95255.42	
21 ST.G-HEBEL CASTLEREAGH HWY 37A	101	Edge Repair (Manual)	19512.13	24.00	21000.00	1487.87	7.63
	103	Edge Repair with Emulsion/Aggr	68912.00	48.50	29100.00	-39812.00	-57.77
	105	Pothole Patching (Premix)	1823.61	1.00	1560.00	-263.61	-14.46
	106	Pothole Patch with Emulsion Ag	6730.77	6.00	5040.00	-1690.77	-25.12
	111	Surf.Correct.Premix (Mech)	16252.23	23.60	14160.00	-2092.23	-12.87
	112	Surface Correct Emulsion Aggre	14985.52	28.00	21840.00	6854.48	45.74
	139	Other Bituminous Work	4450.09	4766.11	4766.11	316.02	7.10
	143	Pavement Repairs Grav Mech Min	70243.84	1554.00	170940.00	100696.16	143.35
	153	Insitu-Stabilisation-Minor-Jet	171058.41	1098.60	274650.00	103591.59	60.56
	216	Heavy Shoulder Grading - Rural	29963.89	8.34	37530.00	7566.11	25.25
	323	Repair Conc.Culvs,Pipes & Pits	5258.82	2329.00	2329.00	-2929.82	-55.71
	401	Tractor Slashing - Rural	9337.49	80.00	20000.00	10662.51	114.19
	405	Clearing	20122.36	25032.40	25032.40	4910.04	24.40
	406	Herb. Spot Spray-Dec. plants	39646.86	0.52	49920.00	10273.14	25.91
	407	Herbicide Spraying	11314.67	9300.00	25575.00	14260.33	126.03
	429	Other Roadside Work	3889.67	4114.53	4114.53	224.86	5.78
	440	Rest Area Servicing	11379.31	13492.85	13492.85	2113.54	18.57
	455	Call outs required -norm.defct	515.21	780.00	780.00	264.79	51.39
	502	Repair Signs (ex Guide Signs)	13205.19	35.00	16800.00	3594.81	27.22
	512	Repair/Replace Guide Markers	10633.99	211.00	15825.00	5191.01	48.82
	903	Inspection-Forward List Works	470.15	1.00	2000.00	1529.85	325.40
	970	Ongoing Lic. Fee/Mtce Cost MMS	0.00	2000.00	2000.00	2000.00	
			529706.21	64934.45	758454.89	228748.68	

Balonne Shire Council

Financial Year Ending 2019

Printed(JACKSON): 05-07-2019 10:24:56 AM

ROAD NAME	ACT.	DESCRIPTION	JOB COSTS(\$)	MEAS.UP(Units)	MEAS.UP(\$)	PROFIT(\$)	PROFIT(%)
22 NOONDOO/THALLON ROAD 3514	103	Edge Repair with Emulsion/Aggr	5869.23	11.00	6600.00	730.77	12.45
	111	Surf.Correct.Premix (Mech)	6751.16	7.40	4440.00	-2311.16	-34.23
	112	Surface Correct Emulsion Aggre	6319.82	11.00	8580.00	2260.18	35.76
	121	Crack Treatment (Emulsion/Agg)	14162.51	16.50	13200.00	-962.51	-6.80
	143	Pavement Repairs Grav Mech Min	25899.18	605.00	66550.00	40650.82	156.96
	401	Tractor Slashing - Rural	2009.83	44.00	11000.00	8990.17	447.31
	405	Clearing	2025.90	2700.80	2700.80	674.90	33.31
	407	Herbicide Spraying	3579.08	2700.00	7425.00	3845.92	107.46
	502	Repair Signs (ex Guide Signs)	2619.19	10.00	4800.00	2180.81	83.26
	512	Repair/Replace Guide Markers	4767.69	65.00	4875.00	107.31	2.25
	903	Inspection-Forward List Works	1632.30	0.65	1300.00	-332.30	-20.36
			75635.89	6171.35	131470.80	55834.91	
		Meas.Up Job Costs	1773068.74		2717073.44	944004.70	65.26
		No Meas.Up Job Costs	0.00				
		Grand Totals	1773068.74	212653.95	2717073.44	944004.70	

Balonne Shire Council - Concessional Hire as at 30/06/2019

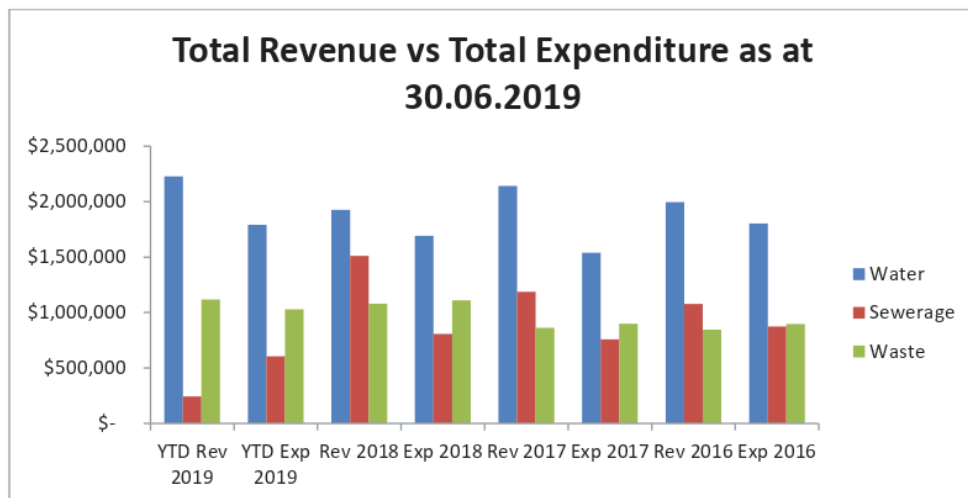
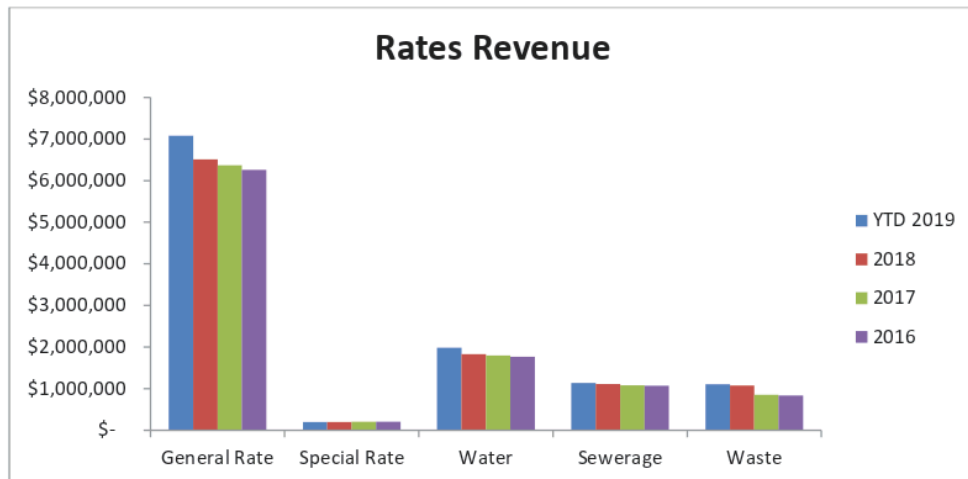
545

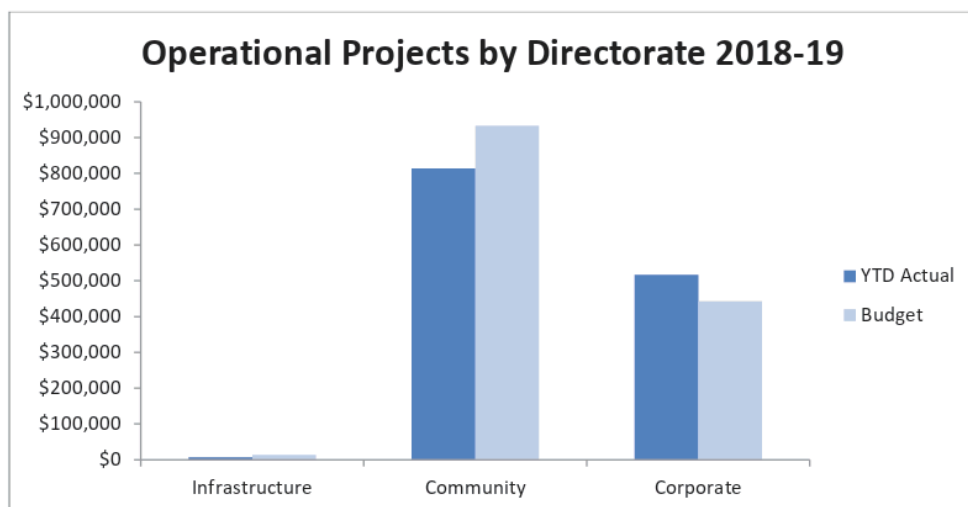
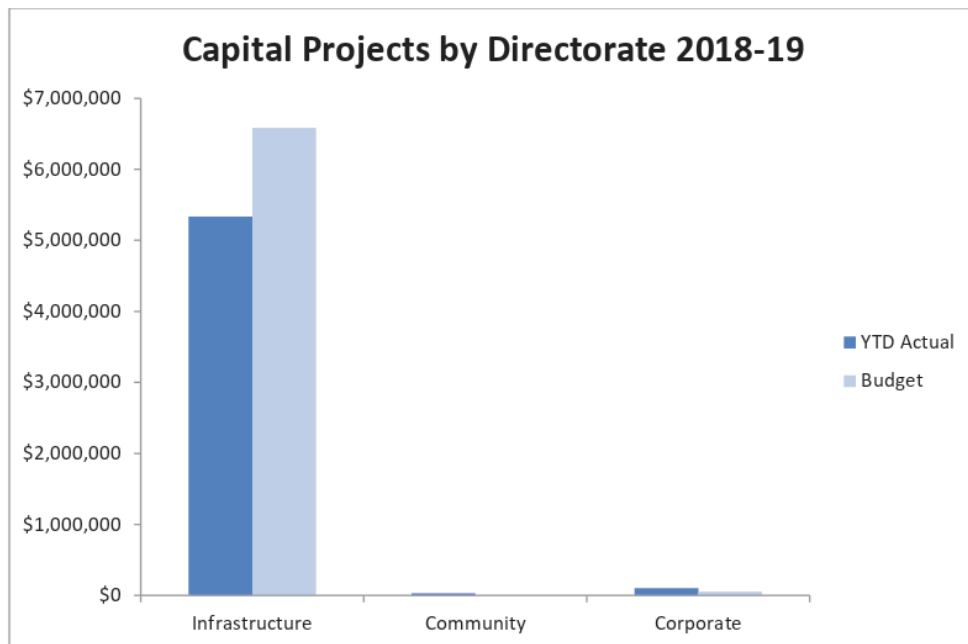
Organisation	Summary	Amount
July Totals	No transactions	0.00
August Totals	No transactions	0.00
September Totals	No transactions	0.00
October Totals	No transactions	0.00
November Totals	No transactions	0.00
BALONNE SHIRE COUNCIL	HIRE FEES WAIVED	\$ 47.73
BOLLON BRANCH ICPA	HIRE FEES WAIVED	\$ 95.45
CARE BALONNE	HIRE FEES WAIVED	\$ 95.45
CARE BALONNE	HIRE FEES WAIVED	\$ 95.45
CARE OUTREACH LTD	HIRE FEES WAIVED	\$ 95.45
COBB & CO HOTEL	HIRE FEES WAIVED	\$ 90.00
COBB & CO HOTEL	HIRE FEES WAIVED	\$ 95.45
DIRRANBANDI P-10 STATE SCHOOL	HIRE FEES WAIVED	\$ 95.45
DIRRANBANDI PONY CLUB INC	HIRE FEES WAIVED	\$ 450.91
ST.GEORGE ABORIGINAL HOUSING C	HIRE FEES WAIVED	\$ 95.45
ST.GEORGE ABORIGINAL HOUSING C	HIRE FEES WAIVED	\$ 110.00
THALLON PROGRESS ASSOCIATION	HIRE FEES WAIVED	\$ 414.00
WARRAWEE AGED CARE FACILITY	HIRE FEES WAIVED	\$ 250.00
CHERYL ELLERY	HIRE FEES WAIVED	\$ 50.00
ST GEORGE RSL SUB BRANCH	HIRE FEES WAIVED	\$ 95.45
ST GEORGE RSL SUB BRANCH	HIRE FEES WAIVED	\$ 32.73
ST.GEORGE STATE HIGH SCHOOL	HIRE FEES WAIVED	\$ 190.91
HEBEL CHRISTMAS TREE SUB COMMITTEE	HIRE FEES WAIVED	\$ 95.45
LIONS CLUB OF ST GEORGE	HIRE FEES WAIVED	\$ 95.45
ST GEORGE BRANCH ICPA	HIRE FEES WAIVED	\$ 477.27
BALONNE SHIRE COUNCIL	HIRE FEES WAIVED	\$ 47.73
BALONNE SHIRE COUNCIL	HIRE FEES WAIVED	\$ 47.73
BALONNE SHIRE COUNCIL	HIRE FEES WAIVED	\$ 95.45
BALONNE SHIRE COUNCIL	HIRE FEES WAIVED	\$ 47.73
BALONNE SHIRE COUNCIL	HIRE FEES WAIVED	\$ 47.73
BALONNE SHIRE COUNCIL	HIRE FEES WAIVED	\$ 95.45
BALONNE SHIRE COUNCIL	HIRE FEES WAIVED	\$ 20.00
BALONNE SHIRE COUNCIL	HIRE FEES WAIVED	\$ 76.32
December Totals		3,546.23
January Totals	No transactions	0.00
February Totals	No transactions	0.00
March Totals	No transactions	0.00
April Totals	No transactions	0.00
May Totals	No transactions	0.00
Panda Pearls Australia	Hire of Cultural Centre	95.45
Thallon P&C	Correction of Waiver of Hire	-90.91
June Totals		4.54
TOTAL		3,541.69

Balonne Shire Council -Donations as at 30/06/2019

Date	Organisation	Summary	Amount
27/07/2018	St George Chinese Community Memorial Com	Sponsorship	2,000.00
27/07/2018	St George State High School	Donation - Awards night	100.00
	July Total		2,100.00
5/08/2018	Queensland Health	Donation - Dental Van	339.79
7/08/2018	St George State High School	Donation - Show Team Uniforms	200.00
20/08/2018	St George Polocrosse Club	Sponsorship - 2018 Carnival	200.00
22/08/2018	Warawee	Donation - Senior Games	200.40
	August Total		940.19
5/09/2018	Dirranbandi P-10 State School	Sponsorship	200.00
7/09/2018	Keep Queensland Beautiful Project	Queensland Tidy Town Nomination	450.00
12/09/2018	Queensland Cotton	Sponsorship	200.00
	September Total		940.19
26/10/2018	Life Line Darling Downs & Sout	Donation	500.00
26/10/2018	St Patricks Fete Committee	Donation	300.00
26/10/2018	Tri St George Inc	Sponsorship	500.00
	October Total		1,300.00
	November Total	No transactions	0.00
12/12/2018	Life Line Darling Downs & Sout	Donation	200.00
	December Total		200.00
4/01/2019	Dirranbandi Pastoral & Agricult	Sponsorship	1,000.00
16/01/2019	Netball Queensland Darling Dow	Donation	200.00
24/01/2019	Heart of Australia P/L	Donation	2,000.00
24/01/2019	St George Cotton Growers Assoc	Sponsorship	300.00
	January Total		3,500.00
	February Total	No transactions	0.00
1/03/2019	St George Golf Club Inc	Sponsorship - Dragon Country	4,100.00
21/03/2019	Mungindi Community Preschool	Community Sponsorship	330.00
21/03/2019	St George Arts Council Inc	Sponsorship	250.00
21/03/2019	St Patricks School	Community Sponsorship	1,375.00
	March Total		6,055.00
23/04/2019	ST George Tennis Club Inc	Sponsorship	400.00
	April Total		400.00
17/05/2019	Mungindi Show Society	Show Society Grant	2,000.00
24/05/2019	St George Polocrosse Club	Sponsorship	200.00
27/05/2019	Bollon Polocrosse Association	Grant	200.00
	May Total		2,400.00
	June Total	No Transactions	0.00
	TOTAL		17,835.37

Information Graphs





Capital Projects 2018/19											
							PROJECT DETAILS				
			Actuals (3.07.19)	Original Budget	Amended Budget - 1st Quarter	Amended Budget - 2nd Quarter	Amended Budget - 3rd Quarter	% Complete	Date Commenced	Date Finished	Comments
205 - GENERAL ADMINISTRATION											
	0205-0933-0000	Replace of SAN	\$24,329	\$25,000	\$25,000	\$25,000	\$25,000	100.0%			
	0205-0934-0000	Replacement Photocopier - VIC	\$6,653	\$8,000	\$8,000	\$8,000	\$8,000	100.0%			
	0205-0935-0000	C/O Master Key System	\$9,609				\$9,500	100.0%	1/07/2018	1/04/2019	Complete.
	205-4100	Corporate Services Capital Projects	\$40,592	\$33,000	\$33,000	\$33,000	\$42,500				
410 - INFRASTRUCTURE ROADS											
	0051-3028-0000	C/O Secret Plains Gravel Resheeting Contribution	\$51,216	\$60,000	\$60,000	\$60,000	\$52,000	100.0%	1/09/2018	30/09/2018	Complete.
	0052-1019-0000	TIDS KOORON RD Resheet	\$122,715	\$300,000	\$300,000	\$300,000	\$125,000	100.0%	1/09/2018	31/01/2019	Complete.
	0052-1042-0000	RTR - Whyebah Gravel Resheet 5.5km	\$231,165	\$220,000	\$220,000	\$232,648	\$177,648	100.0%	1/08/2018	30/09/2018	Complete.
	0052-2004-0000	RTR - Cubbie Gravel Gravel Resheet 5.5km	\$276,990	\$222,118	\$222,118	\$274,964	\$276,964	100.0%	1/09/2018	31/10/2018	Complete.
	0052-3010-0000	RTR - Honeymah Lane 5.5km	\$0	\$220,000	\$220,000	\$0	\$0	N/A	N/A	N/A	Not proceeding.
	0052-4004-0000	TIDS Mitchell-Bollon Road (206.2km - 219.0km) Gravel Resheet	\$379,939	\$380,000	\$380,000	\$380,000	\$362,000	100.0%	1/11/2018	31/12/2018	Complete.
	0053-1019-0000	TIDS KOORON RD Floodway Upgrade Gravel Resheet	\$395,610	\$520,000	\$520,000	\$520,000	\$395,000	100.0%	1/01/2019	31/01/2019	Complete.
	0058-1008-0000	C/O RTR - Chelmer Road Gravel Resheet 4km	\$16,540				\$17,000	100.0%	1/05/2018	16/07/2018	Complete.
	0058-1018-0000	C/O RTR - Gunnindaddy Road Gravel Resheet 10km	\$491,375				\$492,000	100.0%	1/06/2018	1/08/2018	Complete.
	0058-2001-0000	C/O RTR - Ballandool Road Gravel Resheet 3.5km	\$2,079				\$2,100	100.0%	14/06/2018	15/07/2018	Complete.
	0058-2016-0000	C/O RTR - Narine Road Gravel Resheet 2km	\$95,270				\$96,000	100.0%	28/05/2018	1/07/2018	Complete.
	410-4100	Total Road Capital Projects	\$2,062,898	\$1,922,118	\$1,922,118	\$1,767,612	\$1,995,712				
415 - INFRASTRUCTURE STREETS											
	0068-1105-0000	REDP St George Kerb & Channel Arthur & Kenny Lane (18/19 financial year component)	\$232,452	\$191,000	\$191,000	\$191,000	\$178,000	100.0%	1/02/2018	31/11/2018	Complete.
	0170-0449-0000	DCP Nindiquilly Bridge and Weir	\$28,385			\$35,000	\$35,000	100.0%	15/01/2019	30/04/2019	Complete.
	0415-0934-0000	St George - Footpath Upgrades	\$46,330	\$60,000	\$60,000	\$60,000	\$60,000	100.0%	31/08/2018	30/06/2019	Complete.
	0415-0935-0000	C/O DCP St George CBD Stage 3	\$32,249				\$33,000	100.0%	29/06/2018	15/12/2018	Complete.
	0415-0937-0000	REDP Dirranbandi Rail & River Precinct Stage 1 (18/19 financial year component)	\$366,828	\$279,000	\$279,000	\$279,000	\$279,000	99.0%	17/12/2018		Minor works to airbour & decking remain. Due for completion by 31st July 2019
	0415-0939-0000	Boat Ramp Footpath	\$54,557				\$25,000	100.0%	20/03/2019	8/05/2019	Complete.
	0415-0938-0000	REDP St George CBD & River Foreshore Upgrade (18/19 financial year component)	\$386,825	\$283,000	\$283,000	\$283,000	\$283,000	100.0%	1/04/2018	3/06/2019	Complete.
	415-4100	Total Street Capital Projects	\$1,147,627	\$813,000	\$813,000	\$848,000	\$893,000				
425 - INFRASTRUCTURE STORM WATER DRAINAGE - U'GROUND											
	0425-0933-0000	Dirranbandi - Stormwater Improvements	\$5,735	\$40,000	\$40,000	\$40,000	\$40,000	40.0%	11/02/2019		3 driveway crossings completed.
	425-4100	Total Storm Water Drainage Capital Projects	\$5,735	\$40,000	\$40,000	\$40,000	\$40,000				

Capital Projects 2018/19											
			PROJECT DETAILS								
			Actuals (3.07.19)	Original Budget	Amended Budget - 1st Quarter	Amended Budget - 2nd Quarter	Amended Budget - 3rd Quarter	% Complete	Date Commenced	Date Finished	Comments
430 - INFRASTRUCTURE WORKS DEPOT											
	0430-0937-0000	W4Q C/O St George Depot Renovations	\$22,684	\$ 26,000	\$26,000	\$26,000	\$23,000	100.0%	20/11/2017	15/08/2018	Depot Office completed Feb 2018. Emergency Training Room completed August 2018.
	0430-0933-0000	St George - Doors on Water and Sewerage Depot shed and new roof, ventilation fans and electricity power points and lights	\$36,523	\$ 35,000	\$35,000	\$35,000	\$37,000	100.0%	1/11/2018	30/11/2018	Complete.
	0430-0936-0000	St George Depot Washdown Bay Upgrade	\$341					75.0%	29/08/2018		New pump to be installed. Due for completion 31 July 2019.
	430-4100	Total Works Depot Capital Projects	\$59,548	\$61,000	\$61,000	\$61,000	\$60,000				
440 - AERODROMES											
	0440-0933-0000	St George - Automated Weather Information System (AWIS)	\$0	\$20,000	\$20,000	\$20,000	\$0	100.0%	13/07/2018	31/12/2018	Complete.
	0440-0934-0000	St George - RTP apron and taxiway drainage improvements	\$0	\$60,000	\$60,000	\$60,000	\$0	0.0%	N/A	N/A	Works not proceeding.
	440-4100	Total Aerodrome Capital Projects	\$0	\$80,000	\$80,000	\$80,000	\$0				
450 - INFRASTRUCTURE PLANT & EQUIPMENT											
	0450-0901-0001	72" REAR DISCHARGE DECK ZERO TURN FERRIS MOWER	\$32,936	\$ 37,500	\$37,500	\$37,500	\$33,000	100.0%	18/12/2018	18/12/2018	Complete.
	0450-0901-0002	COX LAWN BOSS ZERO TURN 35" CUTTING DECK	\$5,364	\$ 5,900	\$5,900	\$5,900	\$5,900	100.0%	10/08/2018	10/08/2018	Complete.
	0450-0901-0003	61" REAR DISCHARGE DECK ZERO TURN FERRIS MOWER	\$17,845	\$ 20,500	\$20,500	\$20,500	\$18,000	100.0%	17/09/2018	17/09/2018	Complete.
	0450-0901-0004	Water & Sewerage Truck Replacement	\$0	\$110,000	\$110,000	\$110,000	\$110,000	20.0%	1/09/2018		Options under consideration.
	0450-0901-0005	Toyota RAV 4	\$40,000		\$40,000	\$40,000	\$40,000	100.0%	1/09/2018	30/09/2018	Complete.
	450-4126	Total Plant & Equipment Capital Projects	\$96,145	\$173,900	\$213,900	\$213,900	\$206,900				
521 - INFRASTRUCTURE SWIMMING POOLS											
	0521-0933-0000	C/O W4Q - Thermal Springs	\$30,370	\$750,000	\$750,000	\$750,000	\$750,000	25.0%	1/07/2018		Extension of time to 30 October 2019 has been approved. Contract awarded. Preliminary design complete. For construction drawings and specifications are underway.
	521-4100	Total Swimming Pool Capital Projects	\$30,370	\$750,000	\$750,000	\$750,000	\$750,000				
530 - INFRASTRUCTURE PARKS & GARDENS											
	0530-0945-0000	DCP - St George River Canoe Ramp	\$140,509	\$70,000	\$70,000	\$141,000	\$141,000	100.0%	10/08/2018	31/10/2018	Complete.
	0530-0940-0000	Dirranbandi Sports Oval Amenities	\$298,892	\$200,000	\$200,000	\$200,000	\$290,000	99.0%	1/08/2017		Defect rectifications progressing.
	0530-0944-0000	C/O W4Q Rowden Park Grandstand Refurbishment	\$149,468	\$150,000	\$150,000	\$150,000	\$150,000	100.0%	17/09/2018	30/01/2019	Complete.
	0530-0933-0000	Rowden Park - Reinstatement of Playground	\$151,590	\$20,000	\$20,000	\$20,000	\$20,000	100.0%	1/03/2019	29/03/2019	Complete.
	0170-0450-0000	DCP - Dirranbandi and Hebel Projects	\$175,130			\$220,000	\$220,000	80.0%	1/12/2018		Civic Centre & toilet upgrade complete. Hebel library & park sprinklers complete. Dirran bitumen kerb & footpath underway and due for completion by 31st July 2019
	0170-0451-0000	DCP - Thallon Recreation Grounds	\$76,404			\$100,000	\$100,000	100.0%	1/03/2019	21/06/2019	Complete.
	0170-0452-0000	DCP - Mungindi River Park Crossing	\$150,860			\$150,000	\$150,000	100.0%	1/03/2019	21/06/2019	Complete.
	0170-0453-0000	DCP - Dirran and St George Community Projects	\$206,646			\$165,000	\$165,000	70.0%	19/02/2019		Rowden Park Playground - orders issued for lighting upgrade, retainer wall & concrete slab & table seating. Thallon Park Toilet - Electricity to be connected. Footpath to be laid. Due for completion by 31st July 2019. St G Secretary's Office - external sheeting & staircase remain. Due for completion 31st July 2019.
	0170-0454-0000	DCP - St George River Foreshore Footpath	\$144,248			\$200,000	\$200,000	100.0%	29/01/2019	22/02/2019	Complete.
	530-4100	Total Parks & Gardens Capital Projects	\$1,493,748	\$440,000	\$440,000	\$1,346,000	\$1,436,000				

Capital Projects 2018/19											
			Actuals (3.07.19)	Original Budget	Amended Budget - 1st Quarter	Amended Budget - 2nd Quarter	Amended Budget - 3rd Quarter	PROJECT DETAILS			
								% Complete	Date Commenced	Date Finished	Comments
535 - INFRASTRUCTURE HALLS/CIVIC/CULTURAL CENTRES											
	535-4100	Total Hall/Civic/Cultural Centre Capital Projects	\$0	\$0	\$0	\$0	\$0				
555 - INFRASTRUCTURE SHOWGROUNDS											
	0555-0936-0000	Bollon Showgrounds - Fire Hydrant/Storage tank	\$0	\$10,000	\$10,000	\$10,000	\$10,000	100.0%	1/11/2018	15/11/2018	Complete.
	0555-0933-0000	Durrantbandi Showground - Polocrosse shed fridge	\$0	\$2,000	\$2,000	\$2,000	\$2,000	100.0%	13/09/2018	15/10/2018	Complete.
	0555-0934-0000	Hebel Showground - White Rock between entrance to cattle yards (500 metres)	\$9,306	\$15,000	\$15,000	\$15,000	\$10,000	100.0%	16/08/2018	31/08/2018	Complete.
	0555-0935-0000	CO W4Q Bollon Showgrounds Kitchen	\$38,862				\$39,000	100.0%	19/08/2018	31/08/2018	Complete.
	0555-0937-0000	DCP St George Showground Horse Stable Upgrade (#4)	\$29,359				\$30,000	100.0%	4/09/2018	25/03/2019	Complete.
	555-4100	Total Showgrounds Capital Projects	\$77,527	\$27,000	\$27,000	\$27,000	\$91,000				
580 - SAFER COMMUNITIES											
	0580-0930-0000	W4Q/Telstra - CCTV Upgrades	\$62,111	\$70,000	\$70,000	\$70,000	\$11,000	100.0%	1/07/2018	31/12/2018	Works completed (Note: further \$50,000 in grant funding just received)
	580-4100	Total Safer Communities Capital Projects	\$62,111	\$70,000	\$70,000	\$70,000	\$11,000				
615 - CEMETERY											
	0615-0933-0000	St George Cemetery - 1 concrete plinth	\$15,351	\$25,000	\$25,000	\$25,000	\$16,000	100.0%	27/11/2018	31/01/2019	Complete.
	615-4100	Total Cemetery Capital Projects	\$15,351	\$25,000	\$25,000	\$25,000	\$16,000				
625 - PUBLIC TOILETS											
	615-4100	Total Public Toilets Capital Projects	\$0	\$0	\$0	\$0	\$0				
655 - RURAL SERVICES											
	0655-0459-0000	Nindigully SRRes - Night Yard	\$7,331								
	0655-0460-0000	Mulga View WF	\$14,291								
	0655-0461-0000	Bandy Andy WF	\$9,832								
	655-4100	Total Rural Services	\$31,454	\$0	\$0	\$0	\$0				
4410 - INFRASTRUCTURE URBAN WATER WASTE											
	4410-0933-0000	St George STP - screw screen with 3-5mm gauge	\$0	\$25,000	\$25,000	\$25,000	\$25,000	25.0%	2/01/2019		Options under consideration.
	4410-0934-0000	St George - Service and repair STP primary Sed tank	\$0	\$100,000	\$100,000	\$100,000	\$100,000	15.0%	2/01/2019		Quotes sought.
	4410-0935-0000	St George STP - Replace existing downstream manhole	\$0	\$10,000	\$10,000	\$10,000	\$10,000	15.0%	11/02/2019		Options under consideration.
	4410-0938-0000	C/O BOR-Effluent Reuse - STG STP	\$44,937				\$45,000	100.0%	1/07/2018	31/09/2018	Complete.
	4410-4120	Total Water Waste Capital Projects	\$44,937	\$135,000	\$135,000	\$135,000	\$180,000				

Capital Projects 2018/19											
			Actuals (3.07.19)	Original Budget	Amended Budget - 1st Quarter	Amended Budget - 2nd Quarter	Amended Budget - 3rd Quarter	PROJECT DETAILS			
								% Complete	Date Commenced	Date Finished	Comments
5410 - INFRASTRUCTURE URBAN WATER SUPPLY											
	5410-0932-0000	Whytes Rd - Replace river water poly line from Mitchell St to Reiversands Vineyards	\$32,673	\$40,000	\$40,000	\$40,000	\$33,000	100.0%	5/09/2018	30/09/2018	Complete.
	5410-0931-0000	Install River Meters St George	\$28,795				\$29,000	100.0%	1/07/2018	30/09/2018	Complete.
	5410-0933-0000	Dirranbandi - Water rising main replacement - Kirby and Moore Streets	\$147,689	\$120,000	\$120,000	\$120,000	\$138,000	100.0%	15/10/2018	30/11/2018	Complete.
	5410-0934-0000	Bollon Showgrounds to Bollon airport - Renew 25mm poly line 950-1000 metres long	\$6,879	\$15,000	\$15,000	\$15,000	\$7,000	100.0%	1/11/2018	30/11/2018	Complete.
	5410-0935-0000	St George - River water upgrades - Victoria St (Scott to Church St); Connect Scott St & Balonne St mains to Victoria St 300mm main; Provide new services to connections to 300mm main for properties in Victoria St remove redundant services	\$65,028	\$100,000	\$100,000	\$100,000	\$100,000	100.0%	1/12/2018	31/05/2019	Complete.
	5410-0948-0000	C/O River Main & Hyd - Henry Street	\$6,125				\$6,200	100.0%	1/08/2018	1/10/2018	Complete.
	5410-0949-0000	St George - Unlined river water fitting replacement program (2-3Yrs)	\$10,551	\$50,000	\$50,000	\$50,000	\$11,000	100.0%	1/07/2018	15/10/2018	Complete.
	5410-0950-0000	C/O Dirranbandi Water Tower - New Access Ladders	\$0	\$25,000	\$25,000	\$25,000	\$25,000	N/A	1/11/2018	31/05/2019	Safety review deemed 'do nothing option' most appropriate.
	5410-0951-0000	C/O Dirranbandi WTP - New Access Ladders	\$0	\$15,000	\$15,000	\$15,000	\$15,000	10.0%	1/11/2018		Quotes sought.
	5410-0952-0000	LGG&SP - Dirranbandi WTP Upgrade	\$1,602	\$550,000	\$550,000	\$550,000	\$550,000				Original contract not proceeding. Other options, including alternate scope of works and use of funds, are being investigated.
	5410-4150	Total water Supply Capital Projects	\$299,342	\$915,000	\$915,000	\$915,000	\$914,200	25.0%	1/10/2018		
		Total Capital Projects	\$5,467,383	\$5,485,018	\$5,525,018	\$6,311,512	\$6,636,312				

Operational Projects 2018/19											
								PROJECT DETAILS			
			Actuals (3.07.19)	Original Budget	Amended Budget - 1st Quarter	Amended Budget - 2nd Quarter	Amended Budget - 3rd Quarter	% Complete	Date Commenced	Date Finished	Comments
205 - GENERAL ADMINISTRATION											
	0205-0442-0000	IR/HR Consultancy	\$16,884	\$20,000	\$20,000	\$20,000	\$20,000	100%	1/07/2018	31/12/2018	EBA 100% complete, remainder of funding as required for HR advice
	205-	HR/IR	\$16,884	\$20,000	\$20,000	\$20,000	\$20,000				
	0205-0441-0000	Levee Bank Contingencies	\$96,509	\$160,000	\$160,000	\$160,000	\$120,000	80%			Agreement reached with 3 more landholders but pending finalisation of documentation. Estimated cost will exceed budget by approximately \$60,000 - depending on timing some of this expenditure may fall into 2019/20
	0205-0444-0000	Replacement and New PC's/Laptops	\$28,891	\$20,000	\$20,000	\$30,000	\$30,000	100%	1/07/2018	31/01/2019	Completed
	0205-0446-0000	Local Law Review	\$25,640				\$21,000				Completed
	0205-0452-0000	Community Drought Support	\$78,226	\$0	\$0	\$0	\$90,000				Revenue received 2017/18 Journal to transfer expenses \$82500
	0205-0448-0000	Asset Valuations	\$43,352	\$8,000	\$8,000	\$45,000	\$45,000	100%	4/02/2019		Completed
	0205-0461-0000	Risk Module	\$18,491	\$0	\$16,500	\$51,500	\$51,500	100%	1/09/2018		Consultant has completed works
	0205-0462-0000	Customer After Hours Call Centre	\$0	\$5,000	\$5,000	\$0	\$0				This is operational expenditure
	0205-0443-0000	Magiq Mobile Module & Publishing Portal	\$10,280	\$3,700	\$3,700	\$13,700	\$13,700	100%	1/07/2018	31/01/2019	Completed
		Magiq Publishing Portal		\$9,000	\$9,000	\$0	\$0				
	0205-0449-0000	IT Security Review	\$0	\$12,000	\$12,000	\$12,000	\$0	10%	1/12/2018		Not proceeding
	205-2447	Corporate Services Operational Projects	\$301,390	\$217,700	\$234,200	\$312,200	\$371,200				
310-PLANNING											
	320-2447	Building Operational Projects									
	0310-0445-0000	Planning Scheme education	\$6,056	\$8,000	\$8,000	\$8,000	\$5,000	75.70%			Public Consultation concluded on 7th June 2019. To review 11 submissions received at upcoming council workshop 27th June 2019.
	0310-0448-0000	Native Title/ILUA Briefing Sessions - legal	\$1,398	\$12,000	\$12,000	\$12,000	\$0	11.65%			Information Session Held for Councilors and Staff on 4th April 2019 by Jenny Humphris, Holding Redlich.
	0310-0449-0000	Audit of Quarries - legal requirement	\$35,229	\$50,000	\$50,000	\$50,000	\$40,000	70.46%			Audit report and recommendations completed. Outstanding items which are
	310-2447	Planning Operational Projects	\$42,683	\$70,000	\$70,000	\$70,000	\$45,000				
320- BUILDING											
	0320-0445-0000	Building Educational Resources	\$0	\$2,000	\$2,000	\$2,000	\$0	0.00%			Factsheet and frequently asked questions uploaded to website - completed.
	320-2447	Building Operational Projects	\$0	\$2,000	\$2,000	\$2,000	\$0				
340 - ECONOMIC DEVELOPMENT											
	0340-0446-0000	Subscriptions and Memberships	\$26,551	\$22,000	\$22,000	\$22,000	\$2,000				
	0340-0448-0000	Bettering Balance	\$0	\$4,500	\$4,500	\$4,500	\$4,500				
	0340-0452-0000	REDP Project - Economic Development Officer	\$162,437	\$225,000	\$225,000	\$225,000	\$0				
	340-2447	Economic Development Operational Projects	\$188,987	\$251,500	\$251,500	\$251,500	\$6,500				
	0350-0444-0000	Shire Tourism Marketing	\$10,765	\$12,000	\$12,000	\$12,000	\$12,000	65.00%			Offsetting St George and Surrounds update and printing
	0350-0445-0000	Yellowbelly Festival	\$2,291	\$3,000	\$3,000	\$3,000	\$3,000	50.00%			On target
	0350-0446-0000	Shire Town Maps & publications	\$0	\$5,000	\$5,000	\$5,000	\$5,000	0.00%			Offsetting St George and Surrounds update and printing
	0350-0447-0000	Recreational Vehicle Strategy (signage etc)	\$0	\$10,000	\$50,000	\$50,000	\$10,000	0.00%			Site preparation underway and pending DA
	0350-0448-0000	Shire Tourism Brochure (and bird brochure)	\$28,339	\$15,000	\$22,500	\$22,500	\$22,500	100.00%			Includes St George and Surrounds update and printing (\$11k pending)
	350-2447	Tourism Operational Projects	\$41,395	\$45,000	\$92,500	\$92,500	\$52,500				
355- VISITOR INFORMATION CENTRE											
	0355-0448-0000	VIC Volunteer Expenses	\$2,300	\$4,000	\$4,000	\$4,000	\$2,000	57.50%			Continuing
	0355-0447-0000	Enclosed weatherproof storage room	\$0	\$5,000	\$5,000	\$5,000	\$0	0.00%			Held to cover renewed St George and Surrounds brochures
	355-2447	VIC Operational Projects	\$2,300	\$9,000	\$9,000	\$9,000	\$2,000				
440 - AERODROMES											
	0440-0447-0000	Airport Master Plan - St George	\$9,143	\$40,000	\$40,000	\$40,000	\$44,800	25.00%	1/01/2019		Project underway
	440-4100	Total Aerodrome Operational Projects	\$9,143	\$40,000	\$40,000	\$40,000	\$44,800				

Operational Projects 2018/19											
								PROJECT DETAILS			
			Actuals (3.07.19)	Original Budget	Amended Budget - 1st Quarter	Amended Budget - 2nd Quarter	Amended Budget - 3rd Quarter	% Complete	Date Commenced	Date Finished	Comments
501 - COMMUNITY DEVELOPMENT											
	0501-0443-0000	Young Leaders Bursary	\$6,724	\$7,000	\$7,000	\$7,000	\$3,000	96.06%			2 applications received (\$3,000)
	0501-0444-0000	Community Safety Group	\$995	\$3,000	\$3,000	\$3,000	\$2,000	33.17%			Actual - Group has met on schedule
	0501-0447-0000	Community Events	\$11,368	\$15,000	\$15,000	\$15,000	\$15,000	75.78%			Two large requests set for 20 June Council meeting
	0501-0449-0000	Get Ready Program	\$10,512	\$11,000	\$11,000	\$11,000	\$11,000	95.57%			Grant funded. Completed
	0501-0452-0000	Commun Coll Wbeing Serv Coord	\$112,919				\$120,000				On track as CCW Coordinator's salary
	0501-0460-0000	Balonne remembers - end of WW1	\$5,137				\$8,400				Grant to November 2019 for St George RSL 100th anniversary
	0501-0446-0000	Community Calendar	\$4,796	\$5,000	\$5,000	\$5,000	\$5,000	95.91%			Completed
	501-2447	Community Development Operational Projects	\$152,450	\$41,000	\$41,000	\$41,000	\$164,400				
505 - LIBRARIES											
	0505-0444-0000	First 5 Forever	\$3,006	\$1,658	\$1,658	\$3,000	\$3,000	100.21%			Grant. Fabulous Lemon Drops etc
	0505-0445-0000	Digital Literacy Program	\$4,522	\$10,000	\$10,000	\$10,000	\$10,000	45.22%			Purchasing new technology
	0505-0446-0000	General Library Programs	\$3,130	\$10,000	\$10,000	\$10,000	\$10,000	31.30%			Continuing e.g. tutors for workshops \$2.5k
	0505-0448-0000	Pop Up Gallery	\$707	\$2,000	\$2,000	\$2,000	\$1,000	35.34%			Furniture / Lighting
	0505-0449-0000	Sustainable multi user hub	\$100,881	\$46,300	\$46,300	\$152,550	\$106,250	66.13%			Grant will be fully expended
		Duress alarm and CCTV camera	\$0				\$10,000				Installed (in part to be funded from pound duress alarm funds)
	0505-0450-0000	Deadly Digital Communities	\$0	\$0	\$0	\$10,000	\$10,000	0.00%			Grant carries over to November 2019 with planned program
	0505-0447-0000	Balonne Book on Wheels	\$12,737	\$0	\$0	\$30,000	\$30,000	42.46%			Books for home delivery; technology upgrade
	505-2447	Library Operational Projects	\$124,984	\$69,958	\$69,958	\$217,550	\$180,250				
520 - SPORT AND RECREATION											
	0520-0447-0000	SCP - Dirranbandi Multipurpose Sports Facility - Kitchen Fit Out	\$5,522	\$0	\$0	\$0	\$12,000	100.00%	30/04/2019	9/05/2019	Complete
521 - SWIMMING POOLS											
	0521-0441-0000	C/O - Dirranbandi Pool Waterproof Shelving	\$1,584				\$1,600	100.00%	1/07/2018	31/07/2018	Complete
525 - ARTS											
	0525-0208-0000	RADF	\$46,770	\$37,060	\$37,060	\$37,060	\$37,060	126.20%			Incl. part \$43k cod sculpture. \$20k RADF for pending applications
	525-2208	RADF	\$46,770	\$37,060	\$37,060	\$37,060	\$37,060				Completed
	0525-0448-0000	SW Indigenous Cultural Precinct	\$6,934				\$7,000				
	0525-0444-0000	Dirranbandi Rail Precinct - Arts Council	\$0	\$5,000	\$5,000	\$5,000	\$0	0.00%			For maintenance. Expended on goods shed paint and ramp
	525-2447	Arts	\$0	\$5,000	\$5,000	\$5,000	\$7,000				
530 - INFRASTRUCTURE PARKS & GARDENS											
	0530-0442-0000	C/O Rowden Park Strategic Plan	\$0					95.00%			Plan completed. Councilor workshop scheduled
	530-2447	Total Parks & Garden Operation Projects	\$0	\$0	\$0	\$0	\$0				
545 - COMMUNITY DONATIONS/ASSISTANCE											
	0545-0208-0000	Community Donations	\$17,835	\$18,000	\$18,000	\$18,000	\$18,000	99.09%			Completed
	545-2208	Total Donations & Assistance Operation Projects	\$17,835	\$18,000	\$18,000	\$18,000	\$18,000				
560 - WORK CAMP											
	0560-0447-0000	WORK Camp Program	\$11,167	\$37,500	\$37,500	\$37,500	\$17,500	29.78%			Materials, Tools. May have some surplus.
	560-2447	WORK CAMP Program	\$11,167	\$37,500	\$37,500	\$37,500	\$17,500				
575 - YOUTH COUNCIL											
	0575-0448-0000	Youth Council	\$4,670	\$5,000	\$5,000	\$5,000	\$0	93.39%			Forum planned
	575-2447	Youth Council	\$4,670	\$5,000	\$5,000	\$5,000	\$0				

Operational Projects 2018/19											
								PROJECT DETAILS			
			Actuals (3.07.19)	Original Budget	Amended Budget - 1st Quarter	Amended Budget - 2nd Quarter	Amended Budget - 3rd Quarter	% Complete	Date Commenced	Date Finished	Comments
605 - ANIMAL CONTROL											
0605-0446-0000	Pound Equipment		\$3,596	\$3,500	\$3,500	\$3,500	\$2,500	102.75%			Being expended, catching poles, dog beds
0605-0447-0000	Pensioner Dog Program		\$770	\$1,000	\$1,000	\$1,000	\$1,500	77.05%			
0605-0448-0000	Microchipping Program		\$6,659	\$5,000	\$5,000	\$5,000	\$8,500	133.18%			
0605-0445-0000	Installation of Duress alarms at Pound & rural Lands office		\$0	\$4,000	\$4,000	\$4,000	\$0	0.00%			Held for Library duress alarms priority. (in stalled)
0605-0449-0000	Local Law Compliance training		\$1,008	\$10,000	\$10,000	\$15,000	\$1,000	6.72%			Training completed March. Checking account invoice was paid from
605-2447	Animal Control Operational Projects		\$12,034	\$23,500	\$23,500	\$28,500	\$13,500				
615 - CEMETERY											
0615-0441-0000	Digitalisation of Cemetery Records		\$0	\$8,000	\$8,000	\$8,000	\$0	0.00%			Not proceeding
615-2447	Total Cemetery Operation Projects		\$0	\$8,000	\$8,000	\$8,000	\$0				
635 - NATURAL ENVIRONMENT											
0635-0446-0000	National Tree Day		\$934	\$1,000	\$1,000	\$1,000	\$1,000	93.39%			Scheduled in June
0635-0448-0000	Mosquito Management Program/Survey		\$5,155	\$5,000	\$5,000	\$5,000	\$5,000	103.11%			Mosquito Surveillance has been completed for the season
0635-0449-0000	Gravel Pit Signage		\$0	\$0	\$0	\$6,000	\$0	0.00%			Pending audit. Some purchasing. Held for library security cameras
635-2447	Natural Environment Operational Projects		\$6,089	\$6,000	\$6,000	\$12,000	\$6,000				
655 - RURAL SERVICES											
0655-0216-0000	Wild Dog Bounty		\$42,600	\$35,000	\$35,000	\$35,000	\$35,000	121.71%			Actual. To be off-set by the Retainer budget
655-2216	Total Wild Dog Bounty		\$42,600	\$35,000	\$35,000	\$35,000	\$35,000				
0655-0444-0000	Wild Dog Retainer		\$23,647	\$45,000	\$45,000	\$45,000	\$45,000	52.55%			Actual - underspend to off-set the Bounty budget.
655-2444	Wild Dog Retainer		\$23,647	\$45,000	\$45,000	\$45,000	\$45,000				
0655-0445-0000	Wild Dog Baiting		\$26,962	\$25,000	\$25,000	\$25,000	\$25,000	107.85%			Completed
655-2445	Wild Dog Baiting		\$26,962	\$25,000	\$25,000	\$25,000	\$25,000				
0655-0450-0000	Development of Biosecurity Plan (replacing the Pest & Weed Plan and a review of the Feral Animal Levy)		\$30,495	\$40,000	\$40,000	\$40,000	\$42,000	76.24%			Completed to draft stage with final invoice pending. Councilors have asked to delay workshop, public consultation and final plan to July-August 2019
0655-0446-0000	Firebreaks		\$0	\$25,000	\$25,000	\$25,000	\$5,000	0.00%			Main expenditure delayed to 2019/20
0655-0447-0000	Miscellaneous Fencing projects		\$21,481	\$20,000	\$20,000	\$20,000	\$20,000	107.41%			In progress - almost completed
0655-0449-0000	Desilt Dams		\$4,499	\$6,000	\$6,000	\$6,000	\$3,000	149.95%			In progress - almost completed
0655-0442-0000	Washdown Facility Maintenance		\$13,143	\$22,000	\$22,000	\$22,000	\$17,000	77.31%			Automation complete. Awaiting tokens. Adding germi.
0655-0448-0000	Parthenium mapping, controls and awareness QMDC		\$43,044	\$53,000	\$53,000	\$53,000	\$53,000	81.21%			Largely completed
655-2447	Operational Projects		\$112,662	\$166,000	\$166,000	\$166,000	\$140,000	\$4	\$0	\$0	
0655-0441-0000	DAFF Project -Aerial Baiting, trapping & monitoring		\$111,295	\$90,000	\$90,000	\$90,000	\$90,000	123.66%			Phase I and Phase II of the Aerial Baiting campaigns completed. Wild Dog Trapping Training Completed on 30 May. This project has had a Variation of Grant Deed signed and will be carried over into 2019-2020
655-2448	DAFF Project		\$111,295	\$90,000	\$90,000	\$90,000	\$90,000				
6410 - WATER SUPPLY											
5410-0442-0000	C/O Dirranbandi WTP Report		\$0					0.00%			Pending outcome of WTP Upgrade.
5410-2447	Water Supply Operational Projects		\$0	\$0	\$0	\$0	\$0				
6430 - WASTE/LANDFILL											
6430-0443-0000	Purchase & install of ventilated storage container		\$5,137	\$5,000	\$5,000	\$5,000	\$5,000	102.73%			Completed
6430-0444-0000	landfill fencing repairs and maintenance		\$10,261	\$3,000	\$3,000	\$3,000	\$10,300	99.62%			Completed. Overspend to be off-set from Land remediation
6430-0445-0000	Signage - local laws		\$0	\$2,000	\$2,000	\$2,000	\$0	0.00%			
6430-0446-0000	Waste Education Program		\$0	\$5,000	\$5,000	\$5,000	\$0	0.00%			Timing has moved to 2019/20 with change of contractor
6430-0447-0000	Annual Shire Cleanup		\$18,630	\$20,000	\$20,000	\$20,000	\$18,700	99.63%			Completed
6430-0448-0000	Fire Mitigation for Landfills		\$0	\$1,000	\$1,000	\$1,000	\$1,000	0.00%			Contingency

Operational Projects 2018/19											
								PROJECT DETAILS			
			Actuals (3.07.19)	Original Budget	Amended Budget - 1st Quarter	Amended Budget - 2nd Quarter	Amended Budget - 3rd Quarter	% Complete	Date Commenced	Date Finished	Comments
	6430-0449-0000	Landfill Remediation Report	\$0	\$40,000	\$40,000	\$40,000	\$20,000	95.00%			Completed for \$5,000. \$7,250 to cover landfill fencing overspend. Remainder held to off-set CES office upgrade.
	6430-2447	Waste/Landfill Operational Projects	\$34,027	\$76,000	\$76,000	\$76,000	\$55,000				
Grand Total Operational Projects			\$1,337,079	\$1,343,218	\$1,407,218	\$1,643,810	\$1,389,310				

(IIFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
IIFS1	<u>MONTHLY REPORT FOR THE JULY 2019 COUNCIL MEETING</u>	From the Director of Infrastructure Services - reporting for the month of June.	276

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report for the July 2019 Council Meeting

DATE: 10.07.19

AGENDA REF: IIFS1

AUTHOR: Billie Spackman - Administration Officer

Executive Summary

From the Director of Infrastructure Services - reporting for the month of June.

0701-Main Roads Works

- Maintenance work carried out during the month on behalf of Transport and Main Roads (TMR) is detailed in the attached RMPC Supervisor's report.
- Design for the realignment of the Thallon Bridge commenced in November 2018. Council has been advised that these works are complete and TMR are drafting contract documents.
- CHUP widening program on the Carnarvon Highway (24A) commenced late June 2019.

0702-Private Works

- Nil

0400-Council Roads / Streets / Bridge Work

- Maintenance work is detailed in the attached Works Supervisor's report.

0440-Aerodromes

- Maintenance work is detailed in the attached Town Works Supervisor's report.

0450-Plant and Equipment

- Details are included in the attached Workshop Supervisor's report.

0510-Housing

- Nil

0520-Recreation and Sport

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Remaining defect rectifications are progressing at the Dirranbandi Sports Oval Amenities building.

0521-Swimming Pools

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Tenders closed on the 4th June 2019 for the St George W4Q Thermal Springs Project. Project completion date has been extended to 30th October 2019. Contract has been awarded. Preliminary design has been completed. For construction drawings and specifications are underway.
- Dirranbandi Pool new shade structure completed late June 2019.

0530-Parks and Gardens

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Lions Park disabled toilet and refurbishment was completed early June 2019.
- Thallon Town Park toilets scheduled for completion by end of July 2019.

0535-Halls/Civic/Cultural Centres

- Routine maintenance is ongoing.

0555-Showgrounds

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Construction of the St George secretary's box is due for completion by end of July 2019.

0615-Cemeteries

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance and mowing is ongoing.

0620-Street Cleaning

- Maintenance work is detailed in the attached Town Works Supervisor's report.

625-Public Conveniences

- Maintenance work is detailed in the attached Town Works Supervisor report.

4000-Urban Waste Water

- Maintenance work is detailed in the attached Town Works Supervisor's report.

5000-Urban Water

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Monthly consumption figures are given in the attached reports.

Capital/Special Maintenance Works Progress

- Works are being programed for the 2019/2020 financial year.
- The 2018/2019 Capital and Operational Report has been updated.

Meetings / Training

- Nil.

Current Tenders

- Nil

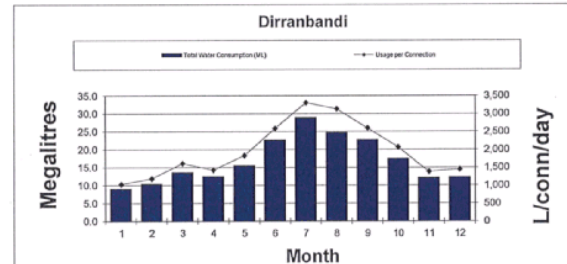
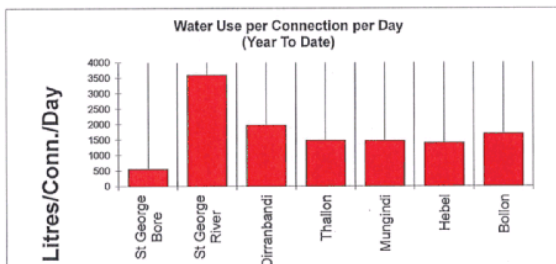
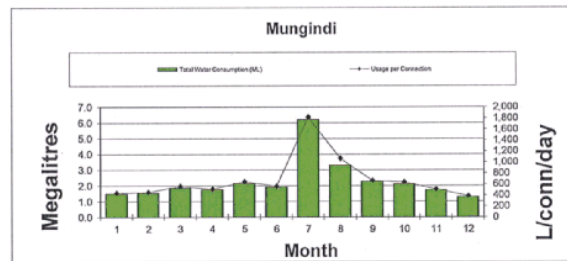
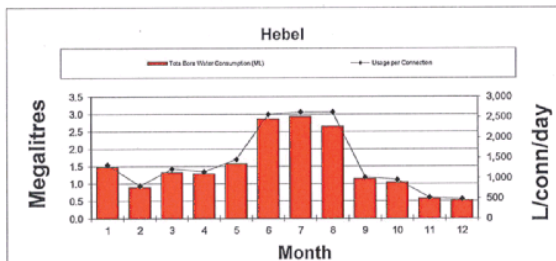
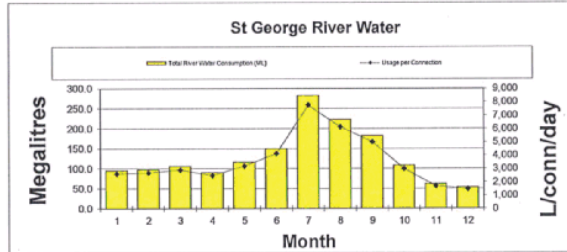
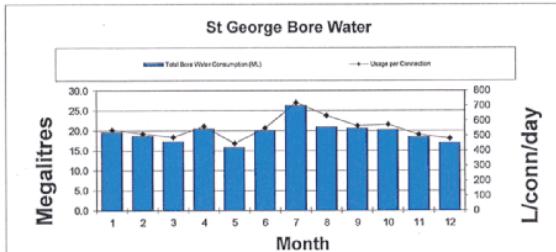
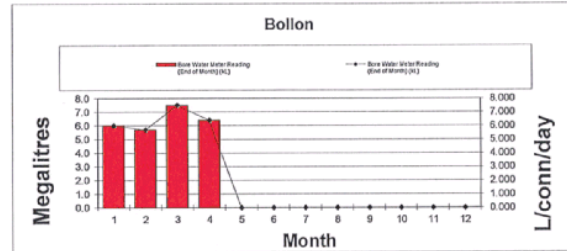
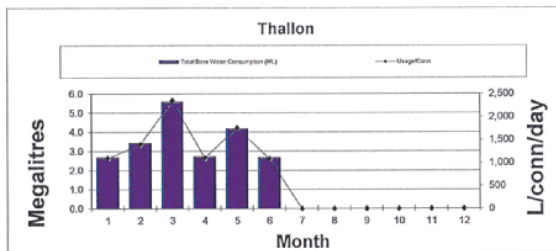
Attachments

1. Balonne Shire Water Usage 2018-19 - Period End 30 June 2019.pdf [↓](#)
2. Plant Maintenance Report - Period End 30 June 2019.pdf [↓](#)
3. Road Maintenance Report - Period Ending 30 June 2019.pdf [↓](#)
4. Road Construction Report - Period End 30 June 2019.pdf [↓](#)
5. Town Maintenance Report - Period End 30 June 2019.pdf [↓](#)

Andrew Boardman

Director Infrastructure Services

BALONNE SHIRE WATER USAGE 2018/19



Report of Workshop Supervisor - P. Gluzde

Period Ending 30/06/2019

340	ASPINALL SWEEPER TRAILER - 867 QIE - STG TOW	
		Inspected trailer and A frame pull for damage
392	MISCELLANEOUS PLANT	
		Repaired small equipment and plant
2506	COLORADO LX 4X2- 250SWR	
	198,407 Kms	Carried out 195,000km service as per coupon, removed, replaced and adjusted rear brakes, changed the coolant and repaired the lights on the bull bar
	200,247 Kms	Repaired right hand tail light, replaced head lights, found fault and repaired windscreen washers, replaced light inserts in bull bar, removed light bracket and detailed ute inside and out
2508	FORD RANGER 4X2 360VKZ	
	73,693 Kms	Replaced battery and checked charge rate
		Repaired and reroute trailer wiring for exhaust heat
2511	Toyota Hilux 4x2 - 554WYK	
	35,827 Kms	Repaired rubbish cage
3020	Colorado 4x4 Utility 252-SWR Tom Hill	
	165,400 Kms	Diagnosed and repaired rattle in vehicle
	165,286 Kms	Repaired two way aerial mounting brackets
3021	COLORADO 4X4 UTILITY 252SWR	
	169,112 Kms	Repaired coolant leak on engine, replaced fan belt tensioner and changed coolant
	168,331 Kms	Refitted rear fuel pod and wiring to pump detail vehicle
3516	TOYOTA HILUX XCAB 4x4 176TZJ	
		Checked over vehicle and detailed inside and out
4014	HOLDEN COLORADO 4X4 CREWCAB 152-SKN	
	191,220 Kms	Removed rear pod fuel tank, compressor and toolbox. Cleaned and detailed ute
4018	Toyota Hilux 4x4 Dual Cab	
	109,803 Kms	Carried out 110,000km service as per coupon. Trailer plug and wiring was repaired and brakes were adjusted
4019	Toyota Hilux Dual Cab 4x4 - R Steadman	
	141,392 Kms	Carried out 140,000km service as per coupon, repaired and adjusted rear brakes, tightened bull bar mounting bolts and replaced front brake rotors
4022	Colorado 4x4 Crew Cab - 212WQG	
	69,896 Kms	Carried out 70,000km service as per coupon, repaired number plate mounting and trailer plug mounting
5002	SCHWARZE 6500XL SWEEPER 204-KKO R BECKMANN	
	126,427 Kms	Replaced control screen for sweeper and tested operation of unit
5005	ISUZU FVZ1400 JETPATCHER 377MXU SHAYNE BUNYAN	
	221,663 Kms	Carried out 220,000km service as per manual. Serviced jet patcher unit also, replaced front wheel bearing hub caps
5008	ISUZU FRR600 CREW 108RRN	
	141,652 Kms	Carried out DPD burn, changed the oils in the transmission and differential and repaired leaking airline
5009	ISUZU FRR600 TRUCK 840-MEM MTCE	
	140,987 Kms	Carried out 140,000km service as per coupon. Carried out DPD burn, connected diagnostic tool to check for codes, repaired and cleared faults
5010	ISUZU FRR 5000 TRUCK 308-RZW S PEARS	
	69,569 Kms	Replaced ignition backing switch and repaired wiring for UHF radio
	69,137 Kms	Repaired air leak in break valve

Report of Workshop Supervisor - P. Gluzde

Period Ending 30/06/2019

5011	Isuzu NPR275 Truck 183STR P&G	
	66,124 Kms	Carried put 6 month service as per coupon, diagnosed faults and repaired
5505	CAT 140M GRADER C82158 TAYLOR	
	9,832.0 Hrs	Completed 250hr service as per manual, cleaned radiator and adjusted moldboard and circle
	221,869 Kms	Removed left hand rear wheel for seal replacement and cleaned up parts
5507	JD 670G Grader 26707C	
	6,438.0 Hrs	Repaired broken grease lines to steering and centre pivot
5509	CAT 12M GRADER 34863C STAINES	
	4,057.0 Hrs	Adjusted circle wear strips and changed circle gear box oil
5510	CAT 12M GRADER 37658C	
	2,730.0 Hrs	Carried out 250hr service as per coupon. SOS engine oil, Cleaned radiators, adjusted moldboard and circle and repaired grease lines
6502	TEREX TRACKLOADER - SKID STEER	
	3,060.0 Hrs	Replaced grease nipples on bucket pivot
7001	AMMANN AP240T3 ROLLER GEORGE KEMP	
	5,750.0 Hrs	Changed fuel filters, cleaned air filter and checked fuel system
	5,763.0 Hrs	Carried out 250hr service as per manual and repaired coolant leak
	5,781.0 Hrs	Checked for engine power loss, checked and adjusted tappets, checked intercooler system for leakage, repaired engine wiring and test ran
7005	Dynapac Smooth Drum Roller - 51254C	
	999.0 Hrs	Carried out 1000hr service as per manual, repaired hydraulic under cab and checked cab mounts
7510	FERRIS 5100A MOWER C92865 BOLLON	
	767.0 Hrs	Carried out 250hr service as per manual, replaced cutting blades and changed deck drive gear box oil
7516	Ferris IS1500ZC Zero Turn Mower St G	
	1,752.0 Hrs	Replaced deck drive belt and repaired deck cover
	1,766.0 Hrs	Cleaned air filter and repaired deck
7519	Cox Lawn Boss ZTR 35"	
		Replaced cutting blades, repaired earth lead and carried out a service
8021	SKID STEER TRAILER	
		Inspected trailer for damage, checked suspension and wheel bearings

Report of Shire Supervisors Road Maintenance for Period Ending 30/06/2019

711

Medium formation maintenance grading has been completed
Medium formation maintenance grading has been completed

1004 Bimbil

Shire Road

Heavy formation maintenance grading has been completed

1042 Whyenbah

Shire Road

Road to recovery works completed

1046 Thuraggie

Shire Road

Medium formation maintenance grading has been completed

1058 West Haran

Shire Road

Medium formation maintenance grading has been completed

3007 Middle Road

Shire Road

Medium formation maintenance grading has been completed

4002 Bollon - Dirranbandi

Shire Road

Medium formation maintenance grading has been completed

4003 Jakelwar - Goodooga

Shire Road

Medium formation maintenance grading has been completed
Medium formation maintenance grading has been completed

Report of Shire Supervisors Road Construction for Period Ending 30/06/2019

1 ST GEORGE TOWN

Crew completed patching in St George. Crew are working on Dirranbandi storm water upgrade. Bridge maintenance on local roads and Pen stock maintenance have been completed. Removed signs for the CHUP project

11 24A - Carnarvon Highway (Mungindi-St George)

MRD Road

Crew undertook guide post repairs and replacements. Signs have been repaired and replaced. Tractor slashed the road shoulders

12 24B - Carnarvon Highway (St George - Surat)

MRD Road

Tractor slashed the road shoulders

14 35A - Moonie Highway (Dalby to St George)

MRD Road

Tractor slashed the road shoulders

15 36A - Balonne Highway (St George - Bollon)

MRD Road

Jet patcher undertook some surface correction. Roads have been inspected

16 36B - Balonne Highway (Bollon - Cunnamulla)

MRD Road

Trees and shrubs have been cleared with a bobcat

19 355 - Mitchell - St George

MRD Road

Guide posts have been repaired and replaced. Jet patcher repaired edges

21 CASTLEREAGH HWY (Dirranbandi-Hebel)

MRD Road

Crew removed a grid from Castlereagh Highway and erected a new exclusion fence as minor works contract. Culverts were repaired and trees were cleared

22 Thallon-Noondoo

MRD Road

Signs have been repaired and replaced, crew also undertook some pre-mix surface correction with a bobcat

Report of Balonne Shire Town Works

30/06/2019

St George

Footpath	Capital works were completed at the end of June
Town Streets	Street sweeping and rubbish removal was ongoing
Aerodrome	Inspections and maintenance was ongoing as required
Rowden Park - St G	Cleaning of facilities, mowing and weed-eating of grounds was ongoing as required
Riverbank Park - St.	The Rock wall at the boat ramp was completed late June
Parks & Gardens	General maintenance of all parks was ongoing
Showgrounds	The St George Showground Campdraft and Secretary's Office project is 90% completed with completion due early July Maintenance work was on going
Cemetery	Mowing and weed-eating of grounds was ongoing
Public Toilets	Cleaning and maintenance was ongoing
Sewerage	Gravity and pumping system has been operating okay. Routine maintenance and operations are continuing. We have had no sewerage problems this month
River Water	Reticulation system is operating okay. Routine maintenance and operations are continuing. There were 9 service repairs this month
Bore Water	Reticulation system is operating okay. Routine maintenance and operations are continuing. There was 1 service repair and 2 main repairs this month. We have commenced reading all of the bore water meters in St George. We are still continuing fire hydrant maintenance in the shire
Other	Maintenance ongoing

Thallon

Town Streets	Mowing and whipper snipping completed
Works Depot	All plant and equipment was serviced and cleaned. Shed and yard has been cleaned
Parks & Gardens	Mowed and whipper snipped Park equipment and BBQ have been cleaned
Cemetery	Mowing, whipper snipping and plaque maintenance was completed
Public Toilets	Cleaned toilets Thallon Park toilet upgrades have been completed
Rubbish Dump	Green waste and scrap metal has been pushed up. Scrap metal has been retrieved out of the dump
River Water	River water meter was read weekly
Bore Water	Bore water meter still not working
Thallon Sports Grou	Mowing and whipper snipping complete Toilets and showers have been cleaned GPS all pipes and power underground was completed
Camping Grounds	Installed new pipes at the entrance to the camp ground

Mungindi

Town Streets	Mowing and whipper snipping completed Went to Mungindi weekly for rubbish and street maintenance
Public Toilets	Nindigully and Mungindi public toilets were cleaned by a contractor Mungindi river park toilets upgrade has been completed

Dirranbandi

Footpath	Mowing and weed eating is continuing
Town Streets	Sweeping of the main street and emptying of bins has been completed. Slashing and weed eating of streets has continued. Loose rubbish was collected from around the town streets. Kerb work has started in Railway Street.
Works Depot	The council yard has been mowed and weed eaten. The toilets and showers have been cleaned
Aerodrome	Inspections and maintenance continue. Some slashing has been completed
Parks & Gardens	Mowing and watering has continued, along with weed eating and trimming in the park areas. The controller box has been connected at Civic Park and Railway Park toilets have been refurbished
Showgrounds	Maintenance, mowing and weed eating continues. Repaired a 50mm raw water main
Cemetery	Mowing and slashing is continuing
Public Toilets	Inspections and cleaning has continued with Noondoo truck stop and the local truck stop being cleaned
Sewerage	Sewerage pump stations are all working well. Inspections and cleaning of wet wells has been completed. Mowing around pump sewerage stations is on going.

Report of Balonne Shire Town Works

30/06/2019

Rubbish Dump	Rubbish has been pushed up on a weekly basis with loose rubbish being collected
Treated Water	Daily maintenance and inspections are on going. Mowing of water pump station continues along with water testing
Other	Civic Centre has been mopped and cleaned. Works on the outside toilets have been completed. Painting has been completed on the hairdresser and craft rooms Swimming pool is closed. New shade structure has been completed
Hebel	
Town Streets	Officers travelled to empty bins and check rubbish dump weekly
Parks & Gardens	Mowing and weed eating is continuing. The sprinkler system in the park and library has been completed with only the controller box to install
Showgrounds	Mowing and weed eating is continuing
Public Toilets	Officers travelled to Hebel to clean the public toilets weekly
Bollon	
Town Streets	Completed butting bark around Burdekin trees in all streets in Bollon and planted replacement trees for the ones that had died. Removed water meter in Belmore Street and re-positioned to stop it from leaking
Works Depot	Replaced dripper line at the front of the depot yard and planted palms and oleanders. Connected pressure pump to rainwater for the bubbler in camp living quarters, also installed blinds in accommodation
Aerodrome	Need replacement batteries for the solar lights. 2 are required for the runway and 1 for the red stop light. Earthworks are being carried out to clean up the area around the runway
Public Toilets	Replaced damaged toilet door lock in the men's toilet at Rayner Place
Sewerage	Good
Rubbish Dump	Western fence has been removed to compact earth and rubbish

(ICES) COMMUNITY & ENVIRONMENTAL SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
ICES1	<u>MONTHLY REPORT</u>	The Community & Environmental Sustainability Report for the month of June 2019 is presented for Council's information.	286
ICES2	<u>MONTHLY REPORT - RURAL SERVICES AND COMPLIANCE</u>	From the Manager of Rural Services and Compliance reporting on rural services, stock routes and compliance projects and operations for June 2019.	309

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report

DATE: 10.07.19

AGENDA REF: ICES1

AUTHOR: Michelle Walters - Administration Officer

Executive Summary

The Community & Environmental Sustainability Report for the month of June 2019 is presented for Council's information.

PLANNING AND DEVELOPMENT APPROVALS

Value of Building Works

Council's building certifier has approved building applications to the value of **\$81 056** for the month of June 2019.

The value of building applications approved by private certification is **\$1 481 575** for the financial year.

In total building applications to the value of **\$4 116 476** has been approved this financial year.

June 2019:

BA No	Applicant	Owner	Address	Lot & Plan	Builder	Class	Description	Value of Works	Approval Date
5188	St George Community Mens Shed	St George Community Mens Shed	5-11 Lindores Street, ST GEORGE	5CP840 427	Damien Kings	10a	New Shelter	\$14,800	25.06.19
5189	Rogan Building Pty Ltd	Balonne Shire Council	1-11 Pine Street, THALLON	90BLM7 64	Cameron Rogan	9b	New Public Toilet Block	\$59,256	25.06.19
5190	Private Cert - Fluid Building Approvals Cairns	Kevin C & Ann M Lee	80 Alfred Street, ST GEORGE	1RP150 667	Scott Greer	1a	Re Roof Dwelling	\$122,000	10.06.19
5191	Richard Backhouse	Richard V & Marie T Backhouse	64-66 Moore Street, DIRRANBA NDI	46D306 3	Ron Irwin	1a	Extension to Dwelling Deck	\$ 7,000	26.06.19

5192	Private Cert - Bartley Burns	Douglas J Slack	3750 Castlereagh Highway, ST GEORGE	2BLM80 6197		10a & 10b	Tele-communications Facility	\$300,000	25.06.19
------	------------------------------	-----------------	-------------------------------------	-------------	--	-----------	------------------------------	-----------	----------

Development Applications

- A development application for a material change of use (MCU) 167 has been received from the owner for a Caravan Park (RV Low Cost Camping) at 2-18 Charles Street, Dirranbandi. The application is at the Decision Part – current period has been stopped.
- A development application for a material change of use (MCU) 168 has been received from the applicant for Intensive Animal Industry (Sheep and Cattle Feedlot) at ‘Deepwater’ Powrunna Road, St George. The application is at the Decision Part.
- A development application for a material change of use (MCU) 170 has been received from the owner for High Impact Industry (Micro Abattoir) at 12733 Carnarvon Highway, St George. The application is at the Application Part.
- A development application for a material change of use (MCU) 171 has been received from the owner for a second dwelling at 51 Willowthal Road, St George. The application is at the Decision Part.
- A development application for a reconfiguration of a lot (RL) 102 has been received from the owner for a Boundary Realignment at 112—114 & 116 Alfred Street, St George. The application is at the Decision Part.

ENVIRONMENTAL SERVICES

Natural Environment:

- General health inspections carried out.
- There were no notifiable diseases reported during June 2019
- There were three food recalls actioned in June 2019

Local Laws:

- Under the current Model and Subordinate Local Laws Council staff are carrying out an audit on the process of animal owners, stock dog owners and dog owners.
- Training on this process was delivered to all frontline counter staff during June 2019
- Renewal of permits for other animals are currently being audited and renewal notices will be sent out during the first week of July 2019

Public Health:

- Food Licences and Out Door Dining Permits are currently being audited and inspections are continuing.

Waste Water Services:

- Council's sewerage treatment plants are currently operating in a good condition.
- Waste water analysis continues each month.
- Council will again be part of the SEWAUS project. It is anticipated that two towns in the Balonne Shire will be part of the program.

Urban Water Supplies:

- Weekly microbiological samples of St George's bore water supply were taken and tested.
- Samples were taken and tested from all other towns during the period.

Waste Management:

- The new contract managers AH & JH Earthmoving have begun management of the St George Landfill.
- New internal directional signage has been erected along with information change stickers for the welcome signage located at the entry of the St George Landfill.

- An inspection is due to be carried out by the Department of Environment & Science on 1/2 July 2019.

St George landfill

- The landfill site is presently operating in a reasonable condition.

Dirranbandi landfill

- The landfill site is presently operating in a reasonable condition.

Thallon landfill

- The landfill site at Thallon is currently operating in a good condition.

Bollon landfill

- The landfill site at Bollon is currently operating in a good condition.

Hebel landfill

- The landfill site at Hebel is currently operating in a good condition.

Nindigully landfill

- The landfill site at Nindigully is currently operating in a good condition

BALONNE SHIRE TOURISM REPORT JUNE 2019

TOURISM PROJECTS & ACTIVITIES

- Boobook Ecological Services have completed the Shire bird brochure. This will also accompany the local Bird Watching Tour.
- Bird Watching tours with local Bird Watcher have continued with positive feedback received.
- 11 visitors attended the St George Heritage Tour this month. One tour was cancelled as the tour guide was unwell. Extra tours are planned for the week of the Yellowbelly Country Music Festival.
- The Cotton Farm and Winery tours have continued with 72 visitors attending this month. Extra tours are also planned for the week of the Yellowbelly Country Music Festival.
- Visitor Services Officer Kyra Passman attended the Brisbane Caravan and Camping Show representing the Balonne Shire on 7 and 8 June.
- Annual VIC stocktake completed
- Year 10 Work Experience Student Heather Wilesmith from St George State High School attended 2 days of work experience at the VIC.
- The feasibility of a new guided and self-drive Pub Tour of the Shire highlighting the historical and character pubs of our region is being investigated with the view to trialling the tour in July.
- The community consultation dates with Krista Hauritz Tourism & Events Pty Ltd. For the new Tourism and Events Strategy have been set for 9 & 10 September with exact times and locations to be confirmed. Invitations to Councillors, Tourism Operators, Community Groups and interested parties will be sent out in the coming weeks once the details have been finalised.
- The Manager Tourism along with the Community Development Officer delivered a series of information sessions on the new Tourism Events Grant and changes to the Community Assistance Program around the Shire including Thallon (5 attendees) Dirranbandi (6 attendees), St George (9 attendees) and Bollon (5 attendees). Applications for the first round of grants opened 1 July.

- The Vendor Panel for the new Shire Entry signs has been completed with the contract awarded to Armsign (designers of the recently installed town signs). Two designers from the company will consult with Council at an upcoming workshop on 11 July to ensure the final product is what the Shire desires.
- An application was submitted nominating the Shire's popular Cotton Farm & Vineyards Tour in the Best Grey Nomad Attraction or Tour category for the 2019 Grey Nomad Awards. The winners will be announced at the Awards Presentation on the Sunshine Coast later this year (dates to be confirmed).
- An MOU between the Balonne Shire Council and the four Commercial Caravan Park Operators in St George was signed by all parties to formalise a Low Cost Camping Trial, which began on 1 July.

MARKETING & PROMOTIONS

St George & Surrounds Facebook page

- Currently a total of 856 likes (an increase of 37 likes) with 865 followers (increase of 37 followers).
- The most popular posts for June –
 - ❖ Post to promote a special Cotton Farm and Vineyard Tour on Saturday 29 June. 2.5k organic reach, 349 post clicks and 89 reactions.

TripAdvisor Reviews



sueandphil2016
Ipswich, Australia

25

A showcase of the town

Review of **Balonne Shire Visitor Information Centre**



Reviewed 1 week ago

Not only did the staff give us really helpful advice, the centre had displays from the various places to see around the town. This was great as it allowed us to use our available time to visit the places that interested us the most. [More](#)

Date of experience: June 2019



neilcW8128GQ
Lightning Ridge, Australia

6

Helpful as always

Review of **Balonne Shire Visitor Information Centre**



Reviewed 1 week ago

Comprehensive display of tourism giftware, mapping and general district information.

The staff are as always friendly, knowledgeable and keen to promote the shire.

One excellent product is the cotton farms bus tour conducted by the operator Harry and incorporating an on farm experience with one of the local growers. Currently running on Thursdays for approximately four hours it culminates in a light luncheon at a local winery. Fantastic local knowledge imparted by very passionate, considerate and polite people. [More](#)

Date of experience: June 2019



NeilC883
St George, Australia
34 11



Reviewed 1 week ago via mobile

Cotton bus tour

Booking for this tour of the local cotton growing industry can be made at the Information centre for a Thursday morning with the bus picking up tourists at most motel or caravan park locations at around 9.45am and returning at approximately 2pm following a light lunch and wine tasting at a local winery.

Our driver, Harry, was most considerate, courteous and a wealth of local knowledge.

The bus is joined by a local cotton grower, on a roster basis, and the tour proceeds around local cotton farms, including the farmers own property with a very informative commentary regarding growing, irrigation and harvesting of the crop, explanation of the specialised machinery involved and in season, inspection of the crop itself with aspects of the growth explained.

The tour ends at the Riverview winery with a very tasty light lunch and tasting of their various wines with excellent explanations of the product.

We were returned to our accommodation at the conclusion of this very relaxed and excellent value tour by our friendly, knowledgeable driver.

Could not recommend highly enough.

[Show less](#)

Date of experience: June 2019



frankst
Dromana, Australia
125 44

Wonderful staff and advise given

Review of **Balonne Shire Visitor Information Centre**



Reviewed 3 weeks ago via mobile

We called in to see what was on in the area and we were lucky that next day (Thursday) was the Cotton tour and Winery tour and lunch. We have been on many,tours around the world and we both think this was one of the best.

We had Harry and cotton farmer Craig as our tour guides and what a mine of formation these two were. Craig has a large cotton farming area and he spoke of the responsible use of herbicides, water management plans and very high farm management skills to enable responsible use of the land. No question was ignored and we both came away with a greater understanding of this type of farming. Added to this we had Harry talk of the Winery in the area and many other issues important to rural areas. 10 out of 10 to you both.

Hopefully you lovely ladies at the information centre can pass this information on to Craig and Harry. Another big positive was that the majority of the money we paid to go on the tour is donated to the local community. Craig donated his time free of charge. Wow

Many thanks, Rooney and Richard

[More](#)

Date of experience: June 2019

Balonne Shire Council Instagram account

- Currently a total of 347 followers; an increase of 8 followers since the end of May.
- The most post popular picture for June was a picture of camping in the Balonne Shire which attracted 37 likes.

Media Releases

- A media release regarding the new Tourism Events Grant, "New funding available to boost tourism events in Balonne Shire" was sent out at the end of June.

TOURISM ORGANISATION REPRESENTATION

Southern Queensland Country Tourism (SQCT)

- The information and newsletters have been forwarded out to our Operators for their information.
- Membership renewal has been paid for the 2018/19 financial year.

Adventure Way Promotions Group

- The next Adventure Way teleconference meeting to held 9 July 2019. Senior Visitor Services Officer is Secretary / Treasurer for this group.

The Great Inland Way

- Meeting held on 27 June via teleconference. Next meeting scheduled 10 October 2019.

MEETINGS AND TRAINING

- Monthly Catch Up meetings held with Cr Fuhrmeister and Director of Community and Environmental Sustainability (DCES) regarding Tourism.
- Balonne Shire Tourism meeting held 12 June 2019.
- Senior Visitor Services Officer met with MDBA to discuss the BP101 that looks at how to assist with visitor enquiries regarding the plan.
- Manager Tourism and Senior Visitor Services Officer attended Performance Management Training on 5 June.
- Manager Tourism met with members of the Mungindi Progress Association on 7 June.
- Manager Tourism attended a meeting in Dirranbandi on 18 June regarding the Mentoring-Business Support Project which will be run as part of the Murray-Darling Basin Economic Development Program.

VOLUNTEER PROJECT AND ACTIVITIES

- Volunteers staffed the Visitor Information Centre for 98.2 hours of the 200 hours it was open during June 2019.

SHIRE TOURISM STATISTICS – JUNE 2019

St George Visitor Information Centre

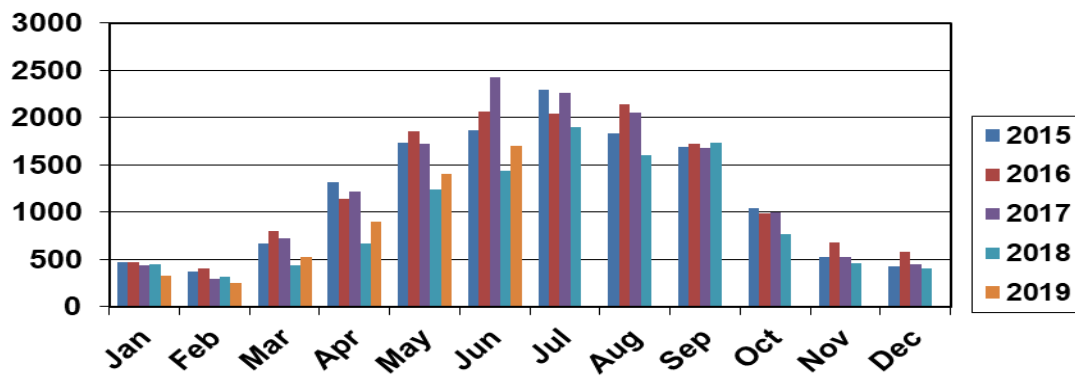
There were 1703 visitors recorded for June 2019 through the Visitor Information Centre (VIC) in St George. This is an increase of 271 compared to June 2018.

The following is a breakdown of the location of the visitors.

○ Local Shire	59
○ New South Wales	524
○ Victoria	372
○ Queensland	502
○ South Australia	101
○ Northern Territory	2
○ Australian Capital Territory	26
○ Western Australia	37
○ Tasmania	47
○ Overseas/International	33

The VIC also received 74 tourism related phone enquiries, 7 Information Packs were sent out and 18 email/internet tourism related enquiries were made during June.

Visitor Numbers through Balonne Shire Visitor Information Centre

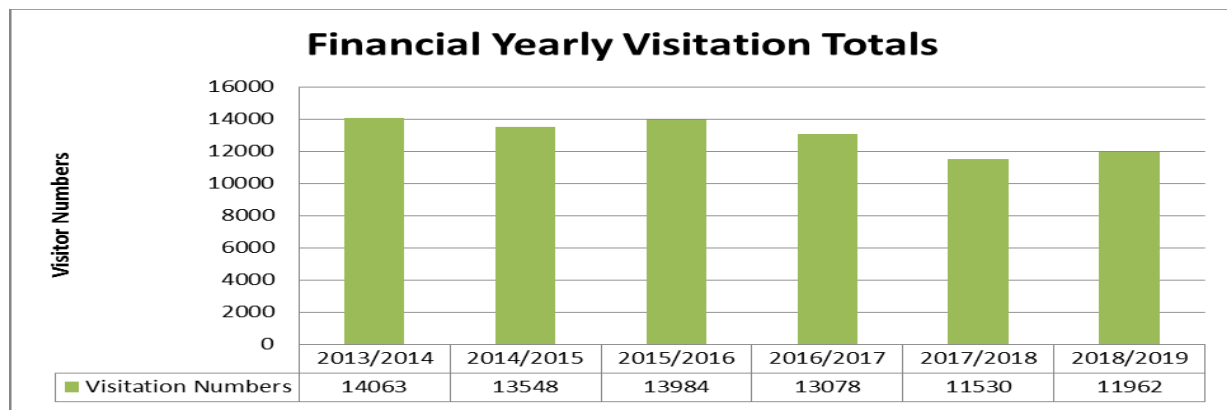


Dirranbandi RTC

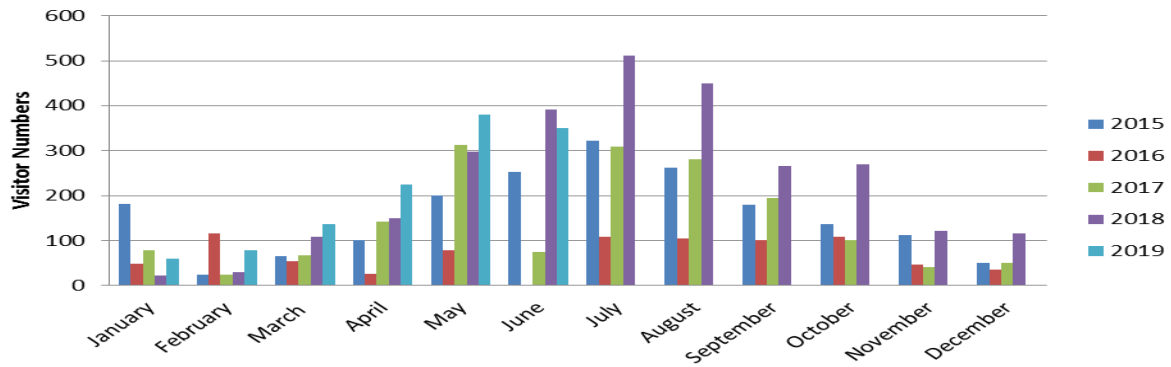
There were 351 visitors recorded for June 2019 through the Dirranbandi Rural Transaction Centre (RTC), when compared to 392 visitors in June 2018 this is a decrease of 41 visitors through the RTC.

The following is a breakdown of the location of the visitors.

- Queensland: 175
- New South Wales: 85
- Victoria: 62
- Other Australia: 25
- Overseas: 4



Dirranbandi Yearly Visitation Totals

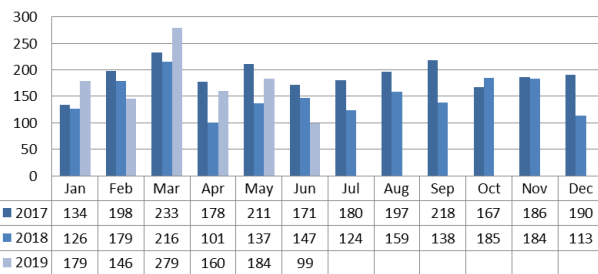


COMMUNITY AND LIBRARIES

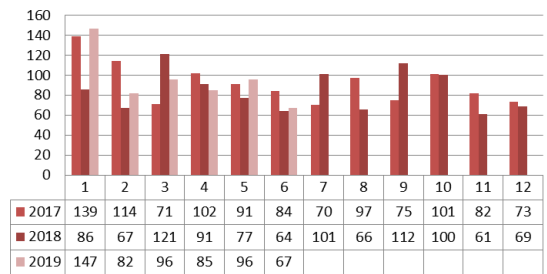
Library Services – June 2019

Total Monthly loans

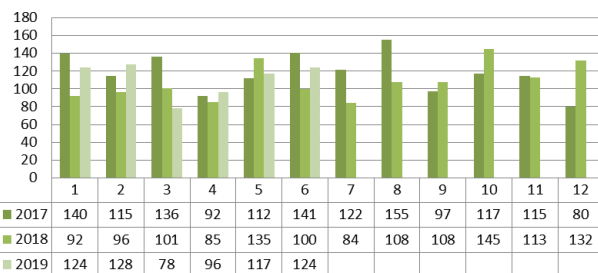
Total Monthly Loans - Bollon



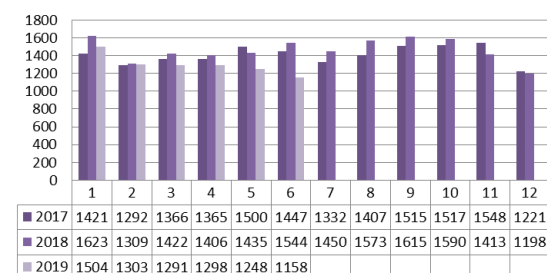
Total Monthly Loans - Dirranbandi



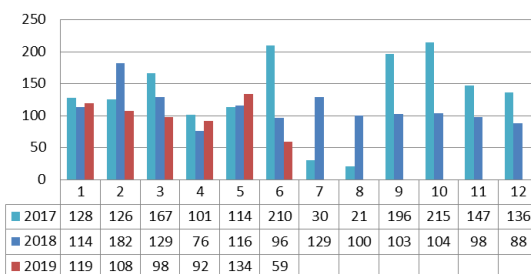
Total Monthly Loans - Hebel



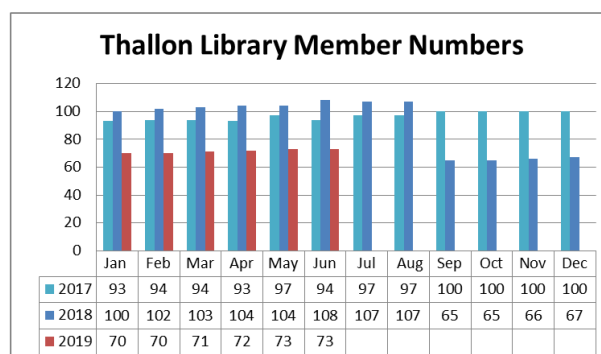
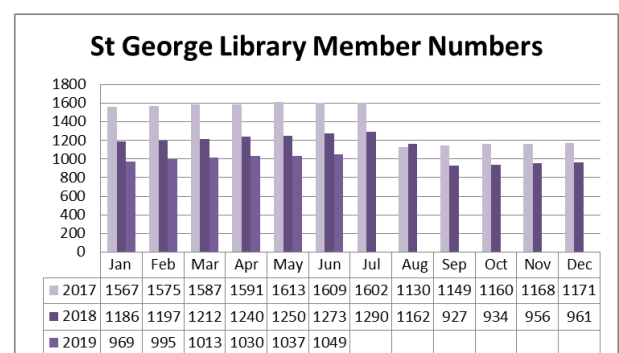
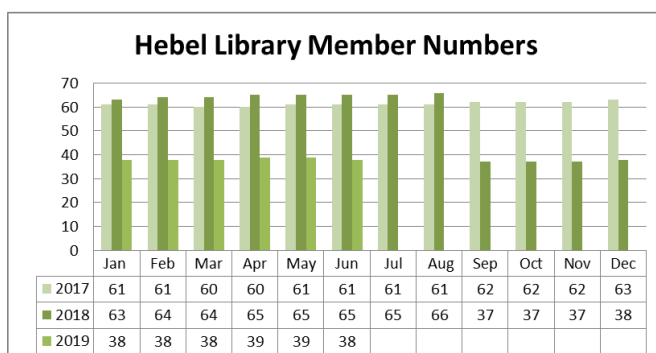
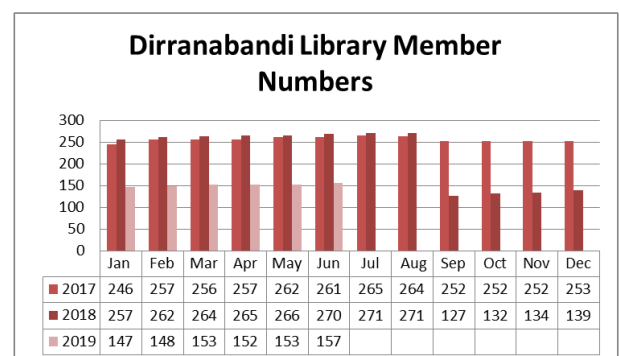
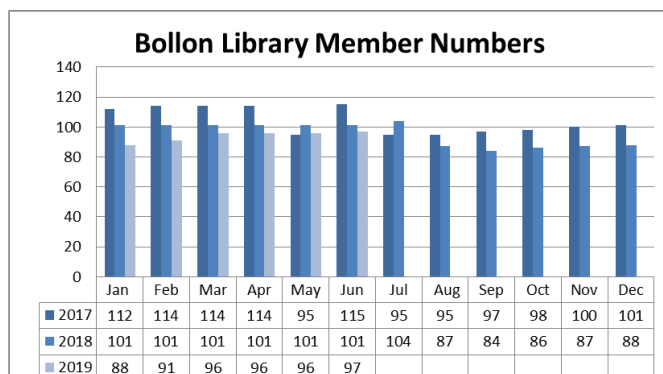
Total Monthly Loans - St George



Total Monthly Loans - Thallon

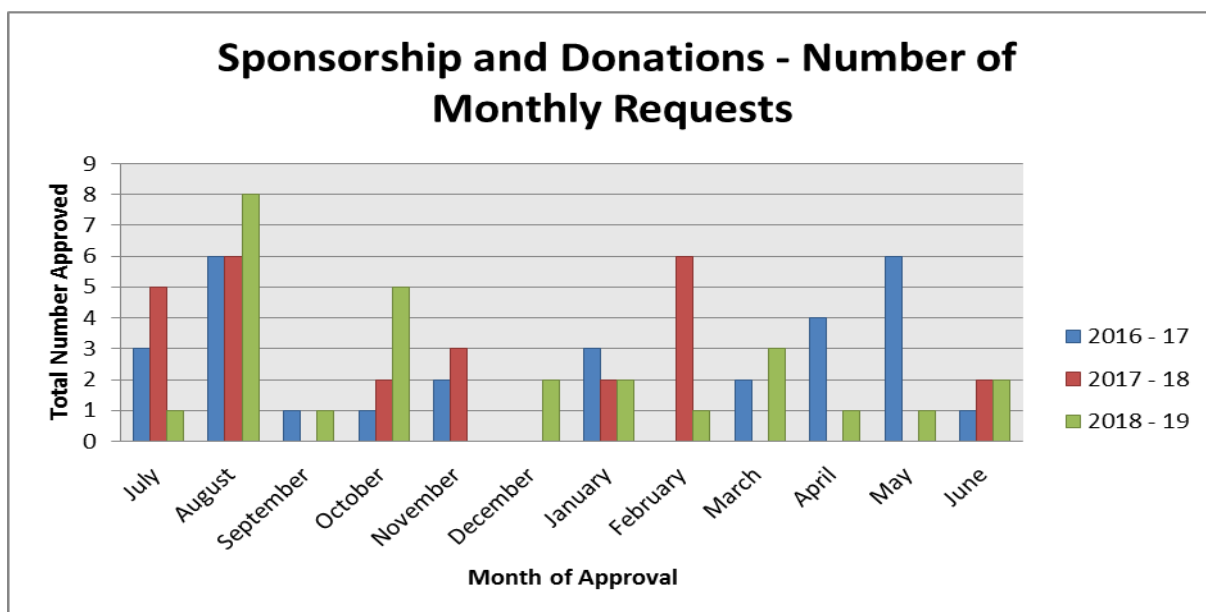
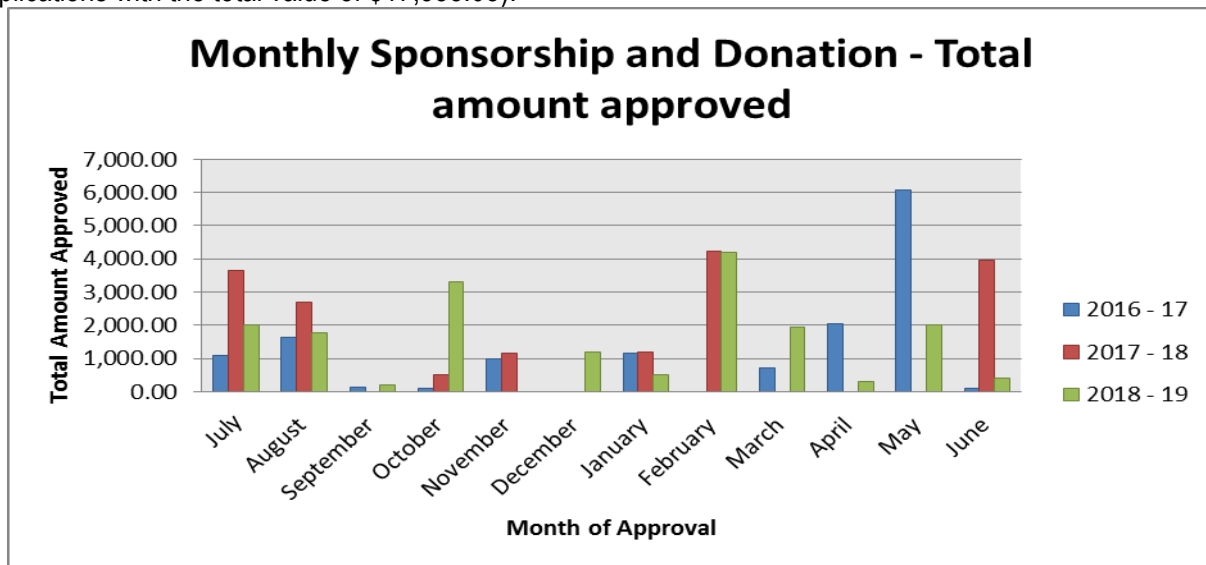


Total Monthly Membership



Community Sponsorship, Donations and Grants – as at 30 June 2019

As at 30 June 2019 Council has approved a total of 27 requests for assistance through the Community Donation, Sponsorship and Grants program totalling **\$17,835.37** (compared to this time last year of 26 applications with the total value of \$17,358.08).



Community Groups/Organisation Meeting Minutes

- Thallon Progress Association June 2019 Minutes
- Dirranbandi Progress Association June 2019 Minutes

Attachments

1. Thallon Progress Association June 2019 Minutes [↓](#)

2. Dirranbandi Progress Association June 2019 Minutes [↓](#)

Digby Whyte

Director Community and Environmental Services

Thallon Progress Association (TPA)		
Minutes		
Meeting Details		
Date	Tuesday, June 4th, 2019	
Location	Thallon Hall HACC Annex	
Meeting Opened	6. pm	
Attendees	Jane Corbett (JC), Wayne Satour (WS) Treasurer, Leanne Brosnan (LB) Secretary, Liz Hill (LH) Minutes Secretary, Bill Willis (BW), Robert Johnson (BJ), Cr Robbie Paul (RP), David Hill (DH), Richard Marsh (RM), Eileen Dixon (ED), Graham Dixon(GD), Bill Willis(BW), Robert Johnson(BJ) Christine Allen (CA), Richard Crook (RC) Stuart Brosnan (SB) Brian Guppy(BG) Susan McDonnell (SD) and Mike McDonnell (MM) Marcia Ravasua (MR) Meena Takayawa (MT)	
Apologies	Fiona Gaske (FG), Shirley Southern (SS) Kez Matterson NSW Ambulance (KM)	
Chairperson	Jane Corbett (JC)	
Previous Minutes	Richard Marsh speaks to amendments. LB moved the May minutes be approved with the following amendment to Business item no 2 "Letter from David Littleproud's office re funding for Shire" dot point 4- Council records show that Cr Gaske, O'Toole, Todd attended a workshop on MDB funding on 13th December 2018. 2 nd DH. All in Favour Carried JC moved the previous minutes are a true and accurate record. 2 nd RP All in Favour Carried	
Acronyms	(TCS) Thallon Community Services Ltd, (BSC) Balonne Shire Council, (CWA) QCWA Branch Thallon Daymar	
Topic	Discussion	Action
Business Arising from previous meeting	1.Budget Requests Draft Budget is set for 13 th June and confirmed 24 th June	Holdover to July.
	2. Letter from David Littleproud's office re-funding for Shire. <ul style="list-style-type: none">FG contacted both JC and LB to explain that three councillors did not make decisions, that projects for funding were submitted by Local MDB Advisory Committee and Dept of Ag made decisions.LB told FG that the lack of transparency in the process and conflicting information given when she attempted to find out how the funding decisions were made lead to the discussion on Council processes.FG advised that BSC has decided that Council Workshops will now be noted.Invitation to attend June meeting emailed to FG however she will be unable to attend due to work.Mayor Richard Marsh indicated he had not seen the letter from David Littleproud dated April 5th until that evening (see attached).The meeting addressed the concerns expressed in the letter from Mayor Richard Marsh, and after a detailed discussion it was the feeling of the meeting that no apology was required.	
	3. Be Connected Project and Grants – LH to provide update and discuss ideas for stages/events Subcommittee to run & Permission sought to organise activity prior to next meeting. Activation Grant -\$2,000 towards Projector, Printer, iPad and 1 workshop (15 registrations over 50yrs) (10 months) Engagement Grant -\$1,500 towards launch with Guest Speaker. (July)	3. EOI - BeConnect Planning Subcommittee Contact Liz. Permission given around the room

	<p>4. ANZAC Paving Project</p> <ul style="list-style-type: none"> • Need to action this project as we have pavers, bedding sand and road base on hand. • RP said WORC crew meeting set for June 2nd. • Saluting their Service Grant successful for WW2 Commemorative Pavers \$1351.79 and \$612.50 for James's LS. • Future stages of commemorative pavers to be considered once current project is completed. <p>5. Tourism</p> <ul style="list-style-type: none"> • Any update from Struxi or BSC on Camp ground plan? • RP to provide update on Drought Communities funding – re drainage issues at Rec Grounds, including culvert for road north of school. • BW commended Council on Works to date. • Invoice for power stickers submitted to Council for payment – has this been received? • LB submitted request to Council for approval to purchase 1000 numbered stickers however they have said that we should just continue to use present sort until receipting and payment procedures are tightened up. <p>6. Merchandise</p> <ul style="list-style-type: none"> • Banner has arrived for Silos Interpretative Sign. See invoice to reimburse SB • We are out of Wombat Hatpins – see Sunprints Quote to supply more. <p>7. Recreation Ground Club House Facilities</p> <ul style="list-style-type: none"> • SB finalized insurance for club house to value of \$100 000 (which includes \$5000 contents) cover note in place. Invoice sent \$640. • JC has suggested we need a community use form for people to fill out when they use facilities and that a donation be requested to help cover maintenance and insurance. (see Draft Form) <p>8. Town Water</p> <ul style="list-style-type: none"> • Water has been analysed and confirmed SAR is very high, Professor Millar carrying out further analysis and will communicate possible solutions/next step once this is completed. <p>9. Naming of Thallon Recreation Ground</p> <ul style="list-style-type: none"> • Interpretative Sign production plus design = approx. \$1700. • Consensus was to produce sign before setting date for event. Tyrell McGeever keen to attend. • LB investigated funding options but nothing available at this time. 	<p>4. LB and BW to work to towards the ordering the WW2 commemorative pavers.</p> <p>RP asked for update letter requesting for support from Council for laying of pavers in the Park as we now have the funding.</p> <p>5. RP will check on the Drought Communities Program funding allocated at the Thursday meeting.</p> <p>BW to hang banner</p> <p>Discuss this at July meeting</p> <p>LB hopes to have further details for July meeting</p>
--	--	--

	<p>10.Dunga Derby</p> <ul style="list-style-type: none"> New Date is Friday 18th October. JC advised Cricket Club not doing sandwiches. LB has asked P&C <p>11. Ablution block at truck stop.</p> <ul style="list-style-type: none"> TMR cannot accommodate request at this stage but it has been passed onto planning committee for future reference. <p>12. Railway cattle yards.</p> <ul style="list-style-type: none"> Michelle Clarke has indicated lease was never finalised and BSC wants community feedback for business case. LB has collated community feedback supplied and will submit to BSC DK confirmed that GrainCorp now own land that yards are on and have no plans to curb community use. <p>13. TPA Asset Register</p> <ul style="list-style-type: none"> April meeting minutes set the value of Club House at \$50 000. JC rescinded this motion and moves a new motion to value Thallon Club house for \$100 000 2nd DH <p>14. ANZAC and History Trail Booklets</p> <ul style="list-style-type: none"> LB would like to see more copies of WW1 and 2 booklets printed. WS moved and LH seconded TPA consider future sales to be handled like other merchandise. ANZAC Booklets \$5 each. LB spoke to veterans' affairs and they suggested possible funding for ANZAC booklets through Saluting our Service Grant. <p>15. DRAFT Planning Scheme</p> <ul style="list-style-type: none"> RP to provide update on Native Title Map he has requested from DW showing all blocks in Thallon effected by Native Title. LB requested the info from Digby Whyte be sent to Ann Leahy. RC is completing submission on behalf of TPA as he feels new scheme could limit future industry for Thallon. RC asked why Priority Infrastructure areas are restricted to Dirran and StGeorge. RC moved 2nd BW that TPA lodges the submission before Friday. <p>16. End of Financial Year Returns</p> <ul style="list-style-type: none"> LB notified Bodkins. Payment been made for online lodgement so EOFYR is finalised. 	<p>10.BJ to ask Fishing club to do Dinner (Friday night)</p> <p>LB to compile and submit to Michelle Clark</p> <p>14.Hold over to July meeting</p> <p>15.DW has been on leave – RP to follow up again.</p>
--	---	--

	<p>17. Thallon Family.</p> <ul style="list-style-type: none"> • LH to provide update on this <p>18. Committee Records, funds and Constitution.</p> <ul style="list-style-type: none"> • JC was to ask WS for box of records and old minute books. • BW has delivered TPA filing cabinet for placement in Hall. <p>19. Telco Black Spot Email.</p> <ul style="list-style-type: none"> • As BSC required latitude and longitude to be provided and had already advised that they didn't consider the areas they effected around Thallon to be PIP – LB only emailed DLP's office regarding continuing issues with poor reception and drop outs in and around Thallon. Wonderful letter of support provided by Mungindi Ambulance Team. • Letter received from DP Office making representations to Telstra on behalf of TPA <p>20. Park Lighting</p> <ul style="list-style-type: none"> • LB sent letter requesting additional light be mounted on existing pole on SES shed (no response) <p>21. National Hairy Nose Day 11th May</p> <ul style="list-style-type: none"> • Well done JC and students from TSS on a great promotion that was broadcast Nationally. Thanks to BG for organising Skype and LS for organising students and filming. Every year on May 11th, The Wombat Foundation holds Hairy-Nosed Day. In schools and workplaces across Australia and the world, people wear whiskers for wildlife to shine the spotlight on endangered species. The Northern Hairy-Nosed Wombat is the flagship species for Hairy-Nosed Day. <p>22. Helipad for Emergencies</p> <ul style="list-style-type: none"> • LB emailed AL office re request for information and guidance re this. No response received as yet. 	<p>17. LH and Lena B to follow up with Ben Thallon</p> <p>18. JC proposes subcommittee to organize. Endorsed by the meeting.</p> <p>19. Blackspots: 1. "7 mile" blackspot Bullamon Leithmore / Goorarmoon 2. Gleneve / Minoo Hill 3. Dunroman/ Johnstons Quarry 4. Daymar/Weengallon</p>
Treasurer's Report	<p><i>Please see balance sheet and transaction sheet attached.</i></p> <p><i>Invoices for payment</i></p> <ul style="list-style-type: none"> • <i>Vistaprint banner reimbursement</i> • <i>Club House Ins</i> 	<p>WS: moved and 2nd BJ the payments be ratified and financial report be accepted.</p>

	<ul style="list-style-type: none"> • <i>ANZAC Wreath</i> • <i>School for Anzac flyers</i> • <i>LB reimbursement power stickers</i> <p><i>Income RADF funding and Merchandise sales.</i></p> <p>Memberships due \$15 family and \$10 individual</p>	
Inward Correspondence:	<ul style="list-style-type: none"> • Email from Michelle Clarke re Rail yards • RADF acquittal • Email re power stickers Kim Wildman • Notification of Saluting our Service funding • Notification of Community Garden funding through Hi Ways and Bi ways • Placemaking funding • Be Connected funding • Email from Kim Wildman re receipt of Power stickers invoice • Email from VIC re receipt of Delivery Docket for extra 20 Silos Stubby Coolers • Email from Professor Graeme Millar re Thallon Bore Water • Emails from DL and AL offices acknowledging receipt of minutes • Emails from MM and BSC acknowledging receipt of minutes • Letter of Support from Mungindi Ambulance re telecommunication issues. • Letter from David Littleproud to Telstra Regional General Manager on behalf of TPA • Letter from Mayor Richard Marsh in response to Council's Concerns over MDB funding. 	
Outward Correspondence-	<ul style="list-style-type: none"> • As above • Power stickers invoice BSC • DD invoice for 20 silos stubby coolers VIC • Request to BSC to approve future purchase of numbered Power Stickers. • Email to DL office re ongoing telecommunications issues in and around Thallon • Email to BSC requesting additional park lighting • Email to AL re Helipad • EFT form sent to Hi Ways and Bi Ways to enable payment of \$ Community Garden to TPA 	LB moved that correspondence be received and outward be endorsed 2nd: BW
General Business	<ol style="list-style-type: none"> 1. RADF Metal workshop and placemaking – LH said 2nd workshop would most likely be conducted on a Weekend in August with Dion Cross. 	

	<p>2. Community Garden Project successful - \$3000 through Hi Ways and Bi Ways</p> <ul style="list-style-type: none"> • TPA needs to work with school and QCWA local branch to enact project once funding is received. • CA said RS has developed a plan for garden and that all volunteers coming in to school grounds need a Blue Card. LH said members of CWA already held Blue Cards. • ED mentioned Stephanie Alexander grants for school gardens. <p>3. Regional Development Australia DA DDSW Director of Regional Development, Trudi Barlett visited Thallon after an introduction from Welcoming Cities project officer Jane Jennison. TCS Ltd director LH showed TB around Town. TB commented on Lack of signage, Lack of potential to expand housing stock due to Native Title tenure on DNR land, and Connectivity issues hampering business. TB loved the vibe of Thallon. TB said every town across the DDSW region wants a painted mural to attract people, \$ and engagement. Big Comment - how is Thallon making \$return from this investment? TB said Town should have a sales point right at the Silos.</p> <p>TB saw an opportunity to run Cert 1 training in Hospitality, Retail, Construction and Admin to grow the skill set of the community. Thereby engaging, lifting skillsets and moral of individuals and in turn creates an industry and employment thru an extra job within the community. TPA or TCS could apply for project funds for delivery.</p> <p>RDA Trudi Barlett 0488112298 director@rds-ddsw.org.au Julia Telford is RDA Secretary and supports the Balonne Area.</p> <p><i>RDA has a clear focus on Strong confident and Vibrant Regions that harness their competitive advantages, seize on economic opportunity and attract investment.</i></p> <ol style="list-style-type: none"> 1. Do you have a project you would like to progress? 2. Need to connect with other stakeholders? 3. Want to find out more about grants and funding? <p>4. Grazing at the Watering Hole – seeking grant through Premier’s Outback Tourism Grants program (up to \$100 000) to conduct event in 2020. Funding will enable event to be even better while keeping ticket prices reasonable. Will enable pd staff, so lessen volunteer work load. Grant can be submitted through TPA or Heart Heart Events. KT and LB happy to complete grant subject to TPA approval.</p> <p>5. Roustabouts RV Club Visit to Thallon – Wednesday June 5th BG said 25 additional vans due in Thallon and there will be live music, there are already 15-20 vans</p>	<p>3. RDA are very willing to work with the community with letters of support for projects. They can also help with background data relevant to project applications. www.rda-ddsw.org.au</p> <p>A LOS from RDA should accompany any application along with that of the Member for Warrego and Member for Maranoa and BSC.</p> <p>To consider Cert 1 training further at a later meeting.</p> <p>Meeting endorsed approval to lodge the application.</p> <p>LB to promote Fijian Choir on FB</p>
--	---	---

	<p>most nights in Camp Ground. BW said that visitors love talking to locals. MR said the Fijian Community Choir will be singing at Camp Grounds on Sunday at 4pm.</p>	<p>and Instagram</p>
	<p>6. BW said the Talwood -Mungindi (South Daymar Road) signage wasn't up.</p>	<p>LB to follow up with GRC.</p>
	<p>Meeting Closed: 8 pm Next Meeting: Tuesday 2 nd July 6 pm - Subject to Council approval for HACC Building.</p>	

President – Andrea Killen akill4@eq.edu.au 0477337775	Vice President – Greg Nicol tags.dirranbandi@gmail.com 0458259002	Secretary – Karen Sullivan mandksullivan@bigpond.com 0429476503	Treasurer – Amber Stewart amberstewart@live.com.au 0400932003
---	---	--	---

VENUE	CWA Hall, Dirranbandi
CHAIRPERSON	Andrea Killen
MEETING OPENED	6.04pm
PRESENT	Karen Sullivan, Andrea Killen, Barb McMillan, Amber Stewart, Ellen McCosker, Shelly Easton, Peter McCosker, Steve Dunne, Nicolle Pulfer, Digby Whyte, Sally Hemming, Rachel Hourigan, Jess Hourigan, Cr Robyn Fuhrmeister, Tom Rigby, Robyn Rigby, Sian Hardie, Barb McMillan, Mayor Richard Marsh, Errol Morris.
APOLOGIES	Cr Sam O'Toole, Billy & Annie Carson, Tania Thomas, Sue King.

Item	Moved	Second	Carried
Motion that the Apologies and Attendance be accepted	Karen	Andrea	Yes

READ/TABLED PREVIOUS MEETING MINUTES

The minutes of the previous General Meeting held on 1/04/2019 were read by those present.

Item	Moved	Second	Carried
Motion that the minutes of the previous meeting held on the 1/04/2019 be accepted as a true and correct record of the meeting.	Jess	Amber	Yes

BUSINESS ARISING FROM PREVIOUS MEETING MINUTES

Item	Details of Discussion/Action	Person Responsible	Status/Timeframe
Recycling cans	* Recycling of cans etc taken on by P&C Assoc. (Progress felt there was not the man power to oversee project directly but happy to be a support role) Success at Dirran Show and JRL home game.		

RV Friendly Town & Caravan Parking Area.	<ul style="list-style-type: none"> * Mayor Marsh advised that the RV strategy is currently under consideration via the appointed consultant. Everything is on the agenda. * Robyn Rigby advised she is meeting with Earthcheck (Council appointed consultants) tomorrow to discuss the strategy. * Consultant's report due March. Council will decide if further community consultation is required once they have reviewed the report-- due to discuss Council meeting 22.03.18 * BSC had a teleconference with Consultant two weeks ago and have advised to go back to the drawing board, cost among other things an issue. *Cr Todd informed that it is moving forward however still policy pending at this point. *BSC has received the final report. River at Dirran is listed as a designated area, for the moment though, 2 sites only are being trialled in St George... 'Leave no Trace Camping', low cost sites, minimal infrastructure. * Council to report back and give update (Digby Whyte- Director Community & Environmental Sustainability) * Karen to extend an invitation to Kym Wildman and Digby White to attend next meeting and give update. * User group meeting organised and held by BSC. Cr Robyn Fuhrmeister to attend meeting to update on status. * Robyn Rigby provided a recap from user group meeting. Cr Fuhrmeister informed DPA that this is a continuing issue and that there is no decision by BSC at this point. Discussion was had in regard to community wanting more feedback and consultation. 	Robyn/Pam	Ongoing
Water tower painting proposal	<ul style="list-style-type: none"> * Barb continuing to work on this with local input. * Barb moved a motion to continue under the Progress Banner for this grant, seconded by Amber. Barb to send proposal to Council for approval. Cr O'Toole to seek RADF grant for possible funding for graphic design. * RADF application has been submitted for design funding. * Application Successful \$1350.00 towards graphic design 	Barb	Ongoing

Item	Moved	Second	Carried
Motion that the business arising from previous meeting to be confirmed.	Karen	Amber	Yes

Treasurer's Report

(tabled)

Business Arising from the Treasurer's Report

Term deposit will not be rolled over to enable the payment of the GST component of successful grants.

Documents to be ratified

Nil

Documents Circulated for Comment and Review:

Nil

Item	Moved	Second	Carried
Motion that the Treasurer's Report be accepted as a true and accurate record and that all accounts and payments be ratified.	Amber	Sally	yes

Correspondence In

- * Email from Shelly Easton re: In 2017 was advised by Council that there was funding for removing of burrs and resurfacing the BMX track.... Update?
- * Letter of Offer from BSC for \$1350.00 for funding of design on Water Tower.
- * Office of Fair Trading re: reminder for Annual Statement Associations Incorporation Act
- * Email Barb McMillan re: cleaning of public toilets
- * Email Robyn Rigby re: request to provide recap from User Group meeting RV Strategy

Correspondence Out

- * Letter of Support for Dirranbandi Arts Council re: grant application to FRRR Tackling Tough Times (\$150,000) for Didactic Panels at R&R Precinct.
- * Email to Mathew Magin re: query about burrs and resurfacing BMX Track

Item	Moved	Second	Carried
Motion that Inward correspondence be received, and outward correspondence be adopted	Karen	Andrea	Yes

Business Arising from the Correspondence

- Follow up on Shelly's email re: resurfacing BMX track and removal of burrs (email sent to Mathew Magin)
 - Mayor Marsh to follow up and report back
- Annual Statement Associations Incorporation Act (to be submitted)
 - Amber following up
- Cleaning of Public Toilets (Barb McMillan)
 - Long weekends? RDO days? Tourists coming through and public toilets not in a clean state. Mayor Marsh to follow up and report back.

General Business

- Commemorative grant of \$250,000.00 through CGBF was unfortunately unsuccessful; however, a huge congratulations to The Townsville Hospital Foundation who were successful in the grant enabling them to purchase dialysis machines and blood monitors.
- Work Program- discussion with Tony in regard to assistance in helping make main street decorations. Tony is happy to assist where possible. Amber and Sian to make contact with Tony.
- Sergeant Shelly introduced Constable Steve Dunne. Welcome bbq for Steve at Police Station 12pm Saturday 8th June.
- Sian updated on Daycare Steering Committee – feasibility study out soon, current research data indicating that if childcare were available in Dirranbandi in 2020, there would be an interest for an enrolment of over 40 children.
- Cr Fuhrmeister informed that there is a new events funding program available through BSC for up to \$50,000.
- Digby White gave a brief overview of projects being undertaken with grant funding and informed that the community farming looks like it will be a go ahead, with the BSC being able to oversee the project.

Meeting Closed 7.20pm

Next Meeting AGM, with general meeting to follow: Monday 19th August 2019.

Minutes endorsed as true and correct / / President _____ Secretary _____

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report - Rural Services and Compliance

DATE: 10.07.19

AGENDA REF: ICES2

AUTHOR: Karl Hempstead - Manager Rural Services

Executive Summary

From the Manager of Rural Services and Compliance reporting on rural services, stock routes and compliance projects and operations for June 2019.

Stock Route, Travel and Agistment Permits

The Shire's stock route network is under pressure and needs very good rain events to allow regeneration to occur. Only one drover remains on a secondary route and this will probably be the last movement until rain does occur.

During the reporting period three droving mobs, Bill Skinner, Andrew Turvey, and Matt Williamson all left the Shire via the St George/Mitchell road.

Only one mob of drought-affected cattle, owned by Jonathan Burrell of 'Trafalgar', remain on the stock route at Boolba on slow travel.

One grazing application was received from Ian Dries to graze Powrunna Road from Bollon Road to Powrunna forestry reserve and is still pending.

A new section of fence was constructed in collaboration with "Mullawa Water" west on the stock route adjacent the St George town pound. The original fence was dilapidated and in need of urgent replacement. Increased droving activity proved the fence inadequate and resulted in cattle moving onto the channel causing damage to the channel bank, thus threatening its integrity.



New fence on Mallowa water channel St George



Wild dog fence intersection at 'Altonvale' on Moonie Major stock route.



Boombah dam repairs on major stock route.



Bollards erected at Beardmore dam turnoff



New no camping signage on dam road at Beardmore

No camping signage has been placed on the stock route at Bollon minor stock route water point due to several complaints from a local landholder. Other no camping signage and bollards have been placed at the Beardmore Dam turnoff on the major stock route, this area has been controversial as it was once a free camping area. Under current legislation camping is prohibited (Stock Route Management Act 2002) if the site is less than 300meters from a water point on a major network.

More works have been completed on stock route dams to allow the last bit of funding to be used before closure of the 2018/19 financial year. Boombah dam has been totally cleaned and re-banked with new pipes fitted for a longer life as a major water facility.

The manager of rural services conducted three on-site fence inspections over the reporting period, one regarding placement of wild dog wings at 'Wyagdon', one regarding the fence line on TMR-controlled Mitchell Road, and the completion of wild dog wings on the Moonie Highway adjacent 'Altonvale'. The Manager of Rural Services has engaged Main Roads Queensland to ensure works will be carried out under the correct corridor permit applications and is line with safety regulations.

Baiting/Pest Animals

Officers are currently baiting on request (pulse baiting), however requests have dropped significantly, especially for feral pigs due to drought. Dogs remain a constant threat to the west of the shire with an increase in activity seeing requests of large amounts of bait material. Landowners in the region report growing activity from dogs predating stock.

QFPI Funded Project Update

32 cameras remain out in the field under the current QFPI aerial baiting campaign project and these will be brought in on the 1st July with cards removed and sent to University of Southern Qld for analytical reporting. Rural Services have collected over 10 on-farm biosecurity management plans from landholders who participated in the aerial baiting campaign in May 2019. This completed the Balonne Shires milestones for the QFPI project. Tayla Willis (Project Support Officer) will now complete the report on Balonne Shire's behalf and wait for Maranoa Regional Council to finish their milestones to eventually send report to QFPI biosecurity staff to review.

Maranoa Regional Council is to close the project by carrying out a field project involving placement of canid ejectors in known wild dog hot spots for a period of one month.

Pest Plants

There was no spraying in reporting period with the end of the 2018/19 funding. John Conroy of Biosecurity Queensland visited to discuss future projects related to pest plants and to begin mapping for aerial and ground surveys in the new financial year.

Wild Dog Scalps – Bounty/Retainer

On the 28th June new processes were implemented to ensure greater accountability and compliance of the scalp bounty and retainer programme. This included retained doggers registering on Vendor Panel with insurances. Processing of bounties and retainers was temporarily stopped from 1-15 July to ensure time for communications and for doggers to comply.

For any scalps to be presented after the 15th July the following changes have occurred:

- All scalps presented must have a signed letter from the landholder where the dog was destroyed. If the dog was run over on a Shire road or highway the adjacent landholder must sign a letter for a person to present the scalp for payment. All persons seeking a bounty will sign a new statutory declaration.
- All scalps presented must be recorded under the feral scan app – a group email will be created for persons to be able to join the app. This will enable Rural Services to collect a GPS point and picture of where the dog was destroyed.
- New scalp data forms have been adopted for counter staff to collect the above information and enhance data collection and prevent potential fraudulent behaviour.
- All retainer payments will be directly paid from the Shire to the trapper. Syndicates will provide additional bounty separately.

To enable all affected parties to be informed asap – letters have been sent out to all known wild dog shooters and normal trappers.

Media releases were conducted and relevant information placed on the Council website. The manager of rural services conducted phone calls to most affected parties and letters were sent to landholders and doggers.

Town Commons and Firebreaks

- Bollon town common fence completed
- St George stock pound operating under drought stress cattle to be removed this reporting period.
- No stock on Thallon town common
- Dirranbandi town common – no stock agisted
- Hebel town common – some sheep on common.
- Mungindi town common – no stock agisted.

Drought Communities Program (DCP) – Stock Route Works and Bollon Town Common.

- Boomerang Dam project completed.
- 7 Mile Dam project completed.
- Bollon Town Common fence completed

Animal Control

Over the reporting period there has been several complaints regarding barking dogs and the senior compliance officer has busy sorting these issues out. Other tasks have included issuing warning regards some community members having more than one rooster under the current new local laws. Regular patrols have been ongoing in all townships with an increase in patrol activity in Dirranbandi after several complaints where made regarding wandering dogs etc.

There has been a short delay for re-homing of some animals due to min rescue being busy in Brisbane.

The Manager of Rural Services and Compliance, Senior Compliance Officer and the Environmental Health Officer conducted training to customer service officers to ensure that they have knowledge of the new local laws regarding more than two dogs and stock dog legislation. Media releases have been conducted via Facebook and the Balonne Shire website to ensure members of the public are aware of the new changes. The new registration period commences on the 1st July.

Attachments

Nil

Digby Whyte

Director Community and Environmental Services