



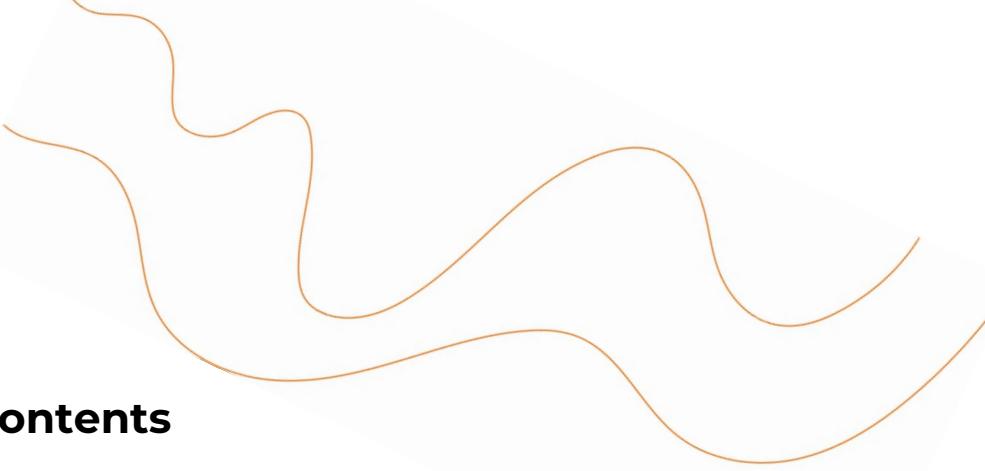
BOULIA SHIRE COUNCIL

ORDINARY MEETING Agenda

Wednesday 19 November 2025



Photo by: [Lily Williams](#)



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

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Shane Gray

Mr Shane Gray
Chief Executive Officer

Please note:

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

COMMONLY USED ACRONYMS

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

RISK MANAGEMENT

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

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

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

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

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

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

1 Meeting Opening with the Acknowledgement of Traditional Owners

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

The Mayor will also acknowledge past and present service personnel.

2 Present

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

Officers: Mr Shane Gray (Chief Executive Officer)
Mr Gordon Magann (Acting Director of Works and Operations)
Miss Lily Williams (Executive Assistant)

3 Apologies / Leave of Absence

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

4 Declaration of Interests

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

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

5 Mayoral Minutes

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

6 Notice of Motion

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

7 Request to Address Council in a Public Forum

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

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

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

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

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

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

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

8 Petitions

This item of the agenda allows a Councillor or Council Officer to present a petition to a meeting of the local government.

Where a petition is presented, no debate in relation to it will be allowed, and the only motion which may be moved is:

- that the petition be received
- received and referred to a committee or officer for consideration and a report to the Council, or
- not be received because it is deemed invalid.

9 Deputations

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

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

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

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

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

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

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

There are two deputations to Council this month:

Gideon Genade from Gideon Town Planning to brief the Councillors regarding a development application made in Urandangi.

Adam Britton from Britton Project Services and Allison Stoud from People Oriented Designs to discuss planning of the Community Hub.

10 Confirmation of Minutes from Previous Meetings

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

11 Reports

11.1 Works and Operations

TITLE:	Director of Works and Operations October 2025 Report	DOC REF: 11.1.1
REPORT BY:	Gordon Magann A/ Director Works and Operations	DATE: 11/11 2025

CORPORATE PLAN REFERENCE:

Key Priority 6: Supporting local services and facilities

6.2 Supporting an active healthy community

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

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

6.2.3: Improve disability access to facilities in each community

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

To advise Council of relevant activities undertaken through the Works and Operations Directorate.

CONTENT:

I am pleased to present my report for the November 2025 meeting representing a progress towards progressing works, operational activities and projects across the directorate.

Operations:

Health and Safety

Toolbox meetings continue to focus on the health and wellbeing of our employees that commence with a specific Health and Safety topic. On the 3rd November 2025 Michael Selfe was introduced to the team who has commenced with Council to drive safety compliance and education.

Staffing

There have been three (3) resignations from the two (2) road crews in recent weeks for various personal reasons. This trend has not caused a noticeable decline in operational performance. However, the trend will continue to be monitored.

Racecourse Caretaker Report

- Engineered, fabricated and installed towbar on back of front deck Kubota mower to tow fertilizer spreader with grassed areas fertilised;
- Fabricated sprinkler stands for 180 degree sprinklers to keep water away from buildings to avoid calcium staining;
- Replaced taps, and raised pop up sprinkler outlets on the banks to bring to ground height and filled in the land depression to remove trip hazards;
- New LED flood lights installed to light up stable area and exit gates, eliminating the need for portable generation equipment for events;
- Installed concrete slab for upgrade of Ergon power. The electrical contractor scheduled to arrive late November to install Main Switchboard (MSB), and
- Fabricated, installed and painted safety gates over earth loading ramp to address safety concerns.

Identified Opportunities

1. Compliant safety rails installation on platform & Besser block wall at back of Bar and Kitchen Areas;
2. Retaining Wall at Camp Draft Cutout end – either replace retaining wall, or remove to improve safety, and
3. Mural on back wall of Main Shed along western (toilet block) wall to enhance the aesthetics of the facility.

Water Supply Services

The Regulator has planned to visit to Council on 12th November 2025 to have a meeting with Council delegates regarding our potable water supply. This meeting will provide council officers with an opportunity to make stronger linkages with the Regulator's delegate's and to communicate Council's challenges and opportunities to managing our potable water supply.

The proposed agenda for the meeting has been attached to this report to inform Councillors of our proposed discussions.

Quarry and Water Point Management

The directorate has initiated and commenced operational planning to establish compliant quarry pits operations, as well as to identify potential sources of construction water in the north-eastern section of the Council district to support REPA package works scheduled for Q1 2026.

Scouting and inspections of identified strategic sites will commence in November 2025.

Contracts and Procurement

A re-fresh of the Council's standing offer arrangement has been authorised to enable suppliers to review the annualised rates and allow new market entrants to participate in Council's local procurement arrangement.

Projects:

Industrial Subdivision

Works have continued at the Industrial Estate with the installation and satisfactory completion of the pre-cast culvert section for the new ERGON transformer. In addition, kerb mounted E-tagging and conduit verification works have been completed to enable the installation of the HV cabling, transformer, street lighting and the LV network to the street electrical pillars.

ERGON have scheduled this work to commence on the 10th November up until 20th November 2025 that will include the abandonment of the existing overhead supply to the bore.

The 'open' swale leading from the estate to discharge overland flows into the drainage easement at the Boulia to MT Isa road has been completed and will serve to prevent stormwater scouring of the MT Isa road shoulder.

Following the electrical reticulation and energisation works the next phase of the project will be to install estate and street signage.

Residential Subdivision

The progress of the residential subdivision ("Diamantina Street Residential Subdivision Stage 1") continues with the design drawing at 95%. Works have been authorised to commence the electrical and communication system designs.

Robinson Park Shade Structures

Four (4) submissions have been received for the Request for Tender (RFT) with the tender evaluation having been undertaken to identify a preferred tenderer. To maintain the integrity of the tender process Council officers will review the tender evaluation and provide Council with further information in due course.

Future Projects

The following projects are being reviewed and considered for future funding:

- Sewerage Treatment Works (replacement of the Imhoff Tank), replacement was recommended in the 2022 Water and Carbon Group report for 2024;
- Repairs and maintenance to the Water reservoir identified in the 2024 Southern Commercial Divers report, and
- Install a new backwash filtration system (Option 3) as recommended in the 2022 MJM Environmental Report.

Contracts

Outback Way Stage 7

The Outback Way Stage 7 project is progressing with pre-construction (early works) being undertaken to survey the length of the road corridor to create the conditions needed for a full-scale construction to start smoothly and safely.

Cycleway project

An additional cycleway network inspection was undertaken on 10th November 2025 to reduce the current design to meet the grant application scope and cost. DTMR have provided guidance for achieving a design while meeting the technical parameters required for their approval.

A de-scoped project will not provide a 2.5m width cycleway end to end. as proposed in the preliminary design. Rather, enables an opportunity to link new cycleway works truncated to existing pathways of various widths, subject to their safe condition.

Council has received DTMR approval (**Project Number: 3730958**) under QRA funding to undertake urgent reconstruction of the flood damaged pavement section at the Bellview Floodplain. The Contract Works Overseer (CWO) has taken custody of this project in an effort to bring it to a timely completion. The works are scheduled to commence on Tuesday 11th November 2025 with stabilisation materials being placed and trimmed into position, followed by bitumen sealing works

CWO Report

Mixed Crew 1 – Outback Way Project

Currently working on the “sidetrack” for the proposed new construction works on the Donohue Highway chainage 176-198 this project is currently out to tender with closing date of 1/12/2025

Morcom surveys completed the peg out of the Donohue highway CH. 176-198 (boundary definition reserve) for the outback way project on the 30th October 2025.

Road Construction & Maintenance – RCM Crew – Bellview Plains – TMR Flood Damage

This construction crew commenced work on the Bellview Flood Plains project on 20th October 2025. This project has the following work activities.

1. Construction of 8 metre wide sidetrack for traffic diversion – 2.85kms completed;
2. Removal of existing seal next to concrete edge paving (both sides) staged works Patch 1 to Patch 5
3. Stabilisation – dry mixing all five segments of work 11808m³ (prior to wet mixing)
4. Stabilisation of payment, that is wet mix, incorporating a cement fly ash 70:30 ratio expected 4 days to complete.

RMPC

1. This crew has currently undertaken the “new rock lined drainage channel” near the industrial subdivision, outstanding project by council staff.

2. Working on the eastern entrance into town (Winton/Bedourie) has commenced to enhance the visual appeal into Boulia.
3. Roadside slashing along both sides of 93D, 1st 6km from Winton Road – excellent result.
4. Replacing damaged guideposts on the Donohue Highway from chainage 120.0 to the Mt Isa intersection.

Town Services

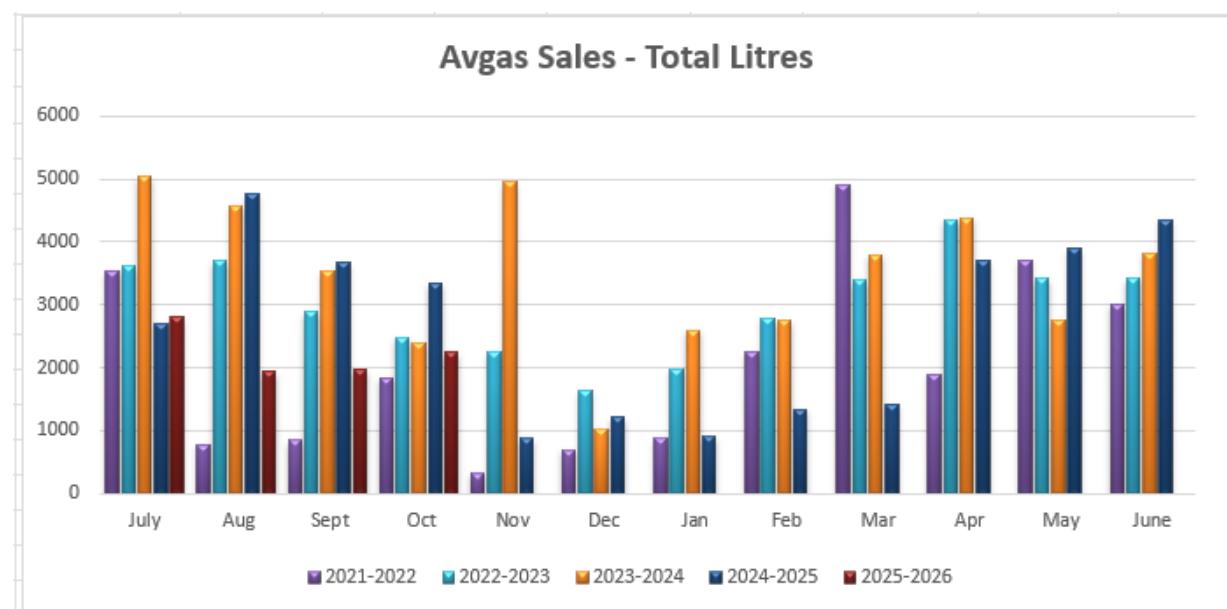
1. The Parks and Gardens crew gardens continued working on maintaining the Herbert Street open space area.

Airport

The Airport facility has been operating normally including airside operations including refuelling activities.

Council has received the JASKO Airport Technical Inspection and Electrical Technical Inspection (ATI and ETI) and will be reviewing the documents to address the corrective actions in the report.

- Twenty-Six (26) refuelling activities with one after hours request.
- Four (4) Jet A1 refuelling activity.



Shire Roads

Traffic Counter data for the month of October 2025 has not been provided in this report as the length of time between the October and November Ordinary Council meeting was short and would not provide information of great value.

October Planned Meetings/Events/Conferences/Training attended:

- RAPAD meetings
- RAPADWSA Technical Committee
- Regional Waste Management Working Group (RWMWG) meeting
- FRMP meeting

Future Events/Conferences/Training

Date	Activity	Attendees	Location
November	No training recorded		

CONSULTATION: CEO and Council staff

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the A/Director Works and Operations Report for October 2025 be received for information.

ATTACHMENTS: Nil

Reviewed and Approved by Chief Executive Officer	Mr Shane Gray
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TITLE:	Rural Lands Protection Officer October 2025 Report	DOC REF: 11.1.2
REPORT BY:	Graham Smerdon – Rural Lands Protection Officer	DATE: 14/11/2025

CORPORATE PLAN REFERENCE:

Key Priority 4: Caring for the environment

4.3: Sustainable

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

To advise council on current activates relating to weed management, pest control, animal management and stock routes.

CONTENT:

RLPO:

The month was spent spraying the grass and weeds growing through the cracks around the centre islands in the main street and the gutters and drains in all the town streets.

1080 baiting street patrols and inspections of water facilities on the stock routes. Michael Tribe and I repurposed an old DANGER FIRE WANING Sign and erected it need the 3 Mile Camping area for when tourists are camping there to inform them of the fire danger.

TOWN COMMON:

Feed is holding up well and there is still quite a fair amount of feed in between the Burke River and Sandy Creek Chanels showing some green.

PONY/CAMEL PADDocks:

Feed in the pony paddock is ok for the number of horses in there currently.

DOMESTIC ANIMAL CONTROL:

Street patrols are still being carried out.

I was asked by the owner of a dog to humanly put down 5 unwanted puppies.

CWRPPG(TECHGROUP):

There has been nothing new from the group this month.

WEED SPRAYING SHIRE ROADS:

As there has been some unusual temperatures for this month and all the weeds are suffering from heat stress, I am holding off spraying until we receive some good falls of rain, I will then start weed spraying again.

RMPC:

As with the spraying of weeds on the shire roads, I am holding off from doing any spraying until we get some rain.

GRAVEL/BURROW PITS:

Am still doing follow up inspections on those pits that I have put Graslan Pellets in when needed I will put out more pellets.

STOCK ROUTES:

There have been no inquires for any travel permits and I have been checking on all water facilities as the warmer months starting to come.

1080 BAITING:

There were three properties that got me to go out and treat 2469kg of meat with pig strength 1080 solution.

Another property purchased 600 of De-K9 manufactured Dog Baits.

And there are two properties that are wanting to do some baiting in November.

CONSULTATION:

NIL

GOVERNANCE IMPLICATIONS:

NIL

RECOMMENDATION:

That the Rural Lands Protection Officer report for October 2025 be received for information.

ATTACHMENTS:

1. P A 272647 [11.1.2.1 - 1 page]

Reviewed by Acting Director of Works and Operations	Mr Gordon Magann
Approved by Chief Executive Officer	Mr Shane Gray

'3 Mile' CAMPING AREA

You are camping on the
'Land of the Pitta Pitta People'

We love having visitors to our Shire

By following these simple 'rules' it will make your stay even more pleasant and help us to care for the country

- Maximum three (3) night stay
- Litter to be placed in the bins provided (for bin service call the B.S.C. office)
- All campers must be self sufficient (take your grey water with you)
- No open fires - all fires must be in a fire box/ fire drum

NB: Area subject to flooding and the entrance road is slippery when wet - so take heed of the weather forecast. It does NOT need to rain in Bouria for this system to flood.

Council officers patrol this area and can assist you with general information about your stay here
For more information please call Bouria Shire Council on 07 4746 3188 or
Local Laws Officer on 0417 649 838



Failure to follow the above could result in fines being issued

Thank you and enjoy your stay



FIRE DANGER TODAY



PREPARE. ACT. SURVIVE



27/10/2025 09:13

TITLE:	QRA Flood Damage Report	DOC REF: 11.1.3
REPORT BY:	Gordon Stumbris Consultant Works Overseer	DATE: 14/11/2025

CORPORATE PLAN REFERENCE:

Key Priority 2: Building and maintaining quality infrastructure

2.1: Well connected

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

Key Priority 4: Caring for the environment

4.2 : Resilient

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

To inform Council of the current utilisation and activities of the Flood Damage Program for October 2025

CONTENT: Flood Damage Works Completed on Boulia Shire Local Roads

REPA Works – Kirrily – BoSC.0042.2324U.REC (Western Submission)

\$5,667,317.91

Works for this submission are scheduled for completion December 2025, although water availability being an issue at present, this may push the completion date out till 2026.

Mixed Crew 1 – Donohue Highway

All 141 defects on the REPA-Kirrily works on the Donohue highway are completed.

Harris A & B – Urandangi North Road

All REPA-Kirrily works on the Urandangi North Road are complete, with a total of 64 defects.

Works on Urandangi Border Road are now in progress.

Mixed Crew 2 – Cravens Peak Road

Have since started mixing gravel on Cravens Peak Road where they will remain for the rest of the year.

Water Supply-

2 additional water storage pits have been excavated this month: 1 in Urandangi where the overflow for the town supply was and 1 on Urandangi Border Road at roughly chainage 31,000. These holes will give Council additional access to water for future works.



Future REPA Works

1. Pathungra Road - 119 Defects – scheduled early 2026
2. Toolebuc Road – 141 Defects scheduled 2026
3. Toolebuc – Middleton Road – 181 Defects – scheduled 2026

Preparation works have started on the REPA- Kirrily Eastern area works (Toolebuc, Toolebuc-Middleton and Pathungra) organising sections that need to be fixed under the approved damages list, gravel pits location and water source availability.

Total costing for this sub-mission will be **\$4,428,492.56** with work scheduled to start early 2026.

Morcom Surveys

Surveyed gravel pits in the eastern and southern areas, including sale permits and cultural heritage clearance areas.

CONSULTATION:

GBA as Project Managers for Council QRA Flood damage work & Gravel Pits and GK3 as Project Managers for Council QRA Flood damage work and Betterment projects

Morcom Surveys provide survey support services.

GOVERNANCE IMPLICATIONS:

All work completed within QRA guidelines and budget allocations.

RECOMMENDATION:

That the QRA Flood Damage Works Department October 2025 Report be received for information.

ATTACHMENTS: Nil

Approved by Director of Works and Operations	Mr Gordan Magann
Approved by Chief Executive Officer	Mr Shane Gray

11.2 Office of the Chief Executive

TITLE:	Chief Executive Officers Report October 2025	DOC REF:
REPORT BY:	Shane Gray Chief Executive Officer	DATE: 09/11/2025

CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.2: Accountability

5.2.4: Ensure transparency and accountability through integrated performance management reporting

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

I am pleased to share my report for the October 2025 period.

This month has continued with review and health check, workforce and project planning, and staff engagement, the CEO's review presented to Councillors.

Councils external audit and audit and risk committee meetings continue with Council executive and staff as part of our statutory reporting requirements.

- **Staff payroll and training update**
 - Internal Audit and executive continue with testing and sign off to ensure compliance and accuracy as part of that transition.
- **Department meeting on sales permits and ILUA's**
 - Ongoing meetings with department staff in relation to agreements and Sales permits, dialogue continues around Councils current and future gravel needs.
 - Council is developing works programs and gravel requirements to include locations and estimates of materials.
- **Business Improvement meetings with Councils Works and Infrastructure.**
 - DWO is continuing with planning and reporting, the TMR projects and RMPC program has seen a more consistent approach with team transferred to the contracted works area.
- **Community Hub meetings with POD and Project Manager with (CEO, DCS, DWO, Mayor).**
 - Boulia Community Hub meetings continue with progressing the project and updates from project manager, architects to understand

delivery of the project and establish timelines. Project Manager and POD will be available at November meeting to update Council.

- **OORTG and RAPAD meetings**
 - Regular meetings with RAPAD groups including Acting DWO, technical group reviewing projects, progress and funding opportunities.
- **Organisation Health check with ADO and Co including update with Audit and Risk committee / Councillors**
 - The report has been presented to Council and the Chairman of the Audit and Risk Committee, a workshop with ADO and Co is planned for December.
 - Staff workshops were undertaken from 14th October for all staff, in relation to expectations, workplace culture, communication, working together, team building/wellbeing, I thank staff for their openness and willingness to contribute.
- **LGAQ Conference**
 - The Mayor, Deputy Mayor and CEO attended the LGAQ conference, Councils two motions were put forward and supported by the members. The conference was well attended and informative, we took the opportunity to meet with other councils, Ministers and Departmental staff.
- **Budget Ownership Workshop**
 - The executive team review of our organisational budget preparation, staff awareness and management reporting has commenced which will include training sessions across the organisation.
- **Boulia Swimming Pool**
 - The lessee has returned with the Pool opening planned for 1st week in November.
- **RACAS demonstration**
 - Councils' road and asset network systems analysis has been undertaken with a presentation and training session on using the system.
 - Councillors and Staff now have access to the RACAS HUB with ongoing use of analytics and data collection being introduced to works planning and prioritisation.
 -
- **New Corporate Plan**
 - Council workshop planned to approve process timelines and survey templates, Councillors will discuss at November meeting to establish project.

Council staff and contractors continue with works across the shire, regular contact in relation to main roads projects, emergent works, flood damage, community infrastructure and shire roads are assisting in development and delivery of programs.

I would like to acknowledge the efforts of all our staff and local contractors for their efforts in delivering for the Boulia Shire Community.

Meetings/Events/Conferences/Training attended:

- RAPAD board meetings via Teams
- RAPAD Roads and Water groups Teams meeting - DWO and CEO
- Boulia Hub with DCS, CEO, DWO, Project Manager
- Internal Audit and Risk committee meeting/discussion
- LGMA CEO webinar
- LGAQ conference
- Site visits
- Meetings with staff
- Meetings with QRA
- General meeting
- Payroll audit and new system configuration testing

Future Events/Conferences/Training

Date	Activity	Attendees	Location/completed
	Community hub	CEO/DCS/DWO/Project Team	Teams
	External audit	Auditors/CEO/DCS	
	Rural and remote WHS and wellbeing (LGAQ)	CEO	Teams
	RAPAD Climate Alliance	RAPAD councils	Teams
TBA	Urandangi Site visit and roads inspection	Councillors/CEO /DWO/DCS	Shire Tour
	New Corporate Plan review and implementation process		Councillor Workshop

CONSULTATION: Councillors, staff and government representatives

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the CEO Report for October 2025 be received for information.

ATTACHMENTS: Nil

Chief Executive Officer	Mr Shane Gray
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TITLE:	Manager - People & Culture October 2025	DOC REF: 11.2.2
REPORT BY:	Rebecka Britton Manager People and Culture	DATE: 11/11/2025

CORPORATE PLAN REFERENCE:

Key Priority 3: Economic Development - A sustainable local economy

3.1: Facilitate employment and investment opportunities

3.1.1: Encourage a diverse supply of housing affordability and choices

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

Key Priority 7: Valuing our greatest asset – people

7.1: An innovative culture

7.1.1: Adopt employment practices that develop and support a motivated and focused workforce

7.1.3: Ensure the workforce is adequately trained and staff have access to development programs and continually support Workplace, Health and Safety practices

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

To provide Council with an update of the activities of the Manager – People & Culture for the month of October 2025.

CONTENT:

HOUSING

Occupancy

Houses	Vacant – 24 Moonah, 58 Moonah, 56 Moonah
26 Pituri Units	Vacant – #4 Vacant - awaiting maintenance
47 Pituri Units	Vacant - #1 Vacant – awaiting maintenance
61 Moonah Units	Vacant - #1 - awaiting maintenance

Housing standard is something that we would like to implement. Document provisions/exclusions as a standard & amended on an individual basis.

Capital Upgrades

Nil capital works currently being undertaken – next bathroom scheduled for capital works 29 Pituri due to taps leaking internally behind shower.

Asset Management Plan

Nil to report.

New Residential Estate – Executive Staff Housing

- Nil to report

HUMAN RESOURCES

Available Positions

- Casuals

Recent Engagements

- Casual – Administration/Post Office Relief

Resignations

- RCM Crew

Contract Engagements

- Acting Director of Works & Operations (until 31st December 2025)
- Temporary Finance Manager (Agency – until 31st December 2025)
- Temporary Workplace Health & Safety Advisor (Agency – unknown dates)

LEARNING & DEVELOPMENT

- Australian Institute of Management – 2 partner packs available
 - (Expiry 23/11/2025)

PEOPLE & CULTURE - MISCELLANEOUS

- UNISA Workforce Culture Survey – on pause

CONSULTATION: CEO – Shane Gray

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Manager – People & Culture October 2025 report is received for information.

ATTACHMENTS: Nil

Reviewed and Approved Chief Executive Officer	Mr Shane Gray
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TITLE:	Action List Update October 2025	DOC REF: 11.2.3
REPORT BY:	Shane Gray Chief Executive Officer	DATE: 13/11/2025

CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.2: Accountability

5.2.4: Ensure transparency and accountability through integrated performance management reporting

RISK MANAGEMENT:

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

PURPOSE:

To present to Council an updated Action List.

CONTENT:

Council maintains an Action List that outlines actions to be taken as a result of a Council resolution or a request for action made by Councillors in between meetings.

Items on the list are updated as progress on each item is made and is presented to Council on a monthly basis for information.

Once an action has been shown as completed it is removed from the list.

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That Council receive the Action List update for October 2025 for information.

ATTACHMENTS:

1. CEO Ordinary Council Meeting Action List v1 [11.2.3.1 - 13 pages]

Chief Executive Officer	Mr Shane Gray
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Boulia Shire Council Action List

	DATE	RESOLUTION	SUGGESTION	RESPONSIBILITY	COMMENTS	Close
Friday 22nd August 2025						
1.	22/08/2025		Identify activities and projects work camp cannot provide. Who runs it, who is the go to? Etc.	DWO, CEO, HR	Subject to any organisation alignment review to create a single point of responsibility for coordination and management of work activities	
Wednesday 23rd July 2025						
3.	23/07/2025		Request for Tree lopping in Robinson Park and The Stonehouse Complex.	DWO	14/10/2025 – On Hold, Subject Skate Park Post Project 16/9/2025 – WIP for quotations and actioning	
Wednesday 18th June 2025						
4.	18/06/2025	All Councillors	Speed Bumps, (Yellow Bollards) to be put in place as carparks to avoid people parking in the wrong spots in town. E.g. in front of Bob's shop.	DWO	14/10/2025 – Next Steps: Understand Councillors Outcome so that DTMR can be brought into the conversation regarding the outcomes Council wish to achieve.	
Friday 23rd May 2025						
7.	23/05/2025	All Councillors	Residential Estate back planning. Road corridor. Liaise with Tony and Gideon the road access points. (Bring the whole package for Councillors to review.)	DWO DCS – Gather Info	20/10/2025 – DTMR acknowledging that Council's SARA Application has been "properly" made. Design documentation is 80% complete and completion of the soil survey work was completed on 16.10.25. 29/09/2025 – Digital Terrain Model, (DJM) Survey Completed. Detail Design Commenced with GBA 15/07/2025 Met with various consulting firms to finalise the survey planning.	

8.	23/05/2025	Cllr Woodhouse	Media and Communication Policy to be reviewed and re-worked	CEO – To action	15/07/2025 in progress	
Wednesday 23rd April 2025						
9.	23/04/2025	Councillor Sam Beauchamp	CPL Shed to be painted with heat resistance paint	DWO	20/10/2025 – Council to advise what they wish to achieve with the proposed works – benefits v ongoing maintenance liability & loss of manufacturers warranty.	
10.	23/04/2025		Aerodrome, Business Case, Budget request for 1 million dollars	DWO, DCS, CEO	<p>20/10/2025 – ATI & ETI works have been completed.</p> <p>14/10/2025 – Annual Technician Inspection (ATI), Electrical Technician Inspection (ETI) Has Been Completed for 2025.</p> <p>11/09/2025 – Jasko preliminary report advised not required.</p> <p>23/04/2025 - To investigate with RAPAD/COWS for the 2025/2026 Budget.</p>	
11.	23/04/2025		Water, Business Case, Budget request for \$750,000	DWO, DCS, CEO	<p>11/09/2025 – contact being made with cleaning Diver, to speak to Council about Reservoir options.</p> <p>23/04/2025 - To investigate with RAPAD/COWS for the 2025/2026 Budget.</p>	
12.	23/04/2025		Corporate Plan Study, Plan for Boulia to 2032, 1 million dollars – Business Plan	DCS, CEO	15/07/2025 Yet to be actioned.	
13.	23/04/2025		Residential Estate Exec Housing, GK3 Project manage, EOI on costing market exercise	CEO, DWO, DCS	<p>20/10/2025 I now believe GBA are project managing this.</p> <p>15/07/2025 Met with various consulting firms to finalise the survey planning.</p> <p>12/05/2025 underway.</p> <p>23/04/2025 - CEO to raise at RAPAD / COWS meeting</p> <p>Amended State Assessment and Referral Agency (SARA) application has been completed.</p>	

					SGA have completed the DTM for the subdivision to inform the design documentation.	
14.	23/04/2025		Banks supporting Western Regions for loans	CEO	15/07/2025 has been raised in meetings including WQAC as part of LHAP with Greg Hoffman. 23/04/2025 - CEO to raise at RAPAD / COWS meeting	
15.	23/04/2025		Eazyjacks (or brand similar) to be placed in all Council Vehicles to assist when tires need to be changed.	DWO	23/04/2025 - DWO to investigate eazyjacks for all vehicles and to liaise with DCS for budget purposes	
16.	23/04/2025		A letter to be sent to QLD Housing about overgrown yards, and car bodies – QLD Housing to advise tenants they need to clean up their yards or Council will do it and send QLD Housing the invoice for works done.	Exec Assist, CEO	15/07/2025 Sent 03/06/2025 – EA waiting for approval from CEO to send. 02/05/2025 – EA sent letter to CEO 23/04/2025 – EA to write letter and send to CEO for approval to send	

Friday 28th March 2025

18.	28/03/2025	Councillor Jan Norton	Community Garden Support – Council to contribute \$5500 + GST, per annum. Work Camp is to assist with this.	DWO, CEO	20/10/2025 – To be re-assigned subject to organisational re-alignment project. 14/04/2025 budget inclusion 25/26 done. 28/03/2025 – DWO to update monthly on the progress.	
21.	28/03/2025		Racecourse Committee Reserve/ Strategic Planning.	Action – ECDM, DWO, FM (budget)	11/11/2025 – ECDM - Works have been undertaken to 600m mark of the track section of the track.	

			<ul style="list-style-type: none"> Review of toilet block / temporary mobile toilets Playground Kitchen 600m Mark on track 		<p>11/11/2025 – ECDM – Investigations on the relocation of play equipment from Urandangi identified it was not practical.</p> <p>11/11/2025 – ECDM – Inspection of current kitchen equipment that illustrate significant costs. Link to 2026/27 budget and monitor grants.</p> <p>15/07/2025 Review of Committee setup being considered.</p> <p>1/05/2025 – Site inspection arranged to confirm scoping of works.</p> <p>28/03/2025 – ECDM to liaise with DWO / WM / RUS about improvements and investigate possible outcomes.</p> <p>ERGON have completed main supply electrical works including new poles and pole mounted transformer.</p>	
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Friday 21st February 2025

22.	21/02/2025		Pitta Pitta Bush Tucker Signs - Councillor Woodhouse suggested the Pitta Pitta Bush Tucker signs at the Burke River need replacing.	Action - ECDM	<p>10/08/2025 It has not been possible to access the original design and wording.</p> <p>Seek Councils guidance on the theme and character of signage that could link to wider visitor themes and participation of the Pitta Pitta.</p> <p>26/03/2025 Signs have been inspected and efforts are being made to identify the original signage text.</p>	
23.	21/02/2025		Pallet Racks in CPL Shed - Councillor Beauchamp suggested Pallet Racks or a similar option be investigated and purchased to be placed in the CPL Shed for more storage.	DWO	<p>20/10/2025 – This activity to be aligned with activity to masterplan depot site subject to organisational re-alignment approval.</p> <p>15/09/2025 - DWO is reviewing all Council storage requirements for appropriate racking solutions</p> <p>26/03/2025 WIP</p>	

Friday 24th January 2025

24.	24/01/2025	Cllr Beauchamp	Hazard Signage for Local Land Owners - Councillor Beauchamp suggested that Council establish a process with Land Owners	Action - DWO	18/2/2025 Pricing up the activity, so that appropriate budget can be allocated to order items, then get this delivered to Landowners.	
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			to supply them with temporary signage to display on roads with hazards until Council is able to be on site.			
25.	24/01/2025	Cllr Neilson	Potential Social Media Growth Opportunity - Councillor Neilson suggested Council engages in other social media avenues to boost our online presence and spread more knowledge about Boulia Shire.	Action - ECDM/DCS / CEO	<p>11/11/2025 – Efforts are continuing to organise a workshop.</p> <p>10/08/2025 Linking to Action 10 propose to arrange a workshop with Councillors to address both best practice and local opportunities.</p> <p>06/05/2025 – Importance of growth in this area has been noted. Staff are reviewing training opportunities that can better utilise the potential of social media across the Council's responsibilities.</p> <p>10/3/2025 Media webinar that staff were hoping to attend is not free as initially anticipated. Costings for potential courses sent to ECDM/DCS for consideration</p> <p>13/2/2025 Media webinar to be attended to by 3 staff members.</p>	
26.	24/01/2025	Cllr Norton	Softfall at Splash Park - Councillor Norton raised that the softfall at the splash park is a Work Place Health and Safety issue and needs to be replaced as soon as practical.	Action - DWO	<p>20/10/2025 – DWO to Liaise with Pool Caretaker Contractor to develop SOW and Source suitable contractors.</p> <p>15/09/2025 - Acting DWO has inspected Sports centre with CEO and Pool Lessee with a view to scheduling maintenance and replacement schedules.</p> <p>18/2/2025 DWO to discuss options with Vendors and find appropriate solution</p>	
27.	24/01/2025	2025/01.4	(Re Artwork from the Outdoor Billboard Gallery) 2. That the Billboard locations be Coorabulka truck pull off, Donohue Highway truck pull off and Burke River truck pull off.	Action - DWO/WMgr	<p>15/07/25 – Signs are at the depot; however do not have frames or posts.</p> <p>28/03/2025 – Signage was delivered by mayor, and Willie unloaded them at the depot.</p> <p>18/2/2025 Will be Installed before the start of the Tourist season.</p>	

Friday 12th December 2024

28.	12/12/2024	2024/12.13	<p>1. That Council endorse the letter to Minister Tony Perrett for the review of the new interpretation of the Native Title Act 1993.</p> <p>2. That the letter be submitted to RAPAD for their review and submission to Minister Tony Perrett on behalf of the RAPAD group of Councils.</p> <p>3. That RAPAD group of Councils calls on the new State Government to review the implementation of the policy position of the previous government requiring an Indigenous Land Use Agreement be negotiated prior to the renewal of quarry permits.</p>	<p>Action - Mayor</p> <p>Initial Action-CEO</p> <p> Letter to Hon Tony Perrett- Sales Permit</p>	<p>14/4/2025 Mayor – has met with Minister Perrett.</p> <p>22/1/2025 Invitation to meet with Minister recd – Rick to align this with his visit to Brisbane in March.</p> <p>17/12/2024 CEO-Letter sent to Minister Perrett, cc'd to Hon A Leahy, Mr Sean Dillon</p> <p>17/12/2024 CEO- Letter sent to RAPAD. Advice received back that the matter would be included in the board documents for 20th December RAPAD meeting.</p>	
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Friday 29th November 2024

30.	29/11/2024	2024/11.20	That Council resolves to undertake a review of the Boulia Shire Local Laws.	DCS – Action	<p>20/10/2025 Workshop held 26/9/2025 with key personnel and Councillors. Then met with Peter Mann from Blackall Tambo Regional Council to discuss options and changes. Awaiting information from Peter.</p> <p>15/07/2025 Teams meeting being organised post Staff / Councillor /workshop 26th Sept 2025.</p> <p>12/05/2025 Awaiting workshop date to be set by consulting expert.</p> <p>7/04/2025 Message left for consultant.</p>	
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					10/3/2025 Workshop had to be cancelled due to unforeseen circumstances. Await possible new date when available. 12/02/2025 Workshop re-scheduled 24 th February 2025. 20/1/2025 Workshop being held in February 25. 10/12/2024 In progress	
Friday 27th September 2024						
31.	27/09/2024	Mayor Rick Britton	Roof Painter – painting houses/buildings with heat resistant paint – possibly trial a few places and yearly get done. Review western wall on a house on Herbert St to be painted in heat resistant paint.	MPC – Action	10/10/2025 – Budgeted for 2025-2026, Scope of works in development for invitation of quotes. 18/8/2025 – Seeking other quotes RE Procurement Policy 15/07/2025 In 2025/26 budget, prioritisation of housing in progress, carried over a couple of years. 12/05/2025 received quote for housing, requested quote for other identified buildings. 22/1/2025 Quote to be requested from painter and included in budget deliberations. 10/4/2025 – Contact details yet to be provided (MPC)	
Friday 23rd August 2024						
32.	23/08/2024	Suggestions made by K. Mc Kelvie (during Deputation to Council)	Improvements to be made to Council's social media platforms (more engagement) and encourage Google Reviews (Refer also to Item 18)	Media - Action ECDM - oversight	11/11/2025 – This matter is similar to current item 25 and will be addressed concurrently. 11/08/2025 It is proposed to arrange a workshop with Councillors to address both best practice and local opportunities. 10/3/2025 Media webinar that staff were hoping to attend is not free as initially anticipated. Costings for potential courses sent to ECDM/DCS for consideration 13/2/2025 Three staff to attend media training in March.	

					26/11/2024 Approaches to improve social media opportunities are being investigated.	
33.	23/8/2024	Suggestions made by K. Mc Kelvie (during Deputation to Council)	Consider turning the dog park on the corner of Herbert and Hamilton Street into a desert botanical garden.	ECDM - oversight	<p>11/08/2025: Cr Beauchamp is scheduling an inspection to include measuring the land.</p> <p>The dog park and amenities are used by community and visitors. A desert botanical garden may benefit from an alternate setting.</p> <p>23/04/2025 – Councillor Sam Beauchamp and Kim McKelvie to measure the gardens.</p>	
28th June 2024						
35.	28/06/2024	Cllr Norton	Footpath on Herbert Street where the old pool site used to be (next to Desert Sands Motel/corner of Herbert and Hamilton Street) - needs repair, is getting worse	DWO Budget-TIDS/TMR	<p>20/10/2025 – Project to be Re-establish footpaths ‘On Hold’ until a decision is made on the Cycleway Project.</p> <p>15/07/25: Awaiting on direction as told to hold until grant has been approved.</p> <p>15/07/2025 Grant approved.</p> <p>24/03/2025: Awaiting feedback on Active Transport Grant Application</p> <p>10/03/2025 Awaiting outcome from funding body.</p> <p>26/11/2024 Awaiting outcome on the Active Transport from TMR.</p>	
Wednesday 24th April 2024						
36.	24/4/2024		Investigations to be made about rating categories for wildlife reserves (currently zoned as nature reserves)	DCS - investigate	<p>20/10/2025 Council’s I have contacted do not currently rate any reserves, in November I will be at a meeting to get further clarification on this.</p> <p>15/07/2025 To date found no council that rates wildlife reserves.</p>	

					12/05/2025 awaiting information from other parties. 14/04/2025 further discussions underway. 13/2/2025 Have been unable to find any other Local Council that are charging a rating category like this. 20/01/2025 investigating for possible inclusion in 25-26 budget. 10/6/2024 To be investigated.	
37.	24/04/2024	2024/04.3	2. That a future budget allocation be considered in the 2025-2030 budget for Councillor and Management attendance at future Australian Institute of Company Directors AICD (or like) training.	DCS - Budget	12/05/2025 added to training budget for Councillors as an ongoing course. 14/04/2025 Next course is 28 July – 1 Aug 2025, Brisbane, cost is \$8,370/person + GST. 14/04/2025 Included in new budget for 25-26. 20/01/2025 Included in training budget for 25/26 budget. 8/11/2024 LGAQ have advised training for 24-28 February 2025 in Brisbane, \$8,280 per person, awaiting Councillor interest to attend, budget review will be done accordingly.	
Friday 19th January 2024						
38.	19/1/24	2024/01.20	Tender: T2023-24.5 Sale of lots L404/B2671 and L405/B2671 Mulligan Street, Boulia (closed) (b) A survey for an access easement across the rear of lots L404/B2671 and L405/B2671 (to Council's requirements) be undertaken and registered by Boulia Shire Council.	DWO – primary DCS-Public Trustee Budget - Land Dev	20/10/2025 Contacting King & Co for clarification on options available to Council. 15/07/2025 awaiting further information on actions we can take. 14/4/2025 – seeking further advice. 13/2/2025 – it appears easement registration cannot proceed until someone can sign the deceased owners consent. 22/1/25 Update; no sale enquiry recd. (b) Easement Survey completed and amended to be 8m wide for lots 402-405. Lot 405 on B2671 (block 40)– BSC owned Lot 404 on B2671 (block 34)– Elliott owned (decd) Lot 403 on B2671 (block 30)– BSC owned	

					Lot 402 on B2671 (block 26)-BSC owned 8/11/2024 Public Trustee is working on this file to sort last ownership issue.	
40.	19/01/2024		QRA- Betterment-BSC to review Longreach Channel on the Donohue Hwy with the installation of culverts. This channel goes under water before the Georgina River crossing.	DWO - primary GBA - design Budget - subject to grant funding	<p>20/10/2025 – This item is subject to the QRA sponsored flood study.</p> <p>15/07/2025 Discussion had with GBA Stuart and CWO.</p> <p>15/4/2025 Discussion had with TMR.</p> <p>24/03/2025 : DWO Identifying potential partners who can carry out 3 tasks within the FRMP3 Grant made available to Boulia</p> <p>26/11/2024 Project earmarked to commence post current flood season.</p> <p>10/10/2024 Bridge Study has been approved by QRA.</p>	
41.	19/01/2024		<p>Town Water supply BSC to investigate and advise on:</p> <ol style="list-style-type: none"> 1. Installation of a third water-storage tank. 2. Cyclone separating system for debris. 3. Modular filtration system (and Treatment Officer on a retainer basis). Dual water supply? To reduce treated water usage? 4. Water filters for each residence and business in the township. <p>Investigate Council getting robotic cleaner to run 6 monthly in ground reservoirs (once old tank relined).</p>	DWO	<p>15/07/2025 Discussion with Contractors to previous works undertaken.</p> <p>3/04/2025 Discussion with DRMDWV, application being done for additional water supply as stage 1.</p> <p>24/03/2025: Round table discussion booked between BSC & DRMDWV for 3/April</p> <p>22/1/2025 Full business case to be completed on options ready to be a shelf ready project for future funding.</p> <p>26/11/2024 Need political support to get this over the line.</p> <p>15/10/2024 LGGSP Funding application unsuccessful. Mayoral letters sent to Federal and State Water Ministers to request consideration for funding assistance.</p>	
Friday 18th August 2023						
42.	18/08/2023		Shade for Robinson Park – Concept brief to be completed	DWO	20/10/2025 – RFT Package at Market Seeking Designs and Options for consideration. Evaluation and Approval.	

					15/07/2025 Request for a design and construction of 2 shade structures, one for Skate Park, one for Play equipment. 28/04/2025 – Solar on roof to be investigated 24/03/2025: Project engagement has commenced 26/11/2024 Earmarked to commence in Q3 of FY25. 8/11/2024 Allocation of funds made through W4Q round 5. \$520,00 – handed to DWO for project.	
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COUNCILLOR INFORMATION REQUESTS BETWEEN MEETINGS				
NUMBER	DATE	Staff Member	PROJECT ISSUE:	RESPONSE
	19/06/2020	ECDM/WMgr	BRANDING/TOURISM Cllr Britton: Consider coloured directional signage (e.g., on street signs) to help show where things are within the town 17/08/20 Signage design to stand out and be broader width	15/2/2024: To be reviewed during the 'visioning' project - new Council - March 2024 – review of Corporate Plan for 2025-2030 31/10/23: Signs quite expensive, subject to funding?
	26/02/2021	WMgr	TOURISM/LIVEABILITY Cllr Edgar – water at the Rodeo Grounds, consider installing automated sprinkling system	15/2/2024: To be reviewed during the 'visioning' project - new Council - March 2024 – review of Corporate Plan for 2025-2030
	17/08/2020	WMgr	TOURISM Cllr Edgar: Consider possibility of installing a walking track from the Sports Centre (Burke River Bridge -suggested) to the Rodeo Grounds Stakeholders: Pitta Pitta, Ventia, Workcamp	Review of Corporate Plan in 2025-2030 15/2/2024 Pitta Pitta land compensation case will impact this and also the freehold land which intersects land between the Burke River Bridge and the Racecourse. 13/6/2023: Possible legacy project through Ventia (NBN) could get this off the ground. Discussions commenced. 24/11/22: idea for a bird hide along trail maybe eligible for funding from enviro grant in 2023. Depot working on costings for gravel, guideposts/labour, and plant. Indigenous story signs to be developed with locals.
	22/09/2023	Cllrs	LIVEABILITY - FUTURE PLANNING Councillor Neilson suggested that boarding type accommodation be considering in Council's future planning.	17/6/2024 Council has received development application for private boarding - currently being advertised. review of Corporate Plan 2025-2030 15/2/2024: This is an option which needs to be considered by private individuals/organisations.
	22/09/2023	DWO	ECONOMIC DEVELOPMENT - HEAVY DUTY TRUCK BAYS AND MOBILE TOWERS Councillor Britton suggested future consideration be given to heavy duty truck bays and mobile towers between Boulia and the Northern Territory.	17/12/2024 Submission completed for the Mobile Blackspot funding round.

	21/10/2022	WMgr	LIVEABILITY Cr Norton: Can we put in a 40km speed sign for Road Trains only – talk to TMR about this for the main street	10/11/2022: The request has been sent to TMR. Awaiting road inspection by TMR.
	23/05/2025	Cllr Beauchamp	Drone Park Cllr Beauchamp has requested a Drone Park be installed for residents to be able to comfortably fly their registered drones.	

11.3 Corporate Services

TITLE:	Director of Corporate Services & Financial Services October 2025	DOC REF:
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REPORT BY:	Kaylene Sloman Director of Corporate & Financial Services	DATE: 14/11/2025
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CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.1: Confidence

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

5.1.2: Effective internal and external communication and records management

Key Priority 5: Robust Governance

5.2: Accountability

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

Key Priority 5: Robust Governance

5.4: Sustainability

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

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

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

CONTENT:

Local Laws Review

Council have engaged Peter Mann from Blackall-Tambo Regional Council to assist in review of our current Local Laws with consideration being given to changes in Acts, Regulations, and trends in Councils of similar region.

There has been a considerable delay in finalising the local laws review, to ensure that we get the best possible outcome at the workshop information has been sent out to the attendees to review and comment on in preparation.

Workshop was run via Teams, 26th September 2025 with Peter Mann.

Council's key personnel that work within the Local Laws and Councillors and Management had reviewed the current version of local laws and identified possible changes that are required, plus identified additional laws need to be added.

Peter Mann is now pulling this all together in a report for Council.

Altus Definitiv Payroll Implementation Project

A team of 3 Officers (Staff) are working on this project with ReadyTech Consultants to implement a new payroll system that will allow a lot of efficiencies for the Council as well as giving the Employees the ease of electronically applying for leave and putting in timesheets.

ReadyTech project team are currently running parallel pay runs for comparison and to ensure all set up is complete. Work is ongoing in this area.

Further script testing is underway to ensure accuracy of the system and that the configurations are fully auditable.

All scripts are being checked and signed off by myself for all testing that has been conducted by Rebecka Britton as the main testing Officer of the system.

ReadyTech Officer will be on-site approximately mid to end of February 2026, the further delay has come about due to issues with the final journal processing between systems as well as Staffing leave over the Christmas and New Year break.

The Internal Auditor has provided a proposed scope of works for the review prior to going live, awaiting to hear back from the Audit Chair, for approval or comments.

Audit and Risk Committee have requested a initial scope of works to be created / documented and presented to the committee at the next meeting, this is also to include the progress on the testing. This document of the project scope has been submitted to the Audit Chair, awaiting approval / comments.

As Beck is the only person left from the initial team for the project, I've submitted to the CEO for approval of at least 2 more staff to do the training over the break so that by February we will be in a position to have 3 staff that are fully across the Definitiv system in preparedness for going live and succession planning.

Community Hub

Weekly updates are continuing for the project with our external project manager Adam Britton and the team from POD (Architects).

Contact has been getting made with several different suppliers, planners and other consulting teams to ensure compliancy.

As a part of this process, it has been identified where Council must procure with a federal safety accreditation business, this is possibly limiting the field.

Discussions are underway with the project team; legal advice sought for contracts as well as discussions with the funding provider.

Regulatory applications have been submitted for several different areas in preparation for the Hub build. Council has received notification that both blocks have now been amalgamated on the one plan.

Room data sheets have been completed and submitted to POD for review. The project has now moved into Design phase with the architects.

Antenna for IT communications, delivery and installation including connecting to the Administration office until decanting takes place is currently underway with planning and procuring for the work. Had a round table discussion on the future of Council's IT requirements with several external stakeholders, currently working on a gap analysis.

Water flow testing as per regulations for Fire safety have been completed. Soil testing has been completed, awaiting contractors report. Testing for asbestos and lead paint has been completed and report is now with the Project Manager and DWO.

Ergon have sent a scope of works for the connection of electricity to the new build, and this has been accepted, next step is for Ergon to do the work.

Further planning and discussion on decanting options are in progress with possible draft plans being created.

Financial Statements

Hours of work has been done by Graeme Gillam, Finance Manager on the financial statements. This has also included a number of hours of finance staff pulling copies of documentation and supplying this information to our external auditors.

The final audit of the Council for the 2024-25 year is still underway; we are awaiting notification that the Statements can be signed by the CEO and Mayor ready for submission to the QAO.

The external Auditors advised that they would not have the statements ready for signing prior to the deadline, 31st October 2025.

An Extension of Time has been requested from the Minister, presently we are still awaiting the approval for statements to have an extension of time to the 31st December 2025.

Auditors have requested further files and information that myself and Finance Manager Relief on his return, have been supplying to them to substantiate our figures and their questions.

Due to the change in process for REPA works to not being capitalised now, there will be a need for an adjusting journal to prior years statements due to the carried forward of WIPs and Deferred Income / Expenditure.

Insurance Claims

1/47 Pituri St Unit – water damage PR0050022

Water damage to unit due to a leaking pipe in the unoccupied unit which has caused damage to the unit.

This claim has been lodged with the quote for repairs to the unit. Please note Council's excess for property damage is \$5,000.

1/61 Moonah St – water damage PR0050024

Hot water system which was in the ceiling leaked and caused damage to the unit. Insurance have advised that with this claim the replacement of the hot water system will be excluded from this claim as no insurance event has caused it to fail. Resulted damage, ceiling and bathroom repairs and any electrician report and investigation costs will be covered by the claim, no electrical repairs though.

Please note Council's excess for property damage is \$5,000.

Awaiting a quote to send to the Insurance for – Ceiling and bathroom quote.

Staff Movements / Changes

Administration Officer – relocated temporarily to Depot Administration
Relief Finance Manager Colin Duffy returned from leave 29th October 2025.
Administration / Post Office Casual – Jane Smith starting 10th November 2025.
Relief Finance Manager taking leave from 13th December 2025.

Positions Vacant / Contract Changes (discussions to be had with HR / CEO)

Finance Manager

Senior Administration Officer / Office Administration

Relief Finance Manager Contracted 31st December 2025

Administration Officer – Contracted full time to 31st December 2025

Meetings & Training

I have attended the following meetings and training during June:

- External Auditors x 4 – PKF – TIM Cronin, Erick Mankinn
- Managed Tender RPQS – We are Peak – Joneil Palenzuela
- Boulia Community Hub Project Meeting, Adam Britton, Alison Stout (POD), Belinda Allwood (POD) – Teams (weekly)
- Payroll Implementation Strategy - Anthony Ottaway, Rebecka Britton, Cassie Schultz
- ReadyTech Go No Go Live – Zack Adenwala, Chad Tiet, Rebecka Britton.
- Definitiv Implementation Meetings – Chad Tiet– ReadyTech, Rebecka Britton
- Staff Culture Workshop X 2 – ADO & Co, Jen Ottaway, Anthony Ottaway, Shane Gray, Beck Britton, Gordon Stumbris, Gordon Magann, Paul Bawden
- Outback Way – GBA, Stuart Bourne, Ryan, Gordon Magann, Gordon Stumbris, Shane Gray
- QRA Monthly meeting – Gavin Williams, Gordon Magann, Gordon Stumbris
- LRAP – Louise Robertson, Gavin Williams, Gordon Magann, Gordon Stumbris
- Public Interest disclosures (PIDs) training – Office of the Qld Ombudsman
- DLGP – Paul Pedersen, Sam, Shane Gray, Gordon Magann
- Strengthening budget ownership – Anthony Ottaway, Colin Duffy.

Future Approved Travel

- 6th & 7th November – Sick Leave, Longreach Specialist

- 12th – 15th November – Personal Leave, Memorial Redcliffe
- 17th - 20th November – LGFP Conference – Cairns, Travel time
- 21st – 26th November – Site visit POD – Cairns, Travel time
- 15th Dec – 18th January – Annual Leave

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Director of Corporate & Financial Services October 2025 report be received for information purposes.

ATTACHMENTS: Nil

Reviewed and Approved by Chief Executive Officer	Mr Shane Gray
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TITLE:	Banking Signatories Update October 2025	DOC REF: 11.3.2
REPORT BY:	Kaylene Sloman Director of Corporate & Financial Services	DATE: 14/11/2025

CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.1: Confidence

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

To update changes to banking signatories as directed by the CEO.

CONTENT:

To ensure that Council has the best protection and ensuring the activities of Council's Finance Department are not impeded, the following recommendations are made. The following officers are recommended as signatories to any bank accounts which will include electronic transfers for the bank selected by Council. They are divided into primary, secondary signatories and view only access.

ELECTRONIC FUND TRANSFERS:

PRIMARY ACCOUNT SIGNATORY - AUTHORISING OFFICER TYPE 'A'

- *Chief Executive Officer – Shane Gray*
- *Director of Corporate & Financial Services – Kaylene Sloman*
- ***Acting Director of Works & Operations – Gordon Magann***

SECONDARY ACCOUNT SIGNATORY - AUTHORISING OFFICER TYPE 'B'

- *Relief Finance Manager – Colin Duffy*
- *Senior Finance Officer – Carol Smith*

VIEWING ACCESS ONLY

CHEQUE SIGNATORIES

PRIMARY ACCOUNT SIGNATORY: Type 'A'

- *Mayor - Eric Britton*
- *Chief Executive Officer – Shane Gray*
- *Director of Corporate and Financial Services – Kaylene Sloman*

SECONDARY ACCOUNT SIGNATORY: Type 'B'

- *Relief Finance Manager – Colin Duffy*
- *Senior Finance Officer – Carol Smith*

The method of signing/authorising electronic transactions will be as follows:

- Any two type 'A' signatories OR

- Any two signatories: consisting of at least one primary 'A' signatory and one secondary 'B' signatory.

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

1. That Council confirm that the authorised signatories, as noted in the Banking Signatories Update report, be authorised to operate on any new or existing bank accounts Council may open in the future and all previous signatories if held with the same bank be made obsolete.
2. That the Director of Corporate and Financial Services, action the changes to signatories and electronic devices for the change in Financial Services positions.

ATTACHMENTS: Nil

Reviewed & Approved by Chief Executive Officer	Mr Shane Gray
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TITLE:	Corporate Credit Card Update	DOC REF: 11.3.3
REPORT BY:	Kaylene Sloman Director of Corporate & Financial Services	DATE: 14/11/2025

CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance
5.2: Accountability
5.2.1: Ensure Council's financial activities are monitored and well managed
5.2.4: Ensure transparency and accountability through integrated performance management reporting
Key Priority 5: Robust Governance
5.4: Sustainability
5.4.2: Optimise performance of Council business units using available technology

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

To update Council on the Corporate Credit Card holders.

CONTENT:

To ensure that Council has the best protection and ensuring the activities of Council's Finance Department are not impeded, the following recommendations are made. The following officers are recommended as holders of Council Corporate Mastercard's.

This allows the Officers to utilise the cards for small one-off purchases for Council whilst in Boulia as well as use for when travelling for work to and from Meetings, Workshops and Conferences.

The Corporate credit card held by the Relief Finance Manager will be utilised for booking of flights and accommodations as well as incidental charges as required by Council employees.

As per the Credit Card Policy, a full reconciliation of each card is completed monthly and signed off by both the Officer and their direct line Manager.

Below is the listing of current holders, all in red is changes requiring approval.

Card Holders and Limits

Mayor – Eric Britton	Limit \$10,000
Chief Executive Officer – Shane Gray	Limit \$10,000
Director of Corporate & Financial Services – Kaylene Sloman	Limit \$15,000
Acting Director of Works & Operations – Gordon Magann	Limit \$10,000
Relief Finance Manager – Colin Duffy	Limit \$15,000

CONSULTATION:

CEO, Shane Gray

GOVERNANCE IMPLICATIONS:

Nil

RECOMMENDATION:

1. That Council confirm that the Corporate Credit Cards that are issued to these Officers is authorised and approved.
2. That the Director of Corporate & Financial Services actions the changes, and updates credit card registers.

ATTACHMENTS: Nil

Reviewed & Approved by Chief Executive Officer	Mr Shane Gray
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TITLE:	Financial Report for October 2025	DOC REF: 11.3.4
REPORT BY:	Colin Duffy Acting Finance Manager	DATE: 11/11/2025

CORPORATE PLAN REFERENCE:

Key Priority 5: Robust Governance

5.2: Accountability

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

5.2.2: Maintain high standards of Corporate Governance through effective audits

5.2.3: Decisions on new or enhanced community assets or facilities are viewed with the future financial impact on Council`

5.2.4: Ensure transparency and accountability through integrated performance management reporting

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

Financial Summary as at 31st October 2025.

Cash Position:

	31-October-25	30-September-25
Cash at Hand	21,253,561	22,968,713
Net Cash Equivalent (Debtors-Creditors)	2,256,089	546,936
Total	\$23,509,650	\$23,515,649

Income

Total revenues to 31st October 2025 are \$7,231,342. This equates to approx. 17% of this year's budget.

Expenditure

Operating expenses to 31st October are \$4,424,349. This equates to approx. 12% of this year's budget.

Liquidity

CBA		\$2,012,517
Floats		\$1,105
Investments		
CBA At Call 4.35%	\$ 6,867,810	
QTC 4.40%	\$12,372,129	\$19,239,939
		Total
		\$21,253,561

Additional Information on Cash Position:

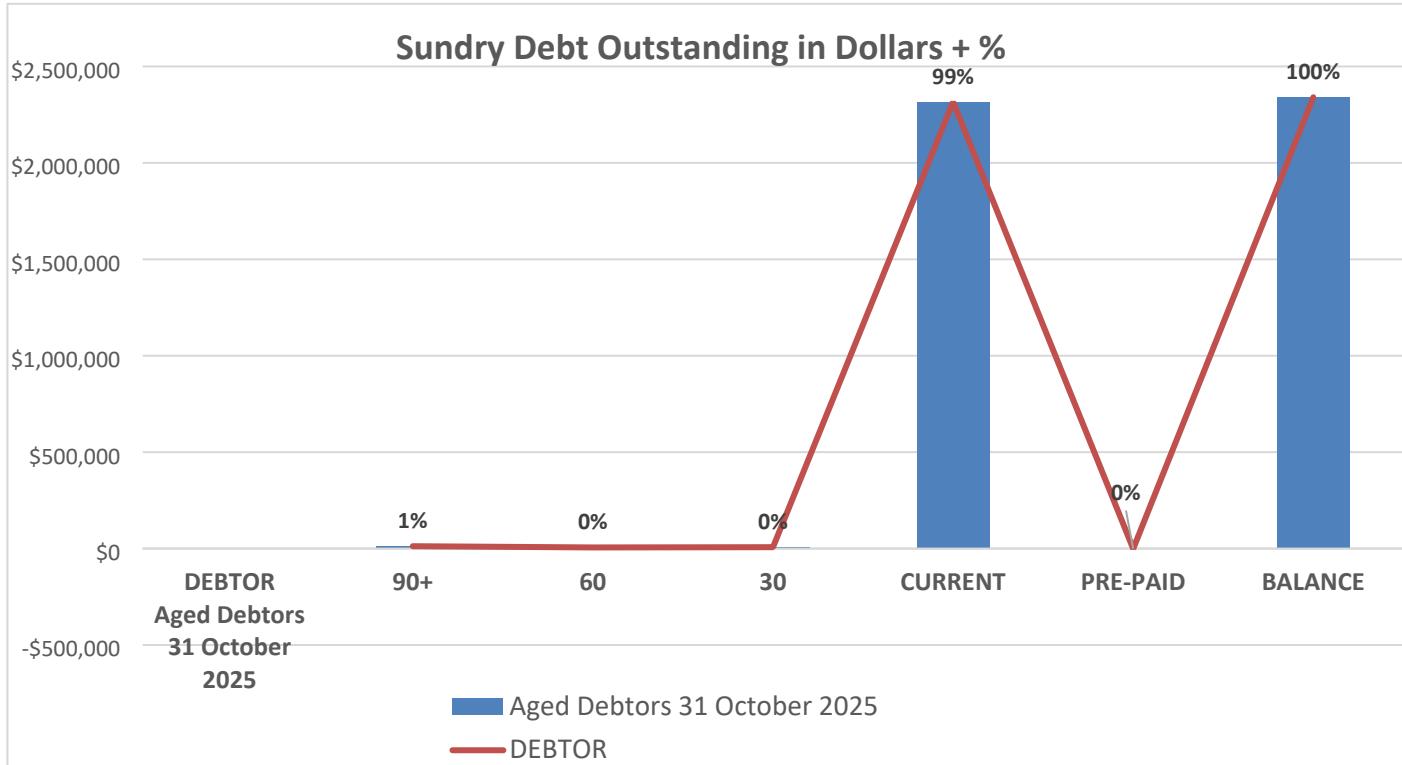
Cash Balances as at 31 st October 2025		21,253,561
The following items need to be backed by cash		
Reserves 31 October		2,328,551
Funded Depreciation		
Depreciation accrued		816,667
Funded Employee Entitlements (Current and Non-Current)		(1,446,424)
Grant Funding (paid in Advance)		7,091,859
Working Capital Cash		1,500,000
Capital Grants		2,879,814
Operating Result for 2025/2026		(72,821)
Less Capital Expenditure 2025/2026		(5,259,305)
Backed by Cash		7,838,340
Cash unallocated as at 31st October 2025		13,415,221

Aged Debtors 31st October 2025

DEBTOR	90+	60	30	CURRENT	PRE-PAID	BALANCE
	\$ 12,325	\$ 5,900	\$ 7,216	\$ 2,315,791	(\$980)	\$ 2,340,252

90+ Days Outstanding

For this month, amounts greater than 90+ days total \$12,325, which constitute 0.5% of the total debtors. Payment arrangements are in place with all outstanding debtors.



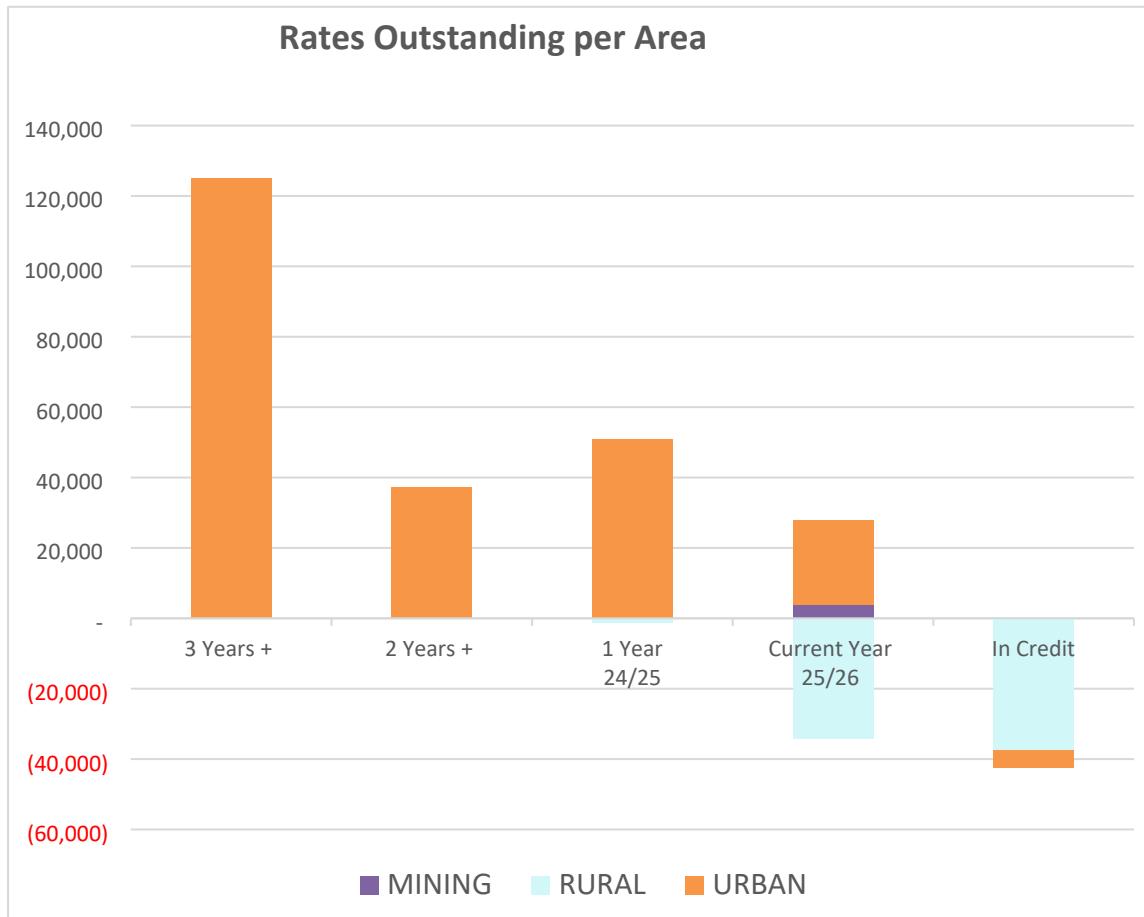
Creditors 31st October 2025

Total amount waiting for payment, not yet due is \$0.

Rates 31st October 2025

Total outstanding \$162,732

RATES	3 Years + \$	2 Years + \$	1 Year 23/24 \$	Current Year 24/25 \$	In Credit \$	Total Outstanding \$
URBAN	124,964	37,187	50,576	23,894	(4,998)	231,623
RURAL	-	-	(1,334)	(34,096)	(37,394)	(72,823)
MINING	-	-	112	3,820	-	3,932
ALL	124,964	37,187	49,354	6,381	(42,392)	162,732



CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Financial Report for October 2025 be received for information.

ATTACHMENTS:

1. Income Statement 31-10-2025 [11.3.4.1 - 1 page]
2. Balance sheet 31-10-2025 [11.3.4.2 - 1 page]
3. Cash Flow Statement 31-10-2025 [11.3.4.3 - 1 page]
4. CONFIDENTIAL REDACTED - Income and Exp Report 31-10-2025 [11.3.4.4 - 3 pages]
5. CONFIDENTIAL REDACTED - Capital Expenditure 31-10-2025 [11.3.4.5 - 5 pages]

Reviewed & Approved by Chief Executive Officer	Mr Shane Gray
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BOULIA SHIRE COUNCIL
Income Statement
For the period ended 31 October 2025

	<i>2024/2025</i>	<i>2024/2025</i>
	<i>Actual</i>	<i>Budget</i>
		<i>(Reviewed)</i>
Income		
Revenue		
Recurrent Revenue		
Net rate and utility charges	1,002,975	1,971,000
Fees and charges	139,153	240,000
Rental income	78,728	400,000
Interest received	99,231	820,000
Sales - contract and recoverable works	1,671,560	4,450,000
Other Income	79,970	130,000
Grants, subsidies, contributions and donations	1,279,911	7,600,000
Total Recurrent Revenue	<hr/> 4,351,528	<hr/> 15,611,000
Capital Revenue		
Grants, subsidies, contributions and donations	2,879,814	27,000,000
Sale of property, plant and equipment	-	-
Total Capital Revenue	<hr/> 2,879,814	<hr/> 27,000,000
Total Revenue	<hr/> <hr/> 7,231,342	<hr/> <hr/> 42,611,000
Total Income	<hr/> <hr/> 7,231,342	<hr/> <hr/> 42,611,000
Expenses		
Recurrent Expenses		
Employee benefits	(1,712,524)	(4,811,000)
Materials & Services	(2,711,825)	(28,145,000)
Finance Costs	0	(121,000)
Depreciation	0	(4,900,000)
Total Recurrent Expenses	<hr/> (4,424,349)	<hr/> (37,977,000)
Capital Expenses	-	-
Sale of property, plant and equipment	0	-
Total Expenses	<hr/> (4,424,349)	<hr/> (37,977,000)
Net Result Attributable to Council	<hr/> <hr/> 2,806,993	<hr/> <hr/> 4,634,000

BOULIA SHIRE COUNCIL
Balance Sheet
as at 31 October 2025

2024/2025 Actuals

Current Assets

Cash and cash equivalents	21,253,561
Trade and other receivables	2,578,568
Inventories	469,207
Contract Assets	<u>5,194,378</u>
Total Current Assets	29,495,715

Non-current Assets

Property, plant and equipment	219,514,089
Total Non-current Assets	219,514,089

TOTAL ASSETS

249,009,804

Current Liabilities

Trade and other payables	(322,480)
Borrowings	(96,295)
Provisions	(362,525)
Contract Liabilities	(1,017,280)
Deferred Revenue (current)	<u>(8,748,115)</u>
Total Current Liabilities	(10,546,694)

Non-current Liabilities

Borrowings	(1,007,834)
Provisions	(93,028)
Total Non-current Liabilities	(1,100,861)
TOTAL LIABILITIES	(11,647,555)

NET COMMUNITY ASSETS

237,362,248

Community Equity

Asset revaluation reserve	114,887,927
Other reserves	2,328,551
Retained surplus	<u>120,145,770</u>
TOTAL COMMUNITY EQUITY	237,362,248

BOULIA SHIRE COUNCIL
Statement of Cash Flows
For the period ended 31 October 2025

	<i>2024/2025 Actuals</i>	<i>Reviewed Budget 2024-25</i>
Cash Flows from Operating activities:		
Receipts from customers	474,630	5,726,000
Payments to suppliers and employees	(4,477,303)	(11,867,400)
	<hr/>	<hr/>
	(4,002,674)	(6,141,400)
Interest received	99,231	715,000
Rental income	78,728	357,000
Non-capital grants and contributions	1,279,911	6,413,511
Borrowing costs	0	(36,000)
Net Cash Inflow (Outflow) from Operating Activities	(2,544,804)	1,308,111
Cash Flows from Investing activities:		
Payments for property, plant and equipment	(5,259,305)	(45,968,000)
Proceeds from sale of property, plant and equipment	2,879,814	40,829,000
Grants, subsidies, contributions and donations	<hr/>	<hr/>
Net Cash Inflow (Outflow) from Investing activities	(2,379,491)	(5,139,000)
Cash Flows from Financing activities		
Proceeds from borrowings	0	2,000,000
Repayment of borrowings	0	(631,000)
Net Cash Inflow (Outflow) from Financing activities	0	1,369,000
Net Increase (Decrease) in Cash and Cash Equivalents held	(4,924,296)	(2,461,889)
Cash and Cash Equivalents at beginning of Reporting period	26,177,858	20,575,678
Cash and Cash Equivalents at end of Reporting period	<u>\$ 21,253,561</u>	<u>\$ 18,113,789</u>

11.4 Economic and Community Development

TITLE:	Economic & Community Development Report – October 2025	DOC REF:
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REPORT BY:	Paul Bawden Economic & Community Development Manager	DATE: 12/11/2025
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CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment

1.1: Promotion of community events, services and facilities

1.1.1: Build a strong sense of community, capacity and pride by supporting partnerships

Key Priority 1: A strong supportive community environment

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

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

Key Priority 3: Economic Development - A sustainable local economy

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

3.4.1: All opportunities used to increase the shires exposure to the tourism market

Key Priority 6: Supporting local services and facilities

6.2: Support an active healthy community

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

Key Priority 7: Valuing our greatest asset – people

7.4: Tourism

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

To provide Council with an update on the activities associated with the Economic and Community Development roles.

CONTENTS:

Tourism:

The Min Min Encounter is still drawing some visitors while the Boulia Heritage Complex is slowing at season's end.

External Grants:

First Nations Sport & Recreation program: The final sessions under this program were held in October 2025:

- With the support of Boulia Landcare Group a fishing competition and associated activities such as Claypan Olympics were held.
- Skateboarding and fun of 'slime fest' joined together at Robinson Park.

This program has been a major success with seven individual events comprising:

Activity	Date	Participants
Colour Fun Obstacle	6 April	61
Under 18 Night Golf	19 April	65
Skateboarding	13 May	80
Sports Disco	13 June	73
Camel Race Experience	17 July	56
Fishing Competition	18 October	91
Skateboarding and Slime Fest	25 October	54

Queensland Remembers: The memorial artwork has been installed in the Herbert Street median ready for the 11 November unveiling.

The State Government has confirmed the attendance of Sean Dillon MP as the Premiers representative to deliver the unveiling. This is to occur immediately before the formal commemorative service in the Shire Hall.

Performances and related activities at the Shire Hall:

A range of community activities have been undertaken/are being planned for the Shire Hall in the coming months including:

Funny Mummies: This performance including comedy and cabaret is scheduled for Sunday 2 November. This will be a special event as it includes four components:

- Provision of refreshments.
- First part of the Funny Mummies show.
- Announcing outcome of the Boulia Strong Woman initiative.
- Second part of the Funny Mummies show.

Community Pool:

The pool season for 2025-26 season will commence later than in recent years with an opening in November and extension through to May.

A high-profile community notification will occur once details are confirmed.

Library Activities:

Boulia Library Visitation:

	Jan	Feb	Ma r	Ap r	Ma y	Jun	Jul y	Au g	Se p	Oct	No v	Dec
2024	101	140	23 7	16 2	143	240	356	210	30 5	243	132	179
2025	94	168	18 9	20 5	105	217	486	197	23 6	198		

Projects and Events

During the month key community initiatives have included the following:

- First 5 Forever:
 - o Setting a date for Christmas/Santa photos and ordering decorations.

- Collating the November calendar.
- Hosting a Halloween lolly hunt.
- Hosting the Melbourne Cup morning Tea.
- Completing the First Nations Sports Funding Program.
- Organising Remembrance Day Ceremony.
- Organising the 2025 Seniors Christmas Lunch - to be held on Wednesday 10 December at 12pm at the Australian Hotel
- Organised expenditure for 'Queensland Get Ready Program'



Children before Halloween lolly hunt



Children in Claypan Olympics – part of Fishing Competition

Consultation:

A range of consultative techniques have been pursued across the programs, including dialogue with community members, supporting committees and the advertising of local events.

Channel Country Chatter (CCC): The October edition of the CCC has been published, and work is well advanced for the November edition.

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Economic and Community Development Report for October 2025 be received for information.

ATTACHMENTS: Nil

Reviewed and Approved by Chief Executive Officer	Mr Shane Gray
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TITLE:	Min Min Encounter & Boulia Heritage Complex Report October 2025	DOC REF: 11.4.2
REPORT BY:	Karen Savage Tourism Officer	DATE: 11/11/2025

CORPORATE PLAN REFERENCE:

Key Priority 1: A strong supportive community environment
 1.2: Respecting our culture and heritage, past, present and future
 1.2.1: To preserve and promote the heritage and diverse cultures of our community
 1.2.2: To maintain, preserve, develop and provide access to our region's history
 1.2.3: To promote the heritage, arts and cultures of our communities

Key Priority 6: Supporting local services and facilities

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

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

To report on the day-to-day operations of the Min Min Encounter (MME) and Boulia Heritage Complex (BHC) and to promote tourism in the Shire and surrounding region.

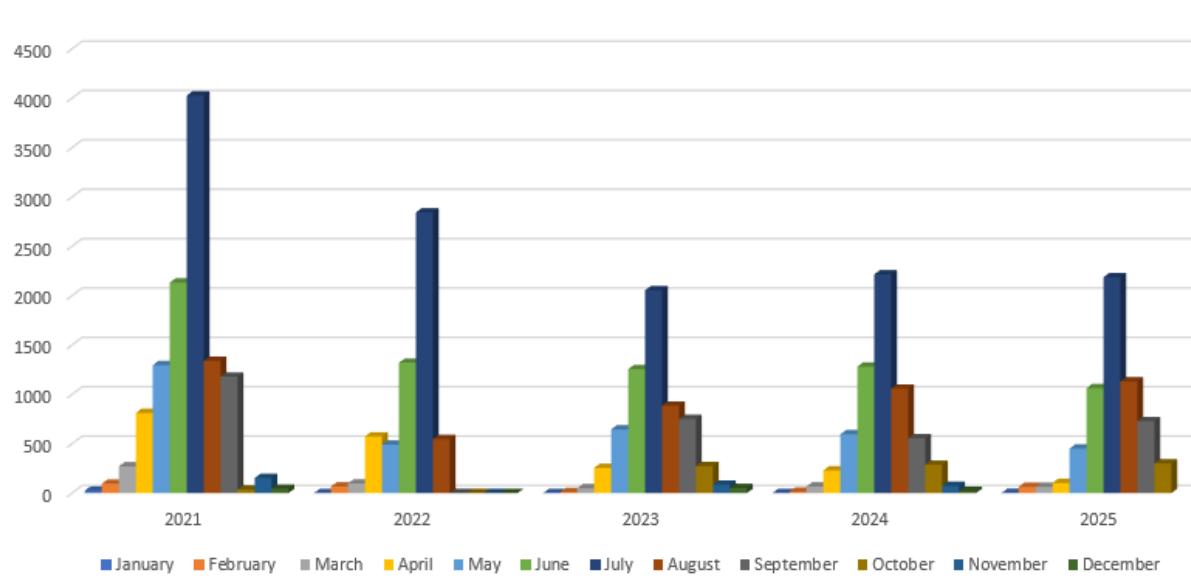
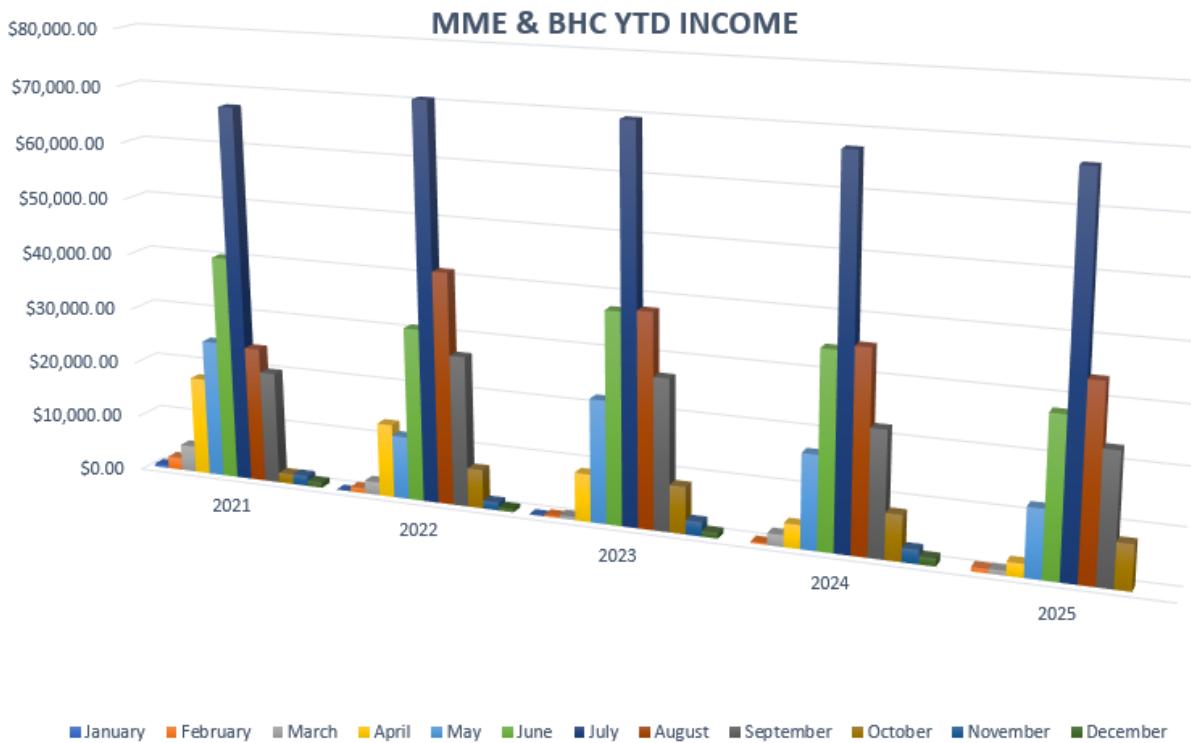
CONTENT:

Monthly Activity Statistics: October 2025

Sales – tickets/merchandise	\$7,926.00
MME Total Visitor Stats	299
MME Tickets	\$3,066.70
BHC Tickets	\$451.50
COMBO Tickets	\$1,834.80
Rezdy Online Bookings during the month (no payment taken)	1

Social Media Statistics: October 2025

Social media pages	Reached
TripAdvisor Review	1 x Five-star reviews
Google Business Profile	170 profile views, 87 interactions, 22 website visits from the profile



REPORT ON ACTIVITIES DURING OCTOBER:

Visitor Statistic Reporting:

- Explore Queensland Network survey to be completed on the 1st of each month.
- Outback Queensland (OQTA) monthly report emailed by the 10th of each month.

Visitor numbers this month were higher than September last year. Income is also greater, likely due to school holiday dates and the late start to the season.

Group Bookings: The last group booking visited at the beginning of this month. We have many bookings made for next season including a new tour operator.

Social media: Facebook posts reached 56,175 people this month with 1,154 interactions.

Explore Queensland Network: n/a

Merchandise: Merchandise continues to sell well and many compliments received from the public about the wide range available.

Boulia Heritage Complex: Numbers now slowing down at the end of the season. Improvements in displays continue to be made and good feedback received from our visitors.

Min Min Encounter: Continues to be a major draw, through word-of-mouth recommendations.

CONSULTATION: Nil

GOVERNANCE IMPLICATIONS: Nil

ADDITIONAL INFORMATION: Following Council's request for additional tabulated information an attachment has been added to this report and is expected to evolve over time.

RECOMMENDATION:

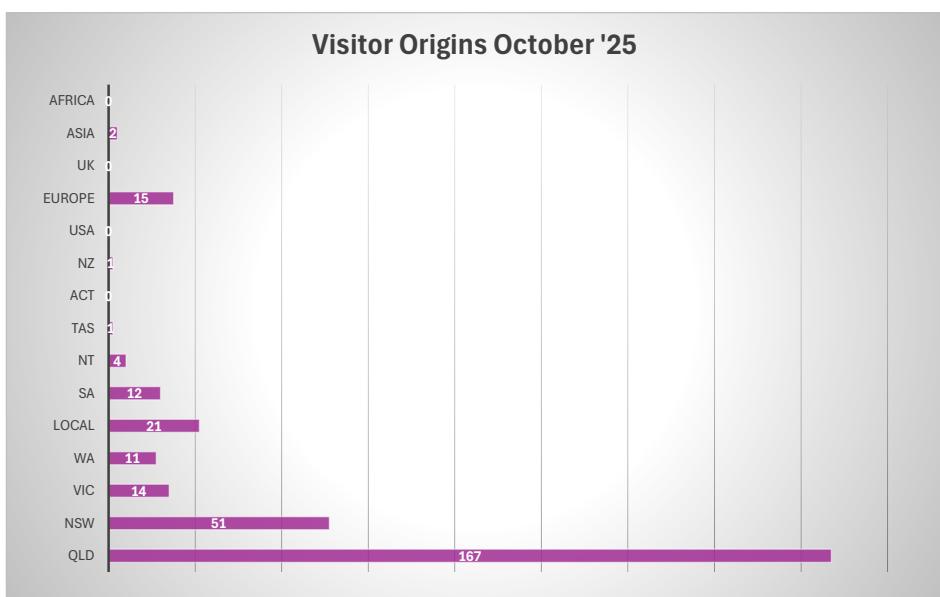
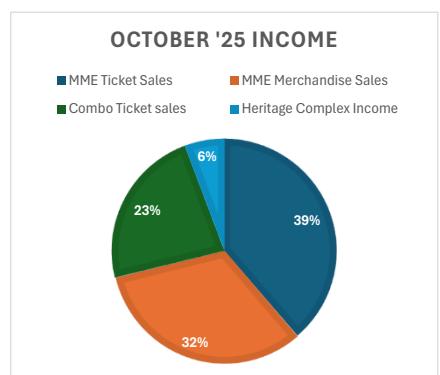
That the Min Min Encounter & Boulia Heritage Complex Report for the November 2025 Council Meeting be received for information.

ATTACHMENTS:

1. Council Monthly Stats [11.4.2.1 - 1 page]

Reviewed by Economic and Community Development Manager	Mr Paul Bawden
Approved by Chief Executive Officer	Mr Shane Gray

	JULY	AUGUST	SEP	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
MME TOTAL VISITORS	2186	1131	728	299								
ENCOUNTER VISITORS	1051	533	393	119								
VISITOR INFORMATION	1135	598	457	180								
HERITAGE VISITORS	383	237	170	57								
TOTAL INCOME MME	\$67,110.95	\$33,835.20	\$22,949.26	\$7,926.00								
MME TICKET SALES	\$28,188.50	\$10,454	\$10,026.60	\$3,066.70								
MME MERCHANDISE SALES	\$21,157.84	\$9,611.50	\$5,539.95	\$2,573.00								
HERITAGE COMPLEX INCOME	\$2,227.81	\$1,828.10	\$1,291.31	\$451.50								
COMBO TICKET SALES	\$15,536.80	\$8,279.10	\$6,091.40	\$1,834.80								
VISITOR NUMBERS - LOCAL	17	42	23	21								
QLD	907	459	356	167								
NSW	546	192	146	51								
VIC	313	180	85	14								
SA	72	29	8	12								
WA	102	50	49	11								
NT	13	19	16	4								
TAS	65	15	19	1								
ACT	19	11	0	0								
NZ	22	8	19	1								
UK	2		0	0								
USA		6	0	0								
EUROPE	13	4	7	15								
ASIA			0	2								
AFRICA		0	0	0								



12 Closed Session

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

- a) the appointment, discipline or dismissal of the chief executive officer;
- b) industrial matters affecting employees;
- c) the local government's budget;
- d) rating concessions;
- e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;
- f) matters that may directly affect the health and safety of an individual or a group of individuals;
- g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;
- h) negotiations relating to the taking of land by the local government under the *Acquisition of Land Act 1967*;
- i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.
- j) an investigation report given to the local government under chapter 5A, part 3, division 5 of the *Local Government Act 2009*.

TITLE:	Sub leases over the land parcels known as the 'Butchers Paddock' and the 'Coridgee Paddock'	DOC REF: 12.1.1
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CLOSED SESSION REFERENCE:

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

- (e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;
- (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;

TITLE:	Tender considerations for Shade Robinson Park	DOC REF: 12.2.1
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CLOSED SESSION REFERENCE:

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

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

13 Late Reports

Nil

14 General Business

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

15 Meeting Closure