



# OPERATIONAL STATUS REPORT AGENDA

Friday 11 October 2019  
commencing at 9:30am

Quilpie Shire Council Boardroom  
50 Brolga Street Quilpie

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## Ordinary Meeting of Council

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4 October 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, 11 October 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, 11 October 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 11 October 2019  
Quilpie Shire Council Boardroom

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# Operational Status Report

Engineering Services

## 1 ENGINEERING SERVICES

### 1.1 (10/19) – Manager of Engineering Services Operational Status Report

Author: Director of Engineering Services, Peter See

IX: 186036

This report provides an overview of the activities that have been carried out by the Engineering Services Department for the month of September 2019.

#### ROADS

##### 1.1 RMPC

Shoulder grading has been carried out on 7003 Quilpie – Thargomindah Road between chainages 50 and 75 km. The work crew then moved to Wareo Road to commence Flood Damage Works.

The total RMPC expenditure at 30 September 2019 is expected to be \$1,097.471 which is 50% of the annual budget. A regular bi-monthly meeting with DTMR staff was held on 24 September: no significant issues were raised by DTMR.

DTMR works will now slow significantly whilst TIDS works are carried out.

##### 1.2 TIDS

Quilpie – Adavale Red Road sealing preparation works commenced with establishment to site on 18 September. The section prepared in the previous financial year between chainages 54.35 and 58.5 will be worked on first. The sections between 66km to 70.6km and 51km to 54.35km will then follow. Works should be completed by February 2020.

All TIDS program work is to be carried out on this road for the 2019/2020 financial year.

##### 1.3 Shire Roads Maintenance

Works were carried out in conjunction with Flood Damage Works along the full length of Onion Creek Road during September.

Works were also carried out in conjunction with Flood Damage Works on Wareo Road.

##### 1.4 Flood Damage

Works are complete on Onion Creek Road and are underway on Wareo Road. These works are being carried out by Council staff.

Proterra are preparing work packages to deliver the works. The current proposal is for five packages to be delivered by contractors by tender and a separate package to be delivered by Council.

Proterra have engaged Cameron Mocke to project manage the works. Cameron will live in Quilpie for the duration of the works and commenced on the 24 September 2019.

Three Queensland Reconstruction Authority staff met with the CEO, Director of Engineering Services and Peter O'Regan on 24 September to better define Councils Plant Hire rates when applied to Flood Damage Works.

#### **COUNCIL BUILDINGS AND FACILITIES**

- The renovations to the SES shed have been awarded to JD Carpentry and Garden Edging.
- The tender for construction of the fencing at John Waugh Park has been awarded to Donohue Constructions. Materials have been ordered and are waiting on delivery.
- Works at 34 Kookaburra Street have been awarded to CT Building and were due to start on 26 September.
- No further progress has occurred on the demolition of 62 Jabiru Street. Contact has occurred with Department of Housing to access their list of approved contractors.
- Turfing of the yards and footpaths of the two new houses in Boobook Place has been completed.

#### **GENERAL**

Since commencing with the Council, I have concentrated on getting to know Council's Operational processes and on determining staff skill levels. I have held one on one interviews with the Technical and Supervisory staff. I have also been driving the road network to become familiar with the layout and condition of the roads.

I am currently setting up Council's Roads to Recovery program for 2019-2020. The Australian Government Department of Infrastructure Transport, Cities and Regional Development have advised that the full year's allocation must be expended by 30 June 2020.

# Operational Status Report

Workshop

## 1.2 (10/19) – Workshop Supervisor Operational Status Report

Author: Workshop Manager, Jeremy Grimm

IX 186273

### GENERAL

#### **Maintenance & Servicing**

- #5000 Drott 1100 hr service, while doing inspections on this machine there has been a large amount of faults that need to be attended to on the drott the estimated cost of repairs is around \$20,000. We have done some repairs to keep it operational rewire the cabin wiring and repaired cracked oil sump. The other things that need to be done are to replace track rollers and bushes, radiator to be removed and repaired has multiple leaks all bucket bushes and pins. It also has an oil leak on one of the drive motors, which would need attending to in the near future. We have also noticed the track frame is bent this would be causing the excessive track wear.
- #60 Low Loader float has been stood down due to worn brakes and a fault with the loading ramps
- Roller #106 failed compressor has been fixed and running now.
- Carried out five light vehicle services.
- #5004 batching plant is in operation.
- Workshop crane and car hoist inspections were carried out.
- Two ford rangers were taken to Southwest ford for safety recalls and one had gearbox repairs carried out.
- #134 replaced cabin mounts
- #92 street sweeper failed brakes due to rubbed brake line failing company who built the machine are unable to supply parts so have to outsource from another company to have one made up.
- #95 replaced rear diff and installed new heater control unit
- #50 failed isolation switch and carried out a 10,000km general service
- #3401 replace front window
- The airport EFT had some issues the Company Compac came and fixed all issues.





### AIRPORT REFUELLING FACILITIES

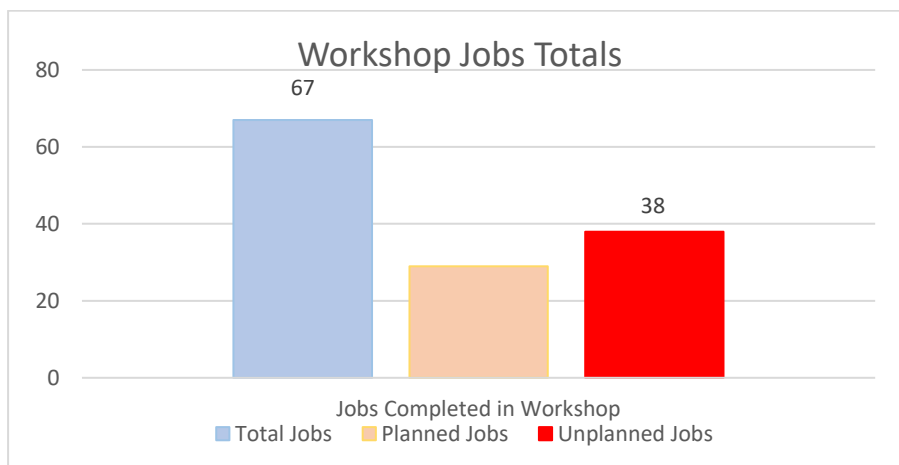
#### **Fuel Quantities in Stock:**

JetA-1: 13,700 litres

Avgas: 13,000 litres

### WORKSHOP JOBS REPORT

The graph below shows work conducted by the Workshop for the month of 1/09/2019 to 27/09/2019 – 67 jobs in total with 29 unplanned jobs and 38 planned jobs.



### OCCUPATIONAL HEALTH & SAFETY

Safety shower installed at battery station

### STAFFING

New apprentice Levi Coutroufinis has started with the workshop. Have had a positive start to his apprenticeship.

### CONTRACTORS

T & G carried out two services on cars due to workshop being busy on the Friday with excessive services to be carried out on the RDO that all outdoor crew have on Fridays.

# Operational Status Report

Water and Sewerage

## 1.3 (10/19) – Water and Sewerage Operational Status Report

Author: Alan McNall

IX 186180

For the period 26 August to 30 September 2019

### WATER

#### Water – Consumption

Raw Water Consumption statistics

Locality	Monthly Use (meg)	2018/19 YTD Total (meg)	Annual License (kl)	% Remaining	Time	% of License Remaining
Quilpie	15.28 meg	23/08/19-27/09/19				
Eromanga	5.5 meg	27/03/19-30/07/19				
Adavale	-	-				

#### Water - Call-outs

Locality	Date	Time	Details	Outcome/ Comment
33 Boonkai	29/09/19	9.45am	Burst mains tap	repaired

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

Nil.

#### 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
71 Jabiru	26/08/19	Leak			yes		complete
37 Quarrion	27/08/19	Leak		yes			complete
6 Sommerfield	27/08/19	Leak			yes		complete
42 Winchu	29/08/19	Burst			yes		complete
21 Quarrion	4/09/19	Leak			yes		complete
30 Dukamurra	26/09/19	Leak			yes		complete
40 Jabiru	26/09/19	Leak			yes		complete

#### **Water - New Services**

Nil.

#### **Water – Complaints / Requests**

Nil.

#### **SEWERAGE - STATUS DETAILS**

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

Nil.

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

Locality	Date	Details/ Reason	Mains repair	Connection Point	House Drain	Response time (notification completion)
Eromanga	28/08/19	Blocked drain		Yes		complete
Eromanga x 3	Sept	repairs	yes	Yes		complete
42 Winchu	11/09/19	Blocked drain		yes		complete

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

Nil.

##### **Sewerage - New Connections**

Nil.

##### **Sewerage – Complaints**

Nil.

#### **CAPITAL WORKS AND COUNCIL REQUESTS**

Project details	Status/Comments	% Complete
Baldy top water service.	complete	100%
Pegler St water main	October start	

#### **OTHER WORKS AND REQUESTS.**

Complete 30 x requests on council buildings/infrastructure.

Various swimming pool works for season.

Sewer manholes sprayed (Quilpie).

Service sewer pump stations and septic systems (Quilpie).



# Operational Status Report

Corporate and Community Services

## 2 CORPORATE AND COMMUNITY SERVICES

### 2.1 (10/19) – Manager of Corporate and Community Services Operational Status Report

Author: Lisa Hamlyn

IX 186319

#### CONDOLENCE CARDS

A Condolence card was forwarded to the families of Mary Helton.

#### WQPHN (WESTERN QLD PRIMARY HEALTH NETWORK)

All contract documentation and Annual Workplans for the Healthy Ageing / Health Promotions Project have been completed and submitted via the SRM Portal.

#### MENTAL HEALTH WEEK 2019

Mental Health Week will take place during the week 5<sup>th</sup> – 13<sup>th</sup> October. The schedule for community events is as follows:

- **Sunday 6<sup>th</sup> October**  
“Best Friend Walk” (Mulga Walk) followed by light morning tea at Bicentennial Park (Community)
- **Wednesday 9<sup>th</sup> October**  
Karen Sherlock (RFDS) – Mindfulness Workshops (Staff, Community, Youth)
- **Thursday 10<sup>th</sup> October**  
Quilpie MPHS - Footcare, Discussion and Sausage Sizzle (Seniors , Community)
- **Friday 11<sup>th</sup> October**  
Youth Night – Activate Group (Youth)
- **Saturday 12<sup>th</sup> October**  
Kath & Kim Tribute Show & Dumbo Movie Showing (Quilpie Shire Hall)

#### TRAIC – TACKLING REGIONAL ADVERSITY THROUGH INTEGRATED CARE PROGRAM

The South West Hospital and Health Service will be holding a TRAIC Grants Co-Design Workshop in Quilpie on 12<sup>th</sup> November 2019. The TRAIC Grants Co-Design Workshop is an opportunity for people to share their views regarding what is needed to support people in the community impacted by drought and identify some options or programs that may assist in supporting people and the community.

TRAIC Grants funding is for projects that build resilience, build community networks and provide information to improve mental health literacy and encourage and create opportunities for people to seek help. The TRAIC Grants Program provides \$66,000 in funding to enable Queensland communities that have been affected by adversity associated with drought.

## **SWHHS (SOUTH WEST HOSPITAL & HEALTH SERVICE) STAFF AND COMMUNITY ENGAGEMENT**

Chair, Jim McGowan, members of the SWHHS Board and Chief Executive Linda Patat visited the Quilpie MPHS on Tuesday 24 September 2019 to meet with staff, CAN members and community members. Items of discussion included:

- Recruitment for position of Director of Nursing
- Mental Health Services and pathways in Quilpie
- Progress of processes for maternity services in Quilpie

## **WOMEN'S HEALTH WEEK**

All events held during Women's Health Week were well attended and were not only a good opportunity for discussion and education regarding women's health issues, it was also a great networking opportunity for women of all ages in our community.

## **STAFF**

Two students from Quilpie State College chose to undertake their work experience at Council during the week of 16<sup>th</sup> – 20<sup>th</sup> September. Areas of work experience included administration, stores and tourism.

Nicola Tully's fixed term employment as Health Promotions Activities Assistant has been extended to January 2020.

## **AUSTRALIA DAY**

Following discussion from the previous Council Meeting in regard to Australia Day Awards and Event, I have discussed the proposal to change the venue and time of the event with Janet Foley and Alina Graham, who are both in agreement that the proposed change will be successful.

### **Proposed Australia Day Program 2019 – Sunday 26<sup>th</sup> January 2020**

Venue:	Quilpie Pool
Start Time:	9.45am (Coffee & Lamington Cake)
Presentation of Awards:	10.15am
Sausage Sizzle / Watermelon:	10:45am

The event will be followed by Australia Day Activities organised by All About Aquatics.

Australia Day Nominations are ready for distribution.

## **MEETINGS ATTENDED / EVENTS**

- 4<sup>th</sup> September Quilpie Wild Dog Advisory Committee
- 5<sup>th</sup> September Audit Committee Meeting
- 5<sup>th</sup> September Womens Health Week – Wine & Cheese Night
- 6<sup>th</sup> September Residents Meeting – Gyrica Gardens
- 6<sup>th</sup> September LT OP Meeting
- 10<sup>th</sup> September RESQ Meeting
- 11<sup>th</sup> September Sport & Recreation Community Meeting
- 12<sup>th</sup> September R U OK Day – Morning tea
- 13<sup>th</sup> September Ann Leahy – Meeting NDIS
- 16<sup>th</sup> -20<sup>th</sup> September Work Experience (Quilpie State College)

- 16<sup>th</sup> September Social Media Workshop
- 19<sup>th</sup> September Local Disaster Management Group Meeting
- 30<sup>th</sup> September Flipside Circus (arTour)

#### UPCOMING TOURING SHOWS / EVENTS

- 1<sup>st</sup> October LT OP Meeting
- 6<sup>th</sup> October MHW – “Best Friend Walk”
- 9<sup>th</sup> October MHW - RFDS Karen Sherlock Mindfulness Workshops
- 10<sup>th</sup> October MHW – Quilpie MPHS Footcare / Morning Tea
- 11<sup>th</sup> October MHW – Activate Youth Night
- 12<sup>th</sup> October MHW – Kath & Kim Review Show
- 16<sup>th</sup> October My Health Digital Mentor Workshop
- 17<sup>th</sup> October Be Connected Workshop
- 21<sup>st</sup> October Fodder Harvesting Workshop
- 29<sup>th</sup> October CAN Chairs Forum
- 28-30<sup>th</sup> October JT Academy

# Operational Status Report

Pest and Livestock Management

## 2.2 (10/19) – Pest and Livestock Management Coordinator Operational Status Report

Author: Damien McNair

IX 186130

### PROPERTY INSPECTIONS / TRAPPING

Property Inspections Moble Springs, Woolbuna, Napoleon

Traps Set Napoleon, Woolbuna, Coolbinga, Colac, North Comongin

### 1080 BAITING / HOTSPOT BAITING

Hand Baiting North Comongin, Wanko, Monler, Regleigh

Plane Nil

### SCALPS PRESENTED TO COUNCIL – 01/07/2018 TO 27/09/2019

Property	No. Of Scalps			Amount of Payment
	Male	Female	Pups	
Varna	7	12		950.00
Tallyabra	6	5		550.00
Monler	6	4		500.00
Plevna	5			250.00
Cowley	26	10		1800.00
Regleigh	2	1		150.00
Trinidad	16	14		1500.00
Keeroongooloo	20	5	6	1550.00
Moondilla	4	1		250.00
	92	52	6	7500.00

### SURVEILLANCE CAMERAS / GPS

- FULCRUM

### MEETINGS / TRAINING

- Quilpie Wild Dog Advisory Committee Meeting

### PLANT

- All good
- New Canam has been received

#### **CONTRACT TRAPPERS**

- Nil

#### **GENERAL**

- Monitoring town area
- 12 dogs trapped this month

# Operational Status Report

Rural Lands

## 2.3 (10/19) – Rural Lands Officer Operational Status Report

Author: Andrew Byrne

IX 186164

### COMMON AND RESERVES

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

### COMMUNITIES COMBATING PESTS AND WEEDS DURING DROUGHT PROGRAM

The Communities combating Pest and Weeds during Drought Program commenced on Tuesday 3<sup>rd</sup> September 2019.

Two contractors have been engaged to deliver this program along with myself.

To date, pest control has been completed on the following properties in accordance with the approved Program Activity Plan addressing both dense and scattered weed infestations.

Property	Timeframe
Wanko	1 day + currently spraying
Como	7 days
Gunadorah	2 days
Woolbuna	2.5 days
Coolbinga	2 days + currently spraying

178L of Hexizone has been utilised for treatment.

### WILD DOG CONTROL

Nil.

### LOCAL LAWS / ANIMAL CONTROL

- 1 dog impounded

#### 2.3.1 PLANT & EQUIPMENT

All good condition

### GENERAL

- Kangaroos were starting to come into town. Hopefully, the recent bit of rain might keep them out for a bit longer.

# Operational Status Report

Health Promotions

## 2.4 (10/19) – Health Promotions Officer Operational Status Report

Author: Michelle Donohue

IX 186161

### COMMUNITY ACTIVITIES AND SENIORS PROGRAM

The Community Activities and Seniors Program throughout September has been well attended by the seniors with Healthy Minds remaining the most popular choice. An R U OK? Morning tea was held on the lawn in front of the Council Office on Thursday 12 September. Over 30 people attended the morning. Amy Kliese, Enrolled Nurse from the Quilpie Hospital spoke about some simple steps that could change life for someone going through a tough time.

The Craft Creation Group created many “Helping Hands in the Outback” for a window display in L R McManus building in Brolga Street and created a banner, using the QCWA logo for the pavilion for the Quilpie and District Show, which was held on Saturday 14 September.

The Men’s Group was held on Wednesday 18 September at Gyrica Gardens. Four men attended. They enjoyed catching up with each other and are looking forward to the next Men’s Group on Wednesday 23 October.

Seniors assisted with sorting recycled clothing and cutting up old clothing for rags at St Matthews Jumble Sale on Friday 27 September.

### COMMUNITY ACTIVITIES AND SENIORS PROGRAM ATTENDANCE

Program	Attendance	Month
Seniors Program	August	130
Seniors Program	September	130

### HEALTH PROMOTIONS

A foot care morning was at the Quilpie Multi-Purpose Hospital Service on Monday 9 September. Amy Kliese had seven clients. The next foot care morning will be Thursday 10 October during Mental Health Week.

Women’s Health Week was held 2-6 September. There was a Mediation and Breakfast at the Quilpie Sport & Recreation Centre. Thirteen women attended and everyone had an enjoyable time. A Wine and Cheese Night was also held at the Quilpie Club. Isabelle Springall was unable to be the guest speaker due to other commitments. I organised with the Quilpie Hospital DON, Steve Isbister to have one of the agency nursing staff as the guest speaker for the evening. I was unable to attend the evening due to being unwell.

Lisa Hamlyn advised that the evening was successful and the guest speaker was very interactive, with lots of discussion regarding various aspects of Women’s Health. Everyone who attended the events held during Women’s Health Week received a beauty bag containing items for women.

Mulga Mates have enjoyed the fresh fruit provided for the children for morning tea on Mondays. Monday 30 September will be the last day for fruit.

Mental Health Week is being held 5-13 October. There has been a week of events planned for the community. The Airport Mulga Walk and Morning Tea, Mindfulness session, "Feel Good" afternoon for the youth, Comedy evening for the adults and a movie for the children. Karen Sherlock, RFDS Senior Mental Health Clinician will do two sessions with the staff on how to cope when we are all so busy with our work and home life.

### YOUTH PROGRAMS

The After School Craft group numbers have declined but the children attending are enjoying the craft sessions. The children enjoyed completing craft for the Quilpie and District Show. I displayed some of the children's work in L R McManus building in Broilga Street to do with the show theme "Helping Hands in the Outback." After School Craft, sessions will re-commence after the September school holidays on Monday 14 October.

The Youth Centre group are still enjoying the variety of activities available. Some children have been weeding the garden beds and planting flower seedlings in the front garden at the Youth Centre.

### YOUTH ACTIVITIES ATTENDANCE

Program	Attendance	Month
After School Craft Activities	19	August
After School Craft Activities	11	September
Youth Centre	50	August
Youth Centre	25	September

### STAFF

I attended a Fraud Awareness Workshop and a Social Media Workshop for local government, which Peak Services delivered. I was invited to attend a SWHHS Staff and Community Engagement meeting at the hospital on Tuesday 24 September. I had the opportunity to speak to SWHHS Chief Executive Linda Patat regarding more information on mental health visits and services to the community. Linda is hoping to organise a mental health service discussion in Quilpie to ensure all providers are aware of available services.

I am attending two workshops on Wednesday 16 October and Thursday 17 October that are been delivered by State Library of Queensland, in partnership with the Quilpie Shire Library. The workshops are Be Connected Digital Mentor Training Workshop and My Health Record - Consumer Health information in libraries training workshop.

Nicola is working well in the program. The seniors enjoy having her as part of the Program there. Nicola's fixed term employment has been extended to 31 January 2020.



# Operational Status Report

Library

## 2.5 (10/19) – Librarian Operational Status Report

Author: Janet Foley

IX 182439

### GENERAL INFORMATION

State Library of Queensland have finalized the dates for the two workshops they will hosting in Quilpie. The 'Be Connected' Digital Mentor training workshop will be held on Wednesday 16 October. The 'My Health Record' workshop will be held on Thursday 17 October. Both workshops will run from 9.30am -3.30pm and will be held in the Training Room at the Shire Office.

We have completed and lodged our Annual Statistical Return & Obligation Report 2018-2019 to State Library of Queensland.

Also lodged with State Library was our acquittal for the Tech Savvy Regional Queensland Grant of \$10,000 that Quilpie Library received.

We are hopeful that a proposal that Lisa Hamlyn will be presenting to Council for the provision of a Mobile Library Service for Eromanga will be viewed favourably. We envisage that if approved, Library staff would travel to Eromanga on a monthly visit and would take a broad selection of books and DVD's covering various genres to be available for loan.

Locals and tourists continue to support the Library's Second Hand Book, Teddy Bears and Bric a Brac Stall.

### STATISTICS

Visitors during September are lower than the previous month with 711 people visiting the Library.

Library Stats 2019	Library Visitors	Wi-Fi Users	IPad Usage	Senior Computer Users	Paid Computer Users
June	855	256	136	44	1
July	902	288	172	66	1
August	810	172	88	49	0
September	711	186	105	31	0

### EXAMINATIONS

I currently have six examinations to supervise during October for students studying externally with the University of New England and Central Queensland University.

## **ACTIVITIES**

After School Craft, organized by HPO Michelle Donohue has continued on a weekly basis, excepting school holidays.

On Monday 23 September, students from Mulga Mates Centre visited the Library as part of their Vacation Care Program. The children were at the Library from 10.00am -1.00pm and enjoyed story-telling, games, activities and craft.

## **HISTORY**

I continue to receive an increasing number of history and cemetery enquiries.

I spent considerable time this month researching and compiling a list of WW1 soldiers from the Quilpie/Adavale district who served in the Light Horse Brigade. I also sourced and provided photos of some these soldiers and a brief write up on the district's strong connection to the Light Horse. I forwarded the collated information and images to Troy Minnett and Kelly Walton. Troy had requested the information for inclusion in the proposed 'Ricky Milosevic Memorial'.

## **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**

The Teddy Bears Picnic that Quilpie Library held at Bi-Centennial Park on Wednesday 28 August was an outstanding success with over 50 attendees. Megan Rojek, Michelle Donohue and I all purchased Teddy Bear costumes for the event. It was great to have Mulga Mates and the Seniors join us at the Park.

The next event we are planning on hosting for Under 5's is a Princess & Pirates Day on Friday 01<sup>st</sup> November at the Library.

## **STAFF**

Nil

# Operational Status Report

NDIS Officer

## 2.6 (10/19) – Swimming Pool Lessee Operational Status Report

Author: Alina Graham, All About Aquatics

IX 186181

### Pool Opening

The Quilpie Swimming Pool opened the doors for the 2019/2020 season on Saturday 21<sup>st</sup> September 2019. The opening hours for the season are as follows:

# Quilpie Swimming Pool

21<sup>st</sup> September 2019 – 24<sup>th</sup> April 2020

## Pool Hours

Day	Morning	Afternoon
Monday	6:00am-8:30am	3:00pm-6:30pm
Tuesday	6:00am-8:30am	3:00pm-6:30pm
Wednesday	6:00am-8:30am	3:00pm-5:00pm
Thursday	6:00am-8:30am	3:00pm-6:30pm
Friday	6:00am-8:30am	3:00pm-6:00pm
Saturday	8:00am – 11:00am 2:00pm – 7:00pm	
Sunday	11:00am-6:00pm	



**Ph: 4656 1201 or 0412 402 980**

### Movie Night

The first movie night of the season will be held on Saturday 5<sup>th</sup> October 2019, commencing at 7.00pm

The movie being shown is “Hotel Transylvania 3 – Monster Vacation”.

### Term Swimming

Term swimming commences 8<sup>th</sup> October 2019.

### Aqua Aerobics Fitness

Aqua Aerobics Fitness classes will commence on 8<sup>th</sup> October 2019. Classes will be held each Tuesday and Thursday night, 6.00pm to 7.00pm.

### School Swimming

School swimming commences 14<sup>th</sup> October 2019.

### Incident Reports

One minor incident has occurred during the month.

### DELIVERY OF COURSES - ALINA

- 19 September Roma - Austswim Teach and Access and Inclusion (professional development workshop)
- 20<sup>th</sup> September Tieri - AUSTSWIM Courses, pool lifeguard and first aid
- 27<sup>th</sup> – 30<sup>th</sup> September Sunshine Coast
- 2<sup>nd</sup> – 4<sup>th</sup> October Presenting at AUSTSWIM World Conference
- 6<sup>th</sup> – 8<sup>th</sup> October Pool Lifeguard in Quilpie (Quilpie, Thargomindah & Cunnamulla)
- 12<sup>th</sup> & 13<sup>th</sup> October Charleville - AUSTSWIM Course
- 18<sup>th</sup> – 21<sup>st</sup> October Cooktown - Swim Clinic

### ATTENDANCE NUMBERS

Attendance numbers from 21<sup>st</sup> September to 29<sup>th</sup> September (10 days) is 312.

# Operational Status Report

NDIS Officer

## 2.7 (10/19) – NDIS Coordinator Report

Author: Chris Houghton

IX 186284

### GENERAL INFORMATION

During September I have assisted another potential Service Provider to sign up for the NDIS. The not-for-profit organization was unaware that before their application was deemed successful they would have to undergo an audit, which we discovered (after much research) will cost between \$500-\$1000. I have emailed the NDIS office in Toowoomba to have written clarification regarding not-for-profit organization's paying for audits. To date, I have not received a reply.

I have also requested a quote from 2 of the 8 companies that have been engaged by the NDIS to conduct the audits and also have not received a reply. The Sole Trader that I assisted last month has stated she would not become a Service Provider if she was asked to pay for an audit. I have explained to both parties they can still offer Services to Participants who are not NDIA managed. Cr Hewson, Lisa Hamlyn and I also met with Ann Leahy MP, Member for Warrego, Shadow Minister for Local Government to discuss this issue.

The lack of Allied Health service providers is a continuing problem. After discussion with Rebecca Greenway, Director of Allied Health Services Charleville and Queensland Health, they have agreed to cover the short fall in services delivered by Speech Therapists and Occupational Therapists to NDIS participants until recruitment has been completed by the visiting Service Provider. This also contributes to the issue of less money being spent out of a participant's budget, meaning at the end of the plan there maybe money left and this may decrease the budget for the next plan.

In September I assisted 2 participants in coordinating the employment of Planners to organize their funding/budget in their plans as well as organizing support services. I also supported the participants by assisting them to understand their Service Agreements prior to signing them off.

### STATISTICS

	NDIS Client Meetings	NDIS Provider Assistance Meetings	Agency Meetings
STATISTICS September 2019	8	7	3

### CURRENT ISSUES

- Allied Health Recruitment
- Mental Health Services
- Complexities of signing up for Service Provision with the NDIS

### CORRESPONDENCE / NEWSLETTERS

- Endeavor Foundation E Newsletter
- NDIS E Newsletter
- Workability News Letter

# Operational Status Report

Financial Services

## 3 FINANCE

### 3.1 (10/19) – Manager of Financial Services Operational Status Report

Author: Arminda David

IX 186516

#### Cheque Register

For the month ending 30 September 2019

Date	Cheque #	Payee	Description	Amount
2/09/2019	CHARGE	ANZ Banking	Merchant Fee	232.61
2/09/2019	45570499	National Australia Bank Limited	Credit Cards August 2019	7,882.80
3/09/2019	28286	Queensland Transport	2019 Registrations	73,925.50
4/09/2019	E009029	NQ Game Meats Pty Ltd	7.5t Baiting Meat	27,750.00
4/09/2019	E009030	All About Aquatics	Advance Lease - October	2,200.00
5/09/2019	2ATOPAYG	Australian Taxation Office	Pay Dedns Pay 2 Period No 05	1,348.00
5/09/2019	2NAB05	National Australia Bank Limited	D/Cr Pay 2 Period No 05	26,664.00
5/09/2019	SGL PY2P	LG Super Clearing House	SGL Pay No 2 Period 2020/5	419.97
5/09/2019	SGL PY2P	LGSuper	SGL Pay No 2 Period 2020/5	2,164.49
9/09/2019	E009031	Adavale Plant Hire	Bedding sand	3,520.00
9/09/2019	E009032	Architectus Brisbane Pty Ltd	Claim on ENHM Stage 2A	228,649.96
9/09/2019	E009033	Artcraft Pty Ltd	Signs	4,122.36
9/09/2019	E009034	Civica Pty Limited	Training	2,000.00
9/09/2019	E009035	Aviation Components Pty Ltd	Airport fuel parts	932.75
9/09/2019	E009036	J. Blackwood & Son Pty Ltd	Glass wipes & ear pods	195.40
9/09/2019	E009037	Willem van den Bosch	Cards for sale	70.00
9/09/2019	E009038	SC & KG Bowen	Dry roller hire	2,277.00
9/09/2019	E009039	Cadia Plumbing Equipment	Plumbing supplies	3,395.15
9/09/2019	E009040	Clarke Equipment Sales Pty Ltd	Tooth, pin & tooth assy	522.72
9/09/2019	E009041	CoolDrive Distribution	LED probe and mount	349.20
9/09/2019	E009042	Cranbrook Press	Requisition books	695.00
9/09/2019	E009043	David Cross	20xM 5xF 6xP Keeroongooloo	1,550.00
9/09/2019	E009044	Pamela Denise	Initial Payment - river crossing	14,405.60
9/09/2019	E009045	Dept of Environment & Science	Camping permits June 2019	113.15
9/09/2019	E009046	Lenny Dolman	4xM 1xF Moondilla	250.00
9/09/2019	E009047	Peter E.J Donohue	62 Jabiru St measure up	660.00
9/09/2019	E009048	Ergon Energy Queensland Pty Ltd	Depot	3,387.11
9/09/2019	E009049	Followmont Transport Pty Ltd	Hell Hole Gorge sign	62.80
9/09/2019	E009050	G.E.T Australia Pty Ltd	Cutting edges	2,426.82
9/09/2019	E009051	Gibbs Truck & Trailer Parts	Exchange mitsubishi gearbox	7,150.00
9/09/2019	E009052	Goodridge Australia Pty Ltd	Bucket hats	247.50
9/09/2019	E009053	Great Western Electrical	Smoke Alarms - Cultural Society	760.10

Date	Cheque #	Payee	Description	Amount
9/09/2019	E009054	Jeremy Grimm	Reimbursement Claim	160.15
9/09/2019	E009055	Karen Grimm	Reimbursement Claim	82.55
9/09/2019	E009056	G & T Mechanical	Filters	1,128.90
9/09/2019	E009057	BHL & DA Hall Transport	Single water tanker	12,045.00
9/09/2019	E009058	Hewsonhall Electrical Centre	Benchtop water filter	388.90
9/09/2019	E009059	Imparja Television Pty Ltd	Show advertisement	440.00
9/09/2019	E009060	Imperial Hotel Motel	Exhibition goods	113.00
9/09/2019	E009061	IOR Aviation Pty Ltd	Bulk Avgas	33,426.08
9/09/2019	E009062	IOR Petroleum Pty Ltd	Bulk Diesel	33,603.83
9/09/2019	E009063	JP Motorcycles & Armory	Service kit	185.00
9/09/2019	E009064	King & Company Solicitors	Legal fees	1,125.30
9/09/2019	E009065	Komatsu Australia	Filters	2,690.14
9/09/2019	E009066	LGAQ	Bush Council Registrations	1,825.00
9/09/2019	E009067	Local Community Insurance Services	Correction of wrong creditor	577.61
9/09/2019	E009068	Maney Transport	Freight	3,005.53
9/09/2019	E009069	Meads Foodworks	Seniors week goods	129.77
9/09/2019	E009070	Amanda Menzies	Refund hire deposits	588.00
9/09/2019	E009071	M & L Carriers	12 month gas cylinder rental	66.00
9/09/2019	E009072	Kerri Mooring	Audit Committee attendance fees	818.46
9/09/2019	E009073	Mulga Tools & Parts	Gloves nitrile black	27.45
9/09/2019	E009074	Orion Satellite Systems	EWTP Fees	309.90
9/09/2019	E009075	Outback Auto & Comms	Diagnose & repair burnt wire	386.30
9/09/2019	E009076	Pathtech Pty Ltd	Service Intoximeter	93.50
9/09/2019	E009077	Paulsen Brothers Foodworks	Exhibition goods	290.66
9/09/2019	E009078	Civica Solutions Pty Ltd	Load & revaluation sheets	539.00
9/09/2019	E009079	Brad Porter Haulage	Pick up turf Toowoomba	220.00
9/09/2019	E009080	Quilpie Butchery	Staff BBQ goods	158.54
9/09/2019	E009081	QCWQ Branch Quilpie	Refund hall hire	150.00
9/09/2019	E009082	Quilpie Golf Club Inc	Refund bus hire	60.00
9/09/2019	E009083	Quilpie Hardware	Cement gp 1 tonne	11,338.35
9/09/2019	E009084	Quilpie Sport & Recreation Inc	12 Months – gym membership	480.00
9/09/2019	E009085	Quilpie State College	Refund table and chair hire	220.00
9/09/2019	E009086	Resonate Broadcasting	Show advertisement	660.00
9/09/2019	E009087	Mr Kevin J Richardson	Shift plant	1,485.00
9/09/2019	E009088	Rockets Outback Ultimate Experiences	Accommodation & meals	7,392.00
9/09/2019	E009089	Roma Sands Pty Ltd	Aggregate and sand	15,224.64
9/09/2019	E009090	Proterra Group	Engineer Support to 30/8/19	40,355.44
9/09/2019	E009091	Samios Plumbing Services	Pipe connections	275.00
9/09/2019	E009092	Peter Sheehan	8xM 7xF Trinidad	750.00
9/09/2019	E009093	Shepherd Services	Tech Co Services 01/07 - 23/08	14,532.69
9/09/2019	E009094	Shire Networks	New Windows Domain	2,893.00
9/09/2019	E009095	IXOM Operations Pty Ltd	Chlorine service fee - August	380.56
9/09/2019	E009096	Stafford Welding Products	Weldmatic 3501 package	3,595.00
9/09/2019	E009097	Sunset Canvas	Alteration to sun sails	1,702.00
9/09/2019	E009098	South West Projects Pty Ltd	Cultural Heritage survey	6,153.67
9/09/2019	E009099	TK's @ The Club	Women's Breakfast	1,030.00



Date	Cheque #	Payee	Description	Amount
9/09/2019	E009100	Toll Priority	Freight	603.94
9/09/2019	E009101	Traffic Control Supplies P/L	Hell Hole Gorge sign	213.84
9/09/2019	E009102	Tullmack Contracting	Common mustering expenses	1,801.80
9/09/2019	E009103	Viadux	Line locator	6,508.63
9/09/2019	E009104	Warrego Hotel	Accommodation - M Rojek	160.00
9/09/2019	E009105	Warrego Water Services Pty Ltd	Hydraulic pressure valve body	769.18
9/09/2019	E009106	Local Government Workcare	Workers compensation 19/20	47,128.24
9/09/2019	E009107	Jamie Wensley	Reimbursement claim	649.10
9/09/2019	E009108	Western Rural Services	Steel flashing	297.28
9/09/2019	E009109	Daimler Trucks Toowoomba	Lube & air filter kits	308.22
9/09/2019	E009110	West-Tech Systems Pty Ltd	Photocopier bill August 2019 #135	1,056.44
9/09/2019	E009111	Western Travel Service (Qld) P/L	Flights for CEO & Councillors	4,386.00
9/09/2019	E009112	Western Wholesalers	Cleaning products	425.00
9/09/2019	E009113	Work Metrics Pty Ltd	Monthly subscription	198.00
9/09/2019	E009114	Wurth Australia Pty Ltd	Workshop supplies	402.40
9/09/2019	E009115	Megan Rojeck	Reimbursement claim	181.50
9/09/2019	28287	Quilpie Bowlers Club	Refund bus hire	60.00
9/09/2019	28288	Telstra Corporation Limited	General account	4,821.44
10/09/2019	1ATOPAYG	Australian Taxation Office	Pay Dedns Pay 1 Period No 05	37,200.00
10/09/2019	1CFMEU05	Construction, Forestry, Mining	Pay Dedns Pay 1 Period No 05	66.40
10/09/2019	1CHILD05	Child Support Agency	Pay Dedns Pay 1 Period No 05	1,503.12
10/09/2019	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 05	289.76
10/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 05	410.00
10/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 05	1,693.25
10/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 05	338.98
10/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 05	6,430.97
10/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 05	110.10
10/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 05	169.66
10/09/2019	1NAB05	National Australia Bank Limited	D/Cr Pay 1 Period No 05	126,910.39
10/09/2019	1RFDS05	Royal Flying Doctor Service	Pay Dedns Pay 1 Period No 05	4.00
10/09/2019	1SALPACA	Salary Packaging Australia	Pay Dedns Pay 1 Period No 05	1,153.90
10/09/2019	1SALPACA	Salary Packaging Australia	Pay Dedns Pay 1 Period No 05	658.41
10/09/2019	SGL PY1P	LG Super Clearing House	SGL Pay No 1 Period 2020/5	29.13
10/09/2019	SGL PY1P	LG Super	SGL Pay No 1 Period 2020/5	18,771.48
10/09/2019	SGL PY1P	LG Super Clearing House	SGL Pay No 1 Period 2020/5	882.33
10/09/2019	SGL PY1P	LG Super Clearing House	SGL Pay No 1 Period 2020/5	579.52
11/09/2019	E009116	Entertain Oz Pty Ltd	Foxy Hornbags Performance	2,500.00
12/09/2019	E009117	Mulga Mates Centre Inc	Community Assistance -ATO Debt	28,773.78
12/09/2019	28290	Quilpie Shire Council	Rates September 2019	86,992.30
13/09/2019	CHARGE	National Australia Bank Limited	Audit Fee	70.00
13/09/2019	E009118	Aquatic Elements P/L	Aluminium sulphate	43.02
13/09/2019	E009119	Australia Post	Postage	1,053.33
13/09/2019	E009120	BN & A Bannerman	Freight	55.00
13/09/2019	E009121	Black Toyota	Rear view camera & wire harness	306.06
13/09/2019	E009122	Clarke Equipment Sales Pty Ltd	Pins and wedges	862.76
13/09/2019	E009123	Casey Collins	Weed spraying - 63.5 hrs	3,175.00



Date	Cheque #	Payee	Description	Amount
13/09/2019	E009124	Conplant Pty Ltd	Glass window and fittings	803.86
13/09/2019	E009125	Winc Australia Pty Ltd	Stationery & cleaning products	458.01
13/09/2019	E009126	Sajer Trust T/A Elle's Newsagency	Magazines	21.45
13/09/2019	E009127	Ergon Energy Queensland Pty Ltd	Main account	33,230.70
13/09/2019	E009128	Golders Charleville	Safety shoes	149.99
13/09/2019	E009129	Hastings Deering (Australia) Limited	Gaskets	66.55
13/09/2019	E009130	FR & G Heinemann	Catering council meeting	200.00
13/09/2019	E009131	Hewsonhall Electrical Centre	Library toys	204.39
13/09/2019	E009132	IOR Petroleum Pty Ltd	Diesel	105.79
13/09/2019	E009133	J1-Led Intelligent Transport Systems	Vas-Speed Advisory Sign	6,634.85
13/09/2019	E009134	Landmark (QLD) Limited	Nufarm weedmaster duo 20l	1,602.17
13/09/2019	E009135	Lowes Petroleum Service	Unleaded	300.58
13/09/2019	E009136	Maney Transport	Freight	801.89
13/09/2019	E009137	Damien McNair	Reimbursement claim	230.00
13/09/2019	E009138	M & L CARRIERS	Freight	14.52
13/09/2019	E009139	Mulga Tools & Parts	Gloves nitrile black	137.25
13/09/2019	E009140	Outback Auto & Comms	Wire in reversing camera	280.00
13/09/2019	E009141	Paulsen Brothers Foodworks	Water – Planning Forum	67.96
13/09/2019	E009142	Quilpie Hardware	Tyre & tube	1,845.57
13/09/2019	E009143	Mr Kevin J Richardson	Make up bend for SES shed	2,420.00
13/09/2019	E009144	Roadshow Films Pty Ltd	Movie Licence - Dumbo	236.50
13/09/2019	E009145	Roma Sands Pty Ltd	Correction of returned payment	15,224.64
13/09/2019	E009146	Shire Networks	Upgrade for Magiq	14,480.47
13/09/2019	E009147	Warrego Couriers	Soil samples sent to Roma	147.09
13/09/2019	E009148	Warrego Signs	No entry signs	286.00
13/09/2019	E009149	Daimler Trucks Toowoomba	Gear-shift sensor	537.76
13/09/2019	E009150	Western Truck Group	Parts Unit 27	230.65
13/09/2019	28291	Petty Cash	Float - Fundraising stall	500.00
13/09/2019	28292	Dept of Natural Resources & Mines	Secure ID Token	121.00
19/09/2019	CHARGE	National Australia Bank Limited	Connect fee	95.97
23/09/2019	E009151	Able Sales	Fuel tank for tamper rammer	70.00
23/09/2019	E009152	Adavale Plant Hire	Float hire	2,635.00
23/09/2019	E009153	Alpha First Aid Supplies	First aid supplies	1,026.12
23/09/2019	E009154	Jennie Anderson	Fruit platters	120.00
23/09/2019	E009155	Australian Taxation Office	BAS August 2019	37,858.00
23/09/2019	E009156	Sam & Courtney Bartlett	Rent - September 2019	780.00
23/09/2019	E009157	Steve Bonsey Transport	Plant hire	39,688.00
23/09/2019	E009158	SC & KG Bowen	Loader hire	11,473.00
23/09/2019	E009159	Breathe-Safe	Hepa filters	456.62
23/09/2019	E009160	Brown & Hurley Group Pty Ltd	New Kenworth	305,747.95
23/09/2019	E009161	Clarke Equipment Sales Pty Ltd	Tooth assy	55.72
23/09/2019	E009162	Conplant Pty Ltd	Parts unit134	571.17
23/09/2019	E009163	Red Earthmoving Pty Ltd	Grader hire	2,569.05
23/09/2019	E009164	Winc Australia Pty Ltd	Admin office Stationery	1,201.25
23/09/2019	E009165	Department of Environment & Science	Camping Permits August	170.60
23/09/2019	E009166	ErgoDesk Pty Ltd - Lifetime Industries	Folding Tables	1,364.00

Date	Cheque #	Payee	Description	Amount
23/09/2019	E009167	Golders Charleville	Safety Boots	179.99
23/09/2019	E009168	G & T Mechanical	Delkor battery	377.00
23/09/2019	E009169	BHL & DA Hall Transport	Single water tanker	5,280.00
23/09/2019	E009170	Hewsonhall Electrical Centre	Birko urn 10 litre	319.00
23/09/2019	E009171	Imagine Media	Show advertisement	550.00
23/09/2019	E009172	Imperial Hotel Motel	Supplies – Planning Forum	54.00
23/09/2019	E009173	Komatsu Australia	Filter kits	1,732.88
23/09/2019	E009174	Maney Transport	Freight	1,986.88
23/09/2019	E009175	Meads Foodworks	Milk & disposable gloves	53.09
23/09/2019	E009176	Mobile Energy Australia	Filters	567.74
23/09/2019	E009177	Kerri Mooring	Audit Meeting Fees	75.00
23/09/2019	E009178	Murweh Shire Council	SWRED Dinner 22/08/19	95.37
23/09/2019	E009179	Outback Spares	Filters	48.70
23/09/2019	E009180	Paulsen Brothers Foodworks	Items for Planners Forum	76.15
23/09/2019	E009181	Peak Services	WS3616 Investigation	4,100.25
23/09/2019	E009182	Brad Porter Haulage	Pick up bricks Toowoomba	660.00
23/09/2019	E009183	Quilpie Hardware	Carpentry supplies	1,348.20
23/09/2019	E009184	Quilpie Shire Council	Rates Transfer - R Vallins	70.00
23/09/2019	E009185	Quilpie Sport & Recreation Inc	Active Agers program	210.00
23/09/2019	E009186	Quilpie State College	Cryer advertisement	13.00
23/09/2019	E009187	Resonate Broadcasting	Advert for Kangaranga Do	1,232.00
23/09/2019	E009188	Mr Kevin J Richardson	Markers John Waugh Park	99.00
23/09/2019	E009189	Rosemech Sales & Service	Mirror head	116.38
23/09/2019	E009190	Samios Plumbing Services	Joiner poly comp	159.72
23/09/2019	E009191	Shire Networks	File server migration	4,525.40
23/09/2019	E009192	Signet Pty Ltd	Safety stickers and sign	76.41
23/09/2019	E009193	Springall's Air Con Service	Various parts for units	50.20
23/09/2019	E009194	Sulo MGB Australia Pty Ltd	Wheelie bins 240lt	1,098.24
23/09/2019	E009195	TK's @ The Club	Morning Tea LDMG meeting	330.00
23/09/2019	E009196	Vanderfield Pty Ltd	Parts Unit 55	199.27
23/09/2019	E009197	The Vines Motel	Accomm - Rural Management	1,250.00
23/09/2019	E009198	Warrego Hotel	SWRED Accom - Cunnamulla	405.00
23/09/2019	E009199	Warrego Signs	DES sign made up	38.50
23/09/2019	E009200	Daimler Trucks Toowoomba	Controller heater	905.99
23/09/2019	E009201	Western Travel Service (Qld) P/L	Flights - S Mackenzie	385.00
24/09/2019	1ATOPAYG	Australian Taxation Office	Pay Dedns Pay 1 Period No 06	38,831.00
24/09/2019	1CFMEU06	Construction, Forestry, Mining	Pay Dedns Pay 1 Period No 06	66.40
24/09/2019	1CHILD06	Child Support Agency	Pay Dedns Pay 1 Period No 06	1,539.75
24/09/2019	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 06	292.44
24/09/2019	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 06	121.27
24/09/2019	1LGSUPCL	LG Super Clearing House	Pay Dedns Pay 1 Period No 06	109.82
24/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 06	410.00
24/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 06	338.98
24/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 06	110.10
24/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 06	1,689.32
24/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 06	169.66

Date	Cheque #	Payee	Description	Amount
24/09/2019	1LGSUPER	LGSuper	Pay Dedns Pay 1 Period No 06	6,791.96
24/09/2019	1NAB06	National Australia Bank Limited	D/Cr Pay 1 Period No 06	129,537.99
24/09/2019	1RFDS06	Royal Flying Doctor Service	Pay Dedns Pay 1 Period No 06	4.00
24/09/2019	1SALPACA	Salary Packaging Australia	Pay Dedns Pay 1 Period No 06	1,153.90
24/09/2019	1SALPACA	Salary Packaging Australia	Pay Dedns Pay 1 Period No 06	658.41
24/09/2019	SGL PY1P	LG Super Clearing House	SGL Pay No 1 Period 2020/6	1,507.47
24/09/2019	SGL PY1P	LGSuper	SGL Pay No 1 Period 2020/6	19,411.68
24/09/2019	28293	Residential Tenancies Authority	Bond Payment - M Whitehead	592.00
24/09/2019	28294	Telstra Corporation Limited	Satellite Phones	354.75
26/09/2019	172	Petty Cash	Multi Draw cash prizes	2,000.00
27/09/2019	E009202	All About Aquatics	Remuneration - October	3,783.59
27/09/2019	E009203	Allenvue Turf	Inspect prepared oval	2,200.00
27/09/2019	E009204	Jennie Anderson	Coffees – Planners Forum	125.00
27/09/2019	E009205	Bulloo River Ice	Ice	1,110.00
27/09/2019	E009206	Bunnings Warehouse	Ladder & drill rotary kit	805.05
27/09/2019	E009207	Cadia Plumbing Equipment	Plumbing supplies	569.80
27/09/2019	E009208	Channel Country Tourist Park	Accommodation - P O'Regan	360.00
27/09/2019	E009209	Coats Hire Operations Pty Limited	Lunch room hire package	416.65
27/09/2019	E009210	Casey Collins	Pest weed spraying - 75.5Hrs	3,775.00
27/09/2019	E009211	Conplant Pty Ltd	Coupling	1,985.76
27/09/2019	E009212	CT Building	Repair veranda Quote 19-20	3,619.00
27/09/2019	E009213	Delnorth Pty Ltd	Driveable picket anchors	352.00
27/09/2019	E009214	Eilbeck Cranes	Carry out regular service	2,241.80
27/09/2019	E009215	Eromanga Contracting	Maintain Eromanga Dump	594.00
27/09/2019	E009216	Five By Five Online Pty Ltd	Web hosting & support x 2 x 3mth	1,650.00
27/09/2019	E009217	Followmont Transport Pty Ltd	Freight	59.16
27/09/2019	E009218	Golders Charleville	Safety boots	149.99
27/09/2019	E009219	Tony Goldsworthy & Associates	EHO Duties August 2019	4,201.50
27/09/2019	E009220	Great Western Electrical	Electrical work	4,958.69
27/09/2019	E009221	G & T Mechanical	Vehicle Service	978.85
27/09/2019	E009222	BHL & DA Hall Transport	Single water tanker hire	8,085.00
27/09/2019	E009223	Hoffman Surveyors	Pegging of Adavale Road	10,945.00
27/09/2019	E009224	Komatsu Australia	Inspect unit 3001	2,908.16
27/09/2019	E009225	Lowes Petroleum Service	Unleaded petrol	2,184.24
27/09/2019	E009226	Maney Transport	Freight	1,327.74
27/09/2019	E009227	Myla Motors	New CanAm	22,975.00
27/09/2019	E009228	Pacific Water Treatment Services	Chlorine Service Exchange	4,376.50
27/09/2019	E009229	Paulsen Brothers Foodworks	Goods for Planners Forum	58.32
27/09/2019	E009230	Publishing Bychelle	Directory Oct Nov19 (VIC)	605.00
27/09/2019	E009231	Quilpie Club Inc	Ladies Night bar tab	166.50
27/09/2019	E009232	QCWQ Branch Quilpie	RADF Samantha Meurant	1,748.00
27/09/2019	E009233	Quilpie Hardware	Block out roller blinds	2,618.30
27/09/2019	E009234	Quilpie Sporting Clays Club	Catering - Planning Forum	120.00
27/09/2019	E009235	Rexel Australia	Control station	98.89
27/09/2019	E009236	Rockets Outback Ultimate Experiences	Accommodation & meals	5,467.00

Date	Cheque #	Payee	Description	Amount
27/09/2019	E009237	Rosemech Sales & Service	Filters	992.86
27/09/2019	E009238	Shire Networks	Lenovo All in One computers	14,856.93
27/09/2019	E009239	Janbourne Pty Ltd T/A ShootNedit	Converting Tapes to USB (VIC)	420.00
27/09/2019	E009240	SMEC	SWRRTG Strategic Plan	15,873.07
27/09/2019	E009241	IXOM Operations Pty Ltd	Chlorine gas	3,633.23
27/09/2019	E009242	Traffic Control Supplies P/L	Signs	160.38
27/09/2019	E009243	Viadux	Plumbing supplies	
27/09/2019	E009244	Western Travel Service (Qld) P/L	Flights - S Mackenzie	1,448.00
27/09/2019	E009245	BOC Limited	D2 size oxygen E size acetylene	333.80
27/09/2019	E009246	MJM Environmental Pty Ltd	STP process & capacity assessment	8,134.50
27/09/2019	28295	DNRMW	Rolling term lease	293.70
27/09/2019	28296	Telstra Corporation Limited	Telstra Satellite Phones	772.19
				\$ 1,883,033.90

# Operational Status Report

Governance

## 4 GOVERNANCE

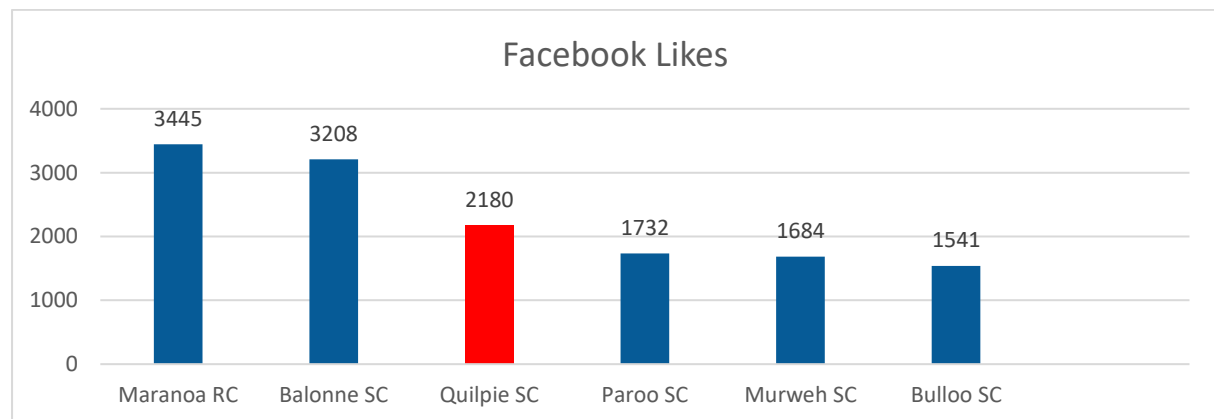
### 4.1 (10/19) – Governance and Communications Officer Operational Status Report

Author: Nina Burges

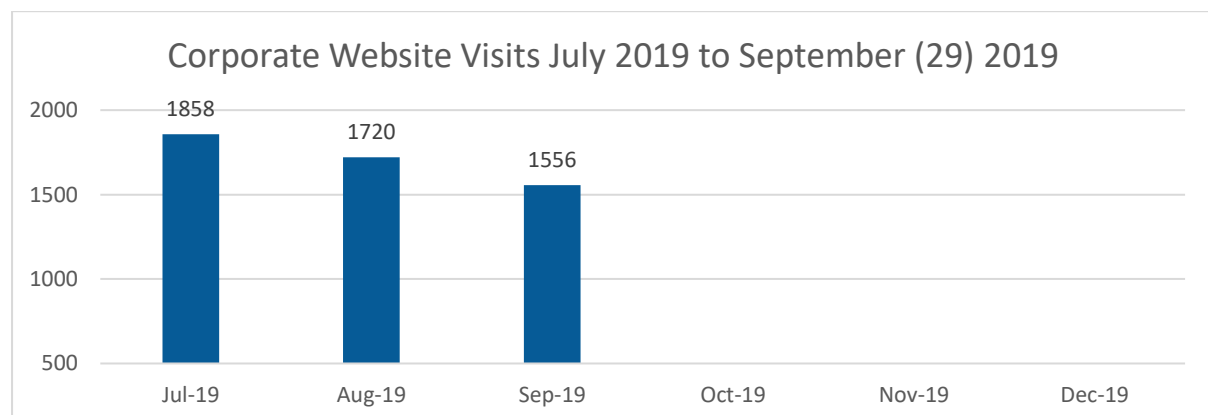
IX 185911

#### COMMUNICATIONS

Council's Corporate Facebook is currently at 2180 'likes' and 2,298 follows. The following table shows comparative Councils online presence via Facebook:



The most popular Facebook post was the announcement that Quilpie Shire Council recently received the award under the category of Economic Development at the 2019 Australian Regional Innovation Awards for the Quilpie Wellspring Project. The post reached 1,171 people with 70 'likes', 10 'shares' and six positive comments.



A number of staff attended social media training on 16 and 17 September. The course was run by Peak Services and funded by the Department of Local Government, Racing and Multicultural affairs. The course was well run and all participants, regardless of abilities and experience, took away some valuable information which will assist Council in meeting the demands of online digital communications.

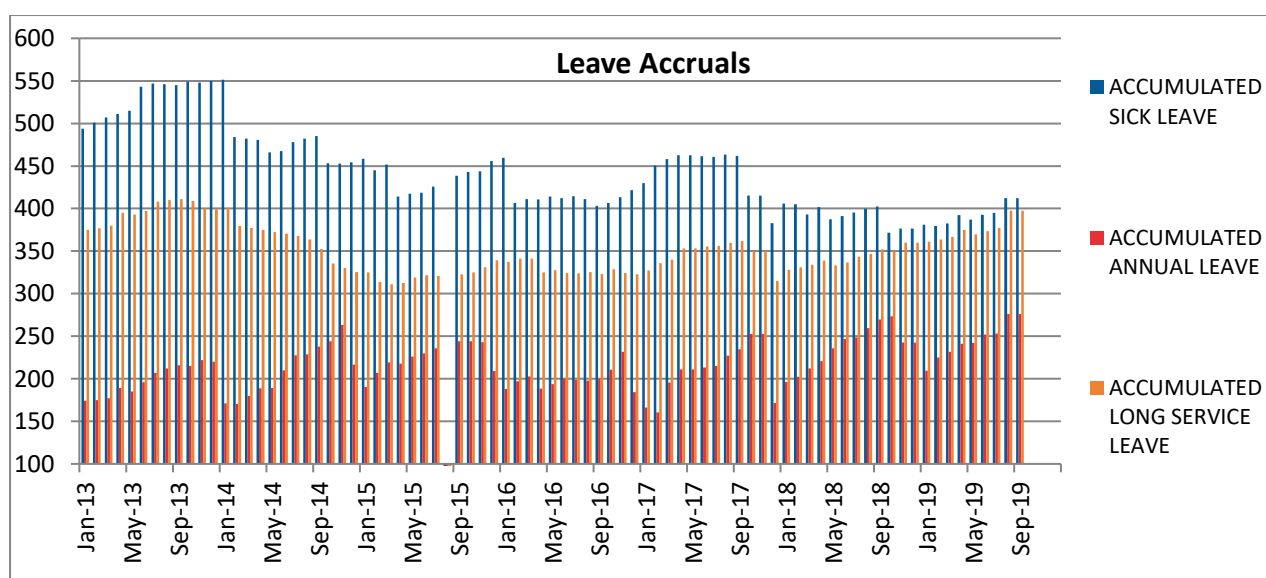
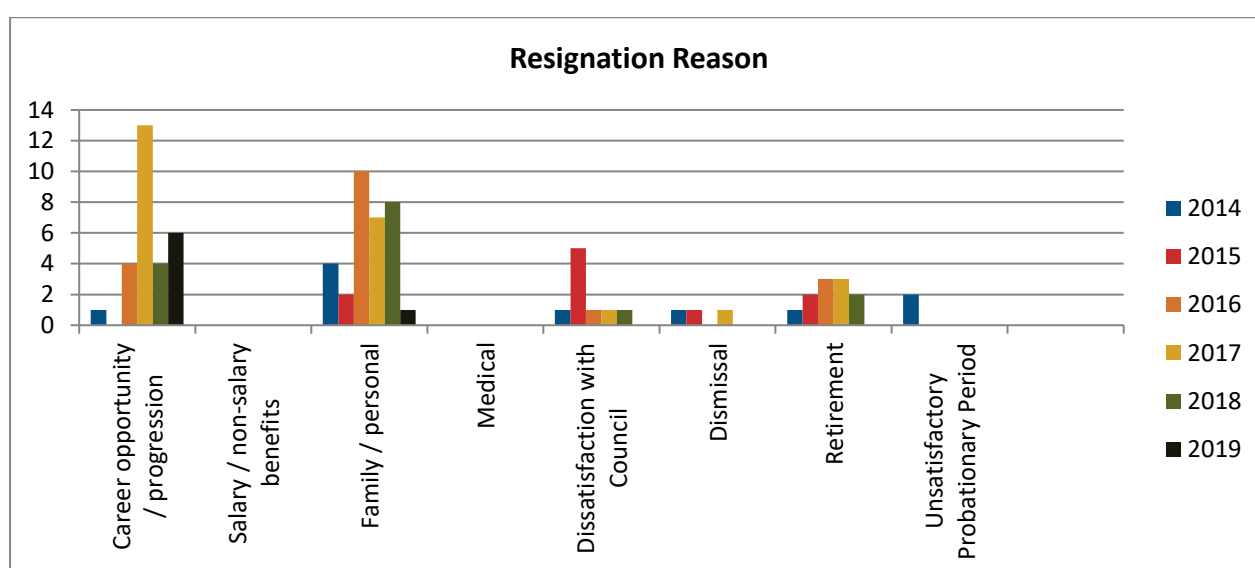
## GOVERNANCE

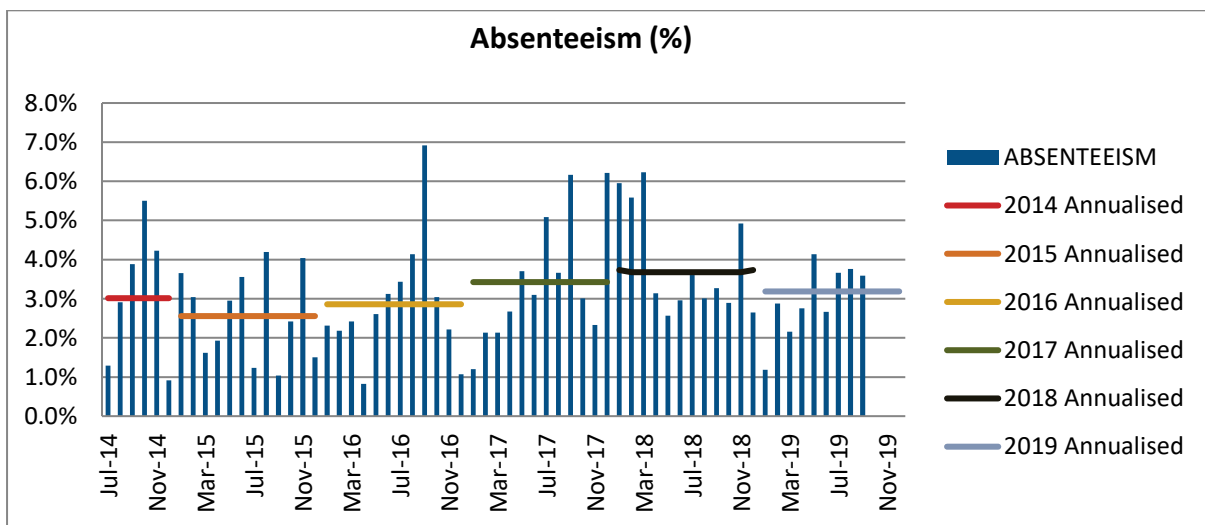
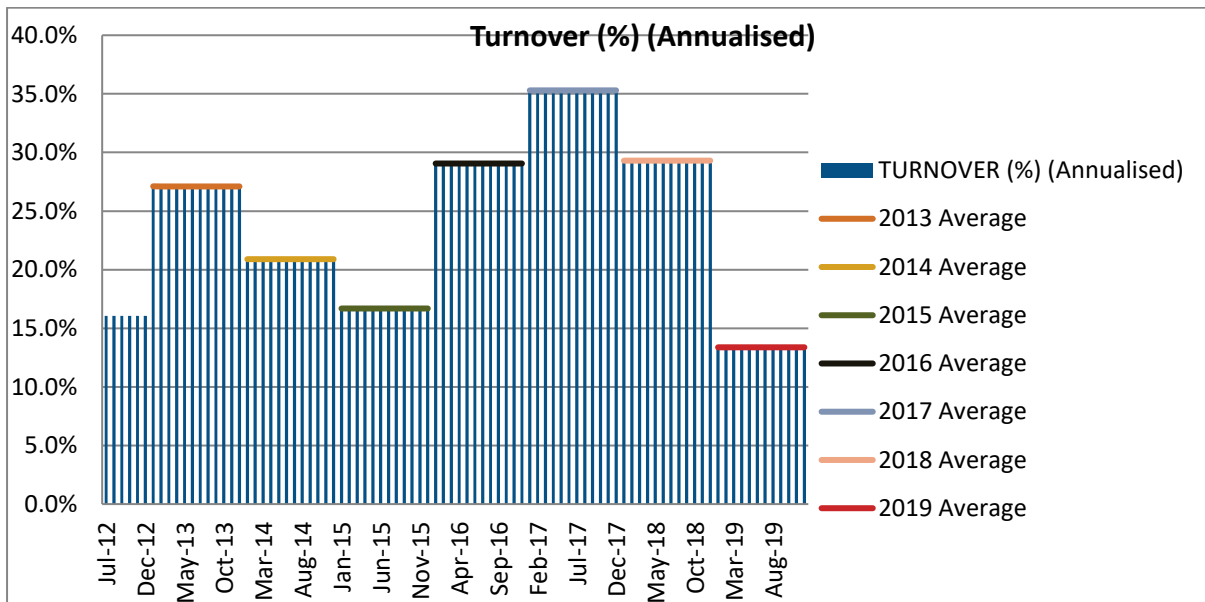
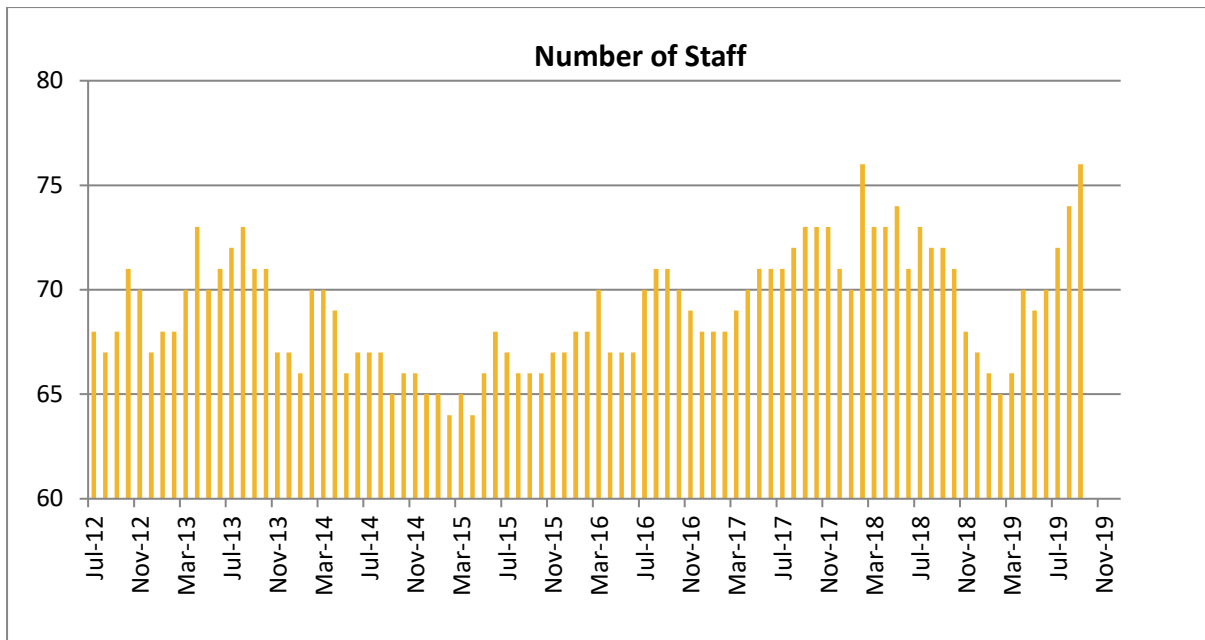
In addition to the social media training outlined above, a large number of Council staff participated in Fraud Awareness training run by Peak Services and funded by the Department of Local Government, Racing and Multicultural Affairs.

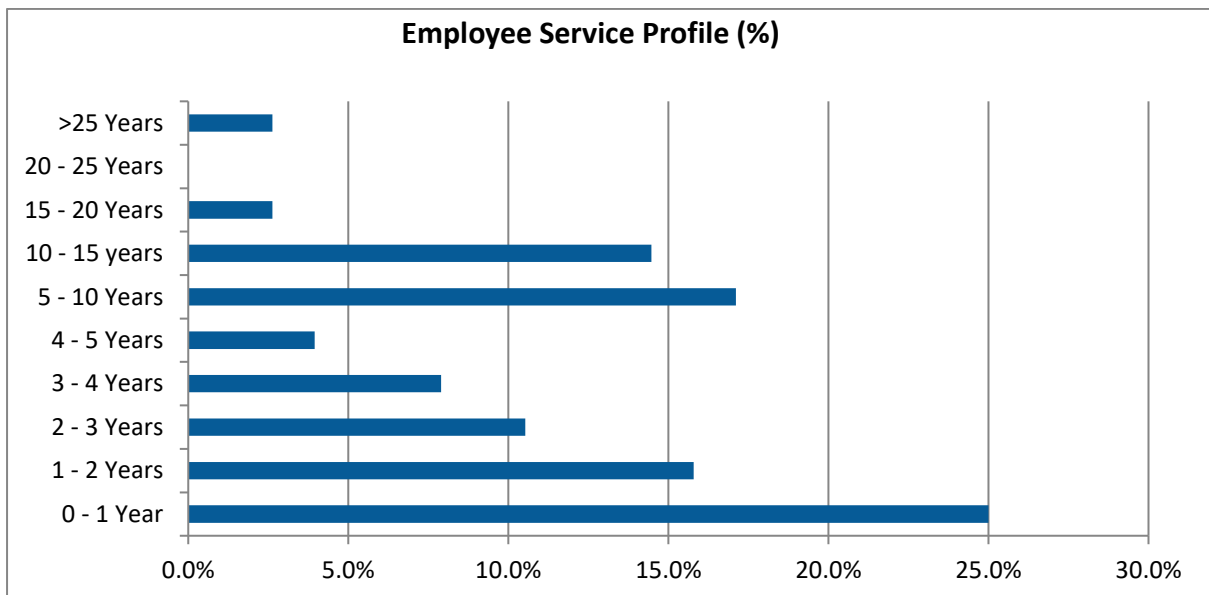
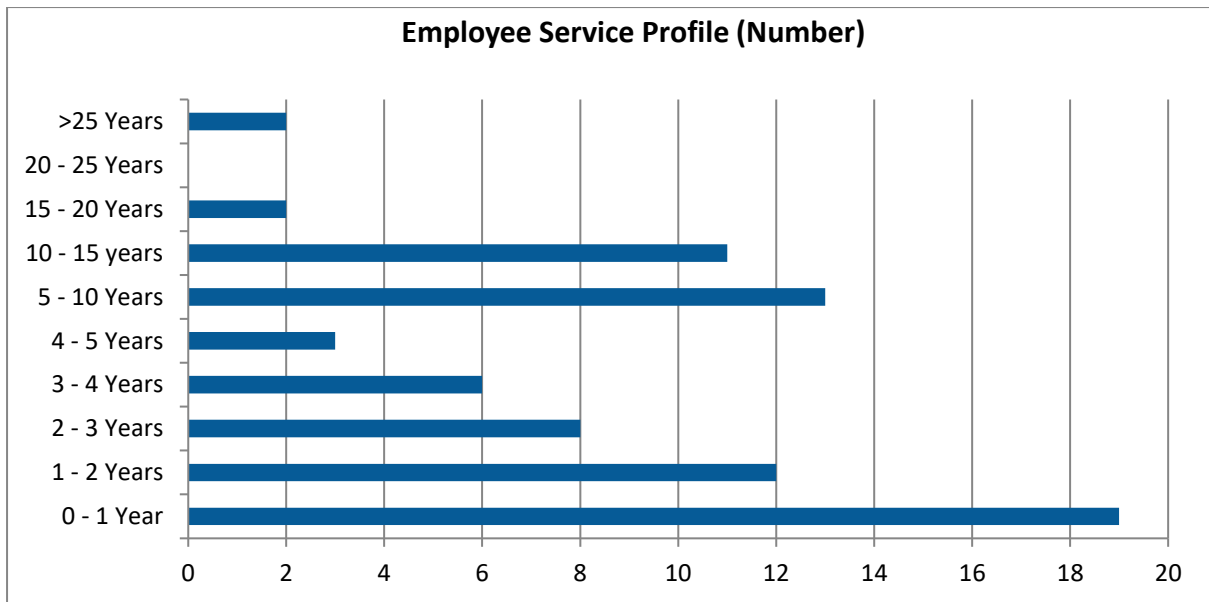
Governance staff coordinated the hosting of the recent Department of State Development Regional and Rural Economic and Planning Development Forum held in Quilpie. Approximately forty delegates attended from a wide range of local government areas including Toowoomba, Balonne, Maranoa, Paroo, Western Downs, Goondiwindi and Bulloo Councils. A number of State Government staff were in attendance as well.

## HUMAN RESOURCES

HR Metrics reporting information is provided for Council's information:









# Operational Status Report

Tourism Development

## 4.2 (10/19) – Tourism Development Officer Operational Status Report

Author: Karen Grimm

IX 186048

### GENERAL INFORMATION

**SWRED Project** – the consultants (Tourism Tribe and Anita Clark) for the tourism project currently underway presented to the group at the last meeting. This presentation identified the opportunity that Queensland Southern Outback (QSO) group have to trigger the visitors curiosity.

The presentation identified key experience themes and curiosity triggers combine to create the QSO unique selling points:

- Dinosaurs
- Stars
- Artesian Water
- Indigenous

National Parks, Conservation and history are also identified as triggers.

In relation to products and experiences – underlying principles in focus for this project will be as outlined below:

- Authenticity & unexpected surprises
- Interaction with locals
- Off the beaten track – one off experiences
- Conservation themed
- Active experiences – e.g. walking tours, hands-on learning
- Connection to where we have come from
- Small (local) interactions that create lasting impact
- Indigenous experiences or products featuring Indigenous Guides
- Queensland Southern Outback – Curious by Nature

**Social Media Workshop** – A workshop was held in conjunction with Council’s internal Social Media training on Monday 16 September. Over 12 people attended from all levels of interaction with Social Media. Due to the variety of skill level from participants Lisa Harrison (presenter) provided some overarching information about social media and some key things to investigate. This including looking at other Facebook sites, following pages and how we tell the story on Facebook.

This workshop was also a good opportunity to learn about what people are interested in learning more about. This will assist in developing future workshops and training to assist people from beginner level through to experienced. A program will be developed for delivery in 2020 with a mixture of formal and informal workshops to build capacity in this space.

**Storytelling Workshops** – Workshops were held in Quilpie on 10 September. These workshops are a partnership between Visit Queensland and Outback Queensland Tourism Association for VICs throughout the Outback. The workshop developed ideas and skills about how to identify a story and

bringing it to life for visitors. This includes knowing who our guests are, discovering and developing the story and delivering the story. This can be in person, websites or within the centre and museum space. The centre staff will be working on stories for implementation in 2020.

**Economic Development and Tourism Strategy** – Quotations were released in September for the delivery of a Strategy for Quilpie Shire by June 2020. A separate report will be presented to the October Ordinary Meeting to finalise the consultant who will develop this Strategy.

**Outback Queensland Tourism Awards** – Submission completed for the 2019 Outback Queensland Tourism Awards for Category 9 – Visitor Information Centres. The winners will be announced at the 2019 Awards to be held in Winton in November.

**Marketing support and advice for major events** - Support has been provided to the following events for the month of September:

- Quilpie Show and Rodeo
- Pride of the West
- Quilpie Motorbike Gymkhana and Enduro
- Kangaranga-Do

**Increasing attendance and engagement to Museums** – The Visitor Information Centre is developing programs and initiatives to continue to build interaction from locals and visitors. Some key initiatives for September include:

- Mulga Mates Centre Inc visit – MMCI vocational aged children visited the centre and museums on Tuesday 25 September. During this visit they spent time going through each Museum and answered a fun questionnaire about their visit. It was an opportunity for centre staff to trial some activities that can be implemented for school visits and school holiday activities.

## GALLERY

The 2019 Gallery bookings remaining are listed below:

- 30<sup>th</sup> August – 4<sup>th</sup> October – **Samantha Meurant**; this exhibition closes on the 4 October.
- 11<sup>th</sup> October – 8<sup>th</sup> November – **Combined Schools**; this exhibition brings together work from students at all local schools and kindergarten. The opening for this event will be Friday 11 October at 6.30pm.
- 15<sup>th</sup> November – January 2020 – **Christmas in the Gallery**; Opportunity for local artists and creators to sell their creations, an opportunity to pick up a Christmas present for a loved one. The expression of interest for participating in this event has been released.

## SOCIAL MEDIA/WEBSITE

Facebook - Visit Quilpie Shire			
Page likes	August: 1229	September: 1252	Increase of 2%
Page followers	August 1220	September: 1301	Increase of 7%
Most popular post	Lovers of Quilpie Shire – Outback Queensland - People’s Choice Award		
	Reach 9.5K	Post clicks 285	Reactions 136 (Likes 88)
General	Post reach Increase by 583%	Page previews increased by 900%	
Website – visitquilpieshire.com			
Sessions	Not available for September. August 1001, July, 1,301, June 1,151		

## VISITORS COMMENTS

***Some of the comments from visitors to the Centre for surveys collected in September via visitor surveys:***

- *Thank you so much for all the wonderful facilities in town. The playground, bike area for kids, shower etc @ park are amazing. This is a lovely little town, we will love to come back.*
- *Great Kangaranga-Do festival night*
- *Very neat and tidy town – A credit to the community*
- *The people here are very friendly & welcoming will come back in the near future*
- *Everything seems wonderful, thank you we weren't coming this way but so glad we did*
- *Very nice helpful Info staff, beautiful exhibition – Samantha M, Interesting museum. Thank you.*

***Some of the comments from visitors for the Military Museum for September:***

- *Wonderful display – well done*
- *Thank you Quilpie for caring and educating*
- *What a brilliant display, great to keep this in memory*
- *Good thing to learn and some new facts about this holiday hat I can tell by school*

***Some of the comments from visitors for the Railway Museum for September:***

- *Thank you for the memories spent some of my childhood at Cheepie – Father was Station master there in 1974.*
- *I'll be back*
- *Well put together*
- *Great to see the history has been kept*

***Visitor statistics from our survey. Only the highest percentage is listed.***

- *31% are travelling from Charleville / 32% are travelling from Thargomindah, Cunnamulla*
- *29% are travelling to Windorah, Birdsville / 41% are travelling to Charleville*
- *43% are from Queensland / 23% are from VIC / 22% are from NSW*

## VISITOR NUMBERS

*\*All the following data indicating September visitation are as at the 25 September 2019.*

	SEPTEMBER 2018	SEPTEMBER 2019* @25/09/19	DIFFERENCE
Visitors	1131	1212	Increase of 81
Locals	98	64	Decrease of 34
Totals	1229	1276	Increase of 47

The Visitor Information Centre experienced a major drop in numbers for August. This can be partially accounted for by later Birdsville Races which resulted in most people moving through the area in September, not August.

Numbers as at the 25 September are currently above the September 2018 target by 47.

Visitation numbers between January and August 2019 are down by 12% compared to the same period in 2018.

## Around the region

The surrounding region data was not available at the time of this report. An update will be provided when this data is made available by Outback Queensland Tourism Association.

## Monthly visitation numbers

\*September 2019 are as at 25 September.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
<b>2008</b>	4	72	123	180	680	970	1267	1130	1419	471	235	130	<b>6681</b>
<b>2009</b>	177	147	350	678	663	1098	1705	1482	1188	531	76	49	<b>8234</b>
<b>2010</b>	39	9	30	242	765	1121	1420	1546	1602	633	165	208	<b>7780</b>
<b>2011</b>	56	87	290	316	854	1208	1372	1881	1654	801	314	386	<b>9219</b>
<b>2012</b>	88	108	258	837	1302	1227	1895	2002	2224	765	237	167	<b>11110</b>
<b>2013</b>	174	359	408	442	1019	1498	1879	1887	1613	451	115	53	<b>9898</b>
<b>2014</b>	100	112	209	556	1513	1616	1832	1564	1912	414	139	127	<b>10094</b>
<b>2015</b>	112	73	174	843	1425	1811	2152	1820	1935	531	213	75	<b>11164</b>
<b>2016</b>	60	83	187	629	1523	2685	2421	1970	1220	529	205	69	<b>11581</b>
<b>2017</b>	97	106	207	1842	1300	2114	2348	2048	1079	445	246	88	<b>11920</b>
<b>2018</b>	67	62	240	583	1416	1622	2610	2035	1229	408	259	408	<b>10939</b>
<b>2019</b>	89	62	144	443	999	1651	2725	1440	1276*				<b>8829</b>

# Operational Status Report

Workplace Health and Safety

## 4.3 (10/19) – Workplace Health and Safety Officer Operational Status Report

Author: Mike Castles

IX 186148

The following data is for the month of August 2019.

### WORKPLACE HEALTH & SAFETY

Overall, Take 5 Completion Rate for August 90%.

Overall Toolbox Talk Completion Rate for August 80%.

TIDS Quality & Safety Plan submitted for Chainage 66.00- 70.60.

Quarterly Action Plans completed.

### QUARTERLY ACTION PLANS (QAP'S)

QAP's completed and reviewed in preparation for 2020-21 Workplace Health & Safety Management Plan.

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

#### **Toolbox Talks – August**

Crew	Completion Rate
Concrete	75%
Construction 1	100%
Construction 2	100%
Town Services	25%
Plumbers	100%
Workshop	75%

#### **Take 5's – May**

Group	Completion Rate
Governance	100%
Corporate, Community	60%
Financial Services	100%
Engineering & Technical Services	50%
Concrete	100%
Construction	100%
Sewerage & Water	100%
Town Services	100%
Workshop	100%

## Incident Reporting - August

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

## Non Conformance

Nil.

## Workplace Rehabilitation 2019-20

Lost Time Injuries (LTI's)	August	Year to Date	# Claims Finalised
2019 Calendar Year	0	2	2
Total Days Lost	0	24	24

## WHS Training

Internal	Number Trained		
	Staff	Other	Total
QSC General Induction/Site Induction	4	0	4

## QUALITY ASSURANCE

TIDS Documents completed in readiness for Chainage 66.00-70.60.

Red Road ongoing.

RMPC ongoing.

## STATE EMERGENCY SERVICE

Training night completed September 5.

Boat Training cancelled due to only to members being available on the proposed four day as planned.

Completed preparations for shed renovations temporarily moving all equipment and office equipment to new shed.

## REHABILITATION AND RETURN TO WORK

0 LTI (Lost Time Injuries) claims for August

2 YTD (year to date) completed.

## AERODROME SAFETY MANAGEMENT SYSTEM

Nil

## INJURY INCIDENT REPORTS 2019

*Reported Incidents	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Total Incidents Reported	1	0	0	0	0	0	2	0	0	0	0	0	0
LTI Performance	July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Total
Lost Time Injury (LTI)	2	0	0	0	0	0	0	0	0	0	0	0	2
Days Lost	24	0	0	0	0	0	0	0	0	0	0	0	24
Reportable Injury WHSQ	0	0	0	0	0	0	0	0	0	0	0	0	0
*Duration Rate	0	0	0	0	0	0	0	0	0	0			
**Frequency Rate	0	0	0	0	0	0	0	0	0	0			

	2019	*2018	*2017	16-17	15-16	14-15	13-14	12-13	11-12	10-11	09-10	08-09	07-08	06-07	05-06	04-05
Number of Claims	2	2	1	1	4	4	3	3	5	2	1	2	2	1	2	4
Actual LTIs	2	2	0	1	4	2	2	2	4							
Target (10% Reduction) LTIs		0.9	3.24	3.6	1.80	1.80	1.80	3.6								
Yearly LTI's (Days Lost)	24	1	0	7	126	41	89	123	27	29	76	2	0	13	10	43
Target (10% Reduction) Days Lost		6.3	102.0 6	113.4 0	36.90	77.40	110.7 0	24.30	28.71							

	2019	*2018	*2017	15-16	14-15	13-14	12-13	11-12			Scheme Average Rate	Member Group Average Rate
LTI Frequency Rate		8.14	8.94	32.80	16.52	16.03	25.77	35.78			11.28	5.69
Target (10% Reduction) LTI Frequency Rate		7.38	29..52	14.866	14.427	23.193	32.202					
Duration Rate		1.00	7.00	31.50	20.50	44.50	41.00	6.75			23.04	11.60
Target (10% Reduction) Duration Rate		6.3	28.35	18.45	40.05	36.90	6.6825					
Lost Time Incident Rate		1.50	1.52	6.06	3.05	2.96	4.76	6.61			2.08	1.05

\*Update to reflect Calendar year reporting 2019

# Operational Status Report

Building and Environmental Planning

## 4.4 (10/19) – Building and Environmental Planning Officer Operational Status Report

Author: Jamie Wensley

IX 186306

### 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. New contacts for Lowes. Looks to be progressing now
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	Final Completed
BA02 18/19	Quilpie Club	Patio	To be advised		
BA04 18/19	Carport Admin office	Carport	QSC	10a	Final Completed
BA05 18/19	Eromanga Dinosaur entry sign	Entry Sign	QSC		Final Completed
BA06 18/19	Carport 57 Jabiru St	Carport	QSC	10a	Final Completed
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 and application to be changed to MCU with additional accommodation added
BA09 18/19	QSC Hall Ramp	Disable Ramp	QSC		To be assessed



DA No	Applicant	Details	Builder	Class	Status
BA10 18/19	St Finbarrs Storage shed	Storage shed @ Tennis court	Peter Holling	10a	Approved with conditions

### 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

## **ENVIRONMENTAL HEALTH**

### **Notifiable Diseases**

Nil.

### **Food Recalls**

Nil

## **CURRENT PROJECTS**

- Toompine Landfill – The survey plan has been lodged the matter is with Holding Redlich to enable Native Title to be addressed.
- 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 MCCA 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.
- Water & Sewerage Sampling – BEPO staff will now undertake monthly and quarterly water sampling and quarterly sewerage sampling to relieve the plumbing staff.
- BEPO Procedures are being put into templates
- Department of Environment and Science – 2x Complaints and response letters for Animal pit and Sewage Treatment plant. Animal Pit issue has been resolved awaiting STP response
- IOR Eromanga shed and accommodation- In process of changing application to MCU with TMR approval
- Bryan Payne and myself inspected the new duplexes and noted a large defects list
- Complaint about wandering sheep & cattle in Eromanga. Owner In Question has been asked and received letters from council with no response or action
- Mapping the pest cluster fences shire wide
- Quilpie Common muster 2/8/19 - 3/8/19
- Gun Club land- Emailed Toowoomba SARA awaiting a response on MCU application and TMR approval, Emailed Phil Ambridge for quote on surveying blocks
- Untidy allotments inspections- will conclude early August – Letters sent – A lot of Footpaths untidy
- Lowes DA approval - Information Request issued
- Tyre Levy Query – Jody Dare supplied an web address <https://www.tyrestewardship.org.au/>
- Eromanga Stock complaint- common application sent awaiting return – stock has been removed away from Eromanga
- 62 Jabiru St – waiting for tender from Tech team to be sent out
- Planning / EDO forum – was in Quilpie, Great turn out heaps of ideas and a lot of knowledge in the room
- SWIM Data complete
- MCU for ENHM - category B native vegetation.