



Ordinary Council Meeting

AGENDA

Council Chambers, 95-101 Alfred St, Charleville

19 January 2023

9am



Decorated & Ready to go in the Christmas Lights Tour

Notice is hereby given that an Ordinary Council Meeting of the Shire of Murweh will be held in the Council Chambers, 95-101 Alfred St, Charleville on 19, January 2023 at 9am.

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1 OPENING PRAYER

2 APOLOGIES AND LEAVE OF ABSENCE

Apologies

Nil

Leave of Absence

Nil

Applications for Leave of Absence

3 CONFIRMATION OF MINUTES

Ordinary Council Meeting - 15 December 2022



Ordinary Council Meeting

MINUTES

Council Chambers, 95-101 Alfred St, Charleville

Thursday, 15 December 2022

1PM



Getting into the Christmas Spirit in Cooladdi



**MINUTES OF MURWEH SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 95-101 ALFRED ST, CHARLEVILLE
ON THURSDAY, 15 DECEMBER 2022 AT 1PM**

PRESENT: Cr S Radnedge (Mayor), Cr R Eckel, Cr P Alexander (Cr), Cr M McKellar, Cr P Taylor

IN ATTENDANCE: N Polglase (CEO), J Gorry (Director Corporate & Regulatory Services), R Ranson (Director Community & Health Services), J Nicholson (Director Economic Development & Tourism)

1 OPENING PRAYER

Fr Doohan delivered a prayer for the guidance of Council.

2 APOLOGIES AND LEAVE OF ABSENCE

Apologies

Nil

Leave of Absence

Nil

Applications for Leave of Absence

3 CONFIRMATION OF MINUTES

MOTION

Moved: Cr R Eckel

Seconded: Cr M McKellar

That the minutes of the Ordinary Council Meeting held 17 November 2022 be taken as read, confirmed and signed as a correct record of proceedings.

4 BUSINESS ARISING FROM MINUTES

5 MAYORAL MINUTE

5.1 MAYORAL MINUTE -

RESOLUTION 090/22

Moved: Cr M McKellar

Seconded: Cr P Alexander

CLOSED MEETING – SECTION 254J (3) (A) APPOINTMENT OF NEW CEO

RECOMMENDATION

That Council appoint Mrs Sabine Taylor as Council Chief Executive Officer to commence from 20th February 2023 on a performance based contract for a minimum term of 3 years with a further 1 x 1 year extension.

That Council extend the existing CEO contract to 20th February 2023 to enable appointment of the new CEO and in doing so acknowledge the long term service and achievements of the outgoing CEO. **CARRIED**

6 NOTICE OF MOTION

Nil

7 CORRESPONDENCE FOR MEMBERS' INFORMATION

Nil

8 DECLARATION OF CONFLICTS OF INTEREST

9 UPDATE/CHANGE TO COUNCILLOR REGISTER OF INTEREST

10 CORPORATE & REGULATORY

10.1 HUMAN RESOURCES REPORT

RESOLUTION 091/22

Moved: Cr R Eckel

Seconded: Cr P Taylor

That Council receives the Human Resources Report

CARRIED

10.2 HUMAN RESOURCE POLICIES FOR REVIEW

RESOLUTION 092/22

Moved: Cr P Taylor

Seconded: Cr M McKellar

That Council accepts and adopts the revised versions of the following Human Resources Policies:

- HR-008 Smoking Policy
- HR-012 Disclosure of Personal Information Policy
- HR- 023 Parental Leave Policy
- HR-025 Staff Travel Expenses Policy
- HR-026 Working from Home Policy
- HR-030 Sharing Images Policy

CARRIED

10.3 WORKPLACE HEALTH & SAFETY REPORT
<p>RESOLUTION 093/22</p> <p>Moved: Cr P Alexander Seconded: Cr R Eckel</p> <p>That Council receives the report from the Workplace Health & Safety Section.</p> <p style="text-align: right;">CARRIED</p>

10.4 ENVIRONMENTAL HEALTH, LOCAL LAWS AND STOCK ROUTES
<p>RESOLUTION 094/22</p> <p>Moved: Cr M McKellar Seconded: Cr P Taylor</p> <p>That Council accepts the Environmental Health, Local Laws and Stock Routes Report</p> <p style="text-align: right;">CARRIED</p>

SUSPENSION OF STANDING ORDERS
<p>RESOLUTION 095/22</p> <p>Moved: Cr R Eckel Seconded: Cr P Taylor</p> <p>A motion was moved that Council suspend standing orders. To receive a deputation from Architects March Studios on behalf of OMOA.</p> <p style="text-align: right;">CARRIED</p>

RESUMPTION OF STANDING ORDERS
<p>RESOLUTION 096/22</p> <p>Moved: Cr M McKellar Seconded: Cr P Taylor</p> <p>A motion was moved that Council resume standing orders.</p> <p style="text-align: right;">CARRIED</p>

10.5 COUNCIL MEETING SCHEDULE 2023
<p>RESOLUTION 097/22</p> <p>Moved: Cr P Alexander Seconded: Cr P Taylor</p> <p>That Council Adopts the 2023 Council Meeting schedule as presented</p> <p style="text-align: right;">CARRIED</p>

10.6 PERIODIC POLICY REVIEW AND AMENDMENT	
RESOLUTION 098/22	
Moved: Cr R Eckel Seconded: Cr M McKellar	
That Council adopt the revised policies as listed below;	
Policy Name	Policy No.
Administrative Action Complaints Process Policy & Procedures	GOV-011
Arts & Cultural	GOV-010
Fraud Control Policy	FIN-014
Fraud & Corruption Control Plan	FIN-014A
CARRIED	

10.7 APPROVED INSPECTION PROGRAM	
RESOLUTION 099/22	
Moved: Cr R Eckel Seconded: Cr M McKellar	
That pursuant to section 113 of the <i>Animal Management (Cats and Dogs) Act 2008</i> , Council authorise the attached "Approved Inspection Program" (systematic inspection program) for the entire local government area excepting any residence or premises situated on total land area greater than 8000m² , commencing on 3 rd January 2023 and concluding on 31 st May;	
CARRIED	

10.8 FINANCIAL REPORT	
RESOLUTION 100/22	
Moved: Cr P Alexander Seconded: Cr R Eckel	
That Council receives the Financial Report for the period ending 30 November 2022	
CARRIED	

10.9 LOCAL GOVERNMENT CONTROLLED AREAS, FACILITIES AND ROADS (AMENDMENT) SUBORDINATE LOCAL LAW (NO. 1	
RESOLUTION 101/22	
Moved: Cr M McKellar Seconded: Cr P Alexander	
That Council resolves to propose to make Local Government Controlled Areas, Facilities and Roads (Amendment) Subordinate Local Law (No. 1) 2022.	
CARRIED	

11 ECONOMIC DEVELOPMENT & TOURISM

11.1 ECONOMIC DEVELOPMENT & TOURISM REPORT
<p>RESOLUTION 102/22 Moved: Cr R Eckel Seconded: Cr P Alexander That Council receives the Economic Development & Tourism Report</p> <p style="text-align: right;">CARRIED</p>

11.2 PROCUREMENT AIRFIELD MUSEUM, WWII FACILITY
<p>RESOLUTION 103/22 Moved: Cr R Eckel Seconded: Cr P Taylor</p> <p>Pursuant to section 234 (1A) of the Local Government Regulation 2012 ('Regulation') that local government may enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement (Local Buy) and,</p> <p>Pursuant to section 235 (a & b) of the Regulation where the local government resolves it is satisfied that there is only 1 supplier who is reasonably available or, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders</p> <p>That Council resolves to: -</p> <p>a) Enter into a contractual arrangement with Xzibit for the installation and internal fit out of the Charleville Airfield Museum as a component of the Building Better Region's funded 'Tourism Precinct' project</p> <p>b) Enter into a contractual arrangement with Xzibit for the installation and internal fit out of the Charleville WWII secret base facility as a component of the Building Better Region's funded 'Tourism Precinct' project</p> <p style="text-align: right;">CARRIED</p>

11.3 VIC REPORT
<p>RESOLUTION 104/22 Moved: Cr M McKellar Seconded: Cr P Alexander That Council receives the report from the Visitor Information Centre.</p> <p style="text-align: right;">CARRIED</p>

11.4 WWII SECRET BASE & TOUR NOV 22 REPORT**RESOLUTION 105/22**

Moved: Cr P Taylor

Seconded: Cr M McKellar

That Council receives the report from the WWII Secret Base and Tour

CARRIED**11.5 COSMOS CENTRE NOVEMBER 2022 REPORT****RESOLUTION 106/22**

Moved: Cr P Alexander

Seconded: Cr P Taylor

That Council receives this report.

CARRIED**12 COMMUNITY & HEALTH SERVICES****12.1 COMMUNITY & HEALTH SERVICES REPORT****RESOLUTION 107/22**

Moved: Cr M McKellar

Seconded: Cr P Taylor

That Council receives the Community & Health Services Report

CARRIED**12.2 LEITH BRENNAN & BETTSY MURPHY - FUNDRAISER FOR CANCER RESEARCH****RESOLUTION 108/22**

Moved: Cr R Eckel

Seconded: Cr P Alexander

That Council agree to the waiver of all hire fees for the use of the Charleville racecourse complex and the portable stage, for a community event to raise funds for cancer research.

CARRIED**12.3 CONTINUED SUPPORT OF NAIDOC WEEK 2023 SCHOOL INITIATIVES****RESOLUTION 109/22**

Moved: Cr M McKellar

Seconded: Cr P Alexander

That Council continue its support of NAIDOC Week School Initiatives 2023 by contributing \$450 towards printing and distribution costs for students within Murweh Shire.

CARRIED

13 ENGINEERING SERVICES

13.1 ENGINEERING REPORT

<p>RESOLUTION 110/22 Moved: Cr P Alexander Seconded: Cr R Eckel That Council receives the Engineering Report.</p> <p style="text-align: right;">CARRIED</p>
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13.2 NAMING OF STREETS - INDUSTRIAL AREA

<p>RECOMMENDATION That the matter lay on the table for the next council meeting for Council to further consider..</p>

13.3 TENDER LV4.22-23 UTE REPLACEMENT
--

<p>RESOLUTION 111/22 Moved: Cr P Alexander Seconded: Cr M McKellar That Council That Council approve the MSC to purchase of 2 x Toyota Hilux from Black Toyota and 2 x Ford Rangers from South West Ford. 3 x Dual Cab Utes and 1 x King Cab Ute for the total value of \$252,924.68 (EX GST). A contributing factor in the decision to split the purchase over 2 supplies is to reduce the risk of delayed deliveries due to the current shortage of vehicle supply and manufacturing.</p> <p style="text-align: right;">CARRIED</p>
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14 CORRESPONDENCE FOR CONSIDERATION

Nil

15 CONFIDENTIAL MATTERS

Nil

16 CLOSURE

There being no further business the Mayor declared the meeting closed at 5:13pm

4 CORPORATE & REGULATORY

10.1 HUMAN RESOURCES REPORT

Author: Human Resource Manager
Authoriser: Director Corporate & Regulatory Services

RECOMMENDATION
 That Council receives the Human Resources Report

BACKGROUND

Recruitment

Senior Guide & Trainer re-advertised
 Tourism Guides
 Cosmos Sales & Souvenirs Officer

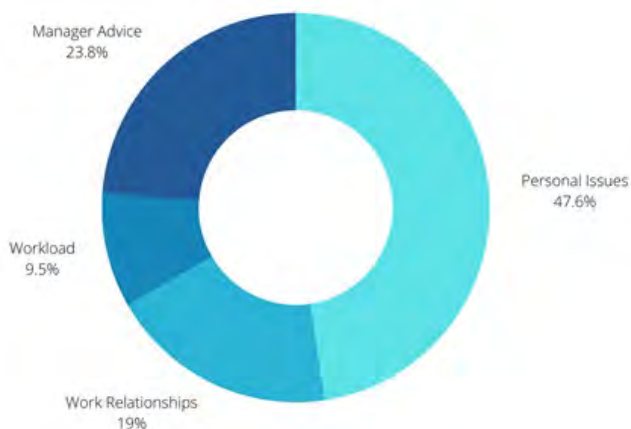
Appointments

Director Engineering Services Raju Ranjit Jan 23
 Labourer Jason Partridge Jan 23
 Labourer Ethan Graham Jan 23

Traineeships / Apprenticeships

Nil

Quarterly Employee Assistance Report (EAP) for October to December 22



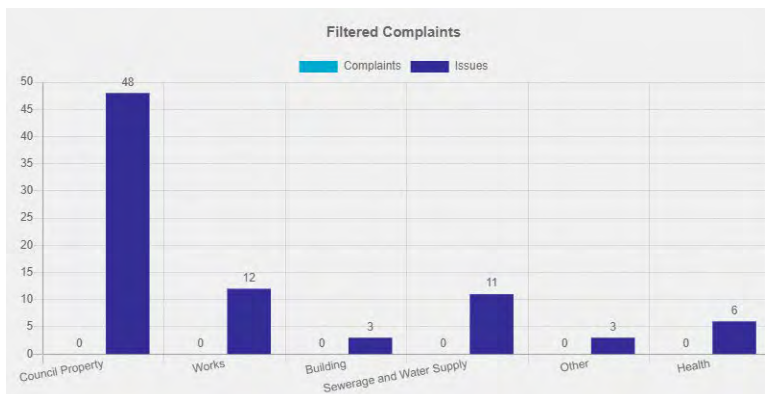
Overtime

Pay Period	Dates	Hours	Amount	Hours	Amount
9-10	10/09/22 to 04/11/22	328	17,423	600	31,084

11-12	05/11/22 to 02/12/22	575	28,481	566	27,982
13-14	03/12/22 to 30/12/22	461	23,864	214	11,729

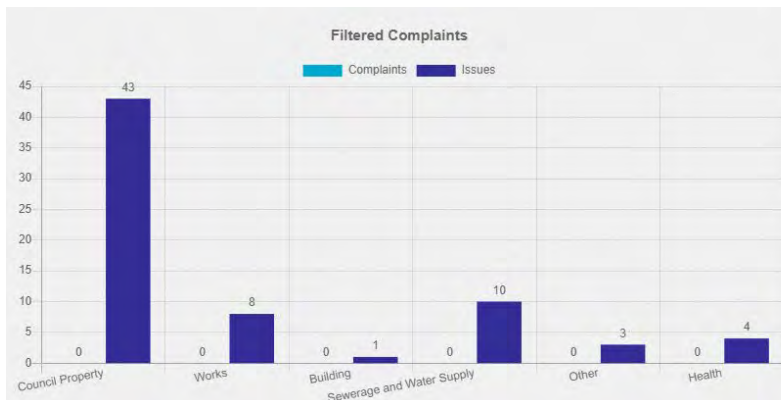
Guardian Customer Request Report

Work Requests/ Issues



Job Type	Complaints	Issues
Council Property	0	48
Works	0	12
Building	0	3
Sewerage and Water Supply	0	11
Other	0	3
Health	0	6

Resolved Work Request



Job Type	Complaints	Issues
Council Property	0	43
Works	0	8
Building	0	1
Sewerage and Water Supply	0	10
Other	0	3
Health	0	4

LINK TO CORPORATE PLAN

1.1.3 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

Nil

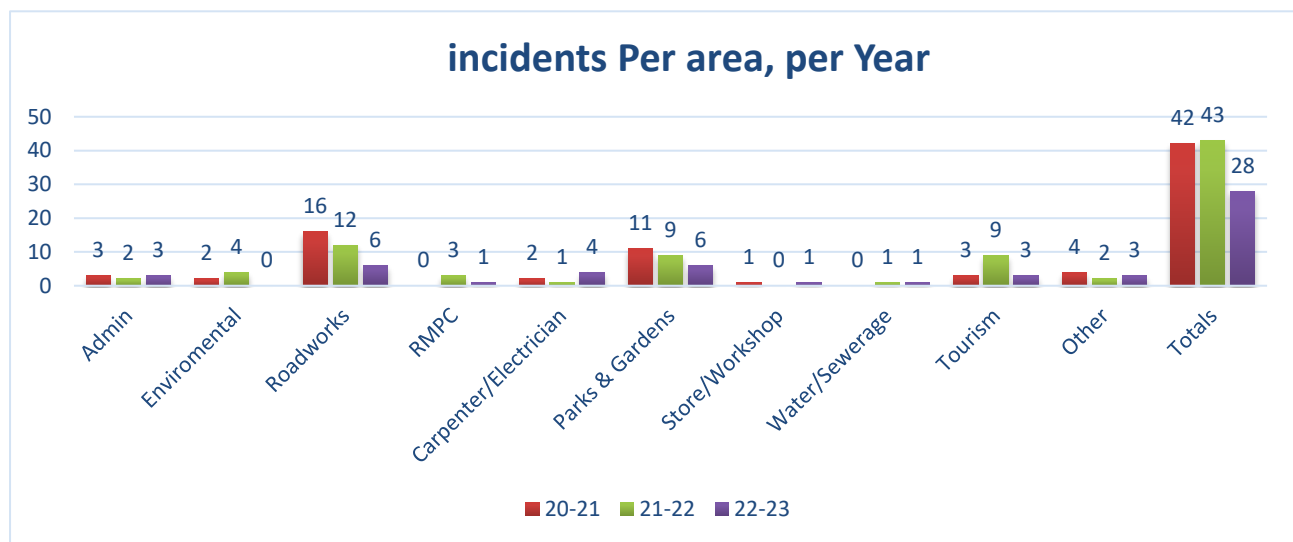
10.2 WORKPLACE HEALTH & SAFETY REPORT

Author: W,H&S Administration
Authoriser: Director Corporate & Regulatory Services

RECOMMENDATION
 That Council receives the report from the Workplace Health & Safety section.

BACKGROUND

INCIDENT REPORTS (since last report)			
IR #	Date	Details	Department
IR-392	7/12/22	Wacker Packer fell off Vehicle	Water
IR-393	3/1/2023	Back Strain	Carpenter
IR-394	4/1/2023	Bobcat backed into tree	Construction



INDUCTIONS

Online Inductions are being completed by new staff and contractors.

SAFETY BREAKS

Format of Safety Breaks is going to be reviewed and updated, as they have remained unchanged since 2013.

TAKE 5'S

Take 5's are now being replaced by workgroups doing Full Risk Assessments on the jobs that are being carried out. This includes the office staff.

HAZARD INSPECTIONS

Morven Depot – A hazard Inspection was conducted at the Morven Depot on the 19th December 2022 by Jamie Gorry, Gary Dexter and Mia Keyes.

Findings – Buildings need shelving, Toilet room needs relining and windows, Smoko Building needs raising and undercover area extension with work benches.

SWIMMING POOL AUDIT

We are still in the process of waiting for the required signage that has been ordered to arrive which will then be erected at the Swimming Pool and Water Play areas.

FIRE DRILLS

Fire Drills have currently been conducted at various work areas and will continue throughout the year (we are aiming at conducting two per year per work area buildings).

MORVEN CAMP

The new building at the camp was completed by the Electrician, Plumber and Builders in December last year.

PROCEDURES AND FORMS

We are in the process of reviewing and updating our procedures and forms on our Safety Management System.

REGULATIONS 2011

New amendments to WHS Regulations 2011 will commence on the 1st of July 2023.

INCIDENT REPORTING

Memos and Fact Sheets on Incident Reporting requirements were sent out to all staff in December as some reports were handed in to us two months after the incident happened.

Next WHS Meeting - TBA 2023

Think Safe

Work Safe

Home Safe

3.2.1 Safety and protection strategies meet community needs and expectations

ATTACHMENTS

Nil

10.3 ENVIRONMENTAL HEALTH, LOCAL LAWS AND STOCK ROUTES

Author: Director Corporate & Regulatory Services

Authoriser: CEO

RECOMMENDATION

That Council accepts the Environmental Health, Local Laws and Stock Routes Report

BACKGROUND

The following are the Key Outputs for Dec 22-Jan23:

Animal Control (Town Dogs):

- 2 dogs Destroyed
- 4 re-homed
- 1 re-claimed
- 1 Dog attack reported
- 1 new Registration
- 0 Infringement notices
- 3 Feral cats destroyed

Environmental Health:

- Actively monitoring overgrown allotments.
- Continue to monitor the dump, meeting Proterra Engineering Team on 18/01/23 RE Test Pitting

Stock Routes Activities:

- Bore maintenance being conducted at 9 Mile, Biddenham and YoYo Bores.
- Spraying Mimosa infestations at Augathella, weed inspections on Adavale Road

LINK TO CORPORATE PLAN

- 2.2.1 Stock routes are well maintained for stock movement and regulated use
- 2.2.2 Town reserves and public lands are well maintained for community access and recreational use.
- 3.2.1 Safety and protection strategies meet community needs and expectations

ATTACHMENTS

Nil

10.4 PERIODIC POLICY REVIEW AND AMENDMENT

Author: CEO Assistant/RADF Liaison

Authoriser: Director Corporate & Regulatory Services

RECOMMENDATION

That Council adopt the revised policies as listed;

- FIN-009 Corporate Card Policy
- GOV-001 Risk Management Policy
- GOV-005 Council Housing Aged

BACKGROUND**Purpose**

Council's adopted Policies require regular review and, if necessary, amendment to ensure they meet current needs in terms of their relevancy and effectiveness for Council's Operations.

LINK TO CORPORATE PLAN

- 1.1.3 Council has in place operational systems and capacity to deliver strategic priorities and core operations.
- 5.3.1 Encourage adoption of circular economy principles and practices
- 5.2.1 Supply chain infrastructure and service meet current and future industry needs and community expectations.

ATTACHMENTS

1. **FIN-009 Corporate Card Policy**
2. **GOV-001 Risk Management Policy**
3. **GOV-005 Council Housing Aged**



Murweh Shire Council Corporate Card Policy

Policy No:	FIN-009
Council Resolution Ref:	
Date Adopted:	
Responsible Officer:	Director of Corporate Services
Review Date:	December 2025
Version No:	4

1. Purpose

The intent of the Murweh Shire Council (Council) Credit Card Policy is to control the use of corporate purchasing cards issued under the name of Murweh Shire Council (MSC) ensuring sound governance of expenditure incurred on behalf of Council.

2. Commencement of Policy

This Policy will commence on adoption. It replaces all other specific credit card policies of Council (whether written or not).

3. Application

This policy applies to all employees and Councillors of Murweh Shire Council and its related business activities.

Definitions

Purchasing Card	Corporate Credit card issued in the name of Murweh Shire Council used for the carrying out of Council authorised business.
Cardholder	Murweh Shire Council employee that is the holder of a Corporate Credit card, Fuel card or E-Toll card.

4. Process

Council Use of Purchasing Cards Including Corporate Credit Cards and Other Credit Devices Policy

4.1 Issuing of Credit Cards

- 4.1.1 Credit cards are only issued to officers that hold the positions with the required authority given to them by the Chief Executive Officer
- 4.1.2 To be issued a credit card staff will be provided with a credit card request form from Finance. The form is provided by Murweh Shire Council’s banking service provider. Staff will be required to prove their identity with the bank issuing the credit card.
- 4.1.3 Council officers issued with credit cards are in a position of trust with regard to the

use of public funds; improper use of that trust may render the cardholder liable to disciplinary action, legal action, or criminal prosecution. All cardholders are to acknowledge receipt of the Credit Card Policy in the form of a signed agreement.

4.2 Credit Limit

- 4.2.1 An overall limit of \$80,000 is currently set for Council's credit card facility with individual monthly credit limits and transaction limits set for each corporate credit card. The Chief Executive Officer may exercise their authority to determine, within this limit, to vary the credit limits of individual card holders.
- 4.2.2 In the case of an emergency situation, in line with Councils disaster recovery plan, the Chief Executive Officer shall have authority to raise credit limits for a short period of time above the maximum limit set out in the procurement policy. Any such instances need to be reported to Council as soon as practical.

4.3 Cancellation of Credit Cards

- 4.3.1 Each issued credit card remains the property of Murweh Shire Council. The Chief Executive Officer may revoke the use of any credit card at any given time.
- 4.3.2 Cancellation of a credit card is necessary where the:
- Cardholder changes job function that has not got appropriate authority
 - Cardholder employment with Council ceases
 - Cardholder has not adhered to set policy and procedures
 - Misuse of credit card
 - Cardholder breaching any terms of this policy

4.4 Use of a Credit Card

- 4.4.1 Credit cards must only be used for the carrying out of Council authorised business and for the meeting of Council liabilities where it is deemed to be inefficient to adhere to the electronic purchase order system.
- 4.4.2 No private expenditure shall be incurred, even if private funds are transferred or repaid immediately, to offset expenditure. This includes the payment of parking fines or speeding offences even if incurred whilst on Council business.
- 4.4.3 All purchases on the credit card require appropriate authorisation in line with the Procurement Policy.
- 4.4.4 Where inappropriate expenditure occurs, the value of the expenditure shall be recovered from the cardholder. Should there be an accidental transgression, the Chief Executive Officer or Director of Corporate Services is to be notified and the Council reimbursed immediately.
- 4.4.5 Cash Advances using the Council credit card is strictly prohibited.

4.5 Cardholder Responsibilities

- 4.5.1 The cardholder has to ensure that the credit card is maintained in a secure manner and guarded against improper use.
- 4.5.2 All documentation regarding a credit card transaction is to be retained by the cardholder and produced as part of the reconciliation procedure.
- 4.5.3 Reconciliation is to be completed within seven (7) days of the date of credit card statement being issued to the cardholder.
- 4.5.4 The cardholder must follow responsibilities outlined by the card provider.
- 4.5.5 Credit cards are to be returned to the Chief Executive Officer or Director of Corporate Services on or before the employee's termination date with a full acquittal of expenses.

4.6 Credit Card Reconciliation Procedures

- 4.6.1 Credit card statement accounts will be issued to the relevant cardholder monthly. The cardholder must provide accounts with the following information on the statement:
- Description of purchase
 - Budget (General Ledger) allocation
 - Applicable GST amounts
- 4.6.2 All transactions on the statement must be supported by a Tax invoice stating the type of goods purchased, amount of goods purchased and the price paid for the goods. The receipt shall meet the requirements of the Goods and Services Tax Act 1999 to enable GST rebate to be applied.
- 4.6.3 If no supporting documentation is available the cardholder will provide a statutory declaration detailing the nature of the expense and must state on that declaration to the effect 'all expenditure is of a business nature.' Approval of this expense is referred to the Chief Executive Officer for a decision. Should approval of the expenses be denied by the Chief Executive Officer recovery of the expense shall be met by the cardholder.
- 4.6.4 The cardholder shall sign and date the credit card statement with supporting documentation attached. Furthermore, the immediate supervisor of the cardholder shall give written approval of the purchases by signature on the credit card statement. In the case of the Chief Executive Officer, the Mayor shall sign.

4.7 Disputed Transactions

- 4.7.1 Murweh Shire Council is responsible for paying all accounts on the monthly credit card statement and the bank processes a direct debit from the operational bank account for same.
- 4.7.2 It is the cardholder's responsibility to investigate with the supplier to determine the causes of the discrepancy. Only if this process does not resolve the dispute the cardholder needs to inform Finance, who will initiate a formal dispute process with the bank.
- 4.7.3 A formal dispute process will require the cardholder to fill in a dispute form from the bank. A Finance staff member will facilitate the process between the staff member and the bank.
- 4.7.4 Any amounts in dispute need to be highlighted on the credit card statement and will be debited to a suspense account until resolved.

4.8 Procedures for Lost, Stolen and Damaged Cards

- 4.8.1 The loss or theft of a credit card must be immediately reported by the cardholder to the card provider regardless of the time of day discovered. The cardholder must also formally advise the Chief Executive Officer or Manager of Finance on the next working day.
- 4.8.2 Advice of a damaged credit card is to be provided to the Manager of Finance who will arrange a replacement card.

4.9 Finance Responsibilities

- 4.9.1 The Director Corporate Services will ensure that the following responsibilities will be met by Finance:
- Arrange issue and cancellation of credit cards
 - Maintain register of all cardholders
 - Provide cardholders with the policy, and where required any changes to the policy and their responsibilities and obligations as cardholders.

- Process payments of credit cards. This includes ensuring all required documentation is attached and relevant officers have signed the statements
- Arrange for all cardholders to sign the Corporate Credit Cardholder Agreement with application for the credit card
- Assist with formal dispute process

4. Variations

Murweh Shire Council reserves the right to vary, replace or terminate this policy from time to time.

5. Audit and Review

This policy shall be reviewed every three years or as required by changes to process of legislation, relevant Standards and industry best practice.

6. References & Related Documents

Local Government Regulation 2012

MSC Procurement Policy

 <div style="text-align: center;"> <h2>Murweh Shire Council</h2> <h1>Risk Management Policy</h1> </div>			
Policy No:	GOV-001	Date adopted:	
Council Resolution Ref:		Review Date:	
Responsible Officer:	Director of Corporate Services	Version No:	1

1. Purpose

The purpose of this Policy to provide guidelines to implement a consistent and rigorous risk management framework, systems, processes, and controls throughout Murweh Shire Council operations.

Council's philosophy towards risk is not to be unduly risk averse, but to enable risks to be identified, discussed, mitigated and monitored in a balanced manner.

Council is committed to establishing and integrating our risk management systems and processes to support this philosophy without creating an unnecessary burden on the business.

This policy sets out the processes, responsibility and accountability for risk management of the Murweh Shire Council. It recognises that risk management is a critical and integral part of good management and corporate governance practice and that, in relation to commercial strategy, an element of risk is inevitable and in some cases encouraged.

This policy supports a structured and focused approach to managing risk to complement the strategies adopted by Council to achieve its corporate objectives, in order to increase confidence and enhance the value the Council provides to its stakeholders.

Council will apply a risk management framework which will:

- a) Incorporate a consistent, systematic process to identify, analyse, mitigate and monitor the key strategic, operational, financial, environmental and compliance risks impacting on the Council;
- b) Align risk management with business objectives identified in Council's corporate and operational plans;
- c) Integrate and align existing risk systems to ensure no duplications or overlap;
- d) Ensure integration of information systems used for reporting on risk to enable aggregation and reporting at a corporate level;
- e) Allow the necessary controls and policies to be implemented to deliver an appropriate approach to governance and best practice;
- f) Will embed a culture of risk management throughout the Council.

Murweh Shire Council is committed to:

- Behaving as a responsible corporate citizen protecting employees, clients, contractors, visitors and the general public from injury and unnecessary loss or damage;
- Achieving its business objectives by minimising or eliminating the impact of risks it can realistically control;
- Creating an environment where all Council employees will take responsibility for managing risk (by developing and maintaining a strong risk management culture).

2. Commencement

This Policy will commence on adoption. It replaces all other specific Risk Management policies of Council (whether written or not).

3. Application

This policy applies to all of Murweh Shire Council's activities.

4. Process

4.1 Key Principles

Council's risk management processes are based around the following key risk activities:

- Risk Identification: identify all reasonably foreseeable risks associated with its activities, using the agreed risk methodology detailed in the Council's risk protocols.
- Risk Evaluation: evaluate those risks using the agreed Council criteria.
- Risk Treatment / Mitigation: develop mitigation plans for risk areas where the residual risk is greater than our tolerable risk levels.
- Risk Monitoring and Reporting: report risk management activities and risk specific information in accordance with the risk protocols.

4.2 Authorities and Accountabilities

Council: Adopts this policy and retains the ultimate responsibility for risk management and for determining the appropriate level of risk that it is willing to accept in the conduct of Council business activities.

Council will review the effectiveness of the risk management systems.

Chief Executive Officer (CEO): Is responsible for identifying, evaluating and managing risk in accordance with this policy through a formal enterprise-wide risk management framework. Formal risk assessments must be performed at least once a year as part of the business planning and budgeting process.

Executive Management Team (EMT): Is responsible for the accuracy and validity of risk information reported to the Council. In addition, it will ensure clear communication throughout the Council of the Council and senior management's position on risk.

The CEO and Director of Corporate Services: Will report to Council annually on the progress made in implementing a sound system of risk management and internal compliance and control across Council's operations.

Internal Audit: Will align the Strategic Internal Audit Plan with Council's risk profile in conjunction with Council's management, and subject to endorsement from Council. Internal Audit will ensure that the results of its reviews are provided to Council's management for update of the Council's risk profile as appropriate.

Internal Audit will also conduct periodic reviews of the risk management framework pursuant to the Strategic Internal Audit Plan

Employees: Are responsible for management of risks within their areas of responsibility as determined under any risk treatment plans.

Employees will be responsible for the timely completion of activities contained within these risk treatment plans. Awareness sessions will be conducted routinely to ensure that employees are familiar with risk management and how it is applied within Murweh Shire Council.

Risk Monitoring: Council utilises a number of functions, including Internal Audit, to perform independent and objective monitoring over its risk areas, including if necessary, conducting reviews over Council’s operations and risk areas by external agencies.

The scope of the work undertaken by all of these functions and the reviews by external agencies will be considered in conjunction with Council’s risk profile at least annually. This will assess the independent monitoring of key risk areas within Council’s risk profile.

5. Variations

Murweh Shire Council reserves the right to vary, replace or terminate this policy from time to time.

6. Associated Documents

- Local Government Act 2009
- Local Government Regulations 2012
- AS/NZ 31000:2009 Risk Management

7. Definitions

To assist in interpretation, the following definitions shall apply:

Word / Term	Definition
Council	Means Murweh Shire Council.
Risk	A risk to the business is any action or event that has the potential to impact on the achievement of our business objectives. Risk also arises as much from the possibility that opportunities will not be realised as it does from the possibility that threats will materialise or that errors will be made
Risk Management	Risk management for Council refers to the culture, processes and structures developed to effectively manage potential opportunities and adverse effects for any activity, function or process undertaken by the Council. Managing risk is achieved through the systematic application of policies, procedures and practices to identify, analyse, evaluate, treat, monitor and communicate risk.
Enterprise Risk Management (ERM)	Enterprise wide risk management encompasses all the major risk categories (including financial, environmental, health and safety, fraud, information technology, compliance, security and business continuity) and includes the co-ordination, integration, consolidation and consistency of reporting by the various Council functions with identified risks.

Version No.	Date	Approved	Amendment
V1.0	19 August 2021		Legislative Review 2021



Murweh Shire Council Council Housing Policy - Aged

Policy No:	GOV-005
Council Resolution Ref:	
Date Adopted:	16 Jan 2020
Review Date:	December 2022
Version No:	1

Purpose

Purpose of this policy is to:

1. Provide safe and secure housing to those residents that qualify and are accepted as tenants.
2. The tenants are surrounded by people who have similar interest and life skills.
3. Maintain the quality of life and enhance the wellbeing of all tenants.

Commencement of Policy

This Policy will commence on adoption. It replaces all other specific Housing for the Aged policies of Council (whether written or not).

Application

This Policy is applicable to all Council owned Housing for the Aged.

Eligibility

Priority will be given to applicants that meet the following criteria:

1. An aged pensioner with a Centrelink aged pensioner card.
2. Capable of living independently.
3. Australian citizenship.
4. Must not own or part-own property in Australia or overseas.
5. Liquid assets limit – Single person \$116,375.00 – Couple \$148,625.00.
6. Vacancies will be filled from the waiting list with the applicant who has been on the list for the longest period of time receiving first preference and will be appointed by a Council committee.
7. To be placed on the waiting list a Council application form must be filled in and returned to Council.
8. If there is no-one on the waiting list, the unit is to be advertised locally.

Maintenance

1. Housing inspections will be carried out on a minimum six monthly basis by Council staff.
2. Maintenance will be carried out as soon as possible.
3. Maintenance items will be prioritised in line with the annual budget.
4. Upgrade will be prioritised in line with the annual budget and at the discretion of the Council committee.

Council owned aged pension units – maps attached

1. Unit 1, 10 Delta Court, Charleville – 1 bedroom unit
2. Unit 2, 10 Delta Court, Charleville – 1 bedroom unit
3. Unit 3, 10 Delta Court, Charleville – 1 bedroom unit
4. Unit 4, 10 Delta Court, Charleville – 1 bedroom unit
5. Unit 5, 10 Delta Court, Charleville – 2 bedroom unit
6. Unit 6, 10 Delta Court, Charleville – 2 bedroom unit – Fully Disabled access

7. Unit 1, 29 Alfred Street, Charleville – 1 bedroom unit
8. Unit 2, 29 Alfred Street, Charleville – 1 bedroom unit
9. Unit 3, 29 Alfred Street, Charleville – 1 bedroom unit

10. Unit 1, 208 Alfred Street, Charleville – 1 bedroom unit
11. Unit 2, 208 Alfred Street, Charleville – 1 bedroom unit

12. Unit 1, 10 Wildie Street, Charleville – 1 bedroom unit
13. Unit 2, 10 Wildie Street, Charleville – 1 bedroom unit

14. Unit 1, Forest Street, Augathella – 1 bedroom unit
15. Unit 2, Forest Street, Augathella – 1 bedroom unit
16. Unit 3, Forest Street, Augathella – 1 bedroom unit
17. Unit 4, Forest Street, Augathella – 1 bedroom unit

18. Unit 1, Cavanagh Street, Augathella – 2 bedroom unit
19. Unit 2, Cavanagh Street, Augathella – 2 bedroom unit
20. Unit 3, Cavanagh Street, Augathella – 2 bedroom unit
21. Unit 4, Cavanagh Street, Augathella – 2 bedroom unit

22. Unit 1, Main Street, Augathella – 2 bedroom unit – Fully disabled access
23. Unit 2, Main Street, Augathella – 2 bedroom unit

Rent

1. Rent is set by Council and reflected in Council's fees and charges.

Tenants are required to

1. Sign a Residential Tenancy Agreement at the commencement of the rental arrangement.
2. Sign and lodge a bond form and pay bond of four weeks rent which is lodged by the Council with the Residential Tenancy Authority.
3. Pay two weeks rent in advance, then fortnightly thereafter. Payment method preferred is via Centrelink.
4. Be responsible for utilities e.g. electricity and telephone.
5. Is obliged to abide by the terms and conditions of the agreement as agreed by both parties.
6. When vacating the premises be responsible for cleaning the residence which will be inspected by Council.

10.5 COUNCILLORS REMUNERATION 1ST JULY 2023

Author: CEO

Authoriser: CEO

RECOMMENDATION

That Council notes the report from the LG Remuneration & Discipline Tribunal and in terms of amended Section 247 (6) of the Local Government Regulation 2012 sets the remuneration for period from 1st July 2023 as follows: -

Mayor \$

Deputy Mayor \$

Councillors \$ (Annual Allowance \$ Sitting Fee\$)

BACKGROUND

Purpose

Mayor and Councillors remuneration for the period from 1st July 2023 has now been finalised by the Local Government Remuneration & Discipline Tribunal and a copy of the report is available on their website.

In terms of Chapter 8 Div. 1 Sections 244 & 246 of the Local Government Regulation 2012, the Tribunal is required to set the remuneration for Mayors and Councillors for the period from 1st July 2023 before 1st December 2022.

Remuneration has been increased by 4% with the following remuneration for category 1 Councils to apply from 1st July, 2023: -

Mayor \$114,801 prev. \$110,386

Deputy Mayor \$66,231 prev. \$63,684

Councillor \$57,400 prev. \$55,192 (Annual Allowance \$38,266.67 prev. \$36,794.67 Attendance Fee \$1,594.44 prev. \$1,533.11)

In terms of amended Section 247 (6) of the Local Government Regulation 2012 Council must prior to 13th March 2023 by one resolution determine if the maximum amount is not to be paid another amount payable to a Councillor or Mayor, Deputy Mayor.

Financial Risks

Increase of 4% to be conveyed in 2023 / 24 budget submission unless otherwise approved.

Legal Risk

Local Government Act 2009

Local Government Regulation 2012

LINK TO CORPORATE PLAN

1.1.3 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

Nil

10.6 MONTHLY FINANCIAL REPORT**Author: Accountant****Authoriser: CEO****RECOMMENDATION**

That Council receives the Financial Report for the month ending 31 December 2022

BACKGROUND**Highlights of this month's Financial Report:****Report - Period Ending 31 December 2022****Revenue**

Total revenue of \$ 17.6M to 31 December represents 36 % of the total budget of \$49.0M.

These statements are for 6 months of the financial year and generally would represent 50% of the overall budget.

Actual revenue year to date is behind at 36%. This is mainly due to FAG advance payment is generally received during the month of June.

Expenses

Total expenditure of \$ 15.9M to 31 December represents 54 % of the total budgeted expenditure of \$29.3M.

Actual expenses of 54% are over the year to date of budget of 50% mainly because of expenses that are paid on an annual basis, example insurance, work cover, subscription, registrations, etc.

Outcome

There is currently a cash balance of \$ 9.0M, a decrease of \$ 780,702 compared with the November cash balance.

Restricted cash – grant not yet spent: \$ 4.5 M (last month \$ 4.9M), a decrease of \$ 394,138.

Actual unrestricted/surplus cash: \$ 4.4 M (last month \$4.8M).

It is also noted that net cost to operate the tourism facilities at the end of December was \$ 573,873, slightly over compared with the YTD budget of \$ 490,231.

Capital Works

See the Capital Funding Report 2022 – 23 for details of all projects.

1. Cash Position
2. Monthly Cash Flow Estimate
3. Comparative Data
4. Capital Funding – budget V's actual
5. Road Works – budget V's actual

1. Cash Position as at 31 December 2022

Operating Account					\$1,142,372
SHORT TERM INVESTMENTS					
National Bank of Australia				\$	-
QTC Cash Fund					\$7,818,191
			Total		\$ 8,960,563
The following items should be backed by cash and investments, plus any increases in the surplus of Debtors over Creditors.					
Cash backed Current Liabilities (AL,LSL,SL,RDO)					\$2,295,054
Restricted cash - grants received not yet spent					\$4,523,240
				\$	6,818,294
Balance of estimated rates/other debtors - estimated creditors :					
	(\$2,627,318	-	\$893,817) \$ 1,733,501
Plus cash surplus	\$	8,960,563	-	\$ 6,818,294	\$ 2,142,269
Working Capital			Total		\$ 3,875,770

2. Monthly Cash Flow Estimate: - January 2023

Receipts		Expenditure	
Rates	\$50,000	Payroll	\$800,000
Fees & Charges	\$50,000	Creditor Payments	\$1,000,000
Debtors	\$300,000	Loan Payments	\$0
Grants/Claims/Loan QTC	\$500,000	Lease Payments	\$0
Total	\$900,000	Total	\$1,800,000
Therefore cash is expected to decrease by		\$900,000	in the period.

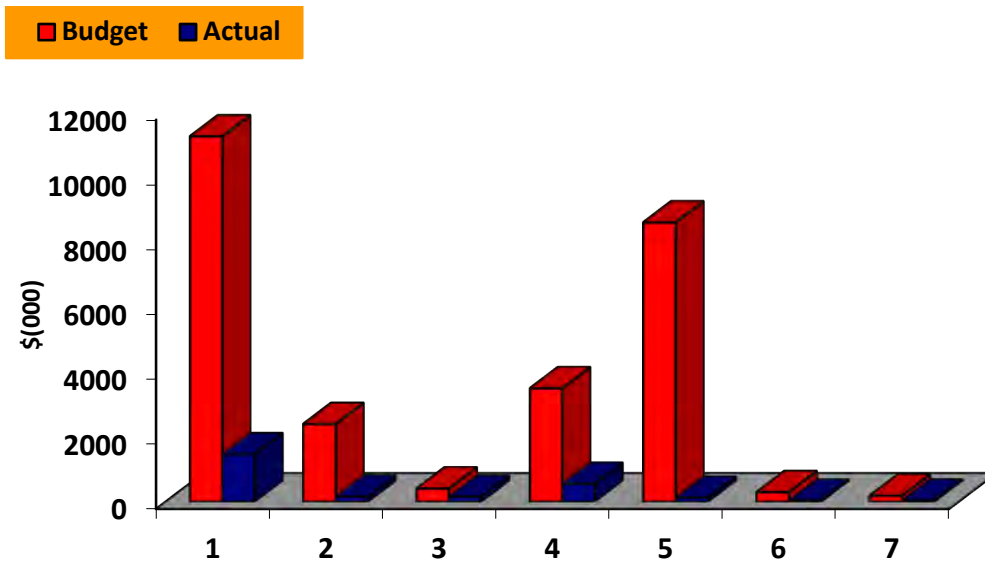
3. Comparative Data for the month of December 2022

Comparative Year	2022	2021	2020
	\$000	\$000	\$000
Cash position**	\$ 8,961	\$ 3,890	\$ 11,067
Working capital**	\$ 3,876	\$ 1,718	\$ 2,683
Rate arrears*	\$ 633	\$ 793	\$ 1,007
Outstanding debtors	\$ -4	\$ 288	\$ 37
Current creditors	\$ -8	\$ 20	\$ 6
Total loans	\$2,774	\$2,946	\$2,003

*Net of rates paid in advance of \$330,597. Variance GL and Report due to timing.

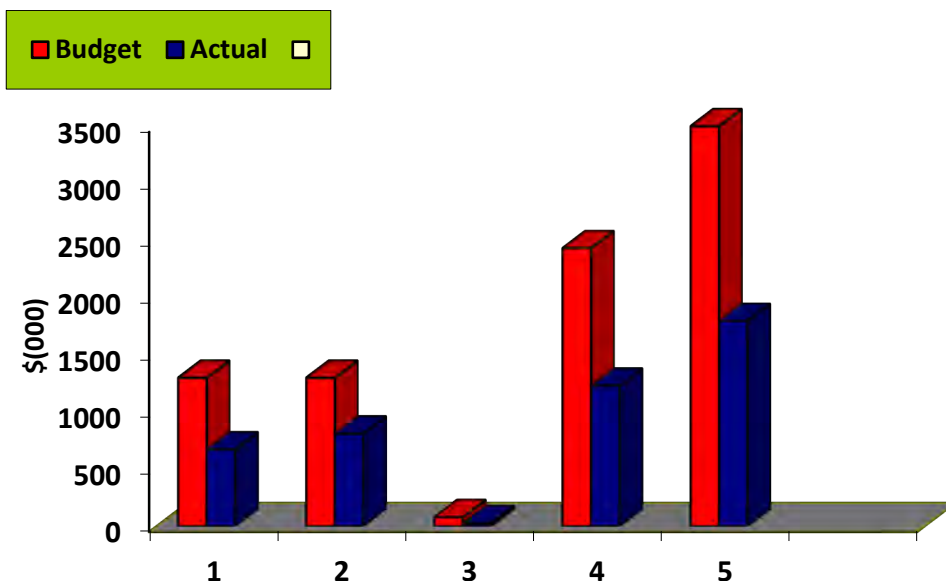
**Cash position high due to receipt of BBRF, LGSSP funding and LRCIP 3.

4. Capital Funding: Year to 31 December 2022



	Budget \$(000)	Expended YTD Actual \$(000)	% of Budget Expended
Total Capital Funding	\$26,684	\$2,608	9.77%
1 Buildings / Other Structures	\$11,267	\$1,467	13.02%
2 Plant & Equipment / Furniture & Fittings	\$2,400	\$162	6.75%
3 Airport Upgrade	\$410	\$159	38.78%
4 Roads & Drainage Infrastructure	\$3,499	\$554	15.83%
5 Water & Sewerage Infrastructure	\$8,614	\$132	1.53%
6 Office/Other Equip	\$300	\$41	13.67%
7 QTC - Loan Redemption	\$194	\$93	47.94%

5. Road Works Expenditure: Year to 31 December 2022



		Budget \$(000)	Expended YTD Actual \$(000)	% of Budget Expended
	Total Road Expenditure	\$8,613	\$4,540	53%
1	Rural Roads	\$1,300	\$673	52%
2	Town Streets	\$1,300	\$812	62%
3	Private Works	\$80	\$28	35%
4	RMPC Works	\$2,433	\$1,231	51%
5	Flood Damage	\$3,500	\$1,796	51%
6	Other (Diamantina Contract)	\$0	\$0	0%

LINK TO CORPORATE PLAN

1.1.3 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

1. Rates Summary
2. Income Statement December 2022
3. Balance Sheet
4. Capital Works Report

STATEMENT OF RATES AND CHARGES

31 DECEMBER 2022



	ARREARS 30 JUNE 2022	LEVIES	INTEREST	RECEIPTS	DISCOUNT	WRITE OFFS	PENSIONER STATE	PENSIONER COUNCIL	BALANCE
<i>Charleville</i>	\$192,104.96	\$677,655.66	\$5,706.28	\$587,291.79	\$57,683.42	\$76.36	\$18,140.01	\$36,350.92	\$175,924.40
<i>Augathella</i>	\$33,819.92	\$76,389.80	\$948.82	\$70,553.32	\$6,150.08	\$0.00	\$3,465.00	\$8,170.00	\$22,820.14
<i>Morven</i>	\$12,269.26	\$37,497.16	\$386.24	\$26,778.40	\$3,018.32	\$4.66	\$1,817.10	\$4,370.00	\$14,164.18
Total Urban	\$238,194.14	\$791,542.62	\$7,041.34	\$684,623.51	\$66,851.82	\$81.02	\$23,422.11	\$48,890.92	\$212,908.72
<i>Rural</i>	\$198,238.28	\$1,324,058.42	\$5,700.88	\$1,208,177.29	\$118,657.82	\$14.87	\$3,133.00	\$4,812.70	\$193,201.90
TOTAL GENERAL	\$436,432.42	\$2,115,601.04	\$12,742.22	\$1,892,800.80	\$185,509.64	\$95.89	\$26,555.11	\$53,703.62	\$406,110.62
CLEANSING	\$112,658.82	\$321,013.00	\$3,306.02	\$304,346.04	\$26,836.18	\$192.76	\$7,475.70	\$0.00	\$98,127.16
SEWERAGE	\$145,883.43	\$469,203.00	\$4,000.66	\$460,078.76	\$42,331.98	\$533.78	\$125.15	\$0.00	\$116,017.42
WATER	\$337,675.05	\$907,949.60	\$9,071.14	\$909,026.41	\$80,041.52	\$876.62	\$647.00	\$0.00	\$264,104.24
EXCESS WATER	\$16,023.17	\$5,886.60	\$0.00	\$18,206.04	\$0.00	\$0.00	\$0.00	\$0.00	\$3,703.73
C.E.D.	\$14,828.23	\$45,960.50	\$369.56	\$47,782.79	\$3,804.20	\$0.00	\$0.00	\$0.00	\$9,571.30
LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LAND CHARGES	\$10,767.31	\$0.00	\$0.00	\$3,085.63	\$0.00	\$0.00	\$0.00	\$0.00	\$7,681.68
TOTALS	\$1,074,268.43	\$3,865,613.74	\$29,489.60	\$3,635,326.47	\$338,523.52	\$1,699.05	\$34,802.96	\$53,703.62	\$905,316.15
							STATE EMERGENCY LEVY		\$54,575.28
							TOTAL CURRENT & ARREARS		\$959,891.43
							RATES PAID IN ADVANCE		\$330,597.58
							TOTAL OUTSTANDING		\$629,293.85

ARREARS ANALYSIS

Current Year	1 Year	2 Years	3 Years	4 Years	5 Years +	Interest	Total
\$380,510.73	\$288,241.02	\$124,920.48	\$50,733.02	\$14,665.05	\$21,284.06	\$79,537.07	\$959,891.43

General Ledger2022.7.5.1		Revenue and Expenditure Summary						Page - 1		
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 51% of year elapsed. To Level 4. Excludes committed costs)		Financial Year Ending 2023						Printed(CLAIREA): 05-01-2023 11:06:30 AM		
MURWEH SHIRE COUNCIL (Budget for full year)										
		REVENUE		EXPENDITURE		SURPLUS/ (DEFICIENCY)				
		31 Dec 2022	Budget	31 Dec 2022	Budget	31 Dec 2022	Budget			
1000-0001	EXECUTIVE MANAGEMENT									
1100-0002	CORP GOVERNANCE SUB PROGRAM	0.00	0%	0	258,823.75	49%	532,646	(258,823.75)	49%	(532,646)
1200-0002	SPECIAL OPERATIONS SUB PROGRAM	0.00	0%	0	1,700.49	64%	2,663	(1,700.49)	64%	(2,663)
1300-0002	DISASTER MANAGEMENT SUB PROGRAM	17,103.24	98%	17,500	18,976.80	19%	102,372	(1,873.56)	2%	(84,872)
1500-0002	HUMAN RESOURCES SUB PROGRAM	435.14	44%	1,000	146,246.09	39%	371,400	(145,810.95)	39%	(370,400)
1000-0001	EXECUTIVE MANAGEMENT	17,538.38	95%	18,500	425,747.13	42%	1,009,081	(408,208.75)	41%	(990,581)
2000-0001	CORPORATE SERVICES									
2100-0002	REVENUE SUB PROGRAM	3,011,977.00	27%	11,294,398	0.00	0%	0	3,011,977.00	27%	11,294,398
2200-0002	STORES OPERATION SUB PROGRAM	0.00	0%	0	29,016.47	21%	138,082	(29,016.47)	21%	(138,082)
2300-0002	ADMINISTRATION SUB PROGRAM	106,378.22	97%	110,000	1,510,924.34	51%	2,958,634	(1,404,546.12)	49%	(2,848,634)
2400-0002	FINANCE SUB PROGRAM	0.00	0%	0	25,807.04	55%	46,660	(25,807.04)	55%	(46,660)
2500-0002	ONCOSTS SUB PROGRAM	0.00	0%	0	456,986.70	<999%	(40,000)	(456,986.70)	<999%	40,000
2600-0002	LIBRARY SUB PROGRAM	17,462.68	97%	18,000	143,134.56	49%	289,807	(125,671.88)	46%	(271,807)
2700-0002	AERODROMES SUB PROGRAM	200,013.68	65%	310,000	471,058.59	51%	918,322	(271,044.91)	45%	(608,322)
2800-0002	AREA PROMOTION/DEVT SUB PRO	6,415,838.63	32%	20,116,369	631,220.97	64%	987,050	5,784,617.66	30%	19,129,319
2800-0003	ECONOMIC DEVELOPMENT									
2805-0003	COUNCIL HOUSING	0.00	0%	0	62,822.85	54%	116,000	(62,822.85)	54%	(116,000)
2815-0003	CULTURAL DEVELOPMENT	0.00	0%	25,000	96,307.21	54%	178,000	(96,307.21)	63%	(153,000)
2820-0003	TOURISM & PROMOTION									
2855-0004	TOURISM AND PROMOTION	1,101,693.59	70%	1,577,000	1,734,429.93	66%	2,629,053	(632,736.34)	60%	(1,052,053)
2820-0003	TOURISM & PROMOTION	1,101,693.59	70%	1,577,000	1,734,429.93	66%	2,629,053	(632,736.34)	60%	(1,052,053)
2800-0002	AREA PROMOTION/DEVT SUB PRO	7,517,532.22	35%	21,718,369	2,524,780.96	65%	3,910,103	4,992,751.26	28%	17,808,266
2000-0001	CORPORATE SERVICES	10,853,363.80	32%	33,450,767	5,161,708.66	63%	8,221,608	5,691,655.14	23%	25,229,159
3200-0001	HEALTH/ENVIRONMENTAL SERVICES									
3200-0002	SPORT, REC & COMMUNITY FACILITIES									
3200-0003	SPORTS & RECREATION FACILITIES									
3200-0004	PARKS GARDENS & RESERVES	18,624.31	31%	60,000	846,055.55	56%	1,505,520	(827,431.24)	57%	(1,445,520)
3220-0004	RACECOURSE	23,330.34	99%	23,500	72,662.42	38%	193,600	(49,332.08)	29%	(170,100)
3240-0004	SWIMMING POOLS	0.00	0%	0	176,789.49	51%	346,720	(176,789.49)	51%	(346,720)
3200-0003	SPORTS & RECREATION FACILITIES	41,954.65	50%	83,500	1,095,507.46	54%	2,045,840	(1,053,552.81)	54%	(1,962,340)
3260-0003	COMMUNITY FACILITIES									
3260-0004	TELEVISION, CCTV and WIFI	0.00	0%	0	12,397.38	17%	72,984	(12,397.38)	17%	(72,984)
3270-0004	HALLS & CENTRES	24,663.99	47%	53,000	165,422.56	66%	249,502	(140,758.57)	72%	(196,502)
3280-0004	SHOWGROUNDS	16,323.25	109%	15,000	133,865.27	52%	256,000	(117,542.02)	49%	(241,000)
3290-0004	CEMETERIES & MEMORIALS	29,569.82	74%	40,000	142,218.78	101%	140,380	(112,648.96)	112%	(100,380)
3320-0004	PUBLIC CONVENIENCES	0.00	0%	0	114,531.17	68%	167,856	(114,531.17)	68%	(167,856)
3330-0004	AGED CARE	41,296.40	46%	90,000	67,305.16	38%	177,384	(26,008.76)	30%	(87,384)
3260-0003	COMMUNITY FACILITIES	111,853.46	56%	198,000	635,740.32	60%	1,064,106	(523,886.86)	60%	(866,106)
3200-0002	SPORT, REC & COMMUNITY FACILITIES	153,808.11	55%	281,500	1,731,247.78	56%	3,109,946	(1,577,439.67)	56%	(2,828,446)

General Ledger2022.7.5.1 Revenue and Expenditure Summary Page - 2
 (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 51% of year elapsed. To Level 4. Excludes committed costs)
 MURWEH SHIRE COUNCIL (Budget for full year) Financial Year Ending 2023 Printed(CLAIREA): 05-01-2023 11:06:30 AM

		REVENUE		EXPENDITURE		SURPLUS/(DEFICIENCY)	
		31 Dec 2022	Budget	31 Dec 2022	Budget	31 Dec 2022	Budget
3400-0002	ENVIRONMENTAL SUB PROGRAM						
3410-0003	COMMUNITY HEALTH	14,596.45	75%	19,500	31,454.14	35%	90,000
3435-0003	ANIMAL CONTROL	23,902.75	44%	54,500	161,594.77	62%	261,600
3460-0003	RESERVES	0.00	0%	0	99,932.56	37%	267,000
3475-0003	STOCK ROUTES	0.00	0%	840,000	297,844.55	22%	1,332,806
3400-0002	ENVIRONMENTAL SUB PROGRAM	38,499.20	4%	914,000	590,826.02	30%	1,951,406
3500-0002	REFUSE MANAGEMENT SUB PROGRAM						
3500-0004	CHARLEVILLE REFUSE MANAGEMENT	263,186.89	47%	555,458	298,580.74	57%	524,013
3540-0004	MORVEN REFUSE MANAGEMENT	10,816.78	45%	23,998	13,354.60	29%	46,114
3570-0004	AUGATHELLA REFUSE MANAGEMENT	25,615.41	47%	54,855	15,940.05	60%	26,430
3500-0002	REFUSE MANAGEMENT SUB PROGRAM	299,619.08	47%	634,311	327,875.39	55%	596,557
3200-0001	HEALTH/ENVIRONMENTAL SERVICES	491,926.39	27%	1,829,811	2,649,949.19	47%	5,657,909
4000-0001	ENGINEERING SERVICES						
4100-0002	ENGINEERING OFFICE SUB PROGRAM	0.00	0%	0	1,997,063.26	51%	3,937,586
4200-0002	BUILDING & PLANNING SUB PROGRAM	28,782.00	64%	45,000	116,376.90	83%	141,000
4300-0002	PLANT OPERATIONS SUB PROGRAM	24,072.27	25%	96,000	(40,155.34)	7%	(552,896)
4400-0002	PRIVATE WORKS ACTIVITIES	1,602,158.35	37%	4,338,264	1,514,249.93	57%	2,680,000
4500-0002	OTHER ROAD ACTIVITIES SUB PROGRAM	3,312,711.89	52%	6,348,310	3,054,289.64	51%	5,958,803
4000-0001	ENGINEERING SERVICES	4,967,724.51	46%	10,827,574	6,641,824.39	55%	12,164,493
5100-0001	WATER & SEWERAGE SERVICES						
5100-0002	WATER SUPPLY ACTIVITIES SUB PROGRAM						
5100-0003	CHARLEVILLE WATER	707,951.18	49%	1,453,371	246,201.04	41%	598,899
5200-0003	MORVEN WATER	47,616.51	48%	98,220	52,409.23	48%	109,571
5300-0003	AUGATHELLA WATER	88,673.51	49%	180,617	51,258.91	36%	144,000
5390-0003	WATER DEPRECIATION	0.00	0%	0	245,501.00	44%	563,597
5100-0002	WATER SUPPLY ACTIVITIES SUB PROGRAM	844,241.20	49%	1,732,208	595,370.18	42%	1,416,067
5400-0002	SEWERAGE ACTIVITIES SUB PROGRAM						
5400-0003	CHARLEVILLE SEWERAGE	430,337.90	48%	897,338	172,547.21	40%	430,970
5450-0003	AUGATHELLA SEWERAGE	42,525.86	50%	85,698	80,682.86	122%	66,000
5490-0003	SEWERAGE DEPRECIATION	0.00	0%	0	233,125.25	67%	347,547
5400-0002	SEWERAGE ACTIVITIES SUB PROGRAM	472,863.76	48%	983,036	486,355.32	58%	844,517
5100-0001	WATER & SEWERAGE SERVICES	1,317,104.96	49%	2,715,244	1,081,725.50	48%	2,260,584
	TOTAL REVENUE AND EXPENDITURE	17,647,658.04	36%	48,841,896	15,960,954.87	54%	29,313,675

General Ledger 2022.7.5.1
 (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 51% of year elapsed. To Details. Excludes committed costs)
 MURWEH SHIRE COUNCIL (Budget for full year) Financial Year Ending 2023 Printed (CLAIREA): 05-01-2023 11:08:14 AM

Balance Sheet Page - 1

	OPENING BALANCE	YEAR TO DATE 31 Dec 2022		BUDGET	CURRENT BALANCE 31 Dec 2022		BUDGET
CURRENT ASSETS							
=====							
0100-0001	CURRENT ASSETS						
0105-3000	Cash at Bank - General Account	(7,422.25)	1,147,125.16	---	0	1,139,702.91	127% 897,573
0110-3000	Cash on Hand	1,570.00	0.00	0%	0	1,570.00	109% 1,438
0115-3000	QTC - Cash Investments	8,423,976.17	(605,784.29)	---	0	7,818,191.88	152% 5,147,732
0116-3000	NAB - Term Deposits	0.00	0.00	0%	0	0.00	0% 0
0117-3000	Cash: Cosmos Centre Float	800.00	0.00	0%	0	800.00	200% 400
0118-3000	Cash: Visitor Info Centre	300.00	0.00	0%	0	300.00	---
0120-3000	Accounts Receivable - Rates	834,546.65	(200,810.80)	---	0	633,735.85	103% 613,788
0121-3000	Acct Rec - Rates EOY Receipts	0.00	0.00	0%	0	0.00	0% 0
0127-3000	Provision for Doubtful Rates	0.00	0.00	0%	0	0.00	0% 0
0130-3000	Stores and Materials	285,939.17	(22,238.62)	---	0	263,700.55	115% 230,151
0132-3000	Inventory - Cosmos Centre	114,279.35	0.00	0%	0	114,279.35	313% 36,515
0140-3000	Prepaid Expenses	231,226.35	(231,226.35)	---	0	0.00	0% 170,792
0147-3000	Accrued Revenue - General	19,706.18	(19,706.18)	---	0	0.00	0% 0
0148-3000	Contract Assets	2,103,294.52	(100,000.00)	---	0	2,003,294.52	---
0150-3000	Workers Compensation Receivable	4,386.25	8,372.08	---	0	12,758.33	41% 31,131
0155-3000	Accounts Receivable - Debtors	168,623.28	(172,376.77)	---	0	(3,753.49)	0% 2,327,260
0156-3000	Accts Rec - Debtors EOY Receipts	297,907.04	(297,907.04)	---	0	0.00	0% 0
0160-3000	Provision for Doubtful Debts	(127,561.21)	0.00	0%	0	(127,561.21)	850% (15,000)
0165-3000	GST Receivable/Suspense	(99,808.41)	81,091.42	---	0	(18,716.99)	134% (13,934)
0170-3000	Residential Land for Resale	1,126,917.85	(133,088.17)	---	0	993,829.68	---
0171-3000	Provision for Obsolescence	(649,918.00)	0.00	0%	0	(649,918.00)	---
0100-0001	CURRENT ASSETS TOTAL	12,728,762.94	(546,549.56)	---	0	12,182,213.38	129% 9,427,846
	TOTAL CURRENT ASSETS	12,728,762.94	(546,549.56)	---	0	12,182,213.38	129% 9,427,846

General Ledger2022.7.5.1		Balance Sheet				Page - 2	
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 51% of year elapsed. To Details. Excludes committed costs)							
MURWEH SHIRE COUNCIL (Budget for full year)		Financial Year Ending 2023		Printed(CLAIREA): 05-01-2023 11:08:14 AM			
		OPENING	YEAR TO DATE	BUDGET	CURRENT BALANCE	BUDGET	
		BALANCE	31 Dec 2022		31 Dec 2022		
NON-CURRENT ASSETS							
=====							
0200-0001	NON-CURRENT ASSETS						
0200-4000	Land at Cost	0.00	0.00	0%	0	0.00	0%
0205-4000	Land for Resale	0.00	0.00	0%	0	0.00	0%
0210-4000	Land at Valuation	3,220,500.00	0.00	0%	0	3,220,500.00	58%
0211-4000	Land Improvements at Valuation	0.00	0.00	0%	0	0.00	0%
0215-4000	Land Clearing Account	0.00	10,804.99	54%	20,000	10,804.99	9%
0217-4000	WIP - Land Improvements	3,536.27	0.00	0%	0	3,536.27	1%
0221-4000	Aerodrome Landing Strip at Cost	442,570.92	0.00	0%	0	442,570.92	---
0231-4000	Aerodrome Landing Strip at Valuation	15,454,597.74	0.00	0%	0	15,454,597.74	151%
0241-4000	Accum Depn - Aerodrome Landing Strip	(2,962,740.47)	(131,170.67)	---	0	(3,093,911.14)	91%
0242-4000	WIP - Aerodrome Upgrade	0.00	158,680.21	39%	410,000	158,680.21	2%
0300-4000	Buildings at Cost	11,580,680.57	(880.00)	---	0	11,579,800.57	>999%
0310-4000	Buildings at Valuation	54,693,066.61	(215.50)	---	0	54,692,851.11	106%
0320-4000	Accum Depn - Buildings	(22,291,612.44)	(348,888.14)	---	0	(22,640,500.58)	172%
0330-4000	Other Structures at Cost	7,750,316.56	0.00	0%	0	7,750,316.56	>999%
0340-4000	Other Structures at Valuation	(169,880.29)	0.00	0%	0	(169,880.29)	-2%
0350-4000	Accum Depn - Other Structures	(2,113,108.68)	(33,031.72)	---	0	(2,146,140.40)	73%
0360-4000	WIP - Buildings	196,698.66	261,894.97	3%	8,663,301	458,593.63	2%
0370-4000	WIP - Other Structures	1,051,063.72	940,936.43	37%	2,536,000	1,992,000.15	9%
0380-4000	Parks at Cost	1,555,475.20	0.00	0%	0	1,555,475.20	---
0381-4000	Accum Depn - Parks	(5,306,344.10)	(135,033.48)	---	0	(5,441,377.58)	427%
0382-4000	WIP - Parks	0.00	0.00	0%	0	0.00	0%
0383-4000	Parks at Valuation	12,237,279.26	0.00	0%	0	12,237,279.26	692%
0400-4000	Equipment and Furniture Fittings	5,501,971.48	0.00	0%	0	5,501,971.48	313%
0410-4000	Accum Depn - Equipment and FF	(3,910,007.74)	(53,851.61)	---	0	(3,963,859.35)	279%
0411-4000	Plant	14,692,789.36	0.00	0%	0	14,692,789.36	104%
0415-4000	Accum Depreciation - Plant	(6,800,226.72)	(290,279.73)	---	0	(7,090,506.45)	71%
0420-4000	Furniture and Fittings	0.00	0.00	0%	0	0.00	0%
0430-4000	Accum Depn - Furniture and Fittings	0.00	0.00	0%	0	0.00	0%
0445-4000	Plant Clearing Account	0.00	106,173.63	4%	2,400,000	106,173.63	1%
0500-4000	Road Infrastructure at Cost	7,892,905.64	0.00	0%	0	7,892,905.64	185%
0510-4000	Road Infrastructure at Valuation	358,216,856.10	0.00	0%	0	358,216,856.10	157%
0520-4000	Accum Depn - Road Infrastructure	(56,690,859.82)	(1,729,299.50)	---	0	(58,420,159.32)	122%
0525-4000	WIP - Road Infrastructure	1,806,618.03	582,463.32	16%	3,547,000	2,389,081.35	9%
0530-4000	Water Infrastructure at Cost	2,505,584.31	0.00	0%	0	2,505,584.31	921%
0540-4000	Water Infrastructure at Valuation	30,589,843.17	0.00	0%	0	30,589,843.17	159%
0550-4000	Accum Depn - Water Infrastructure	(15,381,422.69)	(245,501.00)	---	0	(15,626,923.69)	191%
0555-4000	WIP - Water Infrastructure	0.04	93,300.45	31%	300,000	93,300.49	2%
0560-4000	Sewerage Infrastructure at Cost	756,869.28	0.00	0%	0	756,869.28	347%
0570-4000	Sewerage Infrastructure at Valuation	24,358,174.23	0.00	0%	0	24,358,174.23	115%
0580-4000	Accum Depn - Sewerage Infrastructure	(13,397,548.81)	(231,467.12)	---	0	(13,629,015.93)	192%
0585-4000	WIP - Sewerage Infrastructure	0.00	39,038.38	0%	8,314,000	39,038.38	0%
0586-4000	WIP - Aurora Estate Stage 2	12,067.70	0.00	0%	0	12,067.70	100%
0587-4000	WIP - Aurora Estate Stage 3	18,650.00	0.00	0%	0	18,650.00	100%
0588-4000	WIP State Gov - Bradleys Gully Div	0.00	0.00	0%	0	0.00	0%
0589-4000	WIP - Industrial Estate	0.00	0.00	0%	0	0.00	0%
0595-4000	Residential Land Resale (NCA)	0.00	0.00	0%	0	0.00	0%
0596-4000	Right of Use Assets	221,275.59	0.00	0%	0	221,275.59	---
0596-4001	Accumulated Amortisation	(219,274.23)	0.00	0%	0	(219,274.23)	---
0597-4000	Equipment Clearing Account	244,229.59	23,771.69	8%	299,950	268,001.28	12%
0599-4000	Landfill Asset	0.00	0.00	0%	0	0.00	0%
0200-0001	NON-CURRENT ASSETS TOTAL	425,760,594.04	(982,554.40)	-4%	26,490,251	424,778,039.64	112%

General Ledger 2022.7.5.1		Balance Sheet				Page - 3	
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 51% of year elapsed. To Details. Excludes committed costs)							
MURWEH SHIRE COUNCIL (Budget for full year)		Financial Year Ending 2023		Printed(CLAIREA): 05-01-2023 11:08:14 AM			
	OPENING BALANCE	31 Dec 2022	YEAR TO DATE	BUDGET	31 Dec 2022	CURRENT BALANCE	BUDGET
TOTAL NON-CURRENT ASSETS	425,760,594.04	(982,554.40)	-4%	26,490,251	424,778,039.64	112%	379,801,264
TOTAL ASSETS	438,489,356.98	(1,529,103.96)	-6%	26,490,251	436,960,253.02	112%	389,229,110
CURRENT LIABILITIES							
0600-0001 CURRENT LIABILITIES							
0600-5000	Accounts Payable	0.00	(8,766.04)	---	0	(8,766.04)	---
0605-5000	Accrued Expenses - All	1,722,277.28	(1,722,277.28)	---	0	0.00	0%
0610-5000	Fire Services Levy Payable	12,048.70	144,077.46	---	0	156,126.16	945%
0612-5000	Contract Liabilities	2,076,523.26	(1,503,190.42)	---	0	573,332.84	---
0613-5000	Prepaid Rates	297,907.04	(297,907.04)	---	0	0.00	0%
0614-5000	Unearned Revenue	6,151.00	(6,151.00)	---	0	0.00	0%
0615-5000	PAYG Payable	0.00	0.00	0%	0	0.00	0%
0625-5000	Payroll Suspense	0.00	329,250.35	---	0	329,250.35	---
0630-5000	Wages Advance	0.00	0.00	0%	0	0.00	0%
0632-5000	RDO & Toil Accumulated	14,318.68	(8,743.32)	---	0	5,575.36	28%
0635-5000	Stock Routes Fees Payable	0.00	0.00	0%	0	0.00	0%
0636-5000	Finance Lease - Current	2,032.41	0.00	0%	0	2,032.41	---
0640-5000	Office Extension Current Loan	0.00	0.00	0%	0	0.00	0%
0645-5000	Cosmos Centre Current Loan	0.00	0.00	0%	0	0.00	0%
0650-5000	Medical Centre Current Loan	39,579.43	(19,337.12)	---	0	20,242.31	-39%
0660-5000	Morven Rail Current Loan	60,215.42	(29,616.73)	---	0	30,598.69	-14%
0665-5000	Plant Replacement Current Loan	0.00	0.00	0%	0	0.00	0%
0666-5000	Plant Replacement No 2 Current Loan	0.00	0.00	0%	0	0.00	0%
0670-5000	Residential Develop Current Loan	0.00	0.00	0%	0	0.00	0%
0671-5000	Flood Mitigation Current Loan	46,416.27	(22,526.58)	---	0	23,889.69	>999%
0672-5000	Airport Upgrade Current Loan	44,863.09	(21,703.10)	---	0	23,159.99	-61%
0675-5000	Annual Leave payable	1,003,448.56	(83,339.53)	---	0	920,109.03	109%
0680-5000	Long Service Leave Payable	1,142,264.04	2,790.72	---	0	1,145,054.76	93%
0685-5000	Sick Leave Payable	230,377.08	(6,061.99)	---	0	224,315.09	95%
0690-5000	Land Rebate Holding Account	(7,000.00)	0.00	0%	0	(7,000.00)	100%
0697-5000	Salary Sacrifice Deduct - Before Tax	164,515.42	45,500.85	---	0	210,016.27	---
0698-5000	Salary Sacrifice Deduct - After Tax	(168,321.44)	(40,150.74)	---	0	(208,472.18)	---
0699-5000	Suspense Account: General Account	15,725.18	31,194.38	---	0	46,919.56	271%
0600-0001	CURRENT LIABILITIES TOTAL	6,703,341.42	(3,216,957.13)	---	0	3,486,384.29	252%
	TOTAL CURRENT LIABILITIES	6,703,341.42	(3,216,957.13)	---	0	3,486,384.29	252%

General Ledger 2022.7.5.1		Balance Sheet				Page - 4		
(Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 51% of year elapsed. To Details. Excludes committed costs)								
MURWEH SHIRE COUNCIL (Budget for full year)		Financial Year Ending 2023		Printed(CLAIREA): 05-01-2023 11:08:14 AM				
	OPENING	YEAR TO DATE	BUDGET	CURRENT BALANCE	BUDGET			
	Balance	31 Dec 2022		31 Dec 2022				
NON-CURRENT LIABILITIES								
=====								
0700-0001	NON-CURRENT LIABILITIES							
0700-6000	Non-Current Long Service Leave	167,788.97	0.00	0%	0	167,788.97	111%	150,781
0701-6000	Finance Lease - Non current	0.00	0.00	0%	0	0.00	0%	0
0740-6000	Office Extension Non-Current Loan	0.00	0.00	0%	0	0.00	0%	24,929
0745-6000	Cosmos Centre Non-Current Loan	0.00	0.00	0%	0	0.00	0%	54,219
0750-6000	Medical Centre Non-Current Loan	10,333.25	0.00	0%	0	10,333.25	12%	89,250
0760-6000	Morven Rail Non-Current Loan	882,070.75	0.00	0%	0	882,070.75	94%	942,449
0765-6000	Plant Replacement Non-Current Loan	0.00	0.00	0%	0	0.00	0%	0
0766-6000	Plant Replacement No 2 Non-Current	0.00	0.00	0%	0	0.00	0%	0
0770-6000	Residential Develop Non-Current Loan	0.00	0.00	0%	0	0.00	0%	249,501
0771-6000	Flood Mitigation Non-Current Loan	1,023,217.29	0.00	0%	0	1,023,217.29	103%	990,296
0772-6000	Airport Upgrade Non-Current Loan	714,435.79	0.00	0%	0	714,435.79	85%	842,360
0780-6000	Landfill Restoration Provision	2,018,636.23	0.00	0%	0	2,018,636.23	---	0
0700-0001	NON-CURRENT LIABILITIES TOTAL	4,816,482.28	0.00	0%	0	4,816,482.28	144%	3,343,785

	TOTAL NON-CURRENT LIABILITIES	4,816,482.28	0.00	0%	0	4,816,482.28	144%	3,343,785

	TOTAL LIABILITIES	11,519,823.70	(3,216,957.13)	---	0	8,302,866.57	176%	4,729,051

	NETT ASSETS/(LIABILITIES)	426,969,533.28	1,687,853.17	6%	26,490,251	428,657,386.45	111%	384,500,059
=====								
COMMUNITY EQUITY								
=====								
0800-0001	EQUITY							
0800-0002	SHIRE CAPITAL							
0805-7000	Retained Surplus	47,026,755.59	0.00	0%	0	47,026,755.59	100%	47,026,756
0807-7000	Retained Surplus-Cosmos	(1,275,671.18)	0.00	0%	0	(1,275,671.18)	<999%	42,875
0810-7000	Asset Revaluation Reserve - Roads	225,378,367.83	0.00	0%	0	225,378,367.83	189%	119,269,628
0811-7000	Asset Revaluation Reserve - W & S	23,936,942.08	0.00	0%	0	23,936,942.08	100%	23,900,593
0812-7000	Asset Reval Res - Bldgs & Structures	33,045,959.09	0.00	0%	0	33,045,959.09	86%	38,355,807
0813-7000	Asset Revaluation Reserve-Land	716,322.33	0.00	0%	0	716,322.33	22%	3,203,461
0815-7000	Asset Revaluation Reserve Aerodrome	13,348,816.79	0.00	0%	0	13,348,816.79	153%	8,723,400
0816-7000	Asset Revaluation Reserve - Plant	0.00	0.00	0%	0	0.00	0%	0
0820-7000	Current Surplus / Deficit	0.00	1,686,703.17	9%	19,528,221	1,686,703.17	9%	19,528,221
0825-7000	Year End Surplus/Deficit	84,792,040.75	0.00	0%	0	84,792,040.75	79%	107,720,262
0800-0002	SHIRE CAPITAL TOTAL	426,969,533.28	1,686,703.17	9%	19,528,221	428,656,236.45	117%	367,771,003
0830-0002	RESERVES							
0800-0001	EQUITY TOTAL	426,969,533.28	1,686,703.17	9%	19,528,221	428,656,236.45	117%	367,771,003

General Ledger 2022.7.5.1 Balance Sheet Page - 5
 (Accounts: 0100-0001-0000 to 5490-2000-0000. All report groups. 51% of year elapsed. To Details. Excludes committed costs)
 MURWEH SHIRE COUNCIL (Budget for full year) Financial Year Ending 2023 Printed(CLAIREA): 05-01-2023 11:08:14 AM

	OPENING BALANCE	31 Dec 2022	%	YEAR TO DATE BUDGET	31 Dec 2022	%	CURRENT BALANCE BUDGET
TOTAL COMMUNITY EQUITY	426,969,533.28	1,686,703.17	9%	19,528,221	428,656,236.45	117%	367,771,003

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS
2022-23

Capital Expenditure as at 31 July 2022

Projects										
Asset Class/GL Number	Job Number	Project Description	Funding source	Actual to date	% of budget	Budget Project Costs 2022-23	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)	Progress (%)
Airport										
242-4000-0	8000-3607-0	Airport Reseals	LRCIP 3	\$113,908	45.56%	\$250,000	Jamie Gorry	45% - Under way, crack sealing and strengthening works are continuing on Runway and taxi-ways at present. Concrete strengthening of apron has been completed. Jet Patching and rolling of taxi-way Delta to commence in late January		
	8000-3606-0	Augathella Aerodrome Upgrade Planning	LGSSP 22-24	\$44,773	27.98%	\$160,000	Jamie Gorry	50% - Aerodrome consultant has set scope of works. Surveyor has completed Augathella Mapping. Kamen Engineers attended site on 28/11-02/12, currently drafting report recommendations. One of key recommendation is for widening of vegetation buffers. We are seeking quotes and a variation of scope to allow this to be completed under this project.		
	Sub total			\$158,680	38.70%	\$410,000				
Buildings/Land/Other Structures										
360-4000-0 and 370-4000-0	8000-2580-0	Landfill remediation works	LRCI Stage 3	\$14,883	5.95%	\$250,000	Jamie Gorry	25% - Proterra have taken possession of site 03/10/22 and have commenced with site make-good. Detention basin has been constructed to keep run-off onsite, as per licence conditions. Excess scrap metal has been removed from site -all new scrap metal is property of Council. Onsite meeting on 17.01.23 to discuss next steps in Test Pitting program		
	8000-1600-0	Augathella Industrial Land	General	\$10,805	54.02%	\$20,000	Jamie Gorry	15% - Block has been purchased Survey to commence in January 2023		
	8000-2575-0	Refurbish existing racecourse complex building	LRCI Stage 3	\$0	0.00%	\$300,000	DES	12.01.23 has been requested for quotation. Site meeting today		
	8000-1760-0	Council housing renewals	W4Qid 21-24	\$0	0.00%	\$250,000	Jamie Gorry	15% -Tender has been evaluated and awarded - works are scheduled to commence in April		
	8000-2610-0	Parks and Equipment	W4Qid 21-24	\$334,058	111.35%	\$300,000	DES	Project well advanced. Increase in funding approved by Council		

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS
2022-23

Asset Class/GL Number	Job Number	Project Description	Funding source	Actual to date	% of budget	Budget Project Costs 2022-23	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)	Progress (%)
	8000-2551-0	Glass Door - Charleville Town Hall	General	\$78	0.52%	\$15,000	Jamie Gorry	Not started		
	8000-1892-0	Morven Rail (Freight) Hub	General fund	\$8,049	12.78%	\$63,000	Jamie Gorry	Earthworks completed in Dec, new skid pad to be done in January.		
	8000-1893-0	Morven Rail (Freight) Hub Bore	Main Roads	\$123,486	85.75%	\$144,000	Jamie Gorry	Materials for fit out have arrived at Depot. Slab for tank has been poured, tank has been completed - awaiting install of pump skid CRE to finalise project		
	8000-2595-0	Upgrade existing Toddler Pool at Charleville Swimming pool - W4Qld	W4Qld 21-24	\$11,665	5.33%	\$219,000	Richard Ranson	Full structural & hydraulic design & plans received. Being checked by Council engineer, then will request quotes on vendorpanel		
	8000-2579-0	Charleville Weighbridge	LRCIP 3	\$0	0.00%	\$400,000	DES	DCS has commenced formalisation of agreement with property owner to acquire land at rear of United.12.01.023 quotation is on the way. Soil test is in progress		
	8000-2950-0	Amenities at Alfred St	W4Qld 21-24	\$0	0.00%	\$150,000	DES	Budget approved by Council, funding transferred from Botanical Gardens.12.01.023 seeking for quotation for new toilet		
	8000-2951-0	Amenities at Graham Andrews Park	W4Qld 21-24	\$209,224	83.69%	\$250,000	DES	Nearly finished, committed \$215K		
	8000-2598-0	Refurbish Shire Libraries -W4Qld	W4Qld 21-24	\$35,969	37.86%	\$95,000	Richard Ranson	Augathella Library – all upgrade and refurbishment works are now completed. Charleville Library – The refurbishment at the kids room is complete - new flooring and painting. All other works are underway. Still waiting for concreting works to be completed outside rear of library.		
	8000-2599-0	Upgrade Morven Camp - W4Qld	W4Qld 21-24	\$18,262	83.01%	\$22,000	WHSO	Camp is now in place, plumbing completed, awaiting water, sewerage and power connection and installation of decking/steps.		
	8000-2366-0	VAST at Augathella	General	\$68,975	74.17%	\$93,000	Richard Ranson	Installation underway, approx 90% complete		
	8000-2359-0	Upgrade existing Charleville Cemetery	LRCIP 3	\$0	0.00%	\$150,000	Jamie Gorry	10% - scope of work has been set - RFQ has been sent out ,one quote has been received so far.		
	8000-2360-0	Installation of shade facilities at Charleville Swimming Pool	LRCIP 3	\$0	0.00%	\$250,000	Richard Ranson	Plans now received for toddler pool, and we now know where all plumbing & electricity will run. Therefore we can now start requesting quotes via vendorpanel		

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS
2022-23

Asset Class/GL Number	Job Number	Project Description	Funding source	Actual to date	% of budget	Budget Project Costs 2022-23	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)	Progress (%)
	8000-3045-0	Ward river picnic tables, bins, signage, BBQ	Dept of Fishing	\$48,048	100.10%	\$48,000	DES	Project completed.		
	8000-2591-0	Colambarium - three towns	LRCIP 3	\$98,859	65.91%	\$150,000	DES	Columbarium walls received, paid \$98K		
	Sub total			\$982,360	31.00%	\$3,169,000				
Plant Replacement										
445-4000-0	8000-1200-0	Plant Purchase	General	\$161,628	6.73%	\$2,400,000	DES/Suji	Tenders being prepared for balance of replacement items. Committed \$2.4m		
	Sub total			\$161,628	6.73%	\$2,400,000				
Roads										
525-4000-0	8000-2305-0	Kerb and Channel renewals	General	\$8,161	8.16%	\$100,000	DES	Not started - delivery in 3rd and 4th qtr. 12.01.2023 work in progress		
	8000-4052-0	Langlo Mt Morris Road	R2R/TIDS	\$455,572	21.90%	\$2,080,000	DES	10km heavy formation complete and 4km of gravel pavement in progress and bitumen sealing booked for first 4km mid-Dec 2022		
	8000-1084-0	Road works - Graham Andrews	General	\$10,178	0.00%	\$0	DES	No specific budget, potentially should form part of 8000-2610-0. Budget review		
	8000-1085-0	Town St Reseals R2R - Jupp St	R2R	\$0	0.00%	\$177,000	DES	Not started - delivery in conjunction with rural road reseals		
	8001-3040-0	Footpath renewals	General	\$14,004	9.34%	\$150,000	DES	On going renewal project		
	8000-4083-0	Reseal up to 10km of Red Ward Road and 1 km of Biddenham Roads	LRCIP 3	\$0	0.00%	\$270,000	DES	Tender awarded to RPQ, site inspections 9/11. Waiting for approval of additional LRCIP 3 project nominations prior to issuing purchase order. Will be 3rd qtr delivery		
	8000-3017-0	Flood Levee Renewal	General	\$0	0.00%	\$100,000	DES	Not started - new DES will be briefed on project in January 2023. 12.01.2023 on hold		
	8000-3018-0	Flood Levee Remediation Works	National Flood Mitigation Infrastructure	\$0	0.00%	\$300,000	DES	Not started - new DES will be briefed on project in January 2023. 12.01.2023 on hold		
	8000-4074	Second coat seal on Old Charleville Road to finalise the sealing works	LRCIP 3	\$0	0.00%	\$42,000	DES	Included in RPQ reseal tender, will be 3rd qtr delivery. 12.01.2023 has been scheduled for Feb.		
	8004-4049-0& 8003-4049-0	Second coat seal on Khyber Road to finalise the sealing works.	LRCIP 3	\$66,178	23.64%	\$280,000	DES	Included in RPQ reseal tender, will be 3rd qtr delivery. 12.01.2023 work in progress		
	Sub total			\$554,093	15.84%	\$3,499,000				
Water										
555-4000-0	8000-5254-0	Charleville water renewals	General	\$18,083	12.06%	\$150,000	DES	Mains replacement in progress		


MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS
2022-23

Asset Class/GL Number	Job Number	Project Description	Funding source	Actual to date	% of budget	Budget Project Costs 2022-23	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)	Progress (%)
	8000-5260-0	Morven water renewals	General	\$62,934	62.93%	\$100,000	DES	Mains replacement in progress		<input type="text"/>
	8000-5252-0	Augathella water renewals	General	\$12,222	24.44%	\$50,000	DES	Mains replacement in progress		<input type="text"/>
		Sub total		\$93,239	31.08%	\$300,000				
Sewerage										
585-4000-0	8000-5350-0	Sewerage Augathella Annual Budget	General	\$0	0.00%	\$50,000	DES	On going renewal project		<input type="text"/>
	8000-5360-0	Sewerage Charleville Annual Budget	General	\$39,038	26.03%	\$150,000	DES	On going renewal project		<input type="text"/>
	8000-5370-0	Augathella CED Scheme	LGSSP 22-24	\$0	0.00%	\$1,874,000	DES	SMEC commenced preliminary design phase		<input type="text"/>
	8000-5375-0	Charleville Sewerage Treatment Plant Upgrade	LGSSP 22-24	\$0	0.00%	\$6,240,000	DES	SMEC commenced preliminary design phase		<input type="text"/>
		Sub total		\$39,038	0.47%	\$8,314,000				
Tourism										
	8000-2650-0	Augathella Heritage Museum	Building Better Regions	\$60,545	29.78%	\$203,301	John Nicholson	Works in progress		<input type="text"/>
	8000-2660-0	Charleville Airport Museum	Building Better Regions	\$100,731	25.18%	\$400,000	John Nicholson	Works in progress		<input type="text"/>
	8000-2670-0	Charleville WWII Base	Building Better Regions	\$203,842	20.49%	\$995,000	John Nicholson	Works in progress		<input type="text"/>
	8000-2680-0	Outback Museum of Australia	Building Better Regions	\$119,836	1.84%	\$6,500,000	John Nicholson	Committed \$56K, project management. March Studios(Architects) selected. Final detailed drawings now being formalised		<input type="text"/>
				\$484,954		\$8,098,301				
Office Equipment/Other Equipment										
597-4000-0	8000-1782-0	Computers Renewals	General	\$1,354	5.42%	\$25,000	Richard Ranson	Purchased desktops. On going		<input type="text"/>
597-4000-0	8000-1790-0	IT/Finance and Records System	General	\$3,453	3.45%	\$100,000	Richard Ranson	Continuation of prior year. Committed \$151K. New finance system on hold pending CEO.		<input type="text"/>
	8000-1794-0	Pool Vacuum Cleaner	General	\$18,965	94.82%	\$20,000	Richard Ranson	Equipment purchased. COMPLETE		<input type="text"/>
	8000-1774-0	Equipment - Stock Routes	General	\$17,273	31.43%	\$54,950	Jamie Gorry	Quotes obtained - ATV and Trailer have been ordered, expected deliver in Feb 2023		<input type="text"/>
	8000-1795-0	Install CCTV cameras at selected Council facilities	LRCIP 3	\$0	0.00%	\$100,000	John Nicholson	Consultation completed. Site visit by Pinnacle to determine best solution. Awaiting confirmed pricing		<input type="text"/>
		Sub total		\$41,045	13.68%	\$299,950				

MURWEH SHIRE COUNCIL

CAPITAL WORKS PROJECTS
2022-23

Asset Class/GL Number	Job Number	Project Description	Funding source	Actual to date	% of budget	Budget Project Costs 2022-23	Responsible Officer	Officers update, ie % of completion, what's been done, commitments, etc	Project Status (traffic lights)	Progress (%)
	Total Capital			\$2,515,037	9%	\$26,490,251				
Loan repayments 640-672-5000		Current Loans Payments	General	\$93,184	48.06%	\$193,887	DCS	Due quarterly, two quarters paid		<input data-bbox="2504 422 2594 485" type="text"/>
	Sub total			\$93,184	48.06%	\$193,887				
	GRAND TOTAL			\$2,608,220	10%	\$26,684,138				

10.7 SECOND QUARTER OPERATIONAL PLAN REPORTING

Author: Director Corporate & Regulatory Services

Authoriser: CEO

RECOMMENDATION

That Council as per section 104(7) of the Local Government Act 2009 receives the Operations Plan 2nd Quarter Status report and update.”

BACKGROUND**Purpose**

As per Legislation Section 104(7) of the Local Government Act 2009, Council is required to adopt an Operational Plan Annually and this plan is to be reviewed at least every 3 months (quarterly).

Discussion

This review is for the second quarter (Q2) review of the financial year 2022-23. The review is not about the delivery of the budget or estimated cost, but focused on delivery of identified projects, tasks, services and the like.

KPIs, percentage measurements and Key Outputs have been added to each KPI. Additionally, a risk rating is attached to each KPI – where a risk (of non-delivery) rating of moderate or high is scored, there is addition reasoning and corrective actions identified by the respective manager.

Consultation

The following staff have been consulted during the update of the Operational Plan and reporting.

- *Chief Executive Officer*
- *Director of Engineering*
- *Director of Communities and Health*
- *Director of Economic Development & Tourism*
- *Director of Corporate & Regulatory Services*

No external consultation was undertaken as part of this quarterly reporting.

Financial Risks

Nil – this reporting is a statutory requirement.

Environmental Risks

Nil

Social Risk

Nil – though a failure to adequately track projects and operational actions effectively will lead to negative community sentiment towards Council.

Legal Risk

Nil – this is a legislative requirement

LINK TO CORPORATE PLAN

- 1.1.2 Council has in place effective whole of community communication and engagement strategies
- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .
- 1.1.3 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

- 1. **Operational Plan Second Quarter Report 202-23**

MURWEH SHIRE COUNCIL

OPERATIONAL PLAN 2022-23

PRIORITY	CORPORATE PLAN GOALS	AREA	DIRECTORATE	DELIVERY ACTIONS	PERFORMANCE MEASURES	IMPACT	PLAN LINK	Timing	Risk	Q2 UPDATE & OUTPUTS	
									1-3		
LEADERSHIP & GOVERNANCE	1.1. STRATEGIC FRAMEWORKS	1.1.1. Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs.	Community engagement		Targeted community consultation sessions.	Sessions held in Morven (2) and Augathella (2).	Increased community engagement and participation rates.	Corporate Plan 22-27	Quarterly	1	No community meetings held this quarter due to staff shortages. Proposal to visit Augathella Feb and Morven March for consideration by Council at briefing session.
			Corporate Comms	CRS	Annual Reporting to community a) Corporate Plan Progress and b) Annual Report.	2 x touchpoint: annual reporting to community.	Increased community awareness.	Corporate Plan 22-27 Operational Plan 22-23	Jun-23	1	Annual report was prepared in November/December and approved by Council for distribution at the December general meeting.
	Corporate Comms	CRS	Prepare a Community Communication Plan to deliver an effective, coordinated and targeted approach for engagement, education and awareness regarding strategic and operational matters.	Communication plan prepared.	Increased community awareness and participation.	Corporate Plan 22-27 Operational Plan 22-23	Jun-23	1	Communication Plan has been drafted by external consultant - awaiting final draft to review with Corporate Plan.		
	Corporate Comms	CRS	Bi-monthly Council newsletter for community distribution.	6 x touchpoint: reporting and communication to community.	Increased community awareness.	All activities	Bi-monthly	1	Council News Letter has now been in publication for 6 months. Decision was made by Council to print monthly editions, in preference to bi-monthly. Very successful distribution and good feedback.		
	Corporate Comms		Shire promotion and community updates via social media and Mayor weekly updates.	2 x weekly media touchpoints to community	Increased community awareness.	All activities	Weekly	1	Mayoral updates, and Newsletter are working well to disseminate information to the general community, Facebook and Website compliment well.		
	1.3. SYSTEMS AND CAPACITY	1.3.1. Council has in place operational systems and capacity to deliver strategic priorities and core operations.	Revenue	CRS	Rules, charges, subsidies, grants, fees, donations and contributions collected and received within statutory obligations.	Rates issued on time, February & August. Rates arrears managed to below 10% of total rating revenue.	Improved cashflow. Full Compliance.	Budget 22-23 Annual Report	Aug-22 Feb-23	2	Rates arrears remains stable, but is still relatively high by comparison to other similar scale organisations.
			Finance	CRS	Administration of the revenue and debt policies to achieve budget forecasts and minimise borrowing costs, debt collection and bank charges.	Quarterly budget review undertaken. Budget forecasts in line with projection.	Improved financial position.	Budget 22-23	Jun-23	1	Monthly tracking of budget undertaken by CFO, and reported to Council at Ordinary Meetings. Revenue and Expenditure tracking in line with acceptable tolerances.
			Finance	CRS	10 year Financial Sustainability Report reviewed annually.	10 Year Financial Report reviewed.	Improved financial sustainability.	10 Year Financial Report	Jun-23	1	Completed for 2022-23, reviewed as necessary
			Finance	CRS	Administrative overheads recovered and distributed over operations through oncost rates applied to job costing system.	100% administration overhead cost recovery.	Improved financial position.	Budget 22-23	Jun-23	1	overheads are being successfully recovered in line with Council budget and policies
			Finance		New financial system adopted and maintained. Staff training conducted. Contract delivery with IT Vision.	Operational competency achieved.	Improved accountability and operational efficiency.	Budget 22-23	Jun-23	2	still on hold
			Audit	CRS	Internal audit functions provided for.	Internal Audit function and findings within Council direction.	Full Compliance.	Budget 22-23	May-23	1	Internal Audit scheduled for Q3
			Audit	CRS	External audit completed.	QAD audit completed within statutory timeframe.	Full Compliance.	Budget 22-23	Nov-23	1	Audit findings have been presented to Council in December - financial statements signed off and incorporated into Annual Report.
			Training		Councillor training and skills development.	100% participation in training.	Improved Councillor governance skills.	Corporate Plan 22-27	Jun-23	1	Mayor, 1 Councillor and CEO attended LGAG conference. No training for Councillors undertaken this quarter. State Government training deferred to later in the financial year.
Customer Service	CRS	Customer service standards maintained and processes followed for customer complaints and work services across the organisation.	Customer complaints attended to within the allocated time. Results reported back to complainant.	Improved customer service standards.		Jun-23	1	Complaints managed in accordance with policy. Snap, Send, Solve in use.			
Customer Service		Customer service obligations and requirement standards achieved, with staff training implemented according to the training needs analysis.	Supervisors competent in performance management of teams. New staff onboarding delivered for customer service standards.	Improved customer service standards.		Jun-23	1	New performance management system still in design stage with Employee Matters. To be reviewed in line with new CEO appointment.			
Administration	CRS	Administrative functions provided, with staffing, resources and connectivity in place.	Connectivity in satellite offices.	Improved customer service standards.		Jun-23	1	Pinnacle have upgraded connectivity in all townships.			

Operational Plan 22-23_Murweh Shire Council_220930_Q2 Report

MURWEH SHIRE COUNCIL

OPERATIONAL PLAN 2022-23

PRIORITY	CORPORATE PLAN GOALS	AREA	DIRECTORATE	DELIVERY ACTIONS	PERFORMANCE MEASURES	IMPACT	PLAN LINK	Timing	Risk 1-3	Q2 UPDATE & OUTPUTS
1	Operational Plan 2022-23	Risk Management	CRS	Enterprise Risk Management System is maintained, and Risk Register is reviewed annually.	Risk Register is reviewed and actioned.	Improved risk management.		Sep-22	1	ERM to be presented to Council in Q3 for final sign off and adoption.
		WHS	CRS	WHS System is maintained, and annual audit undertaken against workplace targets.	> Greater than 70% audit outcome. Demonstration of continuous improvement.	Risk management. No major incidents.	Workplace Safety Management System (SMS)	Dec-22	1	WHS Committee meeting monthly, audit non-compliance issues are being addressed through agreed actions.
		Quality Assurance	CRS	Accredited Roadworks Quality Assurance System (QRAS) maintained, and audited annually.	Successful RQA System annual audit. Third Party Accreditation with TMR.	Revenue opportunities.		Dec-22	1	QA working group is established, and will meet in Q3.
		Staff	CRS	Enterprise Bargaining Agreement in place and implemented.	Agreement ratified. Staff are aware of the new agreement and requirements.	Staff retention. Workforce morale. Financial certainty for Council.	Enterprise Bargaining Agreement. Safety Management System	Sep-22	1	Pay increase delivered to all EBA staff, as per new agreement.
		Staff	CRS	Human Resource provisions are adequately resourced and staff are well trained and informed.	Management provided timely and appropriate advice on staff matters.	Staff retention. Service Standards achieved.	Enterprise Bargaining Agreement.	Jun-23	1	HR staff and standards maintained - extensive review of all HR Policies conducted during Q2, policies adopted at December 22 Council meeting. JCC to be established in Q3 as per EBA condition.
		Staff	CRS	Retain appropriately qualified and skilled staff to deliver services across all teams.	Staffing levels are maintained. Vacancies are filled.	Fully complemented workforce.	Operational Plan 2022-23 ; Staff training & Skills Matrix	Jun-23	2	staff recruitment continues to be challenging with various positions within the organisation remaining vacant, despite being advertised extensively. Housing is a major issue in attracting staff.
		Staff	CRS	Staff training framework is maintained and implemented.	Staff appropriately trained.	Staff capability and skills.	HR Staff Training Matrix	Jun-23	1	staff training database has been established.
		Staff	CRS	Employment satisfaction survey undertaken twice per annum, and strategies to improve outcomes identified and implemented.	2 x surveys conducted. Increased satisfaction levels from 2021-22.	Staff retention. Staff empowered.		Oct-22 Apr-23	1	to be completed in Q3
		Staff	CRS	Provide and maintain housing for senior staff.	Leasing arrangements with private real estate agents in place for all senior staff.	100% senior staff positions filled.	Asset Management Plans	Jun-23	2	6 month extension signed for 3 Delta Court. Maintenance conducted on 17 Racecourse Road
		Assets	CRS	Asset Management System is maintained and Asset Management Plans implemented for all assets.	Asset maintenance activities delivered to budget and schedule. AMPs reviewed annually.	100% compliant assets. Reduced long-term maintenance costs.	Asset Management Plans	Jun-23	1	GIS and CMMS system still in use. Inspections conducted in reflect and maintenance expenditure is tracking to planned budget.
		Plant	CRS	Construction plant is adequately resourced and maintained to meet requirements.	Reduced downtime and increased plant availability.	Plant availability and hire income maximised.	Plant Replacement Plan	Jun-23	1	Procurement is 100% done as per replacement program. Waiting on delivery in Q3 and Q4.
		Contract Works	CRS	Contract civil works for other agencies and funding programs.	Programs are resourced and delivered within contract schedule, timeframe. Contract compliance. No LTIs, accidents or failures.	Increased revenue. Maximise use of resources.	Projects	Jun-23	1	Project to commence in Q3 and expected to finish in Q4.
		Stores	CRS	Stock control and procurement management standards maintained	Stocktake and operations meet external audit compliance.	Full Compliance.		Jun-23	1	Effective Stores maintained - Audit Compliant; interim stocktake completed in Dec 22

Operational Plan 22-23_Murweh Shire Council_220930_Q2 Report

MURWEH SHIRE COUNCIL

OPERATIONAL PLAN 2022-23

	PRIORITY	CORPORATE PLAN GOALS	AREA	DIRECTORATE	DELIVERY ACTIONS	PERFORMANCE MEASURES	IMPACT	PLAN LINK	Timing	Risk 1-3	Q2 UPDATE & OUTPUTS
2. CORE SERVICES	2.1. DISASTERS	2.1.1. No loss of life or property, critical infrastructure is protected, and economic impacts are minimised from natural disasters.	Disaster		MSC Disaster Management Plan is reviewed annually and implemented.	QFES Emergency Management Officer undertaken review.	Risk management.	Local Disaster Management Plan	Jun-23		LDMP and resupply plan adopted and on website as per IREM requirement.
			Emergency		SES is adequately funded and resources, training needs analysis undertaken, and training is conducted by the local controller.	Training delivered where identified.	SES teams are prepared and in state of readiness.	Local Disaster Management Plan	Jun-23		Regional Training coordinator and SES Regional coordinator position now established in Charleville. Regular SES training undertaken monthly.
			Disaster	TR	Flood mitigation maintenance of river channels in/around Charleville and Cool Burning Program.	Fire and flood preparedness and risk mitigation		Local Disaster Management Plan	Jun-23		No work in Q2.
	2.2. PUBLIC LANDS	2.2.1. Stock routes are well maintained for stock movement and regulated use. 2.2.2. Town reserves and public lands are well maintained for community access and recreational use. 2.2.3. All public lands are actively managed to support riverine and ecosystem health and landscape connectivity.	Rural Lands	CRS	Prepare updated Stock Route Management Plan, in conjunction with the Biosecurity Management Plan.	Management standards in place and schedule of works prioritised. Community engagement and awareness.	Full compliance. Improved standards.	Stock Route Management Plan	Dec-22		Biosecurity & SRM Plan Draft has been completed after extensive community consultation - to be adopted at January Ordinary Meeting
			Rural Lands	CRS	Stock routes maintained and improved for stock movements, and compliance with local laws and regulations enforced for users and adjacent landholders.	User satisfaction and compliance.	Full Compliance.	Stock Route Management Plan	Jun-23		Stock routes effectively maintained with upgrades to 2 water facilities and various weed infestations sprayed and mapped.
			Rural Lands	CRS	Continue Replacement Program of solar and water point upgrades for Stock Routes, with funding from Stock Routes Queensland.	Stock routes and water facilities conditions met.	Reduced maintenance costs	Stock Route Management Plan	Jun-23		Capital Works bid approved, works to commence in Q3.
			Town Reserves	CRS	Town Reserves and riverine areas maintained and hazards reduced. Continue clean up of river channels in/around town as part of flood mitigation. Continue cool burning program.	Maintenance schedule implemented.	Hazard and safety impacts minimised.	Asset Management Plans Local Disaster Management Plan Stock Route Management Plan	Jun-23		Cool-burns conducted in Sept 22. Parthenium spraying
	2.3. BIOSECURITY	2.3.1. Stakeholders are informed, knowledgeable and committed to implementing effective and strategic biosecurity management of existing infestations and prevent the introduction, establishment and spread of new weeds and pest animals.	Biosecurity	CRS	Prepare updated Biosecurity Management Plan, in conjunction with the Stock Route Management Plan.	Management standards in place and schedule of works prioritised. Community engagement and awareness.	Full compliance. Improved standards.	Biosecurity Management Plan	Dec-22		Biosecurity & SRM Plan Draft has been completed after extensive community consultation - to be adopted at January Ordinary Meeting
			Biosecurity	CRS	Active management of pest animals in the shire, conducting two Shire-wide coordinated baiting campaigns.	Target participation rate of 45%. Trained staff to administer 10-80 poison.	Minimise impact of pests. Improve sustainable Agriculture.	Biosecurity Management Plan Stock Route Management Plan	Nov-22 May-23		November baiting campaign completed successfully, 6 tonnes of meat dispersed. Planning underway for May 23 event
			Biosecurity	CRS	Pursue funding and resourcing opportunities and cost share arrangements for implementation of biosecurity responsibilities and actions.	Increased funding investments.	Improved implementation. Cost recovery.	Biosecurity Management Plan Stock Route Management Plan	Jun-23		Capital Works bid approved, works to commence in Q3.
2.4. ROADS	2.4.1. Road and street infrastructure investment is strategic and effective to accomplish maintenance priorities and	Civil Infrastructure	TR	Road and street infrastructure maintenance works carried out according to the works program schedule.	Maintenance standards achieved. Schedule of works communicated to public.	Improved safety. Cost efficiencies.	Asset Management Plans	Jun-23		Maintenance on town streets and rural roads done together with other approved works.	
		Civil Infrastructure	TR	Road and street infrastructure improvement works carried out according to the works program schedule.	Improved networks standards achieved. Schedule of works communicated to public.	Improved standards. Improved safety.	Asset Management Plans	Jun-23		No work in Q2.	
		Civil Infrastructure	TR	Rural Roads upgrade works conducted.	Schedule of works completed.	Improved standards. Improved safety.	Asset Management Plans	Jun-23		Largo Mt Morris Road T105/ROR upgrade is in progress 50% Complete with construction.	
		Civil Infrastructure	TR	Town Streets upgrades and resal works conducted.	Schedule of works completed.	Improved standards. Improved safety.	Asset Management Plans	Jun-23		No works done in Q2, works planned for Q3 and Q4.	
		Civil Infrastructure	TR	Bridge structures inspected and assessed on annual basis and event based as required.	Inspection schedule implemented.	Improved standards. Improved safety.	Asset Management Plans	Jun-23		Not inspected based on event basis.	
		Civil Infrastructure	TR	Culverts and Floodways upgrade works conducted.	Schedule of works completed.	Improved standards. Improved safety.	Asset Management Plans	Jun-23		Works completed on Caroline crossing and Allendale Warrah Road. Planned works in Q3.	
		Civil Infrastructure	TR	Kerb and Channel upgrade works conducted.	Schedule of works completed.	Improved standards. Improved safety.	Asset Management Plans	Jun-23		Work in progress, upgraded Kern and Channel on Edward Street in Charleville. Upgrade works on Epacris Street in planning stage.	

MURWEH SHIRE COUNCIL

OPERATIONAL PLAN 2022-23

PRIORITY	CORPORATE PLAN GOALS	AREA	DIRECTORATE	DELIVERY ACTIONS	PERFORMANCE MEASURES	IMPACT	PLAN LINK	Timing	Risk 1-3	Q2 UPDATE & OUTPUTS
		Civil Infrastructure	IS	Footpaths works conducted.	Schedule of works completed.	Improved standards, improved safety.	Asset Management Plans	Jun-23	1	Work in progress, monitoring condition and update program.
		Civil Infrastructure	IS	Levee Bank inspections and annual maintenance works conducted.	Inspection and maintenance schedule implemented.	Improved standards, improved safety.	Asset Management Plans	Jun-23	1	No work in Q3, waiting for federal grant confirmation.
		Civil Infrastructure	IS	New Charleville Weighbridge for public access.	Works completed on time and budget. Increased utilisation.	Support local business and industry.	Asset Management Plan. Project LCRIIP \$400,000	Jun-23	1	Project in progress, commenced procurement.
		Policy	---	Prepare policy relating to resource cost share investment for private benefit infrastructure.	Private contribution to infrastructure costs.	Cost share equality.		Jun-23	1	Policy still to be commenced.
2.5. WASTE	2.5.1. Refuse removal and disposal services provide the highest standard of quality and efficiency and for human and environmental health. 2.5.2. All recoverable resources are diverted from landfill. 2.5.3. Community is encouraged and supported to reduce waste, reuse, and recycle.	Waste	CRS	Residential waste collection services maintained with minimal disruptions.	Services maintained to standard.	Health and safety.	Service provider contract	Quarterly	1	Ongoing service standards maintained
		Recycling	EDT	Recycling programs offered. Tyre recycling/shredding program conducted with Paroo Shire.	Resource recovery rates increased.	Environmental Health.		Jun-23	1	Pursuing new opportunities with Department of State Development.
		Waste	CRS	Award of new tender for landfill operation and maintenance.	Awarded and delivered to contract. Tip operated to standard.	Improved waste management facility condition.	Landfill Management Plan	Sep-22	2	Proterra have had possession of site for 3 months and have made substantial improvements. Ongoing.
		Waste	CRS	Landfill operation and maintenance.	Monthly inspections and reporting of contractor compliance and performance.	Improved waste management facility condition.	Landfill Management Plan	Monthly	2	Proterra have had possession of site for 3 months and have made substantial improvements. Ongoing.
		Waste	ERS	Regularly monitoring contractor compliance, performance -curb side collection.	Services maintained to standard.	Health and safety.	Service provider contract	Jun-23	1	Curb side collection services maintained
		Waste	CRS	Education and communication to the community about the Charleville waste facility upgrades, and recycling programs in the Bi-monthly newsletter and social media.	Improved compliance and reduction of illegal dumping.	Environmental Health, Health and safety.		Jun-23	1	New signage has been ordered which will direct public to new site layout. Ongoing opportunities for education.
2.6. WATER AND SANITATION	2.6.1. Water supply and storages are managed to achieve the highest standard of quality, efficiency, delivery, and sustainability. 2.6.2. Sewerage treatment and water re-use supply are managed to achieve the highest standard of quality, efficiency, and delivery for human and environmental health. 2.6.3. Public access to potable water and sanitation.	Water	IS	Storage and supply of urban water maintained, monitoring and inspection schedule conducted of reservoirs, mains and services, and repaired and replaced where required.	Annual reporting of all water KPIs as required by various state and federal agencies is published on Council's website.	Full Compliance, Health and safety.	Asset Management Plans	Quarterly	1	Water quality in Charleville at Storage facility still being monitored.
		Water	IS	Upgrade water mains in Morven.	Services maintained to standard.	Health and safety.	Water Infrastructure Asset Management Plan	Sep-22	1	Replaced water mains in Morven in Q2. Planned work for replacing mains in Charleville for Q3 and Q4.
		Water	CRS	Water supply monitoring schedule conducted with testing and treatment levels maintained across major towns.	Water quality maintained, DEWS requirements met. Rail Hub bore installed and commissioned.	Full compliance.	Asset Management Plans Drinking Water Quality Management Plan	Jun-23	1	Charleville Reservoir (bladder) offline until good chlorine reading proves all E.coli has gone. And clean samples obtained from both in-house and NATA lab testing.
		Sewerage	CRS	Sewerage treatment plant and ponds operating to standard, monitoring and testing schedule conducted and action plan implemented.	EPA licence mitigation actions met in consultation with DES.	Full Compliance.	Sewerage Management Plans Recycled Water Management Plan	Monthly	1	SMEC nearly completed tenders
		Sewerage	IS	Sewerage reticulation operating efficiently, monitoring and inspection schedule conducted of pump stations, mains and services, and repaired and replaced where required.	Annual reporting of all sewerage KPIs as required by various state and federal agencies is published on Council's website.	Full Compliance.	Asset Management Plans	Quarterly	1	Work in progress.
		Sewerage	IS	Upgrade pump stations and mains as per Asset Management Plan.			Asset Management Plans	Jun-23	1	No work in Q2. Work planned for Q3.

MURWEH SHIRE COUNCIL

OPERATIONAL PLAN 2022-23

PRIORITY	CORPORATE PLAN GOALS	AREA	DIRECTORATE	DELIVERY ACTIONS	PERFORMANCE MEASURES	IMPACT	PLAN LINK	Timing	Risk 1-3	Q2 UPDATE & OUTPUTS
3. COMMUNITY WELLBEING	3.1. HEALTH AND WELLBEING 3.1.1. Health and wellbeing services and facilities meet community needs and expectations.	Environmental Health	CRS	Compliance health services maintained for licensed premises, pest control and inspections.	25 Annual food licensing inspections.	100% compliant premises.		Jun-23	Low	regular inspections are being undertaken of all food vendors in shire.
		Animal Control	CRS	Compliance services maintained for keeping and control of animals, including wild dogs.	Town Ranger service and pound 365 days. Authorised inspection program delivered. 20% increase registration compliance.	Less dog attacks. Reduced community complaints.	Local Law Number 6 (Keeping and Control of Animals)	Jun-23	Low	Animal Control services maintained to high standard, complaints addressed within reasonable timeframes. Authorised inspection program scheduled for Q3 - 4
		Health	CRS	Resource and staff immunisation clinics for childhood and other vaccination programs.	14 clinics.	100% childhood immunisation.		Jun-23	Low	Service provision on-going.
		Facilities	CRS	Aged care facilities maintained and operated to a high standard of safety and reflect community expectations.	Works completed for Augathella facility. Maintenance schedule implemented. Compliant and safe facilities.	Standards maintained. Compliance.	Asset Management Plan	Jun-23	Low	All outstanding maintenance activities have been completed. Agreement in place with SWHHS for 12 month lease on one surplus aged housing unit.
		Libraries	CRS	Maintain service levels and resource libraries in Augathella, Charleville and Morven, and implement initiatives where applicable.	Staff levels and opening times maintained. First 5 program delivered.	Increased library use. Increased education under 5.		Jun-23	Low	Staffing and service levels maintained. Ongoing provision of First 5 in Charleville. Additional sessions held prior to Christmas in both Augathella and Morven.
		Arts & Culture	CRS	Arts and culture projects are developed and completed, with two rounds advertised, assessed and delivered in accordance with funding guidelines and Council policy.	2 funding rounds of RADF projects.	Contribute to arts and culture profile.	Arts and Culture Policy Project: Regional Arts and Development Fund \$65k	Dec-22 Jun-23	Low	RADF Advertised regularly. Applications continue to be received.
		Arts & Culture	CRS	Operate the Art Gallery in Charleville, with the Charleville Art Gallery Committee, to coordinate exhibitions and displays.	Operating as per MOU.	Contribute to arts and culture profile.	Art Gallery MOU	Annual	Low	Exhibitions planned for 2023, with calendar to be finalised.
		Arts & Culture	CRS	Public Art concepts are considered when presented to council.	Public art projects supported.	Contribute to arts and culture profile.		Annual	Low	Ongoing, with Public art concepts encouraged.
		Community	CRS	Community Assistance 2022-23 is offered to community organisations for sponsorship and fee waivers.	Support provided as per policy.	Community assistance support.	Community Assistance Policy	Jun-23	Low	Ongoing, with in-kind assistance scheduled as required.
		Community	CRS	In partnership with Progress Associations, promote, assess applications and distribute funds collected from Donation Boxes to worthy causes in line with Council policy.	Support provided as per policy.	Community assistance support.	Donation Box Policy	Jul-23	Low	Ongoing. Act on requests received for release of funds from honesty box revenue.
		Parks & Gardens	CRS	Maintain and enhance all parks for continued public use and enjoyment.	Maintenance schedule implemented.	Increased utilisation.	Parks Master Plan	Quarterly	Low	Ongoing maintenance continued
Parks & Gardens	CRS	Graham Andrews Park new toilet block.	Works completed on time and budget.	Increased utilisation.	Asset Management Plan. Project: Works for Qld \$250k	Jun-23	Low	Complete		

MURWEH SHIRE COUNCIL

OPERATIONAL PLAN 2022-23

PRIORITY	CORPORATE PLAN GOALS	AREA	DIRECTORATE	DELIVERY ACTIONS	PERFORMANCE MEASURES	IMPACT	PLAN LINK	Timing	Risk 1-3	Q2 UPDATE & OUTPUTS
		Facilities	IS	Maintain and enhance sporting facilities and showgrounds to a safe standard for continued public use and enjoyment.	Maintenance schedule implemented.	Increased utilisation.	Asset Management Plan Project: Local Roads and Community Infrastructure Program	Quarterly	1	Capital works completed and ongoing maintenance continued.
		Facilities	IS	Upgrade Racecourse in conjunction with Queensland Racing to improve facilities.	Works completed on time and budget.	Standards maintained.	Asset Management Plan Project: QLD Racing \$300k	Jun-23	1	No work in Q2. Commenced procurement.
		Facilities	CPH	Maintain and enhance the pool condition and operation to a high level of health and safety and reflect community expectations.	Testing undertaken and compliant. Staffing levels meet requirements. Operation 9 months of the year.	Safety. Standards maintained.	Asset Management Plan	Jun-23	2	Pool opened and operating as per contract.
		Facilities	CHG	Upgrade Swimming Pool infrastructure, including replacement/upgrade of the Toddler Pool.	Works completed on time and budget.	Increased utilisation.	Asset Management Plan Project: Works for Old \$230k	Jun-23	3	Pool operating as normal. Water park opened and success with the public. Final plans for toddler pool complete.
		Facilities	CRS	Public halls, cultural centre and medical practitioners facilities maintained, with upgrades to Augathella and Moiven Halls completed in conjunction with Progress Associations.	Works completed on time and budget.	Increased utilisation.	Asset Management Plan	Jun-23	1	Works continuing as per Asset Management Plans, subject to negotiation with Progress Associations
		Facilities	CRS	Community housing are maintained and upgraded to an acceptable standard.	Works completed on time and budget.	Standards maintained.	Project: Works for Old \$250k - Community Housing Upgrades	Jun-23	1	Tender awarded - works to commence in April 23
		Facilities	IS	Cemeteries maintained and enhanced to a high standard and reflect community expectations.	Facilities meet community expectations.	Standards maintained.	Asset Management Plan	Jun-23	1	cemetery facilities and service levels maintained to a high standard.
		Facilities	IS	Charleville Lawn cemetery beams upgrade.	Works completed on time and budget. Facilities meet community expectations.	Improved services.	Asset Management Plan Project: LCRIP \$150k	Jun-23	1	Request for Quote was distributed to local contractors in December.
3.2. SOCIAL PROTECTION	3.2.1. Safety and protection strategies meet community needs and expectations.	Planning	IS	Installation of street lighting and cameras for public safety.	Works completed on time and budget.	Improved public safety.		Jun-23	1	On track for completion April 2023
3.3. EDUCATION	3.3.1. The education needs of the community are represented and pursued.									
3.4. CONNECTION TO COUNTRY	3.4.1. Preservation and recognition of the traditions and cultures of Aboriginal people and their ongoing custodianship of country.	Community	CPH	Community liaison with Traditional Owners to support a collaborative, inclusive and respectful relationship.	Effective engagement with Traditional Owners.	Improved relationships.		Jun-28	1	Ongoing communication maintained
		Land Tenure	CRS	Negotiate Land Tenure relating to Native Title Freehold, protecting Council interests and land management outcomes with respects to cultural heritage.	Resolution of land tenure matters.		Land Act 1994 Qld Stock Route Management Plan Native Title Act 1993	Jun-23	1	Land purchase and associated surveying is under way. Surveying to be completed by Ambridge & Associates.

MURWEH SHIRE COUNCIL

OPERATIONAL PLAN 2022-23

4. EMPOWERED FUTURE	PRIORITY	CORPORATE PLAN GOALS	AREA	DIRECTORATE	DELIVERY ACTIONS	PERFORMANCE MEASURES	IMPACT	PLAN LINK	Timing	Risk 1-4	Q2 UPDATE & OUTPUTS
	4.1. GROWTH	4.1.1. Encourage and facilitate targeted population retention and growth, underpinned by livability and employment opportunities.		Land Tenure		Industrial and residential land is developed (as per industrial land below).	Sale and disposal of Industrial Land.	Provide for housing development.	Planning Scheme	Jun-23	
4.2. INDUSTRY	4.2.1. Facilitate certainty and security, underpinned by industry diversity, resilience, and capability.		Planning	H	Planning and building certification services maintained, and development approvals in accordance with regulatory frameworks.	SPA compliance	Non compliance issues minimised.	Planning Scheme	Jun-23		Ongoing compliance
			Planning	E	Regular compliance inspections conducted, and building approvals in accordance with regulatory frameworks.	Building and ancillary construction compliance maintained.	Non compliance issues minimised.	Planning Scheme	Jun-23		Ongoing compliance
			Economic	LUT	In partnership with DSDTI and SWOROC pursue Economic Development Strategies for Murweh Shire that respond to economic drivers and opportunities and guides development.	SW Economic Development Strategy. Local strategies identified and pursued.	Economic growth.	SW Economic Development Strategy	Jun-23		Ongoing coordination and strategic cooperation
			Economic	LDT	Economic Development Officer pursues economic development opportunities, grants and private investment, and support community organisation pursuits and capacity.	Increased funding and investments in the Shire. Local leadership encouraged. Increase capacity of local organisations.	Economic growth.		Jun-23		Ongoing applications and cooperation with regional bodies
			Economic	LDT	Active representation and partnerships with strategic organisations including LGAQ, South West Regional Economic Development (SWRED), South West Regional Organisation of Councils (SWROC), and Western Queensland Alliance, and links with Government Departments in relation to emerging trends, economic development outcomes and prospects and tourism.	Economic and regional development opportunities and challenges identified and pursued. Regional strategies for economic development and investment.	Economic growth.		Ongoing		Ongoing cooperation and strategic collaboration
			Economic	LDT	Promote campaigns to support local businesses throughout the Shire.	Buy Local campaign executed.	Support local business and industry.		Jun-23		ongoing
			Industrial Land		Industrial land is developed, available and released for sale in the three communities. Resolve land tenure matters with NRM to free up land for development.	Sale and disposal of Industrial Land. Augathella Industrial Land stage 1 completed.	Support local business and industry.		Jun-23		Valuation and sale price received. Council has undertaken to purchase. Awaiting survey of block by Ambridge

MURWEH SHIRE COUNCIL

OPERATIONAL PLAN 2022-23

PRIORITY	CORPORATE PLAN GOALS	AREA	DIRECTORATE	DELIVERY ACTIONS	PERFORMANCE MEASURES	IMPACT	PLAN LINK	Timing	Risk 1-3	Q2 UPDATE & OUTPUTS
		Tourism	EDT	Develop a Tourism Strategy that identifies key drivers and opportunities and guides strategies for tourism market development and value return to the community.	Increased financial return for investment. Increased tourism GRP.			Jun-23	1	Marketing Plan underway, due for completion February 2023
		Tourism	EDT	Proactively encourage and support other organisations to pursue tourism ventures and products.	Increased tourism GRP. Sustainability of local tourism.	Contribute to tourism profile.		Jun-23	1	Experience Charleville booking on track for completion March 2023
		Tourism	EDT	Continued support, development and promotion of the Cosmos Centre.	Services maintained to standard. Staff levels maintained to meet needs.	Increased visitors. Increased sales.		Jun-23	2	Ongoing operation and continuous improvement.
		Tourism	EDT	Maintain service levels and resources for Visitor Information Centres in the three communities.	Visitor Information Centre accreditation. Staff trained and levels meet needs.	Increased visitors. Increased sales.		Jun-23	3	Ongoing operations and continuous improvement
		Tourism	CRS	Charleville VIC renovations completed, including flooring and painting. Project: Works for Queensland \$65,000.	Capital improvement works completed.	Safety and compliance standards. Increased utilisation.		Jun-23	1	Awaiting approval from QR
		Tourism	EDT	Operate the Bibby Centre in partnership with the Save the Bibby Fund.	Operating as per MOU.	Contribute to tourism profile.	Bibby Centre MOU	Monthly	1	Ongoing partnership
		Tourism	EDT	Charleville Airfield Museum is established in partnership with the Charleville Airfield Committee to oversee the build. Project: Building Better Regions Fund for build.	Capital infrastructure project completed. Operating as per lease agreement.	Contribute to tourism profile.		Jun-23	1	In progress and on track for completion April 2023
		Tourism	EDT	Complete the internal fit out of the Augathella Heritage Museum project.			Project: Building Better Regions Fund.			In progress and on track for completion April 2023
		Tourism	EDT	Stage 2 completed for Brisbane Line Interpretive building and WWII Interpretive display.	Capital infrastructure project completed. Operating facility.	Contribute to tourism profile.	Project: Building Better Regions Fund.	Jun-23	1	In progress and on track for completion April 2023
		Tourism	EDT	Tourism Precinct continued development from the Tourism Precinct Strategy, in collaboration with Universities, including the new Outback Museum of Australia.	Projects implemented.	Contribute to tourism profile.	Project: Building Better Regions Fund.	Jun-23	2	In progress and on track for completion December 2023
4.3. SUPPLY CHAIN AND SERVICES	4.3.1. Supply chain infrastructure and service meet current and future industry needs and community expectations.	Aerodromes	CRS	Maintain service levels, staffing and resourcing of aerodromes to accommodate regional passenger airlines in Charleville and sealed light aircraft aerodromes in Augathella.	All licenses, accreditations and manuals up to date. CASA accreditation maintained. Staff, safety and service levels maintained.	High service levels. Increased utilisation.	Asset Management Plan	Jun-23	1	Staffing levels have been maintained at necessary levels.
		Aerodromes	CRS	Upgrade the RFDS apron and surrounds, runway and maintenance works, seeking funding from the Remote Airports Program and Local Roads and Community Infrastructure Program.	Funding secured. Upgrade and maintenance works completed.	Safety and compliance standards.	Asset Management Plan - LRCP \$250,000, Airport	Jun-23	6	Crack sealing and reinforcement is underway
		Aerodromes	CRS	Upgrade the main apron including hard stand for aircraft parking, seeking funding from the Remote Airports Program and Building our Regions program.	Funding secured. Upgrade and maintenance works completed.	Safety and compliance standards.	Asset Management Plan	Jun-23	1	Crack sealing and reinforcement is underway
		Aerodromes	CRS	Café in the Mulga at the Charleville Airport Terminal is achieving business goals and adequately staffed.	Café opened daily. Increased sales.	Service and utilisation of airport facilities. Financial viable business.	Budget 22-23	Quarterly	1	50% - café is adequately staffed, sales are high, and quality of food and service is excellent
		Freight Hub	CRS	Completion of the Freight Hub project in Morven with the bore installed and commissioned.	Rail Hub project completion. Freight Hub operational.	Service and utilisation of Freight Hub facilities.	Asset Management Plans Project: TMR	Sep-22	1	storage tanks and pump installed. Awaiting final tie-in to town supply.

Operational Plan 22-23_Murweh Shire Council_220930_Q2 Report

MURWEH SHIRE COUNCIL

OPERATIONAL PLAN 2022-23

PRIORITY	CORPORATE PLAN GOALS	AREA	DIRECTORATE	DELIVERY ACTIONS	PERFORMANCE MEASURES	IMPACT	PLAN LINK	Timing	Risk 1-3	Q2 UPDATE & OUTPUTS
		Connectivity	EDT	Finalise rollout of 5 new towers and high speed internet capacity.	Works completed on time and budget.	Improved mobile and data coverage, accessibility and speeds.	Project: Regional Connectivity Program \$1.3m and Local Roads and Community Infrastructure Program contribution.	Sep-22		Completed and Funding (\$850,000) acquitted to Department satisfaction.
		Connectivity	EDT	Free visitor Wi-Fi access is available in the communities and CCTV camera coverage is extended.	Wi-Fi established in Charleville, Morven and Augathella.	Improved data accessibility.		Jan-23		Additional funding for cameras approved. New cameras to be rolled out in this quarter.
		Connectivity	EDT	Radio and television rebroadcast facilities available in communities. Seek funding for VAST at Augathella.	Project funding secured and project delivered.	Improved Rebroadcast accessibility.	Project: Local Roads and Community Infrastructure Program	Jun-23		Installation of VAST in Augathella nearing completion.
4.4. CIRCULAR ECONOMY	4.4.1. Encourage adoption of circular economy principles and practices.									
4.5. ALTERNATIVE ENERGY	4.5.1. Visionary and encouraging approach to enhance alternative energy.	Energy	EDT	Solar power sources connected to Council building.	Portion of energy connected to solar.	Reduced energy costs.	Asset Management Plan			Ongoing
		Energy	EDT	Actively seek opportunities for alternative energy supply initiatives.	Research and development initiatives pursued.	Reduce emissions. Increase climate resilience.	Corporate Plan 22-27			Ongoing. Design for OMDA and tracking Hydrogen fuel cell technology
4.6. CLIMATE CHANGE	4.6.1. Encourage holistic and integrated approaches to climate change action and markets.	Climate	EDT	Partner to the Climate Resilient Communities Program and pursue opportunities for climate change initiatives.	Research and development initiatives pursued.	Reduce emissions. Increase climate resilience.	Corporate Plan 22-27			Successful application to proceed with accreditation (\$140,000)
		Climate	EDT	Representation and partnerships with South West Regional Organisation of Councils (SWROC), LGAQ and Western Queensland Alliance in relation to economic outcomes and prospects and tourism.	Economic and regional development opportunities and challenges identified and pursued.		Corporate Plan 22-27			Ongoing communication and strategy development
4.7. LANDSCAPES	4.7.1. Embrace the unique landscape, and its ecosystems.	Biodiversity	EDT	Support Bilby recovery through arrangements with the Bilby Centre in partnership with the Save the Bilby Fund.	Operating as per MOU.	Contribute to biodiversity recovery.	Bilby Centre MOU	Monthly		Ongoing operation of Bilby tourism presentations.
		Biodiversity	CRS	Investigate opportunities to improve Biodiversity management with participation in Biodiversity and Carbon credit trading programs.	Opportunities identified and considered.	Improved biodiversity. Leveraged resources.		Jun-23		Being addressed through Biodiversity & Land Management Planning process. Three workshops conducted in October 2022 to initiate this process.

10.8 ENTERPRISE RISK MANAGEMENT - CORPORATE RISK REGISTER

Author: Director Corporate & Regulatory Services

Authoriser: CEO

RECOMMENDATION

That Council resolve to adopt Murweh Shire Council's "Corporate Risk Register" and furthermore that Council endorses Murweh Shire Council's "Enterprise Risk Management Framework which incorporates Murweh Shire Council's Risk Management Policy, and Murweh Shire Council's Enterprise Risk Management Guidelines.

BACKGROUND**Purpose**

Governance is an important concept and impacts on Council as a whole and all sectors of the community. The practice of Good Governance is increasingly seen as critical for ensuring that:

- *The Organisation meets legal & ethical compliance.*
- *Decisions are made in the interests of stakeholders; and*
- *The Organisation behaves, as a good corporate citizen should.*

Murweh Shire Council needs a clear understanding of relevant responsibilities & accountabilities, therefore a Framework that clearly defines elected members & administration roles & responsibilities along with financial, legal and ethical considerations has been drafted.

Over the past 18 months, Council has developed its Enterprise Risk Management Framework, which provides a simple and transparent review of Councils **Corporate Risks**, along with an updated version of Councils **Operational Risks**.

Council has not only invested time in developing their Risk Framework (incorporates Corporate & Operational Risks), but has invested the same time and energy in developing their Reporting & Communication Framework, which allows the reader to understand:

- *What risks Council has identified from a Corporate & Operational perspective.*
- *What controls have been implemented by Council to reduce their overall risk exposure*

In summary, it is important to identify and record Councils risks, but equally important is meeting the community expectations. The community expects as a minimum requirement, Council has identified and is aware of the risks associated within the Operations, and what risks are outside the control of Council.

It is also integral and forms part of **ISO31000:2018** guidelines that Council develops clear reporting & communications mechanisms, which is the foundation of a Good Governance Framework.

There are a range of benefits that can be derived from the development and implementation of an Enterprise Risk Management Framework, these include:

- ✓ *Quality decision making.*
- ✓ *Assurance of desired outcomes or results.*
- ✓ *Effective management of risks & opportunities.*
- ✓ *Effective & widespread stakeholder commitments.*
- ✓ *Strong ethical performance; and*
- ✓ *Transparency & disclosure*

A major risk for most organisations is that they fail to achieve their stated strategic business or project objectives or are perceived to have failed by their stakeholders. Council is committed to establishing an environment that is **not unduly risk averse**, but one that enables **risks to be logically and systematically identified, analysed, evaluated, treated, monitored and managed**.

Risk is inherent many of Council's activities, and a formal and systematic process will be adopted to minimise and where possible eliminate, all risks that directly or indirectly impact Council's ability to achieve the vision and strategic objectives which are outlined in the Corporate Plan.

Council is aware that managing risk is not just about avoiding or minimising adverse outcomes, but also has a positive application, in that proactively analysing 'potential risks' can also assist the organisation in achieving new and potential opportunities.

Council's **Enterprise Risk Management Guidelines** has been developed to demonstrate commitment, by detailing the integrated Risk Management Framework to be implemented by all staff members, contractors, committees and volunteers engaged in Council business, and defining the responsibilities of individuals and committees involved in managing risk.

In addition, the Guidelines have been developed to:

- *Ensure risk management is an integral part of strategic planning, management and day to day activities of Council*
- *Promote a robust risk management culture within the Council.*
- *Enable threats and opportunities that face the organisation to be identified and appropriately managed.*
- *Facilitate continual improvement and enhancement of Council's processes and systems.*
- *Improve planning processes by enabling the key focus of the organisation to remain on core business and service delivery.*
- *Encourage ongoing promotion and awareness of the risk management throughout Council.*

Discussion

To deliver the strategies and achieve the objectives as outlined in the Corporate Plan, Council needs to identify and manage risks. Risk is an event or action, which has the potential to prevent Murweh Shire Council from achieving its corporate objectives. A risk can also be defined as an opportunity that is not being maximised by the Council.

Enterprise Risk Management (ERM) not only targeted at conventional hazard categories such as health and safety, IT, finance, but rather the full spectrum of strategic and operational risk. ERM is the structured approach of aligning strategy, processes, people, technology and knowledge, with the purpose of evaluating and managing risk.

This means removal of traditional functional, divisional, departmental or cultural barriers. Importantly having a structured approach provides guidance to managing existing and perceived risks, that have potential to impact on the organisation's commitment to fulfil its business objectives.

Effective risk management is determined by an organisation's commitment to the process, as outlined in this document, which has been developed to align with the **Australian Standard AS ISO 31000:2018 Risk Management** – guidelines.

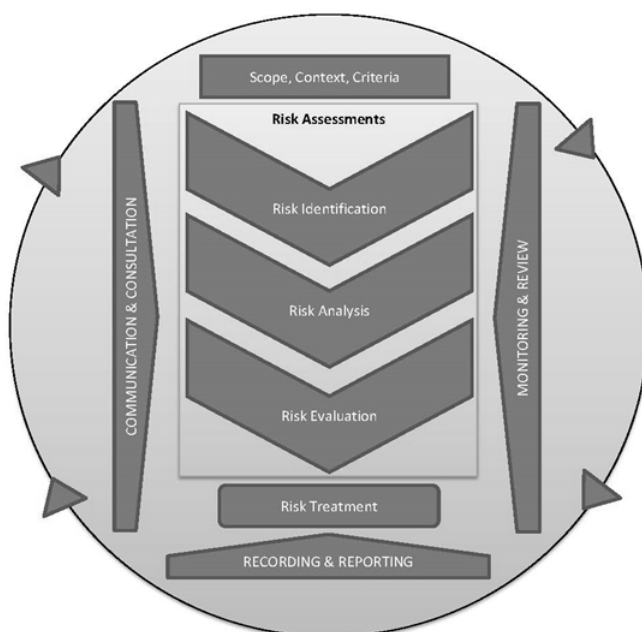
The process to be adopted by Council to manage risks is in accordance with *AS ISO 31000:2018 Risk management – Guidelines*. This process is the application of the structured risk management methodology to be used to assess; prioritise; treat and monitor risks identified. The risk management process may capture **inherent risk** (prior to taking into account controls in place), **residual risk** (after taking into account controls in place), or both.

The main elements of an effective Risk Management approach are as follows:

- **Communicate and Consult**
- **Establish the Context**
- **Risk Assessment**
 - *Identify Risks*
 - *Analyse Risks*
 - *Evaluate Risks*
- **Treat Risks**
- **Monitor and Review**

The following diagram represents the components of the Risk Management process.

Source: Australian Standard ISO 31000:2018 Risk management – Guidelines



Murweh Shire Councils Corporate Risk Register has been developed to record and assess each risk identified as part of the risk identification stage.

The application of the stages of the risk assessment process ensures there is consistency in the determination of the current risk severity level, considering the existing controls and their level of effectiveness in mitigating or addressing the risk.

At the completion of the assessment process, **a risk profile diagram** has been developed to highlight each of the risks identified and their overall risk rating (next page).

The risk profile diagram highlights to the Council, CEO and ELT the key risk exposures and number of risks within each rating range across the organisation. The risks will be categorised as Extreme, High, Medium and Low to assist management to target those risks that have the greatest potential impact on the organisation

Risk Profile Diagram (residual risk):

Murweh Shire Council - Risk Profile (Corporate Risks)

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	High	High	High	Critical	Critical
Likely	Medium	High	High - 1	High	Critical
Possible	Medium	Medium - 1	Medium - 7	High	Critical
Unlikely	Medium	Medium	Medium - 1	High	High
Rare	Medium	Medium	Medium	High	High

Consultation

Councils Enterprise Risk Management Framework has been developed in consultation with the Executive Leadership Team / Management Team, with additional support and guidance provided by LGMS - SWQ Regional Risk Coordinator.

In addition, Council received a presentation from LGMS – SWQ Regional Risk Coordinator at the recent Councillor workshop conducted on Wednesday 11th January 2023 in relation to the said subject matter.

Financial Risks

Low – Maintaining an active Enterprise Risk Management (ERM) process,

Social Risk

Low – Undertaking the process of Enterprise Risk Management (ERM) is a protective mechanism for the community at large, through management of both Corporate and Operational Risk.

Legal Risk

Low – Having an up-to-date and current Corporate Risk Register is an additional layer of protection from potential litigation.

LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .
- 2.1.1 No loss of life or property, critical infrastructure is protected, and economic impacts are minimised from natural disasters

ATTACHMENTS

- 1. Corporate Risk Assessment
- 2. Risk Maturity Assessment

Murweh Shire Council Draft Corporate Risk Register - Version 1 June 2021															
Link to Council Plan	Risk ID No	Risk Short Description	Risk Description	S-R-P	Owner	Consequences	Impact	Control Level	Control Type	Existing Risk Treatments	Control Level	Control Type	Control Status	Treatment Plan	
	1	Completed Business	Issues relating to water treatment are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Low	Water Services	Performance in failure to delivery of services impacts on Council's reputation and financial position. Issues relating to water treatment are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Medium	Medium	Operational	Regular budget review and financial reporting. Operational review for water treatment and other services. Regular reporting on water treatment and other services. Regular reporting on water treatment and other services.	Medium	Operational	Active	CEO/ELT	N/A
	2	Regulatory Failure	Failure to comply with regulatory requirements could result in financial and reputational damage to Council.	Low	Regulatory	Performance in failure to delivery of services impacts on Council's reputation and financial position. Issues relating to regulatory requirements are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Medium	Medium	Operational	Regular budget review and financial reporting. Operational review for regulatory requirements. Regular reporting on regulatory requirements. Regular reporting on regulatory requirements.	Medium	Operational	Active	CEO/ELT	N/A
	3	Business Model Risk	Changes to Council's business model could result in financial and reputational damage to Council.	Low	Business Model	Performance in failure to delivery of services impacts on Council's reputation and financial position. Issues relating to business model changes are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Medium	Medium	Operational	Regular budget review and financial reporting. Operational review for business model changes. Regular reporting on business model changes. Regular reporting on business model changes.	Medium	Operational	Active	CEO/ELT	N/A
	4	Infrastructure Failure	Failure of infrastructure could result in financial and reputational damage to Council.	Low	Infrastructure	Performance in failure to delivery of services impacts on Council's reputation and financial position. Issues relating to infrastructure failure are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Medium	Medium	Operational	Regular budget review and financial reporting. Operational review for infrastructure failure. Regular reporting on infrastructure failure. Regular reporting on infrastructure failure.	Medium	Operational	Active	CEO/ELT	N/A
	5	Damage to Assets	Damage to Council's assets could result in financial and reputational damage to Council.	Low	Assets	Performance in failure to delivery of services impacts on Council's reputation and financial position. Issues relating to damage to assets are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Medium	Medium	Operational	Regular budget review and financial reporting. Operational review for damage to assets. Regular reporting on damage to assets. Regular reporting on damage to assets.	Medium	Operational	Active	CEO/ELT	N/A
	6	Reputation or Image Risk	Damage to Council's reputation or image could result in financial and reputational damage to Council.	Low	Reputation	Performance in failure to delivery of services impacts on Council's reputation and financial position. Issues relating to reputation or image are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Medium	Medium	Operational	Regular budget review and financial reporting. Operational review for reputation or image. Regular reporting on reputation or image. Regular reporting on reputation or image.	Medium	Operational	Active	CEO/ELT	N/A
	7	Brand Change or Dispute	Changes to Council's brand could result in financial and reputational damage to Council.	Low	Brand	Performance in failure to delivery of services impacts on Council's reputation and financial position. Issues relating to brand change or dispute are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Medium	Medium	Operational	Regular budget review and financial reporting. Operational review for brand change or dispute. Regular reporting on brand change or dispute. Regular reporting on brand change or dispute.	Medium	Operational	Active	CEO/ELT	N/A
	8	Human Resource Management	Issues relating to human resource management could result in financial and reputational damage to Council.	Low	Human Resource	Performance in failure to delivery of services impacts on Council's reputation and financial position. Issues relating to human resource management are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Medium	Medium	Operational	Regular budget review and financial reporting. Operational review for human resource management. Regular reporting on human resource management. Regular reporting on human resource management.	Medium	Operational	Active	CEO/ELT	N/A
	9	IT Systems	Issues relating to IT systems could result in financial and reputational damage to Council.	Low	IT Systems	Performance in failure to delivery of services impacts on Council's reputation and financial position. Issues relating to IT systems are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Medium	Medium	Operational	Regular budget review and financial reporting. Operational review for IT systems. Regular reporting on IT systems. Regular reporting on IT systems.	Medium	Operational	Active	CEO/ELT	N/A
	10	Disaster Risk	Disaster risk could result in financial and reputational damage to Council.	Low	Disaster Risk	Performance in failure to delivery of services impacts on Council's reputation and financial position. Issues relating to disaster risk are likely to impact on Council's operations and reputation. Failure to address these issues could result in financial and reputational damage to Council.	Medium	Medium	Operational	Regular budget review and financial reporting. Operational review for disaster risk. Regular reporting on disaster risk. Regular reporting on disaster risk.	Medium	Operational	Active	CEO/ELT	N/A



RISK MATURITY ASSESSMENT

Prepared for:
Murweh Shire Council



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RISK MATURITY ASSESSMENT

Organisation	Murweh Shire Council
Purpose of Assessment	Risk Maturity Assessment
Assessed by	David Munro, Regional Risk Coordinator (LGMS)
Assessment Date	21 st September 2021
Reassessment Date	September 2022

The Risk Maturity Assessment Framework (Assessment Framework) outlines the approach for Local Government Mutual Services (LGMS) to measure risk management maturity across its Membership.

Applying a consistent and Schemes-wide approach to measuring risk management maturity enables LGMS to:

- Understand the collective level of risk management maturity across the Schemes;
- Understand the effectiveness and appropriateness of risk management support and resources provided to support Members in improving risk management profiles, systems, functions and processes;
- Identify and communicate opportunities for improvement to individual Members, and support and encourage them to make further progress;
- Cooperatively improve the risk profile of individual Members and the Schemes as a collective; and
- Inform strategic decisions regarding investment in risk management programs and support for Members.

Four complementary components have been developed under this Framework as outlined in the table below, which are aimed at enabling Council's to assess and determine at a high level the sufficiency and maturity of their risk management processes, and have been made available to Members to assist in the development, implementation and review of their enterprise risk management frameworks:

COMPONENT	DESCRIPTION AND PURPOSE	APPLICATION	FREQUENCY
1. Framework, Machinery and Practices	High-level criteria to assist RRCs and/or Members to determine whether core componentry of an ERM framework are provided within this Component of the Framework. This Component does not consider aspects related to the appropriateness, effectiveness, efficiency or currency of these components.	RRC Member	Annually As required
2. Risk Maturity Assessment	This Component enables RRCs and/or Members to assess their level of risk management maturity aligned to the QAO Risk Maturity Model and nominated in the ERM Guide. Assessment outcomes are collated and reported to the LGM Board of Management and LGW Management Committee on a quarterly basis.	RRC Member	Annually As required
3. Risk Profiling Gap Analysis	Common local government sector risks (including causes and consequences) have been collated in the ERM Guide. This Component of is provided to assist Member risk management professionals undertake strategic and operational risk profiling reviews, identify gaps, and determine needs and priorities for action and improvement.	Member	As required
4. Governance Risk Profiling Self-Assessment	This Component is provided to assist Member risk management professionals identify and assess key sector governance risks, identify gaps, and determine needs and priorities for action and improvement.	Member	As required

Members have been encouraged to engage and consult with their Regional Risk Coordinator to seek support and assistance in utilising and applying this risk maturity assessment framework in a way which is aligned to their individual risk management context, needs and priorities.

This report includes the relevant results, recommendations and commentary as required for each element of the Framework utilised by Council in collaboration with their Regional Risk Coordinator.

COMPONENT 1: FRAMEWORK, MACHINERY AND PRACTICES

Component 1 provides high-level criteria to assist Members in determining whether core aspects of an ERM framework are in place. This component does not consider the appropriateness, effectiveness, efficiency or currency of those items.

CRITERIA	Y/N	COMMENTS
LEADERSHIP AND ACCOUNTABILITY		
1.1 Has Council endorsed support for an ERM program?	✓	
1.2 Has the Executive Management Team endorsed support for a risk management program?	✓	
1.3 Has a person been identified as responsible for implementing risk management?	✓	
1.4 Does the risk manager, or equivalent, have reasonable access to staff and management across the organisation?	✓	
1.5 Has a risk policy been developed, approved and implemented by the Council?	✓	
1.6 Is the risk policy subject to regular review by Council and management?	✓	<i>Risk Policy has recently been reviewed by Management</i>

Criteria	Criteria Met
1. Leadership and Accountability	6 / 6

Recommendation(s)

No recommendations or areas for improvement have been identified within Criteria #1 – Leadership & Accountability

Council comment(s)

CRITERA	Y/N	COMMENTS
2. STRATEGIC APPROACH		
2.1 Has a clear organisational strategy and objectives been articulated for the organisation?	✓	
2.2 Has a risk management strategy been developed, documented and approved	✓	<i>Council has developed a new risk management strategy, which is being reviewed by Councils ELT. (Draft version)</i>
2.3 Have risks to the achievement of strategic organisational goals and objectives been considered and assessed?	✓	<i>Council has recently undertaken a Risk Workshop to develop a comprehensive Strategic Risk Register, which is aligned to support the achievement of Councils corporate plan. (Draft version)</i>
2.4 Has the Council formally identified and documented its appetite and tolerances for risk?	x	<i>Council has prepared a Draft version of its Risk Tolerance Statement which is currently under review by Councils ELT</i>
2.5 Has the Council determined the types and levels of risk that are considered acceptable or unacceptable? If so, is this consistent with the organisation's risk appetite and tolerance?	x	<i>Council has prepared a Draft version of its Risk Tolerance Statement which is currently under review by Councils ELT</i>
2.6 Has research been undertaken to understand common risk faced by the local government sector?	✓	
2.7 Does the organisation track changes in risk levels over time to understand trends and adapt as needed?	✓	

Criteria	Criteria Met
2. Strategic Approach	5 / 7

Recommendation(s)

No recommendations or areas for improvement have been identified within Criteria #2 – Strategic Approach

Council comment(s)

CRITERIA	Y/N	COMMENTS
3. ERM FRAMEWORK		
3.1 Does the risk framework and process align with AS ISO 31000:2018?	✓	
3.2 Have categories of risk been defined that are relevant to the organisation?	✓	
3.3 Do the risk categories reflect the type and nature of project, operational and strategic risks encountered in achieving organisational objectives?	✓	
3.4 Has a likelihood scale been defined and agreed to enable the assessment of probability of occurrence of risk events?	✓	
3.5 Has a consequence scale been defined and agreed to enable the assessment of impacts of the occurrence of risk events?	✓	
3.6 Can the consequence scale be applied to the possible outcomes of all categories of risk that are likely to be encountered (financial and non-financial)?	✓	
3.7 Is there an agreed template of format for recording risks and risk treatment information such as a risk register?	✓	
3.8 Have key risk indicators been defined and agreed for key risks/risk areas?	x	<p><i>Council has developed a comprehensive Strategic Risk Register, which clearly defines key risk areas.</i></p> <p><i>Council is still developing a comprehensive Operational Risk Register (W.I.P.)</i></p>
3.9 Is the risk register subject to regular review and update?	✓	

Criteria	Criteria Met
3. ERM Framework	8 / 9

Recommendation(s)

One (1) recommendation or areas for improvement has been identified within Criteria #3 – ERM Framework

3.8 What is a key risk indicator (KRI)?

A key risk indicator (KRI) is a metric for measuring the likelihood that the combined probability of an event and its consequences will exceed the organization's risk appetite and have a profoundly negative impact on an organization's ability to be successful.

Key risk indicators play an important role in enterprise risk management programs. Benefits of KRIs include the following:

- advance notice of potential risks that could damage the organization;*
- insight into possible weaknesses in an organization's monitoring and control tools; and*
- ongoing risk monitoring between risk assessments.*

Examples of KRIs

KRIs are developed in relation to an organization’s people, processes, technology, facilities and other elements critical to its operations. KRIs also provide the measurement points that, if exceeded, could disrupt the business.

Table 1 provides examples of KRIs for different aspects of a business and sample measurement points.

Table 1 – KRI examples			
	Risk Solution	Suggested KRI	Measurement
People			
	Loss of Staff / Employees	Identify when employee absenteeism exceeds a certain level	Total FTE count declines by 20% or more
	Employee dissatisfaction	Identify situations indicating employee dissatisfaction	Number of employee complaints increases by 15% or more on a month-to-month basis
Technology			
	Disruption to IT systems from cyber attacks	Identify the optimum patch level for cybersecurity systems	Cybersecurity system patching is two patched behind scheduled and recommended levels
	Inability to recover systems, data files and databases to current state following a disaster due to failed backups	Metric demonstrating that IT assets are at their most current backup levels	Backup systems send an alert when backup levels fall below minimum acceptable time frames

Why are KRIs important?

Without KRIs, an organization increases the likelihood of its being subject to events or situations that could significantly damage its business. KRIs are the red flags that ensure these risks are identified in advance and mitigated.

The challenge for an organization is not only to identify which risk indicators should be identified as being key -- i.e., most important -- but also to ensure internal acceptance of its KRIs. Organizations must communicate the risk warning in such a way that everyone in the organization clearly understands its significance and can respond accordingly.

Council comment(s)

CRITERA	Y/N	COMMENTS
4. CONTROLS AND TREATMENTS		
4.1 Are all relevant possible treatments and treatment plans identified and considered as part of the risk assessment process?	✓	
4.2 Does the assessment process consider the costs and benefits of treatments and is this information considered?	✓	
4.3 Are treatment or action plans documented and approved for important risks?	x	<i>Council has developed its Corporate Risk Register and furthermore is in the process of developing its Operational Risk Registers. Council has developed an Action Plan Template</i>
4.4 Are completion/implementation dates agreed and included in risk treatment actions and plans?	✓	
4.5 Is organisational history of events and incidents considered in the risk assessment process	✓	
4.6 Are existing controls identified and considered during the risk assessment process?	✓	
4.7 Does the framework provide for consideration of the effectiveness of risk controls or planned treatments?	✓	
4.8 Is the perceived effectiveness of controls assessed by a person with full understanding of the risk and controls?	✓	

Criteria	Criteria Met
4. Controls and Treatments	7 / 8

Recommendation(s)
 No recommendations or areas for improvement have been identified within Criteria #4 – Controls & Treatments

Council comment(s)

CRITERA	Y/N	COMMENTS
5. OPERATIONAL INTEGRATION		
5.1 Is the risk process integrated with other processes including strategic planning and development, budgeting and developing the annual operational plan?	✓	
5.2 Is there an agreed format, process and/or templates for reporting risks?	✓	
5.3 Is there an agreed format, process and/or templates for assessing risks?	✓	
5.4 Is there an agreed format, process and template for identifying, assessing, recording and reporting new or emerging risks by senior management and staff?	✓	
5.5 Are risk identification workshops undertaken?	✓	<i>Council has just commenced undertaking internal workshops with individual teams</i>
5.6 Are risks identified during internal or external audits added to the relevant risk register(s)?	✓	
5.7 Does the internal audit function review risk management processes?	✓	
5.8 Is the internal audit program informed by risk assessments and the risk registers?	✓	
5.9 Are the physical assets identified and appropriately and sufficiently insured?	✓	
5.10 Has a Business Continuity Plan (BCP) been developed, implemented and tested for critical functions and processes?	✓	<i>Council has developed an internal Business Continuity Plan (BCP)</i>
5.11 Has a formal project management methodology been developed and implemented to manage projects (including project risks)?	x	<i>Council is working towards formulating a formal project management methodology to manage key capital projects as identified and approved within Councils Annual Operational Plan & Budgets. (W.I.P.)</i>
5.12 Is a mechanism in place to facilitate the identification, assessment, monitoring and recording of project risks?	✓	

Criteria	Criteria Met
5. Operational Integration	11 / 12
Recommendation(s)	

One (1) recommendation or area for improvement has been identified within Criteria #5 – Operational Integration

5.11 Council may consider incorporating major / large capital works programs (as identified within the annual operation plan & annual budget) as a separate risk item within Councils risk framework. This will provide management the ability to monitor the progression of the project and have the ability to review the control measures as a collective group through the ELT. This may also enhance the transparency with Councillors and the community.

Council comment(s)

CRITERIA	Y/N	COMMENTS
6. DOCUMENTATION, REVIEW, REPORTING AND OVERSIGHT		
6.1 Has the Audit and Risk Committee and senior management reviewed and the risk policy and strategy?	✓	<i>Councils Risk Management Policy & Risk Framework documents are currently being reviewed by Management. Council is yet to review the associated Risk Documents</i>
6.2 Is there documented agreement on when and how often risk reports will be produced?	✓	
6.3 Have senior management provided guidance on the type and information that should be included in risk reports?	✓	
6.4 Have recipients for risk reports been identified and agreed upon by senior management?	✓	
6.5 Are different reports produced to meet the individual needs of stakeholder groups?	✓	

Criteria	Criteria Met
6. Documentation, Review, Reporting & Oversight	5 / 5

Recommendation(s)

No recommendations or areas for improvement have been identified within Criteria #6 – Documentation, Review, Reporting & Oversight

Council comment(s)

CRITERA	Y/N	COMMENTS
7. AWARENESS, CULTURE & ACCOUNTABILITY		
7.1 Do role statements/position descriptions include responsibilities for risk management as applicable?	✓	
7.2 Is risk management training provided to all staff?	x	No formal risk management training has been implemented by Council
7.3 Does the risk manager, or equivalent, have access to senior management and the Audit & Risk Committee?	✓	
7.4 Do staff know they have a right and responsibility to assist in risk identification and escalation?	✓	
7.5 Do managers and supervisors know and understand their responsibility for managing risk within their relevant department team or function?	x	Council is committed to incorporating Risk Management as a standing item at Councils ELT Meetings. (W.I.P.)
7.6 Is responsibility for managing and treating specific risks been assigned and communicated to responsible parties?	✓	
7.7 Are staff encouraged or incentivised to report risks or suggest risk mitigation strategies?	✓	
7.8 Does the risk register identify the person responsible for overseeing risk treatment and monitoring (owner)?	✓	
7.9 Is there a clear and documented understanding for responsibilities for selecting and executing risk treatment actions and plans?	✓	

Criteria	Criteria Met
7. Awareness, Culture & Accountability	8 / 9
Recommendation(s)	

Two (2) recommendations or area for improvement have been identified within Criteria #7 – Awareness, Culture & Accountability

7.1 Council may consider the following narrative within the Employee’s Position Description around Risk Management to enhance the statement that is currently incorporated within each Employee’s Position Description.

Below is a suggestive role statement, which is aligned to Council’s current Risk Management Policy.

Example:

Risk Management is a core ingredient within Council’s overarching Governance Framework. Council’s Enterprise Risk Management Framework has been developed to protect the community, council and its employees against foreseeable risks through developing a whole of enterprise culture of risk awareness, plans that reduce our risk exposure and systems that provide information to assist in informed decision-making, maximising asset potential and enhancing wellbeing.

To achieve best practice in risk management by implementing a culturally effective and efficient risk management program which has been developed in accordance with Standards Australia AS ISO 31000 2018 Risk Management: Principles and Guidelines.

Risk Management will be a core responsibility for all staff and will be incorporated into the employees' key performance indicators. Risk Management is a continuous process demanding awareness and a proactive attitude from each of council's employees and outsourced service providers.

Implementation commences with risk identification, followed by risk evaluation and the development of cost-effective and practical management measures within the framework of the Council's Risk Management Framework developed and maintained by council's Governance Unit.

Council will maintain a risk management program to ensure that sound risk management practices and procedures are fully integrated into its strategic and operational processes and day to day business practices

7.2 Council may consider implementing a regular training program for its employee's in relation to Risk Management to enhance the employee's knowledge & awareness around Enterprise Risk Management. (All Local Government employees have an obligation to be proactive in the continual improvement of all aspects of their work performance - Refer to Section 13 of the Local Government Act 2009).

Council and the employee have a continuing responsibility to maintain and enhance their skills and expertise and keep up to date the knowledge associated within their respective area of work. Council may wish to consider in providing equitable access to training and development opportunities. This may include, learning new work duties, participating in project work or undertaking internal or external training.

Council comment(s)

COMPONENT 2: RISK MATURITY ASSESSMENT

This component enables Council to assess their level of risk management maturity aligned to the QAO Risk Maturity Model.¹

Level	Attributes					
	Leadership	People & Accountability	Process Integration	Response	Monitoring	Achieving Outcomes & Innovation
Basic						
Developing		●	●	● ●	●	● ●
Established	● ●	●	●		●	
Integrated						
Optimised						

- 2021 Risk Maturity Assessment
- 2020 Risk Maturity Assessment

¹ Refer to Table No.1 for definitions

Table No.1

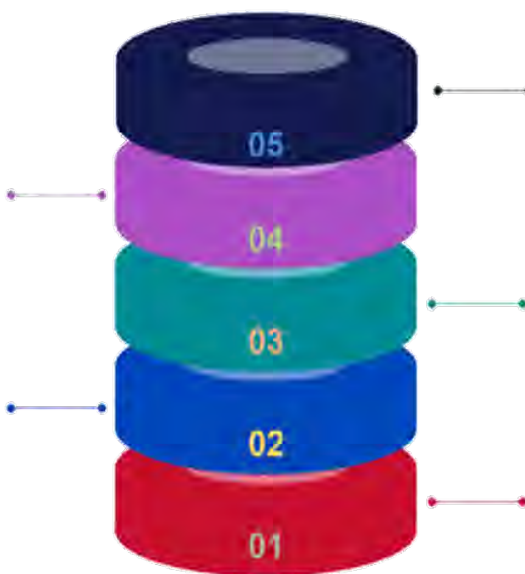
- **Leadership**
Senior Management’s approach to risk management as a key governance mechanism.
- **People and accountability**
How well does Council’s responsibility structure support risk management.
- **Process Integration**
The depth of integration of risk management in key business processes, practices and systems.
- **Response**
Processes are in place to ensure treatments are effective.
- **Monitoring**
The extent of ongoing activity to monitor the entity’s risk profile.
- **Achieving outcomes and innovation**
The entity’s culture supports well-managed risk taking to foster improvements and innovation

INTEGRATED

Risk assessments are undertaken, integrated and documented as a part of all strategic decision-making processes undertaken by Council or the Executive Management Team. Examples include Corporate Planning, Policy Decisions, Annual Operational Planning and Budgeting decisions, and Council Agenda decision reports. Executive and Management meetings include risk management as a standing item. Risk management learnings and achievements are celebrated by the Executive and within the teams. A process exists for the communication across the whole-of-Council.

DEVELOPING

Risk assessments and management processes exist but are largely limited to compliance with laws and regulations. Some strategic risks have been identified, however not all are assessed or located within centralized registers.



OPTIMISED

- Risk Assessments are undertaken and are integrated into all established objectives and deliverables.
- Risk is included as a standing item at Executive, Management and team/functional area meetings.
- A cross disciplinary risk committee is established at meets at least quarterly and as required to support risk management functions

ESTABLISHED

- Strategic risk assessments have been undertaken and are accessible in a risk register.
- Some strategic decisions are informed by a risk assessment, but the process is not uniform or universal.
- Executive Management meetings include risk management as a standing item.
- Risk management learnings and achievements are celebrated by the Executive

BASIC

- Risk Assessments and management processes may exist but are ad-hoc and applied within teams

COMPONENT 3: RISK PROFILING GAP ANALYSIS

Common local government sector risks (including causes and consequences) have been collated in the LGMS ERM Guide. This component has been designed to assist Member risk management professionals to undertake risk profiling reviews of their respective Council, identify any gaps, and determine needs and priorities for action and improvement.

RISK	CONTEXT	ACCOUNTED FOR	RECOMMENDATION(S)
Business impact event	An incident, event or crisis that disrupts or prevents the delivery of essential programs, services and/or functions by the Council.	✓	
Climate change	Climate change driven impacts on Council's assets, workforce, programs and services leading to cost and management implications for the organisation and impacts on the capacity to deliver planned and budgeted programs and services	✓	
Constrained revenue	Limited capacity to raise revenue and heavy reliance on State and Commonwealth government for funds and financial assistance do deliver programs, operations and services	✓	
Damage or harm to others	Personal injury, property damage or community harm that occurs during the delivery of projects, operations or services by the Council	✓	
Deficient community engagement	Absent or deficient community engagement which limits Council's ability to identify, comprehend, consider and respond to community sentiment, preferences, priorities, needs and expectations	✓	
Deficient planning, budgeting, reporting or management	Financial, budget, asset and/or organisational planning, management and reporting deficiencies which compromises the organisation's ability to achieve Council's strategic or operational objectives.	✓	
Deficient strategic financial management	Forward budgets that do not account for whole-of life asset costing leading to potential impacts on Council's long-term financial sustainability	✓	

RISK	CONTEXT	ACCOUNTED FOR	RECOMMENDATION(S)
Disaster event	A natural hazard or human-related event occurs which leads to the destruction or significant damage to public and/or private infrastructure and assets, loss of life, injuries or illness, and/or disrupts or prevents the delivery of plans, programs and services	✓	
Dysfunctional decision making	Discordant, in cohesive or divisive leadership and/or decision making which impedes or prevents the effective and efficient delivery of plans, programs, projects and/or services	✓	
Environmental damage or harm	Works, functions or activities undertaken by Council that result in environmental harm or damage	✓	
Failing to meet community expectations	Community, social and cultural infrastructure services that do not align with community expectations or are not sufficiently responsive to changed / evolving community expectations, or are beyond Council's capacity for delivery	✓	
Fraud, corruption or criminal activity	Governance and organisational management systems or processes that do not support compliant, effective and efficient planning or delivery of projects, programs and services	✓	
Infrastructure failure	Failed or deficient infrastructure and related services (including transport networks, reticulated water and wastewater or solid waste systems or services) resulting in public health impacts, environmental harm, budgetary constraint, uncertainty community benefit, liability exposure and/or regulatory sanction	✓	
Poor or failed information or communication technology	Information communication technology systems, processes and/or devices that impede organisational efficiency and effectiveness, are vulnerable to cybersecurity threats, or inadequately respond to technological change or fail to identify and embrace opportunities	✓	
Poor organisational culture or employee wellbeing	An organisational culture that impedes the effective and efficient delivery of plans, programs and services and /or impacts on staff wellbeing	✓	
Procurement or contractual failure	Inadequate or deficient procurement and contract management policies, procedures, systems and processes resulting in inefficiency, sub optimal contractor performance, excessive cost, liability exposures, fraud, legal sanction, or reputation harm	✓	
Regulatory changes	State or Commonwealth government changes in administrative or regulatory arrangements, which impedes or prevents the effective and efficient delivery of plans, programs, projects and/or services	✓	

RISK	CONTEXT	ACCOUNTED FOR	RECOMMENDATION(S)
Systemic change or disruption	Population, demographic, technological or other societal changes that disrupt existing models and arrangements for local government decision-making, program design, budgeting, assets and infrastructure and/or service delivery	✓	
Workplace health and safety failure or incident	Injury, death or other workplace health and safety incident that occurs in the course of the business or undertaking (in part or full).	✓	

APPENDIX 1: RISK IMPROVEMENT ACTIONS

This appendix summarises various risk improvement actions or findings, which Council has received because of activities or initiatives undertaken because of its membership with LGMS. It has been collated to provide Council with a single reference point through which it can review any risk improvement actions communicated to Council across the schemes for its consideration and implementation:

Report Date	Report Author	Report Title	Recommendation	Target Implementation Date
17/11/2021	David Munro (Regional Risk Coordinator – LGMS)	Risk Maturity Assessment Murweh Shire Council	COMPONENT 1: Framework, Machinery & Practices Criteria 3 – ERM Framework Section 3.8 Criteria 5 – Operational Integration Section 5.11 Criteria 7 – Awareness, Culture & Accountability Section 7.1 Section 7.2	N/A

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(JLT), a business of Marsh and McLennan Companies
(MMC).

10.9	AMENDMENT	OF	DEBT	POLICY
	COUNCIL BORROWING \$1M FOR EXECUTIVE HOUSING			

Author: CEO

Authoriser: CEO

RECOMMENDATION

In terms of section 192 of the Qld Local Government Regulation 2012 Council amend their current 2022/23 financial year Debt policy from no borrowings to include a borrowing of up to \$1M for the provision of executive employee housing.

That Council make application to borrow up to \$1M in the 2022/23 financial year for the provision of executive employee housing.

BACKGROUND

Purpose

Over the last many years Council has leased their executive employee housing from the private market.

Murweh Shire Council is currently experiencing a chronic housing shortage especially in the rental housing market with 1 executive house presently sold, with the new owners currently offering renewal of the lease for a further 6-12 months maximum.

While the current lease arrangements have previously served Council well little or no upgrades to the properties have been undertaken in the 15 odd years Council has maintained the lease despite repeated requests.

Council proposing to either build or purchase executive housing supply will allow Council to modernise their asset and enable the existing supply to be returned to the private market to assist present supply.

Discussion

Councillors discussed this matter at the November council meeting.

Consultation

Regional LHAP (Local Housing Action Plans) under SWROC required consultation with community and housing stakeholders as part of survey and undertaken August 22.

Financial Risks

Limited financial risk as present borrowings well below maximum threshold.

Concern if present financial assistance ie: FAGS, R2R, TIDS were diminished in any way.

Environmental Risks

Nil.

Social Risk

This should be seen as a positive social outcome allowing more housing supply into the private market.

Provision of new modern accommodation will be seen as a positive incentive in attracting qualified executive professionals to the Shire.

Legal Risk

Limited legal risk as borrowing to be approved and undertaken as per LG Financial accountability requirements.

LINK TO CORPORATE PLAN

- 1.3.1 Council has in place operational systems and capacity to deliver strategic priorities and core operations.
- 4.1.1 Encourage and facilitate targeted population retention and growth, underpinned by liveability and employment opportunities.

ATTACHMENTS

Nil

5 ECONOMIC DEVELOPMENT & TOURISM

11.1 ECONOMIC DEVELOPMENT AND TOURISM MONTHLY REPORT

Author: Director Economic Development & Tourism

Authoriser: CEO

RECOMMENDATION

That Council accept the Economic Development and Tourism monthly report

MONTHLY REPORT JANUARY 2023

Economic

Cluster Fencing: - \$1.22 million funding. Cluster Groups: - Nive river; Myendetta; Loddon; Reynella; and Yanna. Progressing well in advance of other regions. We are currently looking to access further money from unspent allocations from other regions.

Cameras: - Pinnacle have surveyed all the sites and will prepare full cost of requirements this week. They are on notice that installation is the priority over the next month.

Augathella Sewerage: - In addition to the \$1.84 million received for installation of a new system, Council has been successful in obtaining a further \$104,000 from Building Our Regions towards the cost of due diligence designs of the new system prior to procurement.

Tourism Facilities: - Slowed down considerably during the December and January period, with facilities running on skeleton staff. Facilities were quiet during the day and the Cosmos Centre evening shows were reduced to three per week. These shows however were running at near full capacity during the whole quiet period.

Marketing: - Where facilities were quiet, marketing activities were very active. The new Experience Charleville website design is on its way to completion, Marketing plan is well underway, and a professional photographer is currently providing a library of new and updated photographs to display in brochures and websites.

Recruitment: - We have started the annual campaign for staff across all facilities, with interviews set for the last week of January and covering permanent and casual positions.

Building Better Regions – Tourism Precinct (\$8 million)

Xzibit will be coming out next week to commence works on World War II as a priority due to planned official opening at the end of April. Work will also start on the Airfield Museum and tender design specifications have been completed for the commencement of the tender process for construction of the new Outback Museum.

Milestone 2 of 4 has now been completed ahead of time, with a total \$742,870.95 already spent (against \$1.76 million received)

LINK TO CORPORATE PLAN

1.1.3 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

Nil

11.2 ORGANISATIONAL CHART ADJUSTMENT (TOURISM)

Author: Director Economic Development & Tourism

Authoriser: CEO

RECOMMENDATION

That Council agrees: -

- To create a full time position at the World War II facility as a back up to the Coordinator position
- To convert one full time position at the Cosmos Centre to a casual position.

BACKGROUND

The World War II facility has only one full time position allocated. It worked last year because a full time employee (Abigail) from the Cosmos Centre transferred over to World War II mid-season and the position at the Cosmos Centre filled by a casual as needed.

With the WWII facility expansion due for completion in April and with it being a seven day operation another full time position will be needed to cover for the Coordinators holidays, sick leave and weekend duties.

LINK TO CORPORATE PLAN

- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

ATTACHMENTS

Nil

11.3 MSC WWII SECRET BASE & TOUR REPORT - DEC 2022

Author: WWII Secret Base Coordinator
Authoriser: CEO

RECOMMENDATION
 That Council receives the report from the WWII Secret Base

BACKGROUND

REPORT: WWII Secret Base & Tour – December 2022 – Abigail Farrowell

WWII Secret Tour



WWII Tour Dec 22	
Surplus	\$308
Expenditure	\$800
Total receipts	\$1,108
Total visitors	12
Number of tours	4

WWII Secret Tour

It's to be expected for December to be a slower month for tours in general with the heat being a major impact on numbers, availability and families staying home for holiday celebrations.



WWII Tour monthly	2021	2022	% growth
Jan	47	46	-2%
Feb	23	15	-53%
March	153	133	-15%
April	647	543	-19%
May	777	801	3%
June	1129	1018	-11%
July	1119	1281	13%
August	532	991	46%
September	794	899	12%
October	286	254	-13%
November	81	53	-53%
December	60	12	-400%

WWII Secret Base



WWII Secret Base Dec 22	
Surplus	-\$804
total expenses	\$2,460
total receipts	\$1,656
Total visitors	150
Hours open	55

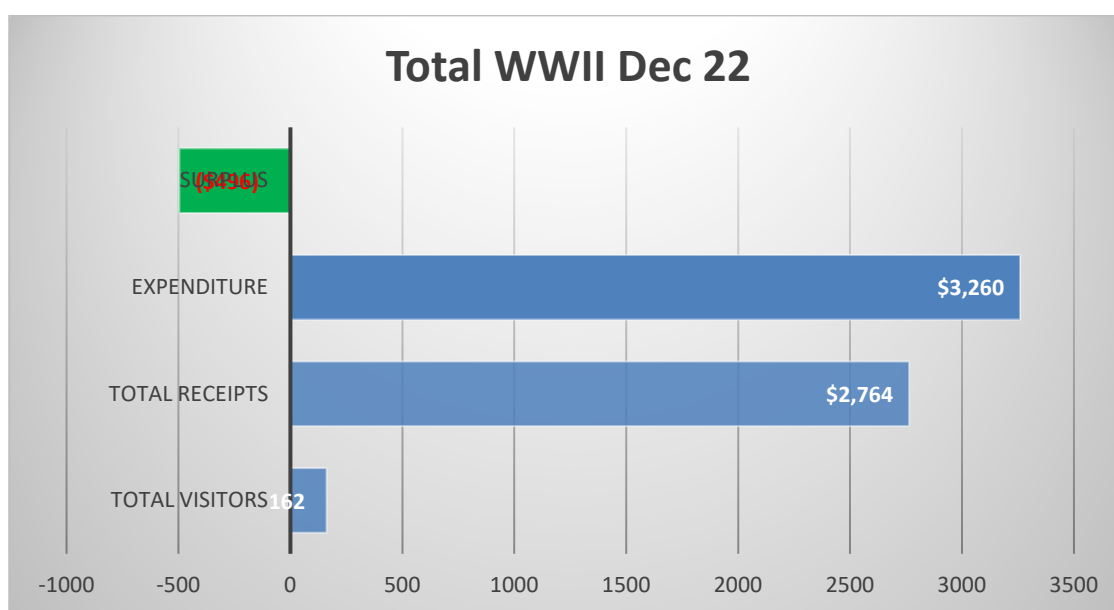


WWII Secret Base monthly	2021	2022	% growth
January	186	262	29.01%
February	145	124	-16.94%
March	290	379	23.48%
April	1154	1268	8.99%
May	1350	1461	7.60%
June	2262	2329	2.88%
July	2206	2931	24.74%
August	852	1984	57.06%
September	1705	2053	16.95%
October	741	677	-9.45%
November	255	286	10.84%
December	139	150	7.33%

WWII Secret Base

WWII Secret Base has seen a total 150 visitors enter the facility during the month of December 2023, as you can see from our statistics above, that is 7.33% more than in 2022. It appears tourists are slowly starting to travel more to the outback during the summer season which is exciting to see and will hopefully be a continuing trend.

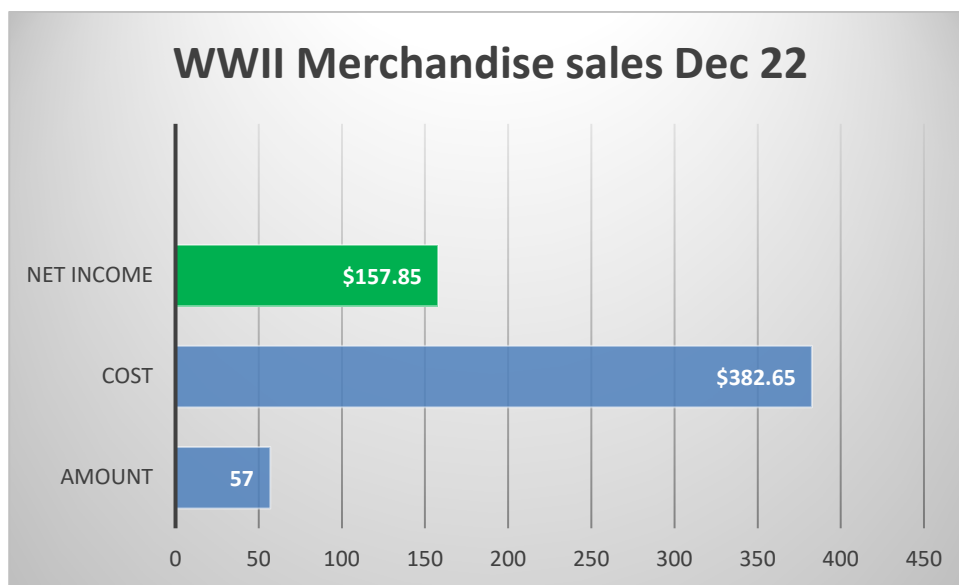
Total



Total WWII Dec 22

Total visitors	162
Total receipts	\$2,764
expenditure	\$3,260
surplus	-\$496

Merchandise



Amount	Cost	Net income
57	\$ 382.65	\$ 157.85

General WWII business

The downtime at the base has been a great opportunity to organise and prepare for the 2023 season.

- A new script has been written to update our tour which will have an hour runtime compared to the 1.5hrs allowing us to run them more frequently with a range of times that won't clash with other tours offered. As well as updated information so it will cover different elements of the base that aren't covered in the interactive exhibition.
- The brochures are currently in the process of being upgraded with the new images. And advertisement for the completion of stage 2 & 3 of the base.

LINK TO CORPORATE PLAN

5.3.1 Encourage adoption of circular economy principles and practices

ATTACHMENTS

Nil

11.4 COSMOS CENTRE REPORT

Author: Cosmos Centre Coordinator
Authoriser: Director Economic Development & Tourism

RECOMMENDATION
 That Council receives the December Report from the Cosmos Centre & Planetarium.

BACKGROUND

Purpose

This report outlines the sales and partial expenses associated with operating the Cosmos Centre and its tours. The only cost considered in this report is staff wages at wage + 25%, accounting for penalty rates when applicable and excluding the coordinator. There are other operational costs related to the Cosmos Centre that are not included in this report, therefore the net sales are not a complete summary of the performance of the Centre.

Discussion

We said goodbye to two of the longest standing full-time employees in the tourism sector – Ashley Barnes and Kendra O’Shea. They were invaluable to the Centre and we hope to replace them in the new year with someone who can influence the Centre in the same way they did.

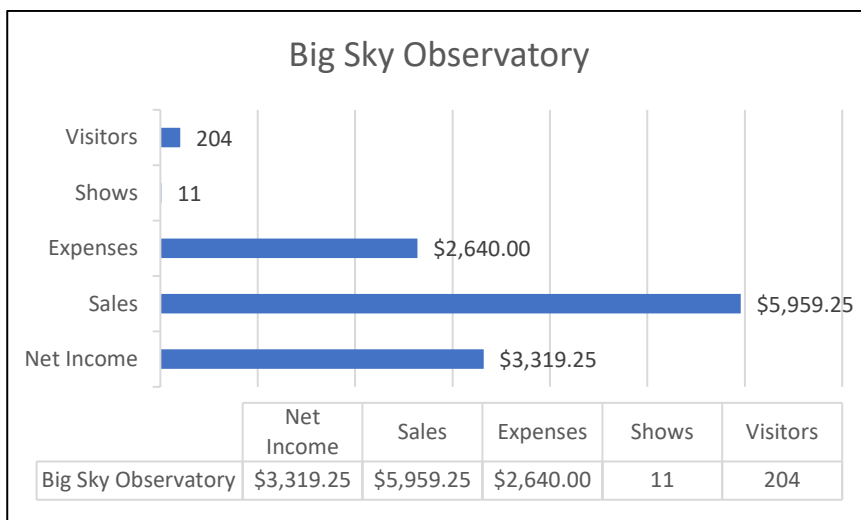
There were a surprising number of visitors over the holidays. We had night tours available on the 28th and 30th of December which were full at nearly 30 people on each. We have seen a massive drop in guests visiting the centre during the day, but those that do usually join on a Planetarium film or Sun Viewing.

Below is the performance of the Centre and each product.

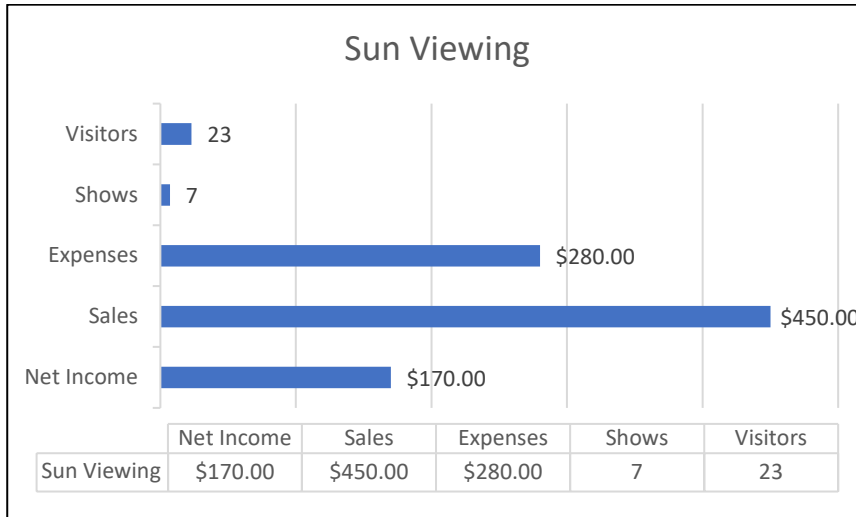
Monthly Statistics for December 2022

Expenses are calculated using only staff wages at wage + 25%, accounting for penalty rates when applicable and excluding the coordinator.

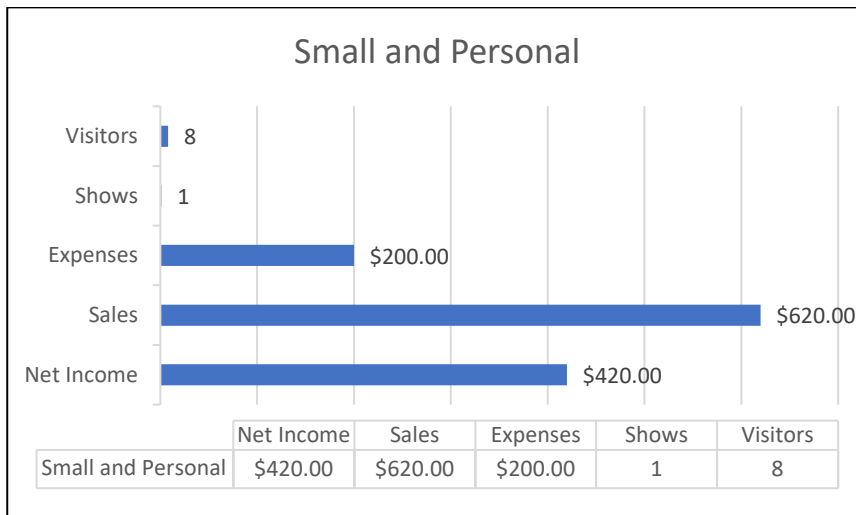
Big Sky Observatory – Income and Expenditure



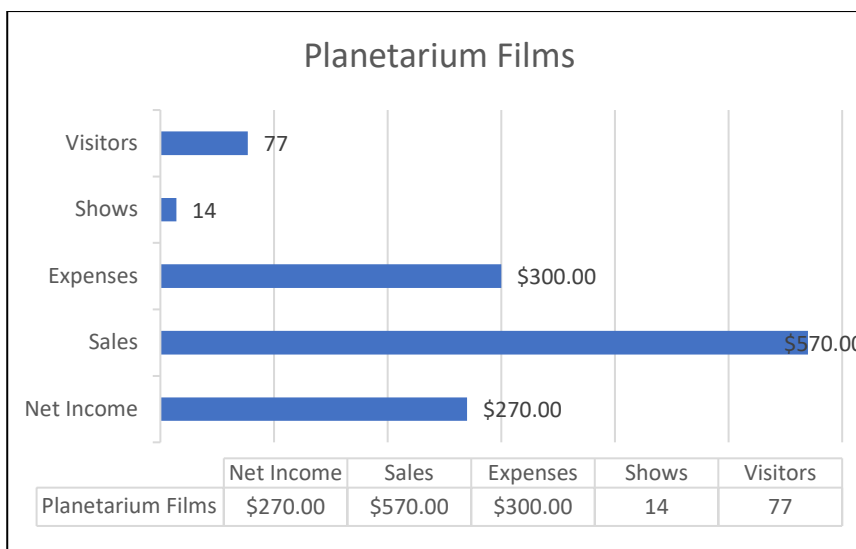
Sun Viewing – Income and Expenditure



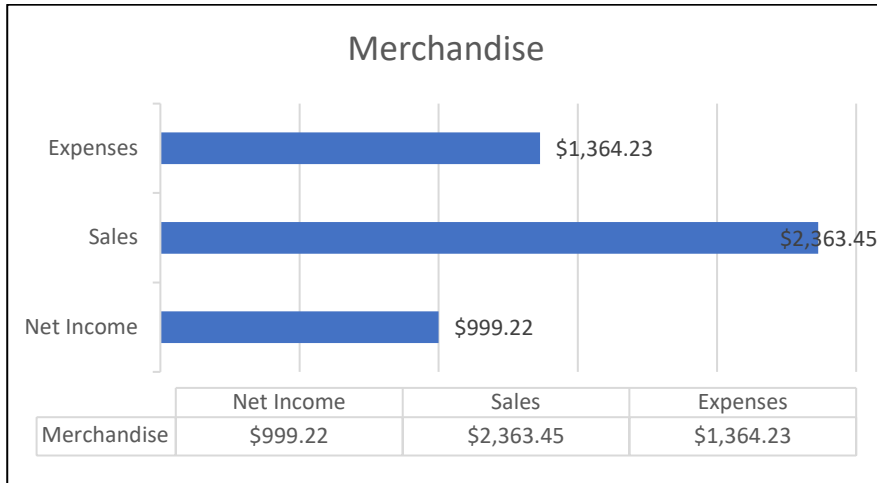
Small and Personal - Income and Expenditure



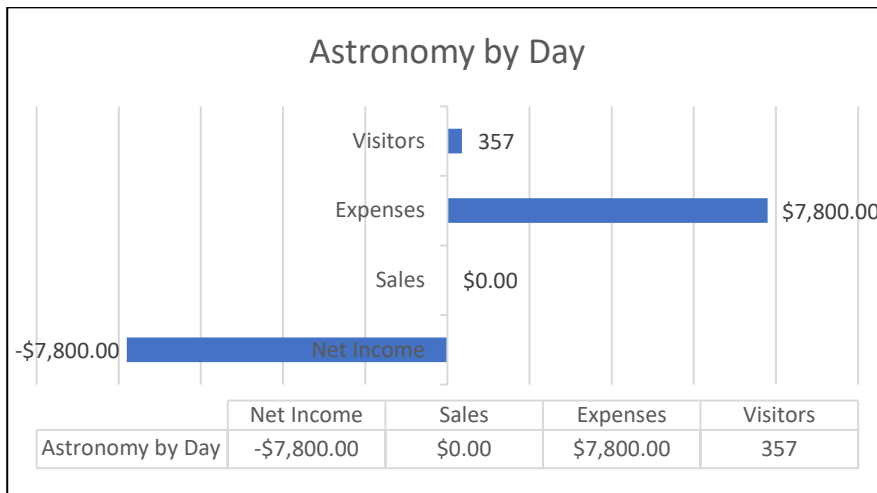
Planetarium (Films) – Income and Expenditure



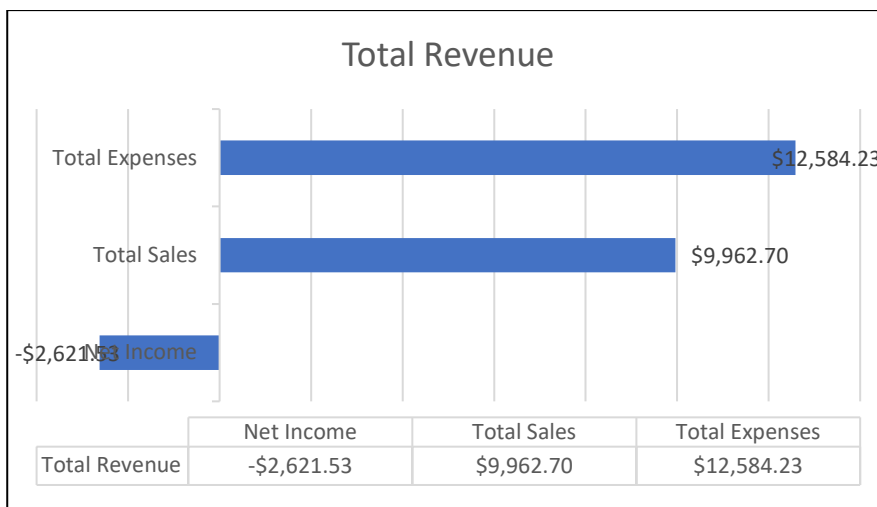
Merchandise Sales - Income and Expenditure



Astronomy by Day (Interactive Exhibit) – Income and Expenditure



Net Income



LINK TO CORPORATE PLAN

- 1.1.3 Council has in place operational systems and capacity to deliver strategic priorities and core operations.
- 1.1.2 Council has in place effective whole of community communication and engagement strategies
- 1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs.

ATTACHMENTS

Nil

6 COMMUNITY & HEALTH SERVICES

12.1 COMMUNITY & HEALTH SERVICES REPORT

Author: Director Community & Health Services

Authoriser: Director Community & Health Services

RECOMMENDATION
 That Council receives the Community & Health Services Report

BACKGROUND

Water Quality

The Charleville water supply bladder remains offline. No E. was detected over the Christmas break. 400L of Chlorine was added on the 10th January and Chlorine testing conducted daily to monitor its effect. Merit Lining Systems have scheduled the bladder cover for a full inspection early 2023.

Morven and Augathella water supplies tested free from contamination.

Sewerage / Wastewater

SMEC has released draft technical specification for Augathella CED upgrade. Weekly meetings continuing with SMEC and Department of Environment and Science. Also received report from SMEC advising low level of contamination at CED site and recommending more monitoring bores.

Swimming Pool

Leisure Engineering, has provided Council full technical/engineering plans for proposed toddler pool. These are being checked by engineer prior to asking for quotes via vendor panel. Also, once plans have been checked a request for quotes for provision of Shade Sails will be placed on vendor panel.

This was suspended until the final locations of plumbing and electrical supply to toddler pool were known.

Monthly Report (provided by Pool Manager)

Charleville Swimming Pool attendance figures:

Month	2020/2021	2021/2022	2022/2023
September	687	840	875
October	1450	1602	1410
November	1736	1957	2218
December	1276	1495	1322
January	1325	1625	
February	1609	1590	
March	1004	1305	
April	380	510	

TOTAL	9467	11005	5825
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The Month of December was surprisingly good considering the unusual weather patterns at the beginning of the month. With the varied weather which included storms and ultimately saw the pool closed on several occasions.

With lots of people going away on holidays due to no covid restrictions the attendance figures were a little down on previous years, however a late rally at the end of the month with the hot weather helped with attendance numbers.

The Water Park still remains very popular especially with the younger children and the parents don't mind getting wet on the Water Park with their kids either!!!

We noted not as many tourists through the town in December compared to the previous year, not sure why especially with covid restrictions lifted.

It is hoped the weather remains good and solid attendances are attained for the start of 2023.

Art Gallery

Currently hosting a display/exhibition of the plans for the new Outback Museum of Australia. This is soon to be followed with another opportunity for people to see Council's exhibition of photos by local photographers "Through my eyes, A Murweh Story".

Libraries

First 5 Forever sessions were held in Augathella (14th) and Morven (19th) of December.

Community Meetings attended

Morven Historical Museum

Plans in place for new signage and restoration of Blitz truck. The model village and various other items belonging to one of the members are going to be removed from the museum.

Mable/Trilogy

Meeting with David Melloy immediately prior to end of year shutdown. Another meeting planned once David has heard from a likely candidate for the coordinator position. Position description has been circulated locally, with job to be advertised in next Murweh messenger.

LINK TO CORPORATE PLAN

- 1.1.2 Council has in place effective whole of community communication and engagement strategies
- 2.6.1 Water supply and storages are managed to achieve the highest standard of quality, efficiency, delivery, and sustainability
- 2.6.2 Sewerage treatment and water re-use supply are managed to achieve the highest standard of quality, efficiency, and delivery for human and environmental health.
- 2.6.3 Public access to potable water and sanitation.
- 3.1.1 Health and wellbeing services meet community needs and expectations

ATTACHMENTS

Nil

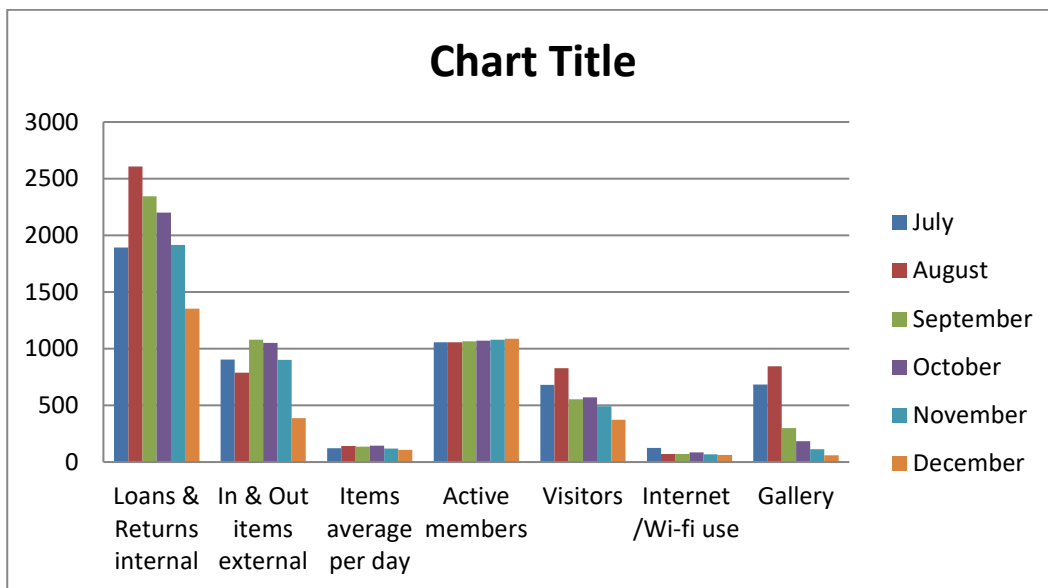
12.2 LIBRARY REPORT

Author: Charleville Librarian
Authoriser: Director Community & Health Services

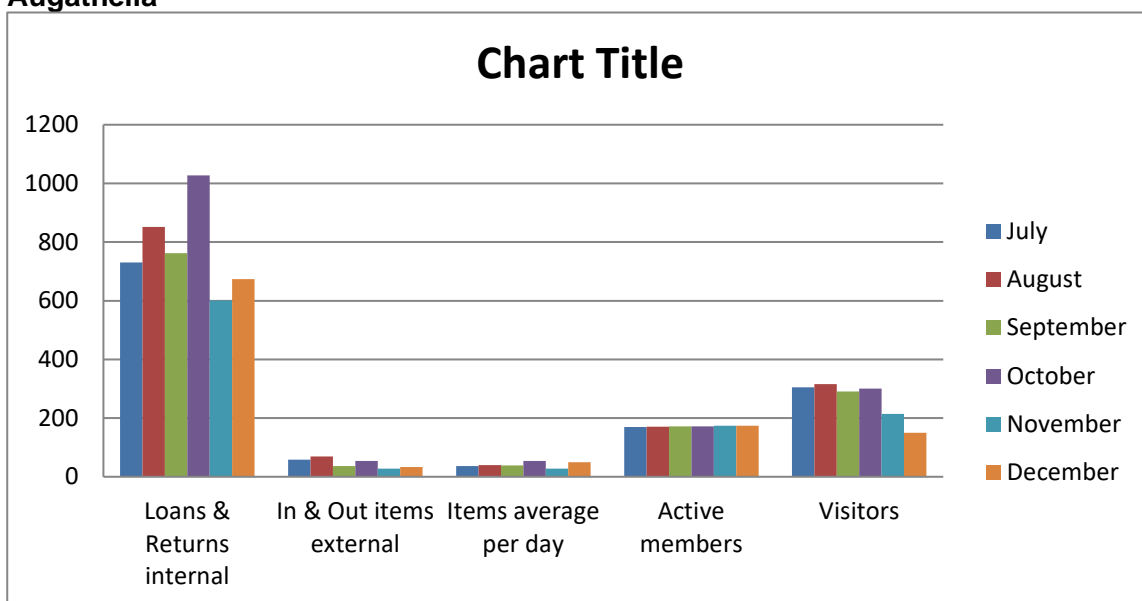
RECOMMENDATION
 That Council receives the Libraries Report for December.,

BACKGROUND

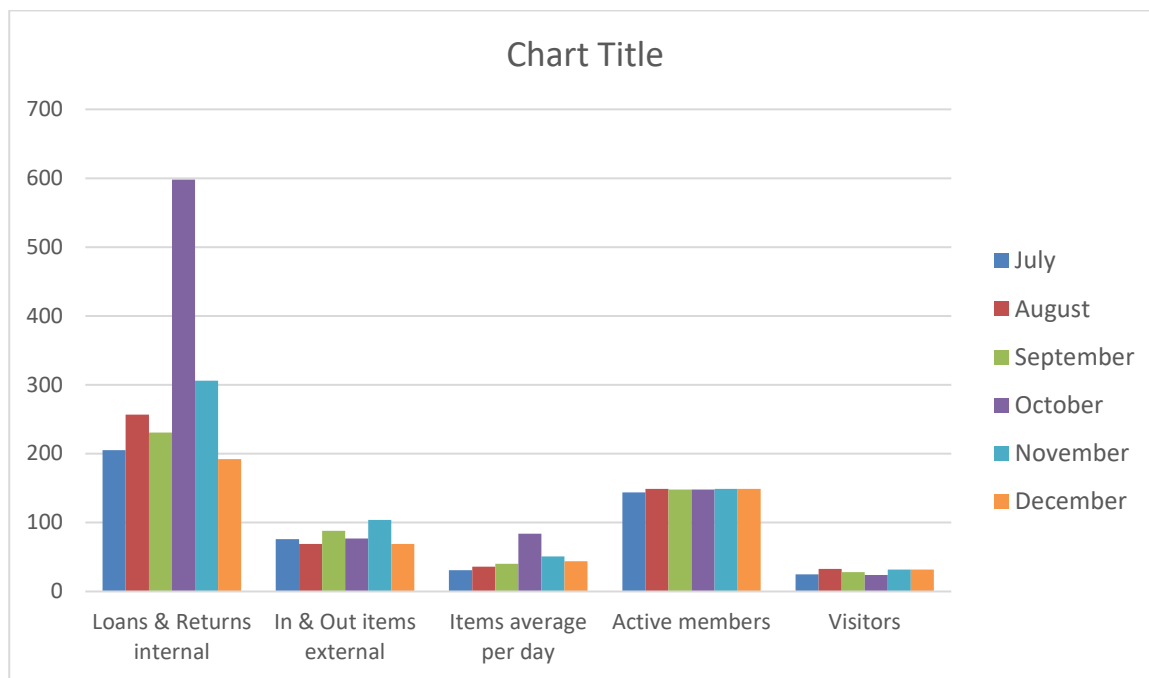
Charleville



Augathella



Morven



Operational Information

Charleville Library – Martina Manawaduge and Danielle Whatmore

Still waiting for 1 window tint, new front door, kids room mural and cementing backyard

Memberships still rising 1088 now

Have been corresponding with Annie Seaton about the writer’s workshop and Q & A/Book signing and launch in March.

First5 Forever – steady numbers

Mulga Lands Gallery – 60 visitors

Augathella Library – Laraine Steedman no comment

Morven Library – Marie Williams & Maree Green no comment

LINK TO CORPORATE PLAN

1.1.1 Council has in place strategic decision-making frameworks to identify, prioritise, and meet current and future needs .

ATTACHMENTS

Nil

7 ENGINEERING SERVICES

13.1 ENGINEERING REPORT

Author: Director Engineering Services

Authoriser: CEO

RECOMMENDATION
That Council receives the Engineering Report.

BACKGROUND

Local Shire Roads

A summary of the capital works and maintenance activities on Local Shire Roads is listed below.

Activity Name	Chainage From	Chainage To	Comments	Location
Clearing	80,700.00	80,700.00	Remove tree	Khyber Road
Maintenance Grading with w/cart	32,180.00	32,180.00		Wiringa Road
Bitumen Sealing	3,510.00	3,810.00	Seal-single coat	Balmacarra Road
Inspections	0.00	19.40	Good	Gundare Road
Inspections	0.00	47.40	Flood damage. Inverts under water wheel tracks in black soi	Allendale Warrah Road
Bitumen Sealing	21.97	25.97	Completed 4km x 4m dble/dble 10mm seal	Langlo Mt Morris Road
Maintenance Grading with w/cart	0.00	2,740.00		Caldervale Road
Inspections	0.00	80.50	Good	Wellwater Road
Inspections	0.00	23.10	Good minor flood damage	Clara Creek Road

RMPC

Location	Chainage From	Chainage To	Activity Name	Quantity
Morven - Augathella	50.83	50.86	Other Roadside Work	1,542.000
Augathella - Tambo	43.70	43.702	Other Roadside Work	6,050.000
Augathella - Tambo	43.67	43.71	Insitu Stabilisation / make up material	100.000
Augathella - Tambo	0.01	57.09	Inspections for Forward List of Works	4,415.000
Augathella - Tambo	0.01	57.09	Rest Area Servicing	2,915.000
Morven - Charleville	0.01	86.91	Inspections for Forward List of Works	6,512.000
Morven - Charleville	77.33	77.33	Repair Signs	1.000
Morven - Charleville	77.31	79.39	Heavy Shoulder Grading – Rural (0-50km)	2.080
Morven - Charleville	77.31	79.37	Heavy Shoulder Grading – Rural (0-50km)	2.060
Morven - Charleville	77.00	85.60	Gravel Supply - Heavy Shoulder Grading	894.000
Morven - Charleville	83.19	84.98	Heavy Shoulder Grading – Rural (0-50km)	1.790
Morven - Charleville	83.14	85.01	Heavy Shoulder Grading – Rural (0-50km)	1.870
Morven - Charleville	0.01	86.91	Rest Area Servicing	4,501.000
Morven - Charleville	77.00	85.60	Gravel Supply - Heavy Shoulder Grading	1,170.000
Cunnamulla - Charleville	174.43	174.43	Other roadside work	1,001.000
Cunnamulla - Charleville	136.11	136.35	Gravel Supply - Heavy Shoulder Grading	108.000
Cunnamulla - Charleville	191.64	191.64	Other roadside work	1,001.000
Cunnamulla - Charleville	141.53	141.53	Other roadside work	403.000

Cunnamulla - Charleville	139.45	139.45	Other roadside work	272.000
Cunnamulla - Charleville	141.23	141.23	Other roadside work	329.000
Charleville - Quilpie	93.16	93.26	Insitu Stabilisation / make up material	98.000
Charleville - Quilpie	50.34	50.36	Pavement Repairs (Mechanical) – Minor (50-100km)	209.600
Charleville - Quilpie	93.16	93.26	Insitu Stabilisation / make up material	98.000

Water & Sewerage

WATER							
Town	Service Line Breaks	Repair Water Mains	Meters Replaced/ Checked	Pump Station Faults	Water Bore Maintenance	Disconnections	New Connections
Charleville	15	6	4				4
Other Comments:							
Morven	2	2					
Other Comments:							
Augathella	4	2					1
Other Comments: Water main replaced Baker Street x 24m							
SEWERAGE							
Town	New Connections	Service Line Chokes	Pump Station Faults	Toilet Faults	Pressure System Faults	Unblock Sewer House / Main Connections	
Charleville	1	2	30	6	20	4	
Morven				2			
Augathella		1	4	1		2	
Other Comments: Sewer plant / lagoon system – 2 leaks, 2 blockages at outfall.							

Electrical

Activity	Charleville	Augathella	Morven
Re-wire and tidy up of Bore #4 switchboard	✓		
Morven generator changeover switch. Check default settings and adjust delays.			✓
Remove and replace Graham Andrew’s Park fountain pump.	✓		
Review pump station pressure settings and change due to Bore #5 bladder being off-line. Monitor and record flow rates and consumption during peak periods in hot weather.	✓		
U.V. maintenance on both U.V. systems at Augathella and Morven.		✓	✓
Fault find tripping VSD on Bore #2 at Augathella – A29 overheat. Carry out maintenance and install cooling fan to switchboard cabinet.		✓	
Design and fabrication of temporary mobile distribution board to supply power to RFDS fuel pod.	✓		
Wiring and installation of power and data cables for new teleconference equipment in Council chambers.	✓		
Continuation of SCADA control commissioning activities.	✓	✓	✓

Town Maintenance

Activity	Charleville	Augathella	Morven
Grave Digging	1	1	0
Edge Break			
Pothole Patching			
Repair Seal Defects			
Bitumen Sealing (Reseal)			
Heavy Patching/Pavement Repair			
Gravel Resheeting			
Shoulder Grading			
Table Drain & Floodway Maintenance			
Clear Culverts			
Subsurface Drains			
Slashing	✓	✓	✓
Hand Mowing	✓	✓	✓
Clearing	✓	✓	✓
Weed Spraying	✓		
Maintain Signs	✓		

Guidepost Maintenance	✓		
Footpath Works			
Line Marking	✓		
Kerb & Channel			
Street Furniture Maintenance			
Riverwalk Maintenance	✓	✓	
Litter Collection	✓	✓	✓
Pit Maintenance	✓	✓	✓
Dead Animals			
Other			
Works Requests	✓	✓	✓
Playground Inspections	✓	✓	✓
Clean BBQs	✓	✓	✓
Slash Gully	✓		✓
Plant Flowers			
Fix Sprays in Park	✓	✓	✓
Water pots in Main Street	✓	✓	
Mow Ovals & Parks	✓	✓	✓
Service Plant	✓	✓	✓
New Signs			

Workshop

MSC WORKSHOP MONTHLY REPORT DECEMBER 2022			
SAFTEY	Zero Incidents or accidents		
WORK CARRIED OUT ON UTES			
Unit 610	Carried out service	Unit 655	Carried out service
Unit 665	Carried out service	Unit 661	Carried out service
Unit 663	Carried out service	Unit 660	Carried out service
Unit 667	Carried out service	Unit 668	Carried out service
Unit 615	Carried out service and replaced coolant bottle		
WORK CARRIED OUT ON TRUCKS			
Unit 56	Adjust brakes	Unit 44	Service
Unit 33	Replaced hydraulic hose	Unit 34	Replaced tailgate solenoid
Unit 49	Replaced rear water pump		
Unit 47	Replaced RHF king pin, carried out major service, replaced rear brake pads		
Unit 43	Carried out service, repaired cage, replaced windscreen, replaced uhf and replaced PTO shaft		
Unit 48	Repaired blocked pressure washer, replaced taillights		
Unit 55	Removed stripped and repaired crane		

Unit 57	Repaired electrical issues		
Unit 58	Carried out service		
Unit 52	Replaced transmission pan and gasket		
Unit 45	Replaced joystick controller		
WORK CARRIED OUT ON GRADERS			
Unit 118	Replaced LH door glass		
WORK CARRIED OUT ON TRAILERS			
Unit 371	Replaced batteries	Unit 274	Replaced bearings
Unit 274	Replaced bearings and springs	Unit 250	Replaced bearings
Unit 252	Replaced tyres, lights, bearings, and support leg		
Unit 206	Replaced tow hitch and repaired ramp		
Unit 412	Replaced gate valve and installed voltage reducer		
Unit 413	Replaced burnt out solenoid and installed voltage reducer		
Unit 436	Replaced tow hitch		
WORK CARRIED OUT ON NAVMAN			
Unit 48	Hard mounted screen		
Unit 615	Hard mounted screen		
WORK CARRIED OUT MOWERS			
Unit 583	Carried out service, replaced axle seal and trans axle		
Unit 584	Replaced PTO shaft seals and bearings		
Unit 588	Carried out service		
WORK CARRIED OUT ON MISCELLANEOUS			
Unit 202 - Roller	Replaced engine drain hose and hydraulic hose		
Unit 996 - Bus	Replaced transmission cooler		
Unit 351 - Dingo	Repaired muffler		
Unit 170 Loader	Replaced wiper arm		
Unit 194 - Tractor	Carried out service		
Unit 228 - Slasher	Rebuilt gearbox		
Unit 545, 386, 387, 388, 400, 401, 402 - Generator	Carried out service		
PLAN FOR DECEMBER			
Carry out maintenance and repairs on high use equipment to maximise availability for the first quarter of next year.			

Assets Department

QRA Works

- Submitted progress report for QRRRF 21 program.
- Delivery of REPA works – Mt. Tabor Road, Old Charleville Road.
- Planning delivery of emergency and maintenance works caused by rainfall event.
- Acquittals of February 2020 submissions.

- Created Water and Sewerage maps for collecting, inspecting and editing assets in ArcGIS.
- Updated gravel pits register.
- Site visits and project management of delivery of Langlo Mt. Morris Road upgrade.
- LRCIP3 project updates to the department.

Development Approvals

BA Number	Lot_Plan	Applicant Name	Service Address	Type of Works	Approval Date
7648	L3 C14087	O'Connell Neville	3 Coronation Street, Charleville QLD 4470	Construction of New Shed	12 December 2022
7649	L2 RP42588 L6,7,8 RP41035	RIGBY John & Colleen	35 Hilda Street, Charleville QLD 4470	House Removal	14 December 2022

LINK TO CORPORATE PLAN

- 1.1.3 Council has in place operational systems and capacity to deliver strategic priorities and core operations.

ATTACHMENTS

- 1. Engineering Services Costing Summary**

MURWEH SHIRE COUNCIL ENGINEERING SERVICES COSTING SUMMARY

Road Maintenance and Flood Damage Council Meeting: 19 January 2023

Road No.	Road Name	2021-2022 Expenditure	2022-2023 Expenditure
4001	Auburne Road	\$ 12,213.86	\$ 3,089.78
4002	Alice Downs Road	\$ 3,502.00	\$ 43,974.19
4003	Alibon Road	\$ -	\$ 860.00
4004	Alendale - Weyman Road	\$ 1,147.99	\$ 3,317.63
4005	Armadilla Road		
4006	Bakers Bend Road		
4007	Balmuccia Road	\$ 76,963.22	\$ 117,711.22
4008	Barrabarra Road		
4009	Barrup Road	\$ 2,163.35	\$ 19,883.33
4010	Bidenham Road	\$ 41,123.92	\$ 2,815.21
4011	Bible Park Road	\$ 182.40	
4012	Bicula Road		\$ 583.84
4013	Blackburn Road		
4014	Lochlan Road Beach/Tank		
4015	Black Ward Road	\$ 1,034.03	\$ 1,130.63
4016	Bogganella Road	\$ 12,781.36	\$ 680.87
4017	Bokros Road		\$ 718.52
4018	Burnside Road	\$ 715.87	
4019	Alton Road		
4020	Calabrese - Khyber Road		\$ 5,348.28
4021	Autaric Road	\$ 1,895.86	
4022	Calover Road		
4023	Carraig Road		
4024	Caroline King Road	\$ 12,286.05	\$ 1,004.08
4025	Clara Creek Road		
4026	Coolfield Access Road		
4027	Coolfield-Largo Crossing		\$ 5,297.94
4028	Coolfield-Yarraville Road		
4029	Coalman Road		
4030	Crowden Road	\$ 1,243.48	\$ 8,940.03
4031	Cunro Road	\$ 6,350.35	\$ 28,065.88
4032	Deerholme Road		
4033	De Wares Road		
4034	Diallah Ridge Road		
4035	Dooblah Road		
4036	Dundas Road		\$ 137.80
4037	Dumlie Road		
4038	Fordland Road	\$ 813.02	
4039	Glenallen Road		\$ 1,992
4040	Glenbrook Road		
4041	Greenfield Road		
4042	Groveling Road	\$ 1,179.52	
4043	Gundara Road	\$ 352.63	\$ 499.41
4044	Gunsburg Road		
4045	Hilgrove Road		\$ 91.28
4046	Hoganzilla Road		
4047	Hythe Road		\$ 2,751.01
4048	Isabella Road		
4049	Khyber Road	\$ 63,463.61	\$ 275,325.50
4050	Kilarney Road	\$ 7,149.95	
4051	Laguna Road	\$ 26,652.62	\$ 71,285.74
4052	Largo River Road	\$ 570.06	\$ 2,488.48
4053	Maitland Road		
4054	Marawa Road	\$ 20,346.77	\$ 79,419.80
4055	Memgang Road		
4056	Merigold Road		\$ 2,927.27
4057	Middle Creek Road	\$ 7,542.87	\$ 28,508.81
4058	Mora Road		
4059	Mt Meier Road	\$ 5,263.05	\$ 58,608.00
4060	Mangunya Access Road	\$ 1,177.36	
4061	Mt Tebot Road	\$ 121,281.59	\$ 743,172.31
4062	Murweh Road		
4063	Najana (Rhinoceros) Road		
4064	Najana Road	\$ 4,721.16	\$ 3,173.44
4065	Najana Bolton Shortcut		
4066	Nalhin Carron, Car Road		
4067	New Farm Road		
4068	Nuffield Road	\$ 480.26	\$ 5,830.84
4069	Newstead Road		
4070	Nimbov Road		
4071	Nooraloo Road	\$ 4,508.84	\$ 685.78
4072	Norrie Park Road		
4073	No 2 Back Road		\$ 91.80
4074	Old Charleville Road	\$ 29,631.60	\$ 46,738.28
4075	Old Quibon Road	\$ 1,223.56	\$ 888.98
4076	Old Tambora Road	\$ 119,237.92	
4077	Orange Tree Xmas Road		
4078	Oxide Road		
4079	Ouida Downs Road		
4080	Oxford Downs Road	\$ 387.42	
4081	Purple Park Road	\$ 700.82	
4082	Preside Road	\$ 372.97	
4083	Road West Road	\$ 39,265.68	\$ 10,421.48
4084	Rhyllons Road		
4085	Rocky Road		\$ 30,098.88
4086	Rosebank Road		
4087	Rough Road		
4088	Rose Park Road		
4089	Roadwood Road		
4090	Shelbourne Road		
4091	Shorewood Road		
4092	Lochlan Road West		
4093	Tatnell Road		
4094	Treloar Road	\$ 428.78	
4095	Uabba Road		\$ 420.77
4096	Urring Road		
4097	Valley Road	\$ 7,867.90	
4098	Walker-Riversleigh Road		
4099	Wantedale Road	\$ 2,784.54	\$ 456.18
4100	Waterford Road		
4101	Walkerley Road	\$ 893.71	\$ 5,983.62
4102	Wheatbush Road	\$ 991.72	\$ 1,516.39
4103	Winnosa Road		
4104	Watings Road		
4105	Wongakee South Rd		
4106	Wongakee North Rd		
4107	Woozemans Road		
4108	Woodlaba		
4109	Wooyansia Road		\$ 602.61
4110	Woolman W. Winters Road		
4111	Red Lane Road	\$ 0.04	\$ 122.00
4112	Boxa Access Road		
4113	Clara Access Road		\$ 1,181.82
4114	Clachuna Road		
4115	Wenters Road		
4117	Riverbank Road	\$ 165.48	\$ 473.40
4118	Yanna Bridge Road		\$ 401.28
4119	27 Mile Gardens Road		
4120	Robon Road	\$ 37,592.42	\$ 6,233.03
4121	Brooklands Road		
4122	Clara Park Road	\$ 1,266.91	\$ 9,045.69
4123	Culambo Road		
4124	Coolfield Fumes Road		
4125	Creweell Access Road		
4129	Laloo, Corrie Road		
4130	Rosemount Road		
4131	Archie Road		
4132	Monashby Park Road		
4133	Nearview Road		
4134	Rainers Road	\$ 0.03	
4135	Lyons Road	\$ 0.01	
4136	Parceal Road		
4137	Rainmore Road		\$ 6,883.35
4138	Wesley Road		
Total		\$ 683,250.93	\$ 1,638,152.20
Budget		\$ 1,300,000.00	
Percentage Expended		53%	
Percentage through Year		53%	

PLANT MAINTENANCE

Item	2021-2022 Expenditure	2022-2023 Expenditure
Wipes	\$ 303,388.64	\$ 119,667.15
Paper	\$ 806,919.72	\$ 320,416.70
Paints & Tubes	\$ 157,473.43	\$ 45,112.57
Fluids & Oil	\$ 739,429.84	\$ 592,958.81
Recondition	\$ 84,277.18	\$ 134,216.23
Waxes (Maintenance)	\$ 234,809.00	\$ 133,851.56
Consumables	\$ 44,960.85	\$ 14,755.81
Workshop Appliances	\$ 5,837.58	\$ -
Insurance	\$ 6,570.00	\$ -
Total Expenditure	\$ 2,453,670	\$ 1,268,062.83
Budget Expenditure	\$ 2,500,586.00	
Percentage Expenditure		1,268,062.83
Revenue to Date		\$ 1,024,838.48
Budget Revenue		\$ 4,134,000.00
Percentage Revenue		44%
Percentage through Year		53%

URBAN STREET MAINTENANCE

Item	2021-2022 Expenditure	2022-2023 Expenditure
Augustella Street Lighting	\$ 17,145.13	\$ 6,520.26
Morven Street Lighting	\$ 7,563.80	\$ 408.11
Charleville Street Lighting	\$ 50,526.01	\$ 24,717.77
Augustella Street Maintenance	\$ 213,492.64	\$ 133,058.35
Morven Street Maintenance	\$ 111,125.60	\$ 62,015.53
Charleville Street Maintenance	\$ 706,280.74	\$ 428,896.53
Augustella Street Clearing	\$ 34,532.88	\$ 13,156.06
Morven Street Clearing	\$ 38,893.04	\$ 17,325.20
Charleville Street Clearing	\$ 320,927.36	\$ 130,747.38
Charleville Mowing/Shearing/Weeds	\$ 54,103.43	\$ 21,291.63
Morven Mowing/Shearing/Weeds	\$ 49,292.21	\$ 37,374.94
Augustella Mowing/Shearing/Weeds	\$ 128,072.76	\$ 71,373.18
Total Expenditure	\$ 1,725,634	\$ 946,892.93
Budget		\$ 1,300,000.00
Percentage Spent		73%
Percentage through Year		53%

PUBLIC FACILITIES MAINTENANCE

Item	2021-2022 Expenditure	2022-2023 Expenditure
Augustella Public Facilities Maintenance	\$ 34,698.66	\$ 32,394.18
Morven Public Facilities Maintenance	\$ 46,787.34	\$ 24,481.89
Charleville Public Facilities Maintenance	\$ 75,330.26	\$ 40,707.01
Augustella Vandalism Expenses		\$ 189.40
Charleville Vandalism Expenses	\$ 3,980.51	\$ 4,249.58
Morven Vandalism Expenses	\$ -	\$ -
Total Expenditure	\$ 149,848.88	\$ 102,072.16
Budget		\$ 142,000.00
Percentage Spent		71%
Percentage through Year		53%

PARKS AND GARDENS MAINTENANCE

Item	2021-2022 Expenditure	2022-2023 Expenditure
Augustella Parks & Gardens	\$ 88,820.77	\$ 48,884.22
Morven Parks & Gardens	\$ 79,891.09	\$ 38,824.30
Charleville Parks & Gardens	\$ 708,681.15	\$ 662,892.12
Total Expenditure	\$ 877,392.91	\$ 549,499.66
Budget		\$ 815,000.00
Percentage Spent		47%
Percentage through Year		53%

8 CORRESPONDENCE FOR CONSIDERATION

Nil

9 CONFIDENTIAL MATTERS

Nil

10 CLOSURE