Unconfirmed Minutes
Burke Shire Council Ordinary Meeting
Wednesday 28 October 2026
9.00am Council Chambers

01. Opening of Meeting 3

02. Record of Attendance 3

02.01 LGR 2012 Section 254K – Participating in meetings by audio link or visual audio link 3

03. Prayer 3

04. Consideration of applications for leave of absence 4

05. Confirmation of minutes of previous meeting(s) 4

05.01 Ordinary Meeting Wednesday 23 September 2026 and Special Meeting Wednesday 7 October 2026 4

06. Condolences 4

07. Declaration of Interests 4

08. Registers of Interests 4

09. Consideration of Notice(s) of Motion and Petitions 4

09.01 Notices of Motion 4

09.02 Petitions 4

10. Engineering Services Reports 5

10.01 Engineering Department Monthly Report 5

10.02 Capital Works Projects Status Update Report 9

10.03 DRFA Works Project Status Report 13

10.04 Environmental Health, Local Laws and Facilities Monthly Report 28

10.05 Burketown Bore Precinct Planning and Project Coordination 31

11. Chief Executive Officer Reports 37
11.01 Status Report 37
11.02 Chief Executive Officer Report 52
11.03 Finance Monthly Update Report 66
11.04 Work, Health and Safety Report – Quarter 3 76
12. Closed Session 79
11. Chief Executive Officer Reports 80
11.05 Adoption of New Organisational Structure 80
11.06 Council Volunteers Policy 83
11.07 Standard Terms of Reference for Council Committees 85
11.08 Review of AI (Artificial Intelligence) Usage Policy 88
11.09 Review of Debt Recovery Policy - General 92
11.10 Tender 22 Gregory Street Burketown (Tender no. TDR2027.6) 95
12. Closed Session Reports 98
12.01 Closed Session Report – General Debtors Write-off Approval Request 98
12.02 Closed Session Report – Sale of Land for Arrears of Rates – 9 Firefly Street, Burketown (Lot 77 Crown Plan B13610, Title Reference 20122215) 99
15. Late Business 99
15.01 2025 DRFA Restoration Works – Package 2 Contract No.: 5605-6800-1 100
15.02 2025 DRFA Restoration Works – Package 3 Contract No.: 5605-5100-1 102
13. Mayoral Report 105
14. Councillor Reports 105
16. Deputations and presentation scheduled for meeting 105
17. Closure of meeting 105

01. Opening of Meeting

The Chair declared the meeting open at 9.37am.

02. Record of Attendance

Cr Ernie Camp; Mayor – Chair
Cr John Clarke; Deputy Mayor
Cr Clinton Murray
Cr John Yanner
Cr Paul Poole

Zachary Revere; Chief Executive Officer
Mazen Al Daghstani; Director of Engineering
Murray Davies; Director of Corporate
Shaun Jorgensen; Director of Finance and Technology
Amir Akrami; Manager Project Management Office
Ben Stephen; Works Manager
Chelsea Nelson; People and Culture Manager
Gert Strydom; Project Manager – as indicated
Jordan Marshall; Executive Assistant (Minutes)
Madison Marshall; Corporate Services and Governance Manager
Sarath Jayasekara; Infrastructure Engineer

Apologies:
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**
- **Gert Strydom; Project Manager**
- **Sarath Jayasekara; Infrastructure Engineer**
- **Shaun Jorgensen; Director of Finance and Technology**

Moved: **Cr Camp**
Seconded: **Cr Murray**

Carried 261028.01 5/0

03. Prayer

Led by Cr Clarke.

04. Consideration of applications for leave of absence

That Council notes that no applications for leave of absence were received.

05. Confirmation of minutes of previous meeting(s)

05.01 Ordinary Meeting Wednesday 23 September 2026 and Special Meeting Wednesday 7 October 2026

That the Minutes of the Ordinary Meeting of Council held on Wednesday 23 September 2026 and the Special Meeting of Council on Wednesday 7 October 2026 as presented be confirmed by Council.

Moved: **Cr Yanner**
Seconded: **Cr Clarke**

Carried 261028.02 5/0

06. Condolences

That Council notes no condolences were received for the meeting.

07. Declaration of Interests

i. **Cr Clinton Murray informed the meeting that he has a conflict of interest in Item 12.01 Closed Session Report – General Debtors Write-off Approval Request stating:**

I inform the meeting that I have a real/perceived conflict of interest due to knowing and using the services of a debtor mentioned in the report.

I consider I can act impartially by declaring the conflict, setting aside my personal dealings with the debtor and invite my fellow councillors' views on my proposed involvement. I will manage the conflict by participating in the discussion but not casting a vote on the matter.

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
09.02 Petitions

That Council notes no notices of motion or petitions were received for the meeting.

10. Engineering Services Reports

10.01 Engineering Department Monthly Report

DEPARTMENT:	Engineering Services
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Engineering
PREPARED BY:	Ben Stephen; Works Manager
DATE REPORT PREPARED:	14 October 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 September 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
- All staff completed AC/DC chemical training

2.2 Roads Crew

<u>6801 Gregory – Camooweal Rd Maintenance:</u>

- Heavy formation grade
- Formation Resheeting
- Plan for DRFA REPA Works on local roads

2.3 RMPC

<u>6801 Gregory – Camooweal Rd:</u>

- Combine with road crew to assist with Resheeting Works Schedule.

<u>Training:</u>

- Transport of Dangerous Goods Licence – Mt Isa

2.4 Airport

<u>Burketown Airport:</u>

- Under reconstruction
- Conduct weekly serviceability inspection on interim runway 1230

Gregory Airport:

- Visual inspection and maintenance completed by Town and Services contractor.

2.5 Workshop and Fleet

Repairs & Maintenance on the following:

- Repair 545 Ford ranger dual cab
- Repair 564 Kubota tractor
- Repair 595 Forklift
- Repair 596 Smooth drum roller
- Repair 585 Isuzu Job truck
- Repair 549 Ford ranger dual cab
- Training – Venomous animal
- Depot maintenance

2.6 Stores

- Ongoing issuing of items, PPE, materials etc
- Order various store items and equipment for work crew and workshop.
- Assist TerraPave with forklift operation in preparing road sealant application into Durack water tanker – Trial surface on the rubbish tip road.

2.7 Waste Management

- Weekly collection service ongoing.

2.8 Water and Sewerage

Staff Movements:

- Two Additional casual staff joining the WTP/STP operations crew.

Water Network Production:

Monthly Reading WTP Burketown		
Previous Month	**Current Month**	**Difference**
Aug – 13537 kl	Sep – 13969 kl	432 kl

Monthly Reading WTP Gregory		
Previous Month	**Current Month**	**Difference**
Aug – 5667 kl	Sep – 6197 kl	+ 530 kl

Burketown & Gregory – High Priority Works:

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

- STP Blivet upgrade. Currently working with MBS Water – Ongoing.
- GWTP upgrades are being undertaken. Ongoing.
- MBS Water to update SOPs – Ongoing.

Burketown & Gregory Projects:

- Planning for de-silting of lagoons for 2025 – 26 under way. This was through a shared procurement process at the regional level, coordinated through QWRAP members - Ongoing. Sarath is working with GBA Consultants on this.
- The Desilting of lagoon project will now need to be scheduled.

Water Samples:

- Burketown water samples: Chlorate was within limits
- Raw Water samples at the following locations.

Burketown Sewerage:

- Sewer Samples 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. MBS Water is investigating this. If the investigation leads to the need for a new Blivet, funding will need to be sought to facilitate it.

Burketown Water Treatment Plant:

- SOPs will be finalised when SCADA project is completed. Ongoing. MBS has visited the site. Found that the SCADA issues need to be rectified. P&ID needs to be fixed. Ongoing.
- Contractor is still accessing water from the lagoon.
- Raw Water flow meter needs to be installed.
- Still pending contractors' installation of 700 kl storage tank.

Burketown Reticulation:

- Due to staff shortages and higher priorities, Officers had to concentrate on both Water Treatment Plant issues and have been repairing when they can or in Emergencies. Contractor has been engaged to complete some of the water leaks in various locations, Gregory and Burketown.
- Repairs to water leaks Ongoing.
- Sluice valves have been repaired.
- High priority:
  1. Water leaks
  2. Irrigation repairs: Morning Glory Park, Phillip Yanner Memorial Oval – 90 % completed with a few sprinklers needing adjustments.

Sewerage Treatment Plant:

- Upgrade works being carried out by local contractor on Sewer Station 3.
- Caution Hot Surface signs need to be installed as Staff had burnt their hand on the stainless-steel lid. WHS office ordered and pending arrival for installation.
- Unwanted weeds and vegetation management needed – ACDC training completed and in progress with the removal of weeds.
- Sewerage Irrigation pumps have been installed but system is not working. Officers engaged with installer to look at repairing and received quotes for the required repairs.
- Sewerage Treatment Plant (STP) and irrigation paddock needs mowing and removing weeds.

Gregory WTP:

- Issue a sprinkler ban in Gregory: This was due to a fault with the chlorine pump whilst Gregory township was using more water than we could make. The sprinkler ban was in place for two weeks as the GWTP could only make 3.2 l/s and the town was using 3.4 – 4 l/s. Producing water but losing between 400ml – 800 ml per second. Ongoing. It is recommended that Council upgrades the current filters as along term solution and put in a temporary sprinkler ban 3 x per week as the interim solution. The Treatment plant has been running at loss for the past 2 months and has only reached the 90%, 3 times in 8 weeks which is now starting to cause issues with the Chlorine dosing pump as it is running 24 x7.
- GWTP upgrades are in progress.
- GHD has been awarded the Bore Project stage 1 – 2 for bore testing and licensing application

- Ongoing:
  1. Calibrating equipment
  2. Clarifier installation at 85% completion
  3. Chlorine pump issues and repairs - Ongoing
  4. Acid bund maintenance and Acid pump maintenance.
  5. New ABLE genset not compatible with the GWTP solar. Matt Brewster was finalising report into the issues – High priority. Modifications completed in Mt Isa and now waiting on a POR to repair the ABLE Generator.

Gregory Reticulation:

External samples were good. Chlorates below limits.

- Repairs to leaks at Bidunggu Res it still has a fire hydrant lead that needs replacement kit put through
- Mowing around valve and fire hydrants - Ongoing
- A resident still has stockpiles of dirt on footpath over the water mains. This needs to be removed as we have a Fire Hydrant (FH) and isolation ferrule cocks under it.
- A FH 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.
- Issues:
  1. Program had to be reinstalled due to faults.
  2. Cracks in slide- rusting on pipework and fixtures, pavement paint peeling off floor exposing concrete. This issue will be fixed when Swimplex is onsite mid October.
  3. 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.

Burketown Airport:

- Attending site to fix issues with the weather station. BoM will be onsite mid-November to fix and upgrade the weather station.
- Assist with interim airport runway serviceability inspections.
- Issues:
  1. No water onsite for Emergency eye wash
  2. Removal of wallabies – Ongoing.
  3. Dust interfering with weather station. Visibility and cloud height instruments have been coated with dust – Ongoing monitoring and maintenance.

3. OFFICER'S RECOMMENDATION

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

10.01 Engineering Department Monthly Report

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

Moved: Cr Poole
Seconded: Cr Clarke

Carried 261028.03 5/0

Attendance

Ben Stephen left the meeting at 10.03am.

10.02 Capital Works Projects Status Update Report

DEPARTMENT:	Engineering Services
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Engineering
PREPARED BY:	Amir Akrami; Manager Project Management Office
DATE REPORT PREPARED:	14 October 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 30 September 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.

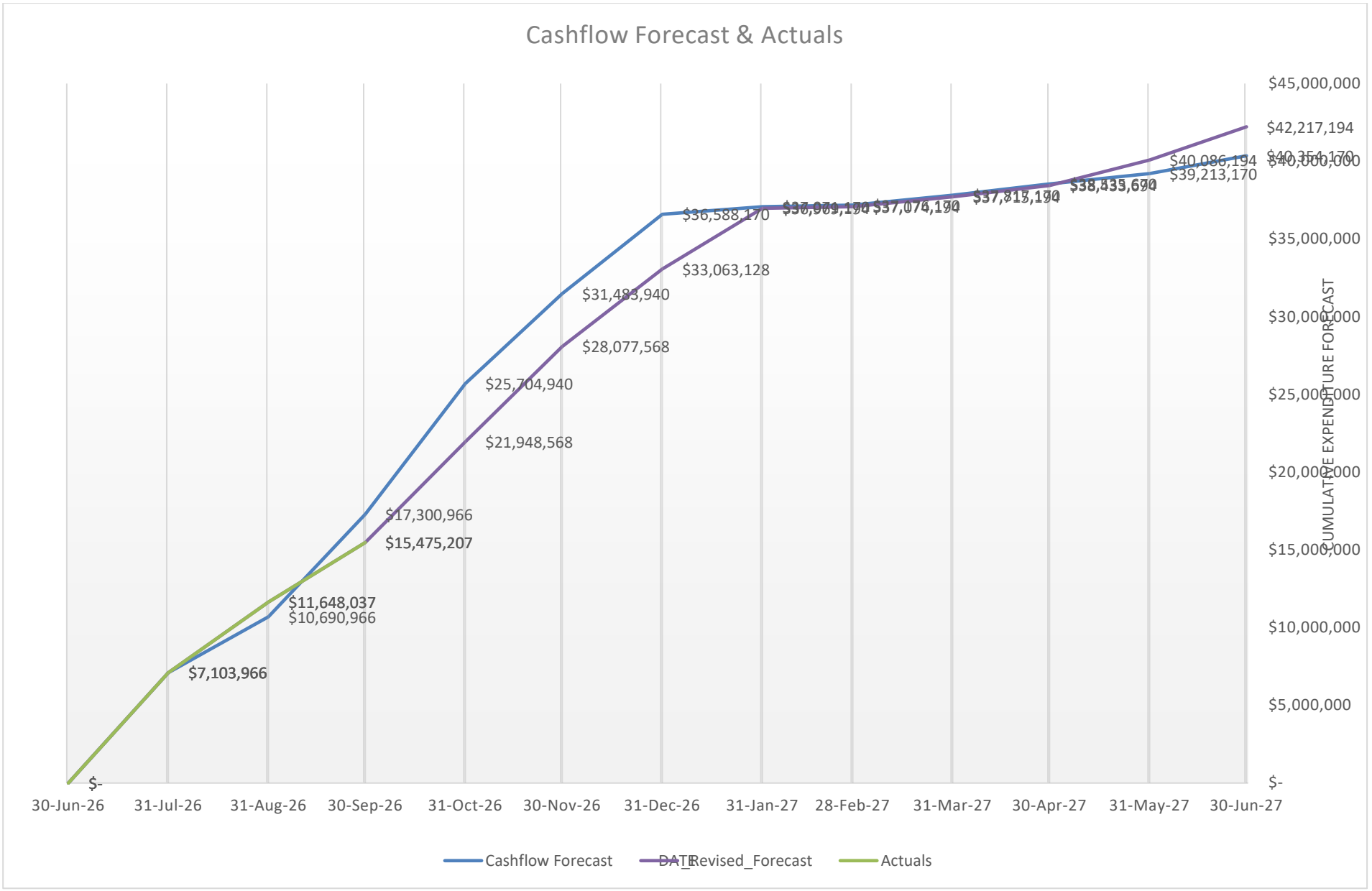
Below please find the summary of the Project and Financial progresses.

- Average Capital Works Program Progress for Carry over projects: 41**%**
- Average Capital Works Program Progress for 26-27 added projects (excluding projects awaiting funds): 14**%**
- Average Capital Works Financial Progress for Carry over projects: 33**%**
- Average Capital Works Financial Progress for 26-27 added projects (excluding projects awaiting funds): 2%

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 $42,217,000 (rounded up) expenditure for 26-27 FY. The total expenditure for the month of September is $17.3m which is $1.8m under the forecasted expenditure. This is mostly due to the Lawn Hill Creek Crossing Project forecasted costs which were shifted towards December to January.


Cashflow Forecast & Actuals
$45,000,000
$42,217,194
$40,354,170
$40,000,000
$40,086,194
$39,213,170
$38,435,690
$37,815,170
$37,074,170
$36,588,170
$35,000,000
$33,063,128
$31,493,940
$30,000,000
$28,077,568
$25,704,940
$25,000,000
$21,948,568
$20,000,000
$17,300,966
$15,475,207
$15,000,000
$11,648,037
$10,690,966
$10,000,000
$7,103,966
$5,000,000
$-
$-
CUMULATIVE EXPENDITURE FORECAST
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
Cashflow Forecast
DATE Revised_Forecast
Actuals

4. CAPITAL WORKS PROGRAM HIGHLIGHTS

- Burketown Airport Road Upgrade
  - Trench excavation is in progress,
  - Cut-off wall and batter formwork and reinforcement are in progress.



Figure 1: Drone photo of Burketown Airport Road, working on the concreting the batters

- Gregory Water Treatment Plant Upgrade
  - All piping and Clarifier Pumps installed.
  - Raw Water Pumps to be installed by end of October.
  - UV ordered through Aquatec - estimated delivery for the system (excluding installation) is December 2026.
  - Integration of the new Clarifier into the Scada awarded and estimated completion by end of Nov.



Figure 2: Pipework from the new clarifier to the plantroom of Gregory Water treatment plant

- Burketown Rodeo Amenity Block
    - Concrete slab completed
    - The prefabricated building kit arrived in Townsville on 8 October 2026 and is expected on site by mid-October.
    - Remaining works include building erection, service connections, fit-off and certification.
    - Forecast completion remains 30 November 2026.



Figure 3: The slab of Burketown Rodeo Amenity Block

5. OFFICER'S RECOMMENDATION

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

10.02 Capital Works Projects Status Update Report

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

Moved: **Cr Murray**
Seconded: **Cr Clarke**

Carried 261028.04 **5/0**

10.03 DRFA Works Project Status Report

DEPARTMENT:	Engineering Services
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Engineering
PREPARED BY:	Amir Akrami; Manager Project Management Office
DATE REPORT PREPARED:	2 October 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 ongoing Disaster Recovery Funding Arrangement (DRFA) Works Program.

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. All active projects are progressing, with the Lawn Hill Creek contract presents a high risk associated with late commencement due to the delayed environmental approvals.

Contract / Package	Contractor	Value	Expenditure to Date	Completion Forecast	Status
2023 DRFA Burketown Airport Reconstruction	Durack Civil	$27,398,190	$20,188,470	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	$1,631,051	Sites 5–8: Complete Sites 1–4: Oct 2026	ON TRACK
2023 DRFA Floraville Road Stages 4a–7	Durack Civil	$42,135,098	$27,977,877	Nov 2026	ON TRACK
2023 DRFA Lawn Hill Creek N. Crossing (Betterment)	Durack Civil	$10,282,605	Nil	Dec 2026	DELAYED
2024 DRFA Gregory River Crossing	Hazell Bros	$40,577,291	$2,618,715	Oct 2027	ON TRACK
2025 DRFA Package 1	Kenglen Civil	$3,014,025	$1,009,685	Oct 2026	ON TRACK
2025 DRFA Package 2	Saw Civil	$2,022,571	$401,491	Oct 2026	ON TRACK
2025 DRFA Package 3	GOS Constructions	$3,292,587	$1,669,764	Oct 2026	ON TRACK
2024 DRFA Doomadgee East Rd Ch 0–30	Durack Civil	$21,493,846	$11,513,784	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**	$131,779,146
2024 DRFA	25 Jan – 26 Feb 2024	$156,862,000	—	**$156,862,000**	$27,357,675
2025 DRFA	21 Mar – 19 May 2025	$18,700,000	—	**$18,700,000**	$3,080,940
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 $131,779,146 in program expenditure to date for the delivery of the 2023 DRFA works, and scope rolled over from previous years.

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

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 $27,357,675 in program expenditure for the delivery of the 2024 DRFA works. Hazell Bros continued site establishment at the Gregory River Crossing during September, with clearing of the site underway, and the Doomadgee East Road (Ch 0–30) contract continues to progress ahead of a 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 $18,700,000.

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. All three packages have now passed their contractual practical completion dates, with each Contractor forecasting completion in October 2026, ahead of the wet season.

GOS Constructions (Package 3) has completed its Burketown town streets, Truganini Road and Caretakers Road scope and has mobilised to Nugaburra Road, with additional Doomadgee West scope being priced. Saw Civil (Package 2) has completed Riversleigh Road, Lawn Hill National Park Road and Doomadgee–Lawn Hill Road, and is hauling gravel from GP68 to commence works on Morella Road. Kenglen Civil (Package 1) is completing Doomadgee–Lawn Hill Road and will then move to Bowthorn Road.

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 submission preparation remains in progress, with submissions being progressively lodged with the QRA once finalised.

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	$20,188,470
Forecast Completion	November 2026
EOT Status	EOT Approved with QRA through to December 2026

Contract 0280-4613-0001 includes betterment works on the Burketown Airport, including full reconstruction of 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 the reconstruction works, with the replacement bus service continuing to transit passengers through to Doomadgee Airport to link with Rex services.
- Sealing and line marking of the Main Runway have been completed. On 30 September airfield operations were switched from the interim runway to the Main Runway, and the interim runway has been decommissioned to give access to the southern node.
- Temporary solar runway lighting, cones and gables have been installed, and the reduced threshold and apron have been completed.
- At the southern node, unsuitable subgrade has been replaced with Type 2.5 material and subgrade stabilisation completed, with lower subbase import and stabilisation to follow.
- On Airport Road, trench excavation and fibre reinforced concrete cut-off walls and batters are continuing. A Telstra cable on the Airport Road alignment has been flagged as a potential issue, with the team working to resolve.
- Site inductions have reached 104 personnel (plus 27 visitors), with ten toolbox talks delivered, including people and plant interactions, heat management and snake safety. The Contractor sponsored the Dumaji Music Festival and the Armraynald Colt Challenge team, and is supporting the Runway Under the Stars concert on 10 October.



Figure 1 — Burketown Airport: southern node subgrade stabilisation completed, October 2026



Figure 2 — Burketown Airport: completed apron, October 2026



Figure 3 — Burketown Airport: Airport Road concrete batters, October 2026



Figure 4 — Burketown Airport: runway sealed and linemarking installed, October 2026

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

Contract	5601-3000-003 and 5601-3000-004
Contractor	Lohman's Contracting
Scope	Replacement of failed concrete betters and installation of new concrete floodway
Forecast Completion	Sites 5–8: Complete | Sites 1–4: October 2026

Contracts 5601-3000-003 and 5601-3000-004 include betterment and REPA works on Gregory–Lawn Hill Road. Works include replacement of failed concrete betters and installation of new concrete floodway works as part of the betterment project.

Progress this month:

- The Sites 5–8 package remains at practical completion.
- The Site 4 concrete pavement has been completed, with defects outstanding. Damage to the existing granular pavement at the Site 4 tie-in is to be inspected, and Council is to confirm whether the Site 4 side track is to remain in place.

- Batter works progressed at Sites 1 and 4 during the period, with the Site 2 and Site 4 batters forecast next.
- Chip seal placement was inspected on 30 September and was generally acceptable, with one small depression and some loose stone noted. Cracking in the outer culvert repairs is worsening, and new cracks have not been repaired or coated; the Contractor has been asked to rectify these.
- Waanyi engagement continues positively, with day sheets for the Waanyi inspectors being submitted.
- Practical Completion (PC) walkovers are being scheduled progressively.



Figure 5 — Gregory–Lawn Hill Road: sealing of drainage mattress joints, Site 4, October 2026



Figure 6 — Gregory–Lawn Hill Road: completed chip seal, October 2026



Figure 7 — Gregory–Lawn Hill Road: completed Site 4 concrete pavement, September 2026



Figure 8 — Gregory–Lawn Hill Road: batter preparation works, September 2026

2023 – DRFA – Floraville Road Stages 4a–7

Contract	5601-2000-12
Contractor	Durack Civil
Contract Value	$42,135,098
Expenditure to Date	$27,977,877
Scope	Construction of final stages of the Floraville Road project between Armraynald Gravel Pit and Burketown
Forecast Completion	November 2026

Contract 5601-2000-12 includes construction of the final stages of the Floraville Road project. Works continued at pace through September 2026, with overall completion increasing from 73.3% as at 4 September 2026 to 85.95% as at 2 October 2026.

Progress this month:

- In Zones 13 and 15, select fill (GST) and embankment works, profiling, lime stabilisation and cement stabilisation have been completed, with unbound base course placement following. Sealing of Zones 13 and 15 began in early October.
- Culvert backfilling at the Albert River has been completed. Zone 16 culvert installation and the Stage 7 culvert apron pours are progressing, with the remaining culvert construction to be completed shortly.
- Shotcrete works and the Zone 12 edge beam works have been completed. Upcoming works include sealing of Zone 18 between the shotcrete sections, guardrail installation, and demolition and reconstruction of the QRA V-drain. Direction has been given to build the V-drain to the existing cross sections, with a variation to follow once dimensions are confirmed.
- Material throughput to 2 October 2026: approximately 4,248 tonnes of lime, 1,978 tonnes of cement, 74,347 tonnes of Type 2.5 sub-base and 71,193 tonnes of Type 2.1 base course. Approximately 16,200kL of water has been extracted.
- EOT001 has been granted, extending practical completion to 14 December. The Contractor has confirmed the 4 November 2026 target for the Floraville Road works remains on track, and progressive PC walkovers are to commence.
- A crack seal defect is being assessed, with direction to be given ahead of the final seal, currently forecast for around 28 October.
- The multi-tyre roller roll-over from the previous period has been closed out, with the Contractor's incident report received.



Figure 9 — Floraville Road: spray sealing and aggregate spreading, October 2026



Figure 10 — Floraville Road: Stage 7 culvert apron pour, October 2026



Figure 11 — Floraville Road: base course trimming, September 2026



Figure 12 — Floraville Road: concrete placement works, October 2026

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

Contract	5603-4000-2
Contractor	Durack Civil
Contract Value	$21,493,844
Expenditure to Date	$11,513,784
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

- The sealing run programmed for early September was completed successfully.
- Zones 5 and 8 were profiled and lime stabilised (approximately 1,400m and 800m), with gravel placed and final trim complete. Sealing of Zones 5, 8 and 9 is planned this swing, although the additional ~1km of Zone 9 may move to the next swing.
- The Contractor reports it is approximately 50% through the works and remains confident of practical completion on 18 December 2026, with a second crew available from late October. The Superintendent has noted the seasonal risk of December works and asked for completion as soon as practicable.



Figure 13 — Doomadgee East Road: stabilised and trimmed pavement, Oct 2026



Figure 14 — Doomadgee East Road: ready for seal, Sep 2026

2024 – DRFA – Gregory River Crossing

Contract	0280-4609-1
Contractor	Hazell Bros Pty Ltd
Contract Value	$40,577,291
Expenditure to Date	$2,618,715
Scope	Construction of a new ~200m long bridge over the Gregory River near Tirranna Springs Roadhouse, including approach works and provisional culverts
Forecast Completion	SP1: November 2026 | SP2: October 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:

- Hazell Bros continued to establish site facilities and accommodation at Tirranna Roadhouse during September.
- A Northlane inspection on 17 September found the clearing limits well defined. Gangalidda and Garawa Cultural Heritage monitors attended site for the pre-clearance walkover and were onsite during clearing. Clearing of the corridor continues.

- Next month, the contractor will continue with establishing the site and plans to commence piling activities.
- Night closures of the Gregory River Crossing (7pm–6am) are anticipated for three to four nights within the coming month to continue work on temporary repairs of the existing crossing.



Figure 15 — Gregory River Bridge – Clearing underway

2025 – DRFA Package 1 – Kenglen Civil

Contractor	Kenglen Civil
Contract Value	$3,014,025
Expenditure to Date	$1,009,685
Forecast Completion	October 2026
Roads	Bowthorn Road and Doomadgee Lawn Hill Road

- Formation and pavement works on Doomadgee–Lawn Hill Road progressed from line item DLH-052 (9 September) to DLH-082/083 (24 September). The Contractor aimed to finish Doomadgee–Lawn Hill Road by 4 October and then mobilise to the far end of Bowthorn Road, working back along the road.
- Additional testing at Pit 03 is complete, and the material looks visually similar to LHD04. All gravel has been pushed up, and stockpiles are being sampled for compaction testing.
- A Northlane inspection on 2 October found the finished works neat, tight and well compacted.
- The Contractor is targeting completion by 24 October 2026, before the wet season.



Figure 16 — Doomadgee–Lawn Hill Road: completed formation and pavement, October 2026



Figure 17 — Doomadgee–Lawn Hill Road: formation and gravel works in progress, October 2026

2025 – DRFA Package 2 – Saw Civil

Contractor	Saw Civil
Contract Value	$2,022,571
Expenditure to Date	$401,491
Forecast Completion	October 2026
Roads	Riversleigh Road, Doomadgee Lawn Hill Road, Lawn Hill National Park Road and Morella Road.

Progress this month:

- Riversleigh Road (other than minor defects), Lawn Hill National Park Road and Doomadgee–Lawn Hill Road have been completed, including the scour repair at CH 4400 on Lawn Hill National Park Road (VAR-005).
- Gravel cartage from GP68 to Morella Road started on 16 September and was approximately one quarter complete as at 30 September. Works on Morella Road are starting, and the Contractor is setting up camp at Nardoo Station.
- The Contractor submitted an updated program on 30 September targeting completion by the end of October 2026.



Figure 18 —Riversleigh Road: Completed Grading Works



Figure 19 —Lawn Hill National Park Road: Completed grading works

2025 – DRFA Package 3 – GOS Constructions

Contractor	GOS Constructions
Contract Value	$3,292,587
Expenditure to Date	$1,669,764 (Claim under Assessment)
Forecast Completion	October 2026
Roads	Gregory Lawn Hill Road, Doomadgee East Road (CH30-60), Town Streets (Burke and Gregory)

- Separable Portion 1 (Archie and Dinner Creek crossings) remains complete.
- The Burketown town streets works and the Truganini Road patch pavement works have been completed, and rills have been removed on Pump Station Road. The final patch and sealing works on Truganini, Doomadgee East and Caretakers Roads have been completed (sealed 17 September), including the Caretakers Road stabilisation.
- The Contractor has mobilised to Nugaburra Road, where works are programmed to take two weeks. The remaining line items on Doomadgee East Road are being completed.



Figure 20 — Truganini Road – Patch Repairs



Figure 21 — Pipeline Road – Medium Formation Grading

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) is a primary road link east of Burketown. With Zones 1–11 sealed and Zones 13 and 15 being sealed in early October, an extended length of reconstructed and sealed pavement has been delivered in addition to the previous 37km.
- On Doomadgee East Road, approximately 12km of reconstructed pavement has been sealed, with further zones being stabilised and sealed, progressively improving a key link between Doomadgee and the wider network.
- The Gregory–Lawn Hill Road concrete mattress betterment works at Sites 5–8 are complete, and the Sites 1–4 concrete pavement has been completed, 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, the Main Runway has been sealed and line marked and works have transitioned off the interim runway. Once complete, the reconstruction will ensure aviation access is reliably available to the Burketown community – a critical lifeline for our remote community dependent on air services for medical, freight, and passenger connectivity.

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: over 300 personnel have been inducted across all project sites, including 122 on Floraville Road and 104 (plus 27 visitors) at Burketown Airport as at early October 2026. The Contractors' workforces include locally engaged staff where possible.
- Our contractors continue to support local events, sponsoring the Dumaji Muzik Festival in Doomadgee and the supporting the Armraynald team at the Colt Challenge in Cloncurry, with Durack's the Runway Under the Stars concert (10 October) coming up shortly.

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 Floraville Road, Burketown Airport, Gregory–Lawn Hill Road, 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.
- A further Cultural Heritage induction was held on 30 September 2026 with Waanyi, attended by Contractor personnel including Saw Civil's grader operator. CH monitor concerns about fencing and tree disturbance at the Floraville Road Albert River access are being worked through with the Contractor.

- Waanyi engagement continues on the Gregory–Lawn Hill Road Sites 1–4 package, with positive communication reported with the station and Waanyi representatives and day sheets for inspectors maintained.
- 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
15/9/26	Gregory–Lawn Hill Road (Sites 1–4)	Quality NCR	Corner blowout and an area lacking surface texture observed, along with poor surface finish on a concrete slab.	Concrete placement and finishing	Rectification proposal to be submitted for Northlane review.
17/9/26	Doomadgee East Road	Near Miss	Near miss reported involving a Council flood camera.	Under investigation	Near miss report received by the Superintendent. Contractor to liaise directly with Council to reinstate the camera.
17/9/26	Floraville Road	Quality NCR	Recurring issue of seal aggregate stockpiles left uncovered	Uncovered aggregate stockpiles	Contractor requested to submit an NCR addressing the recurrence (due 2 October)
24/9/26	Doomadgee East Road	Environmental	Bushfires came close to the work area.	Regional bushfire activity	Contractor cleared around the site and carried out dampening.
24/9/26	Roads DRFA (Package 3)	Quality NCR	Material stockpiled within the TMR road reserve.	Stockpile location control	Contractor to submit NCR002.
30/9/26	Gregory–Lawn Hill Road (Sites 1–4)	Quality	Cracks in the outer culvert repair. A small depression and loose stone noted in the new chip seal.	Culvert repair durability	Contractor directed to repair and coat cracking and rectify seal defects. To be re-inspected.

Date	Project	Category	Description	Root Cause	Actions
1/10/26	Floraville Road	Environmental	Excess placement of flowable concrete.	Isolated Error	Contractor to submit an incident report by 8 October 2026.

6.2 HSEQ General Comments

One near miss (Council flood camera, Doomadgee East Road), two environmental matters (bushfire near the Doomadgee East Road work area, and excess placement of flowable concrete on Floraville Road) and four quality matters were recorded during the reporting period – refer Section 6.1. No lost time injuries were recorded across the program. The multi-tyre roller roll-over on Floraville Road reported last month has been closed out, with the Contractor's incident report received. Bushfire activity across the region continues to be monitored, with Contractors reminded not to park plant in long grass and to take care with power tools and hot works.



Figure 23 — Floraville Road: seal aggregate application inspection, October 2026



Figure 24 — Gregory–Lawn Hill Road: straight edge check of new seal, 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 progress during the month of September 2026.

10.03 DRFA Works Project Status Report

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

Moved: **Cr Camp**
Seconded: **Cr Yanner**

Carried 261028.05 5/0

Adjournment

That Council adjourned the meeting from 10.30am to 10.57am for morning tea, all were present at resumption.

10.04 Environmental Health, Local Laws and Facilities Monthly Report

DEPARTMENT:	Environmental Health, Local Laws and Facilities
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Engineering
PREPARED BY:	Shannon Moren; Environmental Health, Local Laws and Facilities Manager
DATE REPORT PREPARED:	21 October 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 September 2026 and proposed works for the month ahead.

2. SUMMARY

2.1 Facilities & Housing

- Property Summary:
  - Unit 7, Lot 172 Musgrave Street Burketown – Vacant as of 16th November 2026
  - Unit 2, Lot 153 Musgrave Burketown – Vacant
  - House 1, 95 Anthony Street Burketown – Vacant
  - House 6, Lot 85 Musgrave Street Burketown - Vacant
  - House 20, Murray Avenue Gregory – BSC Office
  - House 18, Lot 154 Musgrave Burketown - Vacant

2.2 Maintenance

- Focus areas:
  - Seniors Complex - Ceiling/Roof replacement (Unit 6), Deck resurfacing, Footing repairs.
  - Pest Control (2nd Round) – November 2026.
  - Burketown Works Depot – Wall/Window Repairs, Door Replacement, Deck Replacement, Footing Repairs.
  - Nijinda Durlga Hall – Minor works complete. Footing repairs (RFQ).
  - Parks & Gardens Shed/Office – Roof/Ceiling repairs. To be schedule for Annual Shutdown.
  - Hot Water System Replacements – Gregory Depot 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

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)

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. Delays in delivery of product.
- Complaints – Roaming Cattle in Burketown Community

2.5 Environmental Health

- Food Business Inspections – Complete. 28th September to 2nd October 2026.
- 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) – Expected Completion November 2026

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.

3. OFFICER'S RECOMMENDATION

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

10.04 Environmental Health, Local Laws and Facilities Monthly Report

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

Moved: Cr Yanner
Seconded: Cr Clarke

Carried 261028.06 5/0

10.05 Burketown Bore Precinct Planning and Project Coordination

DEPARTMENT:	Engineering Services
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Engineering
PREPARED BY:	Amir Akrami; Manager Project Management Office
DATE REPORT PREPARED:	16 October 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

To provide Council with the documented history of planning for the Burketown bore, and associated wetland precinct, identify the current information requiring confirmation, and formally refer the related projects to the Economic Development Committee for coordinated planning, oversight and recommendations to Council.

The referral is intended to bring Councillors' vision into the planning process early, with controlled bore flow and affordable ongoing maintenance as central requirements. It does not seek approval of a final precinct design, a new construction budget or a water use exemption.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council has investigated a mineral baths attraction associated with the historic artesian bore for a number of years. The attached material identifies two principal design iterations: GHD's November 2015 Concept Design Report and GHD's March 2021 Concept Design and Business Case Report. These provide a starting point for renewed consideration, rather than a current approved delivery plan.

The supplied correspondence records Councillor concerns about the ongoing maintenance burden, uncontrolled bore flow and the need to revisit the previous concepts with Councillors. The response proposes a formal Council referral to the Economic Development Committee so Councillors can provide input and oversight early and officers can progress the work under a coordinated precinct approach.

No current resolution register, bore works progress report, grant agreements or water approval instruments were supplied. Accordingly, the chronology below distinguishes documented historical work from proposals and matters requiring verification. Previous resolutions and any decisions made after March 2021 should be added by officers before the report is finalised for the agenda.

Period	Documented work and status
2015–2016	GHD prepared the November 2015 concept. The 2020 briefing records completion of a site audit and State pre-lodgement discussions addressing flood constraints and wetland protection. Supporting material is collated in Attachment 1.
2019	The 2020 briefing records completion of digital elevation modelling and reporting for the bore area and the Burketown Flood Risk Management Study, including the bore area.
July 2020	The 2020 briefing records a $75,000 Outback Tourism grant and an RFQ for revised design, a business case and a project plan. The RFQ opened on 14 July and closed on 31 July 2020; 21 submissions were received.
2020 procurement briefing	GHD was identified as the preferred supplier at $89,300, with $19,000 proposed for geotechnical investigations. The briefing sought support for a $9,000 shortfall and a Council and Gangalidda and Garawa representative group. Subsequent approvals and expenditure are not evidenced in the supplied briefing.
March 2021	GHD completed the Concept Design and Business Case Report dated 12 March 2021, with document approval recorded on 15 March 2021. It includes a preferred concept, geotechnical findings, indicative costs, planning advice and an implementation program.
After March 2021 to report date	The supplied material does not establish subsequent construction, current funding, procurement, bore replacement/capping progress or approval outcomes. Officers are to reconcile these records and provide an updated precinct project register.
Current correspondence — undated	A new bore and capping of the existing bore are described as the intended controlled-flow approach. An environmental-purpose exemption is discussed. Design, funding, application and approval status require confirmation.

3. PROPOSAL

Committee referral and Councillor input

Refer the bore replacement and flow control works, existing bore capping, wetland management, previously prepared concepts and associated access, visitor facilities and interpretation to the Economic Development Committee as one coordinated precinct planning matter. The Committee would review options, provide strategic input and oversight, and recommend a staged precinct plan to Council. Officers would remain responsible for technical investigations, compliance, procurement and delivery within existing authority. Two key points are as follows:

- Arrange an early workshop with Councillors and relevant officers and advisers, including an opportunity for Councillors to present their vision.
- Confirm how the former project reference group and Gangalidda and Garawa representatives should contribute to the renewed process.

Controlled bore flow and environmental water use

The correspondence makes controlled flow a central requirement and describes drilling a new bore and capping the existing bore as the intended approach.

Proposed sequence and reporting

Stage	Proposed action and decision point
1 — Establish the record	Before agenda finalisation, confirm current works, previous resolutions, budgets, grant conditions, water approvals and any urgent compliance obligations. Circulate the two concepts for Councillor review.
2 — Early workshop	Following referral and before recommending a preferred plan, hold the Councillor workshop and document the vision, maintenance expectations, scope and controlled-flow requirements.
3 — Integrated assessment	Prepare a precinct project register and options assessment covering bore works, environmental requirements, land tenure, cultural considerations, costs, funding, dependencies and responsibilities. Set dates against verified commitments.
4 — Committee recommendation	Present the staged precinct plan, whole-of-life costs, operating model, funding strategy and delivery program to the Committee for recommendation to Council.
5 — Council decision and delivery	Seek Council approval of the preferred plan and any necessary budget or procurement decisions. Progress authorised works in accordance with approvals and funding conditions, with regular consolidated updates.

4. FINANCIAL & RESOURCE IMPLICATIONS

The project has $40,000 budget funded by Council. It's quite likely that additional funding would be required. This will be assessed further as the project progresses.

5. RISK

Risk type	What could happen	Possible consequence	Control
Water and environment	Flow changes or works proceed without confirmed requirements.	Loss of wetland flow, environmental harm or non-compliance.	Confirm regulator advice; assess environmental water needs and stage controlled-flow works.
Asset and public safety	Bore integrity, hot water, flooding or access hazards are inadequately assessed.	Injury, damage or interrupted access.	Obtain specialist advice; confirm site controls, design requirements and monitoring.

Risk type	What could happen	Possible consequence	Control
Financial sustainability	Historical costs or optimistic visitor assumptions are relied upon.	Funding shortfall and an unaffordable maintenance burden.	Refresh costs and demand; compare whole-of-life costs and staged options.
Governance and vision	Projects progress separately without agreed Councillor input.	Rework, delay and inconsistent outcomes.	Early workshop, formal Committee referral and Council decision points.
Delivery and funding	Works do not align with approval, grant or seasonal constraints.	Missed milestones, delay or funding exposure.	Verify conditions and dates; maintain one coordinated project register.

6. POLICY & LEGAL IMPLICATIONS

Confirm the Economic Development Committee's current terms of reference, membership and reporting arrangements before agenda issue. The referral should provide a clear advisory mandate for the precinct; any change to delegated decision-making authority would require separate consideration. The Committee's recommendations are to return to Council for decisions outside existing delegations.

7. CRITICAL DATES & IMPLICATIONS

Immediate approval of the proposed W4Q24-27 allocations is necessary to ensure timely commencement and completion of the nominated project within the financial year 26-27.

8. CONSULTATION

Proposed consultation includes Councillors, the Economic Development Committee; the Chief Executive Officer and relevant engineering, project management, finance and economic development officers; Gangalidda and Garawa Traditional Owner representatives and relevant landholders; the water regulator; and suitably qualified bore, environmental, planning and tourism advisers. Consultation undertaken, dates and outcomes should be recorded before the final plan returns to Council.

9. CONCLUSION

The earlier concepts have been identified and can be re-presented to Councillors. A formal referral to the Economic Development Committee will provide a coordinated process for confirming the vision, assessing controlled bore flow and environmental needs, and testing capital and ongoing costs. Current works, funding and approval records must be reconciled so the resulting precinct plan rests on a verified delivery program.

10. OFFICER'S RECOMMENDATION

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.

10.05 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.**

Moved: **Cr Camp**
Seconded: **Cr Poole**

Carried 261028.07 **5/0**

Attendance

Cr Poole left the meeting from 11.40am to 11.41am.

11. Chief Executive Officer Reports

11.01 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 – 260422.31 – Late Business – Closed Session Report – Gregory Crossing ILUA

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 non-monetary compensation to Gangalidda and Garawa People comprising the transfer of Lot 96 on B1364, Lot 88 on B 1364 and 50% of part of Lot 10 on 13620 in return for native title consent for the Project.
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.

Status

Completed.

Matter closed.

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

Ongoing.

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 – 260923.15 – Gregory Town Streets - Storm Water Stage 1 - Contract No.: 0280-4623-0000

That Council:

1. Receive and note the contents of this report, and
2. Proceed with design as presented.

Status

Completed.

Matter closed.

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.

1. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of the Status Report as at 19 October 2026.

11.01 Status Report

That Council receives and notes the contents of the Status Report as at 19 October 2026.

Moved: Cr Camp
Seconded: Cr Poole

Carried 261028.08 5/0

11.02 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:	16 October 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 September 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 Pre-2027/28 Budget	Listed for future action.	Not Proceeding	Listed for future action.
2026 LGAQ Annual Conference		Concluded	

Action Topic	Actions to Date	Status	Next Steps
Burketown State School	Council is working with the school to develop a longer-term partnership approach to community initiatives. This includes planned engagement between Council staff, the school and Queensland Police Service for Daniel Morcombe Day on 30 October 2026, supporting a shared message about child safety in Burketown.	In Progress	Continued discussion.

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.

Action Topic	Actions to Date	Status	Next Steps
Residential Planning Controls and Master Planning	Council has commenced a review and planning discussions regarding long-term residential development outcomes within Burketown, particularly around Firefly Street and future growth areas. Concerns were raised by Councillors regarding the risk of inappropriate residential outcomes, including shed-style dwellings, dongas and light industrial-style residential development inconsistent with Council's desired long-term vision for the township. External planning advice received from RPS Consulting has confirmed that the current planning scheme and building approval framework provides a reasonable level of control regarding residential dwelling standards and inappropriate development outcomes. Discussions have also reinforced the importance of progressing future Burketown and Gregory master planning processes to further guide built form, residential character, flood resilience, tourism activation and long-term development outcomes throughout the Shire. Council has approached Northlane regarding the potential to assist with future master planning activities for Burketown and Gregory. In parallel, RPS Consulting continues to progress planning scheme and residential planning control work supported through Council's existing planning scheme funding arrangements.	In Progress	Continue progressing the planning scheme review and associated residential planning controls with RPS Consulting. Further investigate the potential scope and delivery pathway for broader master planning work, including engagement with Northlane, to better inform future residential development, land activation and infrastructure planning across Burketown and Gregory.
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	Discussions commenced regarding future office and hangar infrastructure opportunities.	Early Planning	Seek funding pathways for design, concept development and construction planning.

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 successfully secured external grant funding to support the installation of solar infrastructure across Council-owned assets. Preliminary discussions have commenced regarding project scope, delivery options and the prioritisation of facilities to maximise operational savings, energy resilience and long-term financial benefits.	In Progress	Determine the extent of project delivery, confirm priority sites for installation, finalise project scope and delivery methodology, and commence implementation planning in accordance with the approved funding agreement.
Gregory Power Resilience	Discussions held regarding small-cell solar and community battery options for Gregory.	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.
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.

Action Topic	Actions to Date	Status	Next Steps
DDMG Wet Season Debrief Response	Need identified to understand what did and did not work well during the 2025/26 wet season, including fuel availability for aviation and power generation. Opportunity identified to run a pre-wet season workshop for local businesses and rural properties on how resupply works.	In Progress	Finalise Council feedback and identify practical recommendations for future disaster planning. Work with Ernie as DDMG Chair and develop workshop agenda, stakeholder list and communications plan for workshop.
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.

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

Action Topic	Actions to Date	Status	Next Steps
			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.
Cattle Grid Renewal and Road Safety Program	A number of ageing and narrow cattle grids across the Shire road network have been identified as potential traffic hazards requiring progressive replacement with contemporary, wider grid infrastructure. Several cattle grids between Gregory and Boodjamulla National Park, including around the Lawn Hill Station turn-off, have already been scoped and incorporated into current works programs. Contractors are progressively undertaking these upgrades, with further works expected over the coming months. Additional cattle grids west of Hell's Gate through to the Northern Territory border have been identified as requiring assessment and potential replacement.	In Progress	Review the scope of the planned DRFA-funded road works west of Hell's Gate to determine whether identified cattle grid replacements are currently included and, where they are not, investigate whether they can appropriately be incorporated into the project scope. Undertake a broader assessment of cattle grids across the Shire, including those associated with stock routes, and ensure these assets are appropriately captured within Council's developing asset management framework. This should include consideration of appropriate Levels of Service, inspection requirements, condition assessment, renewal standards and long-term replacement planning.

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	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

Action Topic	Actions to Date	Status	Next Steps
	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.		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	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.

Action Topic	Actions to Date	Status	Next Steps
	uses, including a small pop-up library and community space.		
'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.
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.

Action Topic	Actions to Date	Status	Next Steps
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 September 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 – Primary Audit Works completed – currently under final review with some amendments to the financial statements.
- 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).

Major focus in September 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.
- Implementing Gearbelt cloud fleet management system/software – in progress and handed over to engineering to finalise – will re-review during my time in Burke during October.
- $50k grant award for AI CCTV solution from the IDF (LGAQ) – provider is currently locking in accommodation and travel.
- 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 In November due to finalisation of testing.
- Finalising concrete installation for new terrestrial TV Sat dish – via N-com.
- Investigating Fourier engagement for CCTV system repairs currently.

People and Culture

EBA related

- JCC Meeting took place on 29 September.

Policies

- Nil

Positions advertised

- Airport Officer
- General Operators and Labourers
- Housing and Facilities Officer
- Finance Officer

New employees

- Murray Davies
- Jacqline MacNamara
- Claudia Smith

Departures

- Nil

Training and Professional Development

- ACDC (Agricultural Chemicals Distribution Control) Training
- Fraud Awareness Training
- HSR Refresher Training

- Cultural Heritage Training
- Venomous Animals Awareness Session
- Dangerous Goods Training
- LGMA Conference Attendance
- Psychosocial Hazards In the Workplace training

Other

- Staff Team Building Event held

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 photos 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	Awaiting works to be completed at a number of sites before footage is taken. This 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.
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	Once we get the signage dimensions, we can extend a quote request to 3 suitably qualified printers, we would expect to receive the signage back in October and installed prior to December 2026
2027 Events Calendar	The 2027 events calendar to be reviewed	In Progress	Plan out events for 2027 and apply for grants

Action Topic	Actions to Date	Status	Next Steps
Business Directory	Develop a 2027 Business Directory, this will be made available in both soft and hard copies.	In Progress	It is expected top be completed over the wet season with delivery to households shortly after.

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	within discussions with CUC, JCU and UQ
University of Queensland	Met 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 and a mud covered obstacle course on day two.

Action Topic	Actions to Date	Status	Next Steps
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 and 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.
Garden Project	Council's commitment to promote a healthy and self-sustainable community has resulted in a number of families establishing gardens.	In Progress	Partnerships are being sought to promote self sufficiency in food while promoting better nutrition through healthy body healthy minds.

Corporate Services and Governance

- Finalising Get Ready Event being held on Wednesday 7 October.
- Workshop with Mayor, CEO, Director of Corporate and Liz Drumm (NWQROC), on the Local Disaster Management Plan. Plans to review this prior to the wet season. Also organising LDMG meeting and training.
- Working with Director of Corporate to review corporate documents and policies.
- Met with State Library to discuss funding and planning of expenditure. Working on library activities and outreach initiatives.

3. OFFICER'S RECOMMENDATION

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

11.02 Chief Executive Officer Report

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

Moved: **Cr Poole**
Seconded: **Cr Yanner**

Carried 261028.09 **5/0**

Attendance

Zachary Revere left the meeting from 12.11pm to 12.17pm.

11.03 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:	20 October 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 September 2026.

2. SUMMARY

Council's cash was up by $14.452mil by the end of September 2026.

Overall council's reporting shows a budget position of 11.32% expended to date (23.42% undistorted) against a target of 25%.

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)	15,612,465	139,078,000	11%
Operating Expenses	(2)	16,155,197	142,676,150	11%
Operating Result (Profit/Loss)		**- 542,732**	**- 3,598,150**	15%
Capital Revenue	(3)	9,582,786	64,976,000	15%
Net Result		**9,040,054**	**61,377,850**	15%

Assets & Liabilities		Year To Date Actual	Annual Budget (Target)
Cash & Cash Equivalents	(4)	92,742,727	32,723,963
Other Current Assets	(5)	2,159,836	1,402,000
Non Current Assets	(6)	268,441,862	243,713,937
Total Assets		**363,344,425**	**277,839,900**
Liabilities (Current)	(7)	75,144,340	20,190,000
Liabilities (Non Current)	(8)	949,178	930,000
Total Liabilities		**76,093,518**	**21,120,000**
Net Community Assets		**287,250,907**	**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%	-3%	15%
[2] Working Capital Ratio	Greater than 1:1	1.3	1.3
[3] Net Financial Liabilities Ratio	Less than 60%	-127%	-173%

*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 September 2026 council report.

(3) Capital Revenue - Noted that $1.7mil was recognised for the DRFA Burketown Airport Runway project (Betterment) and $819k Gregory Lawnhill Road (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 September 2025 in the previous year v September 2026 actuals v the budgeted estimated cashflow for 30 June 2027.

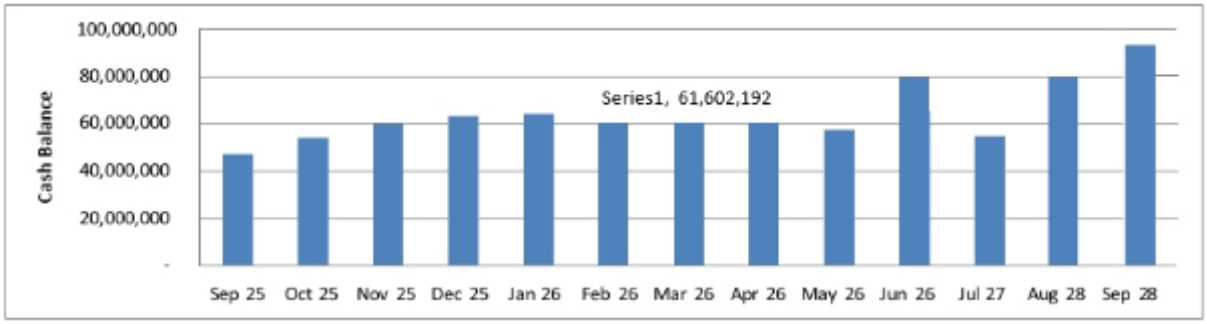
For the month ended 30 September 2026

	Note Ref	30 September 2025 $	30 September 2026 $	2026-27 Annual Budget $	YTD Progress %
Cash flows from operating activities:					
Receipts from customers	(1)	(1,900,275)	23,161,945	9,460,432	245%
Payments to suppliers and employees	(2)	(45,175,793)	(34,576,345)	(163,767,158)	21%
		(47,076,068)	**(11,414,400)**	**(154,306,727)**	7%
Rental Income	(3)	51,307	49,450	234,000	21%
Interest Received	(4)	671,396	733,733	1,538,000	48%
Operating Grants and Contributions	(5)	6,599,091	38,701,956	131,932,000	29%
Finance Costs		0	0	-	0%
Net cash inflow (outflow) from operating activities		**(39,754,276)**	**28,070,738**	**133,704,000**	21%
Cash flows from investing activities:					
Payments for Property, Plant and Equipment	(6)	(1,267,927)	(9,721,005)	(68,918,000)	14%
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)	6,818	9,582,786	64,936,000	15%
Net cash inflow (outflow) from investing activities		**(1,261,109)**	**(138,219)**	**(3,942,000)**	4%
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)	(41,015,384)	27,932,518	(24,544,727)	-114%
Cash at beginning of reporting period		87,640,757	64,810,209	57,268,690	113%
Cash at end of reporting period	(8)	**46,625,373**	**92,742,727**	**32,723,962**	285%

Cash and Cash Equivalents Summary

Cash & Cash Equivalents	Effective Interest Rate	YTD Interest Earnings	Cash Balance
QTC Cash Fund	5.00%	733,733	60,329,099
Westpac General Fund - Trust	-	-	32,413,345
Cash Floats	-	-	283
Total			**92,742,727**

Cash and Cash Equivalents Movement Comparison Chart



Cash and Cash Equivalents - Restricted Cash (IAS 7)

Total Cash on hand	$ 92,742,727.04	%
Restricted Cash - DRFA Operating Grants	$ 58,251,393.31	*62.81%*
Restricted Cash - Non-DRFA Operating Grants	$ 120,936.36	*0.13%*
Restricted Cash - Capital Grants	$ 14,999,045.37	*16.17%*
GST Payable	$ 1,431,503.50	*1.54%*
Unrestricted Cash	$ 17,939,848.50	*19.34%*
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*
Projected Unrestricted Cash	$ 18,512,848.50	
Prior Month Projected Unrestricted Cash Balance	$ 17,429,685.10	
Explanation for Movement:	$ 1,083,163.40	

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.

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 (5.01%); up from 5.00% in August 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 - Main source of expenditure was on the new Burketown Airstrip which makes up the majority of the balance as at the end of September 2026.

(7) Capital Grants and Subsidies - Noted that $1.7mil was recognised for the DRFA Burketown Airport Runway project (Betterment) and $819k Gregory Lawnhill Road (Betterment).

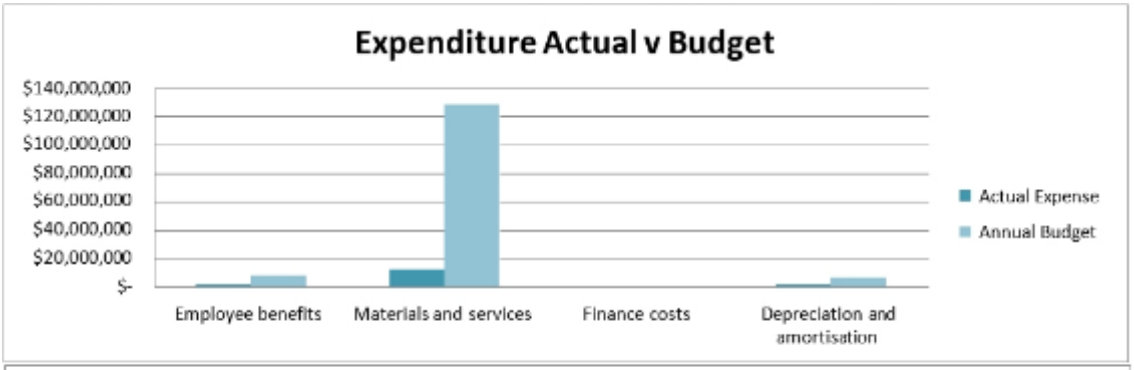
(8) Net Cash Movement - Council's cash holdings was up by $14.452mil by the end of September 2026.

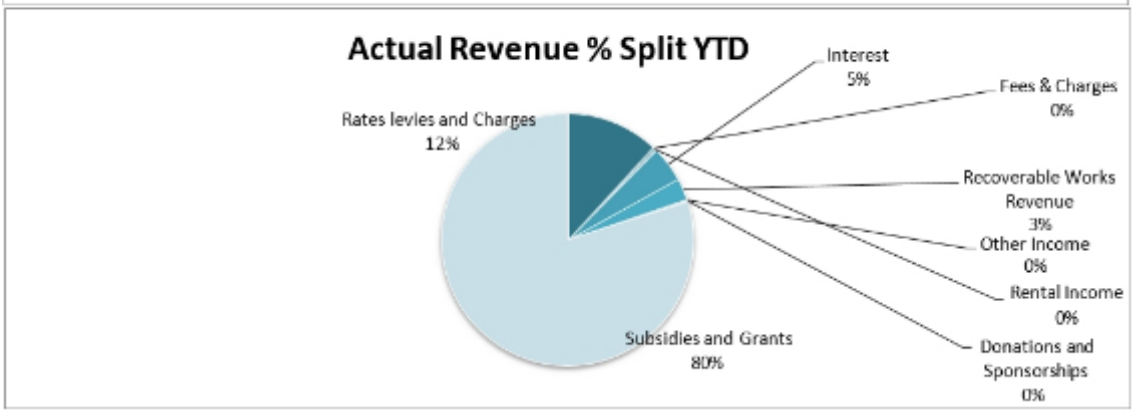
5. STATEMENT OF INCOME AND EXPENDITURE

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

For the month ended 30 September 2026

	Note Ref	30 September 2025 $	30 September 2026 $	2026-27 Annual Budget $	YTD Progress %
Recurrent Revenue					
Rates levies and Charges		1,806,377	1,864,479	3,697,000	50%
Fees & Charges	(1)	34,253	21,040	143,000	15%
Rental Income	(2)	51,307	49,450	234,000	21%
Interest	(3)	671,396	733,733	1,538,000	48%
Recoverable Works Revenue	(4)	456,703	434,076	1,181,000	37%
Other Income	(5)	15,476	18,613	348,000	5%
Donations and Sponsorships	(12)	-	25,000	5,000	500%
Developer Contributions		-	-	-	0%
Subsidies and Grants	(6)	19,783,050	12,466,074	131,932,000	9%
Total Recurrent Revenue		**22,818,561**	**15,612,465**	**139,078,000**	**11%**
Capital Revenue					
Sale of non-current assets	(13)	-	-	40,000	0%
Contributions		-	-	-	0%
Subsidies and Grants	(7)	6,818	9,582,786	64,936,000	15%
Total Capital Revenue		**6,818**	**9,582,786**	**64,976,000**	**15%**
TOTAL INCOME		**22,825,379**	**25,195,250**	**204,054,000**	**12%**
Recurrent Expenses					
Employee benefits	(8)	- 1,484,529	- 1,653,347	- 7,858,000	21%
Materials and services	(9)	- 21,821,448	- 12,893,928	- 128,387,950	10%
Finance costs	(10)	- 19,107	- 17,872	- 70,000	26%
Depreciation and amortisation	(11)	- 1,361,909	- 1,590,050	- 6,360,200	25%
TOTAL RECURRENT EXPENSES		**- 24,686,994**	**- 16,155,197**	**- 142,676,150**	**11%**
NET RESULT		**- 1,861,616**	**9,040,054**	**61,377,850**	**15%**





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 (5.01%); up from 5.00% in August 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** - Minimal movement to report for the month due to it being the first month of operations for the new year.

(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 $1.7mil was recognised for the DRFA Burketown Airport Runway project (Betterment) and $819k Gregory Lawnhill Road (Betterment).

(8) **Employee benefits** - In relation to employee benefits costs against the budget, we have currently expended $1.653m against a budget of $7.858mil for the year; this is an actual spend of 21.04% 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 September 2026 25.00%

% 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

	30 September 2025 $	30 September 2026 $	2026-27 Annual Budget $	YTD Progress %	Comments
Recurrent Expenses					
Corporate Governance Costs	294,833	324,513	1,208,000	26.86%	Slightly over budget; this is due to increased attendance of staff and councillors at conferences and travel costs.
Administration Costs	964,938	939,287	4,822,100	19.48%	On track with budget.
Recoverable Works Expenses	99,188	379,277	915,000	41.46%	Slightly over budget. This is due to cost phasing as a result of timing of works being completed on DRFA projects ahead of the potential flood period.
Engineering Services	21,521,713	12,380,083	126,549,000	9.77%	On track with budget.
Utility Services Costs	284,705	275,140	1,093,000	25.17%	On track with budget.
Net Plant Operating Costs	- 315,102	- 306,880	- 555,000	55.11%	Over budget. Balance will change as more plant is charged to jobs across the year.
Planning and Environmental Expenses	13,716	138,106	364,000	37.94%	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	441,987	436,749	1,849,850	23.61%	On track with budget.
Finance Costs	19,107	17,872	70,000	25.53%	Slight above budget due to increase interest generated year to date.
Depreciation	1,361,909	1,590,050	6,360,200	25.00%	On track with budget.
Other Expenses	-	-	-	0.00%	On track with budget.
TOTAL RECURRENT EXPENSES	**24,686,984**	**16,155,197**	**142,676,150**	11.32%	On track with budget - it should be noted that this figure is distorted by DRFA Budget operations. Undistorted progress is 23.42% against 25% 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)	-	149,712	501,000	30%	On track with budget.

7. STATEMENT OF FINANCIAL POSITION

For the month ended 30 September 2026

	30 September 2026 $	2026-27 Annual Budget $
Current Assets		
Cash and cash equivalents	92,742,727	32,723,963
Trade and other receivables	3,350,779	1,000,000
Inventories	448,936	300,000
Other financial assets	1,639,879	102,000
Non-current assets classified as held for sale	-	-
Total current assets	**94,902,563**	**34,125,963**
Non-current Assets		
Receivables	-	-
Net Property, plant and equipment	268,441,862	243,713,937
Intangible assets	-	-
Total non-current assets	**268,441,862**	**243,713,937**
TOTAL ASSETS	**363,344,425**	**277,839,900**
Current Liabilities		
Trade and other payables	74,651,320	20,000,000
Borrowings	-	-
Provisions	493,020	190,000
Other	-	-
Total current liabilities	**75,144,340**	**20,190,000**
Non-current Liabilities		
Trade and other payables	0	-
Interest bearing liabilities	-	-
Provisions	949,178	930,000
Other	-	-
Total non-current liabilities	**949,178**	**930,000**
TOTAL LIABILITIES	**76,093,518**	**21,120,000**
NET COMMUNITY ASSETS	**287,250,908**	**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)	74,601,459	48,672,880
Other reserves	-	-
TOTAL COMMUNITY EQUITY	**287,250,908**	**256,719,900**

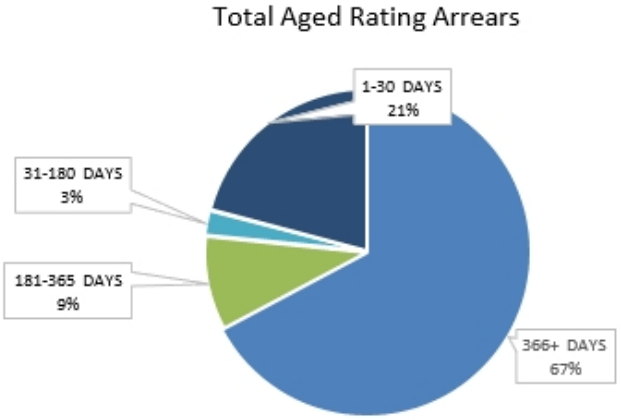
8. RATING ARREARS SUMMARY

The below report shows the outstanding aged rating arrears as at 20 October 2026.

Rating Type	366+ DAYS $	181-365 DAYS $	31-180 DAYS $	1-30 DAYS $	Total $
GENERAL	66,061	17,910	2,921	36,569	123,462
SEWERAGE	14,155	4,812	812	20,588	40,367
GARBAGE	10,106	3,539	585	11,147	25,376
WATER	99,903	16,157	3,824	35,999	155,884
WATER CONSUMPTION	167,789	7,136	5,253	4,883	185,062
STATE GOVT EMERGENCY	3,539	971	168	3,169	7,846
LEGAL FEES	-	-	-	-	-
		-	-	-	-
Total	**361,553**	**50,525**	**13,563**	**112,356**	**537,996**
Prior Month (May)	**308,193**	**51,966**	**107,337**	**3,443**	**470,940**
Movt $	53,360	- 1,442	- 93,775	108,913	67,056
Movt %	17%	-3%	-87%	3163%	14%

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	$ 230,356.84	$ 1,570.32
Assessments to progress to Rating Sale	1	$ 24,421.25	$ 55,266.96	-$ 30,845.71
($) Sum of Debt Actions in progress		**$ 256,348.41**	**$ 285,623.80**	**-$ 29,275.39**
(%) of Total Rating Arrears		**48%**	**45%**	**3%**
Remaining Arrears Adjusted for On-going Matters		**$ 281,648.04**		



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
Old General Debtors (various) = $20,054.62

10. OFFICER'S RECOMMENDATION

That the financial report for the 30 September 2026 be received and noted.

11.03 Finance Monthly Update Report

That the financial report for the 30 September 2026 be received and noted.

Moved: **Cr Camp**
Seconded: **Cr Yanner**

Carried 261028.10 5/0

11.04 Work, Health and Safety Report – Quarter 3

DEPARTMENT:	Corporate
RESPONSIBLE OFFICER:	Murray Davies; Director of Corporate
PREPARED BY:	Natasha Williamson; WHS and Training Officer
DATE REPORT PREPARED:	20 October 2026
LINK TO COUNCIL PLAN/S:	1.1.4 Risk management systems are developed, implemented, and assessed in a manner that satisfies regulatory and organisational requirements.

1. PURPOSE

The purpose of this report is to provide the Council with an overview of workplace health and safety (WHS) across Burke Shire for the period July to September 2026.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The attached report updates the Council with respect to changes with WHS legislative compliance, mitigation and corrective measures and reports on issues addressed or currently being addressed.

3. PROPOSAL

That the Council receives and notes this report.

That the Council delegates to and authorises the Chief Executive Officer to consider and progress corrective measures outlined in the report.

4. FINANCIAL & RESOURCE IMPLICATIONS

The report notes future training and also asset and infrastructure improvements.

Corporate will collaborate with the Finance & IT Directorate to scope and budget for these items.

5. RISK

Risk Type	What could happen	Possible consequence
People	▪ Potential for Injury/illness to employees, contractors, members of the community and any other person.	▪ Serious injury to staff and/or the public, exposing Council to potential litigation, financial loss and/or reputational loss.

Risk Type	What could happen	Possible consequence
Assets	▪ Certain plant, buildings and vehicles have identified corrective issues, rendering these assets inappropriate or unsafe; corrective actions to be addressed	▪ Unavailability of plant/assets/infrastructure ▪ Repairs may be costly, due to our isolation. ▪ Staff and equipment downtime.
Compliance	▪ Failure to comply with legislation, policies and procedures expose staff/public to potential danger and injury.	▪ Exposes Council to potential litigation.
Financial	▪ Future training, asset repair and improvements to be budgeted	▪ Financial implications
Reputation	▪ Public perception and opinion.	▪ A serious injury or fatality could severely impact the Shire's reputation, finance and insurance capabilities
Operations	▪ WHS supports the Council and staff in delivery of the Community and Operational plans	▪ Paramount for safe work practices to be complied with, ensuring staff and the public are able to go home, safe at the end of the day.
Technology & Systems	▪ Technology supports successful WHS management and implementation.	

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.
Work Health and Safety Act 2011		Overarching State of Queensland WHS legislation.
Corporate Plan 2025-30		5. Providing a safe, respectful and encouraging workplace culture.

Instrument	Reference	Details
Burke Shire Council Operational Plan 2026-27		1.1.4 Risk management systems are developed, implemented, and assessed in a manner that satisfies regulatory and organisational requirements.
WHA-POL-001 Work Health & Safety Policy		Informs, guides and directs the Council, staff and the public in appropriate practice and observance of safe work practices.

7. CRITICAL DATES & IMPLICATIONS

Critical and important tasks and deliverables are ongoing as outlined in report.

8. CONSULTATION

Report prepared by WHS Officer

Reviewed by Director Corporate

9. CONCLUSION

The attached WHS report provides the Council with a comprehensive and detailed report relating to incidents, near misses, critical and urgent concerns, with recommendations for the Council's consideration, approval and implementation.

10. OFFICER'S RECOMMENDATION

1. That Council notes the contents of the report; and
2. That Council delegates to and authorises the Chief Executive Officer to progress and implement recommendations from this report.

11.04 Work, Health and Safety Report – Quarter 3

1. That Council notes the contents of the report; and

2. That Council delegates to and authorises the Chief Executive Officer to progress and implement recommendations from this report.

Moved: Cr Yanner
Seconded: Cr Clarke

Carried 261028.11 5/0

Attendance

Cr Poole left the meeting from 12.49pm to 12.50pm.
Gert Strydom entered the meeting at 12.54pm.
Cr Poole left the meeting from 1.11pm to 1.15pm.

12. Closed Session

Council will move into a closed session to discuss confidential items as defined in the Local Government Regulation 2012 in Chapter 8 Administration, Part 2 Local government meetings and committees, under Sections 254 J (3) (g).

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

Council moved into closed session at 1.16pm.

Moved: Cr Camp
Seconded: Cr Yanner

Carried 261028.12 5/0

Attendance

Amir Akrami, Gert Strydom, Jordan Marshall and Madison Marshall left the meeting from 1.16pm to 1.42pm.

Move into Open Session

That the meeting resume in open session to consider recommendations arising out of the closed session.

Council resumed open session at 1.42pm.

Moved: Cr Camp
Seconded: Cr Murray

Carried 261028.13 5/0

11. Chief Executive Officer Reports

11.05 Adoption of New Organisational Structure

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Zac Revere; Chief Executive Officer
PREPARED BY:	Chelsea Nelson; People and Culture Manager
DATE REPORT PREPARED:	19 October 2026
LINK TO COUNCIL PLAN/S:	Operational Plan

1. PURPOSE

This report is designed to update Council's organisational structure to accommodate both the imminent introduction of new positions and longer-term changes to be enacted as staff naturally turn over.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council last amended its organisational structure on 27 May 2026 with the following amendments:

- Change to position titles:
    - Community, Economic Development and Communication Manager (previously Economic and Community Development Manager)
- Change to reporting line:
    - WHS & Training Officer – reporting to Director of Corporate (previously DoE)
    - Community, Economic Development and Communication Manager – reporting to Director of Corporate (previously CEO)
    - Corporate Services and Governance Manager – reporting to Director of Corporate (previously CEO)
    - Environmental Health, Local Laws and Facilities Manager – reporting to Director of Engineering (previously CEO)
- New / removed positions:
    - Created: Director of Corporate
    - Removed: Economic and Community Liaison Officer
    - Removed: Apprentice Mechanic

Changes from Current to Proposed Structure:

- Change to position titles:
    - Director of Infrastructure (previously Director of Engineering)
    - Finance and Procurement Officer (previously Procurement Administration Officer)
    - Economic and Community Development Officer (previously Administration Officer)
    - Service Engineer (previously Graduate Engineer)
    - Technical Officer (previously Quality and Systems Officer)
    - Fleet Coordinator (previously Workshop Supervisor)
    - Roads Supervisor (Road Construction Supervisor)
    - Roads Coordinator (Works and Services Supervisor)
- Change to reporting line:
    - Works and Services team - reporting to Roads Supervisor
- New / removed positions:
    - Removed: Project Support Officer
    - Removed: DRFA Project Manager

3. FINANCIAL & RESOURCE IMPLICATIONS

Role	Change	Saving/ Expense	Notes
Project Support Officer	Removed	-$99,722	80% wage recovery budgeted
DRFA Project Manager	Removed	-$195,427	80% wage recovery budgeted. Figure excludes housing expense as this has been reallocated
	TOTAL COST	**-$295,149**	

These figures reflect the full budget impact, inclusive of 26/27 oncost rates.

As per the table above, the proposed changes *have not* been budgeted in the 2026-27 financial year.

4. POLICY & LEGAL IMPLICATIONS

As per s196 of the Local Government Act 2009 (the Act):

Appointing other local government employees

(1) A local government must, by resolution, adopt an organisational structure that is appropriate to the performance of the local government's responsibilities.

(2) The local government may employ local government employees for the performance of the local government's responsibilities.

This report is designed to provide an appropriate resolution to satisfy our requirement under S196 (1) of the Act.

Any appointments are to be made in consideration of Council's Recruitment Policy and Council's Equal Employment Opportunity obligations.

This report is not proposing to summarily remove any positions, make any roles redundant or make any staff member any worse off.

5. RISK

Nil for this report.

6. CRITICAL DATES & IMPLICATIONS

A number of changes are already in effect. We therefore request that the proposed Organisational Structure be adopted as soon as practicable.

7. CONSULTATION

Councillors

CEO

Executive Management Team

Staff affected by the change in reporting line and change in position title.

8. CONCLUSION

The proposed Organisational Structure seeks to implement a more streamlined organisational structure.

9. OFFICER'S RECOMMENDATION

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

11.05 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.

Moved: Cr Yanner
Seconded: Cr Poole

Carried 261028.14 5/0

11.06 Council Volunteers Policy

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Murray Davies; Director of Corporate
PREPARED BY:	Chelsea Nelson; People and Culture Manager
DATE REPORT PREPARED:	19 October 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan – Good Governance

1. PURPOSE

The purpose of this report is to seek Council's adoption of the Council Volunteers Policy.

2. BACKGROUND

Council does not currently have a specific policy governing the engagement and management of volunteers.

The proposed Council Volunteers Policy provides a consistent framework for the engagement, support and management of volunteers and establishes the responsibilities of Council, supervisors and volunteers.

Council's existing workplace health and safety and Code of Conduct frameworks already extend to volunteers.

Volunteers on occasions are required to support and complement Council services and projects and do not replace paid employment positions.

3. FINANCIAL & RESOURCE IMPLICATIONS

No significant financial or resource implications are anticipated.

Implementation will be managed within existing operational and administrative resources.

Any costs associated with individual volunteer activities will be managed within relevant operational budgets.

4. RISK

The Policy reduces organisational risk by establishing clear requirements for the engagement, supervision, conduct and safety of volunteers.

5. POLICY & LEGAL IMPLICATIONS

The Policy supports Council's existing governance and workplace requirements, including the Burke Shire Council Code of Conduct and WHS-POL-001 Workplace Health and Safety Policy, which apply to volunteers.

Relevant legislation includes the Local Government Act 2009, Work Health and Safety Act 2011 and Work Health and Safety Regulation 2011.

External legal advice was obtained on the proposed Policy, with no legal or governance concerns identified. The advice confirmed that the Policy does not alter Council's organisational structure or provide for volunteers to replace existing employees.

6. CRITICAL DATES & IMPLICATIONS

Policy will apply from date of Council resolution. The policy will apply until the next respective review date of each policy as defined by either the Act, Regulation or Policy.

7. CONSULTATION

- Councillors
- CEO
- Director of Corporate
- People and Culture Manager
- External Legal Advisor

8. CONCLUSION

The proposed Council Volunteers Policy provides Council with a clear and proportionate framework for the engagement, support and management of volunteers.

9. OFFICER'S RECOMMENDATION

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

11.06 Council Volunteers Policy

1. That Council note the contents of the report; and

2. That Council adopts the attached Council Volunteers Policy.

Moved: Cr Clarke
Seconded: Cr Murray

Carried 261028.15 4/1

Voted for – Cr Camp, Cr Clarke, Cr Murray and Cr Yanner-4
Voted against – Cr Poole-1

Adjournment

That Council adjourned the meeting from 2.01pm to 2.46pm for lunch, all were present except at resumption.

11.07 Standard Terms of Reference for Council Committees

DEPARTMENT:	Governance (Corporate)
RESPONSIBLE OFFICER:	Murray Davies; Director of Corporate
PREPARED BY:	Murray Davies; Director of Corporate
DATE REPORT PREPARED:	16 October 2026
LINK TO COUNCIL PLAN/S:	Operational plan - Governance: 1.1. Risk management systems are developed, implemented, and assessed in a manner that satisfies regulatory and organisational requirements. Operational plan - Governance 1.5 Council has the systems in place to drive operational efficiencies and deliver quality customer service.

1. PURPOSE

This report provides Council with the draft Committee Terms of Reference for consideration and approval which in turn outlines and provides appropriate guidance for the formation and ongoing governance in the establishment and administration of Committees of Council, as determined. The Terms of Reference provide and implement a consistent framework for all Committees of Council.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The efficient working of Council may be enhanced through the appointment of standing and advisory committees, reviewing, scoping and providing recommendations to Council for its consideration.

These Terms of Reference (as proposed) provide suitable and appropriate direction to such.

3. PROPOSAL

That the Council:

- Receives and notes this report
- Approves and implements the attached Standard Terms of Reference.

4. FINANCIAL & RESOURCE IMPLICATIONS

Implementation and administration of Standing Committees would increase Councillor participation and involvement, potentially resulting in an uplift in Councillor sitting fees.

Staff could be called upon to assist with agenda preparation, minutes taking and other secretarial support.

5. RISK

The following potential risks have been identified for consideration, each of which may be mitigated.

Risk Type	What could happen	Possible consequence
Compliance	▪ Compliance with applicable laws, industry codes, standards etc.	▪ Failure to comply with relevant legislation could expose the Council to allegations of noncompliance or departmental intervention, e.g.
Financial	▪ Sustainability, revenue, grants, expenditure.	▪ Need to ensure that committees operate efficiently and within budget
Reputation	▪ Public perception and opinion.	▪ Need to ensure that committees always operate within parameters upholding Council's reputation.

6. POLICY & LEGAL IMPLICATIONS

The Council is required to consider and meet its statutory and internal governance requirements in the consideration of approving policies, plans and procedures, including Standing Orders and Terms of Reference. The table following summaries issues relevant to this matter:

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.
Local Government Regulation 2012 (Qld)	Chapter 8, Part 2	Appointment, membership and chairing of committees; meeting notices, agendas, procedure, minutes, public access, remote participation and quorum.
Corporate Plan 2025-30	Governance	1.Council develops, implements and maintains an effective and compliant governance framework (governance, finance, risk). 2. Council decision-making processes are efficient, effective, transparent, and informed by key stakeholders.
Burke Shire Council Operational Plan 2026-27	Governance	1.1. Risk management systems are developed, implemented, and assessed in a manner that satisfies regulatory and organisational requirements. 1.5 Council has the systems in place to drive operational efficiencies and deliver quality customer service.

7. CRITICAL DATES & IMPLICATIONS

Implementation of these Standard Terms of Reference is not critical as such, but proceeding with these would assist the Council in its timely and appropriate planning, consideration and implementing projects and other matters as determined by Council to be considered in a committee process prior to Full Council.

8. CONSULTATION

The Terms of Reference were prepared by the Chief Executive Officer and discussed with/reviewed by Director Corporate.

9. OFFICER'S RECOMMENDATION

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.

11.07 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.

Moved: Cr Camp
Seconded: Cr Murray

Carried 261028.16 5/0

Attendance

Zachary Revere left the meeting from 2.40pm to 2.41pm.

11.08 Review of AI (Artificial Intelligence) Usage Policy

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:	13 October 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan –Council develops, implements and maintains an effective and compliant governance framework (governance, finance, risk, cyber-risk)

1. PURPOSE

The purpose of this report is to review Burke Shire Council's AI (Artificial Intelligence) Usage Policy and bring it up to date with changes observed with the use of AI's in local government.

2. BACKGROUND

In accordance with the Local Government Regulation 2012, Council is required to maintain a range of policies to guide Council's behaviours and activities.

AI is a newer area of focus which if left unregulated or administrated, can result in significant breaches to data security and/or inappropriate use resulting in reputational loss or the potential to compromise internal users and stakeholders within or outside of an organisation. While this policy was initial adopted in 2023 by council, AI use and progression has drastically enhanced over the past 3 years meriting a much more robust policy being required.

3. PROPOSAL

The purpose of this policy is to ensure that Burke Shire Council (Council) outlines and sets standards to define how AI (Artificial Intelligence) resources are to be used:

- Appropriately and efficiently;
- To assist Council to effectively deliver quality, value for money services;
- To not create or increase risk to Council, Council employees, Councillors, contractors and third parties;
- In accordance with other policies, legislation, standards, and business best practice; and
- Managed with sound consistent governance across Council.

Some of the topics covered in the policy further relate to:

- Ethical and Responsible Use
- Accountability and Governance
- Fairness and Equity
- Decision-Making and Service Delivery

- Continuous Improvement
- Prohibited uses of AI
- Security
- Password Policy Requirements
- Enforcement
- Limits on overreliance
- Mandatory verification and disclosure
- Use of Agentic AI's
- Use of AI for the creation of internal toolsets

4. FINANCIAL & RESOURCE IMPLICATIONS

Not applicable concerning adoption of this Report.

5. POLICY & LEGAL IMPLICATIONS

Instrument / Policy / Details
• Australian Copyright Act 1968 - proscribes the copying of software or data files (including text, sound and images) in the absence of a licensing arrangement; • Crimes Act 1914 - describes procedures related to dealing with a crime; • Cybercrime Act 2001 - deals with a range of computer related offences; • Privacy Act 1988 - introduces principles related to protection of personal information; and • SPAM Act 2003 – which proscribes the sending of SPAM messages. • Crime and Corruption Act 2001 - establishes a commission to reduce the incidence of corruption in the public sector. Council must preserve and make information available for this Commission so that it can be effective in its investigations; • Copyright Act 1968 - is an Act relating to copyright law; • Criminal Code Act 1995 - proscribes computer hacking and general misuse; • Electronic Transactions (Queensland) Act 2001 - refers to the integrity of information and requirements to keep information associated with the need for businesses and the community to use electronic communications when dealing with government bodies; • Evidence Act 1977 - defines what must be preserved as evidence related to government activities; • Information Privacy Act 2009 - ensures the security and protection of personal information and restricts the collection, use and disclosure of information about an individual; • Right to Information Act 2009 - makes particular types of information concerning government documents available to members of the community in order to ensure such information is timely and accurate;

Instrument / Policy / Details
• Local Government Act 2009 - requires local government employees not to wilfully destroy or damage Council records; • Public Records Act 2002 - states the responsibilities of government in the management of corporate records - particularly with regards to security; and • Public Sector Ethics Act 1994 - states the responsibilities public officials have in ensuring that public resources are not wasted, abused or improperly used. • Burke Shire Council Code of Conduct • Burke Shire Council Portables and Attractive Items Policy • Burke Shire Council Fraud Policy • Burke Shire Council Social Media Policy • Burke Shire Council ICT Strategic Framework • Burke Shire Council Notifiable Data Breach Plan • Burke Shire Council Cyber Incident Data Breach Plan

6. RISK

That council engages with AI product with no scope of guidance to determine appropriate use or uses AI products in such a way that council cyber security is compromised.

7. CRITICAL DATES & IMPLICATIONS

This policies applies 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 AI (Artificial Intelligence) Usage Policy is adopted in accordance with the relevant legislation.

10. OFFICER'S RECOMMENDATION

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

11.08 Review of AI (Artificial Intelligence) Usage Policy

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

Moved: **Cr Yanner**
Seconded: **Cr Camp**

Carried 261028.17 5/0

Attendance

Zachary Revere left the meeting from 2.54pm to 2.56pm.
Gert Strydom left the meeting at 2.58pm.

11.09 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:	1 October 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

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.

11.09 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.

Moved: Cr Camp
Seconded: Cr Poole

Carried 261028.18 5/0

11.10 Tender 22 Gregory Street Burketown (Tender no. TDR2027.6)

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgenson; Director of Finance and Technology
DATE REPORT PREPARED:	20 October 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan –Council develops, implements and maintains an effective and compliant governance framework (governance, finance, risk)

1. PURPOSE

This report seeks Council approval to award the public tender for the sale of the Council-owned property at 22 Gregory Street, Burketown as per Tender ID TDR2027.6.

2. BACKGROUND

Council issued Request for Tender TDR2027.6 dated 16 June 2026, initially closing on 6 July 2026. A subsequent public notice extended the closing date to 9 July 2026. The RFT offered two alternatives: (1) purchase of house and land; or (2) purchase and removal of the house, with Council retaining the land. The RFT describes the property as serviced by water, sewerage and power. The dwelling was offered as-is and the RFT identifies verandah replacement, compliant balustrades/handrails and certification requirements.

A further notification to tenders was issued on the 9 July 2026 notifying them that has not been tested or surveyed for the presence of asbestos-containing materials (ACMs) and no representation or warranty is made regarding the presence, absence, location, or condition of any asbestos-containing materials at the property.

The primary assessable conditions of the tender was as follows and was assessed in accordance with the sound procurement principles:

1. Price (50% weighting)
2. Proposed Use (25% weighting)
3. Timeline for Proposed Use (25% weighting)

5 conforming tenders and 0 non-conforming tenders were received within the allocated timeline of which council officers have now assessed and met consensus on to provide recommendation to Council to recommend as the Preferred Tenderer of which the tender should be awarded.

3. PROPOSAL

That Council endorses the recommendations of the Tender Evaluation Panel to the extent that the tender is awarded to Jake Stockham, with a tender offer of $85,000 (ex-GST) for the purchase of the house and land.

4. FINANCIAL & RESOURCE IMPLICATIONS

That the amount tendered is $85,000 (ex-GST).

5. POLICY & LEGAL IMPLICATIONS

The Council must also meet all relevant local government procurement requirements outlined in the Local Government Act 2009, Local Government Regulation 2012 and in Council's Procurement Policy. These requirements have been met through the tender process.

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.
Burke Shire Council Corporate Plan 2025/2030	Vision, Mission, Values	Local Government Principles and Sound Contracting Principles.
Burke Shire Council Procurement Policy		Regulate and guide All Council procurement and contracting activities from external parties.
Local Government Regulation 2012	Section 227 Valuable non-current asset contract—tenders or auction needed first	(1) A local government can not enter into a valuable non-current asset contract unless it first— (a) invites written tenders for the contract under section 228; or (b) offers the non-current asset for sale by auction.
Local Government Regulation 2012	Section 228 Tender Process	Outlines the general principles of the tender process including that the tender must remain open for a period of 21 days.

6. RISK

Risk Type	What could happen	Possible consequence
Financial	Property is not sold.	• Overdue Rates continue to accrue • Council maintains cartage of an asset that provides minimal economic benefit in the long term

7. CONSULTATION

Councillors

Chief Executive Officer

Director of Finance and Technology

8. CONCLUSION

The tender be awarded to Jake Stockham, with a tender offer of $85,000 (ex-GST) for the purchase of the house and land.

9. OFFICER'S RECOMMENDATION

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.

11.10 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.**

Moved: **Cr Poole**
Seconded: **Cr Clarke**

Carried 261028.19 5/0

12. Closed Session Reports

That Council will move into a closed session to discuss confidential items as defined in the Local Government Regulation 2012 in Chapter 8 Administration, Part 2 Local government meetings and committees, under Sections 254 J (3) (g and i).

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

(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

Council moved into closed session at 3.11pm.

Moved: Cr Camp
Seconded: Cr Yanner

Carried 261028.20 5/0

Move into Open Session

That the meeting resume in open session to consider recommendations arising out of the closed session.

Council resumed open session at 3.34pm.

Moved: Cr Yanner
Seconded: Cr Poole

Carried 261028.21 5/0

Conflict of Interest

Cr Clinton Murray informed the meeting that he has a conflict of interest in Item 12.01 Closed Session Report – General Debtors Write-off Approval Request, as detailed in section 7. He participated in the discussion but did not vote on the matter.

12.01 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.

Moved: Cr Poole
Seconded: Cr Clarke

Carried 261028.22 4/0

Cr Murray did not vote.

Attendance

Mazen Al Daghstani left the meeting at 3.35pm.

12.02 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.**

Moved: **Cr Camp**
Seconded: **Cr Yanner**

Carried 261028.23 **5/0**

15. Late Business

That Council accepts the following late business:

- **15.01 2025 DRFA Restoration Works – Package 2 Contract No.: 5605-6800-1**
- **15.02 2025 DRFA Restoration Works – Package 3 Contract No.: 5605-5100-1**

Moved: **Cr Camp**
Seconded: **Cr Poole**

Carried 261028.24 **5/0**

Attendance

Mazen Al Daghstani entered the meeting at 3.37pm.

15.01 2025 DRFA Restoration Works – Package 2 Contract No.: 5605-6800-1

DEPARTMENT:	Department of Engineering
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Engineering
PREPARED BY:	Northlane Consulting Engineers
DATE REPORT PREPARED:	16 October 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 DRFA Restoration Works – Package 2 contract was awarded to Saw Civil Pty Ltd on the 14th of May 2026. Throughout the duration of the project Northlane Consulting Engineers as the administrators of the Contract have; with Council Representative consultation, directed several variations to the contract Scope of Works increasing the original contract value to the currently approved delegated authority amount of $2,022,571.49.

It has been determined that remedial holding works are required on the Nicholson River Crossing to address safety concerns and improve the integrity of the asset for the upcoming wet season. These holding works include the supply and implementation of traffic management and supply and placement of concrete materials.

3. PROPOSAL

That Council, with respect to the advice provided by Northlane Consulting Engineers, endorses the CEO's delegated authority be increased by $202,948.35 in addition to the originally approved value of $2,022,571.49 to include the Nicholson Crossing holding works which is funded by a combination of the 2024 & 2026 DRFA - REPA programs.

4. FINANCIAL & RESOURCE IMPLICATIONS

The QRA revised project budget allocated for this project is $2,448,071.83 including contingency.

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
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.

15.01 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.**

Moved: Cr Poole
Seconded: Cr Camp

Carried 261028.25 5/0

Attendance

Chelsea Nelson left the meeting at 3.50pm.

15.02 2025 DRFA Restoration Works – Package 3 Contract No.: 5605-5100-1

DEPARTMENT:	Department of Engineering
RESPONSIBLE OFFICER:	Mazen Al Daghstani; Director of Engineering
PREPARED BY:	NorthLane Consulting Engineers
DATE REPORT PREPARED:	16 October 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 the2024/2025 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	$18,257.40
Doomadgee West Opening Grading	Council Funded (Maintenance Budget)	$466,115.37
	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
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).

15.02 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.

Moved: Cr Poole
Seconded: Cr Yanner

Carried 261028.26 5/0

Attendance
Cr Poole left the meeting from 3.57pm to 3.59pm.

13. Mayoral Report

That Council notes the contents of the verbal report provided by Councillor Camp.

Moved: **Cr Clarke**
Seconded: **Cr Yanner**

Carried 261028.27 **5/0**

14. Councillor Reports

That Council notes the contents of the verbal reports provided by Councillors Clarke, Murray, Poole and Yanner.

Moved: **Cr Camp**
Seconded: **Cr Poole**

Carried 261028.28 **5/0**

16. Deputations and presentation scheduled for meeting

That Council notes no deputations or presentations were scheduled for the meeting.

17. Closure of meeting

The Chair declared the meeting closed at 4.20pm.