



Meeting Notice and Agenda

for the

General Meeting of the Council

to be held in the

Disaster Training Room, 118 Victoria Street, St George

on

Thursday 21st January 2021

Commencing at 9:00am

Table of Contents

ORDER OF PROCEEDINGS	2
MEETING BUSINESS BY CORPORATE FUNCTION	3
(OCEO) OFFICE OF THE CEO	3
(FCS) FINANCE AND CORPORATE SERVICES	4
(IFS) INFRASTRUCTURE SERVICES	30
(ERS) ENVIRONMENT & REGULATORY SERVICES	33
CONFIDENTIAL ITEMS	42
INFORMATION REPORTS	43
(IOCEO) OFFICE OF THE CEO	43
(IFCS) FINANCE AND CORPORATE SERVICES	64
(IIFS) INFRASTRUCTURE SERVICES	83
(IERS) ENVIRONMENT & REGULATORY SERVICES	92

ORDER OF PROCEEDINGS

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

Expected attendance of this meeting is as follows:

Councillors		Staff/Consultants	
Cr SC O'Toole (Mayor)	-Full Meeting	Mr Matthew Magin (Chief Executive Officer)	-Whole Meeting
Cr R Avery	-Full Meeting	Mrs Michelle Clarke (Director Finance & Corporate Services)	-Whole Meeting
Cr RG Fuhrmeister	-Full Meeting	Mr Andrew Boardman (Director Infrastructure Services)	-As required for IFS
Cr R Lomman	-Full Meeting	Dr Digby Whyte (Director Environment & Regulatory Services)	-As required for ERS
Cr SS Scriven	-Full Meeting		
Cr ID Todd	-Full Meeting		
Cr W Winks	-Full Meeting		

4. **Leave of Absence**
5. (COM) Confirmation of Minutes of the **General Meeting held on 17 December, 2020.**
(COM) Confirmation of Minutes of the **Special Meeting held on 7 January, 2021.** **Confirmation of Minutes**
6. **Declaration of Conflicts of Interest**
7. **Deputations**
Nil
8. **Meeting Business by Corporate Function**
Office of the CEO
Finance & Corporate Services
Infrastructure Services
Environment & Regulatory Services
9. **Confidential Items**
Office of the CEO
Finance & Corporate Services
Infrastructure Services
Environment & Regulatory Services
10. **Councillor Reports**
8. **General Business**
9. **Information Reports**
Office of the CEO
Finance & Corporate Services
Infrastructure Services
Environment & Regulatory Services

MEETING BUSINESS BY CORPORATE FUNCTION

(OCEO) OFFICE OF THE CEO

ITEM	TITLE	SUB HEADING	PAGE
------	-------	-------------	------

(FCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
FCS1	<u>BUDGET AMENDMENT AND REVENUE RECOGNITION - MDBEDP MUNGINDI SCULPTURE RIVER WALK</u>	Amendment to Budget and Revenue Recognition Report – MDEDP Mungindi Sculpture River Walk	5
FCS2	<u>CEO DELEGATIONS ANNUAL REVIEW</u>	Council to CEO Delegations Annual Review	9
FCS3	<u>MONTHLY FINANCE REPORT DECEMBER 2020</u>	The monthly finance report for period ending 23 December 2020 is presented to Council for adoption.	12

OFFICER REPORT

TO: Council

SUBJECT: Budget Amendment and Revenue Recognition - MDBEDP Mungindi Sculpture River Walk

DATE: 12.01.21

AGENDA REF: FCS1

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Amendment to Budget and Revenue Recognition Report – MDEDP Mungindi Sculpture River Walk

Executive Summary

The Mungindi Sculpture River Walk project has received a grant agreement from Murray Darling Basin Economic Development Program as a project. The purpose of this report is to amend the budget and recognise the revenue expected to be received over two financial years.

Background

The Mungindi Sculpture River Walk project is a initiative funded by the MDBEDP Federal Government grant program. Consultation has commenced with key stakeholders including the Moree Plains Regional Council. An initial inspection has been completed to identify the proposed locations of the sculptures and signage.

The co-contribution required for this grant is \$5,000 will come from the existing Tourism events operations budget.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Community infrastructure for existing and future needs

Consultation (internal/external)

Murray Darling Economic Development Program funding through the Federal Government Department of Agriculture
Infrastructure Services
Local Mungindi community
Moree Plains Regional Council

Legal Implications

Council may amend its budget under Section 170(3) of the Local Government Regulations 2012 at any time during the year.

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

Road corridor permits will be required, depending on the final locations of the sculptures and signage, in accordance with Council's Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018 and Subordinate Local Law No. 1.15 (Carrying out Works on a Road or Interfering with a Road or its Operation) 2018.

Financial and Resource Implications

The project commenced December 2020 and the Activity Completion Date is 30 August 2021, with milestone payments as follows:

AMENDED Capital Projects 2020/21

	GL/Work Order	Asset Type (New, Upgrade, Renewal)	YTD Actuals As At 03/03/2020	Total - Multi-Year Project Budget	2020/21 Budget				2021/22 Project Budget
					Budget (total for 20/21)	Funding from external source	2020/21 Council's Expenditure	Restricted Cash (from prior years)	
CARRY OVER FROM ORIGINAL BUDGET 2020-21				\$ 4,987,500	\$ 9,326,134	\$ 3,597,160	\$ 4,486,850	\$ 1,242,124	\$ 8,278,792
TOURISM									
MDBEP Round 2 Mungindi Cross Border Sculpture River Walk	N			\$ 73,000	\$ 73,000	\$ 60,000	\$ 5,000		\$ 8,000
Total MDEBP Round 2 Mungindi Sculpture River Walk				\$ 73,000	\$ 73,000	\$ 60,000	\$ 5,000		\$ 8,000

In accordance with the accounting standards the revenue recognition assessment is attached. There will be one claim made at the end of the project in 2021/22 financial year for the balance of the funds. The first payment is due now the agreement has been executed in the sum of \$60,000 and the final payment due 14/09/2021 after the project is complete.

Council's contribution of \$5,000 is for project management and community consultation (again this will be absorbed within the existing budget from Tourism events).

D. Payment of the Grant

The total amount of the Grant is \$68,000.00 excluding GST (if applicable).

A break down by Financial Year is below:

Financial Year	Amount (excl. GST if applicable)
2020-2021	\$60,000.00
2021-2022	\$8,000.00
2022-2023	

Options or Alternatives

Council will be consulted with respect to the final sculpture locations.

Attachments

1. Revenue Recognition Checklist - Mungindi Sculptures [↓](#) 

Recommendation/s

That Council resolves to:

- 1) amend the Budget 2020/21 in accordance with S170(3) of the Local Government Regulations 2012 as follows:

AMENDED Capital Projects 2020/21

	Total - Multi-Year Project Budget	2020/21 Budget				2021/22 Project Budget
		Budget (total for 20/21)	Funding from external source	2020/21 Council's Expenditure	Restricted Cash (from prior years)	
ORIGINAL BUDGET 2020-21	\$ 4,987,500	\$ 3,599,814	\$ 1,709,000	\$ 3,511,850	\$ 1,242,124	\$ 8,278,790
TOURISM						
MDBEDP Round 2 Mungindi Sculpture River Walk	\$ 73,000	\$ 73,000	\$ 60,000	\$ 5,000		\$ 8,000
Total MDEBP Round 2 Mungindi Sculpture River Walk	\$ 73,000	\$ 73,000	\$ 60,000	\$ 5,000		\$ 8,000

- 2) note the revenue recognition assessment that revenue will be recognised as received.

Kim Wildman
Tourism Manager



REVENUE RECOGNITION CHECKLIST

PROJECT:	Mungindi Sculpture River Walk – Cross Border
GRANT FUNDING:	Murray Darling Economic Development Program

Question	Answer
Q: Is there a contract with customer	Yes, the funding agreement forms the basis of a contract with the Department of Agriculture (Federal Government)
Q: Are there identifiable performance obligations	Project Funding to Council in accordance with Project Funding Schedules. Yes, the funding agreement is for capital works specifically relating to the installation of signage and sculptures in Mungindi. It is not specific enough to create a specific performance obligation as the locations of the proposed 10 sculptures are still to be determined. The project must be completed by August 2021.
Q: Determine transaction price	\$68,000
Q: Allocate transaction price	The bulk of the Grant will be paid upon execution of the grant agreement with the final claim in September 2021. This will see the project run over two financial years with expenditure in 2020/21.
Q: Recognise revenue	Revenue will be recognised upon receipt and expended in 2020/21 financial year with the final claim in September 2021. This project will therefore have revenue and expenditure over multiple years as per the amended budget.

Reference Documentation:

DOC ID 541899

Completed by:

Director Finance & Corporate Services

Date: 22/12/2020

OFFICER REPORT

TO: Council

SUBJECT: CEO Delegations Annual Review

DATE: 11.01.21

AGENDA REF: FCS2

AUTHOR: Tayla Lawson - Administration Officer - Governance

Sub-Heading

Council to CEO Delegations Annual Review

Executive Summary

Annual review of CEO Delegations

Background

The Local Government Act and Regulations require council to establish a register of delegations and to review the Chief Executive Officer's delegation on an annual basis. The Chief Executive Officer may then sub-delegate to employees or contractors.

There are a number of administrative delegations and council's financial delegation register that are also applicable in this process.

The register is based on the Local Government Association Queensland's delegation service offered to all councils and providing regular updates when legislation changes.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	High levels of accountability and compliance

Consultation (internal/external)

Chief Executive Officer
Local Government Association of Queensland

Legal Implications

Council is required to review the CEO delegations once per year. The recommendation complies with the relevant provisions of the Local Government Act 2009 and Local Government Regulations 2012. The changes to the register are based on legislative changes made throughout the year.

Risk Implications

Reputation - Inadequate engagement and assessment of the impact of external and internal stakeholders on our community, viability and productive capacity.

Policy Implications

Council currently does not have a delegations policy.

Financial and Resource Implications

There are no financial implications, however there are resource implications to maintain the delegations register. This is currently under the responsibility of the Director Finance & Corporate Services and will require co-ordination with Human Resources, Payroll and all Directorates to ensure that new appointments are provided with the appropriate delegation to perform their duties.

Options or Alternatives

Nil

Attachments

1. Instrument of Delegation - CEO [↓](#) 

Recommendation/s

That Council resolves to:

1. adopt the attached Instrument of Delegations for the Chief Executive Officer; and
2. hereby delegate all powers referred to in the document titled "Register of Delegations – Council to CEO by Council to the Chief Executive officer of the Balonne Shire Council pursuant to section 257 of the Local Government Act 2009". (to be tabled at the meeting)

Michelle Clarke

Director Finance & Corporate Services

Instrument of Delegation

BY COUNCIL TO THE CHIEF EXECUTIVE OFFICER
PURSUANT TO SECTION 257 OF THE LOCAL GOVERNMENT ACT 2009.

Delegate: CHIEF EXECUTIVE OFFICER

The title of the office held by MATTHEW MAGIN at Council is the CHIEF EXECUTIVE OFFICER. The Register of Delegations - Council to CEO - attached to this memorandum identifies powers which are delegated by reference to a person who is the holder of a specified title in the hierarchy of Council.

Pursuant to section 257 of the *Local Government Act 2009*, Council hereby delegates to you, in your capacity as a holder of the specified title within the hierarchy of Council, the powers identified in the Register of Delegations - Council to CEO which are delegated to a person holding the specified title.

Powers Delegated

The power to take any action related to conduct of the business of the delegate's area of responsibility. If the delegation of a power is subject to one or more conditions, a summary of the conditions is specified adjacent to the power in the register.

It is council's intention that to the greatest extent possible all powers have been delegated necessary for the delegate to perform the role, and it is intended that the delegation will be effective even if a specific piece of legislation is not listed in the register. Further recognising that legislation is changed and made on an ongoing basis, this delegation is to be interpreted as continuing to be effective even though amendments are made to empowering legislation.

Dated this 21st day of January 2021

Cr Samantha O'Toole
Mayor, Balonne Shire Council

OFFICER REPORT

TO: Council

SUBJECT: **Monthly Finance Report December 2020**

DATE: 14.01.21

AGENDA REF: FCS3

AUTHOR: Tracey Lee - Manager Finance Services

Sub-Heading

The monthly finance report for period ending 23 December 2020 is presented to Council for adoption.

Attachments

1. Monthly Finance Report - December 2020.pdf [↓](#) 

Recommendation/s

That the monthly Financial Management Report for the period ending 23 December 2020, as tabled, be received and noted.

Michelle Clarke
Director Finance & Corporate Services

Financial Management Report

Period Ending 23 December 2020

Table of Content

Statement of Comprehensive Income	2
Statement of Financial Position	5
Cash Flow Statement	8
Key Performance Indicators	9
Capital & Operational Projects Report	10

BALONNE SHIRE COUNCIL

Statement of Income and Expenditure

For the period ended 23 December 2020
50% of Year Expired

		YTD Actuals 20/21	Original Budget 20/21	%	Note
Operating Revenue					
Rates and Utility Charges	\$	5,694,560	11,689,600	49%	1
Less: Discount Allowed	\$	- 501,188	(1,005,300)	50%	
	\$	5,193,372	10,684,300	49%	
Fees and Charges	\$	136,277	208,600	65%	2
Interest	\$	175,722	429,300	41%	4
Interest - Wild Dog Loans	\$	-	-		
Rental Income	\$	134,341	211,000	64%	3
Sales Revenue	\$	3,090,163	2,006,500	154%	5
Other Income	\$	603,150	1,206,300	50%	6
Contributions	\$	-	12,500	0%	
Grants and Subsidies	\$	3,598,791	14,756,400	24%	7
Total Operating Revenues	\$	12,931,816	29,514,900		
Operating Expenditure					
Employee Costs	\$	4,224,436	6,900,000	61%	9
Materials and Services	\$	13,633,705	20,178,300	68%	10
Finance Costs	\$	92,811	137,000	68%	11
Depreciation	\$	3,642,650	7,285,300	50%	12
	\$	21,593,602	34,500,600	63%	
OPERATING RESULT	\$	(8,661,786)	(4,985,700)		
Capital Items					
Sale of Non-Current Assets	\$	-	-	0%	
Contributions	\$	-	-	0%	
Capital Grants, and Subsidies	\$	7,042,762	4,839,300	146%	8
INCREASE IN OPERATING CAPABILITY	\$	(1,619,024)	(146,400)		

Statement of Comprehensive Income

For the period ended 23 December 2020

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 50% of the budget.

Where there are significant variances from budget a brief explanation is provided.

1 Rates, levies and Charges

The second rates and charges levy with respect to 1 January 2021 to 30 June 2021 will be issued mid-February, which will see the full annual levy value recognised as income.

2 Fees and Charges

Ahead of budget by 15% which equates to \$31,290 additional revenue being received to date. This is likely to balance out as the year progresses.

3 Rental Income

Ahead of budget by 14% which equates to \$29,540 additional revenue being received to date. This is likely to balance out as the year progresses.

4 Interest Received

Behind budget by 9% as a result of the financial statements being produced prior to the end of the month and interest revenue for the month not being allocated or known and declining interest rates.

5 Sales Revenue

Ahead of budget by 104% this is due to the receipt of additional funding. Budget adjustment as part of budget revision required.

6 Other Income

7 Recurrent Grants and Subsidies

Behind budget by 26% a result of milestone payment timing. Impacted by the advanced 50% payment of the FAG's annual allocation which was received in June. This has not changed from last month.

8 Capital Grants and Subsidies

Ahead of budget by 96% as a result of the funds being received for the Local Roads Community Infrastructure grant, Covid-19 Works for Queensland funding and Disaster Recovery Funding which was not included in the original budget as there was no signed agreement at the time. These grants have been included in separate budget revision reports to Council, however the budget line item cannot be changed until a full budget review is adopted by Council.

9 Employee Benefits

Ahead of budget by 11% due to an increase in the number of staff. A budget review for additional staff costs to be included in the next budget revision.

10 Materials and Services

Ahead of budget by 18% as a result of Operational Grant funded projects commencing which have been adopted through various Council meetings but are not included in the Materials and Services budget line item until full budget revision is adopted by Council.

11 Finance Costs

Ahead of budget by 18% as a result of the interest for the WDEF Special Rates Loan Scheme not being correctly budgeted for in the original budget. A budget revision will be required to correct.

12 Depreciation

Depreciation expenditure is still being manually allocated based on budget allocation due to fixed assets not currently in the new business system. Assets will be loaded into the system once a cleanse of the data has occurred now that the 19/20 general purpose financial statements and audit have been completed. There is unlikely to be a material difference between the allocations.

BALONNE SHIRE COUNCIL

Statement of Financial Position

As at 23 December 2020

		YTD Actuals 20/21	Original Budget 20/21
Current Assets			
Cash and Equivalents	\$	38,316,867	33,749,029
Trade Receivables	\$	1,103,289	2,311,730
Inventories	\$	891,773	215,581
Contract Assets	\$	389,262	-
Other Current Assets	\$	73,895	73,227
Total Current Assets	\$	40,775,086	36,349,567
Non-Current Assets			
Receivables	\$	-	-
Property, Plant and Equipment	\$	305,205,232	311,211,594
Total Non-Current Assets	\$	305,205,232	311,211,594
TOTAL ASSETS	\$	345,980,318	347,561,161
Current Liabilities			
Trade and Other Payables	\$	254,674	655,466
Loans	\$	397,304	130,925
Loans - Wild Dog Fencing	\$	-	-
Provisions	\$	1,819,257	1,728,063
Contract Liability	\$	5,167,199	
Other Liabilities	\$	1,655	7,176
Total Current Liabilities	\$	7,640,089	2,521,630
Non-Current Liabilities			
Loans	\$	1,941,536	2,044,376
Loans - Wild Dog Fencing	\$	3,204,034	7,356,000
Provisions	\$	775,668	154,671
Total Non-Current Liabilities	\$	5,921,238	9,555,047
TOTAL LIABILITIES	\$	13,561,327	12,076,677
NET COMMUNITY ASSETS	\$	332,418,991	335,484,484
Community Equity			
Shire Capital	\$	39,604,678	39,604,678
Accumulated Surplus	\$	40,548,766	45,561,298
Other Reserves	\$	10,110,374	8,163,336
Revaluation Reserve	\$	242,155,172	242,155,172
TOTAL COMMUNITY EQUITY	\$	332,418,991	335,484,484

Statement of Financial Position

As at 23 December 2020

General

A commentary with regards to the Statement of Financial Position is provided for Council information.

Where there are significant variances from budget a brief explanation is provided.

ASSETS:

Cash and Cash Equivalents

Due to the receipt of advanced project funding, Council has surplus cash holdings. Council as at 23 December is holding \$262,013 of loan fund cash committed for the WDEF Special Rates Loan Scheme (Round 1) which is still yet to be expensed.

Investments

Council currently has two term deposits invested. \$5M with Westpac due to mature 17 September 2021 at 0.7% and \$5M with NAB due to mature 3 March 2021 at 0.4%.

Trade and Other Receivables

Outstanding sundry debtors in excess of 90 days overdue is \$203,996.

Contract Assets

The value in this line item is a result of adopting the new revenue recognition standard and relates to expenditure which will be funded by grant revenue upon submission of milestone claims.

Property, Plant and Equipment

LIABILITIES:

Trade and Other Payables

Borrowings

The current loans liability will reduce throughout the year as repayments are made quarterly. The first loan draw down for the WDEF Special Rates Loan Scheme (R2) occurred on the 18th December 2020 for a value of \$1,228,806.03.

Provisions

The provision balance has increased as a result of EOY adjustments for employee leave accruals and landfill restoration.

Contract Liability

The value of this line item is a result of adopting the new revenue recognition standard and relates to revenue in advance of performance obligations being met.

Other**COMMUNITY EQUITY:****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

For the period ended 23 December 2020

	YTD Actuals 20/21	Original Budget 20/21
Cash flows from operating activities:		
Receipts from customers	\$ 9,279,299	13,900,700
Payments to suppliers and employees	\$ (19,575,180)	(26,960,216)
	\$ (10,295,881)	(13,059,516)
Rental Income	\$ 134,341	211,000
Interest Received	\$ 175,722	429,300
Operating Grants and Contributions	\$ 3,598,791	14,768,900
Borrowing Costs	\$ (106,655)	(137,000)
Net cash inflow (outflow) from operating activities	\$ -6,493,682	2,212,684
Cash flows from investing activities:		
Payments for Property, Plant and Equipment	\$ (2,616,586)	(9,326,134)
Proceeds from Sale of Property, Plant and Equipment	\$ 175,722	0
Capital Grants and Subsidies	\$ 7,042,762	4,839,300
Net cash inflow (outflow) from investing activities	\$ 4,601,898	(4,486,834)
Cash flows from financing activities:		
Proceeds from Borrowings	\$ -	4,000,000
Repayment of Borrowings	\$ (30,499)	(125,485)
Net cash inflow (outflow) from financing activities	\$ (30,499)	3,874,515
Net increase (decrease) in cash held	\$ (1,922,283)	1,600,365
Cash at beginning of reporting period	\$ 40,239,150	32,148,667
Cash at end of reporting period	\$ 38,316,867	33,749,029

BALONNE SHIRE COUNCIL
Financial Sustainability Ratios

For the period ended 23 December 2020

Ratio	Description	Formula	Target	Status	YTD Actuals 20/21	Original Budget 20/21
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	✓	9.43	14.42
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%	✗	-48.00	18.00
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	✗	0.60	0.86
Operating Surplus Ratio	An indicator of which the extent to which revenues raised cover operational expenses only or are available for capital	$\frac{\text{Net Result (excluding capital items)}}{\text{Total Operating Revenue (excluding capital items)}}$	Target between 0 - 10%	✗	-66.98	-16.89
Asset Sustainability Ratio	An approximation of the extent to which the infrastructure assets managed are being replaced as these reach the end of their	$\frac{\text{Capital Expenditure on the Replacement of Assets (renewals)}}{\text{Depreciation Expense}}$	Target greater than or equal to 90%	✗	8.21	67.29
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%	✓	-2.1	-85.78

Capital Projects 2020/21

COSTING ACCOUNT		Asset Type (New, Upgrade, Renewal)	YTD Actuals As At 31/12/2020	Total - Multi-Year Project Budget	2020/21 Budget				PROJECT DETAILS			Comments
					Budget (total for 20/21)	Funding from external source	2020/21 Council's Expenditure	Restricted Cash (from prior years)	% Complete	Date Commenced	Date Finished	
GENERAL ADMINISTRATION												
ITCP02	Phase 2 New ERP IT Vision Project	R - PE	\$ 25,166	\$ 400,000	\$ 76,500		\$ 100,000		10%			Project has not yet commenced - finalising all of Phase 1 first
ITCP04	Replace RcoH Admin Office	R - PE	\$ -		\$ 17,000		\$ 17,000		10%		23/10/2019	Quotations underway
			\$ 25,166	\$ 400,000	\$ 93,500	\$ -	\$ 117,000	\$ -				
INFRASTRUCTURE ROADS												
21TIDS2009	TIDS, Hebel-Goodooga Road Bitumen Resheet	R	\$ -		\$ 250,000	\$ 125,000	\$ 125,000					
21TIDS4004	TIDS, Bolton-Mitchell Road Bitumen Resheet	R	\$ -		\$ 275,000	\$ 137,500	\$ 137,500					
21TIDS1042	TIDS, Whyerbah Rd Bitumen Resheet	R	\$ -		\$ 300,000	\$ 150,000	\$ 150,000					
21TIDS1019	TIDS, Kooroon Road Bitumen Resheet	R	\$ -		\$ 75,000	\$ 37,500	\$ 37,500					
21TIDS4002	TIDS, Bolton-Dirranbandi Road Bitumen Reseal	R	\$ -		\$ 450,000	\$ 225,000	\$ 225,000					
21TIDS1064	TIDS, St George-Noondoo Road Bitumen Reseal	R	\$ -		\$ 600,000	\$ 300,000	\$ 300,000					
R2R2021	R2R - Road Projects to be Advised	R	\$ 990		\$ 913,160	\$ 913,160						
			\$ 990	\$ -	\$ 2,863,160	\$ 1,888,160	\$ 975,000	\$ -				
LOCAL ROADS COMMUNITY INFRASTRUCTURE FUND												
LRCIP01	LRCI-Thallon Tennis Courts	R	\$ 7,030		\$ 30,000	\$ 21,000						
LRCIP03	LRCI-Bolton Skate Park	N	\$ -		\$ 160,000	\$ 112,000						
LRCIP04	LRCI-4 Dirranbandi Community Projects	N	\$ -		\$ 100,000	\$ 70,000						
LRCIP02	LRCI-Showgrounds	U	\$ -		\$ 120,000	\$ 84,000						
LRCIP06	LRCI-St George Swimming Pool Splash Park (Stage 2)	N	\$ 7,431		\$ 600,000	\$ 420,000						
LRCIP05	LRCI-CCTV and Disaster Management Building Repairs	U	\$ -		\$ 130,450	\$ 91,315						
			\$ 14,461		\$ 1,140,450	\$ 798,315				1/07/2020	31/12/2021	\$798,315 revenue expected 2020/21 and the remaining 30% in 2021/22 subject to progress
INFRASTRUCTURE STREETS												
SCP05	Footpath and Kerb Repairs	R	\$ 8,470		\$ 80,000		\$ 80,000		60%	1/07/2019		
SCP06	Footpath Upgrade Alfred Street, Balonne Street, Church St along St Patrick's School	U	\$ -		\$ 42,500		\$ 42,500					
SCP07	Footpath & Kerb Upgrade - Victoria Street-Rowe Street-Barlee Street	U	\$ -		\$ 18,200		\$ 18,200					
SCP08	Dirranbandi Footpath Upgrades	U	\$ -		\$ 86,000		\$ 86,000					
			\$ 8,470	\$ -	\$ 226,700	\$ -	\$ 226,700	\$ -				
COVID-19 WORKS FOR QUEENSLAND												
IACP03	BaISC-W4QC20-1 Regional Tourism Projects	N	\$ 1,978		\$398,000	\$398,000				1/07/2020	30/06/2020	Mungindi Sculpture Trail underway
IACP04	BaISC-W4QC20-2 Regional Community Projects	N	\$ 171,679		\$282,000	\$282,000				1/07/2020	30/06/2020	
IACP01	BaISC-W4QC20-3 St George Swimming Pool Splash Park (Stage 1)	N	\$ -		\$500,000	\$500,000				1/07/2020	30/06/2020	
			\$ 173,657		\$1,180,000	\$1,180,000						
DIRRANBANDI STORMWATER IMPROVEMENT												
SWCP01	Dirranbandi Stormwater Drainage/Culverts	U	\$ -		\$ 60,000		\$ 60,000					
			\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -				
INFRASTRUCTURE WORKS DEPOT												
WDCP06	Water & Sewerage Depot - Large Shed	N	\$ -		\$ 50,000		\$ 50,000					
			\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -				
LIBRARIES												
LBCEP01	Bolton Library Relocation Project	R	\$ -		\$ 100,000		\$ 100,000					
AERODROMES												
APCP03	St George Aerodrome Linemarking	R	\$ -		\$ 15,000		\$ 15,000					
APCP01	C/O BOR4 - St George General Aviation Project (\$1M over 3 years)	N	\$ 21,406	\$ 1,065,000	\$ 765,000	\$ 200,000	\$ 89,877	\$ 475,123	25%	1/07/2019		Milestone payment due \$200,000 20/21; \$300,000 due 29/3/21
			\$ 21,406	\$ 1,065,000	\$ 780,000	\$ 200,000	\$ 104,877	\$ 475,123				
INFRASTRUCTURE SWIMMING POOLS												
CCCP03	St George Pool CCTV Security System	R	\$ -		\$ 5,000		\$ 5,000					
SPCP02	St George Swimming Pool Eyewash Facility	R	\$ -		\$ 5,000		\$ 5,000					

Capital Projects 2020/21

COSTING ACCOUNT		Asset Type (New, Upgrade, Renewal)	YTD Actuals As At 31/12/2020	Total - Multi-Year Project Budget	2020/21 Budget				PROJECT DETAILS			Comments
					Budget (total for 20/21)	Funding from external source	2020/21 Council's Expenditure	Restricted Cash (from prior years)	% Complete	Date Commenced	Date Finished	
SPCP03	St George Swimming Pool Filter Pipework	R	\$ -	-	\$ 10,000		\$ 10,000					
SPCP04	St George Swimming Pool Lane Ropes	R	\$ -	-	\$ 6,000		\$ 6,000					
SPCP05	St George Swimming Pool Repair Toilet Floors	R	\$ -	-	\$ 10,000		\$ 10,000					
			\$ -	\$ -	\$ 36,000	\$ -	\$ 36,000	\$ -				
PLANT & EQUIPMENT												
PECP151	Toyota Hilux X/ Dual Cab 4x4 (New Position)	N - PE	\$ -	-	\$ 60,000		\$ 60,000					
PECP152	Toyota Hilux X/ Dual Cab 4x4 (Berlina)	R - PE	\$ -	-	\$ 40,000		\$ 40,000					
PECP153	Toyota Hilux X/ Dual Cab 4x4 (Colorado)	R - PE	\$ -	-	\$ 40,000		\$ 40,000					
PECP154	Toyota Hilux X/ Dual Cab 4x4	R - PE	\$ -	-	\$ 40,000		\$ 40,000					
PECP155	Toyota Hilux X/ Dual Cab 4x4	R - PE	\$ -	-	\$ 40,000		\$ 40,000					
PECP156	Toyota Hilux X/ Dual Cab 4x4	R - PE	\$ -	-	\$ 40,000		\$ 40,000					
PECP157	Toyota Hilux X/ Dual Cab 4x4	R - PE	\$ -	-	\$ 40,000		\$ 40,000					
PECP158	Toyota Landcruiser VX (CEO vehicle replacing Calais)	R - PE	\$ -	-	\$ 90,000		\$ 90,000					
PECP159	Isuzu FRR500 - Sweeper	R - PE	\$ -	-	\$ 300,000		\$ 300,000					
PECP1511	Isuzu FRR60-Dual Cab Tipper (Crane)	R - PE	\$ -	-	\$ 120,000		\$ 120,000					
PECP1512	Ferris IS5100Z Zero-Turn Mower 72"	R - PE	\$ 15,009	-	\$ 25,000		\$ 25,000					
PECP1513	Ferris IS5100Z Zero-Turn Mower 72"	R - PE	\$ 26,891	-	\$ 25,000		\$ 25,000		0%	N/A	N/A	
PECP1514	Ferris IS5100Z Zero-Turn Mower 60"	R - PE	\$ 26,891	-	\$ 25,000		\$ 25,000		0%			
PECP1515	Trailer - Pavement Emulsion Spraying	R - PE	\$ -	-	\$ 75,000		\$ 75,000		90%			
PECP1510	Water & Sewerage Truck	N - PE	\$ -	-	\$ 140,000		\$ 140,000					
			\$ 68,790	\$ -	\$ 1,100,000	\$ -	\$ 1,100,000	\$ -				
SWIMMING POOL												
SPCP06	St George Swimming Pool Chemical Shed	N	\$ 2,553	-	\$ 15,000		\$ 15,000					
SPCP07	St George Swimming Pool Recoating	R	\$ -	-	\$ 80,000		\$ 80,000					
			\$ 2,553	\$ -	\$ 95,000	\$ -	\$ 95,000					
DIRRANBANDI THERMAL SPRINGS												
SPOP4001	C/O - Dirran Thermal Hot Baths Capital Projects	N	\$ 4,582	\$ 875,000	\$ 875,000	\$ 525,000		\$ 350,000				
INFRASTRUCTURE PARKS & GARDENS												
DCP06	C/O - DCP - Bolton Showgrounds	U	\$ 1,915	\$ 48,000	\$ 48,000		\$ 48,000					
DCP05	C/O - DCP Bolton Master Plan - Implement Stage 1	U	\$ -	\$ 100,000	\$ 79,587		\$ 79,587					
DCP11	C/O - DCP - St George River Foreshore - Amphitheatre sleepers, Bridge at Canoe Ramp, Lighting at Murray Cod	U	\$ 160,155	\$ 258,000	\$ 225,878		\$ 225,878					
DCP08	C/O DCP - St George Showgrounds Toilet Block	U	\$ 94,863	\$ 100,000	\$ 100,000	\$ 100,000	\$ -					
DCP01	C/O DCP - Water Pump	R	\$ 935	\$ 150,000	\$ 111,248		\$ 111,248					
DCP02	C/O - DCP - Dirranbandi Recreation	N	\$ 43,453	\$ 100,000	\$ 42,876		\$ 42,876					
DCP12	C/O - DCP - Dirranbandi River and Rail	N	\$ 26,823	\$ 80,000	\$ 80,000		\$ 80,000					
DCP09	C/O - DCP - Mungindi Park	N	\$ 12,405	\$ 53,000	\$ 21,985		\$ 21,985					
DCP03	C/O DCP - Thallon Park Playground fence	N	\$ 62,543	\$ 75,000	\$ 19,699		\$ 19,699					
	Total of Drought Community Program (to complete 31/12/2020)		\$ 403,091	\$ 962,000	\$ 729,273	\$ 100,000	\$ 629,273					
WSCP14	Cross Border Mungindi River Park Stage 2 & 3 (Merge together) LGSP - DLGRMA Mungindi River Park Stage 2 & 3	U	\$ 145,269.01	\$ 460,000	\$ 460,000	\$ 414,000	\$ 46,000					Cross Border monies only just announced
PGCP12	River water Pump Shed - Jack Dwyer Park - Dirranbandi	N	\$ -		\$ 15,000		\$ 15,000					
PGCP1101	C/O FRRR-TTTT Bolton Park and River Land Revitalisation Project (incl. Walter Austin Irrigation installation, funding is for electrical installation)	U	\$ -	\$ 92,000	\$ 92,000	\$ 60,000	\$ 32,000					
			\$ 145,269.01	\$ 552,000	\$ 567,000	\$ 474,000	\$ 93,000	\$ -				
SHOWGROUNDS												
SGCP01	C/O - Balonne Shire Showgrounds Maintenance (W4Q3 19-21)	N	\$ 38,590	\$ 50,000	\$ 38,665	\$ 20,000	\$ 5,000	\$ 13,665	15%			Need to know if rolling over to 20/21
			\$ 38,590	\$ 50,000	\$ 38,665	\$ 20,000	\$ 5,000	\$ 13,665				
SAFER COMMUNITIES												
CCCP02	C/O BOR - 2 CCTV Phase 2	N	\$ -	\$ 53,500	\$ 13,336			\$ 13,336	90%		27/09/2019	Variation approved to 30/11/2020 - final steps underway to complete
			\$ -	\$ 53,500	\$ 13,336	\$ -	\$ -	\$ 13,336				
CEMETERIES												

Capital Projects 2020/21

COSTING ACCOUNT		Asset Type (New, Upgrade, Renewal)	YTD Actuals As At 31/12/2020	Total - Multi-Year Project Budget	2020/21 Budget				PROJECT DETAILS			Comments
					Budget (total for 20/21)	Funding from external source	2020/21 Council's Expenditure	Restricted Cash (from prior years)	% Complete	Date Commenced	Date Finished	
CEMCP01	2 x St George Lawn Cemetery Beams and Headstones	N	\$ -		\$ 40,000		\$ 40,000		100%	2/09/2019	27/09/2019	
CEMCP02	Thallon Cemetery Remembrance Area	N	\$ -		\$ 15,000		\$ 15,000		0%			
			\$ -		\$ 55,000	\$ -	\$ 55,000	\$ -				
SEWERAGE												
SSCP01	C/O - St George STP - Screw Screen with 3.5mm Gauge	R	\$ -		\$ 25,000		\$ 25,000		0%	2/01/2019		
SSCP02	C/O - St George - Service & Repair STP Primary SED Tank	U	\$ -		\$ 20,000		\$ 20,000		0%	2/01/2019		
SSCP03	C/O - St George STP - Replace Existing Downstream Manhole	R	\$ 57		\$ 10,000		\$ 10,000		10%	11/02/2019		
SSCP04	C/O - Dimranbandi Rising Sewerage Main Replacement (W4Q3 19-21)	R	\$ -	\$ 530,000	\$ 530,000	\$ 265,000	\$ -	\$ 265,000	0%			Carried over from 19/20 Works for Queensland no expenditure to date?
SSCP05	Bolton Sewerage Treatment Plant & Rising Main	R	\$ -		\$ 50,000		\$ 50,000					
			\$ 57	\$ 530,000	\$ 635,000	\$ 265,000	\$ 105,000	\$ 265,000				
INFRASTRUCTURE URBAN WATER SUPPLY												
WSCP09	River Main Fitting Program for the Balonne Shire	R	\$ 3,158		\$ 50,000		\$ 50,000					
WSCP151	St George Bore Water Main Replacement - Beardmore Place	R	\$ 33,177		\$ 45,000		\$ 45,000					
WSCP152	St George Bore Water Main Replacement - Church Street	R	\$ 50		\$ 40,000		\$ 40,000					
WSCP153	St George Bore Water Main Replacement - Grey Street/Thallon Road/Buchan Bypass to Rimmer Road	R	\$ -		\$ 100,000		\$ 100,000					
WSCP154	St George Bore Water Main Replacement - Margaret Street	R	\$ 26,155		\$ 45,000		\$ 45,000					
WSCP155	St George Bore Water Main Replacement - Sandylands Road	R	\$ 30,818		\$ 50,000		\$ 50,000					
WSCP156	St George Bore Water Main Replacement - St George's Terrace	R	\$ 270		\$ 40,000		\$ 40,000					
WSCP161	St George River Water Main Replacement - Isles Street	R	\$ -		\$ 25,000		\$ 25,000					
WSCP162	St George River Water Main Replacement - McDonnell Avenue	R	\$ -		\$ 55,000		\$ 55,000					
WSCP163	St George River Water Main Replacement - St George's Terrace	R	\$ 75		\$ 60,000		\$ 60,000					
WSCP164	St George River Water Main Replacement - Church Street	R	\$ 232		\$ 60,000		\$ 60,000					
WSCP165	St George River Water Main Replacement - Margaret Street	R	\$ 29,627		\$ 55,000		\$ 55,000					
WSCP166	St George River Water Main Replacement - Sandylands Road	R	\$ 15,538		\$ 55,000		\$ 55,000					
WSCP167	St George River Water Main Replacement - Beardmore Place	R	\$ 39,699		\$ 55,000		\$ 55,000					
WSCP07	C/O - St George & Dimranbandi Water Main, Fitting and Service Replacement (W4Q3 19/21)	R	\$ 381	\$ 500,000	\$ 250,000	\$ 125,000	\$ -	\$ 125,000				
			\$ 179,181	\$ 500,000	\$ 985,000	\$ 125,000	\$ 735,000	\$ 125,000				
			\$ 1,086,263	\$ 4,987,500	\$ 10,482,634	\$ 4,777,160	\$ 4,486,850	\$ 1,242,124				

Operational Projects 2020/21

				2020-21 Budget				Project Details			
COSTING ACCOUNT		YTD Actuals As At 30/11/2020	Total - Multi- Year Project Budget	Budget 20/21	Funding 20/21	2020-21 Council Expenditure	Restricted Cash (from prior years)	% Complete	Date Commenced	Date Finished	Comments
GENERAL ADMINISTRATION											
ITOP03	Telephone System	\$ 986.70		\$ 2,500		\$ 2,500		100%			Headsets x 10 ordered and additional headsets ordered for councillors (funding not yet recognised)
ITOP04	Conferencing System	\$ -		\$ 15,000		\$ 15,000		0%			Team room (video conferencing/audio) Boardroom/Disaster training room dual screen/camera Admini Training Room video conferencing/audio
ITOP05	Magiq Upgrade	\$ 19,365.00		\$ 22,000		\$ 22,000		80%			Near completion - once completed expenditure will be finalised
ITOP06	Replacement PCs (+ 1 for IS)	\$ -		\$ 27,500		\$ 27,500		0%			11 x laptop PC combos across organisation - delayed pending instal of 19/20 assets which are now complete
ITOP07	File Server Upgrade	\$ -		\$ 4,500		\$ 4,500		0%			Upgrade file server calls 80" \$50.00 each = \$3500 + \$1000 for migration
ITOP08	WAN Upgrade to outlying depots & libraries	\$ -		\$ 50,000		\$ 50,000		0%			Including virtual firewall and infrastructure with FSG - has commenced
ITOP09	Replacement Mobile phones (NB CEO Office x 2)	\$ -		\$ 9,000		\$ 9,000		0%			Upgrade/replace existing staff mobiles 30 smartphones (6 phones) Replace 9 x iphone 5/SE with newer @ \$100 each - not required until existing stock rolled out
ITOP02	C/O ICT Strategy Review	\$ -		\$ 8,000		\$ 8,000		0%			ICT Committee has requested wider review including Digital strategy for the Shire. This may require additional funding.
DMOP01	C/O Levee Bank Contingencies	\$ 561		\$ 45,000		\$ 45,000		0%			Pending final agreements to be signed
FCSOP02	Asset Valuations	\$ -		\$ 8,000		\$ 8,000		0%			Will commence in Q1 2021
		\$ 20,912	\$ -	\$ 191,500	\$ -	\$ 191,500					
AERODROME											
APOP02	St George Aerodrome Generator Exhaust System	\$ -		\$ 3,000		\$ 3,000					
APOP03	St George Aerodrome Safety Compliance Tree Trimming OLS	\$ -		\$ 40,000		\$ 40,000					
APOP04	St George Aerodrome Helipad Lighting	\$ -		\$ 10,000		\$ 10,000					
APOP05	Dirranbandi Aerodrome Subdivision Planning	\$ -		\$ 40,000		\$ 40,000					
APOP06	Dirranbandi Aerodrome Non Compliance Issues	\$ -		\$ 15,000		\$ 15,000					
		\$ -	\$ -	\$ 108,000	\$ -	\$ 108,000					
ECONOMIC DEVELOPMENT											
EDOP05	Subscriptions and Memberships	\$ 1,613		\$ 50,000		\$ 50,000					Includes SWRED and SWQLGA may increase depending on way forward.
CDOP06	C/O MDBEP Dirranbandi Beautification Scheme	\$ 198,641		\$ 462,640	\$ -	\$ 112,000	\$ 350,640				\$42,000 21/22 Due 4/8/21
EDOP02	C/O Murray-Darling Basin Economic Development Business Mentoring	\$ 79,200	\$ 499,100	\$ 460,000	\$ 139,100		\$ 320,900				Received \$360,000 in 2019-2020 Financial Year, Some to COVID-19 Recovery - need to complete by 15/6/2021
EDOP01	Bettering Balonne	\$ -		\$ 5,000		\$ 5,000					
EDOP06	Consultancy - Business Case for Investment Fund	\$ -		\$ 40,000		\$ 40,000					Proposed consultancy for investment fund/program or catalyst project
EDOP07	Advocacy Program	\$ -		\$ 10,000		\$ 10,000					Council advocacy program - Canberra and Brisbane
EDOP81	Events and Conferences	\$ 258		\$ 5,000		\$ 5,000					COVID-19 Business Recovery and Ag and Hort Connections
EDOP82	Sponsorship	\$ -		\$ 5,000		\$ 5,000					COVID-19 Business Recovery

Operational Projects 2020/21

COSTING ACCOUNT		YTD Actuals As At 30/11/2020	Total - Multi-Year Project Budget	2020-21 Budget				Project Details			Comments
				Budget 20/21	Funding 2021	2020-21 Council Expenditure	Restricted Cash (from prior years)	% Complete	Date Commenced	Date Finished	
EDOP83	Advertising	\$ -		\$ 3,000		\$3,000					COVID-19 Business Recovery
EDOP84	Marketing & Promotion	\$ -		\$ 5,000		\$5,000					COVID-19 Business Recovery
EDOP09	Marketing Collateral	\$ -		\$ 3,000		\$3,000					Investment Fact Sheets Updated versions
		\$ 279,711	\$ 499,100	\$ 1,048,640	\$ 139,100	\$ 238,000	\$ 671,540				
TOURISM											
TOP02	Tourism Marketing	\$ 14,231		\$ 26,000		\$ 26,000		50%	1/07/2020	30/06/2021	On target
TOP06	Shire Tourism Brochure	\$ 3,373		\$ 30,000		\$ 30,000		15%	1/09/2020	31/03/2021	Underway
TOP04	Shire Town Maps & Publications	\$ -		\$ 5,200		\$ 5,200					On target
TOP01	Tourism and Events Donations/Assistance	\$ -		\$ 63,000		\$ 63,000		50%	1/07/2020	30/06/2021	On target
TOP07	C/O- Tourism & Events Strategy	\$ 206	\$ 55,000	\$ 17,680			\$ 17,680	100%			Completed
TOP09	C/O- Welcome to Mate Marketing Campaign	\$ -	\$ 20,000	\$ 7,260		\$ 7,260		0%	1/12/2020	30/06/2021	On target
TOP05	Recreation Vehicle Strategy Review	\$ -		\$ 20,000		\$ 20,000		5%	1/11/2020	30/06/2020	On target
		\$ 17,810	\$ 75,000	\$ 169,140	\$ -	\$ 151,460	\$ 17,680				
VISITOR INFORMATION CENTRE											
VICOP02	VIC Volunteer Expenses	\$ -		\$ 4,100		\$ 4,100		25%	1/07/2020	30/06/2020	On target
		\$ -	\$ -	\$ 4,100	\$ -	\$ 4,100	\$ -	\$0			
ROADS											
LROP03	TMR Prequalifications	\$ 16,350.00		\$ 100,000		\$ 100,000					
LROP02	C/O Gravel Pit Safety Management Systems and Training	\$ -		\$ 30,000		\$ 30,000		5%			
		\$ 16,350	\$ -	\$ 130,000	\$ -	\$ 130,000	\$ -				
PLANT											
14501510	Floating Plant & Loose Tools	\$ 8,975		\$ 30,000		\$ 30,000					
14501520	C/O Fleet GPS	\$ 248		\$ 50,000		\$ 50,000			15/08/2019		
		\$9,223	\$-	\$80,000	\$ -	\$ 80,000	\$ -				
COMMUNITY DEVELOPMENT											
CDOP18	Community Safety Group	\$ -		\$ 3,000		\$ 3,000					
CDOP05	Community Events Programs	\$ 3,884		\$ 15,000		\$ 15,000					
CDOP04	Balonne Community Calendar	\$ -		\$ 7,500		\$ 7,500					
CDOP19	Community Sponsorship Donation & Grants Program (including traffic management)	\$ 12,283		\$ 60,000		\$ 60,000					
LB707	Celebrating Multicultural Queensland Program - Regional Partnerships	\$ 20,479	\$ 300,000	\$ 200,000	\$ 100,000	\$ 2,143	\$ 97,857				3 year project concludes 30/9/22 - additional funds to receive - 31/10/21 \$50,000, 30/04/22 \$40,000, 31/10/22 \$10,000
CDOP14	Building Stronger Communities - TRAIC Grant	\$ 1,070		\$ 55,780		\$ -	\$ 55,780				Project expires 31/10/2020 \$60,000 received 19/20 budget
CDOP20	Balonne Young Leaders Bursary	\$ -		\$ 11,010	\$ 4,010	\$ -	\$ 7,000				JT Fundraising Auction/Peak Services/Beast Sale - To be carried over for 5 years commencing 2019/20 to 2022/23
CDOP08	Balonne in Step	\$ 58,965		\$ 150,000	\$ 147,900	\$ -	\$ 2,100				
		\$96,682	\$ 300,000	\$ 502,290	\$ 251,910	\$ 87,643	\$ 162,737				
DIGITAL CONNECTIVITY											
DCOP01	C/O - MDB- EDP Digital Connectivity Project	\$ -	\$ 1,000,000	\$ 910,940	\$ 80,000		\$ 830,940				
DCOP02	C/O BOR 4 DSDMP Digital Connectivity Project (Grant)	\$ 2,606	\$ 1,000,000	\$ 613,166	\$ 500,000		\$ 113,166				Note: Collaborative Contribution from FSG
		\$2,606	\$ 2,000,000	\$ 1,524,106	\$ 580,000	\$ -	\$ 944,106				
LIBRARIES											
LB704	PopUp Art Gallery	\$ -		\$ 2,000		\$ 2,000					

Operational Projects 2020/21

COSTING ACCOUNT		YTD Actuals As At 30/11/2020	Total - Multi-Year Project Budget	2020-21 Budget				Project Details			Comments
				Budget 20/21	Funding 20/21	2020-21 Council Expenditure	Restricted Cash (from prior years)	% Complete	Date Commenced	Date Finished	
LB708	Balonne Its Rocket Science	\$ 3,525		\$ 4,134	\$ 3,878		\$ 256				Project ends 12/7/20 \$3877.50 due 12/8/20
LB701	Digital Literacy	\$ 182		\$ 10,000		\$ 10,000					
LB702	General Library Programs	\$ -		\$ 10,000		\$ 10,000					
LB709	Hebel Library - replacement of air-conditioner	\$ -		\$ 4,000		\$ 4,000					
LB700	First 5 Forever	\$ -		\$ 5,655	\$ 5,655						Project ends 30 June 2021
		\$3,707	\$ -	\$ 35,789	\$ 9,533	\$ 26,000	\$ 256				
LB706	C/O MDB Dirran RTC E-Tech Upgrade	\$ -		\$ 74,770	\$ -	\$ 74,770	\$ -				
		\$3,707	\$ -	\$ 110,559	\$ 9,533	\$ 100,770	\$ 256				
SPORT & RECREATION											
SWIMMING POOLS											
SPOP02	Dirranbandi - Pool & Playground Bollards	\$ -		\$ 8,000		\$ 8,000					
		\$ -	\$ -	\$8,000	\$ -	\$8,000	\$ -				
INFRASTRUCTURE PROJECT GOVERNANCE											
IAOP101	Project Governance Framework - Identify Phase	\$ -		\$ 10,000		\$ 10,000					
IAOP102	Project Governance Framework - Select phase	\$ 1,480		\$ 50,000		\$ 50,000					
IAOP02	C/O Asset Management Strategy with SWRRTG	\$ 38,400	\$ 1,012,000	\$ 1,012,000	\$ 641,306	\$ 58,174	\$ 312,520				
		\$39,880	\$ 1,012,000	\$ 1,072,000	\$ 641,306	\$ 118,174	\$ 312,520				H:\EXECUTIVE\DFCS\2020\AssetManagement\Council Contribution.xlsx
INFRASTRUCTURE PARKS & GARDENS											
PGOP07	C/O- DCP Internal Audit	\$ -		\$ 3,000	\$ 3,000						
SRPOP02	Rowden Park - Rainwater Tank	\$ -		\$ 7,500		\$ 7,500					
PGOP08	Tree Maintenance & Replacement of Dead Shire Trees	\$ 447		\$ 80,000		\$ 80,000					
PGOP09	Tree Planting in Arthur Street (St George)	\$ -		\$ 15,000		\$ 15,000		35%	4/09/2019		
PGOP10	Thallon Street Tree Replacement	\$ 818		\$ 4,000		\$ 4,000		35%	3/09/2019		
PGOP11	Bush Tucker Garden - Layout & Construct Finalisation	\$ 5,240		\$ 15,000		\$ 15,000		15%			
PGOP12	C/o St George River Foreshore Planning	\$ -		\$ 20,000		\$ 20,000		10%			
PGOP13	C/O St George CBD Planning	\$ -		\$ 20,000		\$ 20,000		10%			
SRPOP03	C/O Rowden Park Master Plan	\$ -		\$ 15,000		\$ 15,000		10%			
PGOP14	Thallon Christmas Lights	\$ 792		\$ 15,000		\$ 15,000					
PGOP15	St George Christmas Lights	\$ 15,174		\$ 35,000		\$ 35,000					
PGOP16	Bollon Christmas Lights	\$ 6,547		\$ 15,000		\$ 15,000					
PGOP17	Dirranbandi Christmas Lights	\$ 62		\$ 15,000		\$ 15,000					
PGOP18	C/O Beardmore Dam Master Plan	\$ -		\$ 20,000		\$ 10,000	\$ 10,000				Final report due 13/12/21

Operational Projects 2020/21

COSTING ACCOUNT		YTD Actuals As At 30/11/2020	Total - Multi-Year Project Budget	2020-21 Budget				Project Details			Comments
				Budget 20/21	Funding 2021	2020-21 Council Expenditure	Restricted Cash (from prior years)	% Complete	Date Commenced	Date Finished	
PGOP06	C/O Bollon RV and Streetscaping Master Plan	\$ 10,640		\$ 20,000		\$ 20,000		10%			
		\$39,721	\$ -	\$ 299,500	\$ 3,000	\$ 286,500	\$ 10,000				
HALLS AND CIVIC CENTRES											
SR0P04	Dirranbandi Multi Purpose Sport Centre - Whiteboard & Chairs for meeting room	\$ 3,301		\$ 5,000		\$ 5,000					
		\$3,301	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -				
INFRASTRUCTURE SHOWGROUNDS											
SGOP05	St George Showgrounds Amenities Bore Water Connection	\$ 4,066		\$ 4,000		\$ 4,000					
		\$4,066	\$ -	\$ 4,000	\$ -	\$ 4,000	\$ -				
WORK CAMP											
CDOP01	WORK CAMP Program	\$ 5,270		\$ 30,000		\$ 30,000					
		\$5,270	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ -				
YOUTH COUNCIL											
CDOP03	Youth Council (PCYC project)	\$ -		\$ 5,000		\$ 5,000					
CDOP02	Chappy Program	\$ -		\$ 10,000		\$ 10,000					
		\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ -				
NATURAL ENVIRONMENT											
NEOP03	Gravel pit signage Stage 2	\$ -		\$ 6,000		\$ 6,000					Scheduled March 2021
		\$ -	\$ -	\$ 6,000	\$ -	\$ 6,000	\$ -				
RURAL SERVICES											
WDP21	C/O- Wild Dog Exclusion Fencing and Pest and Weed management activities (Grant Moonie & Maranoa River Catchment Areas Weed Management - 4-BA2D4Y2 funding received 18/19)	\$ 21,541	\$ 200,000	\$ 191,247			\$ 191,247	65%			Landholders surveyed and spraying underway. Aerial survey scheduled November.
WDP702	C/O Wild Dog Exclusion Fencing REDP - Strategic Fencing Project 9	\$ 27,002	\$ 733,100	\$ 293,240	\$ 293,240			90%			95% Comp. Minor gaps to complete.
WDP11	C/O Wild Dog Exclusion Fence - CCWI - Round 1	\$ 1,233	\$ 800,000	\$ 306,500			\$ 306,500	100%			Completed. Finalising inspections & payments
WDOPO8	Stock Routes - Diamond Tank - Desilt Dam and Compact with Bentonite			\$ 15,000	\$ 15,000			0%			Funding cancelled as rain event filled dam. To be removed at next budget revision.
STOCK01	Stock Routes - Bullawarrie - Replace existing Night Yard & Asset Protection Yard	\$ 14,428		\$ 12,500	\$ 12,500			100%			Completed
STOCK02	Stock Routes - Glencoe - Replace existing Night Yard & Asset Protection Yard	\$ 9,694		\$ 10,000	\$ 10,000			100%			Completed
STOCK03	Stock Routes - Mundalee - Requires new Asset Protection Yard	\$ -		\$ 3,000	\$ 3,000			0%			Not funded by DNRME - Council will fund out of Misc Fencing budget.
STOCK04	Stock Routes - Vincents Valley (Wild Horse) - Replacement of trough, reconnection and removal	\$ 2,959		\$ 2,500	\$ 2,500			50%			Will be completed in November
STOCK05	Burgorah Water Facility/Reserve Stage 2	\$ -		\$ 25,000	\$ 25,000			0%			Will be completed in November
		\$76,856	\$ 1,733,100	\$ 858,987	\$ 361,240	\$ -	\$ 497,747				
WDOPOP10	MDB EDP - WDEF Project	\$ 2,360,450	\$ 5,000,000	\$ 3,580,838	\$ 1,000,000		\$ 2,580,838				Landholders signed up and materials are being delivered to most properties in partial deliveries.
		\$2,437,306	\$ 6,733,100	\$ 4,439,825	\$ 1,361,240	\$ -	\$ 3,078,585				
WASTE/LANDFILL											
WMOP7	Waste Direction Strategy for Landfills	\$ -		\$50,000	\$50,000						Preparing brief. Reporting March 2021

Operational Projects 2020/21

COSTING ACCOUNT		YTD Actuals As At 30/11/2020	Total - Multi-Year Project Budget	2020-21 Budget				Project Details			Comments
				Budget 20/21	Funding 2021	2020-21 Council Expenditure	Restricted Cash (from prior years)	% Complete	Date Commenced	Date Finished	
NEOP05	C/O- Balonne Illegal Dumping Project	\$ 12,480	\$ 57,500	\$47,486	\$11,500		\$35,986				1 tyre wall removed, 2nd tyre wall scheduled Nov. Tyres in gravel pits and roadsides scheduled Nov/Dec 2020
NEOP04	C/O - Illegal Dumping Compliance Officer	\$ 42,064	\$ 129,460	\$ 115,362	\$ 77,676		\$ 37,686				Engaged June. Vehicle leased. All milestones being completed to schedule
		\$54,543	\$ 186,960	\$ 212,848	\$ 139,176	\$ -	\$ 73,672				
WATER											
WSOP01	Bollards and Valves - Water Supply	\$ 841		\$15,000		\$15,000					
WSOP02	Additional River Water Meter Reading	\$ -		\$50,000		\$50,000					
WSOP03	Dirranbandi Storm Water System Investigation	\$ -		\$50,000		\$50,000					
WSOP04	Mungindi Bore Business Case	\$ -		\$120,000	\$120,000						
WSOP05	River Meter Replacement Programme	\$ 26,572		\$50,000		\$50,000					
		\$27,413	\$ -	\$ 285,000	\$ 120,000	\$ 165,000	\$ -				
SEWERAGE											
SSOP01	Bollon Sewer Condition Report	\$ -		\$50,000		\$50,000					
SSOP02	Sewerage, Groundwater Monitoring Bores (Water Quality Testing)	\$ 196		\$30,000		\$30,000					
SSOP03	St George Pump Station 3 Rising Main Design	\$ -		\$15,000		\$15,000					
		\$196	\$ -	\$ 95,000	\$ -	\$ 95,000	\$ -				
Grand Total Operational Projects		\$3,135,551	\$10,806,160	\$10,340,508	\$3,245,265	\$1,824,147	\$5,271,096				

(IFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IFS1	<u>HOUSING - SHORT-TERM STRATEGY</u>	Housing – Short-Term Strategy	31

OFFICER REPORT

TO: Council

SUBJECT: **Housing - Short-Term Strategy**

DATE: 12.01.21

AGENDA REF: IFS1

AUTHOR: Andrew Boardman - Director Infrastructure Services

Sub-Heading

Housing – Short-Term Strategy

Executive Summary

To ensure Council's adopted Housing Governance Framework is being achieved it is recommended that Council accept 51 Marie Street, 18 Munro Street, 1 Klinge Lane & 2 McGahan as projects under the project governance framework (Phase 1 – Identify) and proceed towards developing options analysis & business cases (Phase 2 – Select) for the renewal, replacement or disposal of these assets.

Background

At Council's October Meeting 2020, Council adopted the Housing Governance Framework. Included in the framework is the Housing Management Strategy. The strategy highlights short, medium, and long-term timeframes for achieving housing outcomes. The short-term actions are shown in the figure below.

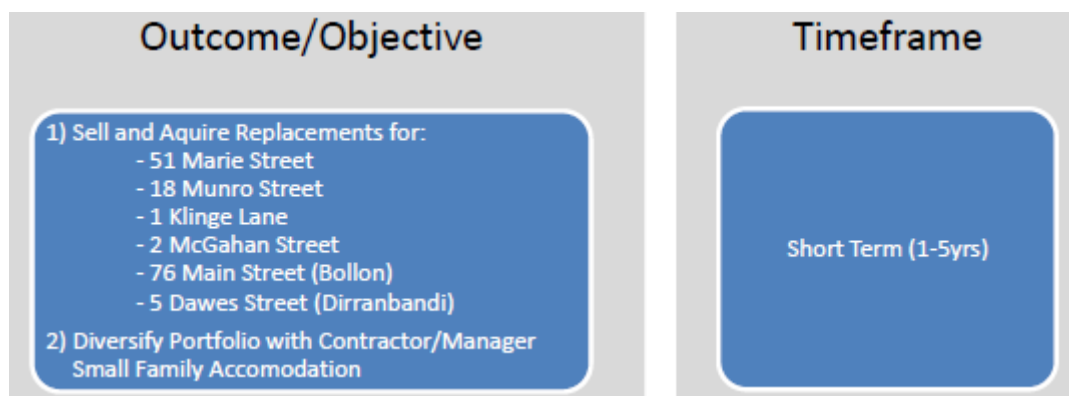


Figure 1 – Short-Term Actions

It is proposed that Council focus on the St George housing locations before the Bollon and Dirranbandi, delaying these as currently there is no internal operational demand.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Sustainable planning and development

Consultation (internal/external)

Chief Executive Officer
Infrastructure Services

Legal Implications

Nil

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Housing Management Framework, Project Governance Framework.

Financial and Resource Implications

Staff time and wages to develop Phase 2 (Select) for the projects.

Options or Alternatives

- 1) To not proceed with progressing any housing project to Phase 2 – Select.
- 2) To proceed with progressing less housing projects to Phase 2 – Select.
- 3) To proceed with progressing all housing projects to Phase 2 – Select.

Attachments

Nil

Recommendation/s

That Council resolves to accept 51 Marie Street, 18 Munro Street, 1 Klinge Lane & 2 McGahan Street as projects under the project governance framework (Phase 1 – Identify) and proceed towards developing options analysis & business cases (Phase 2 – Select) for the renewal, replacement or disposal of these assets.

Andrew Boardman

Director Infrastructure Services

(ERS) ENVIRONMENT & REGULATORY SERVICES

ITEM	TITLE	SUB HEADING	PAGE
ERS1	<u>WASHDOWN BAY REVIEW</u>	Washdown Bay Review by Robyn Shapcott, Manager Rural Services and Compliance.	34

OFFICER REPORT

TO: Council

SUBJECT: Washdown Bay Review

DATE: 14.01.21

AGENDA REF: ERS1

AUTHOR: Digby Whyte - Director Environment & Regulatory Services

Sub-Heading

Washdown Bay Review by Robyn Shapcott, Manager Rural Services and Compliance.

Executive Summary

The wash down bay on Arthur Street was loaned to Council by the Queensland Murray Darling Committee (QMDC) to reduce transportation and spread of invasive plant seeds and material. There were significant installation costs assisted by a grant at the time. A recent specialist's assessment has indicated further capital costs are required to meet environmental, safety and operational concerns. Trialled use on a user-pay basis from 2015 through 2018 indicated modest demand and relatively high operating expenses that would only be partially improved by automation. The manufacturer has ceased to operate.

Advertising for commercial and community proposals late in 2020 resulted in no local proposals. Three options are noted, with return of the washdown bay to SQ Landscapes (that replaced QMDC) recommended, on the basis St George has not proven to have sufficient demand for it to be cost-effective. Council would wish to avoid further capital costs and an anticipated annual operating loss.

Background

Rural Services have been responsible for the wash down bay on Arthur Street which was loaned to council under a 2012 agreement (attached) with its owner QMDC. Installation occurred in 2015 with the aid of a \$100,000 State grant. Installation included site location on Arthur Street, concrete pads, wastewater disposal, connection to river water, the addition of ramps, fencing and signage. Council spent additional capital monies and budgeted about \$10,000 to operate.

The bay was trialled on a responsive user-pay basis through to about the end of 2018 operating the bay manually with modest use (photo). To improve use, reduce safety concerns and reclaim expenditure the bay was automated at a cost of \$17,000 with a token system. However, before finalisation the bay was withdrawn from operation due to concerns relating to ongoing capital costs, efficiency, and that operations and maintenance costs were relatively high while demand had been light.

Council concluded that modifications to the bay, such as adding a basic car-wash benefit, were more of private commercial nature and that invitations for proposals should be sought to determine if there was an interest in operating the bay in some form without cost to Council.

In October 2020 Rural Services contracted a wastewater/wash down bay specialist to assess the wash down bay for compliance with EPA regulations and for efficient operation.

The contractor advised that the equipment and associated facility did not comply with current EPA guidelines and required significant modifications to ensure that contaminated wastewater was separated and disposed of in an appropriate manner. Water supply was assessed as inadequate and would require further expense to install a larger holding tank and adjust the incoming water volume. Enquires confirmed that the manufacturer was no longer in operation.

In December 2020 Council advertised an Invitation for Proposals for community or commercial use through several media outlets. One proposal was received from Enviroconcepts, a company that manufactures similar systems and who undertake community work. They proposed to utilise the equipment for community project work and would remove the washdown bay free of charge. That proposal would need to be considered by SQ Landscapes as owner.

The initial trial, professional assessment, and Invitation for Proposal response has provided the basis of a review with the following points for consideration.

1. The intended purpose of the wash down bay was for biosecurity reasons to ensure the removal of invasive plant seeds/material from being transported. The location however is not in a high agricultural traffic area and trialled use has indicated modest demand.
2. The initial no-cost loan of the portable washdown bay component has not justified the significant capital cost of initial installation, and remaining modifications for environmental, safety and operational requirements. Initial and further capital costs will not likely be recovered.
3. Operational costs are relatively high. The manufacturer is no longer operating, and parts would require to be manufactured or replaced.
4. Some attempts have been made to rectify safety concerns; however, safety issues remain.
5. Further work is required for environmental compliance.
6. Operation of the facility relies on large volumes of water and St George is regularly under water restrictions making the facility seasonally unusable under the current river water set up.
7. No proposals have been received to utilise the facility in-situ.
8. The agreement with QMDC intended an initial two-year use that could be extended. The success of the washdown bay was to be reported to QMDC with a clause that the washdown bay could be returned to QMDC with four weeks' notice. QMDC wound up and transferred the asset to SQ Landscapes.
9. Council has written to SQ Landscapes regarding their ownership and any obligations under the agreement with QMDC. SQ Landscapes confirmed by email that QMDC had transferred the asset to them and that they would remove the washdown bay as per the QMDC-BSC agreement if that was Council's request.



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

Consultation (internal/external)

Digby Whyte Director Environment and Regulatory Services
 Di Francisco Environmental Health Officer
 Nigel Tapp, Former, Corporate Communications Co-ordinator
 Fred Briffa Managing Director GPS, environmental wastewater specialist
 Kyle Linnell Enviroconcepts International Pty Ltd
 Paul McDonald, CEO, Southern Queensland Landscapes

Legal Implications

The wash down bay is not a council asset subject to Council's disposal processes.

Risk Implications

Nil.

Policy Implications

Biosecurity Plan 2019-2024 Desired Outcome 5 Prevention and Early Intervention, Strategic Action 5.04 "Adopt weed prevention protocols and promote the use of these protocols to other stakeholders (e.g. weed hygiene inspections and wash down facilities)"

Financial and Resource Implications

If retained, additional capital costs to ensure environmental compliance, safety issues and operational effectiveness would exceed \$35,000. Operating revenue may be half that of operating costs based on local demand.

Options or Alternatives

1. Complete capital environmental, safety and operational requirements at \$35,000+. Budget operations to run at potentially \$6,000 loss annually.
2. Offer the facility for local commercial or community use at no cost to Council. This option was tested with no local proposals received following advertising.
3. Thank SQ landscapes for the loan of the washdown bay and request removal of their asset in line with the original Queensland Murray Darling Committee agreement with Council, on the basis St George has not proven to have sufficient demand for it to be cost-effective.

Attachments

1. QMDC Agreement for Utilisation of Transportable Washdown Facility at St George.pdf [↓](#) 

Recommendation/s

That Council resolves to thank Southern Queensland landscapes for the loan of the washdown bay and requests removal of their asset in line with the original Queensland Murray Darling Committee agreement with Council; such removal to be conducted jointly at no cost to Council.

Digby Whyte

Director Environment & Regulatory Services



D2012/08249.

BALONNE SHIRE COUNCIL
RECEIVED

03 OCT 2012

2 October 2012

Chief Executive Officer
Balonne Shire Council
PO Box 201
ST GEORGE QLD 4487

To	Copy	Using	For
Mayer	-	-	Information
Council	-	-	Reply
CEO	-	-	Comments
DCCS	-	-	Report to
DHPE	-	-	
DTS	-	-	Attn
SAG	-	-	
PayD	-	-	
SRS	-	-	
EDDO	-	-	
File	-	-	

Attn: Angela Jones

**CONTRACT NO. WP56
UTILISATION OF TRANSPORTABLE WASHDOWN FACILITY AT ST GEORGE.**

Queensland Murray-Darling Committee Inc. (QMDC) hereby enters into an agreement with Balonne Shire Council (BSC) to utilise the transportable washdown bay recently purchased by QMDC. We are pleased that the facility will be put to use as a temporary washdown solution at the agreed site in St George.

At this stage we are happy to agree to the placement of the facility initially at the subject site for an agreed term as detailed in Schedule 1, however the future needs are to be further discussed at a later date.

QMDC has an agreement with our Queensland Government funding partners that placement of this facility should be determined by a range of factors including priority weed species threats, flood events and accessibility to the public.

When there is no longer a use for the facility in St George and a decision regarding the next placement needs to be made, your suggestions will be considered in conjunction with other priority locations in the region. Should BSC wish to maintain the facility at the location beyond the initial period, application should be made for a variation to the agreement.

This letter with attached Schedule 1 will form the complete agreement for the siting and use of the facility.

As an indication of your acceptance of this agreement and attached Schedule, please sign this letter and return to QMDC by 31 October 2012, retaining a copy for your records.

Working together – healthy landscapes, viable communities

PO Box 6243 • Toowoomba West Q 4350 • T: 07 4637 6200 • E: info@qmdc.org.au
www.qmdc.org.au
ABN 46 082 833 623

All contractual matters related to the agreement must be directed to QMDC Toowoomba office by contacting Sid Matthews as detailed below:

Postal Address:	PO Box 6243 Toowoomba Qld 4350
Email Address:	sidm@qmdc.org.au
Phone:	4637 6272
Mobile:	0447 086 166

Yours Sincerely



Geoff Penton
Chief Executive Officer

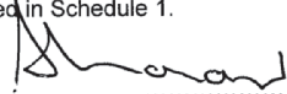
Balonne Shire Council

I accept the terms of the above agreement, for the provision of the Transportable Washdown Facility as detailed in Schedule 1.

Signature: _____

Position: _____

Date: _____


Chief Executive Officer
11. OCT 2012

Working together – healthy landscapes, viable communities

SCHEDULE 1

Project	Transportable Washdown Facility at St George
Services	Queensland Murray-Darling Committee Inc. (QMDC) has purchased a Transportable Washdown Facility manufactured by Baguley Engineering, 7 Rawlinson St., O'Connor WA which will be supplied at no cost of purchase to Balonne Shire Council (BSC) at a suitable location in the St George urban precinct for the purposes of weed seed control in that area.
Deliverables by each Party	<p>QMDC will;</p> <ul style="list-style-type: none"> • Provide the facility for temporary use by BSC at the nominated site on level ground at no cost to BSC; • Organise delivery of the facility to the site from present location at no cost to BSC including cost of unloading and placing in-situ; • Ensure a representative is present when the facility is delivered and the instructions for installation and maintenance are provided; • Provide 'Where weed seeds can hide' signage to be erected by BSC in a place visible to people using the facility; • The wash down facility will be placed in St George for a period of 2 years, during which time both BSC and QMDC actively work towards seeking the resources to construct a more permanent facility, however if at the end of the 2 year term a permanent facility is not constructed then the portable facility will remain at St George, until such time as a permanent facility is built; • Arrange removal of facility from the site when it is no longer required for use; • Negotiate with the party receiving the facility about sharing the costs of relocation between BSC and the operator of the other location; • Consider any proposal of a more permanent location after St George; • Establish a system for collecting some feedback on the 'usefulness' of the facility as a tool for preventing weed spread in consultation with BSC. <p>BSC will;</p> <ul style="list-style-type: none"> • Take responsibility for final installation of the facility and ramps at the site; • Cover the cost of other infrastructure required to ensure that the facility is operational, including but not limited to; <ul style="list-style-type: none"> i. water supply from mains to facility including storage tanks above and below; ii. settling ponds; iii. all civil works including triple traps or oil water separators; iv. all site electrical cabling and equipment to connect to mains supply; v. Pipework from mains to Storage Tank, and vi. All electrical site works (415v 3phase).

Working together – healthy landscapes, viable communities

	<ul style="list-style-type: none"> • Ensure a representative is present when the facility is delivered and the instructions for installation and maintenance are provided; • Undertake at no cost to QMDC, regular maintenance and routine repairs to ensure that the facility remains operational; • Contact QMDC in the event that the cost of repairs outweighs the benefits of the facility to discuss options for a way forward; • Be responsible for Occupational Health and Safety Procedures at the site; • Review and provide adequate insurance for the facility based on existing policies and protocols; • Provide some feedback to QMDC on the use; usefulness and limitations of the facility as a tool for washing down vehicles with the goal of preventing weed spread; • Provide QMDC with a minimum of 4 weeks notice when the facility needs to be removed from the site; • Take part in discussions with QMDC regarding future placement/s of the facility. 								
Acknowledgements	When any material is published, the publishing Party will ensure, to the extent reasonably possible, that they acknowledge QMDC and any other Party's input and the financial support of the Commonwealth and State Government.								
Commencement Date	The date of delivery of portable washdown facility from the supplier, will be nominally 1 November 2012.								
Completion Date	31 October 2014								
Project Milestones	See reporting dates as below								
Fee (Contract Price)	There will be no payment due to either party in respect to the arrangement, excepting where provided in the list of each parties deliverables.								
Reporting	<p>BSC will provide a report to QMDC on the use of the equipment on a quarterly basis, such reports being submitted to QMDC within 14 days of the end of each calendar quarter ie</p> <table border="0"> <tr> <td>1. 14 April 2013</td> <td>5. 14 April 2014</td> </tr> <tr> <td>2. 14 July 2013</td> <td>6. 14 July 2014</td> </tr> <tr> <td>3. 14 October 2013</td> <td>7. 14 October 2014</td> </tr> <tr> <td>4. 14 January 2014</td> <td>8. 14 January 2015</td> </tr> </table>	1. 14 April 2013	5. 14 April 2014	2. 14 July 2013	6. 14 July 2014	3. 14 October 2013	7. 14 October 2014	4. 14 January 2014	8. 14 January 2015
1. 14 April 2013	5. 14 April 2014								
2. 14 July 2013	6. 14 July 2014								
3. 14 October 2013	7. 14 October 2014								
4. 14 January 2014	8. 14 January 2015								
Reimbursable Expenses	N/A								
Project Manager – QMDC	Holly Hanlon Mob 0428 738 559								
Project Manager – WDRC	Angela Jones Mob 0429 599 117								
Other Conditions	N/A								

Working together – healthy landscapes, viable communities

CONFIDENTIAL ITEMS

INFORMATION REPORTS

(IOCEO) OFFICE OF THE CEO

ITEM	TITLE	SUB HEADING	PAGE
IOCEO1	<u>MONTHLY REPORT</u> <u>COMMUNITY AND</u> <u>LIBRARY SERVICES</u>	December Monthly Report for Communities and Libraries	44
IOCEO2	<u>TOURISM SERVICES</u> <u>MONTHLY REPORT</u>	Balonne Shire Tourism Report for December 2020 as supplied by the Manager Tourism.	48
IOCEO3	<u>DECEMBER 2020</u> <u>ECONOMIC</u> <u>DEVELOPMENT REPORT</u>		57

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Community and Library Services

DATE: 06.01.21

AGENDA REF: IOCEO1

AUTHOR: Mariella Perez - Community Development Officer

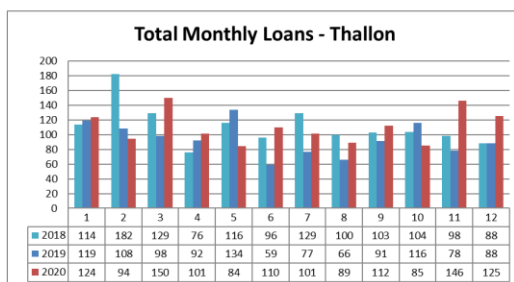
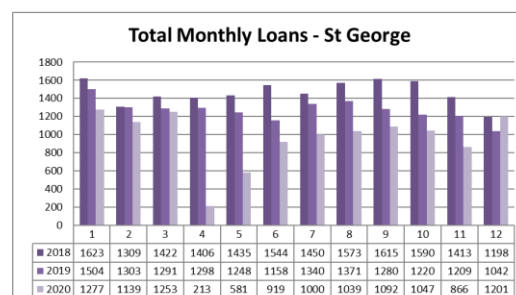
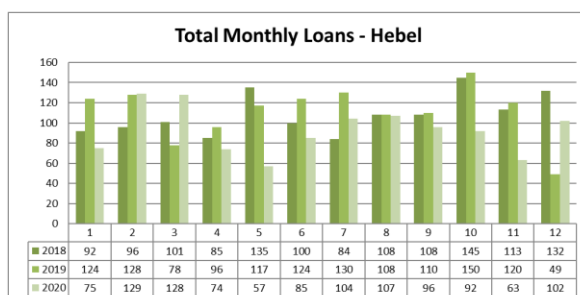
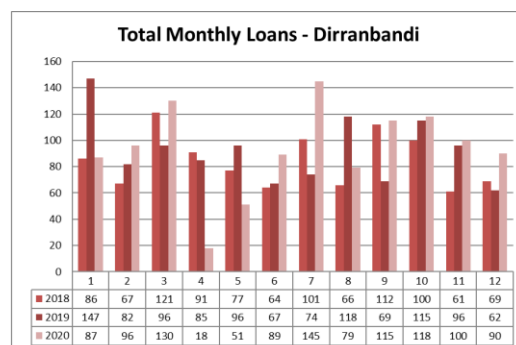
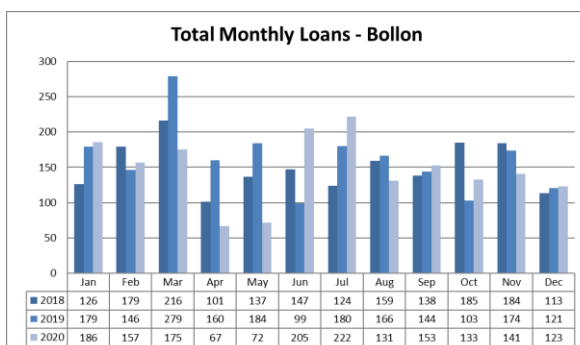
Sub-Heading

December Monthly Report for Communities and Libraries

Community and Libraries

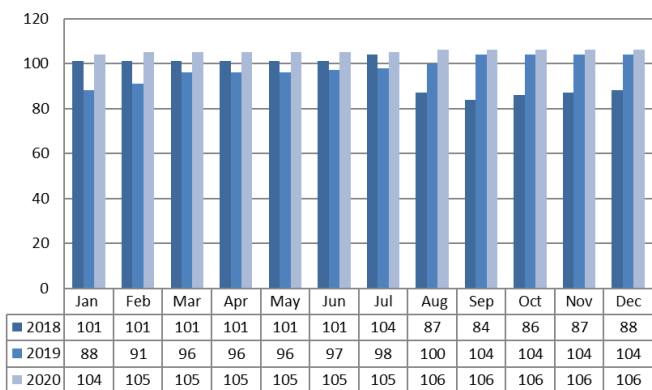
Library Services

Total Monthly loans

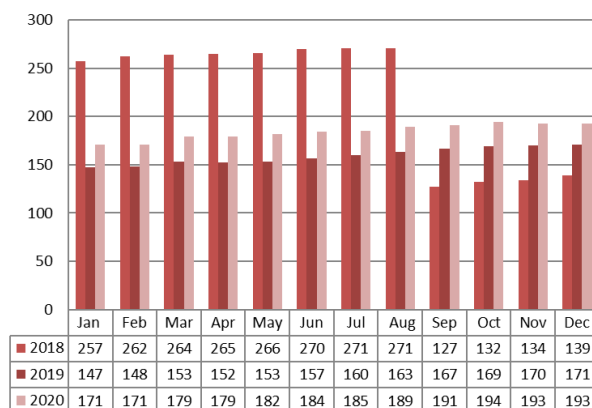


Total Monthly Membership

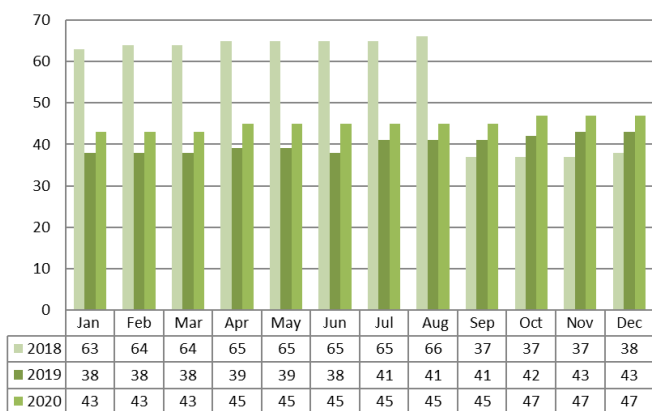
Bollon Library Member Numbers



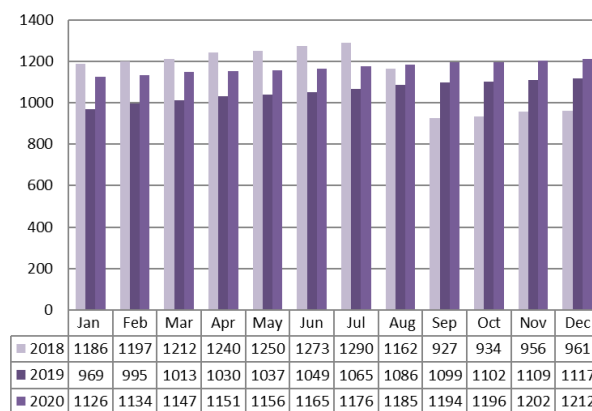
Dirranabandi Library Member Numbers



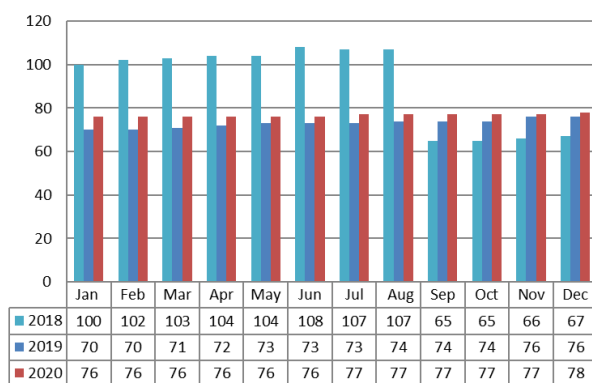
Hebel Library Member Numbers



St George Library Member Numbers

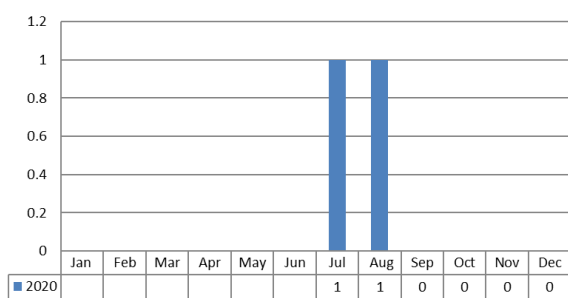


Thallon Library Member Numbers

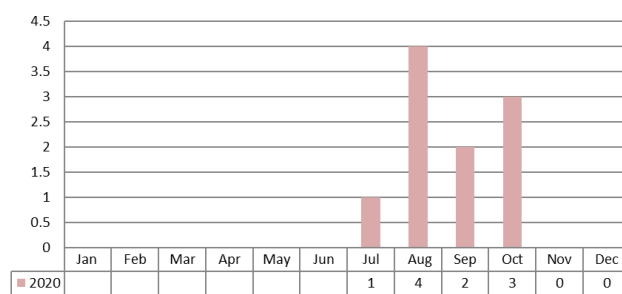


Monthly New Members

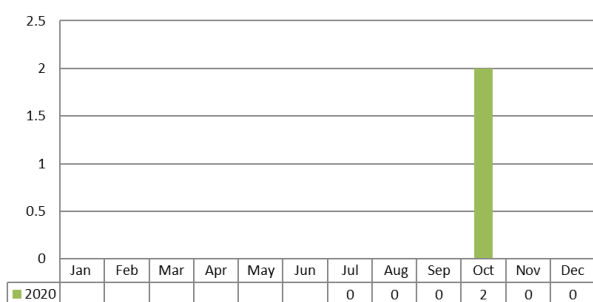
Bollon Library New Member Numbers



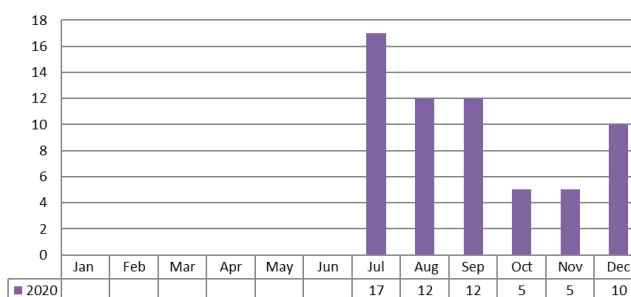
Dirranabandi Library New Member Numbers



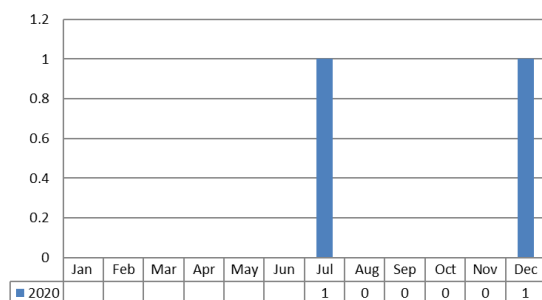
Hebel Library New Member Numbers



St George Library New Member Numbers



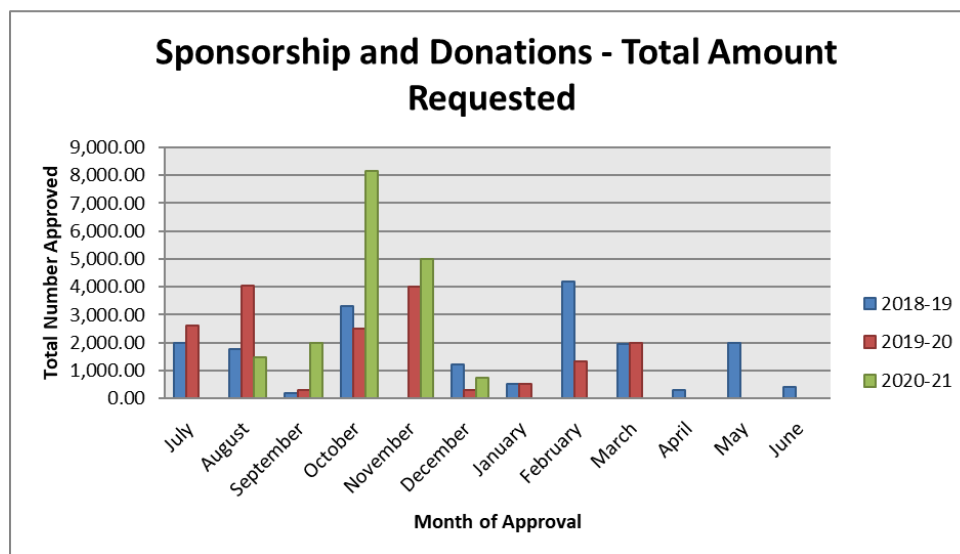
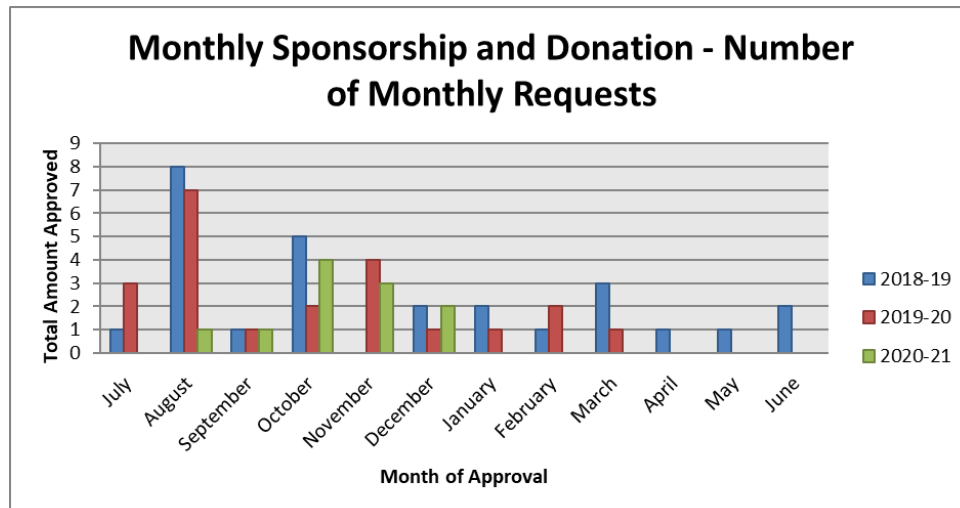
Thallon Library New Member Numbers



Community Grants and Assistance

In December 2020, Council had 2 sponsorship requests totalling \$750.

As of 31 December 2020, Council has approved 12 applications for assistance through the 2020/21 Community Grants and Assistance program, totalling **\$17,393.10** for 2020/21. This compares with 21 applications with a total value of \$13,750 in 2019/20.



Attachments

Nil

Elizabeth Jones

Community Development & Cultural Services Manager

OFFICER REPORT

TO: Council

SUBJECT: Tourism Services Monthly Report

DATE: 06.01.21

AGENDA REF: IOCEO2

AUTHOR: Kim Wildman - Tourism Manager

Balonne Shire Tourism Report – December 2020

Balonne Shire Tourism Report for December 2020 as supplied by the Manager Tourism.

Tourism Projects & Activities

- Work continued on the Heritage Trail Signage with all sites being reviewed.
- The redesign of the St George Travellers Guide is underway. Business advertising has increased with 26 local businesses advertising generating \$14,230 in revenue. Launch of the new guide is set for March 2021.
- Work started on the new 2021 Key Event Calendar for the Shire with organisers contacted and dates locked in for the coming year. This will then be designed and printed into an A4 poster to be distributed to businesses around the Shire and more widely to other regional Visitor Information Centres and consumers.
- A poster advertising the upcoming Event Organiser Masterclass webinar series set to start in early February 2021 was created and distributed around the Shire both digitally and in hard copy. The series, which will be run by event specialist Linda Tillman of rEVENTS Academy, will start on Tuesday 2 February 2021 and run for 6 consecutive weeks ending on Tuesday 9 March 2021.



EVENT ORGANISER
MASTERCLASS WEBINAR

Balonne Shire Council will be running 6 FREE Event Masterclass Webinars for local Event Organisers.

When?
Every Tuesday from:
2 February 2021 to 9 March 2021
12pm - 2pm
*Sessions include supporting materials

Facilitator:
Event specialist Linda Tillman from rEVENTS Academy

Session 1: Creating a Business Plan for your Event
Session 2: Event Marketing 101
Session 3: Seeking Event Sponsorship & Grants
Session 4: Risk, Safety and Security at Events
Session 5: Succession Planning
Session 6: Events in a COVID world

To register your interest in the webinars please contact:
BSC Manager Tourism – Kim Wildman
07 4620 8888
kim.wildman@balonne.qld.gov.au





- A second meeting was held in Mungindi to finalise the locations for the new sculpture walk. Funded as a cross-border project by the Murray Darling Basin Economic Development Program, the walk will feature up to 10 metal sculptures created by local Mungindi artist, Tony McMillan (now deceased), which will be dotted along the 2.5km Mungindi River Walk as it loops through the town and along the Barwon River uniquely crossing the Queensland/New South Wales border in two spots. The sculptures will be accompanied by interpretative signage which tell the story and the significance of each piece.



Marketing & Promotions

Welcome Mate

- Plans are afoot for the relaunch of the successful Welcome Mate tourism campaign at the beginning of 2021 with Council's Tourism and Communication's teams meeting to finalise details – watch this space!

St George Region Website

- Work is continuing on the new standalone tourism website for the Shire based on the new St George Region branding. The main aim of the website will be to showcase the region as a premier tourism destination. Delivery is set for March 2021.

St George Region eNewsletter

- The second edition of the new St George Region eNewsletter went out on Wednesday to the Shire's Tourism Network. It highlighted some great opportunities for local tourism businesses along with Industry Updates and local events to be held throughout the summer months. Moving into the New Year the eNewsletter will be released quarterly at the start of each season – Summer, Spring, Autumn and Winter.
- A second version of the St George Region eNewsletter targeted at our drive market also went out before Christmas. It is be part of a new campaign which will run on Facebook over the Christmas period challenging travellers to "Explore life beyond the city" in the 2021.



Social Media

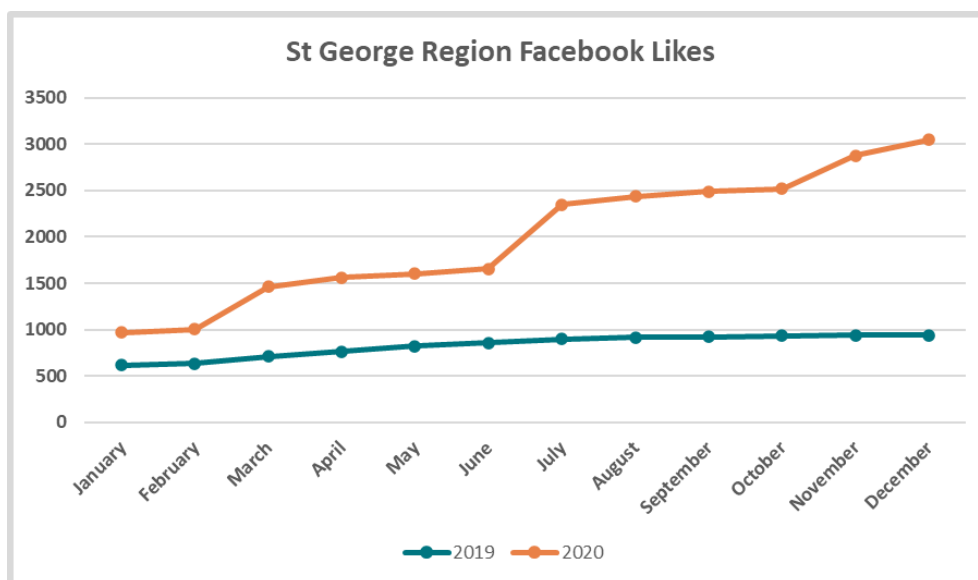
The Tourism Services Team has been working on expanding the Shire's Social Media presence, with the St George Region now on Facebook and Instagram. A targeted marketing program to build the Shire's audience across both platforms has started encouraging followers to share their love of the region by tagging pictures with @stgeorgeregion and using the hashtag #ExploreStGeorge. Please help the Tourism Services Team build our following by following, liking and sharing our content.



St George Region Facebook page

- Currently a total of 3050 followers (an increase of 173 followers) with 2891 likes (increase of 254)

Since January 2020, St George Region Facebook page Likes have tripled from 968 Likes at the beginning of the year to 3050 Likes by the end of December. As shown in the table below, the sharpest increases of Likes followed our successful marketing campaigns – Welcome Mate, launched early March; Welcome To Our Place, launched mid-June; and, the rebranding of the of the Shire from St George & Surrounds to St George Region, launched in early October.



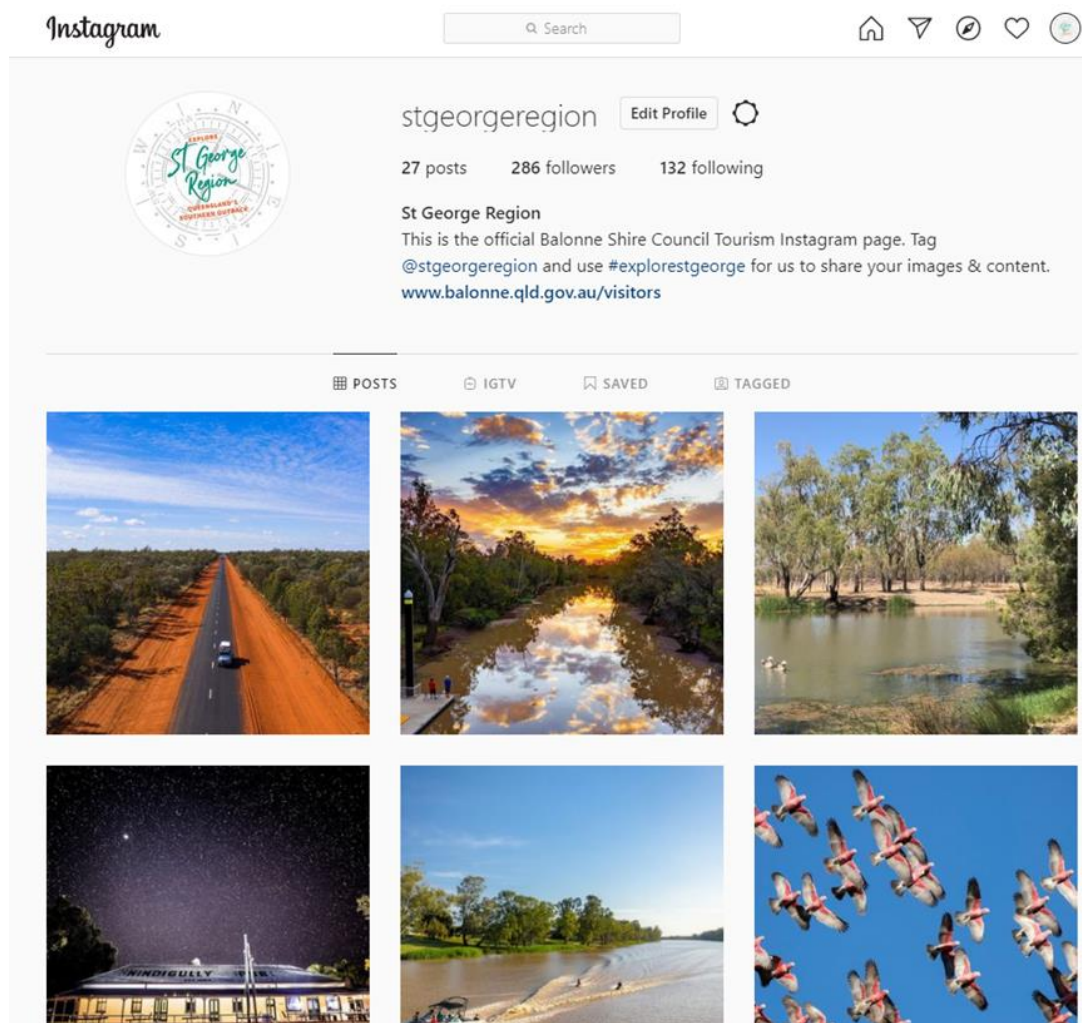
Most popular post for December –

- A stunning arial photo taken along the Balonne Highway between St George & Bollon taken by Sean Scott Photography. This post saw a 5.5k reach, 196 post clicks, 627 reactions/comments and shares.



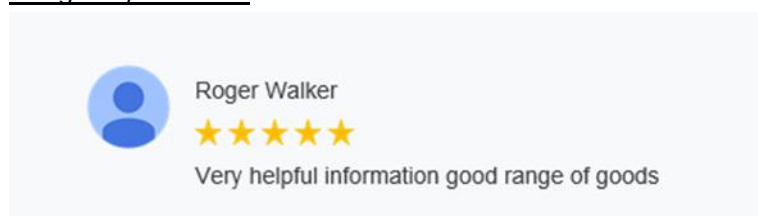
St George Region Instagram

- The account currently has 286 Followers (an increase of 75). Please help the Tourism Services Tea build our following by following, liking and sharing our content.



Reviews

Google My Business



Tourism Organisation Representation

Outback Queensland Tourism Association (OQTA)

- As of 1 January 2021, Balonne Shire Council is realigning the Shire's Regional Tourism Organisation partnership to Outback Queensland Tourism Association (OQTA). With Outback Queensland renowned for its progressive, targeted marketing, we look forward to exploring all the new opportunities this will bring our Shire.

Southern Queensland Country Tourism (SQCT)

- As of 31 December 2020, the Balonne Shire is no longer a member of SQCT.

Adventure Way Promotions Group

- The next Adventure Way meeting is scheduled for 12 January 2021.

The Great Inland Way

- The next meeting scheduled for 2021.

Meetings & Training

- Monthly Tourism Portfolio Meeting – 1 December
- Placemaking on a Budget – 2 December
- Road to Recovery Tourism Tutorial – 3 December
- Business Mentoring Steering Committee Meeting – 9 December
- Supplier Meeting Moonrocks – 10 December
- Mungindi Sculpture Trail Meeting – 11 December
- Building Better Regions Fund Information Session – 18 December

Volunteer Projects & Activities

- Volunteer hours have totalled 21.5 hours for December. Casual staff covered the VIC during the Christmas / New Year Break.
- The annual Volunteer Christmas Party was held in Bollon this year on 15 December. Volunteers were treated to a delicious morning tea provided by Deb's Café which included sampling Bush Tucker (emu quiches and kangaroo balls). Volunteers thoroughly enjoyed Cr Winks informative talk on the history of Bollon and his family connection to the area as well as the Nullawokka First Nations Tour and visit to the Nullawokka Gallery. An incredibly large lunch was provided by the Bollon Hotel which we can all highly recommend to family, friends, and visitors to the area. Feedback from those that attended said they thoroughly enjoyed the day as they learnt new things about Bollon and the day was relaxed, fun and well organised. Thank you to all involved who may the day so enjoyable.





Shire Tourism Statistics – December 2020

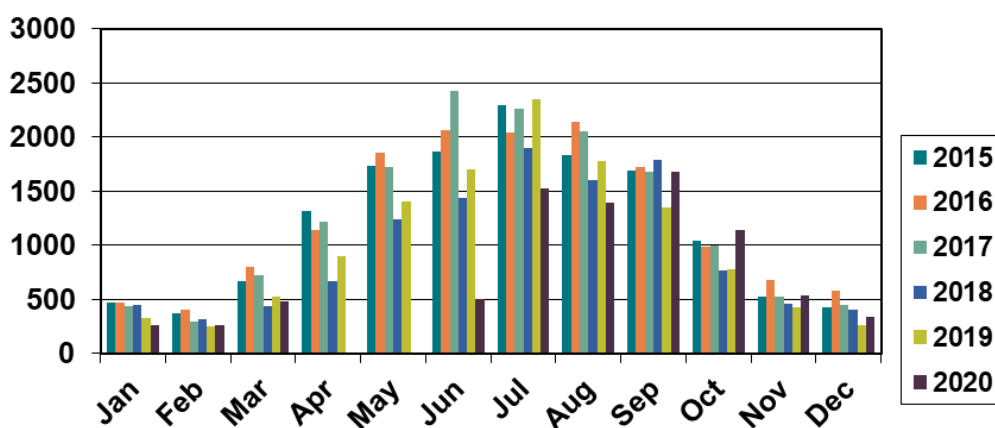
St George Visitor Information Centre

There were 341 visitors recorded for December through the Visitor Information Centre (VIC) in St George. This is an increase of 80 visitors compared to December 2019 where the total was 261 visitors.

- Local Shire 125
- New South Wales 50
- Victoria 12
- Queensland 128
- South Australia 2
- Northern Territory 5
- Australian Capital Territory 2
- Western Australia 6
- Tasmania 0
- Overseas/International 11

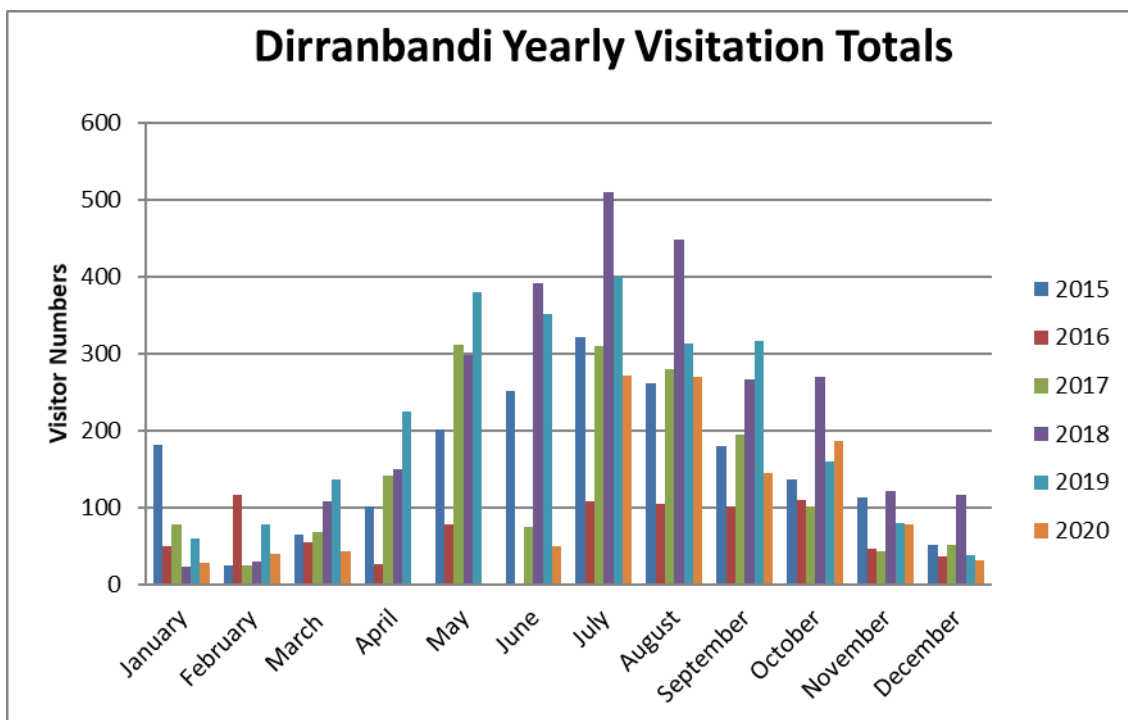
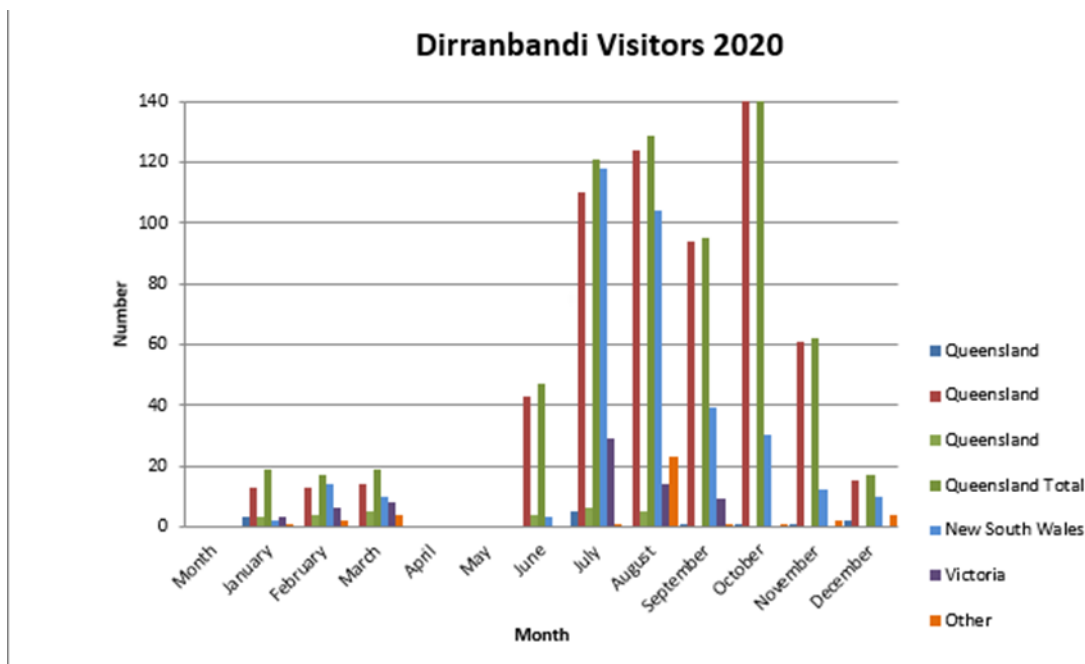
The VIC also received 30 tourism related phone enquiries, 0 Information Packs were sent out and 5 email/internet tourism related enquiries were made during December.

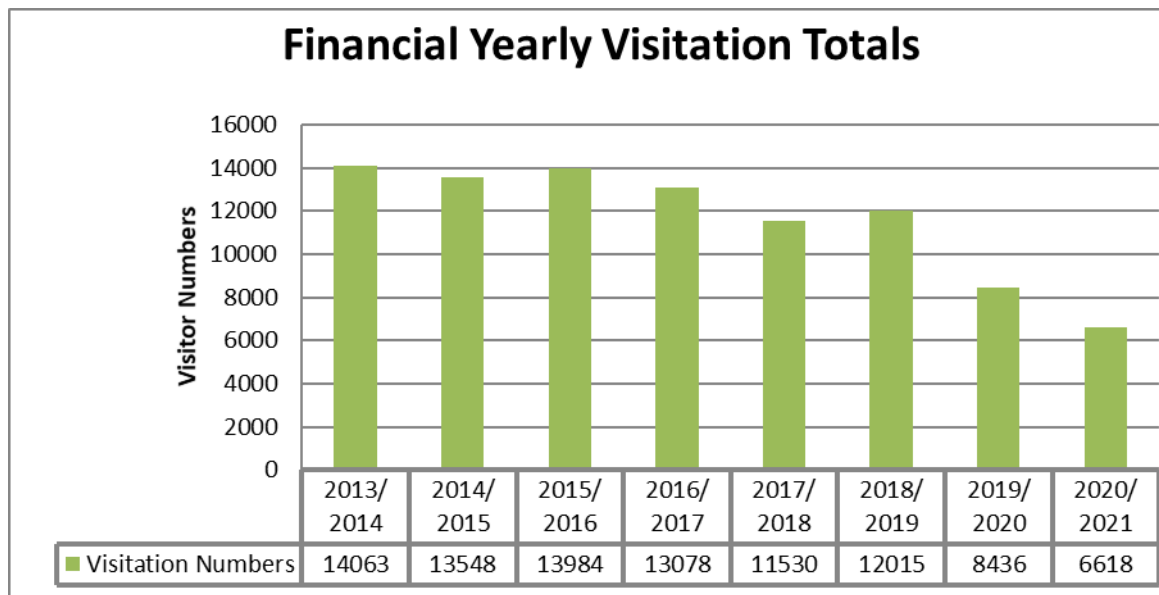
Visitor Numbers through Balonne Shire Visitor Information Centre



Dirranbandi RTC

There were 31 visitors recorded for December 2020 through the Dirranbandi Rural Transaction Centre (RTC). This is a decrease of 6 visitors compared to December 2019 where the total was 37 visitors.





Attachments

Nil

Matthew Magin
Chief Executive Officer

OFFICER REPORT

TO: Council

SUBJECT: December 2020 Economic Development Report

DATE: 06.01.21

AGENDA REF: IOCEO3

AUTHOR: Garnet Radford - Economic Development Officer

December 2020 Economic Development Report

Executive Summary

The purpose of the report is to update Council on Economic Development activity in the Balonne Shire during the month of December 2020. The main priorities for the month were the on-going delivery of major projects – Business Mentoring program, Dirranbandi Hot Baths, assistance with prospective investments, investment attraction prospectus and collateral

Highlights in December included: Investment Attraction and Economic Development workshop, construction of towers for Digital Connectivity, proposal for potential investor; Round 2 business mentoring mentees approved (28), feasibility studies, Round 1 outcome reports, export opportunities (Ag) to Asia, Buy Balonne Gift Program- Council support.

Summary of activity during the month of December and Year to Date

Metric	Activity	Notes
New Business enquiries	2	Monthly business enquiries
YTD new business enquires	9	Year to date enquiries
Business engagement meetings	54	Meetings, calls in the month with key stakeholders and businesses
YTD Business meetings	376	Year to date client and stakeholder meetings
Follow up and value-add services (Referrals)	28	Introductions, referral of support services, key events & information to producers and businesses
YTD Referral services	140	Year to date referrals
Events and strategic meetings	13	Includes conference, chamber/progress associations, ED relevant events and strategic meetings/sessions
YTD Business events	107	
Investments – Pipeline	74	Pipeline of “Active Projects” (includes some Priority)
Investments announced	0	Investments in month
Investments YTD	0	Year to date investments announced in FY
Value of investments	\$0m	\$ value of investments in month
Investments \$ YTD	\$0m	Total value of investments Year to date in FY
Jobs created	0	Jobs created (estimated) in period

1.0 Monthly work program – activity and highlights

- Business Mentoring
- Round 1
 - Mentee unused hours extended to 31 May
 - 24 Outcomes reports received
 - Project Funding reimbursed
 - \$39,003 reimbursed, \$27,610 co-contributed so far and local spend in Balonne Shire of \$34,759.
 - Feasibility Studies Round 1 Status
 - Study 1 – Assessment, offer and reapply
 - Study 2 – submissions closed and being assessed
 - Study 3 – Request submissions in mid-January
- Round 2 - commenced
 - 28 mentees approved
 - Action Plan follow up
 - Shortlists of potential mentors forwarded
 - Information sessions planned in January (mentees and mentors)
- Dirranbandi Hot Baths
 - Update at Dirranbandi Progress Association
 - Conceptual designs with architects (January)
 - Request to Department for extension on Milestone 2 (February and April)
 - Market analysis report to be received
- Other
 - ED update to Thallon Progress Association
 - ED update to Dirranbandi Progress Association
 - Facilitated Investment Attraction and Economic Development Workshop (attendees- 17 in person and 12 via Zoom – recorded)
 - Investment Attraction Prospectus – marketing plans
 - Follow up assistance to horticultural producers
 - Preliminary work into Accommodation requirements (long-term)
 - Proposal submitted for inward investment opportunity
 - ecoBiz program – follow up reports to 11 businesses
 - EDO weekly wraps (3)
 - Adaption Grant funding (Update) - Balonne Shire
 - Round 1 – 9 Applications, 8 approved \$74,797
 - Round 2 – 22 Applications, 11 approved so far \$96,451
 - Total – 19 approved for \$171,248 (avg \$9,013)
 - Round 2 still open for Regional Queensland (EDO assistance) - 90% subscribed follow up with eligible businesses
- Two new business enquiries – tourism sector
- Referral services in month - 28

1.1 Project Summaries

- Business Mentoring Program
 - Project Management
 - Round 1 – extension on hours, feasibility studies progressing
 - Updates to Thallon and Dirranbandi Progress Associations
 - 23 outcome reports and surveys to be conducted

- Project funding total expenditure
 - \$39,003 reimbursed, \$27,610 co-contributed so far and local spend in Balonne Shire of \$34,759
- Round 2 – 28 mentees approved
- Shortlists of mentors for Round 2 mentees
- Follow up on status of mentors and mentees
- Webinars/Workshops being planned
- Dirranbandi Hot Baths
 - Architect – developing conceptual designs
 - Market analysis and plan by consultant
 - Request to Department for extension (Milestone 2)
 - Project Management
- COVID-19 Business Support and Recovery
 - Small business support – Round 2 mentoring
 - Local Disaster Management Recovery Update
 - Adaption Grants follow up
 - Support to horticultural producers
 - Accommodation camps - analysis
- Exclusion Fencing
 - Planning – economic data collection and outcomes
 - Attending WDEF committee meetings
- Investment Attraction
 - Two new enquiries – tourism
 - Proposal submitted for prospective investor
 - Investment Attraction and Economic Development Opportunities Workshop
 - Follow up on existing enquiries and priority projects,
 - Updating of investment fact sheets (translated) for distribution
- Other
 - Go Local First
 - WaterStart program, review
 - Country Universities Centre follow up regarding opportunities
 - Construction of towers along Castlereagh Highway
 - Council support for Buy Balonne Gift Card program (\$30,487)
 - Referrals and introductions of contacts and services – 28

1.2 Events & Strategic Meetings

- Investment Attraction and Economic Development Workshop
- DAF & TIQ – exporting to Singapore and Vietnam
- DAF & TIQ – exporting to Japan and Indonesia
- DAF meeting regarding borders and essential workers for horticulture
- PICAC and Hydrogen Centre of Excellence (trades opportunities)
- SWQ EDAC Investment Attraction – marketing
- Thallon Progress Association
- Dirranbandi Progress Association
- Business Mentoring Steering Committee
- Site visit – prospective investor

1.3 Business Activity and Lead Generation

- Two new investment enquiries in December – Tourism (2)
- Proposal for inward investment opportunity
- Site inspection from one group planned for January 2021
- Follow up on investment lead pipeline and priority projects
- Projects emerging from Murray-Darling Basin Economic Development Program Business Mentoring program.

1.4 Reporting

- Thallon Progress Association Update
- Dirranbandi Progress Association Update
- Request for extension – grant reporting for Dirranbandi Hot Baths (Milestone 2)
- Weekly wrap updates (3)
- November 2020 Economic Development update
- Project Management – Business Mentoring and Dirranbandi Thermal Springs
- Economic Development Activity report; and
- Investment Summary Report

2.0 Investments/Projects

2.1 Existing Priority Projects Updates

Project	Status/Update
Thallon Grain Upgrade	All inland rail projects at Gate 2 – progressing to feasibility.
Thallon Freight Hub	BROC update received and submitted to department
Carrot Production	No further announcements at this stage
Mooramanna Feedlot	Exclusion Fencing roll out and following up in 2021 (plans)
Fucheng (Westmar)	No further announcements from the proponents. Followed up with State Government and Goondiwindi – nothing further
Horticulture expansion	Mentoring continuing with projects being identified. Accommodation project – interest from 4 growers
Truck Fuel Stop	No further activity on this project
Cluster Exclusion Fencing	Fencing roll out and assessing how to capture meaningful economic data
St George Aerodrome	No further update
St George Meat Processing	Progressing with interested investment group and meatworks owner. Update in January 2021
Solar Farm St George	Interest re: considering solar and alternative energy. Consultant engaged re; pre-feasibility renewable and alternative energy

2.2 Investments Realised and Job Creation/Retention

Investments	YTD	Project Value \$	YTD	Jobs	YTD
0	0	\$0m	\$0m	0	0

2.3 Project Pipeline Status – “Active” Projects (Includes Priority Projects)

Sector	Totals	Estimated timeframe*/stage	Totals
Agriculture	16	Early 2021	28

Aquaculture	3		Mid 2021	4
Education/Training	3		Feasibility	24
Energy	3		Concept	13
Food & Feed Processing	6		Monitoring	5
Health and Medical	1			
Horticulture	9			
ICT	0			
Manufacturing	3			
Professional Services	2			
Property and Construction	3			
Retail/Wholesale	5			
Tourism	10			
Transport and Logistics	3			
Water	2			
Other	5			
Totals	74		Totals	74

3.0 Economic Development Activity

3.1 New Business Enquiries

In the month of December there were two new business enquiries – retail/wholesale and “other”. In addition to the priority projects, the EDO will continue to follow up existing business enquiries.

Enquiries	Totals	YTD		Sector	Totals	YTD
New	1	7		Agriculture	0	2
Expansion	1	2		Education/Training	0	0
Total	2	9		Energy	0	1
External	2	5		Health and Medical	0	0
Local	0	4		Horticulture	0	0
Total	2	9		ICT	0	0
				Indigenous	0	0
				Infrastructure	0	0
				Manufacturing	0	0
				Property	0	1
				Retail	0	1
				Tourism	2	3
				Transport and Logistics	0	0
				Other	0	1
				Total	2	9

3.2 Client Meetings

During the month, there were 54 Economic Development related meetings of which 33 were external clients and 21 were local clients. 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. Professional Services (21), Horticulture (8) and Government (7) were the most represented sectors. St George (19), Brisbane (10), and Regional NSW (5) were most represented.

Sector	Meetings	YTD		Location	Meetings	YTD
Agriculture	4	48		St George	19	105
Creative	0	3		Dirranbandi	1	43
Education/Training	2	9		Thallon	1	13

Energy	0	1	Mungindi	0	0
Government	7	46	Hebel	0	2
Health/Medical	0	16	Nindigully	0	0
Horticulture	8	38	Bollon	0	8
ICT	0	0	Brisbane	10	44
Indigenous	0	1	Gold Coast	0	8
Infrastructure	1	1	Goondiwindi	4	19
Manufact/Construct	1	5	Toowoomba	3	21
Not for Profit	2	32	Roma	3	36
Professional Services	21	115	Southern Downs	0	0
Retail	2	16	Western Downs	1	5
Tourism & Sport	4	32	Logan	2	8
Transport	0	3	Queensland Other	2	7
Other	2	9	Western Queensland	0	5
			Melbourne	0	2
			Sydney	1	7
			NSW Regional	5	23
			VIC Regional	0	9
			Canberra ACT	1	0
			South Australia	1	8
			Tasmania	0	0
			Western Australia	0	0
			International	0	0
Total	54	376	Total	54	376

3.3 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 28 business referrals and support services were recorded in the month of December. Business referrals and assistance included: ED services, grant information/support, introductions, and agribusiness support.

Sector	Dec 2020	YTD	Notes
Agriculture	3	24	Mentoring and diversification - intros
Chamber & Progress Associations	0	5	
Education & Training	1	3	Training opportunities
Environmental	0	1	
Government	0	9	
Health & Medical	0	7	
Horticulture	8	31	Accommodation and COVID
Indigenous	1	3	Grants and Mentoring
Industrial	0	0	
Manufacturing/construction	0	6	
Not-For-Profit	2	8	Mentoring, funding
Retail	4	13	Mentoring, ecoBiz
Professional Services	5	11	Mentoring and services
Tourism	3	12	Business Development and mentoring
Other	1	7	Commercial Agents
Total	28	140	

4.0 Events and Strategic Meetings

4.1 Relevant events attended/presented

In December, 13 business events were held in the month. Events included: investment Attraction and Economic Development Workshop, Business mentoring information sessions, DAF & TIQ export webinars, business mentoring committee meeting and updates to the Thallon and Dirranbandi Progress Associations.

Event	Date	Purpose
Thallon Progress Association	1/12/20	Monthly meeting
Dirranbandi Progress Association	2/12/20	Monthly meeting
Lucid Economics Zoom Call	4/12/20	Investment Attraction Prospectus
Business Mentoring Steering Committee	9/12/20	Mentoring committee
SWQ EDAC Committee meeting	10/12/20	Investment Attraction
Go Local First	11/12/20	Overview of program with Pru Goward
Visit to Plumbing Industry Climate Action Centre (Trades Training) and Hydrogen Centre of Excellence	14/12/20	Overview of trade programs and opportunities (Beenleigh based)
LMDC COVID Recovery	15/12/20	COVID Recovery meeting
Qld Agricultural Exporting to Vietnam and Singapore	15/12/20	DAF and TIQ webinar with TIQ Trade Commissioners (Singapore and Vietnam)
Rural Financial Counselling	16/12/20	Services of the RFCS and collaborating
Investment Attraction and Economic Development Workshop	16/12/20	Lucid Economics and ED Presentation
Country Universities Centre	17/12/20	Follow up discussion - opportunities
Qld Agricultural Exporting to Japan and Indonesia	22/12/20	DAF and TIQ webinar with TIQ Trade Commissioners (Japan and Indonesia)

4.2 Upcoming and proposed events/meetings

Event	Date	Purpose and Location	Cost
Chamber Meeting	13-Jan	Monthly meeting	nil
Economic Development and Planning Committee	14-Jan	Monthly update	nil
Managers and Strategic Officer workshop	19-Jan	Workshop on key priorities	nil
Business Mentoring info session	19-Jan	Round 2 mentee info session	nil
Site visit	Mid-late Jan	Investor	nil
ED Action Committee	28-Jan	Group Discussion	nil
REDP Report Final	31-Jan	Report Due	nil
Thallon Progress Association	2-Feb	Monthly meeting and update	nil
Managers and Strategic Officers	2-Feb	Workforce requirements	nil
Lucid Economics	Feb	Investment Attraction 2 nd visit	nil
Mentoring Steering Committee	10-Feb	Business Mentoring Meeting	nil
Protein 2021	24-25 Feb	Dalby (TSBE event)	\$250
Dirranbandi Progress Association	Feb TBC	Monthly meeting and update	nil

Attachments

Nil

Matthew Magin
Chief Executive Officer

(IFCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
ICFS1	<u>GRANTS MONTHLY REPORT</u>	Grants Monthly Information Report December 2020.	65
ICFS2	<u>MONTHLY REPORT DIRECTOR FINANCE & CORPORATE SERVICES</u>	Monthly report for December/January - Finance and Corporate Services	77
ICFS3	<u>MONTHLY REPORT</u>	Monthly Report	81

OFFICER REPORT

TO: Council

SUBJECT: **Grants Monthly Report**

DATE: 11.01.21

AGENDA REF: ICFS1

AUTHOR: Julie Hempstead - Administration Officer - Governance

Sub-Heading

Grants Monthly Information Report December 2020.

Summary

• Full Business Case Applications Submitted	0
• Expression of Interest Applications Submitted	0
• In-Progress Full Business Applications	0
• In- Progress EOI Applications	1
• Successful – Full Business Case Applications	5
• Successful – EOI Applications	0
• Unsuccessful- Grant Applications	0

Successful Grants Register 2020/21 Summary

Successful Grants for 2020/21 to FY to date


• National Australia Day Council (Smarty Grants)	1
• Celebrating Multicultural Queensland Program	1
• Murray Darling Basin Economic Development Program Round 3	1
• Murray Darling Basin Economic Development Program Round 2	1
• Local roads and Community Infrastructure Grant Agreement (phase 2)	1

Unsuccessful Grants Register 2020/21 Summary

Unsuccessful Grants FY to date 2020/21

NIL

Attachments

1. Grants Information Report January 2021 Council Meeting.pdf 

Michelle Clarke

Director Finance & Corporate Services

Grants Officer - Information Report

02 December 2020 – 7 January 2021

SUBMITTED

Submitted - Full Business Case Grant Applications

Program	Program Dept	Project	FBC Submitted Date	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$
---------	--------------	---------	--------------------	-----------------------	--------------------	------------------	-----------------------

NIL

Submitted – Expression of Interest Grant Applications

Program	Program Dept	Project	EOI Submitted Date	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$
---------	--------------	---------	--------------------	-----------------------	--------------------	------------------	-----------------------

NIL

1

Grants Officer - Information Report

02 December 2020 – 7 January 2021

IN - PROGRESS

In-Progress – Full Business Case Grant Applications

Program	Program Dept	Project	FBC Due Date	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$
---------	--------------	---------	--------------	-----------------------	--------------------	------------------	-----------------------

NIL

In-Progress – EOI Grant Applications

Program	Program Dept	Project	FBC Due Date	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$
DISER - Department of Industry, Science, Energy and Resources	Remote Airstrip Upgrade Program - Round 8	St George General Aviation Taxiway & Apron Upgrade	12/11/2020	\$410,000.00	\$410,000.00	-	\$820,000.00

Grants Officer - Information Report

02 December 2020 – 7 January 2021

S U C C E S S F U L

Successful - Full Business Case Grant Applications

Program	Program Dept.	Project	Amount Applied for \$	Approved Funding \$	Council Funding \$	Other Funding \$	Total Project Cost \$
National Australia Day Council - Smarty Grants	Community Events - Australia Day 2021	Australia Day 2021	\$9045.00	\$9045.00	-	-	\$9045.00
Celebrating Multicultural Queensland Program	Department of Youth, Justice and Multicultural Affairs	Balonne Multicultural Festival 2021 (MAQ04403)	\$7000.00	\$7000.00	-	-	\$5,340,000.00
MDEDP Round2	Murray Darling basin Economic Development Program	Cross Border Mungindi Sculpture Walk	\$68,000.00	\$68,000.00	-	-	\$68,000.00
Local Roads and Community Infrastructure Grant agreement (phase 2)	Department of Infrastructure, Transport, Regional Development and Communications	TBC	\$875,577.00	\$875,577.00	-	-	\$875,577.00

Grants Officer - Information Report

02 December 2020 – 7 January 2021

S U C C E S S F U L

Successful – Expression of Interest Grant Applications

Nil

U N - S U C C E S S F U L

Un-Successful – Grant Applications

Nil

Grants Officer - Information Report

02 December 2020 – 7 January 2021

GRANTS SNAPSHOT – 2020/21 FINANCIAL YEAR

UNSUCCESSFUL GRANTS REGISTER 2020/21

Program	Program Dept	Project	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$	Date Outcome Received	Feedback Requested	Feedback Received and filed *magiq number
BBRF4 - Community	Department of Infrastructure Transport, Regional Cities & Infrastructure, Federal Gov	Events Capability Strengthening Sessions	\$20,000.00	\$-	\$-	\$20,000.00	Jun-20	Yes	Feedback requested 27 May 2020
BBRF4 - Community	Department of Infrastructure Transport, Regional Cities & Infrastructure, Federal Gov	Balonne Recreation and Activities Masterplan	\$300,000.00	\$-	\$-	\$300,000.00	Jun-20	Yes	Feedback requested 27 May 2020
BBRF4 - Infrastructure	Department of Infrastructure Transport, Regional	Balonne Shire Wild Dog Exclusion Fencing	\$5,000,000.00	\$-	\$5,000,000.00 *Landholder co-	\$10,000,000.00	Jun-20	Yes	**Magiq 522516** Required additional evidence from landholders confirming works could take place on their land

5

Grants Officer - Information Report

02 December 2020 – 7 January 2021

	Cities & Infrastructure, Federal Gov				contribution cash/in-kind				
Building Better Regions Round 4 - Infrastructure	Department of Infrastructure Transport, Regional Cities & Infrastructure, Federal Gov	Transport Corridor Upgrade Whyenbah Road - St George to Dirranbandi	\$6,567,000.00	\$-	\$-	\$6,567,000.00	Jun-20	Yes	
Tackling Tough Times Together	Foundation for Rural & Regional Renewal	Bollon Skate Park	\$150,000.00	\$0.00	\$0.00	\$150,000.00	Aug-20	yes	Feedback Received - Magiq #525316 Feedback Requested 24/08/2020
Murray Darling Basin Economic Development Program (MDBEDP ROUND 2)	Department of Agriculture, Federal, Gov.	WDEF - Wild Dog Exclusion Fencing, Mungindi	\$522,000.00	\$60,000.00	\$400,000.00	\$922,000.00	Aug-20	yes	Feedback Requested 24/08/2020, provided on website
Murray Darling Basin Economic Development	Department of Agriculture, Federal Gov	Mungindi Water Security Plan **Joint application with MPSC	\$156,000.00	\$40,000.00	\$0.00	\$196,000.00	Aug-20	yes	Feedback Requested, was directed that feedback is supplied on the department's website.

6

Grants Officer - Information Report

02 December 2020 – 7 January 2021

t Program – Round 2									
Tackling Tough Times Together	Foundation for Rural & Regional Renewal	Bollon Skate Park	\$150,000.00	-	-	\$150,000.00	Aug-20	Yes	**FRRR called 03/03/2020 - nothing wrong with this particular application, however projects that are potentially more favourable include funding requests 1) by a community group 2) for a community owned asset 3) items utilised by community 4) specific community request. This is dependent on amount of applications received in that specific round. They suggested that it would be a good idea to consider asking community groups to apply if feasible. If not, then to show evidence of the community use and support for project. If it is Council asset and Council land explain why Council cannot afford in own budget.
Queensland Feral Pest Initiative Funding R 4	Queensland Government	Balonne Shire and Maranoa Regional Councils Collaborative Wild Dog Control Campaign	\$184,565.00	\$73,200.00	\$65,000.00	\$286,765.00	Sep-20	yes	Feedback requested - September 2020

Grants Officer - Information Report

02 December 2020 – 7 January 2021

SUCCESSFUL GRANTS REGISTER - 2020/21 **all amounts are GST Excl. unless stated otherwise – List will be updated with												
Program	Program Dept	Project	Amount Applied For \$	Project commence date as per agreement	Project completion date as per agreement	Approved Funding \$	Council Funding \$	Other Funding \$	Total Project Cost \$	BSC Corporate Plan - Community Priority - Please see Key	BSC Corporate Plan Foundation Area - Please see Key	BSC Plans and Strategy Alignment - Please see Key
COVID W4Q	DLGRMA	Regional Tourism Projects	\$398,000.00	7/9/2020	6/30/2021	\$398,000.00	\$0.00	\$0.00	\$398,000.00	1, 2, 4, 5	1, 2, 4, 5	CP, EDP, LTFP,
COVID W4Q	DLGRMA	Regional Community Projects	\$282,000.00	7/9/2020	6/30/2021	\$282,000.00	\$0.00	\$0.00	\$282,000.00	1, 2, 4, 5	1, 2, 4, 5	CP, EDP, LTFP
COVID W4Q	DLGRMA	St George Swimming Pool Splash Pad - Stage 1	\$500,000.00	7/9/2020	6/30/2021	\$500,000.00	\$0.00	\$0.00	\$500,000.00	1, 2, 4, 5	1, 2, 4, 5	CP, EDP, LTFP,
Regional Arts Development Fund (RADF)	RADF	TBC	\$20,000.00	TBC	TBC	\$20,000.00	\$0.00	\$0.00	\$20,000.00			

Grants Officer - Information Report

02 December 2020 – 7 January 2021

Murray Darling Basin Economic Development Program	MDB EDP	Sculpture River Walk	\$68,000.00	TBC – Currently Under Draft Agreement Processes	TBC	\$68,000.00	\$5,000.00	\$0.00	\$73,000.00	2, 4, 5	1, 2, 4, 5	EDP, CP, TP&S, TMS
Murray Darling Basin Economic Development Program	MDB EDP	River Park Upgrade Stages 2 & 3 (+ additionally approved \$460,000 from LGGSP, BSC, CBCIF cross border funding)	\$239,000.00	TBC - Currently Under Draft Agreement Processes	TBC	\$239,000.00	\$0.00	\$460,000.00	\$699,000.00	CP1, CP2, CP4, CP5	1, 2, 4, 5	EDP, CP, TP&S, TMS, AMP
Regional University Centre Program	DESE	Balonne Regional University Centre	\$737,082.00	TBC - Currently Under Draft Agreement Processes	TBC					1,2,3,4,5	1,2,3,4,5	CP, EDP, ICTSP, LSP, CBDM P
Community Development Grants Program	Department of Infrastructure, Regional Development & Cities, Au Government	Dirranbandi Showgrounds - Various as per showground users' group	\$70,000.00	07/09/2020	31/01/2021	\$70,000.00	\$0.00	\$0.00	\$70,000.00	2, 4, 5	1, 2, 4, 5	EDP, CP, TP&S, TMS

Grants Officer - Information Report

02 December 2020 – 7 January 2021

Get Ready QLD 20-21	QRA	Guardian Website / Dashboard	\$10,660.00	TBC	30/06/2021	\$10,660.00	\$0.00	\$0.00	\$10,660.00			
Disaster Recovery Funding Arrangements (DRFA)	(QRA)	Reconstruction Works for SW QLD Flooding Event, 20-26 Feb 2020			TBC	TBC	30/06/2020	TBC				
Building Better Regions - Round 4	Department of Infrastructure Transport, Regional Cities & Infrastructure, Federal Gov	St George Library Hub Precinct	\$6,000,000.00	31/10/2020	31/12/2022	\$5,340,000.00	\$340,000.00	\$0.00	\$5,340,000.00	1, 3, 4, 5	1, 2, 4, 5	EDP, CP, TP&S, LSSP, ICTSP, TMS, AMP
Heavy Vehicle Safety & Productivity Program – Round 7	Dept. of Infrastructure Transport, regional Development & Communications	Hebel – Goodooga Road	\$667,460.00	TBC	TBC	\$667,460.00	\$333,730.00	\$333,730.00	\$667,460.00	3,4	3,4,3,5,4,2,4,3	
QRRRF-QRA0 QLD Reconstruction Authority	2019-20 Resilience and Risk Reduction Funding	Balonne River Height Monitoring Project	\$528,000.00	TBC	TBC	\$528,000.00	\$60,000.00	-	\$528,000.00			
COVID Safe Grants program	National Australia Day Council Ltd	Australia Day 2020/21 Funding	\$9045.00	TBC	TBC	\$9045.00	-	-	\$9045.00	1,2,4,5	1,2,4,5	CP

Grants Officer - Information Report

02 December 2020 – 7 January 2021

MDBEDP – Round 3	MDB EDP	Mungindi recreation area	\$239,000.00	TBC	10/2/2022	\$239,000.00	-	-	\$239,000.00	1,2,3,4	1,2,3,4	EDP,CP
Celebrating Multicultural Queensland Program	Department of Youth, Justice and Multicultural Affairs	Balonne Multicultural Festival 2021 (MAQ04403)	\$7000.00	13/3/2021	13/3/2021	\$7000.00	-	-	\$7000.00	1,2,5	1,2,5	CP, CES,
MDEDP Round2	MDB EDP	Cross Border Mungindi Sculpture Walk	\$68,000.00	TBC	26/12/2022	\$68,000.00	--	-	\$68,000.00	1,2,5	1,2,5	CP,CES
DITRDC Phase 2 Grant agreement	DITRDC	Local Roads and Infrastructure program	\$875,577.00	TBC	30/6/2022	\$875,577.00	-	-	\$875,577.00	2,,4,5	1,2,4,5	CP

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Director Finance & Corporate Services

DATE: 11.01.21

AGENDA REF: ICFS2

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Monthly report for December/January - Finance and Corporate Services

Land matters

- St George Levee –Final earth levee easement now signed and on its way to the solicitors to register on the title. There are 4 more earth levee easements to finalise that are of a minor nature.

IT Vision project

- Water billing issue resolved with new release
- IT Vision resource programmed for 18 January (pending COVID border restrictions)
- Asset register to be uploaded week commencing 18 January
- Preparing for rates levy with IT Vision for mid-February
- Revenue/Expenditure report – improvements continuing
- Contracts register report completed in Synergy Soft

Governance

- Special meeting 7 January minutes
- Annual report distributed
- Service request reporting including new reformatted monthly Magiq reporting for December 2020
- Add Register of Interests and other security documents to the security database and hardcover registers
- Magiq audit near complete and records management project underway to improve record keeping across council
- Meeting with CAMMs strategy – performance planning, risk module and audit module
- Quarter 1 report under preparation
- Continuing to work with WHS Audit to ensure that processes in place to capture all required information and to look at work flows and process improvements

Grants

- Refer to monthly report
- Project priority list under preparation for councillor consideration

Complaints

- Nil

Staffing

- Senior Finance Officer and IT Admin Trainee appointed
- Accountant recruitment extended
- Letter of offer to Administration officer creditors pending

Finance

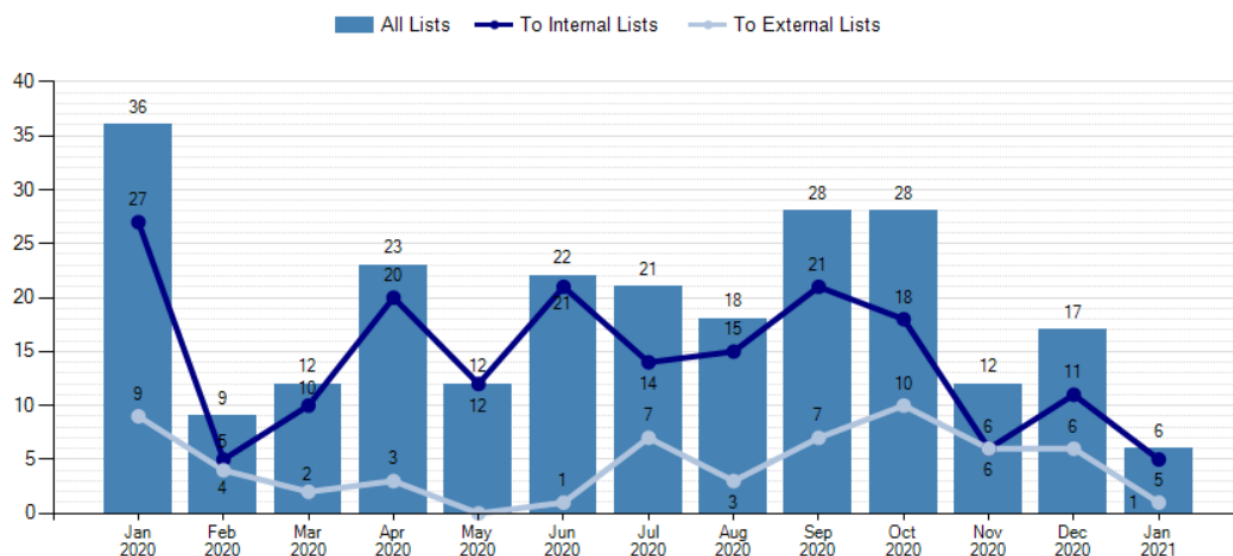
- Invoices processed and follow up on a number that missed December payment run
- Budget review preparations continuing with Glenn Hart for councillor workshop
- Continuing to work with Kerry Phillips on St George river water meters and overall rating strategy for 2021/22
- QTC draw down for WDEF special rate scheme R2 completed in the sum of \$1,232,625.42 (including capitalised interest)

Procurement

- Assisted ERS with Waste Management Strategy procurement process
- Finalised contract with Fulton Trotter for Library Hub architectural services
- R2 Special Rate Scheme WDEF sign ups completed in December (with 6 still remaining)

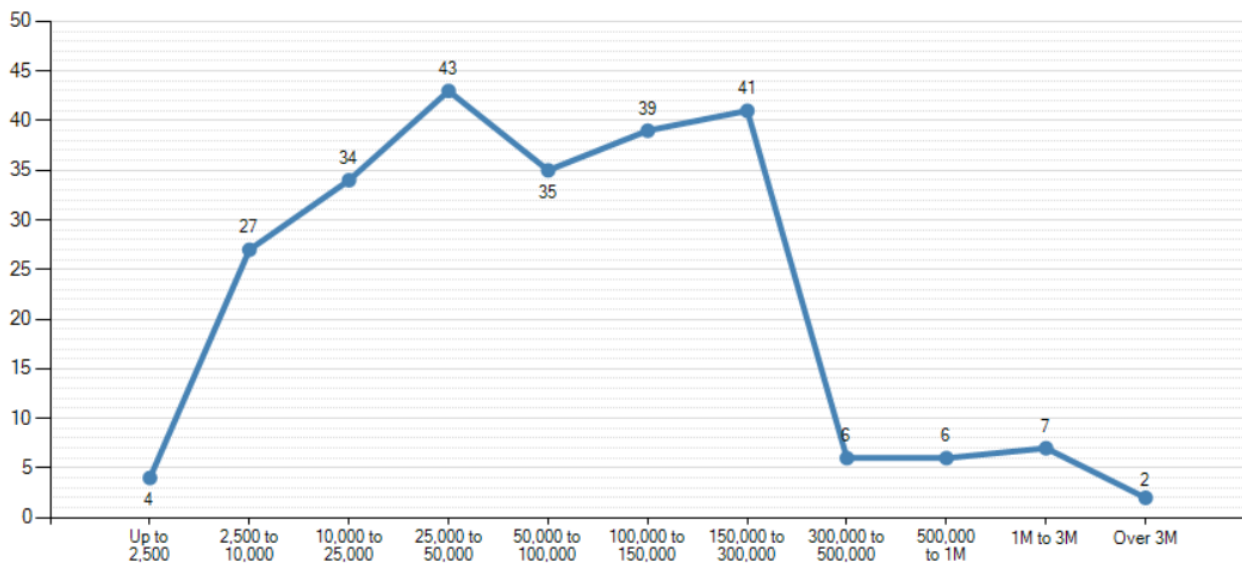
The following graph indicates an increase in December from the November RFQs near the average of 20 per month. (Graph as at 11/01/2020).

Requests by internal buyers per month (last 13 months)



A majority of request are between the value of \$150,000 to \$300,000 as shown in the following graph.

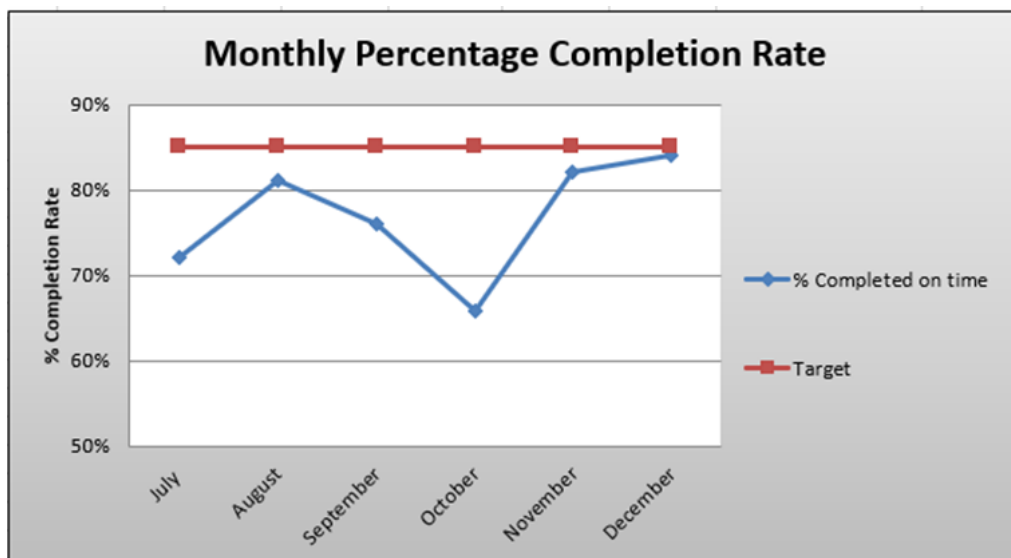
Requests by selected value range (last 13 months)



Service requests

In December Council received 208 service requests with 175 completed on time or 84%. This is a significant improvement however remains just 1% off the target of 85%. Council received 3 compliments for the month of December.

	July	August	September	October	November	December
Total Documents	154	109	235	181	202	208
Completed on Time	111	88	178	119	165	175
Completed Late	7	1	19	15	5	8
Pending & Overdue	36	20	38	47	32	25
% completed on time	72%	81%	76%	66%	82%	84%
% Completed overall	77%	82%	84%	74%	84%	
Target	85%	85%	85%	85%	85%	85%

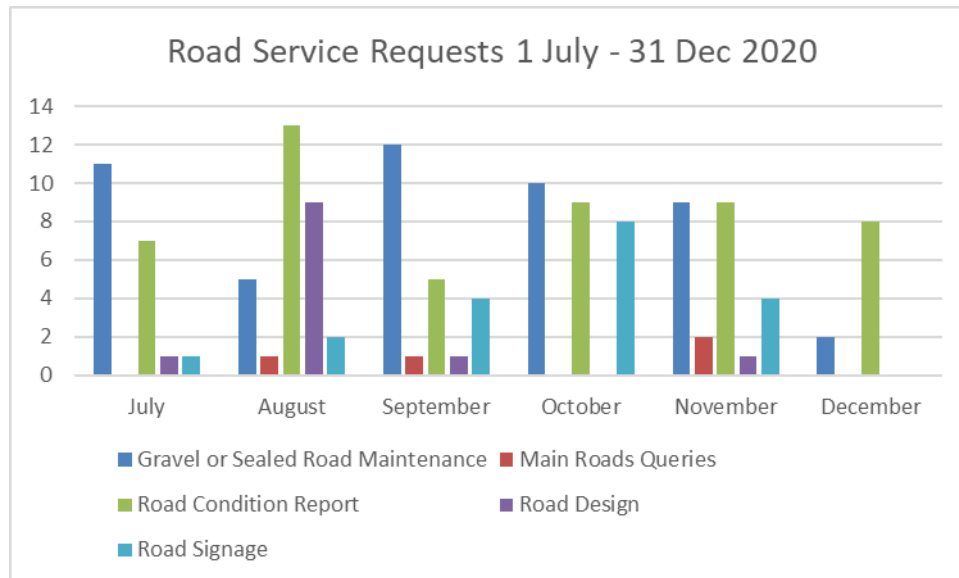


The internal audit is near complete relating to the review of the service request process.

Analysis of road complaints is shown below for the past 6 months. It indicates:

- There was a decrease in the number of gravel/sealed road maintenance service requests in December
- Road condition reports remains at an average of 8 per month
- Road signage decreased to Nil
- Road design decreased to Nil over the past three months
- Main Road queries decreased to Nil in December

Further analysis and a breakdown by road is under development.



Information Technology

Outages

- 3 minor outages resolved
- IT Audit underway with Field Solutions Group
- Website redesign project continuing (including Guardian Disaster Dashboard)
- Active Directory Investigation - Fourier Technologies are unable to repair and therefore budget consideration will be required to look at the replacement/upgrade of the active directory.

Other key projects/meetings

Risk module

Feedback from Audit & Risk Committee Chair to be incorporated into Operational Risk Progress Report

Attachments

Nil

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: **Monthly Report**

DATE: 12.01.21

AGENDA REF: ICFS3

AUTHOR: Jorja McDonnell - Media and Communications Officer

Sub-Heading

Monthly Report

Communications Monthly Report for the period 4 December 2020 to 12 January 2021

Media Releases	<ul style="list-style-type: none"> 7 December – Events are back in Balonne Shire: in a big way. 9 December – Balonne growers calling on community to solve seasonal worker housing shortage. 9 December – Enthusiastic work experience student joins Balonne Shire. 21 December – Two days for Balonne venues to start digital contract tracing (LDMG release). 11 January – Silos donation a credit to hard-working Thallon community. 12 January – Sunday flight a welcome return, Council calls for third flight. 12 January – There's still time: join the event organisers masterclass.
Media Monitoring	<p>South West Newspaper: 4 stories.</p> <p>Queensland Country Life: 1 story.</p> <p>The Rural Leader: 1 story.</p> <p>The Western Star (syndicated): 2 stories.</p> <p>WIN News Toowoomba: 1 pre-record with Mayor O'Toole.</p> <p>Radio 4SG: 2 stories.</p>
Other	<ul style="list-style-type: none"> Jorja has now taken over all Communications duties including reporting, draft budget, and operational planning. Meetings with Tourism Manager re: upcoming promotions, assistance. Meetings with Communities re: upcoming comms. Meeting with ERS re: upcoming comms. Meeting with Mallawa re: upcoming media release. Meeting with RSL sub-branch re: possible comms assistance. Disaster Dashboard – liaising with Information Technology Officer. Watercooler Chat Newsletter – released weekly, positive feedback. Social media – early indications of increased engagement, see below. CUC Balonne video project on hold for other duties.
Social Media <ul style="list-style-type: none"> Facebook 	<p>Likes: 4,480. Up 118 since last reporting period.</p>

<ul style="list-style-type: none"> • Twitter • Instagram 	<p>Total reach: 24,042 people. Down 53.3% partially due to Christmas shutdown.</p> <p>Followers: 384. Up by 15. Tweet impressions: 5,048. Down 17.2% in 28 days. Profile visits: 306. Up 45.7% in 28 days.</p> <p>Followers: 789. Up 60 since last reporting period. Reach: 531. Down 0.4% since last reporting period. Looking to get Council verified on the platform but will require a copy of Balonne Shire's article of incorporation to make that happen.</p>
Corporate publications	<ul style="list-style-type: none"> • Council Meeting Update – December. • Watercooler Chat – 7, 14, 21 December, 4, 11 January. • Roadworks Update – January. • Social media style guide – work in progress.
Government Liaison	Nil.
Media Liaison	<ul style="list-style-type: none"> • Assisted Queensland Country Life journalist James McManagan with story on rainfall in the region – Council statement plus addition local referrals to appropriate contacts. • Arranged interview with Mayor for 2WEB Outback Radio. • Arranged with The Rural Leader editor Candyce Grew to receive delivery of monthly edition. • Setting up meeting with Barry Dixon re: continued support of Radio 4SG. • Discussed advertising deadlines and production with South West News.
Murray Darling Association Inc.	Nil
Disaster Management Officer	Nil
Advertising	<ul style="list-style-type: none"> • Special Council Meeting notice in Toowoomba Chronicle, 5 January. • Radio advertising to resume 18 January. • South West News advertising to resume 20 January.
Website Redesign	<ul style="list-style-type: none"> • In talks with LGAQ to bring Jorja up to speed on operational matters neglected by Nigel in handover. • Committee to reconvene in early February pending outcome of LGAQ meeting. • Consultation with departments to continue, chasing Infrastructure, Economic Development, Finance and Corporate Services. • Content rewrite continues, albeit slowly.

Attachments

Nil

Matthew Magin
Chief Executive Officer

(IIFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IIFS1	<u>DEPARTMENT OF INFRASTRUCTURE SERVICE'S MONTHLY REPORT</u>	From the Department of Infrastructure Services - reporting for the month of November 2020.	84

OFFICER REPORT

TO: Council

SUBJECT: Department of Infrastructure Service's Monthly Report

DATE: 12.01.21

AGENDA REF: IIFS1

AUTHOR: Billie Spackman - Administration Officer

Executive Summary

From the Department of Infrastructure Services - reporting for the month of November 2020.

0701-Main Roads Works

- Maintenance work is detailed in the attached RMPC Supervisor's report.

0702-Private Works

- Nil

0400-Council Roads / Streets / Bridge Work

- Maintenance work is detailed in the attached Works Supervisor's report.

0440-Aerodromes

- Routine maintenance and inspections are ongoing.

0450-Plant and Equipment

- Details are included in the attached Workshop Supervisor's report.

0510-Housing

- Routine maintenance is ongoing.

0520-Recreation and Sport

- Maintenance work is detailed in the attached Town Works Supervisor's report.

0521-Swimming Pools

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance is ongoing.

0530-Parks and Gardens

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance is ongoing.
- New retaining walls were installed for the grass seating area at the amphitheatre.

0535-Halls/Civic/Cultural Centres

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance is ongoing.

0555-Showgrounds

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance is ongoing.
- St George Showground was prepared for the Christmas Markets.

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.
- Routine maintenance is ongoing.

625-Public Conveniences

- Maintenance work is detailed in the attached Town Works Supervisor's report.

4000-Urban Wastewater

- 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

- Nil






Meetings / Training

- Weekly IS Meetings

Current Tenders

- Nil

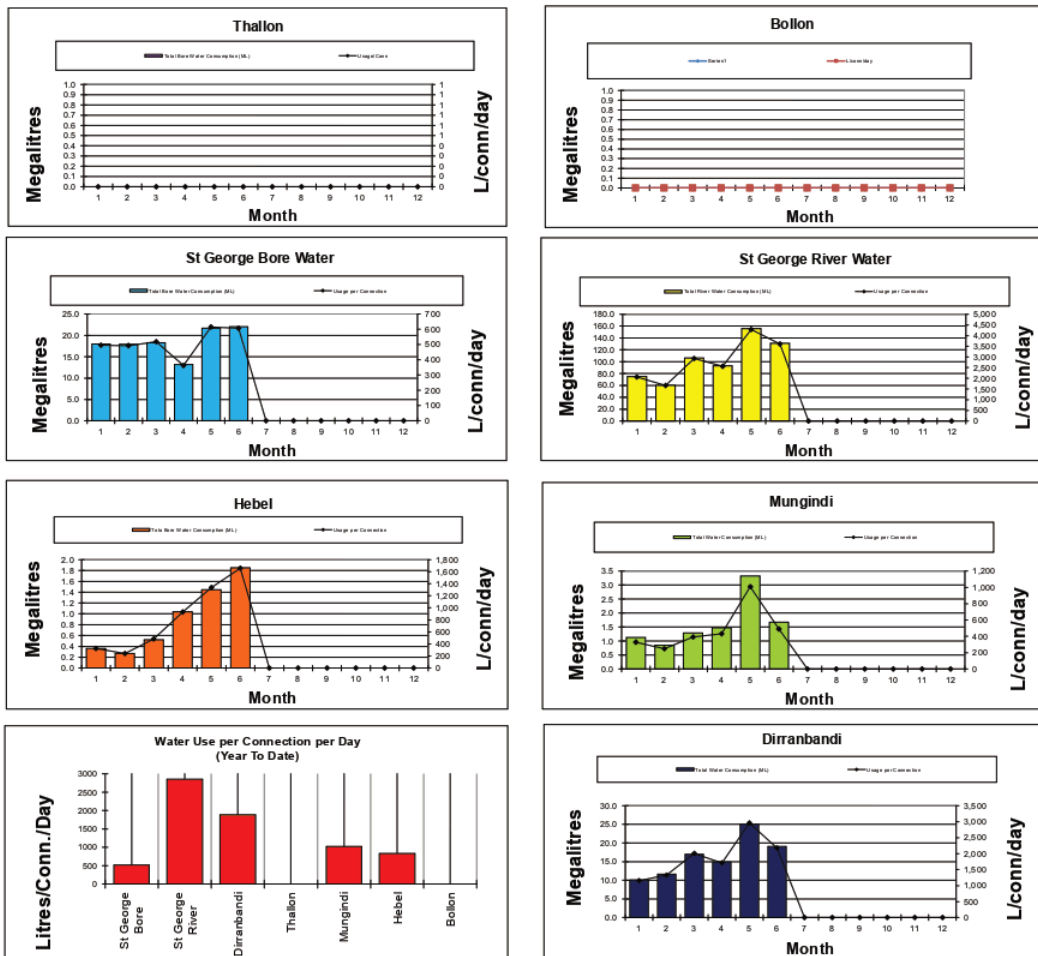
Attachments

1. Balonne Shire Council Water Usage 2020-2021 - Period Ending 31 December 2020.pdf [↓](#) 
2. Plant Maintenance Report - Period Ending 31 December 2020.pdf [↓](#) 
3. Road Construction Report - Period Ending 31 December 2020.pdf [↓](#) 
4. Road Maintenance Report - Period Ending 31 December 2020.pdf [↓](#) 
5. Town Maintenance Report - Period Ending 31 December 2020.pdf [↓](#) 

Andrew Boardman

Director Infrastructure Services

BALONNE SHIRE WATER USAGE 2020/21



Report of Workshop Supervisor - P. Gluzde

Period Ending 31/12/2020

1508	Toyota Prado GXL GXL 522-VXV Overseer	190,000km. service as per coupon, inspect suspension and get quote on parts for repairs. Still right to drive, springs sagged and shocks weak. Right for action.
3517	Holden Colarado XCab - Dirran S'viso	110,000km. service as per coupon, check suspension, strip clean and adjust rear brakes, repair spot lights, repair snorkel mount, Order parts for brakes and suspension, awaiting for parts. Replace rear brake drums, adjust brakes, and test run. All good.
3518	Holden Colorado - Single Cab - 519VJB	130,000km. service as per coupon, strip, clean and adjust rear brakes and minor repairs. All good.
3519	Holden Colorado XCab - Works S'Visor	20,000km. service as per coupon on Friday. 140,000km. service as per coupon, clean and adjust rear brakes and other repairs required on Friday. 140,000km. service as per coupon, strip clean and adjust rear brake, carry out diagnostic check for faults. All good.
4018	Toyota Hilux 4x4 Dual Cab	150,000km. service as per coupon, strip clean and adjust rear brakes. replace timing belt and tensioner assembly, repair power loss to radio, replace number plates. Working
4021	Toyota Hilux 4X4 D/Cab - Grader	150,000km. service as per coupon, clean repair and adjust rear brakes, check Cel-Fi go system
4022	Colorado 4x4 Crew Cab - 212WGQ	110,000km service as per coupon, clean and adjust rear brakes, organize parts for rear suspension repairs. Working. Replace rear spring shackle bushes rubbers and shock absorbers, floor mats, pedal rubbers and seat covers. Back in action.
5005	ISUZU FVZ1400 JETPATCHER 377MXU SHAYNE BUNYAN	Back from Vanderfield Machinery after repairs for Machinery defects repaired, second inspection carried out and cleared for work.
5010	ISUZU FRR 5000 TRUCK 308-RZW S PEARS	Replace EGR coolers, ready on Friday afternoon.
5012	Isuzu NQR450 Crewcab 184STR J Lindores	Truck back from Vanderfield Machinery after repairs to air conditioner system. Back in action.
5015	ISUZU FXZ1500 WATER TRUCK - 317SYH	Check over for vehicle inspection on Monday
5016	Isuzu NPR 275 Truck 961 - TMT Dirranbandi	140,000km. service as per coupon ,check suspension, repair lights, carry out diagnostic check for faults, repair faults. Awaiting on parts. Air conditioner repairs carried out by B A Tierney Mechanical, Fixed and working.
5018	ISUZU FTR900 DC 250WNY	Currently at Maranoa Mechanical for vehicle inspection.
5020	Jet Master XQ62PR	Check and reset throttle positioner sensor with scan tool, all good. Kenway and Clarke have diagnosed engine fault and replaced faulty part, currently at O'Brien Toyota having Cel-Fi go and two way installed.

Report of Workshop Supervisor - P. Gluzde

Period Ending 31/12/2020

5510 CAT 12M GRADER 37658C

Fault code with auto greaser, refill unit and test, All good.

7516 Ferris IS1500ZC Zero Turn Mower St G

Inspect cutting deck and organize repairs or replacement deck, Tagged out.

7521 Ferris 1S51002 Zero turn 72" Mower

500hr. service as per coupon, inspect and repair oil leak at rear right wheel. In Workshop being worked on, should be ready on Friday.

8014 Crown CD305-3Forklift STG

Replace hand brake micro switch, working.

Report of Shire Supervisors Road Construction for Period Ending 31/12/2020

11 24A - Camarvon Highway (Mungindi-St George)	MRD Road
Culvert repairs have been completed.	
19 355 - Mitchell - St George	MRD Road
Shoulder re-sheeting	
21 CASTLEREAGH HWY (Dirranbandi-Hebel)	MRD Road
Culvert repairs have been completed.	
22 Thallon-Noondoo	MRD Road
Signage repairs	
9999 Other	
Guidepost replacement on all roads. Pothole repairs on all roads.	

Report of Shire Supervisors Road Maintenance for Period Ending 31/12/2020

1019 Kooroon Scope out TIDS work on Kooroon Road	Shire Road
--	-------------------

2005 Davirton Dirranbandi crew completed Davirton Road maintenance	Shire Road
--	-------------------

2021 Openbah St George crew 1 continues maintenance on Openbah Road	Shire Road
---	-------------------

3013 Kulki Bollon continues with Kulki Road maintenance	Shire Road
---	-------------------

9999 Other

Reviewed Ballangarry Road design.
Assisted with Tensor schedule document for Bollon Levee Contract works.
Scooping out private works: line marking at NCC Childcare Centre in Kenny Lane.
Bollon crew is helping out RMPC on Mitchell-St George road re-sheeting.
Bollon/Dirranbandi roller hire has been put out to vendor panel

Report of Balonne Shire Town Works

31/12/2020

St George

Town Streets	Ongoing maintenance Mowing and whipper snipping of streets Christmas decorations were installed at the main office
Rowden Park - St G	Repairs to Rowden Park playground. Maintenance to light towers.
Riverbank Park - St.	Sprinklers have been repaired.
Parks & Gardens	Workcamp has returned and have started work around town. New retaining walls were installed for the grass seating area at the amphitheatre. New plants have been installed at Buchan Bypass.
Showgrounds	Showgrounds prepared for Christmas markets
Public Toilets	Cleaning and sanitisation were completed with rubbish removal.
Sewerage	Routine operation & maintenance ongoing. Completed weekly sewerage well pump outs. Sludge release at sewage treatment plant. Unblocked caravan dump site in McGahan Street. Flushed stormwater drain at Ray White in Grey Street as there was a complaint for a bad smell coming from it.
River Water	Routine operation & maintenance ongoing. New road crossing 20mm blue line poly from main to meter
Bore Water	Routine operation & maintenance ongoing. Fixed leaking meter and tapping band on bore water main

Dirranbandi

Footpath	Mowing and weed trimming continue.
Town Streets	Sweeping of main street and emptying of bins completed. Picked up loose rubbish around streets. Mowing continues. Repaired two water service pipes under road in Moore Street.
Aerodrome	Inspections and maintenance continue. Mowing and poisoning around lights.
Parks & Gardens	Mowing and watering continue. Weed eating and trimming and mowing of parks continue. Shade structures finally completed with a few little minor jobs to do. Power to lights in shades and placed new BBQ in power. Hooked up and finished placing power cabinets.
Showgrounds	Maintenance continues. Mowing and weed eating is continues.
Cemetery	Mowing and weed trimming continues.
Public Toilets	Inspections and cleaning continue.
Sewerage	Sewerage pump stations all working well. Inspections and cleaning of wet wells continue. Sewerage well in McCarthy Street pumps had electrical faults ended up being both submersible lift pumps. Ordered two new submersible pumps to be stored in when the electrician is back at work. Repair two IO sewerage jump ups in the back yard off 2 Railway St. PVC pipe and elbow was damaged and had been for a while.
Rubbish Dump	Pushing up rubbish dump, green waste, and scrap steel areas once a week completed. Picked up rubbish around the dump. Dump had been clean out scrap steel and other stuff.
Treated Water	Daily maintenance and inspections continue. Changed over No2 high lift pump with a new pump and sent old pump away to get fixed up through Myla motors in St George. Main Power cable finely hooked up from Ergon pole to main power cabin for a new bore coolant. The old water plant is hooked in and finished bore coolant plant up in running. Had a test run one of the coolant pumps as it had seized up from sitting to long and not working, reported it too Proterra group and they came out an unseized the pumps all running now. Coogee delivered 2000lrs of chlorine to plant tank.
Other	Mopped and cleaned out Civic Centre. Civic CentrePark toilets were cleaned twice a week routine. CRE contractor put Power cable under building for BBQ area when happens in the future projects at the Civic Centre. Daily operations check and testing goes on weekly at Dirranbandi Pool. Mowing and weed trimming around pool and cleaning the facilities out weekly. Cleaning out chemical shed once week. Backwashing pool filters weekly and cleaning dose lines.

Hebel

Town Streets	Travelled to Hebel to empty rubbish bins weekly and any jobs needed to be done. Border closure happening again police are back in hall building.
--------------	--

Bollon

Town Streets	Debris clean-up is ongoing.
Stormwater	Cleaned levee gates and drains of built-up debris and mud. Dug new drain for south/east gate into "rockies" which looks to have alleviated water drainage issue in Wallam/Belmore Street
Aerodrome	Airstrip is to be rolled when dry
Parks & Gardens	Tree Maintenance in progress Cleared and mowed area at Pipers Gully on Wallam Creek for visitors to access the scar trees.
Showgrounds	Kitchen painting is in progress
Public Toilets	Replaced toilet roll holders in the men's toilet at Rayner Place and Walter Austin Park. Cleared blockage in the ladies toilet at Walter Austin Park and replaced Fluro bulb in the ladies toilet in Rayner Place.
Sewerage	Power outage caused back of sewerage problem. This has been solved and reset.

(IERS) ENVIRONMENT & REGULATORY SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IERS1	<u>MONTHLY REPORT</u> <u>ENVIRONMENT AND</u> <u>REGULATORY SERVICES</u>	The Environment and Regulatory Services Report for the month of December 2020 is presented for Council's information.	93

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Environment and Regulatory Services

DATE: 08.01.21

AGENDA REF: IERS1

AUTHOR: Michelle Walters - Administration Officer

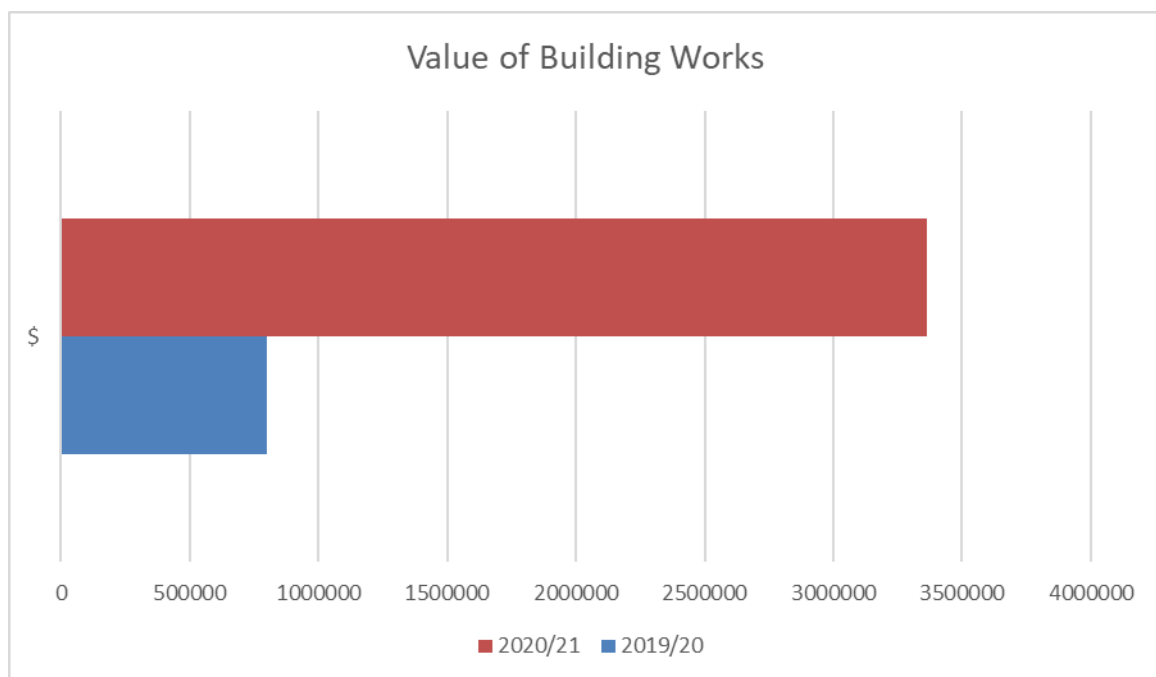
Sub-Heading

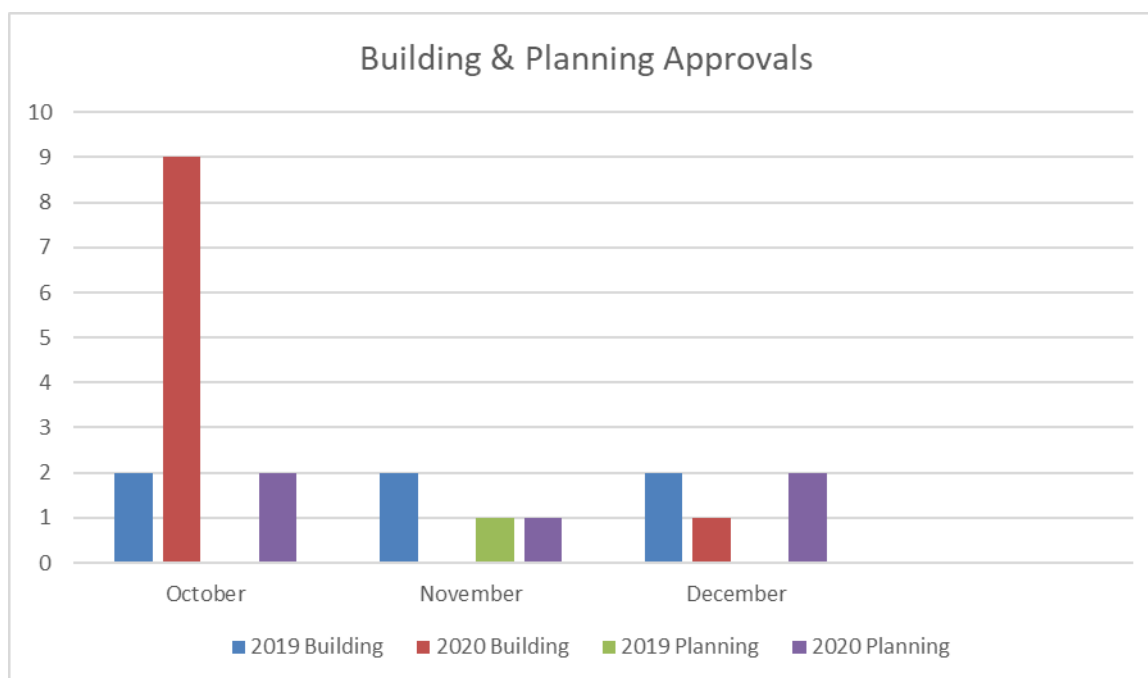
The Environment and Regulatory Services Report for the month of December 2020 is presented for Council's information.

PLANNING AND DEVELOPMENT APPROVALS

Building Approval December 2020

BA No	Applicant	Owner	Address	Lot & Plan	Builder	Class	Description	Value of Works	Approval Date
5246	Field Solutions Group	Balonne Shire Council	1-57 Jane St DIRRANBANDI	1RP100720	Field Solutions Group	10b	Telecommunications Facility	\$ 102,475.00	11.12.2020





Development Applications

Number	Development	Address	Application Stage
MCU 176	"Caravan Park"	77 Whytes Rd, St George	On Hold
MCU 185	"Intensive Animal Industry" (45,000SSU Sheep Feedlot)	'Ballandool Station', Ballandool Road Hebel	Information Request Part
MCU 188	"Intensive Animal Industry" (2,000SCU Cattle Feedlot)	15035 Carnarvon Highway, St George	Application Part

ENVIRONMENTAL SERVICES

Natural Environment:

- General health inspections were carried out.
- There were no notifiable diseases reported during December 2020
- There were four food recalls actioned in December 2020.

Local Laws:

- Registration forms and the completion of QR codes at RV friendly parks continue.
- As from 1 December 2020 patrons allowed will increase at RV friendly parks from 50 to 100.
- Signage will be changed to reflect the latest Queensland Health Directive.

Public Health:

- Council continues to promote community awareness on safe practices during COVID-19 when running events, weddings, workshops and other community gatherings
- Several local events have been held successfully during 2020 plus pre-planning for events in 2021.
- Queensland Health alerts have been shared with the Balonne community

- Viral fragments have been located in wastewater in Warwick and Stanthorpe

Wastewater Services:

- Wastewater analysis continues each month.

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:

- All waste practices continue at a high standard at the St George Landfill.
- The illegal dumping of tyres project funded by the Department of Environment continued with tyres brought into the St George landfill for shredding.

Landfill Operation

	St George	Dirranbandi	Thallon	Bollon	Hebel	Nindigully
Condition	Reasonable	Reasonable	Good	Good	Good	Transfer Station
Concerns		Greenwaste	Greenwaste	Greenwaste		

RURAL LANDS AND COMPLIANCE

Biosecurity and Environment

- CCWI Weed grant progressing with ground spraying with QMDCL and Aerial Surveying with the Drone with the Moonie and Maranoa Rivers. Finalising the final report information and acquittal information for the completion of this grant funding.
- Council has applied to the Queensland Feral Pest Initiative – Round 5 for cluster fencing (the funding is capped at \$2,700 per kilometre).
- Council is currently seeking Expressions of Interest from Landholders in the Balonne Shire for future grant funding for Exclusion Fencing. This EOI closes on Friday, 29 January 2021 and an update will be provided to Council.

Wild Dog Exclusion Fencing (WDEF)

Wild Dog Exclusion Fencing deliveries are ongoing when supplies are ready, and inspections are being conducted when required:

- "Beverleigh" 50% Inspection.
- "Yamburgan" 50% Inspection.
- WDEF Fence inspections for Myrtlemount and Tralee.
- "Oakey Park" Initial delivery under the Special Rate Scheme Round 2.



Stock Routes

- Stock Route Patrols and Inspections.
- Water Facility Patrols and Inspections.
- “Mundalee” Water Facility security fence complete (photo).
- Tierney Crushing advised that water extraction from Stock Route Facility “Cypress Tank” for the purposes of flood damage repair works was to cease immediately due to low water levels and Council’s obligation to provide water for travelling stock on the network.
- 18 Wild Dog Scalps destroyed.
- 300 Fox-Off Baits Bill Knights “Burgorah”.
- Stock Route water facility inspections.
- Stock Route compliance inspections.
- Illegal Cultivation of Stock route. Re-investigation.
- Contractor Inspections of Dirranbandi Town Common for Vendor Panel Works.
- Forklift Training



Mundalee Water Facility Security Fence Complete

5 Metre Vegetation Clearing

The Local Laws Officer has undertaken the following for the month of December 2020:

- 5M clearing inspections for the following landholders:
 - i. Nelyambo
 - ii. Nindi-Thana
 - iii. Wodonga
 - iv. Darran
 - v. Whyenbah
 - vi. Cooly

Compliance/Local Laws

The Local Laws Officer has undertaken the following for the month of December 2020:

- Overdue additional animal inspections completed
- Current additional animal inspections completed
- Daily patrols conducted in St George for wandering dogs
- Regular patrols conducted of outlying towns for wandering dogs
- 9 dogs impounded
- 5 dogs released to owners
- 4 dogs re-homed
- 5 cats impounded
- 5 cats rehomed
- Cattle on road secured back on property
- Assisted with Stock Route inspections
- Pound maintenance conducted
- Issued Compliance Notices and follow-up Infringement Notices for breaches of Local Law No. 2 or *Animal Management (Cats & Dogs) Act 2008* primarily for dogs without a microchip.

Financial and Resource Implications

2020/21 capital construction on stock routes (funded by DNRME) is complete, with operations progressing within approved budgets.

Attachments

Nil

Digby Whyte

Director Environment & Regulatory Services