Agenda and Business Papers
Burke Shire Council Ordinary Meeting
Wednesday 18 November 2026
9.00am Council Chambers

9.00am			Opening of Meeting
10.30am	to	11.00am	Morning Tea
12.30pm	to	1.00pm	Lunch

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01. Opening of Meeting

The Mayor welcomed members and declared the meeting open at 9.00am.

02. Record of Attendance

Members	Cr Ernie Camp; Mayor – Chair Cr John Clarke; Deputy Mayor Cr Clinton Murray Cr John Yanner Cr Paul Poole
Officers	Zachary Revere; Chief Executive Officer Mazen Al Daghstani; Director of Infrastructure Murray Davies; Director of Corporate Shaun Jorgensen; Director of Finance and Technology Amir Akrami; Manager Project Management Office Chelsea Nelson; People and Culture Manager Jordan Marshall; Executive Assistant (Minutes) Leonard Locke; Acting Works Manager Madison Marshall; Corporate Services and Governance Manager Sarath Jayasekara; Infrastructure Engineer Shannon Moren; Environmental Health, Local Laws and Facilities Manager Shelly Holland; Community, Economic Development and Communications Manager

02.01 LGR 2012 Section 254K – Participating in meetings by audio link or visual audio link

That Council, in accordance with section 254K of the Local Government Regulation 2012, allows the following person/s to participate in the meeting by audio link or visual audio link:

- Amir Akrami; Manager Project Management Office
- Chelsea Nelson; People and Culture Manager
- Sarath Jayasekara; Infrastructure Engineer
- Shannon Moren; Environmental Health, Local Laws and Facilities Manager
- Shaun Jorgensen; Director of Finance and Technology

03. Prayer

Led by Cr Murray.

04. Consideration of applications for leave of absence

None received at time of agenda preparation.

05. Confirmation of minutes of previous meeting(s)

05.01 Ordinary Meeting Wednesday 28 October 2026

That the Minutes of the Ordinary Meeting of Council held on Wednesday 28 October 2026 as presented be confirmed by Council.

261028
Unconfirmed Minute

06. Condolences

None received at time of agenda preparation.

07. Declaration of Interests

08. Registers of Interests

In accordance with the Local Government Regulation 2012, section 201B (2), The councillor or councillor advisor must, in the approved form, inform the chief executive officer of the particulars required to be included in a register of interests under a regulation for the new interest or the change to the particulars within 30 days after the interest is acquired or the change happens.

09. Consideration of Notice(s) of Motion and Petitions

09.01 Notices of Motion

None received at time of agenda preparation.

09.02 Petitions

None received at time of agenda preparation.

10. Mayoral Report

Report to be provided to meeting.

11. Councillor Reports

Councillors will provide reports to the meeting.

12. Chief Executive Officer Reports

12.01 Status Report
12.02 Chief Executive Officer Report
12.03 Adoption of Council Meeting Dates for 2027
12.04 Gulf Savannah Development Nomination

Chief Executive Officer Reports

12.01 Status Report

Resolution Number – 250625.06 – Assessment of Organic Waste Management Options at the Burketown Waste Facility

That Council:

1. Advise both proponents of the preferred proponent and enter a MOU arrangement with Finn Biogas
2. Confirm costs with Finn Biogas
3. Proceed with finding funding sources

Status

Ongoing.

Resolution Number – 251015.09 – Queensland Scheme Supply Fund Project

That:

1. To commence the Queensland Scheme Supply Fund project, Council resolve to undertake a Planning Scheme Amendment in accordance with Section 18 of the Planning Act 2016; and the Chief Executive Officer be delegated authority to give notice of the Planning Scheme Amendment to the Chief Executive in accordance with section 18(2) of the Planning Act 2016; and
2. The Chief Executive Officer be delegated authority to enter into any necessary contracts/agreements to procure the services of suitable consultants to progress the Queensland Scheme Supply Fund project to an expedient and satisfactory conclusion.

Status

Ongoing.

Resolution Number – 260227.11 – Tender for Proposed Sand Extraction Under Quarry Management Allocation QMAN –100674

That Council:

1. note the contents of this report;
2. resolves pursuant to section 227 of the *Local Government Regulation 2012* to invite written tenders for a contract for the proposed sand extraction under Quarry Management Allocation MA-100674;
3. resolves to delegate to the Chief Executive Officer, pursuant to section 257(1)(b) of the *Local Government Act 2009*, the power to negotiate and finalise all matters associated with advertising the request for tender on behalf of Council (including by signing necessary documents on behalf of Council), and otherwise deal with all matters that arise in connection with the request for tender; and
4. ensure the following are finalised as part of the process:
    - a Quarry Management Plan (QMP);
    - Environmental Authority approval through DETSI;
    - Development Approval through SARA, including assistance from Council's Town Planning Consultant.

Status

Ongoing.

Resolution Number – 260227.13 – Draft User Agreement between Burke Shire Council and the Burketown Rodeo and Sporting Association Inc.

Officer's Recommendation

That Council:

1. note the contents of this report.
2. approve the attached user agreement between Burke Shire Council and Burketown Rodeo and Sporting Association Inc.
3. resolves to delegate authority of the Chief Executive Officer the finalisation of the User Agreement between Burke Shire Council and Burketown Rodeo and Sporting Association Inc.

Councillors Recommendation

That the matter be deferred to the March Council Meeting.

Status

Ongoing.

Resolution Number – 260529.07 – 0280-4057 – Gregory WTP – UV Installation

That Council:

1. Receive and note the contents of this report;
2. Progress with the quotation presented by Aquatec Maxcon to the limit of the full amounts identified in their quotations - $354,049.00 + GST; and
3. Delegates authority to the Chief Executive Officer to enter into and execute a contract; and approve and execute any necessary variations to the contract, for the supply and installation of the inline UV system, to enable procurement of long lead-time components prior to site mobilisation and support achievement of the required regulatory deadlines.

Status

Ongoing.

Resolution Number – 260529.24 – Late Business – Request for Tender and Lease – Part of Lot 1 on SP287783

That Council:

1. Approves the invitation of public tenders for the lease of part of Lot 1 on SP287783 on the terms of the Request for Tender and Lease.
2. Delegates the CEO the power to commence the tender process and invite written tenders in accordance with the Local Government Regulation 2012.

Status

Ongoing.

Resolution Number – 260624.15 – 2026/27 Grants to Community Organisation Requests

That Council:

1. Notes the contents of the report; and
2. Approves the donation requests received for the 2026/27 financial year as follows:

Schedule of Recommended Grants to Community Organisations 2026/2027

Group/ Organisation	2025/2026 Request - Cash and In-kind	Adopted Council Budget 2025/2026	Event/Activities Details Date for 2026/2027	Particulars of grant request Received 2026/2027	Total of monetary value of grant request for 2026/2027
Burketown Childcare and Family Hub	Miscellaneous fundraising events • $5,000 cash • Printing • Matched donations for cash for cans up to $10,000.00	$15,000.00 Cash + $1,000.00 in-kind *Total: $16,000.00*	Miscellaneous fundraising events	$15,000.00 Cash + $1,000.00 in-kind • $5,000 cash • Printing • Matched donations for cash for cans up to $10,000.00	$15,000.00 Cash + $1,000.00 in-kind *Total: $16,000.00*

Moungibi Housing Co-operative Society Ltd - Football Club	Host Battle of the Gulf Football Cluster June 2027 • Bins, portable toilets, use of rodeo grounds, 130 chairs, marquees, rubbish collection, folding tables, PA system. General use of Phillip Yanner Sports Oval Facilities - general use of facilities. Football Presentation and Fundraising Activities – use of Nijinda Durlga Permission to put 20ft container at the Phillip Yanner precinct to house club equipment.	$0 Cash + $10,000.00 in-kind *Total: $10,000.00*	Host Battle of the Gulf Football Cluster June 2027, and ongoing support	$0 Cash + $10,000.00 in-kind • Skip bin & wheelie bins, portable toilets, use of rodeo grounds including shelter, 50 chairs, marquees, rubbish collection, folding tables, PA system. • General use of Phillip Yanner Sports Oval Facilities - general use of facilities. • Football Presentation and Fundraising Activities – use of Nijinda Durlga	$0 Cash + $10,000.00 in-kind *Total $10,000.00*

Burketown Rodeo & Sporting Association	Burketown Campdraft and Rodeo, 18th – 20th July 2025 • Cleaning, skip bin, use of council machinery, printing, advertising, rubbish collection • Use of big generator for vendors	$5,000.00 Cash + $3,000.00 in-kind *Total: $8,000.00*	Burketown Campdraft and Rodeo, 17th – 19th July 2026	$5,000.00 Cash + $4,000.00 in-kind Cleaning of amenities before and after event, skip bin use and rubbish collection, use of council machinery, printing, advertising,	$5,000.00 Cash + $4,000.00 in-kind *Total: $9,000.00*
Moungibi Housing Co-operative Society Limited	Community Market & Fair - Saturday 16 August 2025 • $3,000.00 Cash • Road closure, 130 chairs, 20 tables, bins, portaloo, marquees, letter of support for alcohol consumption, support to compile event programs, rubbish collection	$3,000.00 Cash + $4,000.00 in-kind *Total: $7,000.00*	Community Market & Fair - Saturday 15 August 2026, 4.00PM – 10.00PM	$5,000.00 Cash + $3,500.00 in-kind Road closure, support to set up road closure, 130 chairs, 20 tables, skip bin and wheely bins, portaloo, marquees, letter of support for alcohol consumption, support to compile event programs, rubbish collection	$5,000.00 Cash + $3,500.00 in-kind *Total: $8,500.00*

QCWA Gregory Branch	Gregory QCWA Horse Sports & Family Fun Day • Rubbish Collection • Erect street banners	$2,500.00 Cash + $500.00 in-kind *Total: $3,000.00*	Gregory QCWA Horse Sports and Family Fun Day – September School Holidays 2026	$2,500.00 Cash + $1,000.00 in-kind • Rubbish Collection • Erect Street Banners	$2,500.00 Cash + $1,000.00 in-kind *Total $3,500.00*
Burketown Barramundi Fishing Organisation	World Barramundi Fishing Championships • $5,000.00 Cash • Hall hire • Printing • Rubbish collection	$5,000.00 Cash + $2,500.00 in-kind *Total: $7,500.00*	Burketown Barramundi Fishing Organisation World Barramundi Fishing Championships – 2nd – 4th October	$5,000.00 Cash + $3,000.00 in-kind • Hall Hire for event including kitchen • Extra bins at wharf and hall • Printing	$5,000.00 Cash + $3,000.00 in-kind *Total: $8,000.00*
Gregory Downs Jockey Club	Gregory Saddles & Paddle - 2 May 2026 • Cash $6,000.00 • Printing of booklets and program • Slashing of grounds • Rubbish collection	$6,000.00 Cash + $3,000.00 in-kind *Total: $9,000.00*	Gregory Saddles & Paddle - 1 May 2027	$6,000.00 Cash + $3,000.00 in-kind • Printing of advertising • Printing of race-books • 2 skip bins / rubbish collection • Slashing of grounds	$6,000.00 Cash + $3,000.00 in-kind *Total: $9,000.00*

North West Canoe Club	Gregory Saddles and Paddles - 3 May 2026 • Rubbish bins • Portaloo • Rubbish collection	$0.00 Cash + $2,500.00 in-kind *Total: $2,500.00*	Gregory Saddles and Paddles - 2 May 2027	$0.00 Cash + $2,500.00 in-kind • Rubbish bins and skip bins • Portaloo • Rubbish collection	$0.00 Cash + $2,500.00 in-kind *Total: $2,500.00*
Gregory District Sporting Association	Gregory Campdraft 19th – 21st June 2026 • Cash $3,000.00 • Use of portaloo • Skip bin use • Rubbish collection	$3,000.00 Cash + $2,000.00 in-kind *Total: $5,000.00*	Gregory Campdraft 2027 – 18th to 20th June 2027	$3,000.00 Cash + $2,000.00 in-kind • Use of portaloo • Skip bin use • Rubbish collection	$3,000.00 Cash + $2,000.00 in-kind *Total: $5,000.00*
Royal Flying Doctors	Cash Donation	$5,000.00 Cash + $0 in-kind *Total: $5,000.00*	Annual Donation	$5,000.00 Cash + $0 in-kind	$5,000.00 Cash + $0 in-kind *Total: $5,000.00*
LifeFlight	Cash Donation	$5,000.00 Cash + $0 in-kind *Total: $5,000.00*	Annual Donation	$5,000.00 Cash + $0 in-kind	$5,000.00 Cash + $0 in-kind *Total: $5,000.00*

Mt Isa School of the Air	• Magazine page sponsorship • Hall hire for annual camps • Rubbish collection	$350.00 Cash + $2,000.00 in-kind *Total: $2,350.00*	Mt Isa School of the Air Camp and Magazine	Application not yet received. Amount determined by previous years contribution. • Magazine page sponsorship • Hall hire for annual camps • Rubbish collection	$350.00 Cash + $2,000.00 in-kind *Total: $2,350.00*
Burketown Rodeo and Sporting Association **(Auspicing funds for Community Cricket)**	N/A	N/A	Community Cricket Grounds – application from the community, to auspice funds through BRSA to fix the cricket pitch near the old pools with the aim to revitalise social competitions. Letter of support provided from BRSA with application.	• Cash $5,000.00 – purchase cricket mat, glue & freight • Use of the oval behind the school • Watering and mowing of the oval when needed. • Sikaflex and sand to fix pitch • Use of Councils grader	$5,000.00 Cash + $3,500.00 in-kind
Burketown State School	School activities	Nil – no request received	School activities	Nil – no request received	Nil

Sundry Grants	Grant requests to be approved at Council discretion – funerals, event support etc.	*Total: $5,000.00*	Grant requests to be approved at Council discretion – funerals, event support etc.	Budget: $5,000.00	*Total: $5,000.00*
TOTAL		**$182,250**		**$61,850.00 cash + $35,500.00 in-kind**	**Total $97,350.00**

Status

Ongoing.

Resolution – 260714.03 – 0280-4623 Gregory Stormwater, Sewer, and Town Streets Upgrade Phase 1 RFT – Revised Pricing

That Council:

1. Receive and note the contents of this report; and
2. Awards the Contract for Phase 1 of the 0280-4623 Gregory Stormwater, Sewer, and Town Streets Upgrade Project, namely the Stormwater Pipeline from the town streets to the outfall at the river, for the installation of the culvert units to Whiskey Plumbing & Civil Pty Ltd for the contract value of $812,729.10 + GST; and
3. Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with executing and administrating the Contract including variations up to $369,270.90 + GST dependent on amended budgets.

Status

Ongoing.

Resolution – 260722.14 – Disestablishment of Existing Internal Committees and Establishment of a Revised Internal Committee Structure

That council resolves as follows:-

1. Receives and notes the report;
2. Discontinues all existing internal advisory and standing committees of Council established under Council Resolution 240424.21, other than the Audit and Risk Committee and the Joint Consultative Committee, noting that this resolution does not affect Council's appointments, representations or delegations to external organisations, statutory bodies, regional organisations or other external committees.
3. Establishes the following Standing Committees:
   (a) Governance, Administration & Recruitment Committee;
   (b) Water, Waste & Energy Committee;
   (c) Infrastructure, Planning & Projects Committee; and
   (d) Community, Economy & Events Committee;
4. Appoints the Chairperson of each Standing Committee as detailed in this report;
5. Appoints the membership of each Standing Committee as detailed in this report;
6. Confirms that each Standing Committee must operate in accordance with its adopted Terms of Reference, Council's Meeting Procedures and Standing Orders Policy, the Local Government Act 2009 and the Local Government Regulation 2012;
7. Authorises the Mayor, in consultation with the Chief Executive Officer, to refer strategic matters to the relevant Standing Committee where Council identifies the need.
8. Authorises the Chief Executive Officer, where required, to establish officer Action Groups comprising relevant Council employees to support the work of a Standing Committee, including through research, analysis, technical advice, stakeholder engagement, review work, draft policy development and preparation of supporting documentation;
9. Requires that recommendations arising from Standing Committee discussions be progressed through a formal officer report prepared or endorsed by the Chief Executive Officer;

10. Requires that formal reports arising from Standing Committee work be referred to an Ordinary Meeting of Council for consideration and determination by the Full Council;
11. Notes that the relevant Standing Committee Chair may introduce or speak to the Committee's recommendations at the Ordinary Meeting of Council, while the responsible Council officer presents the officer report to Council; and
12. Requests the Chief Executive Officer prepare draft Terms of Reference for each Standing Committee for Council's consideration at a future Ordinary Meeting.

Status

Matter closed.

Resolution Number – 260831.08 – 0280-4623 Gregory Stormwater, Sewer, and Town Streets Upgrade Phase 1 RFT – Outfall Relocation Variation 1

That Council:

1. Receive and note the contents of this report and relevant attachments, and
2. Awards the Contract Variation for the relocation of the outfall by 175m for Phase 1 of the 0280-4623 Gregory Stormwater, Sewer, and Town Streets Upgrade Project, namely the Stormwater Pipeline from the town streets to the outfall at the river, for the installation of the culvert units to Whiskey Plumbing & Civil Pty Ltd for the Variation value of $758,164.66 excluding GST plus additional 20% potential variations due to latent conditions or design requirements.

Status

Ongoing.

Resolution Number – 260831.10 – Chief Executive Officer Report

1. That Council receives and notes the contents of the Chief Executive Officer’s Report for July 2026; and
2. That Council:
   i. Determines, for the purposes of the Burke Shire Council Committees Standard Terms of Reference, that the predominant purpose of the Housing and Population Strategy 2027-2030 relates to housing planning, residential land supply and housing-enabling infrastructure, and refers the matter to the Infrastructure, Planning and Projects Committee; and
   ii. Determines, for the purposes of the Burke Shire Council Committees Standard Terms of Reference, that the predominant purpose of the Agricultural Industry Business Case relates to water security, productive water use and associated enabling infrastructure, and refers the matter to the Water, Waste and Energy Committee.

Status

Ongoing.

Resolution Number – 260916.06 – Closed Session Report – Gregory Crossing Indigenous Land Use Agreement – Rating Approval to Proceed and Authority for CEO to Negotiate Transfer for Land

Council resolves as follows:

1. Council notes the contents of this report.
2. Council resolves to validate the Gregory Crossing Project by way of an indigenous land use agreement and authorises the Mayor and the Chief Executive Officer to enter into ILUA negotiations with the Gangalidda and Garawa People to consent to the construction and all other necessary future acts in order to construct the Gregory River Crossing.
3. Council agrees subject to negotiations with Gangalidda and Garawa and compliance with the Local Government Regulations, to offer compensation to Gangalidda and Garawa People in return for native title consent for the Project comprising of;
    a. The transfer of Lot 88 on B1364 in freehold to the Native Title Party (or nominee).
    b. A 50% tenant in common interest in Lot 10 on B13620 to the Native Title Party (or nominee).
    c. A freeze on rates applying to the blocks referred to in clauses (1) and (2), commencing on the date the relevant transfer is registered and ending, for each block, on the earlier of:
        i. Ten (10) years from that date; or
        ii. the date the block is first actively used for development or commercial purposes.
    d. The transfer of Lot 96 on B1364 in freehold to the Native Title Party (or nominee).
    e. The parties sharing the reasonable legal and ILUA associated costs. Council's total contribution towards these costs being at a total aggregate amount of $50,000.
    f. Progressing an MOU or similar arrangement establishing a framework for the parties to cooperate in delivering residential housing in Burketown.
4. The Mayor and Chief Executive Officer are authorised to sign the final Gregory Crossing ILUA subject to completion of negotiations with Gangalidda and Garawa on behalf of Council.

Amendment to Motion

Move amendment to the Motion.

Moved: Cr Murray
Seconded: Cr Poole

Vote 5/0

Councillors Recommendation

Council resolves as follows:

1. Council notes the contents of this report.
2. Council resolves to validate the Gregory Crossing Project by way of an indigenous land use agreement and authorises the Mayor and the Chief Executive Officer to enter into ILUA

negotiations with the Gangalidda and Garawa People to consent to the construction and all other necessary future acts in order to construct the Gregory River Crossing.

3. Council agrees subject to negotiations with Gangalidda and Garawa and compliance with the Local Government Regulations, to offer compensation to Gangalidda and Garawa People in return for native title consent for the Project comprising of;
    a. The transfer of Lot 88 on B1364 in freehold to the Native Title Party (or nominee).
    b. A 50% tenant in common interest in Lot 10 on B13620 to the Native Title Party (or nominee).
    c. A freeze on rates applying to the blocks referred to in clauses (1) and (2), commencing on the date the relevant transfer is registered and ending, for each block, on the earlier of:
        i. Ten (10) years from that date; or
        ii. the date the block is first actively used for development or commercial purposes.
    d. The transfer of Lot 96 on B1364 in freehold to the Native Title Party (or nominee).
    e. The parties sharing the reasonable legal and ILUA associated costs. Council's total contribution towards these costs being at a total aggregate amount of $50,000.
        i. Any sum exceeding the above aggregate total requires a council resolution.
    f. Progressing an MOU or similar arrangement establishing a framework for the parties to cooperate in delivering residential housing in Burketown.

Status

Ongoing.

Resolution Number – 260923.15 – 2024 DRFA Restoration Works – Escott Weir Contract No.: 5603-6500-0001

That Council:

1. Receive and note the contents of this report awards Contract 5603-6500-0001 – 2024 DRFA Restoration Works Escott Weir to Hazell Bros Pty Ltd for $1,925,714.88 ex GST, and
2. Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with executing and delivering the Contract to the maximum value of the Project Budget as follows:
    a. 2024 DRFA Restoration Works Escott Weir: $4,280,035.50 excl. GST

Status

Ongoing.

Resolution Number – 261007.02 – 0280-4213-01-DE-0726 Burketown Evacuation Centre

That Council:

1. Receive and note the contents of this report;
2. Awards the Contract for design of a Multipurpose Evacuation and Disaster Coordination Centre to Peddle Thorp & Harvey Pty. Ltd for the contract value of $349,850.00 + GST; and
3. Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with executing and administrating the Contract including variations up to $504,000.00 + GST dependant on amended budgets.

Status

Ongoing.

Resolution Number – 261007.03 – 0280-4621 Gregory Airport Reseal

That Council:

1. Receive and note the contents of this report;
2. Awards the Contract for 0280-4621 Gregory Airport Reseal to Queensland Central Bitumen Pty Ltd for the Contract Sum of $763,753.00 + GST; and
3. Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with executing and administrating the Contract including variations up to $985,000.00 + GST.

Status

Ongoing.

Resolution Number – 261028.07 – Burketown Bore Precinct Planning and Project Coordination

That Council:

1. Notes the report.
2. Refers the bore replacement and flow control works, existing bore capping, wetland management, mineral baths and associated precinct infrastructure (herein referred to as the 'Burketown Bore Precinct Plan') to the Economic Development Committee for coordinated planning, strategic oversight and recommendations to Council.
3. Endorses controlled bore flow as a core planning principle and requests the committee seek technical and regulatory advice on the proposed new bore and existing bore capping sequence, including environmental flow needs and the implications for future mineral baths and wetland management for council to review and consider.
4. Requests the Chief Executive Officer to provide the Committee with a consolidated project register covering completed and planned works, previous Council resolutions, current budgets and expenditure, funding conditions, environmental and water authorisations, tenure, risks, responsibilities and delivery milestones; and written clarification of any proposed environmental-purpose exemption and its relationship to flow control and future recreational use.
5. Requests the Committee to recommend a staged precinct plan to Council, supported by an updated options comparison, whole-of-life capital and operating costs, maintenance and renewal requirements, operating arrangements, a funding strategy and an integrated delivery program.

6. Notes that this resolution does not approve a final precinct design, additional capital expenditure or an environmental-purpose exemption application, and that matters requiring further approval are to return to Council. Existing authorised safety and compliance obligations are to continue.

Status

Ongoing.

Resolution Number – 261028.14 – Adoption of New Organisational Structure

1. That Council note the contents of the report; and
2. That Council adopts the revised organisational structure as submitted.

Status

Matter closed.

Resolution Number – 261028.15 – Council Volunteers Policy

1. That Council note the contents of the report; and
2. That Council adopts the attached Council Volunteers Policy.

Status

Matter closed.

Resolution Number – 261028.16 – Standard Terms of Reference for Council Committees

1. That the Council receives and notes the contents of the report; and
2. Approves these Standard Terms of Reference for Council committees.
3. Delegates to and authorises the Chief Executive Officer to implement and administer these Standard Terms of Reference with respect to existing and any future Committees of Council.

Status

Matter closed.

Resolution Number – 261028.17 – Review of AI (Artificial Intelligence) Usage Policy

That Council re-adopts the reviewed AI (Artificial Intelligence) Usage Policy.

Status

Matter closed.

Resolution Number – 261028.18 – Review of Debt Recovery Policy - General

That Council adopts the amended Debt Recovery Policy as part of the review carried out by officers.

Amendment to Motion

Move amendment to the Motion.
Moved: Cr Camp
Seconded: Cr Murray
Vote 5/0

Councillors Recommendation

That Council defer adoption of the policy and request the Chief Executive Officer to arrange for the policy to be revised to incorporate a proposed capped threshold, with the revised policy presented to a future Ordinary Meeting of Council for further consideration.

Status

Matter closed.

Resolution Number – 261028.19 – Tender 22 Gregory Street Burketown (Tender no. TDR2027.6)

That Council:

1. That Council note the contents of the report;
2. That Council awards the tender of 22 Gregory Street to Jake Stockham, with a tender offer of $85,000 (ex-GST); and
3. Delegates authority to the CEO to enter into negotiations with any and all matters associated with the awarding of the above noted tender including and not limited to the engagement and execution of the sales contract on the behalf of council.

Status

Matter closed.

Resolution Number – 261028.22 – Closed Session Report – General Debtors Write-off Approval Request

That the council approve the noted general debtor write-off requests totalling $17,854.62 in accordance with the Burke Shire Council Debt Recovery Policy.

Status

Matter closed.

Resolution Number – 261028.23 – Closed Session Report – Sale of Land for Arrears of Rates – 9 Firefly Street, Burketown (Lot 77 Crown Plan B13610, Title Reference 20122215)

That Council:

1. Resolves to sell the land for overdue rates and charges in accordance with section 140(2) of the Local Government Regulation and Council's Debt Recovery Policy; and
2. Delegates to the Chief Executive Officer the power to start, end and complete the procedures to sell the land provided for in the Local Government Regulation and any other action required relevant to the sale process.

Status

Ongoing.

Resolution Number – 261028.25 – 2025 DRFA Restoration Works – Package 2 Contract No.: 5605-6800-1

That Council:

1. Receive and note the contents of this report; and
2. Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with delivering the Contract to the revised contact amount of $2,448,071.83.

Status

Ongoing.

Resolution Number – 261028.26 – 2025 DRFA Restoration Works – Package 3 Contract No.: 5605-5100-1

That Council:

1. Receive and note the contents of this report; and
2. Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with delivering the Contract to the revised contact amount of $4,200,373.98 (excl GST).

Amendment to Motion

Move amendment to the Motion.

Moved: Cr Poole
Seconded: Cr Yanner

Voted 5/0

Councillors Recommendation

That Council defer consideration of the report and request the Chief Executive Officer to arrange for the report to be reviewed and corrected, with the revised report presented to a future Ordinary Meeting of Council for further consideration.

Status

Ongoing.

1. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of the Status Report as at 9 November 2026.

Chief Executive Officer Reports

12.02 Chief Executive Officer Report

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Zachary Revere; Chief Executive Officer
PREPARED BY:	Zachary Revere; Chief Executive Officer
DATE REPORT PREPARED:	9 November 2026
LINK TO COUNCIL PLAN/S:	Goal – Good Governance Council develops implements and maintains an effective and compliant governance framework (governance, finance, risk).

1. PURPOSE

To summarise the key actions and updates within the Office of the CEO for the month of October 2026.

2. UPDATES

Chief Executive Officer

Strategic Advocacy and Regional Collaboration

Planning has commenced for future State, Federal and regional delegations to support advocacy priorities for Burke Shire and the broader Gulf region.

Action Topic	Actions to Date	Status	Next Steps
Darwin Delegation	Initial discussions held regarding a delegation involving the Cross Border Commissioner, Gulf Savannah Development, Frank Shadforth from Seven Emu, and relevant Northern Territory local governments regarding Savannah Way and Highway 1 advocacy.	In Progress	Engage relevant stakeholders and develop draft delegation agenda and advocacy objectives.
Brisbane Delegations Post-2026/27 Budget		Concluded	
Brisbane Delegations Pre-2027/28 Budget	Listed for future action.	Not Proceeding	Listed for future action.
Burketown State School	Council has continued strengthening its relationship with Burketown State School through collaborative community initiatives, including engagement with Queensland Police Service and school representatives for Daniel Morcombe Day on 30 October 2026. The activities associated with this action have now concluded, with opportunities for further collaboration to be progressed through separate initiatives.	Concluded	

Action Topic	Actions to Date	Status	Next Steps
Canberra Delegation – Pre-2027/28 Federal Budget Advocacy	Early engagement with Mission Consulting Solutions has identified February 2027 as the preferred period for Council's next Canberra delegation, coinciding with a three-week parliamentary sitting period. The proposed timing is intended to position Council's advocacy priorities before Federal Ministers, Members of Parliament and senior government representatives ahead of the 2027/28 Federal Budget. Undertaking the delegation in February would provide an opportunity to influence budget considerations before the final stages of budget preparation, traditionally undertaken during March and April ahead of the May Budget announcement.	Early Planning	Identify and prioritise Council's key advocacy matters, funding requests and strategic issues for consideration during the delegation, ensuring alignment with Council's adopted priorities and longer-term regional development objectives. Engage Mission Consulting Solutions to commence early coordination of meetings with relevant Federal Ministers, Members of Parliament, departmental representatives and other key stakeholders during the February 2027 parliamentary sitting period. Prepare supporting advocacy briefs and project documentation to clearly articulate Council's priorities, proposed outcomes and requests for Federal Government support.

Economic Development

Council discussions have focused on long-term regional economic opportunities, tourism activation opportunities and strategic land development considerations.

Action Topic	Actions to Date	Status	Next Steps
Burketown North Expansion	Initial discussions commenced internally regarding acquisition opportunities in the cemetery area on the western side of the road. Future development opportunities in northern Burketown were raised during early strategic discussions with the Director-General of the Department of Regional Development. Discussions focused on potential growth opportunities, funding pathways and opportunities to support future expansion.	In Progress	Investigate land tenure, acquisition pathways and strategic development constraints.
Burketown South Development	Discussions commenced internally regarding revisiting development opportunities. Future development opportunities in southern Burketown were raised during early strategic discussions with the Director-General of the Department of Regional Development. Discussions focused on potential growth opportunities, funding pathways and opportunities to support future expansion.	Early Planning	Review previous proposals and test State appetite for development facilitation.
Housing and Population Strategy Development	The Committee has met and reviewed progress, with the Mayor and Councillor Murray providing direction on the Strategy's early vision and priorities. Key workstreams have been identified and allocated to responsible officers.	In Progress	Progress meetings within the allocated workstreams and develop the supporting actions required to advance the Strategy. The Action Group will meet again in December 2026 to review progress and coordinate the next stage of work.
Residential Planning Controls and Master Planning	Residential planning controls and broader master planning activities continue to progress. Funding arrangements are being developed across several sources, and quotations are being sought from external providers to inform the scope, cost and delivery approach. Opportunities are also being explored to use the Gregory township planning undertaken through the ILUA process as a framework for further master planning in Gregory.	In Progress	Confirm available funding, assess external quotations and refine the proposed scope for Burketown and Gregory. Align the master planning work with existing township planning, residential development priorities and the planning scheme review.
Agricultural Industry Business Case	The Action Group has met and confirmed the project's initial direction and priorities. Key workstreams have been identified and allocated, with responsible officers progressing the work required to develop the Business Case.	In Progress	Continue progressing the allocated workstreams, including relevant technical investigations and stakeholder engagement. The Action Group will meet again in December 2026 to review progress and coordinate the next stage of work.

Airport and Aviation Operations

Council continues planning for long-term airport sustainability, aviation service delivery and future infrastructure requirements at Burketown and Gregory.

Action Topic	Actions to Date	Status	Next Steps
Burketown Airport Office and Hangars	Council has identified an opportunity to access funding through the Department of Transport and Main Roads (TMR) to improve accessibility at Burketown Airport. The funding opportunity operates on a 50:50 co-contribution basis, with Council having authorised officers to pursue the full available funding allocation. Preliminary consideration has identified potential improvements to the airport's passenger waiting facilities and amenities, including bathroom accessibility upgrades. Council's Engineering team has commenced initial scoping investigations to determine the works that could reasonably be delivered within the available funding envelope. Concurrent investigations are also underway to identify complementary funding opportunities that could increase the overall scope and value of the proposed investment.	Early Planning	Complete preliminary engineering investigations to identify priority accessibility improvements, site constraints, indicative costs and potential delivery options. Investigate additional funding opportunities that may complement the TMR allocation and enable a more comprehensive upgrade of the airport's passenger facilities. Following completion of the initial investigations, develop a preliminary design concept and proposed scope of works for further consideration, including confirmation of Council's required financial contribution.

Energy Resilience and Sustainability

Council has continued discussions regarding improving local energy resilience, reducing operational power costs and exploring renewable energy opportunities across Council facilities and communities.

Action Topic	Actions to Date	Status	Next Steps
Solar on Council Assets	Council has successfully secured external grant funding to support the installation of solar infrastructure across Council-owned assets. Following preliminary scoping, officers have identified opportunities to install solar panels at the Council administration building, Works Depot and Council-owned dongas, together with combined solar and battery systems at the Burketown Water Treatment Plant and Sewage Treatment Plant. The project may also require upgrades to existing meters and switchboards. These additional works will be considered subject to available funding and any savings achieved through the procurement process. The installation tender is scheduled to close on 16 November 2026, with submissions to be evaluated and a recommendation presented for consideration at the December/January Ordinary Council Meeting. Subject to procurement and contractual requirements, installation works are anticipated to commence during the 2027 dry season.	In Progress	Complete the tender evaluation and present the preferred tender recommendation to Council at its December 2026 Ordinary Meeting. Subject to Council approval, finalise contractual arrangements, confirm the scope of works and any additional electrical infrastructure upgrades, and coordinate commencement of installation during the 2027 dry season.

Action Topic	Actions to Date	Status	Next Steps
Gregory Power Resilience	Discussions held regarding small-cell solar and community battery options for Gregory. During the recent Ministerial visit, Council raised the ongoing need to improve power resilience in Gregory, opening further discussions with the relevant State Government department regarding potential solutions. Council is continuing to explore a range of options, including alternative energy infrastructure, private-sector participation and potential long-term management arrangements to improve the reliability and sustainability of Gregory's electricity supply.	In Progress	Seek technical advice, identify grant funding opportunities and develop a preliminary concept. Locate archival records and review findings for relevance to current energy and tourism opportunities. Continue engagement with the State Government, relevant energy providers and potential private-sector partners to investigate feasible options for improving Gregory's long-term power resilience, including technical, funding, ownership and operational considerations.
Burketown Community Battery	Community battery opportunity identified for Burketown.	Early Planning	Undertake preliminary investigations and test alignment with energy resilience funding.

Disaster Management and Resilience

Significant focus continues to be placed on strengthening disaster preparedness, flood resilience, supply chain continuity and operational readiness ahead of future wet seasons.

Action Topic	Actions to Date	Status	Next Steps
Albert River Flood Study	Discussions held regarding the need to secure funding for a flood study to consider changes to Albert River approaches to reduce flooding impacts.	Early Planning	Investigate opportunities and define the study scope. Prepare for Bush Council Delegation and future delegation efforts.
River Gauge Technology	Discussions commenced regarding sonar or radar river gauge options, including potential trials on creeks along Floraville Road.	In Progress	Investigate technical feasibility, trial sites and supplier options. LGAQ Innovation Manager potential to be involved.
DDMG Wet Season Debrief Response	The preparatory actions arising from the DDMG debrief have transitioned into Council's broader 2026/27 wet-season readiness program, including Local Disaster Management Group coordination and operational preparedness activities.	Concluded	
Local Disaster Management Group – 2026/27 Wet Season Preparedness	Council has commenced preparations for the 2026/27 wet season, including coordination of a Local Disaster Management Group (LDMG) meeting during the week commencing 16 November 2026 and a disaster management exercise proposed for early December. Council officers have undertaken internal planning meetings, with initial community preparedness communications distributed and further activities being coordinated through the LDMG. Operational preparations include the establishment of gravel stockpiles in Burketown and Gregory to support wet-season access and emergency response requirements. Sand and sandbagging materials are also being made available in Burketown, with arrangements for their activation and distribution to be coordinated through the LDMG as required. The Works Manager is arranging appropriate identification and signage for emergency stockpiles to ensure materials are reserved for their intended purpose and accessed only when authorised. Council's Community Development team has also identified several elderly and potentially vulnerable residents who may require assistance maintaining safe driveway and property access during the wet season. The	In-Progress	Convene the LDMG during the week commencing 16 November 2026 to review wet-season readiness, outstanding preparedness actions and operational responsibilities. Coordinate and undertake a disaster management exercise in early December to test Council's response arrangements. Finalise emergency gravel and sandbag stockpiles in Burketown and Gregory, including signage, access arrangements and activation procedures. Continue coordinating assistance for identified vulnerable residents, including practical support to maintain safe property access where appropriate.

Action Topic	Actions to Date	Status	Next Steps
	Works Depot and Community Development teams are coordinating arrangements to provide appropriate assistance where required.		
Gregory Emergency Storage	Need identified for storage at Gregory to support disaster and operational resilience. Cold storage options discussed, noting private business opportunities but also risks associated with energy reliability. Council may be able to seek funding for purchase and solar power to reduce running costs.	Early Planning	Define storage requirements, location options and funding pathways. Investigate feasibility, funding options and operational risks.
Tirranna Crossing – Pavement Damage and Rectification	The initial pavement rectification works were completed. Council has since identified additional defects and is working with the contractor to arrange further rectification ahead of the wet season and minimise further deterioration under truck traffic.	In Progress	Confirm the contractor's return date and scope of repairs, complete the additional rectification works and monitor pavement performance.

Budget and Strategic Planning

Council has continued progressing budget-linked planning, priority project development and post-budget engagement preparations.

Action Topic	Actions to Date	Status	Next Steps
Cliffdale Station Information	Action identified to provide Cliffdale Station information to Sean Dillon MP as raised through LGAQ communication.	In Progress	Prepare and provide relevant information to support advocacy or follow-up.
Health and Wellbeing Precinct – Stage 2	Council has commenced reviewing the future staging approach for the Health and Wellbeing Precinct project, including separating the existing Stage 2 concept into revised Stage 2 and Stage 3 delivery phases. Current discussions recognise the gym component as a higher short-term priority, with aquatic infrastructure and pool delivery identified as a longer-term strategic objective requiring separate planning and funding pathways.	In Progress	Finalise revised staging framework, identify priority funding opportunities for gym delivery and commence longer-term planning investigations for future aquatic infrastructure delivery.
Fit and Healthy Burke Shire Program	Following the positive uptake and outcomes of Council's trial group workout sessions during 2026, Council has identified an opportunity to formalise the initiative into a longer-term community health, fitness and sporting program. The proposed Fit and Healthy Burke Shire Program would build upon the existing adult group fitness sessions while introducing a Saturday children's sporting program in Burketown and Gregory. The initiative is intended to encourage physical activity, strengthen community participation and provide accessible sporting opportunities for residents across different age groups. Early planning has commenced to investigate partnerships with Burketown State School, other local schools, sporting clubs and potential program delivery providers. Council intends to develop the program during the 2026/27 wet season, with a proposed launch during the 2027 dry season. The longer-term objective is to establish a dedicated program allocation within Council's 2027/28 Budget.	Early Planning	Engage potential delivery partners, including local schools and sporting clubs, to determine interest, available resources and potential delivery arrangements. Develop a proposed program structure incorporating adult group fitness and Saturday children's sports, including activity schedules, facilities, staffing, partnership arrangements and indicative costs. Investigate available grant funding and other financial contributions to support the program's ongoing delivery. Prepare a proposed funding allocation for consideration during development of the 2027/28 Budget, while progressing arrangements for a potential 2027 dry-season launch.

Roads and Operational Infrastructure

Operational discussions have continued regarding Floraville Road works, local material utilisation opportunities and road safety improvements.

Action Topic	Actions to Date	Status	Next Steps
Creek and Crossing QR Code Storytelling Initiative	Initial concept discussions commenced regarding the installation of QR codes on creek and crossing name signage throughout Burke Shire to provide historical, cultural and community information explaining how individual creeks, crossings and locations received their names. The initiative is intended to support tourism storytelling, local history preservation and broader visitor engagement across the Shire road network.	Early Planning	Identify priority creek and crossing locations, commence collection of local historical and cultural information, and investigate signage design and QR code implementation opportunities.
Asset Management Framework Implementation	Council commenced development of six-monthly Works Depot Work Plans to improve operational planning and visibility of maintenance activities. While the exercise provided some value, it became evident that the approach did not provide the long-term strategic asset management framework required to effectively manage Council's infrastructure portfolio. With the appointment of a new Director of Engineering, Council has identified the implementation of a comprehensive asset management framework as a strategic priority. Rather than continuing standalone works plans, future operational planning will be driven through structured asset management planning that links service expectations, asset condition, maintenance requirements, renewal planning and long-term financial sustainability. This work will build upon Council's existing Asset Management Policy and establish a more mature asset management framework across the organisation.	In Progress	Progress the staged implementation of Council's Asset Management Framework, commencing with the review and refinement of Council's existing Asset Management Policy and the development of Levels of Service for each major asset class. The Levels of Service will establish the standard of service Council intends to provide and will form the foundation for a suite of Departmental Asset Management Plans covering key asset classes, including: • Roads and drainage • Water supply • Sewerage • Buildings and facilities • Parks and open spaces • Airport infrastructure • Plant and fleet • Waste management infrastructure • Other critical community infrastructure These Departmental Asset Management Plans will replace the former six-monthly Works Depot Plans as Council's primary operational planning documents. They will identify asset condition, maintenance requirements, renewal priorities, lifecycle risks, intervention standards and long-term capital requirements for each asset class. Collectively, these plans will inform the development of a consolidated 10-Year Asset Management Strategy, providing Council with a structured framework for investment, renewal planning, service delivery and long-term financial sustainability. This framework will enable operational decisions to be driven by agreed service levels, asset performance and lifecycle planning rather than reactive maintenance alone.

Action Topic	Actions to Date	Status	Next Steps
Cattle Grid Renewal and Road Safety Program	Council has commenced preliminary benchmarking discussions within industry including with Carpentaria Shire Council regarding its approach to cattle grid management, inspection and renewal. The Chief Executive Officer met with Carpentaria Shire Council's Director of Infrastructure and undertook a 'drive-by' of several cattle grids to better understand existing management practices and identify opportunities for improvement. These discussions highlighted a number of practical road safety considerations, including safety measures and infrastructure treatments that may require further attention at cattle grid locations within Burke Shire. The engagement represents an initial step toward developing a more consistent and risk-based approach to cattle grid maintenance, renewal and road safety across Council's road network.	In Progress	Continue engagement within industry to benchmark cattle grid inspection, maintenance and renewal practices. Undertake a broader assessment of cattle grids throughout Burke Shire, prioritising locations where safety concerns or infrastructure deficiencies have been identified. Identify appropriate safety treatments, renewal standards and inspection requirements, and incorporate these into Council's developing Asset Management Framework and long-term road infrastructure renewal planning. Continue investigating opportunities to include priority cattle grid upgrades within existing or planned roadworks programs, including eligible DRFA-funded works.

Waste Management and Landfill Operations

Council has continued progressing strategic waste management planning, including redevelopment planning for the Gregory Unsupervised Bin Site and preliminary regional waste collaboration discussions with Cloncurry Shire Council.

Action Topic	Actions to Date	Status	Next Steps
Gregory Unsupervised Bin Site Redevelopment	Early redesign and scoping work commenced to transition the site into a formal unsupervised bin site. Initial project management responsibilities assigned to relevant project and operational staff. Early stage quotations, concept designs and planning investigations are underway for future Council consideration and inclusion in the 2026-2027 Budget. Cleanaway has commenced remediation activities at the Gregory Unsupervised Bin Site, with an initial collection of general waste completed and significant progress made in addressing historic issues. A subsequent collection was delayed following a mechanical breakdown of the contractor's vehicle. During excavation activities, larger-than-anticipated volumes of waste were identified, indicating that it may require further assessment.	In Progress	Finalise preliminary concepts, quotations and scope of works for future Council presentation and budget consideration. Continue working with Cleanaway to complete the removal of remaining waste once vehicle repairs are completed. Undertake a further site inspection to assess the extent of waste, review remediation requirements and costs, and determine the most appropriate long-term remediation strategy for the site.
Cans for Kindy Recycling Initiative	Initial discussions and concept development have been undertaken regarding the establishment of a Cans for Our Kindy recycling initiative, aimed at supporting local fundraising opportunities while improving recycling and waste diversion outcomes within the community. Responsibility for progressing the concept has now been delegated to the Economic Development, Community and Communications Manager, who will work with relevant stakeholders to further develop and implement the initiative.	Early Planning	Engage with key stakeholders, including the kindergarten and relevant community groups, finalise the operating model for the initiative, identify collection and processing arrangements, and progress implementation of the program.

Organisational Development

Council has commenced a structured response to the organisational culture audit and is progressing steps towards a new organisational culture program.

Action Topic	Actions to Date	Status	Next Steps
Gregory Council Office Initiative	Council has commenced a temporary Gregory Satellite Office initiative using an available Council residence in Gregory. The initiative is intended to provide a more regular Council presence in the township and a practical working base for the CEO, Directors and other Council officers when undertaking work in Gregory. Initial establishment activities have included arranging office furniture and equipment, connectivity and basic office requirements. The facility also provides an opportunity to trial additional community-facing uses, including a small pop-up library and community space.	In Progress	Complete establishment of the satellite office, including reliable internet connectivity, workstations, furniture and other minor requirements. Establish a regular schedule of senior staff attendance in Gregory, with the CEO and/or Directors working from the office on a regular basis where practicable. Continue the initiative as a trial across the dry seasons and monitor utilisation, community feedback and operational benefits to determine the value of maintaining a longer-term Council presence in Gregory.
Snap Send Solve – Operational Improvement	Council has substantially progressed the operational reset of its Snap Send Solve reporting platform, with responsibility for day-to-day management transitioned to the Works Depot. Handover and staff training have now been completed, establishing clearer responsibilities for monitoring, allocating and resolving community-reported maintenance matters. The Works team is currently reviewing and addressing outstanding historical reports, with the final reconciliation and closure of longstanding matters anticipated by 30 November 2026. Completion of this process has been affected by the need to prioritise REX-related training for relevant staff, which Council has accommodated to support operational requirements.	Implement ation in Progress	Complete the review and appropriate resolution or closure of outstanding historical Snap Send Solve reports by 30 November 2026, ensuring matters requiring further work remain appropriately recorded and allocated. Commence a modest community awareness campaign during December 2026 to promote the platform and communicate Council's renewed approach to responding to community maintenance requests. Develop a broader Mayor-led, month-long community engagement campaign for the 2027 dry season, encouraging increased reporting and providing an opportunity to assess Council's responsiveness and operational performance under the revised arrangements.
'Good Neighbor' and Biosecurity Policy Framework	Council has identified an opportunity to investigate the introduction of a Good Neighbour initiative as part of a broader review of Council's biosecurity policy framework. The initiative would seek to establish clearer expectations and a cooperative approach between Council, landholders and other stakeholders regarding matters such as pest and weed management, property boundaries, fire management and other shared land-management responsibilities. Council currently participates in the North West Queensland regional biosecurity framework, and preliminary work has identified the need to better understand how Council's existing regional commitments are being implemented locally and how any future Good Neighbour initiative would complement, rather than duplicate, existing arrangements.	Early Planning	Undertake a review of Council's existing biosecurity policies, plans and regional commitments, including the North West Queensland regional biosecurity arrangements and their current implementation within Burke Shire. Benchmark Good Neighbour approaches adopted by other Queensland local governments, particularly regional and remote councils, to determine whether Council should adopt a standalone Good Neighbour Policy or incorporate the initiative within a broader suite of complementary biosecurity policies and programs. Prepare options for Councillor consideration addressing proposed scope, stakeholder responsibilities, implementation requirements and the relationship between any new initiative and Council's existing regional biosecurity obligations.

Action Topic	Actions to Date	Status	Next Steps
Community Consultation Policy and Engagement Framework	Council has identified the need for a more consistent organisation-wide approach to community consultation, including clearer guidance regarding when consultation should occur, the appropriate level and method of engagement, and how community feedback should inform Council projects and decision-making. This need is particularly relevant in Gregory, where a significant program of township street and infrastructure works will occur and is expected to directly affect residents, businesses and property access over an extended period.	Early Planning	Review Council's existing consultation and engagement practices and benchmark contemporary approaches used by other Queensland local governments. Develop a draft Community Consultation Policy or framework establishing appropriate triggers and minimum expectations for consultation, proportionate to the scale, impact and nature of the matter being considered. As an immediate application, develop a **Gregory Community Consultation Calendar** to provide structured and regular engagement throughout delivery of the Gregory Township Streets Upgrade and other significant works. The calendar should identify key consultation points, project updates and opportunities for affected residents and businesses to receive information and provide feedback before and during works.
Management Team Development and Leadership Upskilling	The Manager of People and Culture and Chief Executive Officer met with representatives from the Australian Institute of Management (AIM) and the Institute of Executive Coaching and Leadership (IECL) to explore opportunities to strengthen leadership capability, coaching skills and professional development across the organisation. IECL is an internationally recognised coaching and leadership development provider and delivers International Coaching Federation (ICF) accredited coach education and advanced team coaching programs. Discussions focused on the development of a tailored leadership and management capability program for Burke Shire Council, including executive coaching, team development, leadership masterclasses and structured professional development pathways for managers and emerging leaders. The initiative forms part of Council's broader commitment to investing in its people, building internal capability and supporting long-term organisational sustainability through workforce development.	In Progress	Work with AIM and IECL to design a tailored leadership development program for Council's Executive Management Team and managers, incorporating coaching, mentoring and capability development initiatives. Progress development of an internal mentoring framework and a supervisor development pathway to support future succession planning, strengthen leadership capability across the organisation and create opportunities for employees to progress into management roles over time.

Financial Services and Information Technology

Major focus in October 2026 for Financial Services was as follows:

- FBT in progress with EIJ Accounting.
- FTC review to be carried out in the coming months.
- QAO external audit final – Completed and audited financial statements signed by 30th of October (on time); unqualified audit opinion achieved.
- Commenced scoping and implementation planning for migration of accounting and council ERP system due to the information received about the future of PCS from provider – a more detailed overview of the matter will be addressed in due course. $250k budgeted for 2026/2027 to commence process from July 2026.
- To attend LGFP conference in November as a breakout session facilitator.

- Significant work carried out on debt collection (general and rating) – including rating sales matters.

Major focus in October 2026 for Technology Services was as follows:

- AI Weather and Environmental Monitoring Stations – relationship terminated with provided via Telstra - 18 month grant extension confirmed via NEMA – program is worth $240k. Discussed options and will touch base with Moreton Bay City Manager to discuss their implementation is this space using AI.
- $50k grant award for AI CCTV solution from the IDF (LGAQ) – ARA has now attended site and will be issuing a report and scoping the Wharf CCTV system upgrade.
- Fourier is currently preparing a scope of works ($51k) for a full repair and upgrade of existing CCTV infrastructure less the Wharf.
- Investigating options for the delivery of an AI readiness Assessment – to be included in a larger IDF grant submission involving the implementation of Co-Pilot Developer
- Commenced as Committee member for LGMA AI Guidance and Practices Project on Behalf of the Burke Shire Council
- Public Wifi installation to commenced in Gregory for 16 November – currently finalising the footings needed.
- Finalising concrete installation for new terrestrial TV Sat dish – via N-com.

People and Culture

EBA related

- JCC Meeting scheduled for 11 November 2026.

Policies

- Council Volunteers Policy

Positions advertised

- Acting Work Manager (internal)
- Airport Officer
- General Operators and Labourers
- Housing and Facilities Officer
- Finance Officer

New employees

- Jordan Armstrong

Departures

- Jade Linden
- Garrick Karkadoo
- Kayne Slann

Training and Professional Development

- First Aid Training
- CPR Refresher Training

- Managing Projects using AI Training

Other

- Launch of the "You said it, We did it" initiative

  Council has launched the 'You Said It, We Did It' initiative to review staff feedback, identify practical improvements and implement changes where appropriate. In October 2026, the Executive Management Team (EMT) shared its first update with all staff, focusing on communication feedback from the recent team building event. The October update is reproduced below:

  You Said It, We Did It!

  At our recent Team Building Event, employees shared valuable feedback about communication, teamwork and workplace wellbeing.

  The Executive Management Team (EMT) has begun reviewing this feedback, with our first discussion focusing on communication. Feedback relating to teamwork and wellbeing will be addressed as we continue working through the process.

  You Said - Communication

  Employees highlighted the need for:

  - Clearer directions and better forward planning.
  - More timely responses and follow-through.
  - Better communication between management and employees.
  - Greater clarity around responsibilities and who to approach.
  - More active listening and meaningful conversations.

  We're Doing - Communication

  Following our discussion, EMT has identified several areas to focus on:

  - Timely responses: Improving responsiveness and following through on commitments.
  - Clearer communication: Keeping emails concise, avoiding unnecessary copying of others and using phone calls or face-to-face conversations where more appropriate.
  - The right person: Directing questions to the appropriate person or department to ensure accurate information and clear responsibilities.
  - Better planning: Improving communication about upcoming work, priorities and changes.
  - Listening and follow-through: Taking the time to understand concerns and ensuring matters aren't left unresolved.

  While EMT is committed to improving communication, every employee has a role to play in communicating respectfully, responding in a timely manner and following through on commitments.

  What About Teamwork and Wellbeing?

  We haven't forgotten these areas! EMT is continuing to work through the feedback, and further discussions will focus on identifying practical improvements to teamwork and workplace wellbeing.

  We'll continue sharing updates as actions are agreed and implemented.

Takeaway: You spoke. We're listening. We're taking action.

Improving our workplace won't happen overnight, but it starts with listening, making practical changes and following through on what we say we'll do.

3. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of the Chief Executive Officer's Report for October 2026.

ATTACHMENTS

Nil

Chief Executive Officer Reports

12.03 Adoption of Council Meeting Dates for 2027

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Zachary Revere; Chief Executive Officer
PREPARED BY:	Madison Marshall; Corporate Services and Governance Manager
DATE REPORT PREPARED:	9 November 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan, Operational Plan

1. PURPOSE

To present and seek Council's approval of the proposed schedule of Ordinary Council Meeting and Committee meeting dates for 2027.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Throughout 2026, Council Meetings were held on the fourth Wednesday of each month, with the exception of a few meetings that were changed due to conflicting dates with external meetings or conferences. Ad hoc and/or permanent committees were formed and functioned throughout the year, as and when required.

3. PROPOSAL

3.1 That Council holds its ordinary meetings on the dates outlined below, commencing at 9.00am, with the venue to be the Council boardroom unless otherwise noted below.

January	Wednesday 20
February	Wednesday 24
March	Wednesday 24
April	Wednesday 21
May	Wednesday 26
June	Wednesday 23
July	Wednesday 21
August	Wednesday 25
September	Wednesday 22
October	Wednesday 27
November	Wednesday 17
December	Friday 10

3.2 That Council endorses the proposed schedule for committee meetings throughout 2027 as outlined in attachment one.

4. FINANCIAL & RESOURCE IMPLICATIONS

This is budgeted for in Council's normal operations.

5. POLICY & LEGAL IMPLICATIONS

Local Government Regulation 2012 Chapter 8 Administration Part 2 Local government meetings and committees 257 Frequency and place of meetings	257 Frequency and place of meetings (1) A local government must meet at least once in each month. (2) However, the local government need not meet in a particular month if the local government considers it would be impracticable or unnecessary to do so. Examples for subsection (2)— • the local government considers meeting in a month in which a disease outbreak or severe weather event happens in the local government's area would be impracticable • the local government considers meeting in a month in the caretaker period for the local government would be unnecessary (3) All meetings of a local government are to be held— (a) (a)at 1 of the local government's public offices; or (b) for a particular meeting—at another place fixed by the local government, by resolution, for the meeting.
Local Government Regulation 2012 Chapter 8 Administration Part 2 Local government meetings and committees 254B Public notice of meetings	254B Public notice of meetings (1) A local government must, at least once in each year, publish a notice of the days and times when— (a) its ordinary meetings will be held; and (b) the ordinary meetings of its standing committees will be held. (2) The notice mentioned in subsection (1) must be published on the local government's website, and in other ways the local government considers appropriate. (3) A local government must display in a conspicuous place in its public office a notice of the days and times when— (a) its meetings will be held; and (b) meetings of its committees will be held. (4) A local government must, as soon as practicable, notify any change to the days and times mentioned in subsection (1) or (3) in the same way as the days and times were previously notified.

6. CRITICAL DATES & IMPLICATIONS

It is timely and appropriate to confirm the meeting dates now, in order to publicise the public notice of meetings for next year as required under section 254B of the Local Government Regulation 2012.

7. CONSULTATION

Consultation with the CEO and Director of Corporate.

8. CONCLUSION

That the 2027 Council meeting and committee dates are adopted to meet legislative requirements.

9. OFFICER'S RECOMMENDATION

1. That Council notes the contents of the report; and
2. That Council adopts the dates below for the Ordinary Meetings of Council in 2027:

January	Wednesday 20
February	Wednesday 24
March	Wednesday 24
April	Wednesday 21
May	Wednesday 26
June	Wednesday 23
July	Wednesday 21
August	Wednesday 25
September	Wednesday 22
October	Wednesday 27
November	Wednesday 17
December	Friday 10

3. That Council notes, endorses and adopts the schedule of Committee meetings as listed in the attached schedule.

ATTACHMENTS



2027 Schedule of Council and Commit

1. Proposed schedule of 2027 Council and Committee Meetings

Chief Executive Officer Reports

12.04 Gulf Savannah Development Nomination

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Zachary Revere; Chief Executive Officer
PREPARED BY:	Murray Davies; Director of Corporate
DATE REPORT PREPARED:	5 November 2026
LINK TO COUNCIL PLAN/S:	Economic Development and Sustainability: 5.1.2 Council participates in regional economic development partnerships and government initiatives that support industry development and regional economic sustainability.

1. PURPOSE

The purpose of this report is to seek Council endorsement with respect to nominating our Mayor for the position of Chair within the Board of Gulf Savannah Development.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Mayor Ernie Camp also serves as Chairperson of Gulf Savannah Development (GSD). It is proposed that Council endorses nominating the Mayor for a further term as Chair of GSD.

3. PROPOSAL

That this Council endorses and formally nominates Mayor Ernie Camp for the position of Chair of GSD.

4. FINANCIAL & RESOURCE IMPLICATIONS

This does not directly impact the Council as such, other than any other existing or proposed connections and involvement with GSD.

5. RISK

None specifically identified.

6. POLICY & LEGAL IMPLICATIONS

Local Government Act Chapter two, part one, section 10

The Board - Gulf

Instrument	Reference	Details
Local Government Act 2009	Chapter two, part one, section 10	A local government may exercise its powers by cooperating with one or more other local, State or Commonwealth governments to conduct a joint government activity.
Corporate Plan 2025-30	Healthy, inclusive, sustainable communities	2. Council supports and/or partners with organisations, services, events and activities that promote and support community engagement, health, wellbeing, the inclusion of arts and culture and sustainability.
Burke Shire Council Operational Plan 2026-27	Economic Development	5.1.2.2 Council actively participates in Gulf Savannah Development, NWQROC, WQAC and relevant regional economic initiatives that develop industry and opportunity.
Policy	Business innovation Scheme Policy (GOV-POL-016)	Council may assist approved businesses.

7. CRITICAL DATES & IMPLICATIONS

Nomination to be submitted to GSD prior to their annual general meeting.

8. CONSULTATION

Proposed by Mayor.

Endorsed by CEO.

9. CONCLUSION

As Burke Shire Council is a member of GSD, appropriate for our Mayor to be one of its office bearers.

10. OFFICER'S RECOMMENDATION

4. That Council notes the contents of the report; and
5. Endorses and formally nominates Mayor Camp for the position of Chair of Gulf Savannah Development.

ATTACHMENTS

2611 GSD Form - Management commi

1. GSD Management Committee Nomination Form

13. Finance and Technology Directorate Reports

13.01 Finance Monthly Update Report
13.02 Review of Debt Recovery Policy - General
13.03 Adoption of Audit Committee Meeting Minutes June and September 2026
13.04 Queensland Audit Office 2026 Financial Statements and Audit Reports

Finance and Technology Directorate Reports

13.01 Finance Monthly Update Report

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	4 November 2026
LINK TO COUNCIL PLAN/S:	Operational Plan 2026-27 | Council Budget 2026-27

1. PURPOSE OF REPORT

This report has been constructed to provide a snapshot of the progress of council's operations (financial) against budget targets at 30 June 2027 as adopted by the council budget. The below report will focus on providing information to key decision makers in regards to key metrics, trends and actuals for the month ended October 2026.

2. SUMMARY

Council's cash was down by $25.293mil by the end of September 2026.

Overall council's reporting shows a budget position of 28.22% expended to date (29.59% undistorted) against a target of 33.33%.

The following report will cover off on the following key areas (in order) of the list:

1. Overall Operating Summary (Actual v Budget)
2. Statement of Cash Flows
3. Statement of Income and Expenditure
4. Organisational Services Performance
5. Statement of Financial Position
6. Rating Arrears Summary
7. Exercise of Delegations
8. Officer's Recommendations

3. OVERALL OPERATING SUMMARY (ACTUAL V BUDGET)

The below summary shows a brief snapshot of how council is tracking in the current year against the budget for the year as adopted by council for the 30 June 2027.

Overall Financial Performance	Note Ref	Year To Date Actual	Annual Budget (Target)	YTD Progress %
Operating Revenue	(1)	38,098,402	139,078,000	27%
Operating Expenses	(2)	40,262,971	142,676,150	28%
Operating Result (Profit/Loss)		**- 2,164,570**	**- 3,598,150**	60%
Capital Revenue	(3)	16,192,653	64,976,000	25%
Net Result		**14,028,083**	**61,377,850**	23%

Assets & Liabilities		Year To Date Actual	Annual Budget (Target)
Cash & Cash Equivalents	(4)	67,448,799	32,723,963
Other Current Assets	(5)	7,521,904	1,402,000
Non Current Assets	(6)	275,652,399	243,713,937
Total Assets		**350,623,102**	**277,839,900**
Liabilities (Current)	(7)	57,429,181	20,190,000
Liabilities (Non Current)	(8)	954,983	930,000
Total Liabilities		**58,384,164**	**21,120,000**
Net Community Assets		**292,238,937**	**256,719,900**

Sustainability Outlook[1]

*Financial Sustainability Ratios and Measures of Sustainability	Target	Current Month YTD	Prior Month
[1] Operating Surplus Ratio (%)	Between 0% and 10%	-6%	-3%
[2] Working Capital Ratio	Greater than 1:1	1.3	1.7
[3] Net Financial Liabilities Ratio	Less than 60%	-46%	-10%

*Ratios are currently distorted as accruals represent significant distortions in reporting figures.

Notes:

(1) Operating Revenues - Noted that primary grant revenue recognition was from 22/23 DRFA REPA grant funding and 23/24 DRFA REPA grant funding during the month.

(2) Operating Expenses - Refer to the operational cost dissection per section of this report. Note that accrued expenses journals are yet to be posted for 30 June 2026 ahead of audit and are currently distorted the reported figures. These journals will be posted pre-external audit commencement and corrected for the October 2026 council report.

(3) Capital Revenue - Noted that $1.67mil was recognised for the DRFA Burketown Airport Runway project (DRFA Betterment) and $1.7k Gregory Lawnhill Road (DRFA Betterment), $213k Doomadgee Lawhill Road (DRFA Betterment) and $2.6mil for Gregory River Crossing (DRFA Betterment).

(4,5,6,7,8) - Accounts relate to balance sheet movements, all of which will move in correlation to Council operating movements; as such no items by exception to report at this stage.

[1]**Definitions**

[1] The working capital ratio: measures council's ability to offset short term obligations with current assets.

[2] The net financial liabilities ratio: measures council's ability to increase borrowings where necessary.

[3] The operating surplus ratio: measures council's ability to cover operational costs through operational revenues.

4. STATEMENT OF CASH FLOWS

The below statement shows a comparison between the cashflow of October 2025 in the previous year v October 2026 actuals v the budgeted estimated cashflow for 30 June 2027.

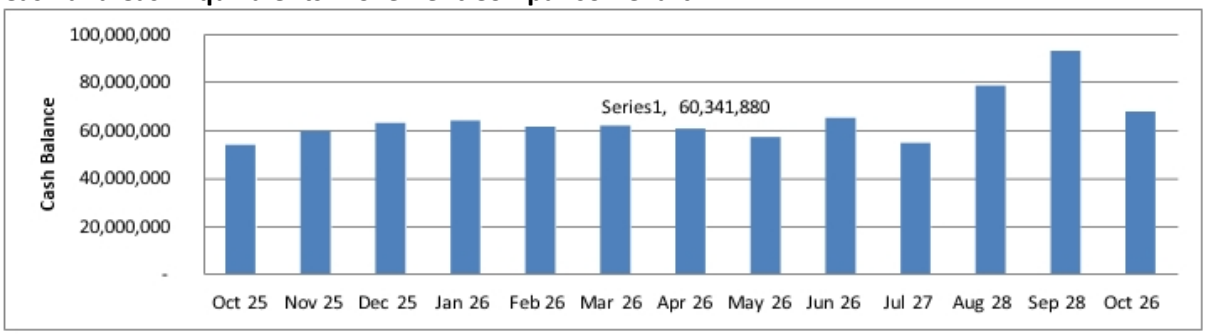
For the month ended 31 October 2026

	Note Ref	31 October 2025 $	31 October 2026 $	2026-27 Annual Budget $	YTD Progress %
Cash flows from operating activities:					
Receipts from customers	(1)	2,732,774	18,748,927	9,460,432	198%
Payments to suppliers and employees	(2)	(65,966,710)	(58,185,591)	(163,767,158)	36%
		(63,233,936)	(39,436,664)	(154,306,727)	26%
Rental Income	(3)	66,446	64,189	234,000	27%
Interest Received	(4)	851,246	998,743	1,538,000	65%
Operating Grants and Contributions	(5)	31,858,174	42,281,228	131,932,000	32%
Finance Costs		0	0	-	0%
Net cash inflow (outflow) from operating activities		(30,458,069)	3,907,496	133,704,000	3%
Cash flows from investing activities:					
Payments for Property, Plant and Equipment	(6)	(3,741,927)	(17,461,558)	(68,918,000)	25%
Net movement on loans and advances		0	0	0	0%
Proceeds from Sale of Property, Plant and Equipment		0	0	40,000	0%
Capital Grants and Subsidies	(7)	194,550	16,192,653	64,936,000	25%
Net cash inflow (outflow) from investing activities		(3,547,378)	(1,268,905)	(3,942,000)	32%
Cash flows from financing activities:					
Proceeds from Borrowings		0	0	0	0%
Repayment of Borrowings		0	0	0	0%
Net cash inflow (outflow) from financing activities		0	0	0	0%
Net increase (decrease) in cash held	(8)	(34,005,447)	2,638,590	(24,544,727)	-11%
Cash at beginning of reporting period		87,640,757	64,810,209	57,268,690	113%
Cash at end of reporting period	(8)	53,635,310	67,448,799	32,723,962	206%

Cash and Cash Equivalents Summary

Cash & Cash Equivalents	Effective Interest Rate	YTD Interest Earnings	Cash Balance
QTC Cash Fund	5.19%	998,743	57,105,159
Westpac General Fund - Trust	-	-	10,343,356
Cash Floats	-	-	283
Total			**67,448,799**

Cash and Cash Equivalents Movement Comparison Chart



Cash and Cash Equivalents - Restricted Cash (IAS 7)

Total Cash on hand	**$ 67,448,799.01**	%
Restricted Cash - DRFA Operating Grants	$ 40,479,775.24	*60.02%*
Restricted Cash - Non-DRFA Operating Grants	$ 120,936.36	*0.18%*
Restricted Cash - Capital Grants	$ 15,076,318.10	*22.35%*
GST Payable	-$ 1,594,743.52	*-2.36%*
Unrestricted Cash	$ 13,366,512.83	*19.82%*
Contract Assets - Cash to be received by 30 June 2026		
LRCI 2 and 3	$ 323,000.00	*Director to Finalise with Department*
Insurance	$ 250,000.00	*Pending council to finalise with Assessor*
REPA 23/24 Funds for Works	$ 642,297.56	
Projected Unrestricted Cash	$ 14,581,810.39	
Prior Month Projected Unrestricted Cash Balance	**$ 18,512,848.50**	
Explanation for Movement:	-$ 3,931,038.11	

Currently this balance is within expectation based on council's budget process; while this represented funds held in reserve; it will be expended during the course of the year on both operations and capital expenditure; at this stage further review of non-DRFA project expend will be conducted within the next month.

Notes to the Statement of Cashflows:

(1) Receipts from customers - Represented overall revenue movements year to date. We will be reviewing mapping of this balance in the next month as we believe grant cashflows maybe affecting this balance currently.

(2) Payments to suppliers and employees - Significant amounts spend on DRFA funded works during the month for the 22/23 and 23/24 flood damage program makes up the predominant amount of the monthly movement.

(3) Rental Income - Rental income is on track with budget.

(4) Interest Received - Interest is on track with budget with an effective interest rate provided by the QTC (5.19%); up from 5.01% in September 2026. Council will become progressively less reliant on surplus bank interests over time to fund shortfalls; this has been anticipated as part of the annual budget planning conducted.

(5) Operating Grants and Contributions - Noted that primary grant revenue recognition was from 22/23 DRFA REPA grant funding and 23/24 DRFA REPA grant funding during the month.

(6) Payments for Property, Plant and Equipment - Noted that $1.67mil of spend was recognised for the DRFA Burketown Airport Runway project (DRFA Betterment) and $1.7k Gregory Lawnhill Road (DRFA Betterment), $213k Doomadgee Lawhill Road (DRFA Betterment) and $2.6mil for Gregory River Crossing (DRFA Betterment).

(7) Capital Grants and Subsidies - Noted that $1.67mil was recognised for the DRFA Burketown Airport Runway project (DRFA Betterment) and $1.7k Gregory Lawnhill Road (DRFA Betterment), $213k Doomadgee Lawhill Road (DRFA Betterment) and $2.6mil for Gregory River Crossing (DRFA Betterment).

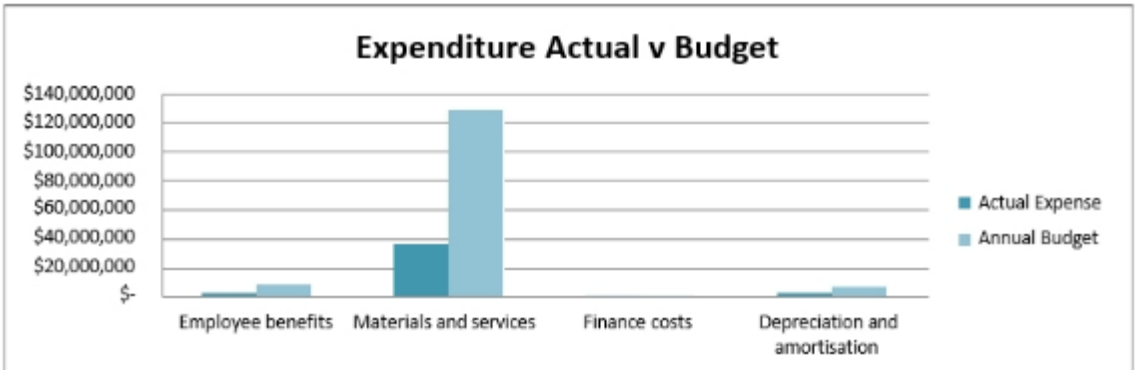
(8) Net Cash Movement - Council's cash holdings was down by $25.29mil by the end of October 2026.

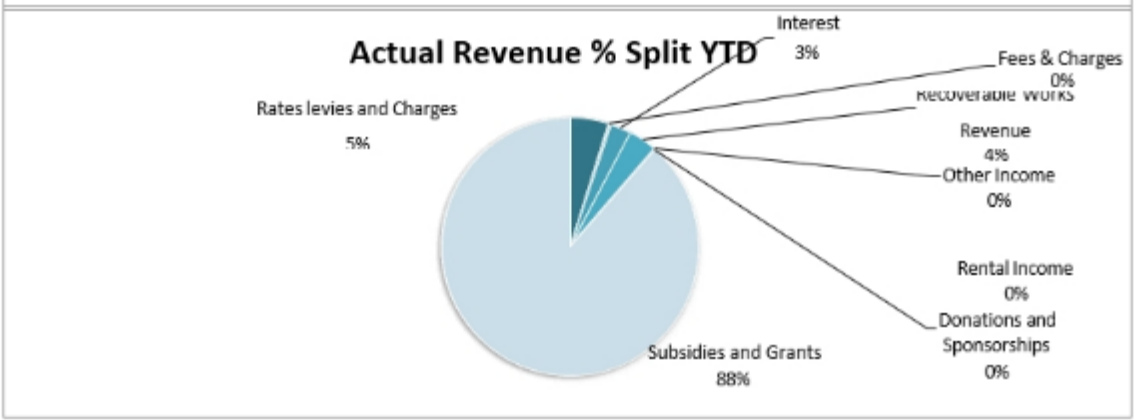
5. STATEMENT OF INCOME AND EXPENDITURE

The below statement shows a comparison between the income and expense statement of October 2025 in the previous year v October 2026 actuals v the budgeted income and expenditure for 30 June 2027.

For the month ended 31 October 2026

	Note Ref	31 October 2025 $	31 October 2026 $	2026-27 Annual Budget $	YTD Progress %
Recurrent Revenue					
Rates levies and Charges		1,804,338	1,856,543	3,697,000	50%
Fees & Charges	(1)	48,303	25,155	143,000	18%
Rental Income	(2)	66,446	64,189	234,000	27%
Interest	(3)	851,246	998,743	1,538,000	65%
Recoverable Works Revenue	(4)	614,120	1,367,444	1,181,000	116%
Other Income	(5)	17,905	21,635	348,000	6%
Donations and Sponsorships	(12)	-	25,000	5,000	500%
Developer Contributions		-	-	-	0%
Subsidies and Grants	(6)	41,258,697	33,739,692	131,932,000	26%
Total Recurrent Revenue		**44,661,055**	**38,098,402**	**139,078,000**	**27%**
Capital Revenue					
Sale of non-current assets	(13)	-	-	40,000	0%
Contributions		-	-	-	0%
Subsidies and Grants	(7)	194,550	16,192,653	64,936,000	25%
Total Capital Revenue		**194,550**	**16,192,653**	**64,976,000**	**25%**
TOTAL INCOME		**44,855,604**	**54,291,054**	**204,054,000**	**27%**
Recurrent Expenses					
Employee benefits	(8)	- 1,789,366	- 1,971,332	- 7,858,000	25%
Materials and services	(9)	- 42,166,754	- 36,144,359	- 128,387,950	28%
Finance costs	(10)	- 24,378	- 27,214	- 70,000	39%
Depreciation and amortisation	(11)	- 1,818,502	- 2,120,067	- 6,360,200	33%
TOTAL RECURRENT EXPENSES		**- 45,799,001**	**- 40,262,971**	**- 142,676,150**	**28%**
NET RESULT		**- 943,397**	**14,028,083**	**61,377,850**	**23%**





Notes to the Statement of Income and Expenditure:

(1) **Fees & Charges** - This amount is on track with budget.

(2) **Rental Income** - Rental income is on track against budget.

(3) **Interest** - Interest is on track with budget with an effective interest rate provided by the QTC (5.19%); up from 5.01% in September 2026. Council will become progressively less reliant on surplus bank interests over time to fund shortfalls; this has been anticipated as part of the annual budget planning conducted.

(4) **Recoverable Works Revenue** - Major movements have been recognised in recoverable works revenue year to date; this is due to an increase in scope from TMR based flood damage requirements being recognised during the year. This budget will be amended for the Q2 budget review.

(5) **Other Income** - Minimal movement to report for the month due to it being the first month of operations for the new year.

(6) **Subsidies and Grants (operating)** - Noted that primary grant revenue recognition was from 22/23 DRFA REPA grant funding and 23/24 DRFA REPA grant funding during the month.

(7) **Subsidies and Grants (capital)** - Noted that $1.67mil was recognised for the DRFA Burketown Airport Runway project (DRFA Betterment) and $1.7k Gregory Lawnhill Road (DRFA Betterment), $213k Doomadgee Lawhill Road (DRFA Betterment) and $2.6mil for Gregory River Crossing (DRFA Betterment).

(8) **Employee benefits** - In relation to employee benefits costs against the budget, we have currently expended $1.971m against a budget of $7.858mil for the year; this is an actual spend of 25.09% year to date.

(9) **Materials and services** - Refer to the cost disaggregation in the operating statement. Currently on track with budget overall.

(10) **Finance costs** - On track with budget.

(11) **Depreciation and amortisation** - On track with budget.

(12) **Donations and Sponsorship Revenue** - Donations are made of up amounts contributed to council for the Order of the Outback Ball Event.

(13) **Sale of non-current assets** - Minimal movement year to date.

6. BURKE SHIRE COUNCIL FINANCIAL PERFORMANCE

The below report shows the expenditure split between the various organisational departments of council.

It is expected that movements should be no more than 8.33% month on month (100% divided by 12 months).
Benchmark for October 2026 33.33%

% YTD Actual expense v Annual Budget
YTD actual v budget is on track
YTD actual v budget is unfavourable (1%-5% movement larger than expected)
YTD actual v budget requires review (>5% movement larger than expected)

Organisational Services

	31 October 2025 $	31 October 2026 $	2026-27 Annual Budget $	YTD Progress %	Comments
Recurrent Expenses					
Corporate Governance Costs	364,661	368,868	1,208,000	30.54%	Slightly over budget; this is due to increased attendance of staff and councillors at conferences and travel costs.
Administration Costs	1,250,518	1,192,842	4,822,100	24.74%	On track with budget.
Recoverable Works Expenses	531,072	1,373,965	915,000	150.16%	Currently over budget due to a scoping change with TMR to include flood damage works; this will be reflected in the Q2 budget review at this stage - revenue offsets with expenditure so there is currently nil impact with further billings estimated to be issued for works completed ytd.
Engineering Services	41,261,046	34,498,384	126,549,000	27.26%	On track with budget.
Utility Services Costs	350,443	375,184	1,093,000	34.33%	Slight above budget, this area is currently being monitored by management.
Net Plant Operating Costs	- 345,214	- 364,976	- 555,000	65.76%	Over budget. Balance will change as more plant is charged to jobs across the year. Consistent with prior year.
Planning and Environmental Expenses	24,653	144,076	364,000	39.58%	Due to cost phasing. This is due to one off operations to correct for local zoning and building planning requirements in the Gregory township.
Community Services Costs	518,942	527,326	1,849,850	28.51%	On track with budget.
Finance Costs	24,378	27,214	70,000	38.88%	Slight above budget due to increase interest generated year to date.
Depreciation	1,818,502	2,120,067	6,360,200	33.33%	On track with budget.
Other Expenses	-	-	-	0.00%	On track with budget.
TOTAL RECURRENT EXPENSES	**45,799,001**	**40,262,871**	**142,070,150**	28.22%	On track with budget - it should be noted that this figure is distorted by DRFA Budget operations. Undistorted progress is 29.59% against 33.33% which still places council on track with budget year to date noting however a number of positions are unfilled which is currently supporting councils financial position from savings.
Recoverable Wages (Capital and DRFA)	-	179,515	501,000	36%	On track with budget.

7. STATEMENT OF FINANCIAL POSITION

For the month ended 31 October 2026

	31 October 2026 $	2026-27 Annual Budget $
Current Assets		
Cash and cash equivalents	67,448,799	32,723,963
Trade and other receivables	4,578,130	1,000,000
Inventories	465,215	300,000
Other financial assets	2,478,559	102,000
Non-current assets classified as held for sale	-	-
Total current assets	**74,970,703**	**34,125,963**
Non-current Assets		
Receivables	-	-
Net Property, plant and equipment	275,652,399	243,713,937
Intangible assets	-	-
Total non-current assets	**275,652,399**	**243,713,937**
TOTAL ASSETS	**350,623,102**	**277,839,900**
Current Liabilities		
Trade and other payables	56,936,161	20,000,000
Borrowings	-	-
Provisions	493,020	190,000
Other	-	-
Total current liabilities	**57,429,181**	**20,190,000**
Non-current Liabilities		
Trade and other payables	0	-
Interest bearing liabilities	-	-
Provisions	954,983	930,000
Other	-	-
Total non-current liabilities	**954,983**	**930,000**
TOTAL LIABILITIES	**58,384,164**	**21,120,000**
NET COMMUNITY ASSETS	**292,238,938**	**256,719,900**
Community Equity		
Shire capital	39,529,889	104,505,889
Asset revaluation reserve	173,119,558	103,541,131
Retained surplus/(deficiency)	79,589,488	48,672,880
Other reserves	-	-
TOTAL COMMUNITY EQUITY	**292,238,938**	**256,719,900**

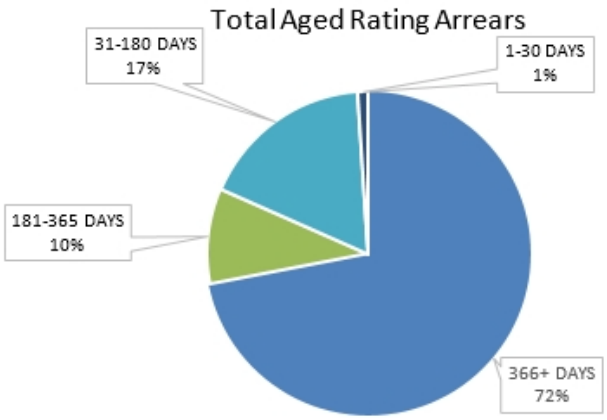
8. RATING ARREARS SUMMARY

The below report shows the outstanding aged rating arrears as at 4 November 2026.

Rating Type	366+ DAYS	181-365 DAYS	31-180 DAYS	1-30 DAYS	Total
	$	$	$	$	$
GENERAL	66,061	17,165	27,370	1,173	111,769
SEWERAGE	14,006	4,014	15,630	299	33,950
GARBAGE	9,384	2,936	6,056	217	18,593
WATER	99,700	15,498	27,654	1,451	144,304
WATER CONSUMPTION	167,789	7,134	7,833	2,033	184,790
STATE GOVT EMERGENCY	3,539	899	2,765	67	7,270
LEGAL FEES	-	-	-	-	-
		-	-	-	-
Total	**360,479**	**47,647**	**87,308**	**5,240**	**500,675**
Prior Month (September)	**361,553**	**50,525**	**13,563**	**112,356**	**537,996**
Movt $	- 1,074	- 2,878	73,746	- 107,116	- 37,322
Movt %	0%	-6%	544%	-95%	-7%

Debt Collection Actions Executed for September 2026:

	Number of assessments	Amount Outstanding	Previous Month	Movement
Ratepayers subject to further legal rectification	1	$ 231,927.16	$ 231,927.16	$ -
Assessments to progress to Rating Sale	1	$ 24,421.25	$ 24,421.25	$ -
($) Sum of Debt Actions in progress		**$ 256,348.41**	**$ 256,348.41**	$ -
(%) of Total Rating Arrears		**51%**	**48%**	3.55%
Remaining Arrears Adjusted for On-going Matters		**$ 244,326.19**		



9. EXERCISE OF DELEGATIONS

Clause 9 of Council's Rate Debt Recovery Policy determines how debtors can enter into a plan to pay their outstanding debts (rates and charges and other receivables) to Council. Clause 11 delegate's authority to negotiate payment plans to the CEO. The following delegations were exercised.

Debt Write off (Amount written off)	Payment arrangement and repayment term	Authorising officer (CEO)
Nil	Nil	Nil

Debt Write off requested > $1,000
Nil

10. OFFICER'S RECOMMENDATION

That the financial report for the 31 October 2026 be received and noted.

ATTACHMENTS

Nil

Finance and Technology Directorate Reports

13.02 Review of Debt Recovery Policy - General

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	2 November 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan –Council develops, implements and maintains an effective and compliant governance framework (governance, finance, risk)

1. PURPOSE

The purpose of this report is to readopt Debt Recovery Policy (General) in accordance with the relevant legislation on the basis of minor changes made to this policy.

2. BACKGROUND

In accordance with the Local Government Regulation 2012, Council is required to maintain a debt Recovery Policy (General). Periodically this policy should be reviewed to maintain its currency with council operations and controls.

3. PROPOSAL

Per a review of debt collections process, management is recommending the following amendments to this policy:

- Increase Director of Finance and Technology write-off threshold from $100 to $1,000
- Increase CEO write-off threshold from $1,000 to $2,000
- Shift Councillors minimum write-off threshold from amount above $1,000 to $2,000
- Introduce an annual write off cap of $30,000 ($15,000 CEO, $15,000 Director of Finance and Technology), amounts above this cap will be subject to Council Resolution

The reasoning for these adjustments is to focus on bottle necks in currently process in dealing with aged debt and streamline our control environment to allow for faster and more proactive decision making whilst making sure at the same time we consider the risk level of doubtful or bad debts to council and it's cash reserves. It should be noted that debt write-off is considered a last resort action for council.

4. FINANCIAL & RESOURCE IMPLICATIONS

Not applicable concerning adoption of this Report.

5. POLICY & LEGAL IMPLICATIONS

Instrument	Reference
Local Government Regulation 2012	Section 132

6. RISK

The annual review of these policies is a risk mitigation activity ensuring the currency of Council policies.

7. CRITICAL DATES & IMPLICATIONS

These policies apply until the next respective review date of each policy as defined by either the Act, Regulation or Policy.

8. CONSULTATION

Councillors

Chief Executive Officer

Director of Finance and Technology

9. CONCLUSION

The proposed amendments to the Debt Recovery Policy (General) provide a more practical and proportionate framework for the management of outstanding debts while maintaining appropriate financial controls and oversight. Increasing the delegated write-off thresholds will enable lower-value and uneconomical debts to be dealt with in a timely manner, reducing administrative delays and allowing resources to be focused on the recovery of higher-value debts. The requirement for Council approval for amounts exceeding $2,000 ensures that appropriate governance oversight is retained for material write-offs. The revised policy continues to recognise debt write-off as an action of last resort, to be undertaken only after reasonable recovery options have been considered or exhausted and where the write-off is appropriately documented and authorised.

10. OFFICER'S RECOMMENDATION

That Council adopts the amended Debt Recovery Policy as part of the review carried out by officers.

ATTACHMENTS



FIN-POL-006 Debt Recovery Policy - rev

1. Debt Recovery Policy

Finance and Technology Directorate Reports

13.03 Adoption of Audit Committee Meeting Minutes June and September 2026

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	2 November 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan. Good Governance - external, internal audit and Audit Committee requirements are satisfied.

1. PURPOSE

The purpose of this report is to recommend the adoption of the Burke Shire Council Audit Committee meeting minutes for the June 2026 & September 2026 Audit Committee meetings.

2. BACKGROUND

Section 211 of the Local government Regulations 2012 states that the audit committee of a local government must—

(1)(c) as soon as practicable after a meeting of the committee, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.

The Audit Committee convened on 2 June 2026 to facilitate Council's audit committee function as outlined by the Local Government Regulation 2012, to discuss the following matters:

- BSC Risk Management Review – Internal Audit 2
- BSC Review of Organisational Culture and Communications – Internal Audit 1 Findings Report
- QAO External Audit – 2026 Interim Report (Draft)
- Audit Committee Briefing Paper – May 2026
- Local Government 2025 Presentation to Audit Committees
- Draft Financial Statements 2025–2026
- AASB 16 Position Paper – 2025–2026
- AASB 15 and AASB 1058 Revenue Recognition Position Paper – 2025–2026
- Comprehensive Non-Current Asset Valuation Update
- Finance Report – April 2026
- CEO Report to Audit Committee – June 2026
- Budget Status Update
- Investment Policy 2026–2027
- Revenue Policy 2026–2027

The Audit Committee convened on 18 September 2026 to facilitate Council's audit committee function as outlined by the Local Government Regulation 2012, to discuss the following matters:

- Review and discussion of a tendering matter raised with the Audit Committee.
- Identification of improvement opportunities relating to Council's project management and tendering processes.

- Review and revision of the Audit Committee Plan to address future projects and audit priorities.

These minutes were approved at the Audit Committee meeting on the 29th October 2026.

3. FINANCIAL & RESOURCE IMPLICATIONS

That council must ensure compliance with the Local Government Regulation 2012. There are no financial or resource implications associated with this report.

4. POLICY & LEGAL IMPLICATIONS

Instrument	**Reference**	**Details**
Local Government Regulation 2012	Section 211	(1) The audit committee of a local government must— (a) meet at least twice each financial year; and (b) review each of the following matters— (i) the internal audit plan for the internal audit for the current financial year; (ii) the internal audit progress report for the internal audit for the preceding financial year including the recommendations in the report and the actions to which the recommendations relate; (iii) a draft of the local government's financial statements for the preceding financial year before the statements are certified and given to the auditor-general under section 212; (iv) the auditor-general's audit report and auditor-general's observation report about the local government's financial statements for the preceding financial year; and (c) as soon as practicable after a meeting of the committee, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.
Audit Committee Charter		These minutes must comply with the Audit Committee Charter.

5. RISK

Risk Type	**What could happen**	**Possible Consequences**

Financial	The audit committee does not meet.	There is no oversight of internal and external audit functions of council by key representatives to ensure the transparency and review of such functions.

6. CRITICAL DATES & IMPLICATIONS

Nil, but minutes should be received and noted by Council on the timely basis.

7. CONSULTATION

Tony Walsh (Chairman Audit Committee).

Mayor.

Chief Executive Officer.

Director of Finance and Technology.

8. CONCLUSION

It is appropriate for Council to receive, note and acknowledge the recommendations and actions from the Audit Committee.

9. OFFICER'S RECOMMENDATION

That Council receive, accept and acknowledge the Minutes from the Audit Committee Meetings held on June and September 2026.

ATTACHMENTS

1. Audit Committee June 2026 - Minutes



1. Audit Committee June 2026 - Minutes

2. Audit Committee September 2026 - Minutes



1. Audit Committee September 2026 - M

Finance and Technology Directorate Reports

13.04 Queensland Audit Office 2026 Financial Statements and Audit Reports

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	3 November 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan. Good Governance- external, internal audit and Audit Committee requirements are satisfied.

1. PURPOSE

The purpose of this report is to present the 2026 Financial Statements, 2026 Representation Letter and 2026 Audit Closing Management Report to council as reviewed and certified by the Queensland Audit Office.

2. BACKGROUND

Under section 213 of the Local Government Regulation 2012 a copy of the Auditor General's observation report of a local government's financial statements is to be presented to Council.

The attached reports provide details of audit matters and other information related to the audited financial statements 2026. Management notes that whilst some matters remain in-progress for resolution by management for 30 June 2026, Burke Shire Council has maintained an unmodified opinion upon its control environment and finances for the 2025-2026 financial year.

Management also notes that the financial statements and management representations were reviewed by the Audit Committee on the 29 October 2026 and signed on the 30 October 2026 (due date in accordance with Local Government Act 2009 is 31 October 2026).

3. FINANCIAL & RESOURCE IMPLICATIONS

Having good internal financial controls in place will improve council's financial efficiencies.

4. POLICY & LEGAL IMPLICATIONS

Instrument	**Reference**	**Details**
Local Government Regulation 2012.	Section 213	This section states that a copy of the Auditor General's observation report of a local government's financial statements is to be presented to council.

5. RISK

Risk Type	**What could happen**	**Possible Consequences**

Financial	Inadequate internal financial controls.	Financial implications and organisation inefficiencies.

6. CRITICAL DATES & IMPLICATIONS

The Queensland Audit Office Closing Management Report 2026 and associated audit deliverables 2026 are presented at the next ordinary/special meeting of Council after it is received.

7. CONSULTATION

Audit Committee

CEO

Management

External Auditors

8. CONCLUSION

In accordance with section 213 of the Local Government Regulation 2012, the 2026 Financial Statements, 2026 Representation Letter and 2026 Audit Closing Management Report are now presented to Council:

9. OFFICER'S RECOMMENDATION

That the Queensland Audit Office 2026 Financial Statements, Representation Letter and 2026 Audit Closing Management Report are now presented to Council to be received.

ATTACHMENTS

1. 2025-2026 Financial Statements



Burke 2026 Annual Financial Statement

2. 2025-2026 Representation Letter



BSC - Management Representation Lett

3. 2025-2026 Audit Closing Management Report



Burke Shire Council Closing report_2026

14. Infrastructure Directorate Reports

14.01 Works and Services Monthly Report
14.02 Environmental Health, Local Laws and Facilities Monthly Report
14.03 Capital Works Projects Status Update Report
14.04 DRFA Works Project Status Report
14.05 2025 DRFA Restoration Works – Package 3 Contract No.: 5605-5100-1

Infrastructure Directorate Reports

14.01 Works and Services Monthly Report

DEPARTMENT:	Infrastructure
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Infrastructure
PREPARED BY:	Leonard Locke; Acting Works Manager
DATE REPORT PREPARED:	11 November 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan 2025-30

1. PURPOSE

This report is provided to Councillors for information and outlines the works carried out by the Engineering Department for the month of October 2026 and proposed works for the month ahead.

2. SUMMARY

The key items for noting are provided below with associated background detail.

2.1 Parks, Gardens and Cemetery

- Cleaning council facilities
- Splash Park maintenance
- Wharf – cleaning of amenities and bbq equipment
- Weekly trips to Gregory -rubbish collection, septic pump outs
- Weekly trips to empty skip bins Gregory, Floraville.
- Maintaining parks and gardens

2.2 Roads Crew

- Punjaub Rd REPA works and Road maintenance
- Civica Reflect software training
- Pre-planning for 5 Mile Rd REPA works
- Next month TMI training in Normanton.
- Cyclone clean-up

2.3 RMPC

- Assisting Road Crew with their operations

2.4 Airport

<u>Burketown Airport:</u>

- Serviceability inspections weekly
- Runway inspections 3 x weekly
- 2026 Burketown Aerodrome Inspection Report completed in September
- Bom was onsite to repair equipment.
- Ben Stephens is now the Airport Officer.
- Fire extinguishers need to be moved from the interim runway back to the main runway.

Gregory Airport:

- 2026 Gregory Aerodrome Inspection Report
- Maintenance works on runway

2.5 Workshop and Fleet

Repairs & Maintenance on the following:

- Repairs on RMPC Job Truck and ute

2.6 Stores

- Ongoing issuing of Items, PPE, materials etc
- Order various store items and equipment for work crew and workshop

2.7 Waste Management

- Weekly collection service ongoing

2.8 Water and Sewerage

Staff Movements:

I Have now been given Kayne Slann and Robert Ahwing for water and sewerage operations.
Kayne Slann left Council mid-October.

Water Network Production:

Monthly Reading WTP Burketown		
Previous Month	**Current Month**	**Difference**
Sep – 13969 kl	Oct – 13661 kl	-308 kl

Monthly Reading WTP Gregory		
Previous Month	**Current Month**	**Difference**
Sep – 6197 kl	Oct – 5861 kl	-366 kl

Burketown & Gregory – High Priority Works:

Scada defect list: MBS Water and Austek working on it.

- GWTP Filtration and Raw Reservoir upgrades are being undertaken. ONGOING
- Austek will then need to be onsite to commission and connect Scada.
- MBS water to update SOPS when Scada has been fixed. Ongoing.

Burketown & Gregory Projects:

- Planning for de-silting of lagoons for 2025 -26 under way. Collaboration with QWRAP members. NOT SURE WHO IS HANDLING THE PROJECT. A letter notifying QLD Water for an extension if we cannot have it completed by the end of the month.

Water Samples:

- Quarterly DPBs: October samples were lost between Cairns and the Subcontractor. Samples will need to retaken and Regulator notified.
- Burketown Water Samples: Chlorate were within limits.
- Gregory Water Samples at the following locations FAILED WITH THE FOLOWING RESULTS:
  - Gregory Raw Water Iron 0.679mg/L. Aluminium 103mg/L.
  - GWTP Aluminium 0.348 mg/L. Regulator Notified.

Please note that Raw Water Samples are not reportable Failures at the NRPS and Gregory Raw water intake well.

Burketown Sewerage:

- Sewer Sample are continuously failing due to high pH and Suspended solids. pH needs to be below 8 for irrigation to land. Current pH test >9 – 10 ph. ONGOING. Not sure how we approach this issue as we are not allowed to discharge to irrigation site above 8.5 pH.

Burketown Water Treatment Plant:

- SOPs will be finalized when Scada project is completed. Ongoing. MBS has visited the site. Found that the SCADA issues need to be repaired. P&ID needs to be fixed. ONGOING.
- Plant operating good.
- DURACK are still accessing water from the Lagoon.
- Raw Water flow meter needs to be installed. Council have not decided on current pit. ONGOING
- Durack have not installed the 700-kl storage tank that was to be installed in JUNE. This will determine if we replace pit or install flow meter above ground. ONGOING.
- Prominent Fluid Control have been onsite to complete the ANNUAL Service and Calibration of Prominent equipment.

Burketown Reticulation:

- Due to Staff shortages and higher priorities we had to concentrate on both Water Treatment Plant issues and have been repairing when we can or in Emergencies. I have also engaged Marc Adamson plumbing to complete some the water leaks.
- Repairs to water leaks Bowen Street.
- High priority:
  - Irrigation repairs: Morning Glory Park, Phillip Yanner Memorial Oval. Completed with ongoing sprinklers adjustments.
  - Sprinkler pump boxes will need replacing.

Sewerage Treatment Plant:

- CAUTION HOT SURFACE. signs need to be installed as Ethan had burnt his hand on the stainless-steel lid. Natasha was ordering. Ongoing.
- We need to poison weeds and vegetation. We now have ACDC so we can progress with removing weeds. Ongoing.
- Sewerage Irrigation pumps have been installed but system is not working. We had the installer look at repairing and the has quoted for repairs to be done.
- STP needs mowing and weeds removed. Ongoing.

Gregory WTP:

- Gregory township water usage is starting to drop due to seasonal rains.
- GWTP Clarifier and Raw Water Reservoir upgrades are planned MBS Water. Project currently underway. MBS and Austek due onsite 23rd November to commission.
- GHD has been awarded the Bore Project stage 1-2 for bore testing and licensing application.
- Prominent Fluid Control have been onsite to complete the ANNUAL Service and Calibration of Prominent equipment.
- Chlorine pump issues and repairs ONGOING.
- Acid Bund Maintenance- and Acid Pump Maintenance.
- Matt Brewster installed the new generator at the GWTP.
- Gregory Raw Water Pumps need to be installed ASAP due to seasonal rains. PRIORITY.

Gregory Reticulation:

- External samples were good. Chlorates below limits.
- Repairs to leaks at Bidunggu Res it still has a Fire Hydrant leak that needs replacement kit put through.
- Mowing around Valve and F/H sites. Ongoing.
- A resident still has stockpiles of dirt on footpath over the water mains. This needs to be removed as we have a FH and isolation ferrule cocks under it.
- A fire hydrant on Gleeson Avenue is starting to have materials stored near and around it.

Burketown Splash Park:

- Operating well now. Email Alerts have been sending out Alarms which is good for operations. Leonard and Robert have now been included on the list.
- New Soda Ash dosing has been installed. This is to raise the pH to 7.8 as the drinking water pH is around the 7-7.4.
- UPS has been installed.
- Playground equipment has been cleaned of rust and pipework polished.
- Issues that still need to be fixed are on the Splash Pad:
    1. Cracks in slide- rusting on pipework and fixtures, pavement paint peeling off floor exposing concrete. This issue will be fixed when Swimplex is on site MARCH 2027 to fix.
    2. Gerni and power box extends onto the footpath by approximately 300-400mm. This could potentially cause injuries if someone runs in to it. GERNI is currently out of Order. SWIMPLEX Electrician to inspect Mid-October. He has taken the unit back to Mount Isa.

3. OFFICER'S RECOMMENDATION

That Council receive and note the Works and Services monthly report for progress during the month of October 2026.

ATTACHMENTS

Nil

Infrastructure Directorate Reports

14.02 Environmental Health, Local Laws and Facilities Monthly Report

DEPARTMENT:	Environmental Health, Local Laws and Facilities
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Infrastructure
PREPARED BY:	Shannon Moren; Environmental Health, Local Laws and Facilities Manager
DATE REPORT PREPARED:	9 November 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan 2025-30

1. PURPOSE

This report is provided to Councillors for information and outlines the works carried out by the Environmental Health, Local Laws & Facilities Department for the month of October 2026 and proposed works for the month ahead.

2. SUMMARY

2.1 Facilities & Housing

- Property Summary:
  - Unit 7, Lot 172 Musgrave Street Burketown – Allocated to tenant
  - Unit 2, Lot 153 Musgrave Burketown – Allocated to tenant
  - House 1, 95 Anthony Street Burketown – Allocated
  - House 6, Lot 85 Musgrave Street Burketown – Allocated to tenant
  - House 20, Murray Avenue Gregory – Allocated
  - House 18, Lot 154 Musgrave Burketown – Allocated to tenant

2.2 Maintenance

- Focus areas:
  - Seniors Complex - Ceiling/Roof replacement (Unit 6), Deck resurfacing, Footing repairs.
  - Pest Control (2nd Round) – Completed.
  - Burketown Works Depot – Wall/Window Repairs, Door Replacement, Deck Replacement, Footing Repairs.
  - Nijinda Durlga Hall – Minor works complete. Footing repairs (RFQ). Water Leaks (Emergency)
  - Parks & Gardens Shed/Office – Roof/Ceiling repairs. To be schedule for Annual Shutdown.
  - Hot Water System Replacements – Gregory Depot (Complete) and House 18.
  - Deck Replacement – Works Depot, Burketown
- Gutter Clearing – Postponed. Sourcing alternative provider
- Visitor Information Centre – Assessment to be completed by licenced contractor. Funding to be sourced. Waiting on lessee to vacate property, expected date 30th October 2026. This has been extended to 13th November 2026.

2.3 Local Laws

- Keeping Our Community Clean & Safe Campaign:
  - May – Overgrown Allotments
  - June – Kerbside/Road Reserve Dumping
  - July – Battery Disposal
  - August – Illegal Dumping
  - September – Wet Seasons Preparation
  - October – Abandoned Vehicles
  - November – Waste Oil Disposal (Motor Oil & Cooking Oil). Postponed due to issues with Waste Oil Storage Facility.
- Pre-Cyclone Clean Up Complete

2.4 Animal Management

- Animal Registration Audit – December 2026
- Animal Management Community Education Program – Working with AMRRIC (Animal Management in Rural and Remote Indigenous Communities) on development.
- 1080 Baiting Program – Postponed.

2.5 Environmental Health

- Unsupervised Bin Site, Gregory & Burketown Rubbish Tip Project – Commenced & Ongoing. Clearing of vegetation to be completed at proposed site.

2.6 Planning & Building

- Unlawful Developments (Burketown & Gregory) - Progressing well.
- Supply Scheme Funding Project – Commenced 2026. Awaiting response from State Development, Infrastructure and Planning before we can progress further.
- Land Use Survey Project –Commenced September 2026. There have been delays in the delivery of this project due to staff absences.

2.7 Grants

- Seeking funding:
  - Heritage – Renovation/Improvement Grants
  - Cemetery – Niche Wall & Mass Grave

2.8 Training

- Diploma of Local Government (Planning) (EHLLFM) – Ongoing. Expected completion December 2026.
- Supervising the manufacture of LRFABs Training – Date to be confirmed.
- Pest Management Training (LLO) – Completed

2.9 Other

- Exploring options for Niche Wall at the Burketown & Gregory Cemeteries – Refer to Brief.
- EHLLF Manager covering Housing & Facilities Officer Role.
- High Pressure Cleaning Trailer – Final stages of procurement.
- Licence to carry out pest control (mosquito misting) – In progress
- Transfer of SES Equipment to new office (Gregory) – December 2026

3. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of the Environmental Health, Local Laws & Facilities Report for October 2026.

ATTACHMENTS

Nil

Infrastructure Directorate Reports

14.03 Capital Works Projects Status Update Report

DEPARTMENT:	Infrastructure
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Infrastructure
PREPARED BY:	Amir Akrami; Manager Project Management Office
DATE REPORT PREPARED:	8 November 2026
LINK TO COUNCIL PLAN/S:	Goal- Asset Sustainability. Council makes appropriate infrastructure investments (operations, maintenance, renewals, upgrades, acquisitions, disposals) to ensure the delivery of appropriate levels of service. These decisions are made with reference to financial, asset and community sustainability.

1. PURPOSE

This report seeks to inform Council of the progress of the Shire's 2026/27 Capital Works Program, from 1 to 31 October 2026.

2. SUMMARY

The total 26-27 FY Capital Works Program budget is $68,918,000. The lifetime budget for Capital Works program including the WIP for the carryover projects and 25-26 FY budget is $77,248,310 including $72,976,310 funding of carry over projects.

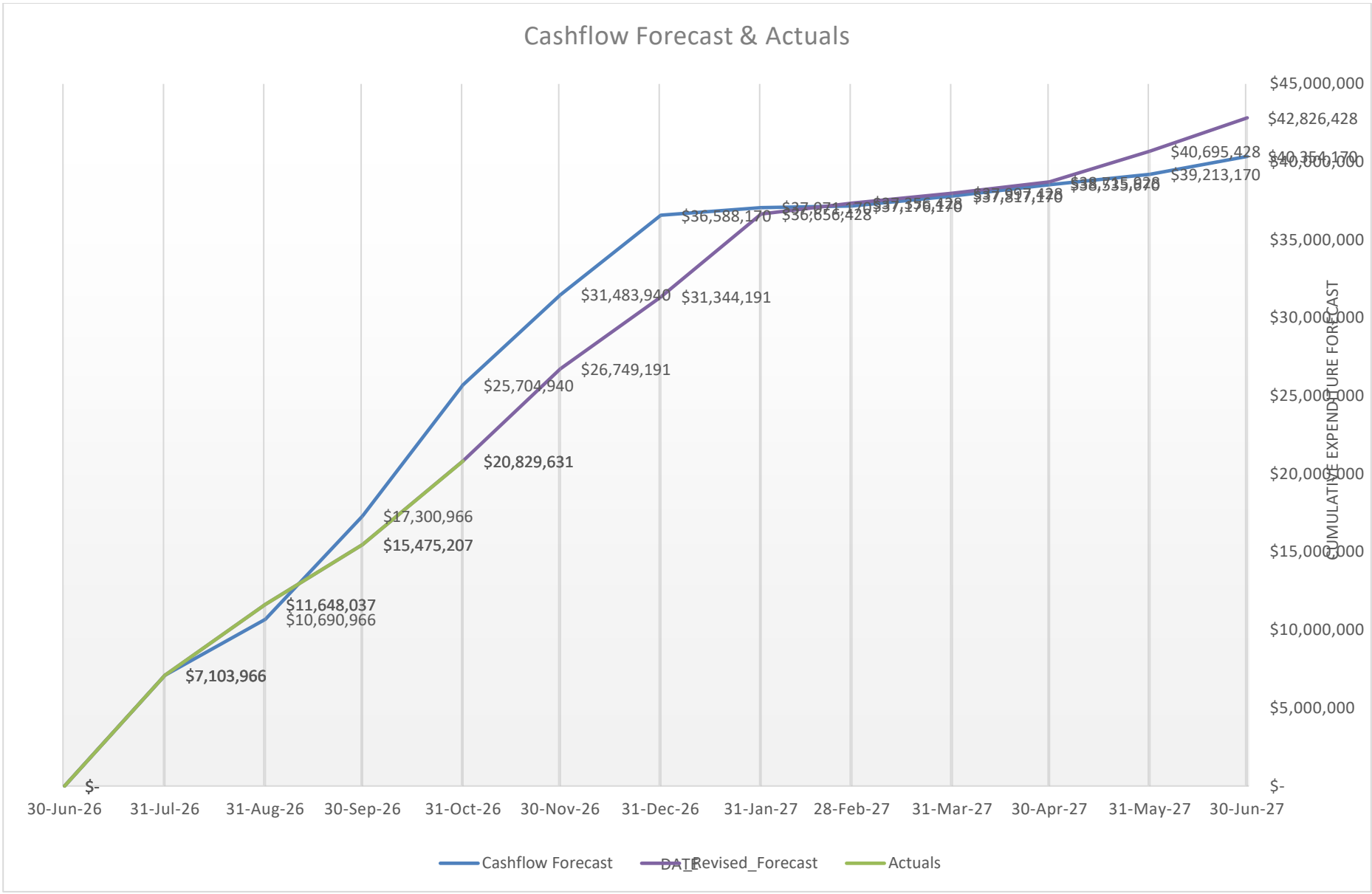
Below please find the summary of the Project and Financial progresses.

- Average Capital Works Program Progress for Carry over projects *(excluding projects awaiting funds)*: 60%
- Average Capital Works Program Progress for 26-27 added projects: 17%
- Average Capital Works Financial Progress for Carry over projects *(excluding projects awaiting funds)*: 50%
- Average Capital Works Financial Progress for 26-27 added projects: 3%

Attached please find a list of Capital Works Projects including details such as the description and status of each project.

3. CASHFLOW

Below please find the Cashflow Forecast baseline and the actuals for this financial year. The revised forecast is $42,826,000 (rounded up) expenditure for 26-27 FY. The total expenditure for the month of September is $20.8m which is $4.9m under the forecasted expenditure. The gap which is mostly due to the Lawn Hill Creek Crossing Project forecasted costs is expected to be closed from Jan 2027.


Cashflow Forecast & Actuals
$45,000,000
$42,826,428
$40,695,428
$40,354,170
$40,000,000
$39,213,170
$35,000,000
$30,000,000
$25,000,000
$20,000,000
$15,000,000
$10,000,000
$5,000,000
$-
CUMULATIVE EXPENDITURE FORECAST
$36,588,170
$36,656,428
$31,483,940
$31,344,191
$26,749,191
$25,704,940
$20,829,631
$17,300,966
$15,475,207
$11,648,037
$10,690,966
$7,103,966
$-
30-Jun-26
31-Jul-26
31-Aug-26
30-Sep-26
31-Oct-26
30-Nov-26
31-Dec-26
31-Jan-27
28-Feb-27
31-Mar-27
30-Apr-27
31-May-27
30-Jun-27
DATE
Cashflow Forecast
Revised_Forecast
Actuals

4. CAPITAL WORKS PROGRAM HIGHLIGHTS

- Gregory SES Administration & Training Building:
  - Construction works have been completed.
  - The required permits are being issued.



Figure 1: Gregory SES Administration and Training Building

- Gregory Airport Resealing
  - Resealing is scheduled to commence Friday 13 November - Monday 16 November 2026.
  - Initial works are expected to take approximately 10 days, subject to weather and contractor availability.
  - The aerodrome will close to aircraft except RFDS emergency retrievals under special arrangements.
  - The Mail Plane company is being contacted to discuss an arrangement during the works.



Figure 2: Aerial Photo of Gregory Airport

- Burketown Rodeo Amenity Block
    - Building erected; walls and doors installed.
    - Plumbing trenching completed; pipes installed and mostly backfilled.
    - Next Activities:
        - Roof completed.
        - Electrical cables and backfill completed.
        - Final plumbing/electrical fit-out (switch board upgrade and certification) to be completed within 1-2 weeks.
        - Final service connections: to follow.
        - Footpaths: week commencing 23 November.
        - Final service connections: to follow.
        - Planned completion date is Dec 2026.



Figure 3: Burketown Rodeo Amenity Block, roof is being installed.

5. OFFICER'S RECOMMENDATION

That Council notes the Capital Works Projects Report for the progress of Capital Works Program during the month of October 2026.

ATTACHMENTS

Capital Works Projects 26-27 FY No

1. Capital Works Projects 25-26 FY detailed status spreadsheet

Infrastructure Directorate Reports

14.04 DRFA Works Project Status Report

DEPARTMENT:	Infrastructure
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Infrastructure
PREPARED BY:	Amir Akrami; Manager Project Management Office
DATE REPORT PREPARED:	9 November2026
LINK TO COUNCIL PLAN/S:	Goal – Asset Sustainability Council makes appropriate infrastructure investments (operations, maintenance, renewals, upgrades, acquisitions, disposals) to ensure the delivery of appropriate levels of service. These decisions are made with reference to financial, asset and community sustainability.

1. PURPOSE

This report seeks to inform Council of the progress of the Shire's ongoing Disaster Recovery Funding Arrangement (DRFA) Works Program during the month of October 2026.

2. SUMMARY

This report details the progress to date and forecasted cash flow for the following disaster events Burke Shire have activated programs associated under:

- 2023 DRFA – Northern and Central Queensland Monsoon and Flooding, 20 December 2022 – 30 April 2023
- 2024 DRFA – Tropical Cyclone Kirrily, Associated Rainfall and Flooding, 25 January – 26 February 2024
- 2025 DRFA – Western Queensland Surface Trough and Associated Rainfall and Flooding, 21 March – 19 May 2025
- 2026 DRFA – North Queensland Monsoon Trough, Associated Tropical Cyclone Koji and Severe Weather, commencing 24 December 2025

The table below provides a high-level summary of the status of all contracts and procurement activities as at the date of this report.

Contract / Package	Contractor	Value	Expenditure to Date	Completion Forecast	Status
2023 DRFA Burketown Airport Reconstruction	Durack Civil	$27,398,190	$23,915,775	Nov 2026	ON TRACK

Contract / Package	Contractor	Value	Expenditure to Date	Completion Forecast	Status
2023 DRFA Gregory Lawn Hill Road (Sites 1–4)	Lohman's Contracting	$4,278,978	$3,791,732	Oct 2026	COMPLETE
2023 DRFA Floraville Road Stages 4a–7	Durack Civil	$42,135,098	$42,236,596	Nov 2026 (PC pending)	COMPLETE
2023 DRFA Lawn Hill Creek N. Crossing (Betterment)	Durack Civil	$10,282,605	$323,618	Dec 2026	AT RISK
2024 DRFA Gregory River Crossing	Hazell Bros	$40,577,291	$4,551,907	Nov 2027	ON TRACK
2024 DRFA Escott Weir Repair (SP3)	Hazell Bros	$1,925,715	Nil	Dec 2026	ON TRACK
2025 DRFA Package 1	Kenglen Civil	$3,014,025	$1,795,029	Nov 2026	ON TRACK
2025 DRFA Package 2	Saw Civil	$2,022,571	$1,118,806	Nov 2026	ON TRACK
2025 DRFA Package 3	GOS Constructions	$3,292,587	$3,062,105	Nov 2026	ON TRACK
2024 DRFA Doomadgee East Rd Ch 0–30	Durack Civil	$21,493,846	$14,238,502	Dec 2026	ON TRACK

3. AWARDED FUNDING

The following table summarises the approved restoration funding across all active DRFA programs:

DRFA Event	Activation Period	Approved REPA	Betterment	Total Approved Funding	Expenditure to Date*
2023 DRFA	20 Dec 2022 – 30 Apr 2023	$158,793,000	$40,138,000	**$198,931,000**	$141,170,720*
2024 DRFA	25 Jan – 26 Feb 2024	$156,862,000	—	**$156,862,000**	$31,956,807
2025 DRFA	21 Mar – 19 May 2025	$ 32,692,000	—	**$32,692,000**	$4,198,255
2026 DRFA	From 24 Dec 2025	TBC Submissions in progress	—	**TBC**	$0

*Note – Expenditure to date at Program level will differ to Contract level, due to different Contractor and QRA reporting and claim periods.

3.1 2023 Program - Northern and Central Queensland Monsoon and Flooding, 20 December 2022 - 30 April 2023

Burke Shire Council's approved restoration funding (REPA) for the 2022/2023 Northern Queensland Monsoon and Flooding event from December 2022 to April 2023 is $158,793,000, with an additional $40,138,000 in Betterment funding approved.

The works are divided into multiple packages with Council crews also undertaking work. Eleven packages have been awarded to contractors.

Burke Shire Council has reported approximately $141,170,720 in program expenditure to date for the delivery of the 2023 DRFA works, and scope rolled over from previous years.

During the period, the Gregory–Lawn Hill Road concrete mattress works were completed, with Sites 1–4 achieving practical completion on 7 October 2026, Floraville Road Stages 4a–7 reached practical completion, pending issue of the practical completion certificate, and construction commenced on the Lawn Hill Creek North Crossing.

Where required, Extension of Time requests have been made to QRA for the 2023 program with overall program completion scheduled for 31/12/2026.

3.2 2024 Program - Tropical Cyclone Kirrily, Associated Rainfall and Flooding, 25 January - 26 February 2024

Burke Shire Council's approved restoration funding (REPA) for the Northern and Western Queensland Monsoon, January 2024 event is $156,862,000.

Burke Shire Council has reported approximately $31,956,807 in program expenditure for the delivery of the 2024 DRFA works. Following Cultural Heritage sign-off of all clearing areas on 16 October, Hazell Bros has progressed clearing, haul roads and working platforms at the Gregory River Crossing, and the piling rig mobilised to site in early November. Hazell Bros has also been engaged to deliver the Escott Weir repair as Separable Portion 3 of the Gregory River Crossing contract. The Doomadgee East Road (Ch 0–30) contract continues to progress ahead of its 18 December 2026 practical completion date.

3.3 2025 Program - Western Queensland Surface Trough and Associated Rainfall and Flooding, 21 March – 19 May 2025

Burke Shire Council's approved restoration funding (REPA) for the Western Queensland Surface Trough and Associated Rainfall and Flooding 21 March – 19 May 2025 event is $32,692,000.

The project has been divided into three contract packages for external delivery and one package assigned for Council crew delivery. The three external packages were awarded at the April 2026 Council meeting following a competitive tender evaluation process.

All three external contracts have been executed and all three contractors are active on site, with extensions of time granted to each package to account for the delayed contract award. Kenglen Civil (Package 1) is forecasting completion by 20 November 2026 and Saw Civil (Package 2) by mid-November 2026, ahead of the wet season.

GOS Constructions (Package 3) is completing the final line items on Nugaburra Road before moving across to Doomadgee West Road. Saw Civil (Package 2) has completed Riversleigh Road, is nearing completion on Lawn Hill National Park Road and is approximately 60% through the Morella Road scope, with the Nicholson River crossing concrete repairs programmed for 9–13 November. Kenglen Civil (Package 1) has completed Doomadgee–Lawn Hill Road and is progressing along Bowthorn Road, with an additional crew mobilising to finalise the works.

3.4 2026 Program - North Queensland Monsoon Trough, Associated Tropical Cyclone Koji and Severe Weather, commencing 24 December 2025

Following the accumulative flooding events commencing from late-December, Burke Shire Council was activated under the associated Tropical Cyclone Koji event.

Damage data field collection is complete, and all submissions issued to QRA, pending approval.

4. AWARDED CONTRACTS ONGOING, OR COMPLETE THIS MONTH

4.1 Program Contracts (Ongoing)

2023 – Betterment Project – Burketown Airport Runway Reconstruction

Contract	0280-4613-0001
Contractor	Durack Civil
Contract Value	$27,398,189.58
Expenditure to Date	$23,915,775
Forecast Completion	November 2026
EOT Status	EOT Approved with QRA through to December 2026

the main runway and aprons. The contract was awarded to Durack Civil at the 27th of August 2025 Council meeting.

Progress this month:

- Burketown Airport remains closed for Rex operation during the reconstruction works, with the replacement bus service continuing to transit passengers through to Doomadgee Airport to link with Rex services.
- At the southern node, Type 2.1 base course layers 1 and 2 have been placed and rolled, and the final haulage of Type 2.1 material from QCrush was completed on 1 November. Layer 3 has been placed, wet mixed, rolled and proof rolled, and spray sealing of the southern node commenced on 9 November.
- Conduits and pits on both sides of the runway at the southern node have been reworked, and airfield lighting bases and primary conduits have been installed. The electrical subcontractor is now installing secondary conduits and low voltage cables.
- On Airport Road, trench excavation is complete and the fibre reinforced concrete cut-off walls and batter protection are being poured progressively in early-morning pours. Pavement works have commenced at the T-intersection with the Wills Developmental Road.
- Wet weather affected Airport Road during the period. Storm runoff on 28 October washed out material beneath a prepared batter bay, which required rework, and Northlane withheld release of a pre-pour hold point on 30 October where the base of the cut-off wall was soft and wet. Side-track access to the airport terminal has also been affected by wet weather.
- **The Contractor has confidence in the anticipated changeover date of 16 November.** Completion of the Albert River works is being programmed in close alignment with Cultural Heritage monitor availability, and more frequent storms (40.8mm in the week to 1 November) remain a risk



Figure 1 — Burketown Airport: prime of the southern node, November 2026



Figure 2 — Burketown Airport: wet mixing of base course layer 3, southern node, November 2026



Figure 3 — Burketown Airport: Airport Road concrete cut-off walls and batters, October 2026



Figure 4 — Burketown Airport: pavement works at the Wills Developmental Road T-intersection, October 2026

2023 – Betterment – Lawn Hill Creek North Crossing

Contract	0280-4612-2
Contractor	Durack Civil
Contract Value	$10,282,605
Expenditure to Date	$323,618
Scope	Raising of the Lawn Hill Creek North crossing on two new concrete culverts (Culvert 1, 2.7m high; Culvert 2, 1.5m high), with cut-off walls, batter protection and road approaches
Forecast Completion	December 2026 (contractual PC 6 December 2026)

Contract 0280-4612-2 includes the betterment upgrade of the Lawn Hill Creek North crossing, raising the crossing on two new concrete culverts with fibre reinforced concrete cut-off walls, batter protection and road approaches. Durack Civil mobilised to site in mid-October 2026.

Progress this month:

- Creek diversions, a sediment pond and erosion and sediment controls have been installed and are working well, with clear water passing the sediment controls. Fauna spotter-catchers relocated wildlife before works in the waterway, and water quality monitoring results have been good.
- Culvert 2: all 54 screw piles have been installed without pre-drilling, and a Northlane inspection on 29 October found the piles straight and torqued to specification. Blinding for the aprons and base slab is complete, pile grouting was being completed on 8 November, and the first portion of the base slab has been formed up and poured on Sunday 8th November.
- Culvert 1: the excavation has been dewatered and excavated to level, with additional 150mm rock and geofabric placed for poor ground conditions. Screw piling has commenced, with 18 of 54 piles installed as at 8 November; some piles have required pre-drilling where rock was encountered between 1m and 4m depth.
- Cut-off wall trenches 12–14 have been excavated, with formwork shutters built and reinforcement delivered. Excavation to subgrade (Ch 60550–60800) and embankment remediation (Ch 60950–61250) have been completed, and the gravel at Ch 60970–61260 is to be re-proof rolled following a failed proof roll on 30 October due to a wet surface.
- Materials delivered to date include approximately 2,365 tonnes of 75–150mm rock and 2,037 tonnes of 600mm rock, with 76.5m³ of concrete placed. Site inductions have reached 39 personnel.
- The project is at risk against its contractual practical completion date, with Durack Civil targeting 21 December 2026. The first concrete pour slipped from 29 October to 2 November because of a delayed cement delivery, and heat (site temperatures up to 40°C), storms and the onset of the wet season are the key risks. The Contractor is ahead on the roadworks elements and is working to recover the delay, including early-morning pours.



Figure 5 — Lawn Hill Creek Crossing: site compound and road approaches, November 2026



Figure 6 — Lawn Hill Creek Crossing: Culvert 2 blinding and base slab preparation, November 2026



Figure 7 — Lawn Hill Creek Crossing: Culvert 1 excavation and screw piling, November 2026



Figure 8 — Lawn Hill Creek Crossing: Culvert 2 base slab and apron preparation, November 2026

2024 – DRFA – Doomadgee East Road (CH0-30)

Contract	5603-4000-2
Contractor	Durack Civil
Contract Value	$21,493,844
Expenditure to Date	$14,238,502
Scope	Reconstruction of Doomadgee East Road between CH 0 and 30,078
Forecast Completion	December 2026

Contract 5603-4000-2 includes construction of the final stages of Doomadgee East Road between CH0 to 30,078. The Contractor is well established on site and is working in sequential zones from the far (Ch 30,000) end of the road back towards Doomadgee.

Progress this month:

- Zone 9 has been sealed, and stabilisation and profiling of the remainder of Section E is progressing, with approximately 3.5km planned this swing to complete Section E.
- The crew returned to site on 27 October. The Zone 9A first lime chew was completed on 29 October, Zone 9B was proof rolled and Zone 10 stabilisation commenced on 31 October. In the week to 8 November, subgrade stabilisation and gravel placement progressed in Zones 6 and 7, with gravel trimming in Zone 9B.
- The Contractor reports the works are approximately 75% complete and remains confident of achieving practical completion by 18 December 2026. The Floraville Road crew is mobilising to commence Section A from the main road, and Section B is targeted for completion in mid-November.
- Wet weather remains the primary program risk, with 105mm recorded on site in the week to 8 November. A three-day wet weather EOT for the previous month has been approved, and further delay notices are assessed monthly. Earlier lime supply constraints have been resolved, with quicklime being delivered to on-site ISO tanks.



Figure 9 — Doomadgee East Road: lime stabilisation, Zone 6, November 2026



Figure 10 — Doomadgee East Road: gravel trim, Zone 9B, November 2026

2024 – DRFA – Gregory River Crossing

Contract	0280-4609-1
Contractor	Hazell Bros Pty Ltd
Contract Value	$40,577,291
Expenditure to Date	$4,551,907
Scope	Construction of a new ~200m long bridge over the Gregory River near Tirranna Springs Roadhouse, including approach works and provisional culverts
Forecast Completion	November 2027 (PC 15 November 2027)

Contract 0280-4609-1 includes the construction of a new approximately 200m long bridge over the Gregory River near Tirranna Springs Roadhouse. The contract was awarded to Hazell Bros Pty Ltd at the Special Council Meeting held on 14 July 2026, and a pre-start meeting was held on 30 July 2026.

Progress this month:

- Gangalidda and Garawa Cultural Heritage monitors completed the pre-clearance walk on 16 October, signing off all clearing areas, including the two islands. Clearing and topsoil stripping have since progressed across the bridge approaches and pier locations.
- Haul roads and the working platform have been constructed at Abutment B and Pier 2, with geofabric and rock placed between Piers 3 and 5 and a rock access track constructed on the western side. Excavation at Abutment A is continuing, and the batter at Ch 9080–9100 has been cut.
- The Pier 1 and Pier 2 piling pads and the eastern laydown area have been prepared, subgrade testing has been completed at the abutments and Piers 1 and 2, and a 150mm capping layer has been placed on the haul road and piling pads. Embankment fill and subgrade testing at Abutment B were completed on 1 November.
- Steel pile liners have been delivered to site, and further trials of the concrete pile mix were completed on 27 October. The piling rig mobilised to site in early November, with the piling crew mobilising on 10 November and the first drilling day at Pier 3 programmed for 11 November.



Figure 11 — Gregory River Crossing: access works to Abutment A, October 2026



Figure 12 — Gregory River Crossing: haul road and working platform, October 2026



Figure 13 — Gregory River Crossing: geofabric and rock placement between Piers 3 and 5, October 2026



Figure 14 — Gregory River Crossing: rock access track across the river, October 2026

2024 – DRFA – Escott Weir Repair (Gregory River Crossing SP3)

Contract	0280-4609-1 – Separable Portion 3
Contractor	Hazell Bros Pty Ltd
Contract Value	$1,925,714.88 (VAR006)
Expenditure to Date	Nil
Scope	Repair of the Escott Weir water supply weir on the Nicholson River at Escott Road
Forecast Completion	December 2026 (SP3 PC 18 December 2026)

The Escott Weir repair forms part of Council's 2024 DRFA restoration program and has been added to the Gregory River Crossing contract as Separable Portion 3 under Variation VAR006, approved by Council in October 2026.

Progress this month:

- Hazell Bros advised Council at the 22 October progress meeting that the SP3 works were to commence, and an initial SP3 progress meeting was held on 21 October.
- Implementation of the traffic guidance scheme and clearing and excavation works are programmed to start in the week of 9 November.

2025 – DRFA Package 1 – Kenglen Civil

Contractor	Kenglen Civil
Contract Value	$3,014,025
Expenditure to Date	$1,795,029
Forecast Completion	November 2026
Roads	Bowthorn Road and Doomadgee Lawn Hill Road

- Works on Doomadgee–Lawn Hill Road are complete. The Contractor started at the far end of Bowthorn Road on 12 October and is working back along the road, completing line items BTR-062 to BTR-094 in the two weeks to 28 October.
- The Contractor is targeting completion to line item BTR-024 by 11 November and has advised a planned completion date of 20 November 2026, with an additional crew (Curry's) mobilising to finalise the project.
- A Northlane inspection on 13 October found signage in good order, windrows delineated for road safety, and subgrade preparation well tyned and compacted at adequate moisture.
- Storms and high temperatures continue to affect productivity, and machines became bogged on Bowthorn Road near Accident Creek following rain. The Contractor is relocating its camp to suit the remaining works.



Figure 15 — Doomadgee–Lawn Hill Road: completed works at line DLH-046, October 2026



Figure 16 — Bowthorn Road: formation works in progress, October 2026

2025 – DRFA Package 2 – Saw Civil

Contractor	Saw Civil
Contract Value	$2,022,571
Expenditure to Date	$1,118,806
Forecast Completion	November 2026
Roads	Riversleigh Road, Doomadgee Lawn Hill Road, Lawn Hill National Park Road and Morella Road.

Progress this month:

- Riversleigh Road is complete and Lawn Hill National Park Road is nearing completion, including the scour repair at CH 4400 (VAR-005).
- Gravel cartage from GP68 to Morella Road was approximately 60% complete as at 28 October, with grading works on Morella Road commencing. Progress has been slower due to rainfall.
- The variation for the Nicholson River crossing concrete repairs (VAR-006) has been issued for the supply of materials and construction. VMS boards were installed on 28 October, with day works programmed for 9–13 November and night works for 9–12 November.

2025 – DRFA Package 3 – GOS Constructions

Contractor	GOS Constructions
Contract Value	$3,292,587
Expenditure to Date	$3,062,105
Forecast Completion	Nov 2026
Roads	Gregory Lawn Hill Road, Doomadgee East Road (CH30-60),

- Separable Portion 1 (Archie and Dinner Creek crossings) remains complete. The Burketown town streets, Truganini Road, Doomadgee East Road and Caretakers Road scope has been completed.
- The Contractor is completing the final line items on Nugaburra Road before moving across to Doomadgee West Road.



Figure 17 — Nugaburra Road: formation grading, October 2026



Figure 18 — Nugaburra Road: completed formation, October 2026

4.2 Program Contracts (Complete this Month)

2023 – DRFA – Floraville Road Stages 4a–7

Contract	5601-2000-12
Contractor	Durack Civil
Contract Value	$42,135,098
Expenditure to Date	$42,236,596
Scope	Construction of final stages of the Floraville Road project between Armraynald Gravel Pit and Burketown
Completion Status	Practically complete – PC certificate pending (anticipated 15 November 2026; contractual PC 14 December 2026 under EOT001)
Defects Liability	Commences on the date of practical completion

Contract 5601-2000-12 included construction of the final stages of the Floraville Road project. Overall completion reached 99% as at 1 November 2026, and the works are now practically complete, pending issue of the practical completion certificate.

- Sealing has been completed across Stage 7, including Zones 14 and 16 and the QRA works, together with guardrail at Stages 5 and 7, guide posts, signage and crack sealing of the 2024 and 2025 sections. Final line marking is programmed for 12 November.
- A joint PC inspection with Durack Civil was held on 31 October (Ch 32700–7420), and rectified items were re-inspected on 3 November. Durack Civil has notified an anticipated date for practical completion of 15 November 2026, ahead of the contractual date of 14 December 2026.



Figure 19 — Floraville Road: completed seal and line marking, October 2026



Figure 20 — Floraville Road: culvert headwall and rock protection at PC inspection, October 2026

2023 – Betterment Project 3 – Gregory Lawn Hill Road Concrete Mattresses

Contract	5601-3000-003 and 5601-3000-004
Contractor	Lohman's Contracting
Contract Value	$4,278,978 (Sites 1–4)
Expenditure to Date	$3,791,732
Scope	Replacement of failed concrete batters and installation of new concrete floodway
Practical Completion	Sites 1–4: 7 October 2026
Defects Liability	12 months from practical completion (Sites 1–4 to 7 October 2027)

Contracts 5601-3000-003 and 5601-3000-004 included betterment and REPA works on Gregory–Lawn Hill Road, replacing failed concrete batters and installing new concrete floodways, shotcrete drainage mattresses and batter protection. Practical completion for the Sites 1–4 package was achieved on 7 October 2026, and both packages are now in the defects liability period.

- Items to close out include repair and coating of cracking in the outer culvert repairs, rectification of the concrete finish defects (NCR), Council's confirmation of whether the Site 4 side track is to remain, and finalisation of the variation for the additional extents.
- A Northlane inspection on 16 October recorded minimal new scouring in front of the rip rap under the Site 2 bridge following rain, which will continue to be monitored during the defects liability period.



Figure 21: Site 4 Concrete Mattresses

5. COMMUNITY BENEFIT

The Burke Shire DRFA Works Program delivers significant and tangible community benefits across the following areas. These outcomes are monitored and reported monthly as part of Northlane's commitment to transparent, value-focused program delivery.

5.1 Safety and Operation

The reconstruction and restoration works being undertaken under the DRFA program deliver immediate and lasting improvements to road safety and network operability across Burke Shire.

- Floraville Road (Stages 4a–7), a primary road link east of Burketown, is now practically complete, with sealing finished across all zones, adding to the 37km of reconstructed road delivered under earlier stages.
- On Doomadgee East Road, approximately 15km of reconstructed pavement has been sealed, with Zone 9 now sealed and further zones being stabilised, progressively improving a key link between Doomadgee and the wider network.
- The Gregory–Lawn Hill Road concrete mattress betterment works are complete at all eight sites, restoring flood-prone crossings to a betterment standard on a route carrying both community and tourist traffic to Boodjamulla (Lawn Hill) National Park.
- At Burketown Airport, sealing of the southern node commenced on 9 November. Once complete, the reconstruction will restore reliable airfield operations for the Burketown community – a critical lifeline for our remote community dependent on air services for medical, freight, and passenger connectivity.
- Construction of the Lawn Hill Creek North Crossing will raise the crossing on new concrete culverts, improving flood immunity on the route to Lawn Hill.

5.2 Economic

The DRFA program is delivering substantial economic benefit to the Burke Shire region and broader Queensland economy.

- The combined approved funding across all four DRFA programs exceeds $400 million, representing a significant injection of construction activity into the region.
- Workforce engagement: more than 270 personnel have been inducted across active project sites, including 107 at Burketown Airport, 77 on Doomadgee East Road and 39 at Lawn Hill Creek as at early November 2026. The Contractors' workforces include locally engaged staff where possible.

- Durack Civil continues to support local events, having sponsored the Dumaji Muzik Festival and the Armraynald Colt Challenge team, and is considering sponsorship of a local football team.
- Hazell Bros has established accommodation and site facilities at Tirranna Roadhouse for the Gregory River Crossing, with two crews on a 2/1 roster and associated local expenditure in the Gregory area.

5.3 Community and Cultural

Council, Northlane and the delivery contractors are committed to respectful engagement with the local Indigenous community and broader Burke Shire community throughout all project works.

- Cultural Heritage (CH) monitors are actively engaged on the Burketown Airport, Doomadgee East Road and Gregory River Crossing projects, with CH inspections completed before clearing and at new work fronts, in line with the Cultural Heritage Management Plans.
- At the Gregory River Crossing, Gangalidda and Garawa CH monitors completed the pre-clearance walk on 16 October, including the two islands, allowing clearing to proceed. The Albert River works at Burketown Airport are being programmed around CH monitor availability, and CH clearance for the Doomadgee East Road diversion drains and laydown areas is being coordinated by Council
- Durack Civil reports continued positive communication with Lawn Hill Station during the Lawn Hill Creek works, and Waanyi monitoring of the Gregory–Lawn Hill Road works was maintained through to completion.
- No public complaints were recorded across the program during the period.

6. QUALITY, SAFETY AND ENVIRONMENTAL

6.1 Incidents

Date	Project	Category	Description	Root Cause	Actions
11/10/26	Gregory River Crossing	Incident (property damage)	Utility vehicle windscreen damaged by a bird strike.	Bird strike	Recorded in the Contractor's incident register. No injuries.
15/10/26	Floraville Road	Incident (no injury)	Plant interaction between a traffic control vehicle and a spreader truck.	Plant and vehicle interaction	Incident report submitted by the Contractor. No injuries.
20/10/26	Floraville Road	Quality	Old guardrail end terminals observed being re-installed at the Ch 2450 culvert where new terminals were required.	Non-conforming materials	Contractor to remove the old terminals and install new terminals, and repair any damage to the pavement and seal.

Date	Project	Category	Description	Root Cause	Actions
28/10/26	GOS (Package 3)	Quality	Very rocky existing material at items 121 and 124.	Existing material condition	Item 124 reworked to an acceptable standard. Item 121 to be re-inspected.
30/10/26	Burketown Airport	Quality	Pre-pour hold point not released – base of the cut-off wall soft and wet.	Wet weather and preparation	Hold point withheld until the base is rectified.
30/10/26	Lawn Hill Creek Crossing	Quality	Gravel proof roll at Ch 60970–61260 failed.	Wet surface	Rework and re-proof roll required.
3/11/26	Lawn Hill Creek Crossing	Environmental	Storm breached the Culvert 1 bund, flooding the excavation.	Storm event	Bund repaired and strengthened with bulker bags and 600mm rock. Dewatering resumed and backup pumps arranged.
7/11/26	Lawn Hill Creek Crossing	High Risk Near Miss	Incorrectly fitted compressed air hose for blowing out the concrete pump nearly struck the pump offsider when pressurised.	Incorrectly fitted hose	Reported to the Contractor's site supervisor. Contractor incident report and corrective actions to be provided.

6.2 HSEQ General Comments

One near miss (concrete pump air hose, Lawn Hill Creek Crossing), one minor property damage incident (bird strike, Gregory River Crossing), one plant interaction with no injuries (Floraville Road), two environmental matters (storm washout on Airport Road and the Culvert 1 bund breach at Lawn Hill Creek) and four quality matters were recorded during the reporting period – refer Section 6.1. No lost time injuries were recorded across the program. The excess flowable concrete placement on Floraville Road reported last month has been closed out, with the Contractor's incident report received. Increasing storm activity and high temperatures are being managed through toolbox talks on heat and water management and wet-weather driving, and through early-morning concrete pours.



Figure 23 — Burketown Airport: seal application rate testing, November 2026



Figure 24 — Lawn Hill Creek Crossing: screw pile installation QA at Culvert 2, October 2026

7. FORECAST CASHFLOW

The expenditure to date and forecasted monthly program cash flow for the DRFA works are shown below. This figure displays the contract values for all packages currently awarded or completed under the DRFA funding. Refer to Appendix A (attached).

8. OFFICER'S RECOMMENDATION

That Council notes the Disaster Recovery Funding Arrangement (DRFA) Status Update Report for the progress during the month of October 2026.

ATTACHMENTS

Appendix A - Cashflow - Copy.pdf

1. Appendix A – Cashflow Tracking

Infrastructure Directorate Reports

14.05 2025 DRFA Restoration Works – Package 3 Contract No.: 5605-5100-1

DEPARTMENT:	Infrastructure
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Engineering
PREPARED BY:	NorthLane Consulting Engineers
DATE REPORT PREPARED:	26 November 2026

1. PURPOSE

This report provides Council with recommendation to increase the approved delegated authority designated under this Contract for the revised contract value as per **Section 3** – Proposal.

It is noted that the overall project budget is provided for under the QRA Restoration Works funding. The budget includes preliminaries, consulting services, internal costs and construction costs for restoration works.

The details of the project budget are provided in **Section 4** – Financial and Resource Implications.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

As a part of the Disaster Recovery Funding Arrangements (DRFA) for the 2024/2025 flood event, the reconstruction of public assets work packages for this year was approved under Restoration Works.

The Contract

The 2025 Restoration Works – Package 3 Contract was awarded to GOS Constructions on 20 May 2026. At the time of award, Council approved a delegated authority amount of $3,561,734.54 (excl GST) for the Contract. The Contract was subsequently awarded for $3,258,788.57 (excl GST), leaving an available balance of $302,945.97 (excl GST) within the approved delegated authority as contingency.

Council identified state controlled road restoration works at Jacks Gully and directed GOS Construction's to undertake these works under the Package 3 Contract. These works came to a total of $154,266.67 (excl GST).

The opportunity to complete maintenance grading on the unsealed sections of Doomadgee West Road was identified by Council. In addition, Northlane Consulting Engineers identified that the remaining unsealed road restoration works within the 2025 DRFA Doomadgee West scope could be delivered alongside this maintenance grading under the existing Contract.

A quotation was obtained from GOS Constructions for these additional works as summarised in Table 1 below. Delivery of the open grading works occurring alongside the 2025 DRFA restoration works provides significant efficiencies in regard to cost and program. As the Contractor would have established presence in the region, therefore, avoiding additional mobilisation, demobilisation and site establishment costs that would have been incurred separately.

Table 1: Proposed Delegated Authority Amount

Variations	Source	Value (excl GST)
VAR-017 - Jacks Gully Variation	TMR Funded	$154,266.67
VAR-022 - Doomadgee West 2025 DRFA Restoration Works (Unsealed) VAR	QRA Funded	$466,115.37
Doomadgee West Opening Grading	Council Funded (Maintenance Budget)	$18,257.40
	Total	**$638,639.44**

Table 2: Proposed Revised Delegated Authority Amount

Delegated Authority Value	Value (excl GST)
Original Delegated Authority Value	$3,561,734.54
Proposed increase amount (Variations +10%)	$702,503.38
Proposed Delegated Authority Value	$4,200,373.98

3. Proposal

That Council, endorse an increase to the CEO's delegated authority from the originally approved contract value of $3,561,734.54 (excl GST) to include Variation (VAR-017 - Jacks Gully Works) in the amount of $154,266.67 (excl GST) + 10% contingency and Variation VAR-022 (Doomadgee West Road preliminaries, DRFA works and opening grading) in the amount of $484,372.77 (excl GST) + 10% contingency. The inclusion of these variations will increase the total delegated authority amount to $4,200,373.98 (excl GST).

4. FINANCIAL & RESOURCE IMPLICATIONS

Approved budgets for the additional works.

5. RISK

Risk	Possible Consequence	Mitigation
Contract variation – due to wet weather, latent conditions	Increase in Contract Sum	• Contingency in the order of 10% allowed. ▪ Project Management "on the ground" available at most times.
Delays to the completion of the project	Not meeting the funding requirements	• Monitor progress closely with Project Management "on the ground" overview. • Seek a time extension from the funding authority if necessary.

6. POLICY & LEGAL IMPLICATIONS

The Council is required to meet all the requirements of the QRA funding guidelines.

The Council must also meet all relevant local government procurement requirements outlined in the Local Government Act 2009, Local Government Regulation 2012, and Council's Procurement Policy. These requirements have been met through the tender process involved with these projects. Requirements of section 254H of the Local Government Regulation 2012 (Qld).

7. CONSULTATION

Consultation has taken place with:

- Queensland Reconstruction Authority
- NorthLane Consulting Engineers Pty Ltd

8. OFFICER'S RECOMMENDATION

That Council:

1. Receive and note the contents of this report and relevant attachments, and
2. Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with delivering the Contract to the revised contact amount of $4,200,373.98 (excl GST)

ATTACHMENTS

Nil

15. Corporate Directorate Reports

15.01 Corporate Report
15.02 Child Safety and Wellbeing Policy
15.03 Burke Shire Council Draft Investment Prospectus
15.04 Burke Shire Council Gulf Micro Village

Corporate Directorate Reports

15.01 Corporate Report

DEPARTMENT:	Corporate Services
RESPONSIBLE OFFICER:	Murray Davies; Director of Corporate
PREPARED BY:	Murray Davies; Director of Corporate
DATE REPORT PREPARED:	9 November 2026
LINK TO COUNCIL PLAN/S:	Goal – Good Governance Council develops implements and maintains an effective and compliant governance framework (governance, finance, risk).

1. PURPOSE

To summarise the key actions and updates within the Corporate Services Directorate for the month of October 2026.

2. UPDATES

Community, Economic Development and Communications Manager

Communications

Ensuring communications represent Council in a professional manner and promotes the Shire as the place to live, play and invest.

Action Topic	Actions to Date	Status	Next Steps
Media Library	A shire wide trip is underway to build a media library. This will allow photographs and videos to be available for tenders, promotions, media, training and tourism. Each year this will be repeated ensuring the availability of fresh content.	On Going	Updating media content and keeping it fresh is an ongoing project
VIC Signage	New signage will be developed for the Visitor Information Centre (VIC). This will allow easier to read information boards, clear signage and will be introducing a Happy Croc to enhance a welcoming and relatable feel.	Not started	Awaiting the vacancy of the VIC building before existing signage can be removed and updated.

Action Topic	Actions to Date	Status	Next Steps
Burketown Information Centre Reactivation	Council proposes the establishment of an automated and unstaffed visitor information hub, The plan also identifies required maintenance, compliance works, cleaning and building preparation activities necessary to return the facility to operational use.	Not Started	Once the building becomes vacant, progress implementation of the reactivation plan, undertake required maintenance and compliance works, establish the automated visitor information hub, prepare the facility for commercial or community occupation.
Tourism Signage	Council has received a NWQ Economic Diversification Strategy Grant for the upgrade of Tourism signage.	In progress	Tourism signage is being updated throughout the Shire keeping them in line with Burke Shire Tourism's branding.
2027 Events Calendar	The 2027 events calendar to be reviewed	In Progress	Plan out events for 2027 and apply for grants
Business Directory	Develop a 2027 Business Directory, this will be made available in both soft and hard copies.	In Progress	It is expected to be completed over the wet season with delivery in 2027

Economic Development

Council discussions have focused on long-term regional economic opportunities, tourism activation opportunities and strategic land development considerations.

Action Topic	Actions to Date	Status	Next Steps
Century Mine	Researching options for brown site uptake within the mining and energy resources.	In Progress	Continue with engagement, develop an investment prospectus and meet with industry bodies.
Education	Investigating the feasibility of a further education facility servicing the Gulf based in Burketown.	In discussions	In discussions with CUC, JCU and UQ
University of Queensland	Meetings set up with UQ researches and program directors to discuss education, diversification across the ag sectors, research and trials	On Going	Meetings are continuing and suitable areas are being identified, some of these include further research into cattle and sorghum, high protein hay production, animal health and nutrition, sentinel crops and isolation crops for both dry and wet climates. Other areas high on the radar are indigenous food and research development and partnerships

Communities

Focusing on developing a more inclusive community and exploring events and programs that incorporate both the urban and rural families.

Action Topic	Actions to Date	Status	Next Steps
Mud Mates & Motorheads	Establish a community event targeting mental health and social connection across the Shire and wider Gulf community. The Mud Mates & Motorheads Manual Challenge launches prior to the wet season, introducing a $10 registration to build manually powered vehicles from salvaged farm equipment, old bikes and anything else that can be begged, borrowed or repurposed.	In progress	Planning underway for a two day, early dry season event in Burketown featuring a vehicle exhibition on day one, followed by racing on day two.
Gregory Tennis Courts	A quote was received in 2011 and again in 2023 for $669,500 for plastic sports tiles that fit together like a jigsaw then layed on top of the existing surface. Some surface repairs and prep will still need to be undertaken. A Number of new quotes have been received, all closely aligned with the same tiles.	In progress	Investigating other suitable surfaces aiming for a longer life and reduced ongoing maintenance.
Food Van	An electrician inspected the van for compliance, a number of issues were identified.	In progress	Further work is needed to enable the van to be certified as compliant. This work will be considered in the 2026-2027 budget
Garden Project	Council's commitment to promote a healthy and self-sustainable community has resulted in a number of families establishing gardens.	In Progress	Partnered with Yates to promote self sufficiency in food while promoting better nutrition through healthy body healthy minds.

Corporate Services and Governance

- Burke's Get Ready event was held on 7 October 2026. It was great to have the Get Ready Queensland Team and Ambassador Johnathan Thurston in attendance at the event, as well as local and regional emergency services. The event was well attended by the community and there was plenty of positive feedback about the event.
- Services Australia completed their annual agent site audit. No concerns raised.
- Working with Rex to ensure everything in ready for the recommencement of services into Burketown. Rex trainers will be onsite from 16 to 19 November, to complete refresher training with current Rex staff and to also complete training with new starters.
- Continuing to work with the Director of Corporate to review corporate documents and policies.
- First 5 Forever Story Time session held in the library on 28 October 2026. Was well received, we had 10 kids in attendance.
- Working to put a plan in place for more library activities like First 5 Forever sessions.
- Regular meetings with Jeanne from State Library in relation to initiatives and activities for our library.
- Involved in airport opening planning.
- Administration staff attended First Aid Training.

Work Health & Safety

The WHS team provides a detailed report to Council on a quarterly basis. However, our external safety consultant will be visiting Burke Shire during December.

During November, the WHS team reviewed several incidents and prepared safety assessments relating to events.

It is intended that the WHS Committee will be reinvigorated in 2027 with regular quarterly meetings, developing policy, advancing training and implementation, implementation of the WHS Yearly Management Plan and our Workplace Health and Safety Management System.

3. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of the Corporate Directorate Report for October 2026.

ATTACHMENTs

Nil

Corporate Directorate Reports

15.02 Child Safety and Wellbeing Policy

DEPARTMENT:	Corporate
RESPONSIBLE OFFICER:	Madison Marshall; Corporate Services and Governance Manager
PREPARED BY:	Murray Davies; Director of Corporate
DATE REPORT PREPARED:	6 November 2026
LINK TO COUNCIL PLAN/S:	Healthy, Inclusive, Sustainable Communities 2.1 Council provides facilities, spaces, services, events, and activities that promote and support community engagement, health, well-being, and sustainability.

1. PURPOSE

This proposed policy, defines and demonstrates Burke Shire Council's commitment to ensure that Burke Shire is a Child and Young People safe environment. The purpose of this policy explains and outlines how the Council and community will further embed, enhance and develop the advancement of such.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council aims to meet and maintain the National Principles for Child Safe Organisations, the Queensland Child Safe Standards and the Universal Principle - Cultural Safety provisions by providing a safe environment, empowering children, and young people, educating staff and the community about child protection responsibilities, and responding appropriately to child safety concerns.

This policy defines the machinery and processes Council will utilise to meet these standards.

3. PROPOSAL

That Council adopts and implements this policy in its entirety.

4. FINANCIAL & RESOURCE IMPLICATIONS

Councillors, management and staff are to be trained in this policy, around its requirements and implementation thereby achieving the outcomes of this policy. Training is available from the Department and Local Government Associations. This will be conveyed and provided to members of the organisation on a rolling basis.

5. RISK

Risk Type	What could happen	Possible consequence
People	▪ Potential failure of staff and leadership to grasp and implement the policy.	▪ Potential to expose children and young people to risk, harm or abuse.
Compliance	▪ Council and executive have a corporate and civil responsibility to implement this policy, provide appropriate training and monitoring, ensuring compliance across implementation and delivery of the National and Queensland standards/principles	▪ Potential for non-compliance. Council to ensure that only approved and licenced staff and other providers have appropriate credentials, accreditation and licences.
Financial	▪ Appropriate training may incur a cost	▪ Failure to implement this policy could expose Council, management, staff/contractors to the risk of litigation or punitive damages.
Reputation	▪ Public perception and opinion.	▪ Imperative for Council to ensure that our children/youth activities are compliant and as safe as reasonably possible.
Operations	▪ Human Resources, service delivery and Council operations.	▪ Councillors, management and staff will be trained in the intricacies of the Principles and this policy.
Technology & Systems	▪ Information management and systems of work.	▪ Administration of this policy will be supported by appropriate technology.

6. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Local Government Act 2009	Sections 12 and 13 – responsibilities of councillors and employees	Section 12 charges councillors with ensuring the local government achieves its corporate plan. Section 13 charges council employees with carrying out their duties in a way that ensures the local government achieves its corporate plan.
Other legislation	National Principles for Child Safe Organisations (Cth) Child Safe Standards and Universal Principle (Queensland) Human Rights Act 2019 Child Protection Act 1999 (Qld) & others	Defines the approved Principles including expectations of organising providing child related activities
Corporate Plan 2025-30	Healthy, Inclusive, Sustainable Communities	1. Council provides facilities, spaces, services, events and activities that promote and support community engagement, health, well-being and sustainability.
Burke Shire Council Operational Plan 2017-18	Governance	1.1.1 Policies are developed, implemented, and assessed in a manner that satisfies regulatory and organisational requirements.
Policy	Councillor Code of Conduct Code of Conduct	

7. CRITICAL DATES & IMPLICATIONS

The Queensland Safe Child Principles became effective 1st October 2025. This policy brings Burke Shire Council in line complying with the Principles.

8. CONSULTATION

Internal consultation: Corporate Services and Governance Manager, People and Culture Manager, Director Corporate.

External: policy is modelled on NWQROC model policy template.

9. CONCLUSION

This draft policy is recommended to the Council for its consideration and approval.

10. OFFICER'S RECOMMENDATION

1. That Council receives and notes the contents of the report; and
2. That Council approves the accompanying policy; and
3. Authorises the Chief Executive Officer to implement and monitor compliance with this policy.

ATTACHMENTS

Draft Policy.2.pdf

1. Child Safety and Wellbeing Policy - Draft

Corporate Directorate Reports

15.03 Burke Shire Council Draft Investment Prospectus

DEPARTMENT:	Corporate
RESPONSIBLE OFFICER:	Shelly Holland; Community, Economic Development and Communications Mangers
PREPARED BY:	Murray Davies; Director of Corporate
DATE REPORT PREPARED:	9 November 2026
LINK TO COUNCIL PLAN/S:	Economic development and sustainability (EDS).

1. PURPOSE

This report formally presents the Burke Shire Investment Prospectus to the Council for its consideration, review and endorsement.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

In keeping with Corporate goal two of the EDS goals within the current Corporate Plan, officers have developed and prepared the attached investment prospectus for Council's endorsement and implementation. The prospectus focuses on target industries most likely to find Burke Shire attractive considering potential returns on investment.

3. PROPOSAL

This agenda paper seeks Council's review, endorsement and implementation of this strategy.

4. FINANCIAL & RESOURCE IMPLICATIONS

There is an approved budget/cost centre to progress formal publication and release of the prospectus document.

5. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Local Government Act 2009	Sections 12 and 13 – responsibilities of councillors and employees	Section 12 charges councillors with ensuring the local government achieves its corporate plan. Section 13 charges council employees with carrying out their duties in a way that ensures the local government achieves its corporate plan.

Instrument	Reference	Details
Corporate Plan 2025-30	Economic development and sustainability	2. Support regional economic development projects and initiatives.
Burke Shire Council Operational Plan 2026-27	5.2.1 5.2.4	Council promotes Burke Shire investment opportunities and engages with stakeholders to support industry attraction and economic growth. Council investigates opportunities for new and emerging industries aligned with regional strengths and economic priorities.

6. CRITICAL DATES & IMPLICATIONS

None specifically identified.

7. CONSULTATION

This document was previously presented to Council at the September Ordinary Council meeting and briefly discussed at the October meeting. Council requested that this be brought back as a formal item.

8. CONCLUSION

The prospectus revolves around potential targeted industries in mind, directed towards such. The prospectus combines both general and industry specific pertinent information, relevant to growth and investment within the Burke Shire.

9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. Endorses and approves developing the prospectus with the intent of proceeding to publication and promotion of the prospectus
3. Authorises the Chief Executive Officer to progress the release and distribution of this prospectus.

ATTACHMENTS

Burke Shire Investment Strategy

1. Burke Shire Investment Strategy (DRAFT)

Corporate Directorate Reports

15.04 Burke Shire Council Gulf Micro Village

DEPARTMENT:	Corporate
RESPONSIBLE OFFICER:	Shelly Holland; Community, Economic Development and Communications Mangers
PREPARED BY:	Murray Davies; Director of Corporate
DATE REPORT PREPARED:	9 November 2026
LINK TO COUNCIL PLAN/S:	Healthy, inclusive, sustainable communities Economic development and sustainability (EDS).

1. PURPOSE

This report formally presents the Burke Shire Gulf Micro Village strategy to the Council for its consideration, review and endorsement.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council officers prepared the attached Micro Village proposal. The proposed development strategy could be useful at either Burketown and/or Gregory addressing short and longer term accommodation requirements across the Shire.

3. PROPOSAL

This agenda paper seeks Council's review, endorsement and implementation of this strategy.

4. FINANCIAL & RESOURCE IMPLICATIONS

Council has not currently approved a budget for this proposal. Would need to be consider in forward estimates.

5. RISK

Risk Type	What could happen	Possible consequence
People	▪ Requires commitment from Projects team in developing strategy, structures, planning of village	▪ Redirects planning team from other projects

Risk Type	What could happen	Possible consequence
Environmental	▪ Land, water, air, flora and fauna.	▪ Appropriate future development should be environmentally responsible, in line with the Burke Shire master plan (in development) minimising impact to existing infrastructure and the environment.
Assets	▪ Damage, theft, failures and maintenance of Council assets.	▪ The project is budgeted to be self-funding overtime, but would require investment by Council to develop appropriate infrastructure and services provision
Compliance	▪ Compliance with applicable laws, industry codes, standards etc.	▪ Appropriate planning and development codes to be complied with; signific
Financial	▪ Sustainability, revenue, grants, expenditure.	▪ Budget for this strategy yet to be identified; potential grant funding to be identified and sourced
Reputation	▪ Public perception and opinion.	▪ There is great potential to enhance Council's reputation through forward planning and appropriate future development
Operations	▪ Human Resources, service delivery and Council operations.	▪ Council services need to be able to support the additional housing and short-term accommodation implications
Technology & Systems	▪ Information management and systems of work.	▪ Services to be provided by Council or external providers

6. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Local Government Act 2009	Sections 12 and 13 – responsibilities of councillors and employees	Section 12 charges councillors with ensuring the local government achieves its corporate plan. Section 13 charges council employees with carrying out their duties in a way that ensures the local government achieves its corporate plan.

Instrument	Reference	Details
Corporate Plan 2025-30	Economic development and sustainability	2. Support regional economic development projects and initiatives.
Burke Shire Council Operational Plan 2026-27	2.3 5.3	Council acts (directly or through facilitation, advocacy, or partnerships) to address accommodation issues that impact on community wellbeing and sustainability. Council facilitates the activation of economic precincts, infrastructure, tourism assets and strategic opportunities to support economic activity, investment and liveability outcomes.

7. CRITICAL DATES & IMPLICATIONS

None specifically identified.

8. CONSULTATION

This document was previously presented to Council at the September Ordinary Council meeting and briefly discussed at the October meeting. Council requested that this be brought back as a formal item.

9. CONCLUSION

The micro village strategy identifies opportunities to increase Burketown's tourist and short-term projects accommodation needs for the current and foreseeable future, also providing alternative accommodation for longer term occupants (one-to-three-year contracted staff) enhancing and complementing longer term accommodation infrastructure and housing alternatives.

10. OFFICER'S RECOMMENDATION

1. That Council receives and notes the contents of the report; and
2. That Council progresses this report for community consultation; and
3. Subsequent to such consultation, authorises the Chief Executive Officer to progress the matter engaging appropriate staff and relevant authorities.

ATTACHMENTS

1. The Gulf Micro Village Burketown (DRAFT)



The Gulf Micro Village Burketown (I

16. Closed Session Reports

Council notes no closed session reports were received for the meeting.

17. Late Business

Matters referred to Council following close of agenda. Subject to resolution of Council to accept a late report.

17.01 Regional Arts and Development Fund Allocation

18. Deputations and presentation scheduled for meeting

No deputations or presentations scheduled at time of agenda preparation.

19. Closure of meeting

The next Ordinary Meeting of Burke Shire Council is scheduled for Friday 11 December 2026.