



# OPERATIONAL STATUS REPORT AGENDA

Friday 8 March 2019  
commencing at 9:30am  
Quilpie Shire Council Boardroom  
50 Brolga Street Quilpie

---

## Ordinary Meeting of Council

---

1 March 2019

The Mayor and Council Members  
Quilpie Shire Council  
QUILPIE QLD 4480

Dear Members

Notice is hereby given that a Pre Meeting Briefing will be held at the Council Boardroom, on Friday, 8 March 2019, commencing at **8:30am**.

Notice is also hereby given that an Ordinary Meeting of the Quilpie Shire Council will be held at the Council Chambers, on Friday, 8 March 2019, commencing at **9:30am**.

Please find attached for your information, Quilpie Shire Council Operational Status Reports.

Yours faithfully

Dave Burges  
Chief Executive Officer





# OPERATIONAL STATUS REPORT

## AGENDA

Friday 8 March 2019

Quilpie Shire Council Boardroom

---

## TABLE OF CONTENTS

---

1	ENGINEERING SERVICES	
1.1	(03/19) – MANAGER OF ENGINEERING SERVICES OPERATIONAL STATUS REPORT .....	1
1.2	(03/19) – WORKSHOP SUPERVISOR OPERATIONAL STATUS REPORT.....	9
1.3	(03/19) – WATER AND SEWERAGE OPERATIONAL STATUS REPORT .....	11
2	CORPORATE AND COMMUNITY SERVICES	
2.1	(03/19) – MANAGER OF CORPORATE AND COMMUNITY SERVICES OPERATIONAL STATUS REPORT .....	13
2.2	(03/19) – PEST AND LIVESTOCK MANAGEMENT COORDINATOR STATUS REPORT .....	15
2.3	(03/19) – RURAL LAND OFFICER STATUS REPORT.....	17
2.4	(03/19) – HEALTH PROMOTIONS OFFICERS STATUS REPORT .....	18
2.6	(03/19) – LIBRARIAN OFFICER STATUS REPORT.....	22
2.7	(03/19) – SWIMMING POOL LESSEE OPERATIONAL STATUS REPORT .....	24
3	FINANCE .....	TO BE FORWARDED FOLLOWING END OF MONTH PROCESSING
4	GOVERNANCE	
4.1	(03/19) – GOVERNANCE DEPARTMENT .....	25
4.2	(03/19) – TOURISM DEVELOPMENT OFFICER OPERATIONAL STATUS REPORT .....	NO REPORT
4.3	(03/19) – WORKPLACE HEALTH AND SAFETY OFFICER OPERATIONAL STATUS REPORT.....	27
4.4	(03/19) – BUILDING AND ENVIRONMENTAL PLANNING OFFICERS STATUS REPORT.....	30



# Operational Status Report

Engineering Services

## 1 ENGINEERING SERVICES

### 1.1 (03/19) – Manager of Engineering Services Operational Status Report

Author: Casey de Pereira

IX: 175465

The following report comprises the key planning and delivery of activities undertaken by the Engineering Services Department for the month of February 2019, and also outlines future works proposed for February 2019 and later in the Financial Year.

#### **OPERATIONAL & CAPITAL WORK BUDGET IMPLEMENTATION (~ \$8,000,000)**

The critical budget items amount to approximately \$8.0 million that includes approved Capital Works projects, RMPC and other TMR nominated works, and key operational activities such as the Shire's road maintenance works, town services and airport operations.

#### **ROADS**

#### **Quilpie-Adavale Re-sheeting and Sealing (Red Road) \$1,553,000 (awaiting TMR confirmation)**

TMR has proposed to move the \$250,000 resheeting allocation from Blackall Road to Red Road. If approved, available funding for the Red Road will be revised to \$1,553,000 including an additional \$120,000 savings transferred from Mt Margaret Road.

The proposed works as per previous year includes resheeting, bitumen seal and other ancillary works such installation of new culverts, floodways, and concrete margins/protection works.

The following sections making a total of 7.4km: 3.41km section at Bulls Gully between Ch. 77.00 and 80.57 has been completed including bitumen seal.

The next phase of works will be the 1.69 km section in the vicinity of Beltram Park Intersection between Ch. 29.33 and Ch. 31.02 (to commence in mid-March 2019) followed by the section Ch 54.35 – Ch 57.00.

It is proposed next year's program will commence at the sealed section (Ch 0.00 – Ch 5.08) of Quilpie-Adavale Road and then continue to seal the remaining sections on a rolling program. These works will continue over the next 5 years, approximately.

#### **Shire Road Maintenance (\$700,000)**

Road maintenance works are progressing well and meeting monthly expenditure targets, however the lack of water in the area out-of-town is of concern and the quality of maintenance work is compromised. With the recent rains, local contractors to complement Council's crew have been engaged to brush up various roads.

#### **Completed and Current Works**

- Mt Howitt maintenance grade
- John Waugh Park upgrade

- Trinidad Road formation grading
- RFQ for maintenance on Trinidad Road, waiting on approval/decision as the prices received were rather high
- Ray Road to be inspected.

### **2018-19 RMPC Program (\$1,774,000 revised to \$2,424,000)**

RMPC works completed in February 2019 include:

- Shoulder work on 79A Cooper Development Road (resheeting)
- Shoulder works, bitumen sealing of edge breaks and vegetation removal 7003 Quilpie – Thargomindah Road
- Installation of signage and guide posts on Windorah Road and Cooper Development Road.
- Floodway and other concrete work on 7003 for Concrete crews

Value of works to be claimed for February is around \$273,000 and the cumulative total is about \$1.38 million. This is about 78% of the original RMPC contract sum, or about 57% of the revised budget.

All the roads, concrete and signage crews are doing an excellent job. Some contractors have been engaged to help with gravel pushing and carting for RMPC shoulder resheets.

They are concentrating on RMPC for the next 3-4 weeks. As soon as we have the RMPC contract under control (ie about 85% expenditure for one crew to handle the works to completion) we will shift one crew to the Red Road project.

### **Upcoming RMPC Works (March/April 2019)**

- Heavy formation grading works on 7003 Quilpie – Thargomindah Road (budget \$200,000) and 79A Cooper Development Road (budget \$220,000)
- Potential edge breaks repairs on 79A Cooper Development Road and 7003 Quilpie – Thargomindah Road.
- Continue RMPC works on the Red Road prior to resheeting & bitumen sealing
- There will be the formation grading prior to resheeting on 7103 Blackall Adavale Road (if we receive sufficient rain)
- Minor stabilisation works on 93B Diamantina Development Road
- Grid repairs on 7003 Quilpie – Thargomindah Road and 79A Cooper Development Road

### **Sommerfield Road/Brolga Street intersection improvements**

Design works completed to improve drainage and to allow for easier turning movement for the road trains using Brolga Street/Sommerfield Road intersection. Construction works will be programmed just prior to the bitumen sealing Contractor's next scheduled visit, tentatively booked for mid April 2019.

### **Quarrion Street Upgrade (widen southern side)**

Pavement reconstruction comprising of a 4 metre widening on the southern side and bitumen sealing of Quarrion Street will be programmed just prior to the bitumen sealing Contractor's next scheduled visit, tentatively booked for April 2019.

### **Quilpie town drainage replacements**

Planning works on drainage improvements and culvert upgrades at various locations across town are being investigated. A number of locations have been identified in Sommerfield Road which are progressively being addressed. Other areas will also be attended to on a rolling program as problems are identified.

### **GRAVEL PITS & QUARRY LICENSING**

The cost of upgrading existing pits and rehabilitating pits earmarked for closure as per DAFF's standards, is in the order of \$250,000. It is planned to undertake the work over a 3-5 year timeframe, but may have to be on a shorter timeframe depending on advice from DAFF.

### **COUNCIL BUILDINGS & FACILITIES**

#### **Quilpie Shire Hall (Roof Replacement, Wheel Chair Access & Electricals)**

Works on the replacement of the asbestos roof with a colorbond roof, and upgrading the electricals have been completed. The works were undertaken with minimal disruptions to prior organised events at the Shire Hall. Installation of accessible ramp with safety rails to access the Supper Room through the external door and from the Supper Room to the toilets, via the external toilet entrance is substantially completed.

#### **Council Offices Car Port**

Works have been completed.

#### **Bulloo Park development**

Quotes for Stage 2 of the exclusion fence have been called. The proposed works consist of installation of 143m of 1200x50x2.5mm black PVC chain link fencing, one x 6.0m (2x3m) vehicular gate and two x 1.0m pedestrian gates at Bulloo Park between Chulungra Street and Bulnbuln Street.

Landscaping works around Bulloo Park are progressing well.

### **WATER & SEWERAGE**

#### **Laying of new water main in Quilpie township - ~ \$1,000,000**

The following sections of existing AC water mains are planned for replacement with new 150mm ductile:

- Chipu Street (Brolga to Pegler St) – Pipe laying and reinstatement works - **COMPLETED**;
- Bulnbuln Street (from Brolga Street to Pegler Street) – replacing the existing AC water main and new cold water pipeline (110mm polyethylene pipe) in the same trench. Pipe laying works commenced and progressing well. **COMPLETED**
- Peglar Street (Chipu to Bulnbuln) – replace existing AC water main only if budget permits.

#### **Laying of new water main (to replace old AC main) in Brolga Street (Chipu Street to Gyrica Street)**

Work commenced in January 2019 on installing a new 150mm ductile main on the south side of Brolga Street (in the parking lane) between Chipu Street (near Bowls Club entrance) and Bulnbuln Street.

This stage of the works are substantially completed and road trench reinstatement will be arranged by mid March 2019. The next phase will be extending the new main from Bulnbuln Street to Chulungra Street and the final stage will be to Gyrica Street intersection.

### **Quilpie Sewerage Treatment Plant (Upgrades)**

The scope of works to refurbish the sewerage treatment plant/Imhoff Tank at Quilpie include sandblasting the interior concrete walls, and treating with a protective epoxy coating. Works will commence in late April 2019 when staff assigned to this work are fully immunised.

To improve safety, a new safety rail and flooring platforms have been fitted.

### **Rehabilitation of Ponds at sewerage treatment plant.**

It is proposed to desilt the drying beds and sewerage ponds, repair the existing bund walls and embellish the sewerage treatment plant grounds, to ensure compliance with licencing requirements. Based on machinery available, we will utilise a 30 tonne excavator to undertake the works. It is planned to commence these works in late March 2019 when resources are available.

## **TOWN SERVICES**

### **Quilpie Shire Dump**

Some minor works have commenced at the Quilpie dump facility to improve security and access to certain areas of the facility.

Some changes to procedure regarding asbestos disposal are being investigated to ensure all asbestos is accounted for and disposed of properly.

#### *Quilpie Dump Operational Hours*

In the month of January 2019 there were 4 reportable incidents at the Quilpie dump regarding deliberately lit fires. One measure to minimise potential incidents in the future is to restrict the hours of operation that the Quilpie dump facility is open to the public.

Quilpie dump facility is regulated by the EPA and they would like to see Council being proactive in taking measures to stop fire incidents from occurring. Below is a proposal for operational hours of the Quilpie dump facility to help improve the security of the site.

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>
<b>Open</b>	6:30 am	Closed	6:30am	Closed	6:30am	9:00am	Closed
<b>Close</b>	2:30 pm	Closed	2:30pm	Closed	2:30pm	4:00pm	Closed

It is recommended that the dump should be open to the public on the same days Council personnel will be attending the facility. Monday, Wednesday and Friday are days of operation where the general waste pit will be covered and will not be exposed to start potential fires.

Tuesday, Thursday, Saturday and Sunday are currently unattended by Council staff and any waste left in the general waste pit will be exposed until a day of operation.

Saturday should have some operation time, this is for consideration to members of the public that have work hours throughout the week that conflict with the proposed hours of operation.

Personnel responsible for opening and closing the facility will be a combination of technical services and parks and gardens.

With this proposal the only additional resources would be to open and close the facility on Saturdays a roster system can be implemented to have someone available to ensure the facility is opened at the designated times.

### **Cold Water Pumping Station, Water mains and Irrigation system upgrade (Quilpie township)**

The design for the installation of the cold water irrigation system for Quilpie township's median strips and gardens in Brolga Street, Chulungra Street and Bulnbuln Street including John Waugh Oval, has been completed. The second cold water rising main for the Oval upgrade is necessary as Council has been advised that the current pipe and pump are reaching the end of their useful life and is considered a high risk in their current state.

#### **Median Strip Sprinkler System**

Each median strip will be supplied by a 63mm service line from the 110mm main line. This design will split the 200 metre median strips into two automated stations. With the combination of pop up sprinklers and drip feed lines the system will obtain full coverage of the grass, trees and garden areas. This will increase efficiency and aims to significantly reduce labour to maintain the median strips. Use of the correct solenoids and valves will ensure a reliable fully automated irrigation system that will significantly reduce the current time and labour needed maintain the median strips.

#### **Bulloo Park**

Parks and Gardens have started to rehabilitate the turf at Bulloo Park. The area was left to dry out for a number of weeks to kill the slime mould growing. A section of the turf at Bulloo Park has been cultivated and fertilised as a trial area to rehabilitate the area. A new watering procedure is under trial.

#### **John Waugh Park Sports Field Upgrade**

Council has been successful in receiving QLD Rugby League grant for \$207,680 (50:50 Council funding to match) to upgrade John Waugh Oval's playing surface.

JW Park rehabilitation has commenced, the old irrigation system has been disconnected and the earth works have completed to sub grade formation.

It was determined that, after some in house testing, around 6050mm of the bedding sand from Adavale Plant Hire should be added to the existing material. That will add volume to the field as we need to raise the Cricket pitch by around 200mm from the existing level. This will give a fall of 1.25% from pitch level to sideline of the field (425mm).

Approx 900 m<sup>3</sup> of coarse sand is being brought to site and is progressively being spread across the formation sub base in preparation for a stabiliser to mix the subgrade, coarse sand and gypsum to give a consistent free draining material.

Various species of turf are under investigation to determine the most resilient species for the Quilpie conditions and using treated cooled artesian bore water. At this stage after some investigation, the recommended turf is Wintergreen Couch and not Kikuyu. However we have a contact through Arthur Eustace-Earle (Qld Rugby) to follow up with CSIRO.

New irrigation design has been finalised with a new pump and rising main and is ready for calling quotes and progressing with procurement and installation.

New goal posts will also be installed and a new concrete slab/cricket pitch will be installed at the new elevated finished level on the "crest" of the oval.

It is also proposed to install a new fence and gates to compliant height.

A designated greenkeeper will be assigned to ensure agreed operating procedure is implemented to ensure ongoing high quality serviceability.

## Aeration

Based on consultation with various parties and Toro, it has been determined that the existing Toro – Procore 648 aerator is the appropriate machine to aerate the oval and other turfed areas. The type of tines previously used and the methodology will be modified to achieve the desired outcome.



*Toro Procore machine utilised to aerate the Oval*

## John Waugh Park Fence

As part of the upgrade to John Waugh Park, it is proposed to replace the existing fence in order to secure the oval and protect the newly laid turf. Two options are presented as follows:



*Option 1*



*Option 2*

## Eromanga Sculpture

Eromanga sculpture design and fabrication has been completed and ready for transporting to Eromanga. It will be installed in the road reserve adjacent to the Eromanga Hotel. Work is to commence by 4 March 2019.

## Quilpie Airport

### Airport Lighting Upgrade

The Quilpie Aerodrome lighting upgrade commenced on the 1st of February.

Works include:

- Earthworks of installing cables conduit electrical pits.
- New 15 Kv back-up generator was installed and commissioned.
- Connections for light transformers and new LED runway lights installed.
- Electrical ground commission completed – tested new runway lighting, new generator changeover to the backup system, airport control system.
- Council staff trained and taken through airport operations.
- Great Western Electrical team trained in airport lighting system and working operation.
- All worksite area is clean and all rubbish removed
- Trenches watered and rolled.
- Airport handover to Council, 2 hardcopies of manuals /and quality assurance details.
- Final night flight commissioning (use of lcal Aircraft) is scheduled to commence on the 6th of March 2019.
- All compliance documentation will be forwarded onto CASA on completion.

### Airport Management Committee

An assessment/observation report is currently being prepared by Mick Symes, Acting Inspector regarding the Emergency Simulation exercise carried out in December 2018.

### Town Services Activities

Activities by the Town Services team over the past reporting period included maintenance and regular actions. This included maintenance watering in preparation for the summer period of extreme heat and the preparation of facilities for regular events.

<b>ACCOUNTABLE AREAS</b>	
John Waugh Park	Regular maintenance
Bicentennial Park	Regular maintenance
Gym	Regular maintenance
Bulloo Park	Regular maintenance & preparation.
Visitors' Centre	Regular maintenance
Mural Park	Regular maintenance & added pop ups
Shire Hall	Regular maintenance
Administration Office	Regular maintenance
RSL Park	Regular maintenance.
Median Strips	Regular maintenance & Continued investigations and planning for upgrades
Brolga St Trees	Bottlebrush planted on northern side
Western Tree Line	Regular maintenance, building wells around the trees and planted ninca seeds under trees to add some colour
Rodeo Grounds	Regular maintenance

St Finbarr's Church	Regular maintenance
Dump & Animal Pit	Regular maintenance Extension of general waste pit and excavated new animal waste pit.
Cemetery	Regular maintenance
Depot Yard	Regular cleaning
Quilpie public places	Regular maintenance, sweeping and cleaning of toilets
Vacant housing	General cleaning up, mowing and watering Prepare Galah Street house for tenant
Opal Fossicking Area	Restocked opal
Eromanga & Adavale	General maintenance
Airport Management	Sent second response to CASA to answer report findings and observations.
Sewerage Treatment Plant & grounds	General cleaning and maintenance
Town Streets	General cleaning and maintenance.
Picnic Areas	Regular maintenance and cleaning of toilets

### **Bathroom Renovations**

The contract to undertake bathroom renovations at 34 Kookaburra St, U1 Galah St and U2 Galah St has been awarded to Peter Donohue Constructions. The works on U1 Galah St and U2 Galah St are completed. The bathrooms in the two flats have been completed except for the addition of heating.

A variation for the bathroom at 34 Kookaburra Street Residence has been issued for the removal, disposal and replacement of the asbestos sheeting in the bathroom, including wall sheeting and ceiling sheeting. A quote from Kerry Quinn to treat and repaint the room for \$600.00 + GST has been received.

### **STAFFING ISSUES**

- Newly appointed Fleet & Workshop Manager to commence on 18 March 2019.

### **CONTRACTORS AND CONSULTANTS:**

Currently engaged or recently completed works on QSC projects

<b>CONTRACTORS</b>	
Brandon & Associates	Design and consulting; Shire Hall and Dinosaur signage structural details.
Holling Constructions	New Units in Curlew Estate.
Adavale Plant Hire	Supply coarse sand for JW Oval
BHL&DA Hall Transport	Gravel Supply RMPC 79A
SC&KG Bowen	Gravel Supply & Vegetation clearing RMPC 7003
Steve Bonsey Transport	Gravel Supply RMPC 79A

# Operational Status Report

Workshop

## 1.2 (03/19) – Workshop Supervisor Operational Status Report

Author: Christian Radnedge

IX 175140

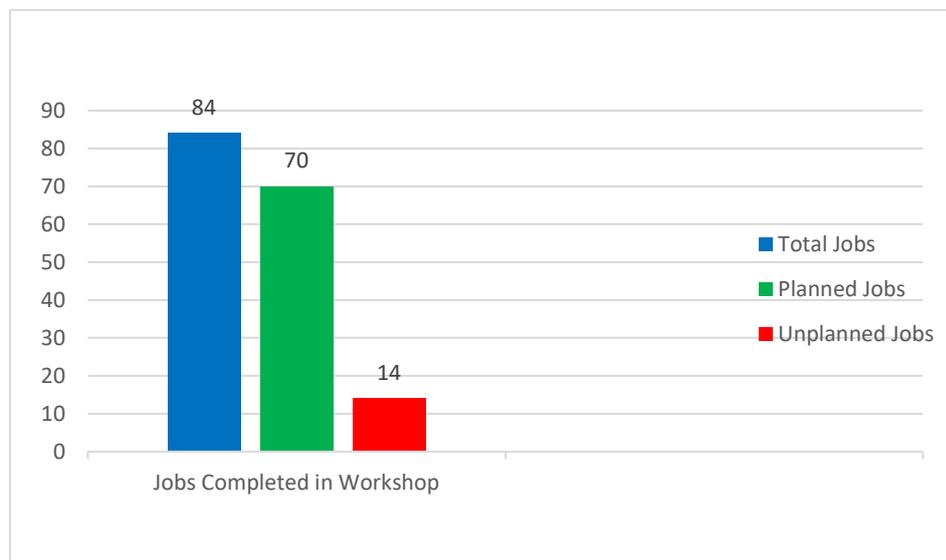
### MAINTENANCE & SERVICING

The workshop schedule for the month of February consisted of planned scheduled maintenance and routine servicing. Some of these repairs undertaken include:

- Plant number 116 (Komatsu Backhoe): Repairs to air conditioner and leaking hydraulic ram;
- Plant numbers 127, 3001 and 3002 (Graders): Full circle adjustments;
- Plant number 3402 (Komatsu Loader): Replace bucket teeth;
- Plant number 93 (Ford Ranger): Replacement of exhaust gas return cooler and valve; and
- Plant number 106 (Ammann Multi-Tyre Roller): Repairs to leaking crankshaft seal and sump gasket. This repair is still in progress.

The new batching plant has been taken to Kev Richardson Welding to have suspension, tail lights and modification plate fitted to be enable the plant to be registered.

The graph below shows work conducted by the Workshop for the month 30/1/19 to 22/2/19 – 84 jobs in total with only 14 unplanned jobs.



### PLANT REPLACEMENT

Nil.

### AIRPORT REFUELLING FACILITIES

On 21 February IOR delivered 13,000L of Avgas. The workshop constantly undertakes fuel density and moisture checks to maintain a high level of fuel quality at our refuelling facility and regularly check fuel levels to ensure customer demands are met.

Fuel quantities in stock as at 21 February 2019:

JetA-1: 10,200 Litres

Avgas: 19,800 Litres



### OCCUPATIONAL HEALTH AND SAFETY

There were no Occupational Health and Safety issues reported for the month of February 2019.

### STAFFING

Jeremy Grimm has been appointed to the role of Fleet and Workshop Manager and will commence employment with Council on Monday 18 March.

Skye Loveday is on annual leave from 19 - 21 February and will be attending TAFE from 24 February to 08 March.

During this time, the workshop has engaged local Mechanics to help repair and maintain Council's fleet.

### CONTRACTORS

- G & T Mechanical;
- Dan Springall Air Con Service;
- Wayde Thompson; and
- Grant Itzstein (Komatsu).

### ENVIRONMENTAL ISSUES

Nil

# Operational Status Report

Water and Sewerage

## 1.3 (03/19) – Water and Sewerage Operational Status Report

Author: Alan McNall

IX 175142

Reporting period 22 January to 27 February 2019

### WATER

#### Water – Consumption

Raw Water Consumption statistics

Locality	Monthly Use (meg)	2018/19 YTD Total (meg)	Annual License (kl)	% Time Remaining	% of License Remaining
Quilpie	-	-			
Eromanga	.56	04/09/18-24/10/18			
Adavale	-	-			

#### Water - Call-outs

Nil.

#### Water - Planned Interruptions (Customer Supply Cut)

Locality	Date	Details/ Reason	Notification Details	Time to restore supply
Brolga St	February	Water main upgrade	Office	Various

#### Water - Unplanned Interruptions (Customer Supply Cut)

Nil.

#### Water - Minor Works / Breaks / Repairs

Locality	Date	Details/ Reason	Mains repair	Service repair	Service replace	New mains	outcome and comments
Adavale	15/02/19	Burst service		yes			complete
Adavale	18/02/19	Burst main	yes				complete

#### Water - New Services

Nil.

#### Water – Complaints / Requests

Nil.

## SEWERAGE - STATUS DETAILS

### **Sewerage - Overflows / Breaks / Repairs**

Nil.

### **Sewerage - Minor Works / Breaks / Repairs**

Nil.

### **Sewerage - Call-outs**

Nil.

### **Sewerage - New Connections**

Nil.

### **Sewerage – Complaints**

Nil.

### **Capital Works and Council Requests**

<b>Project details</b>	<b>Status/Comments</b>	<b>% Complete</b>
Quilpie Sewerage Treatment Plant repairs.	WIP	
Brolga St water main upgrade.	WIP	50%
Chipu St Water main upgrade.	complete	100%
Buln Buln St Water main upgrade.	complete	100%
Baldy top water service.	Materials purchased.	

### **Other Works and Requests.**

Completed 14 x requests on council buildings/infrastructure.

# Operational Status Report

Corporate and Community Services

## 2 CORPORATE AND COMMUNITY SERVICES

### 2.1 (03/19) – Manager of Corporate and Community Services Operational Status Report

Author: Lisa Hamlyn

IX 175131

#### CONDOLENCE CARDS

Nil

#### STAFF

Crystle Evans has been appointed to the role of Customer Service Officer and will commence on Monday 4<sup>th</sup> March 2019.

#### SPORT & RECREATION – SW ADVISOR

A meeting was held with Penny Pyke, SW Regional Advisor - Sport and Recreation to review and discuss the Footy Facilities Funding Agreement / Grant Deeds and requirements of the project plan. This meeting was attended by the Manager of Engineering Services, Community Services Officer and myself.

Penny Pyke will be visiting Quilpie again 7<sup>th</sup> March 2019 and will be keen to meet with any local sporting organisations that require assistance.

#### RIGHT TO INFORMATION APPLICATION

Council received one Right to Information Application during the month of February.

#### YOUTH CENTRE BREAK IN

The Youth Centre (QCWA Hall) was broken into over the weekend of 16 & 17 February. The matter was reported to the Police. A window was smashed to break into the building and whilst there was no excessive damage to the interior or equipment within the building, it is disappointing that this level of disrespect is shown to a facility utilized to deliver programs to many organisations within our community.

#### UPCOMING TOURING SHOWS / EVENTS

*Outback Comedy Gala* will be held at the Quilpie Shire Hall on Saturday 30 March 2019, presented as part of the arTour Western Touring Circuit and supported by RADF and Quilpie Shire Council. Last year's Outback Comedy Gala was very well attended, very funny and was a great night out. It is hoped that with securing this event on a Saturday night, this year it will be bigger and better. An opportunity will be available to a community group to operate the bar and provide catering via Expression of Interest. Audience: 18 years +

*Cinderella Spinderella* will be held at the Quilpie Shire Hall on Tuesday 30 July and is a live theatrical production suitable for children. The messages this show will address are in relation to stranger danger and internet dangers. This show will be presented by Jally Entertainment and supported by

Playing Queensland and Quilpie Shire Council. Invitations to attend the show have been forwarded to Quilpie State College, St Finbarrs School, Eromanga State School, Mulga Mates Centre and School of Distance Education. Audience: Age 3 – 11 years

*Larry and the Dame* will be held at the Quilpie Shire Hall on Wednesday 31 July 2019, presented as part of the arTour Western Touring Circuit and supported by RADF and Quilpie Shire Council. CARITA FARRER SPENCER brings together, the theatrical cyclone that is The Fabulous Dame Farrar in this world class double act (with herself). The show consists of two acts both of which are equally clever and hilarious. Audience: 16 years +

#### **ARTOUR WESTERN TOURING CIRCUIT**

Janelle and I attended the arTour Western Touring Circuit Development Workshop via teleconference on Wednesday 20<sup>th</sup> February. The focus of the workshop was to develop a sustainability plan for the Western Touring Circuit for 2020 and beyond.

#### **EXPRESSION OF INTEREST – STRATEGIC PLANNING WORKSHOP**

Following the receipt of an email from Hollie McCarthy in regard to potentially hosing a Quilpie Community Organisations Strategic Planning Workshop specifically aimed at not or profit organisations, an Expression of Interest was advertised throughout the community to gauge interest in this workshop. Expressions of Interest close at 5.00pm 8<sup>th</sup> March 2019.

# Operational Status Report

Pest and Livestock Management

## 2.2 (03/19) – Pest and Livestock Management Coordinator Status Report

Author: Damien McNair

IX: 175128

### PROPERTY INSPECTIONS / TRAPPING

Traps currently set at Napoleon, Winbin, Coolbinga, Woolbuna, Greenmulla, North Comongin, Regleigh.

Dogs trapped - 12.

### 1080 BAITING / HOTSPOT BAITING

The 1080 Baiting Program took place during the week of 26<sup>th</sup> November. The following properties participated in the baiting program:

Hand Baiting
Regleigh
Winbin
Woolbuna
Greenmulla

### SCALPS PRESENTED TO COUNCIL – 01/07/2018 TO 25/02/2019

Property	No. Of Scalps			Amount of Payment
	Male	Female	Pups	
Goombie	14	8		\$ 1,100.00
Greenmulla	2		3	\$ 250.00
Listowel Valley	36	16	7	\$ 2,950.00
Moondilla	1			\$ 50.00
Plaingrove	3	6		\$ 450.00
Plevna	16	4		\$ 1,000.00
Ray	1	1		\$ 100.00
Raymore	3	1		\$ 200.00
Regleigh	11	12		\$ 1,150.00
Tenham	9	4		\$ 650.00
Trinidad	15	5		\$ 1,000.00
Varna	5	9		\$ 700.00
Wallyah	6	5	2	\$ 650.00
Wambin	3	1		\$ 200.00

<i>Pingine</i>	1	2		\$	150.00
<i>Patricia Park</i>	11	5		\$	800.00
<i>Keeroongooloo</i>	5	8	22	\$	1,750.00
<i>Bunginderry</i>	5	2	3	\$	500.00
<i>Coolbinga</i>			3	\$	150.00
<i>Wyrapa</i>	15	13		\$	1,400.00
<i>Monler</i>		2		\$	100.00
<i>Lochabie</i>	9	2		\$	550.00
<i>Sherwood Park</i>	15	8		\$	1,150.00
	<b>186</b>	<b>114</b>	<b>40</b>	<b>\$</b>	<b>17,000.00</b>

#### SURVEILLANCE CAMERAS / GPS

- FULCRUM

#### MEETINGS / TRAINING

- Nil

#### PLANT

- All plant currently being serviced and working well.

#### CONTRACT TRAPPERS

- PLMC to contact contract trappers for update

#### GENERAL

- Town area continues to be monitored and controlled accordingly.
- Wild dog activity – movement to the east - Greenmulla, Coolbinga.

# Operational Status Report

Rural Lands

## 2.3 (03/19) – Rural Land Officer Status Report

Author: Andrew Byrne

IX: 175093

### COMMON AND RESERVES

Reserve	Condition	Notes
Quilpie Common	Unchanged	
Dillions Well Reserve	Unchanged	
Warrabin Lane	Unchanged	
Eromanga Common	Unchanged	
Adavale Common	Unchanged	

All Stock Owners have been advised via correspondence that it is their responsibility to monitor the welfare of their stock, as well as Council's responsibility as Trustee of the Town Commons. Council & Stockowners continue to cut Mulga and distribute lick block & molasses to feed stock.

### WEEDS

Declared Weed	Property	Action
Coral Cactus	Front Common	Sprayed
Coral Cactus	North Comongin	Sprayed
Mesquite	North Comongin	Sprayed

### WILD DOG CONTROL

1080 Baiting	Property	Action
Nil		

### LOCAL LAWS / ANIMAL CONTROL

- Monitoring town area
- 1 x Dog Impounded

### PLANT & EQUIPMENT

Unit	Description	Status
1105	Toyota Hilux	Good
4504	Can-am Defender	Good
4502	Motorbike (Honda)	Good

### GENERAL

- Assisted Corporate & Community Services Manager with information for Communities Combatting Pests and Weeds Funding application

# Operational Status Report

Health Promotions

## 2.4 (03/19) – Health Promotions Officers Status Report

Author: Michelle Donohue

IX: 175129

### COMMUNITY ACTIVITIES AND SENIORS PROGRAM

The Community Activities and Seniors Program for February have been well attended. Seniors have been enjoying all the activities during the month. Craft and Conversation sessions and Bingo have been popular choices this month.

The Quilpie Seniors Group were very excited about receiving a Certificate of Appreciation Award at the Australia Day Celebrations. Ann Leahy MP, Member for Warrego, Shadow Minister for Local Government sent a letter of congratulations to the Quilpie Seniors Group on their Certificate of Appreciation Award at the recent Australia Day Celebrations.

The Men's Group had a get together on Wednesday 13 February at Gyrica Gardens. Six men attended. They enjoyed catching up with each other and are looking forward to the next get together in March.

Seniors assisted with sorting recycled clothing and cutting up old clothing for rags at St Matthews Jumble Sale on Friday 22 February. The next Community Jumble Sale will be Friday 29 March.

Our first Interagency meeting for the year will be on Tuesday 26 March at 10.30am at the CWA hall.

I have not been able to get any visiting service dates from CWAATSICH for February. I hope to receive dates in the near future from CWAATSICH.

### HEALTH PROMOTIONS

Aqua sessions are still being held twice a week on Mondays and Thursdays. Attendance numbers fluctuate from week to week.

There was no foot care in February. The next foot care day will be in Eromanga on Friday 15 March. This will give the Quilpie seniors a chance to catch up with other seniors in the Eromanga community.

February was Ovarian Cancer Awareness month. Information was displayed in the tea room, resources handed out to all female staff in the Council and a flyer placed on the community noticeboard and the CWA hall. I held a "Wrap day" for the Admin Staff on Tuesday 19 February. The gold coin donation from "wrap day" went towards Ovarian Cancer Awareness month. Thanks to the staff for their generous donations. We had eleven staff and one visitor participate. There will be a "wrap day" in March.

Chris Houghton, NDIS Support Coordinator and I were able to meet with Karen Sherlock, Mental Health Clinician with Royal Flying Doctor Service Drought Wellbeing Service. The program offers free of charge counselling and support to people living and working in remote and rural areas impacted by drought. As providing clinical counselling services, DWS Clinicians are available for talks, presentations and workshops; participation in community events; Pit Stop Health Checks and Health

Information Stands. Karen left information for us to share in the community and has been placed in the Council Community News.

Sue Kingwell, CEO, Contact Inc Program for Isolated Children, Families and Communities met with Chris Houghton, NDIS Support Coordinator and I to discuss if it is feasible to meet future child and family requirements. Contact Inc serves the community by working with parents, carers, agencies, community members and Government to relieve disadvantage and isolation; linking people to information and support, identify needs, develop programs and services to benefit isolated children, families and communities.

In term 1 as a healthy initiative for the children at St Finbarr's School, I am providing two fruit platters every Monday morning for their snack attack fruit break. I hope to encourage the children to try the different types of fruit each week.

### YOUTH PROGRAMS

The After School Craft Activities group started back with no one the first week but numbers are increasing week by week. The children are enjoying the crafts that are at each session. The children are enjoying fresh fruit for afternoon tea before they commence the craft sessions.

We have had behavioral issues at the Youth Centre and also we had a break in where a window was broken and items moved and opened. Luckily, it was not too bad - it could have been worse. The incident was reported to the police and photos taken. They will keep us informed if they find out any information on the break in. Due to the incident, the Youth Centre was cancelled Wednesday 20 February.

The Activate Youth Group will be using the CWA hall again this year for their activities. Aaron Sloper and David Do are starting an additional youth night this year called Activate Connect. This will be for youth that want to know more about the Christian life. Activate Youth and Connect group will be on alternate Friday nights at the CWA hall.

### STAFF

Welcome to Nicola Tully who has started in her role as Community Assistant for ten hours a week. Nicola will be assisting me with the Community Activities and Seniors Program. At this stage, Nicola is not assisting with the Afterschool Craft activities and Youth Centre, but will provide relief services if Megan Rojek and volunteer Delma Quinn are unavailable.

# Operational Status Report

NDIS Officer

## 2.5 (03/19) – NDIS Coordinator's Report

Author: Chris Houghton

IX: 175092

### GENERAL INFORMATION

The coordinators role commenced on the 07/01/2019. The first 2 weeks were taken up learning to navigate the NDIS. I was able to learn about the complexities of the Scheme and why clients are unable to access the NDIS easily, hence the reason for the coordinator role. Sourcing information on the website is difficult and the call centre, on most occasions are unhelpful. Moving forward and after much difficulty, I was able to find the details for the NDIS hub office in Toowoomba and relevant contacts. Jen Johnston, Rural and Remote Team Leader (NDIS) and Zoe Gill, Assistant Director Community and Mainstream Engagement Branch (NDIS), were able to come out for a face to face meeting and the results of this meeting are very positive. Zoe will be visiting Quilpie again during the week of 19-22 March and would like to hold some training sessions within the community.

I have had several referrals for client meetings and these have been very positive. I have been able to assist people to commence their NDIS journey, helping them gather information and engage with the NDIS as a support person.

There are very few service providers locally, as the path to achieve this is also very difficult. I have been working with a local business to assist them, however this is a slow process. The business owner is willing to meet in March with the NDIS hub Director to try and move this on a little faster. I have been in touch with a small business in Charleville, The Sticks 4470, who are a registered service provider, employing mainly support workers. They have a client in Quilpie that they see on a regular basis and they have shown interest in employing and training people in the Quilpie Shire to become support workers, which I think would work well.

Rapad Employment in Charleville is the Service Provider for Disability Employment Services in the South West - Emma Liston is the Manager. Clients must be registered with a Disability Employment Service before they commence employment, to receive help with resumes, assessments in the work place, wage subsidies for employers and general support.

I have met with Quilpie State College, St Finbarrs' School, Mulga Mates, CWAATSICH, Quilpie Medical Practice and Quilpie Multi-Purpose Health Service. I left my contact details at these organisations and to date have received positive feedback from this.

## STATISTICS

<b>STATISTICS February 2019</b>	<b>NDIS Client Meetings</b>	<b>NDIS Provider Assistance Meetings</b>	<b>Agency Meetings</b>
	9	3	6

## CURRENT ISSUES

- Guardianship for clients turning 18
- Child custody orders, informal kinship careers
- Literacy issues
- Computer skills (which are non-existent for some clients)

## CORRESPONDENCE / NEWSLETTERS

- Endeavor Foundation E News
- NDIS E Newsletter
- Dept. of Communities Child Safety and Disability Services E Newsletter
- Jen Johnston Rural and Remote Team Leader Toowoomba NDIS (email)
- Zoe Gill Assistant Director Community and Mainstream Engagement Branch NDIS (email)

# Operational Status Report

Library

## 2.6 (03/19) – Librarian Officer Status Report

Author: Janet Foley

IX: 175132

### GENERAL INFORMATION

All of the Library's robotic and coding equipment has arrived and we will hopefully be setting up the equipment for use by children in planned Robotic Sessions. Protective cases and screen protectors for our four new iPads have arrived and been installed.

### STATISTICS

Visitor numbers for February are slightly lower than the previous month. Mothers with their babies and toddlers continue to visit the Library on a daily basis.

Library Stats 2019	Library Visitors	Wi-Fi Users	iPad Usage	Senior Computer Users	Paid Computer Users
January	664	158	59	28	0
February	615	164	41	21	1

### EXAMINATIONS

I supervised an ACER Scholarship exam and a Central Queensland University exam during February.

### ACTIVITIES

After School Craft, organized by HPO Michelle Donohue, has recommenced at the library. Participation numbers are lower than last year due to craft being only available for 5-10 year olds.

The Seniors Group will be visiting the Library in February to participate in iPad lessons.

### HISTORY

I continue to receive a number of history enquiries.

### VISITING SERVICES

Rapid Employment Services continue to visit Quilpie for two days each fortnight at the Library to liaise with their clients.

### CEMETERY / FUNERALS

Nil

### EVENTS

Megan Rojek and I have been busy preparing for our 'Aussie Animals' day at the library to be held on 1<sup>st</sup> march for the under 5's.

Other planned themed days for 2019 include:

- Easter Parade
- Jungle
- Wiggly Wiggles
- Princesses & Pirates
- Teddy Bears Picnic (At the Park)
- Christmas

#### STAFF

No changes

# Operational Status Report

Swimming Pool

## 2.7 (03/19) – Swimming Pool Lessee Operational Status Report

Author: Alina Graham, All About Aquatics

IX 175141

### Daily Entry Summary

Date	Locals	Visitors	Total	Age Groups						Special Events	Totals	Notes
				Morning 6-10	Program	Adults	Teenagers 10-17years	Child 9 years	Babies and Toddlers <4yrs			
01-Feb-19	72	0	72	17	7	16	28	17	11		72	St Finbarrs, Youth Group
02-Feb-19	51	0	51	34	12	23	9	8	11		51	
03-Feb-19	36	0	36	6	6	12	12	6	6		36	6 for Triathlon.
04-Feb-19	41	0	41	18	18	19	6	7	9		41	7 for Seniors Aqua
05-Feb-19	49	2	49	3	24	19	14	12	4		49	
06-Feb-19	6	0	6	4	0	5	1				6	# not include swim club approx 25
07-Feb-19	40	0	40	8	27	14	9	13	4		40	5 Senior Aqua
08-Feb-19	19	0	19	10	3	10		2	7		19	
09-Feb-19	39	0	39	0	8	24	2	4	9		39	
10-Feb-19	19	0	19	0	0	8	3	5	3		19	
11-Feb-19	43	0	43	20	18	26	3	7	7		43	7 for Seniors Aqua
12-Feb-19	30	0	30	7	7	16	9	4	1		30	
13-Feb-19	11	0	11	0	27	7		3	1		11	27 for swimming club
14-Feb-19	27	0	27	6	17	11	2	10	4		27	3 for Seniors Aqua
15-Feb-19	19	0	19	8	2	11	1	0	7		19	
16-Feb-19	33	1	33	17	6	16	4	5	8		33	
17-Feb-19	30	0	30	0	0	14	6	5	5		30	
18-Feb-19	29	0	29	8	5	16	3	7	3		29	3 for Seniors Aqua
19-Feb-19	44	0	44	3	11	18	7	14	5		44	
20-Feb-19	19	1	19	3	0	10	4	4	1		19	
21-Feb-19	27	0	27	7	22	12	6	7	2		27	
22-Feb-19	15	0	15	4	0	11	1	2	1		15	
23-Feb-19	26	0	27	0	26	11	5	5	5		26	21 for movie night
24-Feb-19	39	0	39	0	0	14	12	8	5		39	
25-Feb-19	40	0	40	7	12	23	6	2	9		40	3 for Seniors Aqua
26-Feb-19											0	
27-Feb-19											0	

1608

1608

# Operational Status Report

Governance

## 3 GOVERNANCE

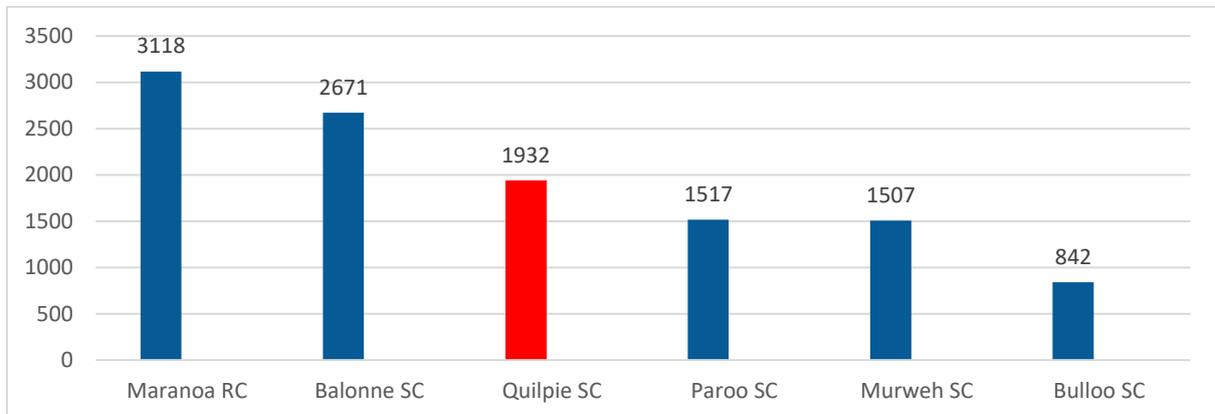
### 3.1 (03/19) – Governance Department

Author: Governance Officer, Nina Burges

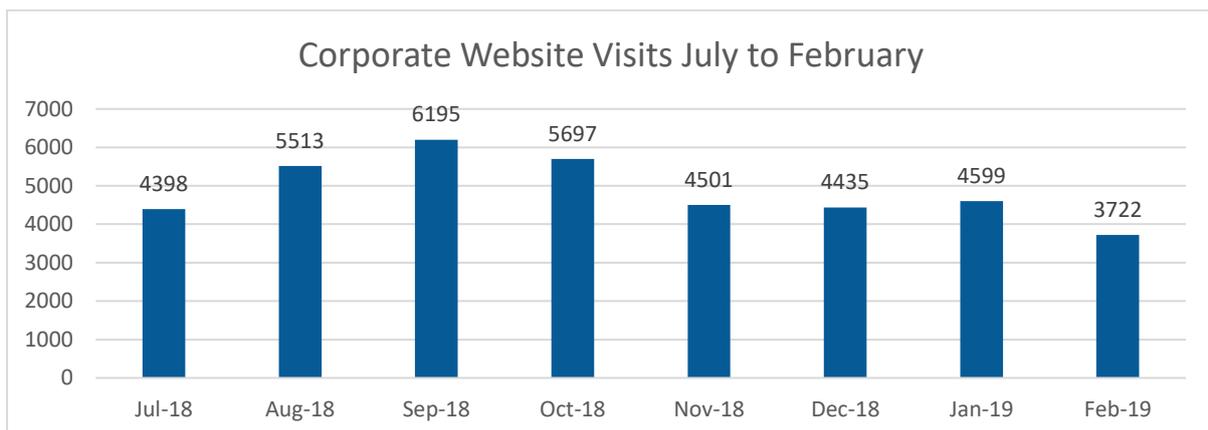
IX: 175137

#### COMMUNICATIONS

Council's Corporate Facebook is currently at 1,932 'likes', a substantial increase of 96 over the past month. The following table shows comparative Councils online presence via Facebook:



The number of people to visit the Corporate website continues to be strong with the following monthly visits:



The individual pages of Council's new Corporate Website have been constructed and work has commenced to ensure all content is accurately populated and up to date.

#### HUMAN RESOURCES

The recruitment process is currently underway or approaching finalisation for a number of positions. Upcoming activities in HR include the annual staff survey and training plan program. This will involve site visits for all crews by CEO Dave Burges and HR Officer Maree Radnedge.

The first meeting of the newly formed 'consultative' group was recently held. Initial indications suggest this has been well received by staff. In addition, following on from the outcomes received from last year's survey, expressions of interest have been issued to all staff to ascertain whether there is sufficient interest in offering some alternative payment options to allow staff to receive part of their salary as a lump sum at Christmas (eg fortnightly payroll deductions for the employee to reserve a set amount each week for payment at end of year, alternatively all leave loading may be paid at end of year instead of when leave is actually taken).

# Operational Status Report

Workplace Health and Safety

## 3.2 (03/19) – Workplace Health and Safety Officer Operational Status Report

Author: Mike Castles

IX 175474

The following data is for the month of January 2019.

### WORKPLACE HEALTH & SAFETY

WHS Management Plan QAP, completed.

Overall Take 5 Completion Rate January 94%

Overall Toolbox Talk Completion Rate January 55% - due to short work month/annual break.

John Egan Manager WHS LGW will visit in March to conduct Due Diligence Training to Managers & Supervisors

### QUARTELY ACTION PLANS (QAP'S)

QAP's completed.

Fire Inspections completed

### KEY PERFORMANCE INDICATORS (KPI'S):

#### **Toolbox Talks – January**

Crew	Completion Rate
Concrete	50%
Construction 1	50%
Construction 2	50%
Town Services	50%
Plumbers	75%
Workshop	50%

#### **Take 5's – December nil required**

# Take 5's to be completed	Completion Rate
Governance	100%
Corporate, Community & Financial Services	69%
Engineering & Technical Services	80%
Concrete	100%
Construction	100%
Sewerage & Water	100%
Town Services	100%
Workshop	100%

## Incident Reporting - December

WHS Incidents	#
Personal Injury Reports:	1
Damage Reports:	2
Hazard Reports	0

## Non Conformance

WHS	TMR Signage	TMR RMPC	TMR Construction
0	0	0	0

## Workplace Rehabilitation

Lost Time Injuries (LTI's)	January	Year to Date	# Claims Finalised
2019 Calendar Year	0	0	0
Total Days Lost	0	0	0

## WHS Training

Nil.

### QUALITY ASSURANCE

RMPC - Thargomindah & Eromanga Roads

Non-conformance Reports: Nil

### STATE EMERGENCY SERVICE

Regular maintenance.

Consultation with Training coordinator to plan 2019 Training Plan.

### REHABILITATION AND RETURN TO WORK

0 LTI (Lost Time Injuries) claims for January

0 YTD (year to date) 1 ongoing claim from 2018.

### AERODROME SAFETY MANAGEMENT SYSTEM

Nil

## INJURY INCIDENT REPORTS 2019

*Reported Incidents	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
<b>Total Incidents Reported</b>	1	0	0	0	0	0	0	1	0	0	0	0	0
LTI Performance	July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Total
<b>Lost Time Injury (LTI)</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Days Lost</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Reportable Injury WHSQ</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>*Duration Rate</b>	0	0	0	0	0	0	0	0	0	0			
<b>**Frequency Rate</b>	0	0	0	0	0	0	0	0	0	0			

	*2018	*2017	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12	2010-11	2009-10	2008-09	2007-08	2006-07	2005-06	2004-05
<b>Number of Claims</b>	2	1	1	4	4	3	3	5	2	1	2	2	1	2	4
<b>Actual LTIs</b>	2	0	1	4	2	2	2	4							
<b>Target (10% Reduction) Lost Time Injuries</b>	0.9	3.24	3.6	1.80	1.80	1.80	3.6								
<b>Yearly LTI's (Days Lost)</b>	1	0	7	126	41	89	123	27	29	76	2	0	13	10	43
<b>Target (10% Reduction) Days Lost</b>	6.3	102.06	113.40	36.90	77.40	110.70	24.30	28.71							

	*2018	*2017	2015-16	2014-15	2013-14	2012-13	2011-12			Scheme Average Rate	Member Group Average Rate
<b>LTI Frequency Rate</b>	8.14	8.94	32.80	16.52	16.03	25.77	35.78			11.28	5.69
<b>Target (10% Reduction) LTI Frequency Rate</b>	7.38	29..52	14.866	14.427	23.193	32.202					
<b>Duration Rate</b>	1.00	7.00	31.50	20.50	44.50	41.00	6.75			23.04	11.60
<b>Target (10% Reduction) Duration Rate</b>	6.3	28.35	18.45	40.05	36.90	6.6825					
<b>Lost Time Incident Rate</b>	1.50	1.52	6.06	3.05	2.96	4.76	6.61			2.08	1.05

# Operational Status Report

Building and Environmental Planning

## 3.3 (03/19) – Building and Environmental Planning Officers Status Report

Author: Jamie Wensley

IX: 175086

### BUILDING / PLANNING

#### Building Applications

DA No	Applicant	Details	Builder	Class	Status
191	Tim & Theresa Welk	Extension to existing workshop	Tom Saunders - Statewide Sheds	8	Waiting on an assessment by Queensland Fire & Rescue as the size of the building including the extension is over 500m <sup>2</sup> <i>This will be finalised on inspection of BA04 16/17</i>
277	Lowes Petroleum	New Depot			Information Request issued.
BA08 17/18	D & L Hoch	Relocation of Dwelling	G McKellar	1a	To be assessed, currently waiting on new site plan details. Site plan provided was wrong parcel of land.
BA16 17/18	D Cochrane	Additional Bathroom	Owner Builder	1a	Approved with conditions pending payment of fees
BA01 18/19	D Paulsen	Carport	Owner Builder	10a	Approved with conditions
BA02 18/19	Quilpie Club	Patio	To be advised		
BA04 18/19	Carport Admin office	Carport	QSC	10a	Approved with conditions
BA05 18/19	Eromanga Dinosaur entry sign	Entry Sign	QSC		Approved with conditions
BA06 18/19	Carport 57 Jabiru St	Carport	QSC	10a	Works complete needs to be assessed
BA07 18/19	Adavale Shade Sail	Shade Sail	QSC	10a	To be assessed

BA08 18/19	IOR Eromanga	Shed/Workshop	Statewide Sheds	8	To be assessed
BA09 18/19	QSC Hall Ramp	Disable Ramp	QSC		To be assessed

### Planning Applications

DA No	Applicant	Details	Level of Assessment	Status
DA04 14/15	Scott & Diane Walker	MCU – Accommodation Facilities	Code Assessable	Proposal postponed.
DA02 17/18	Paul Easton Quilpie	MCU – Low Impact Industry - Temperature Controlled Storage Boxes	Impact Assessable	Further information required including confirmation applicants wish to proceed with the application
DA 01 18/19	Paul Easton Toompine	MCU – Low Impact Industry - Temperature Controlled Storage Boxes	Impact Assessable	Approved with conditions

### Notifiable Diseases - NIL

Date	Barmah Virus	Ross River Virus	Salmonella	Pertussis	Campylobactor	Location

## **Current Projects**

Quilpie Landfill – Redleaf Environmental have completed the Final draft Site Based Management Plan and draft report for the Quilpie Landfill Planning application, report submitted to Council meeting 23/11/18

Eromanga Landfill – The Eromanga Landfill now one parcel accessed from the Cooper Development Road.

Toompine Landfill – The survey plan has been lodged the matter is with Holding Redlich to enable Native Title to be addressed.

Adavale Landfill – An application to acquire the land has been made, Council are currently waiting for Native Title to be addressed which requires survey of the landfill to be completed. Survey work is currently being undertaken.

Toompine Cemetery – An application to acquire the land has been made and Council are currently waiting for Native Title to be addressed which requires survey of the landfill to be completed. The surveyor has advised field work has been completed, Consent from the Lessee has been received. This project will proceed further now that the Toompine landfill survey work is complete.

Biosecurity Plan – Assisting the MCCS to amend the reporting format for rural lands staff. Working with Cadet Technical Officer to format pest weed and animal reporting using 'Reflect' a program currently used to record road defects.

Stock Route Management Plan – The SRMP has been completed.

Baldy Top Access and electricity easement - Complete

Street Numbering – Complete

Annual Waste Data Return – Complete.

Authorised Persons – Complete

Water & Sewerage Sampling – BEPO staff will now undertake monthly and quarterly water sampling and quarterly sewerage sampling to relieve the plumbing staff.

Quilpie Swimming pool – Complete

Food Business Licenses- there are four business with outstanding food premise licence renewal applications.

Annual SWIM Data – Complete

Animal Registration Notices – Sent out 03 October 2018

Rapid Relief Team Supplied Council with 6 large square hay bales for common cattle

Bryan Payne was at Quilpie the week of 19<sup>th</sup> November

BEPO Procedures are being put into templates

Quilpie Common / livestock has been closely monitored with the dry conditions

4 x Fires at the Quilpie landfill been discussing different solutions with EHP

Myself And Jason went to Longreach for IDEXX training

Bryan Payne will be in Quilpie 11<sup>th</sup> March

Tony Goldsworthy will be in Quilpie 18<sup>th</sup> March