



Phone: 07 4745 5100  
Fax: 07 4745 5181  
office@burke.qld.gov.au

Musgrave Street Burketown  
PO Box 90  
BURKETOWN QLD 4830

*Agenda and Business Papers*  
*Burke Shire Council Ordinary General Meeting*  
*Thursday 17<sup>th</sup> January 2013*  
*9.00am Council Chambers*

9.00 am	Opening of meeting
10.30 am to 11.00 am	Morning Tea
12.30 pm to 1.00 pm	Lunch
TBC	Greg Atsett – Elevation Architecture Studio

01	Opening of Meeting.....	3
02	Record of Attendance .....	3
03	Prayer .....	3
04	Consideration of applications for leave of absence .....	3
05	Confirmation of minutes of previous meeting(s) .....	4
	05.01 General Meeting Thursday 14 December 2012 .....	4
06	Condolences .....	4
07	Works and Services Reports .....	5
	07.01.01 Works and Services Monthly Update Report .....	6
08	Corporate and Community Services Reports .....	10
	08.01.01 Finance Monthly Update Report.....	11



09	Chief Executive Officer Reports .....	13
	09.01.01 Chief Executive Officer Monthly Update Report.....	14
	09.01.02 Adoption of Councillor Remuneration Schedule .....	16
	09.01.03 Proposal to Rename Gregory Downs Township Gregory .....	18
	09.02.01 Arts and Craft Show 2013 .....	20
	09.02.02 Home and Community Care Monthly Update Report.....	22
10	Late Item Reports .....	24
	10.01 RADF Committee Recommendations .....	24
11	Consideration of Notice(s) of Motion and Petitions .....	28
	11.01 Notices of Motion .....	28
	11.02 Petitions .....	28
12	Mayoral Minute and Report.....	28
13	Councillor Reports .....	28
14	New business of an urgent nature admitted by Council.....	28
15	Closed session reports .....	28
	15.01 EBA Report.....	28
	15.02 Organisational Structure .....	28
16	Deputations and presentation scheduled for meeting.....	29
17	Closure of meeting .....	29

## 01 Opening of Meeting

---

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

## 02 Record of Attendance

---

Members	Cr Ernie Camp, Mayor – Chair Cr Paul Poole, Deputy Mayor Cr Zachary Duff Cr Tracy Forshaw Cr Tonya Murray
Officers	John Page, Chief Executive Officer David Charlton, Acting Deputy CEO Jenny Williams; Executive Assistant

On Leave

## 03 Prayer

---

Led by Cr Murray

## 04 Consideration of applications for leave of absence

---

None received at close of agenda.

## 05 Confirmation of minutes of previous meeting(s)

---

### 05.01 General Meeting Thursday 14 December 2012

#### Recommendation

That the Minutes of the General Meeting of Council held on Thursday 14 December 2012 as presented be confirmed by Council.



121214 Confirmed  
Minutes.pdf

## 06 Condolences

---

None received at close of agenda.

## 07 Works and Services Reports

---

### 07. Works and Services Reports

#### 07.01.01 Works and Services Monthly Update Report

## Works and Services Reports

### 07.01.01 Works and Services Monthly Update Report

---

DEPARTMENT: Works and Services  
RESPONSIBLE OFFICER: Neil Klemola, Works Manager  
FILE NO: BCS/G/CM/R/WM  
DATE: 7<sup>th</sup> January 2013  
LINK TO COUNCIL PLAN/S: Works Program

---

#### 1. WORKS MANAGER

Escott Road, Road upgrade.

Trim and brush over Escott Rd (general maintenance upgrade), with excess spoil carted to Simpson Gully.

Floraville Road. (Flood damage)

Work continuing; repairing of shoulders on damaged sections approx 220 metres. Work will be ongoing into next week.

Lawn Hill Road. (TIDS)

Repair sections of road where excessive bleeding is occurring approx 1.7kms, at the same time patching of potholes.

Lawn Hill to Doomadgee Road.

Take photos for flood damage claims ongoing.

RMPC.

Inspections and logging are ongoing; there are still some issues with grids on the Lawn Hill road to be resolved.

General overview; did a shire inspection along with RMPC Supervisor so as to acquaint myself with the shire boundaries.

#### 2. RANGER/WORKPLACE HEALTH AND SAFETY OFFICER

Induction/s - Neil Klemola – 7 Jan – Works Manager

Incident/s reported for this period - Nil for this period

Hazard Inspection/s - Nil for this period

Incident/s reported - Nil reported for this period.

Litter Management No campers along river. Bins not brought in for the wet are emptied as needed.

Pest Control

- Draft Stock Route Management Plan for our Shire edited by working group now with council.
- Weed spraying Rubber vine, Belly ache bush and Calotrope on Council road reserves and land when time permits.
- Weed spraying airport fence lines, main airstrip, airport lights, and gables around windsocks, radio tower and facilities had already been sprayed.
- Weed spraying cemetery graves and fence lines.
- Sprayed weeds house 1 fence lines and around shed.
- Started mosquito fogging due to requests from the public 7<sup>th</sup> January 2013

General

- Monthly 1080 stock control sheet & Indemnity Forms to DNR Normanton.
- Servicing Skytrans RPT flights and daily airport checks when Bob Marshall on leave.
- Testing and tagging meter returned recalibrated with spare parts and computer program – now waiting for computer to load program onto – being repaired. When everything ready, Gregory caretaker has the qualifications to conduct our testing and tagging in house.
- Work Crews toolbox talk topics when and as required
- Second air testing gas meter has been returned from its annual calibration.

3. TOWN SUPERVISOR

- Now that all staff are back we are getting back into the works schedule that we are currently using.
- I would like to suggest that Council purchase an established Christmas fir tree holding a ceremony for the planting and a plaque, this to be in a fenced off area which would allow for the Christmas scene to happen. Then come Christmas time the children would feel as if the tree was theirs (ownership) they could help decorate the tree and it would be more of a community effort

4. WORKSHOP AND FLEET MANAGER

General servicing and a maintenance being the main work carried out.

<u>Plant Item</u>	<u>Works Carried Out</u>
Plant #506 Ammann Roller	⇒ Fuel fault and A/C clutch
Plant #510 Landcruiser	⇒ 65K minor service
Plant #519 Jetpatcher	⇒ 25K minor service
Plant #522 Cat Grader	⇒ 2000 hr service
Plant #523 Cat Grader	⇒ 1500 hr service
Plant #530 Hilux	⇒ 25K minor service
Plant #532 Prado	⇒ 30K service and windscreen
Plant #533 Zero turn mower	⇒ 150 hr service
Plant #537 Landcruiser	⇒ 20K service
Plant #539 Hilux with tray	⇒ Induction and first service
Plant #540 Hilux with canopy	⇒ Induction and first service
Plant #544 Job Truck	⇒ 10K service
Plant #545 Job Truck	⇒ 10K service
Plant #547 Kubota Tractor	⇒ 50 hr service
Plant #552 2wd Hilux	⇒ Induction and first service

Tender update from budget 2011/12

- 12-01. 2 x Hilux's. Completed

From 2012/13 budget

- Tender 12-18 2 x 2WD utes- Ordered. One has arrived other next week
- Tender 12-19 Elevating work platform- put on hold - **can it be reinstated?**
- Tender 12-20 Quotes for Vacuum Sewer Sucker- Hard to get and expensive- may pay to buy second hand truck already fitted out.
- Komatsu grader #489 awaiting auction 24-1-13 at Manheim's
- Treatment plant genset- Will need to expedite as old one has bad corrosion and failed to start-have patched for now.
- Skidsteer - Have started sourcing through Local buy

5. UTILITIES SERVICES MANAGER

Water Reticulation

- 26th December 2012 there was a major leak causing the shutdown of services in east Bowen Street, the cause was an eroded tapping band and crack in the main caused by water pressure from the leak.

- There have been a few minor leaks that have been attended to in a timely manner.

#### Water Treatment

- Inflow of water from recent flooding of the Nicholson River is a concern due to water quality.
- Control of this situation is being actioned by Alum Dosing during pumping from Nicholson River Pumping Station to prevent Discoloration and Turbidity
- There has been a minor leak of chlorine, spilling from the container pod from which we are dosing. There was a considerable amount of spill on the floor which caused a large amount of gas generated from the spill. Not forgetting the temperature in the building (sauna)
- Once the building was aired / ventilated and spill flushed with water, work commenced on finding the cause. A fitting on the outlet tap was leaking, when repaired everything was back to normal.
- Ground and building maintenance ongoing
- During checks of the system it was discovered that a large amount of acid had leaked out onto the floor. Because the delivery poly lint to the tank is under pressure it sprayed over the floor and equipment causing a very high gas and fume presence
- Aired and ventilated area prior to shutting down the pump
- Flush the area contaminated by the spill by hosing down to rid to rid all fumes and gases
- Repaired leaking pipe tested and commissioned pump again
- Chlorination unit ORP malfunctioning at times which requires a reset other than that operating normally
- Burketown and Gregory water samples are programmed for Tuesday 15<sup>th</sup> January 2013 to be sent to Laboratory Services Cairns.

#### Sewer System

- All pumping stations operating had no incidents to date normal routine checks happening.
- Blivet ongoing maintenance
- UV unit is not operational – have to order parts for lamps and seals
- 2 pumps to be installed to action with availability of an electrician
- Lagoons are okay – require ordinary maintenance

#### Nicholson Pump Station

- Standby Genset checked and operated on a regular basis
- Switchboard all okay
- Pump well / pumps / valves all okay
- Rising main all okay – require a further inspection before the wet
- Shed and ground ongoing maintenance

#### Airport

- Slashing to Runway 03/21 commenced 8<sup>th</sup> January 2013
- Lopping of trees in flight path commenced 7<sup>th</sup> January 2013
- Runway windsock lights all operational
- PAALC System operational
- New Weather Station – Part taken away for repair, Rankin Electrical Queensland  
Airport Lighting

### 6. Building Maintenance Requests

General maintenance is being done on buildings as and when it is required. House 10 Tenant Norm Welsh requires the kitchen to be completed and some tidying up works, this will need to be quoted as soon as a possible, they have been living in an incomplete home for some time. These are not the only problems with this property however the rest are being dealt with as efficiently as possible. (As trade people are available)

There also seems to be an ongoing problem with the toilet in the Administration Office, this has been looked at several times and the issue continues to occur. Not certain of what to do with this situation.

Pensioners Units 1-7 these units have old tap ware in them and this is causing several leakages inside the buildings. They are also difficult for people with arthritis and other complaints to operate.



The suggestion would be to replace all tap ware in the units with appropriate tap ware. Some consultation with a physio therapist maybe required to determine the best product.

A request for quotation has been sent to 3 companies (two local) for the servicing of the Burke Shires air conditioners, in all shire properties. The air conditioners seem to be having trouble with the heat, this appears to be an ongoing problem and if they are serviced more regularly this may assist in operating more effectively. Also to check for any faults that there may be.

The Depot office air conditioners have been struggling for some time to cool down the main office a request has been made for a quotation for split systems this may also cut down the running costs as one air conditioner is very old and needs to run 24 / 7 due to the IT components in the office.

7. OFFICER'S RECOMMENDATION

Council notes the contents of the Works Manager January 2013 report.

ATTACHMENTS

NIL

## 08 Corporate and Community Services Reports

---

### 08. Corporate and Community Services Reports

#### 08.01.01 Finance Monthly Update Report

## Corporate and Community Services Reports

### 08.01.01 Finance Monthly Update Report

---

DEPARTMENT: Corporate and Community Services  
RESPONSIBLE OFFICER: David Charlton – Acting Deputy CEO  
FILE NO: BCS/G/CM/R/FM  
DATE: 10<sup>th</sup> January 2013

---

#### 1. STATEMENT OF COMPREHENSIVE INCOME REVENUE

Rates, Levies and Charges – Decreased by almost \$19,000 due to the original budget understating the amount of discount allowed.

Fees and Charges – Decreased by \$4,200 due to revenue for waste disposal originally set at \$8,000 with current actual at zero.

Interest Received – Current actual which only includes QTC interest to November is \$280,000. This implies a full year of around \$600,000 giving a budget increase of \$200,000.

Sales Revenue – As flood damage revenue is still under review there has been no charge while other recoverable works has already reached the budget of \$50,000 so a conservative increase of \$30,000 has been incorporated.

Grants, subsidies etc. – Some minor changes to RADF, HACC and Community Events to reflect actual revenues but the principle change of around \$2,000,000 is a result of budgeting for a full year of grants. The Federal Treasurer however, in the interest of obtaining a surplus budget, paid half of the grant last year and as it is probable that there will be a change of government in Canberra in 2013 it is unlikely that he will be making an early payment this year. The result is a drastic drop in funding for Council.

Capital Grants – Increased by \$91,000 to reflect the State Govt contribution to the Community Centre. (This is 10% of the total grant less GST).

#### Expenses

Wages and Materials – Increase by \$626,760 to reflect actual expenditure to date. It is not possible for the system to separate these two in Financial Reporting. Refer to detail sheets.

Depreciation – There has been a reduction in depreciation expense budget due to the original budget reflecting the prior year figure. In 2010/11 there was a revaluation which inflated the depreciation charge for 2011/12. This was amended during the audit and these new figures reflect a more accurate charge for 12/13.

Summary – While revenue budget has declined overall by 1.7 million dollars and depreciation expense has increased by 700,000 this is largely offset by reduction in depreciating of 1.9 million for a total reduction in the net operating surplus of a little over 370 thousand dollars.

#### 2. STATEMENT OF FINANCIAL POSITION

Current Assets – Council's budgeted cash position has decline by 2.5 million dollars due principally to the reduction in the FAGS grant. While depreciation expense has also reduced by 2 million, it is not a cash expense so there is no improvement in the cash position.

Non Current Assets – There is a change in the value of NCA due to a reduction in accumulated depreciation directly reflecting the reduction in depreciation expense. The WIP budget is reduced by over 5 million but this simply anticipates the completion of various projects which are transferred to PPE accounts. There is no change to the Capital Expenditure budget.

Summary – The overall net worth of Council will decline in line with the reduction in net operating surplus from the Income Statement.

### 3. STATEMENT OF CASH FLOWS

This statement summarises the changes in Cash and shows the position going from a positive \$900,000 to a negative \$1.6 million. Refer to Current Asset commentary in the SFP section.

#### Revenue and Expenditure Budget

This report is provided for the benefit of Councillors as the Statement of Comprehensive Income is unable to show the budget figures where an account is split between Wages and Materials. The split does work for actual figures but not budget.

#### Budget Balance Sheet

There has been no change to the Capital Expenditure budget but this report shows changes to the set up of the budget such that the budgeted expenditure now appears in the PPE accounts rather than the WIP accounts. Additionally there have been some small changes to employee benefit accounts and the refuse restoration provision.

### 4. FINANCIAL REPORTS

As attached

### 5. OFFICER'S RECOMMENDATION

That Council notes the contents of the Finance January 2013 Monthly Update Report.

### ATTACHMENTS

#### 1. Budget Balance Sheet



Budget Balance Sheet.pdf

#### 2. Revenue and Expenditure Budget



Revenue and Expenditure Budget.pdf

#### 3. Statement of Cash Flows



Statement of Cash Flows.pdf

#### 4. Statement of Comprehensive Income



Statement of Comprehensive Income.pdf

#### 5. Statement of Financial Position



Statement of Financial Position.pdf

## 09 Chief Executive Officer Reports

---

### 09. Chief Executive Officer Reports

09.01.01 Chief Executive Officer Monthly Update Report

09.01.02 Adoption of Councillor Remuneration Schedule

09.01.03 Proposal to Rename Gregory Downs Township Gregory

09.02.01 Arts and Craft Show 2013

09.02.02 Home and Community Care Monthly Update Report

## Chief Executive Officer Reports

### 09.01.01 Chief Executive Officer Monthly Update Report

---

DEPARTMENT: Office of the Chief Executive Officer  
RESPONSIBLE OFFICER: John Page; Chief Executive Officer  
FILE NO: BCS/G/CM/R/CEO  
DATE: 3<sup>rd</sup> January, 2013

---

1. COUNCILLOR ATTENDANCE CONFERENCES & TRAINING

Nil

2. CURRENT TENDERS

No tenders at present

3. DEVELOPMENT MATTERS

MCU Extraction and Associated Environmentally Relevant Activities – ERA 16(2) (c) Lawn Hill – Century Mine – Mining Lease Area ML90045:-

Council has issued an Information Request regarding road impacts- no response has been received to date;

DEHP has granted themselves an Extension of Time until 3 October 2012 to provide a response to the application; and

DTMR issued an Information Request for more traffic impact information on 14 September 2012.

On that basis there is no action required from the Council – it is now up to the applicant to respond to the Information Requests.

Burketown Hotel – Development Application – received notice of engagement by private certifier, boundaries alignment been rectified, waiting on lodgement of revised plans, have received draft plans and forwarded to Councillors for comment.

*See attachment for more information.*

4. FOOD LICENSING LICENSES

Application sent to the Burketown Pub in December to complete their Food Business License.

5. OTHER RELEVANT INFORMATION

**Australia Day Celebrations**

A fun day of activities including cricket match, car rally, cook-off (scones), school activities, games. Australia Day/competition awards and BBQ lunch running from 8am to 3pm.

**Council House – Anthony Street – Glendale Homes**

Water and sewerage connected, rain water tank installed. Driveway being concreted by Council staff. Awaiting Ergon to connect power.

**Position of Deputy CEO and Works Manager**

Mr Neil Klemola commenced duties on Monday 7<sup>th</sup> January, 2013

Mr Frederick Aquilin will commence as Chief Financial Officer on 21<sup>st</sup> January, 2013

Mr Philip Keirle will commence as Deputy Chief Executive Officer on 11<sup>th</sup> February, 2013

**Community Centre**

Mr Greg Adsett, Architect will attend Council's January, 2013 Meeting.

**Airport Fencing Burketown**

Mr Neil Klemola will project manage this project.

**Airport Terminal and Evacuation Centre Concept Plan**

Similar to the Community Centre will be discussed with Mr Greg Adsett.

**QRA Finalisation 2010 Event**

The required Form 9 was submitted by 20 December 2012 as promised to Council at the last meeting.

**Enterprise Bargaining Agreement.**

The EBA was voted on 13<sup>th</sup> December and 34 yes 1 no. The Affidavit etc has been forwarded to LGAQ for completion with Unions and Certification through the QIRC.

6. OFFICER'S RECOMMENDATION

That council notes the contents of the Chief Executive Officer January 2013 Monthly Update Report.

ATTACHMENTS

1. Development Applications -



Development  
Applications Yearly Re

2. Councillor Calendar -



Councillor Calendar -  
1 January to 31 Marc

## Chief Executive Officer Reports

### 09.01.02 Adoption of Councillor Remuneration Schedule

---

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	John Page; Chief Executive Officer
FILE NO:	BCS/G/C/CA
DATE:	3 <sup>rd</sup> January, 2013
LINK TO COUNCIL PLAN/S:	Operational Plan

---

1. PURPOSE (Executive Summary)

To present to Council for consideration and adoption the Councillor Remuneration Schedule as determined by the Tribunal.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council under Section 42 (5) of the 2010 Local Government (Operations) Regulation is required to adopt the Schedule within 90 days of the schedule being gazetted. The Schedule was gazetted on 14<sup>th</sup> December, 2013. The remuneration is for the calendar year.

3. PROPOSAL

The proposal is for Council to adopt the Schedule as gazetted.

4. FINANCIAL & RESOURCE IMPLICATIONS

Budgeted for

5. POLICY & LEGAL IMPLICATIONS

LGOR Section 42(5)

6. CRITICAL DATES & IMPLEMENTATION

13 March 2013 (90 days)

7. CONSULTATION

Nil

8. CONCLUSION

Nil



9. OFFICER'S RECOMMENDATION

That Council adopt the Councillor Remuneration Schedule as determined by the Local Government Remuneration and Discipline Tribunal for the 2013 calendar year.

ATTACHMENTS

1. Schedule



2012-remuneration-s  
chedule.pdf

## Chief Executive Officer Reports

### 09.01.03 Proposal to Rename Gregory Downs Township Gregory

---

DEPARTMENT: Office of the Chief Executive Officer

RESPONSIBLE OFFICER: John Page; Chief Executive Officer

FILE NO: BCS/LUAP/P/GNC

DATE: 3<sup>rd</sup> January 2013

LINK TO COUNCIL PLAN/S: Nil

---

1. PURPOSE (Executive Summary)

To present to Council for consideration the proposal to change the name of Gregory Downs township to Gregory and seek Council's comments.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

- July 2009 Council resolves "That Council seek community input into a proposal to rename the township of Gregory Downs to the township of "Gregory".
- October 2009 Council resolves to write to the Department of Environment and Natural Resource Management requesting that under the Q150 Celebrations Program and after due opportunity for and consideration of comments from residents that Burke Shire Council request that the township of Gregory Downs be renamed as Gregory.
- July 2010 DERM letter to Council advising that CLCAC suggested the name be changed to Bidunggu
- August 2010 Council letter advising Council's still wishes to pursue the name change to Gregory.
- Email December 2012 advising that the Minister for Natural Resources and Mines intends to proceed with Council's request to rename to Gregory and the public consultation was advertised in the Government Gazette on 14 December 2012 with a closing date for submissions on 15<sup>th</sup> February, 2013.

3. PROPOSAL

Nil

4. FINANCIAL & RESOURCE IMPLICATIONS

Nil

5. POLICY & LEGAL IMPLICATIONS

Nil

6. CRITICAL DATES & IMPLEMENTATION

Nil

7. CONSULTATION

Nil

8. CONCLUSION

Nil

9. OFFICER'S RECOMMENDATION

That Council note the information regarding the application for the name change from Gregory Downs to Gregory.

ATTACHMENTS

Nil

## Chief Executive Officer Reports

### 09.02.01 Arts and Craft Show 2013

---

DEPARTMENT:	Corporate and Community Services
RESPONSIBLE OFFICER:	Jenny Williams; Executive Assistant
FILE NO:	BCS/CS/E/AD/2013
DATE:	10 January 2013
LINK TO COUNCIL PLAN/S:	Operations Plan

---

1. PURPOSE (Executive Summary)

The Burke Shire Arts and Craft show is due to be held in 2013. Require Council to decide on a date for this event.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Every other year, Council provides the funding for an Arts and Craft Show which is held in Burketown. An advisory group is formulated comprising of community members and a Council staff member as the liaison officer.

In 2011 the Arts and Craft Show was held on Saturday 2<sup>nd</sup> July 2011. Due to this date being earlier than previous years, not any many entries were received especially in the Horticulture section.

Previous Years Show Dates:-

2<sup>nd</sup> July 2011  
29<sup>th</sup> August 2009  
30<sup>th</sup> August 2008  
18<sup>th</sup> August 2007  
12<sup>th</sup> August 2006

The committee at the time noted in their post show meeting that Council should consider changing the date of the show to late August or early September 2013.

3. PROPOSAL

That Council considers holding the Arts and Craft show for 2013 on Saturday 24<sup>th</sup> August.

4. FINANCIAL & RESOURCE IMPLICATIONS

Council spends a budget amount of up to \$6000, to run this event; a lot of the prizes for the show are donated. Previous year donations have been sort from Community Organisations including Mount Isa.

5. POLICY & LEGAL IMPLICATIONS

ADM12 Entertainment and Hospitality Expenditure Policy

6. CRITICAL DATES & IMPLEMENTATION

Meetings need to start now to allow enough time to organise this event. Council will send out

7. CONSULTATION

Consultation will occur between Burke Shire Council and community persons who would like to be on the Arts and Craft Show Advisory Group.

8. CONCLUSION

Due to the reduced amount of nominations in 2011 show, Council should consider to change the date of the 2013 Arts and Craft Show to the 24<sup>th</sup> August 2013.

9. OFFICER'S RECOMMENDATION

That the Burke Shire Council Arts and Craft Show for 2013 be held on the 24<sup>th</sup> August 2013.

ATTACHMENTS



110714 Arts N Craft  
Show Advisory Group

1. 14 July 2011 Minutes

## Chief Executive Officer Reports

### 09.02.02 Home and Community Care Monthly Update Report

---

DEPARTMENT: Office of the Chief Executive Officer  
RESPONSIBLE OFFICER: HACC Team Leader; Pam deJoux  
FILE NO: BCS/CommS/HACC/CR  
DATE: 10/01/13

---

1. ATTENDANCE / UPCOMING CONFERENCES / TRAINING AND EXCURSIONS:

CBDC Clients:--- 3  
Social Support Clients:----2

We only have a handful of clients starting off the year with most staying away until after the wet season.

2. ACTIVITIES AND VISITORS:

- Gardening – Lenny has been keeping our garden watered over the Christmas break with some concern that 3 little pigs (from the corner) have been reeking havoc-digging up the roses and making a mess.
- This year I have planned several outings with the bus that include shopping trips, overnight stays and day trips. Light woodworking projects for the men with the ladies wanting to try there hand at bread making, floral art and rug hooking will add to the other crafts and activities.

HACC officially resumes on Tuesday in Burketown on Tuesday 15<sup>th</sup> January while Gregory will start up again on Thursday 21<sup>st</sup> March

In the meantime I have been making Social calls to clients in town with a Social trip out to Gregory planned for Friday.

Ongoing visits from Health:

- Medicare Local ----- 8<sup>th</sup> February
- Local Clinic each Tuesday – medications

3. OTHER UPDATE

The HACC National Service Standards (due every 3yrs) will be assessed again in June but from my understanding this year mine is a self assessment.

I have updated and renewed my HACC Policies to fit the criteria as required for the Standards and they are ready for endorsement.

There may be one or two “new” policies that I have to add but I am waiting for confirmation.

- These HACC changes are planned in the next three years:-

**Access Points:** The Commonwealth HACC Program is expected to introduce an intake and assessment service before 2015. New Intake and Assessment tools will be introduced with those Access Points.

**Fees:** The Commonwealth HACC Program is expected to introduce standardized fees prior to 2015.

**Aged Care Reforms:** It is expected that the Commonwealth HACC Program will transition to the **Home Support Program** by 2015.

4. OFFICER'S RECOMMENDATION

That Council notes the contents of the Home and Community Care Team Leader Officers January 2013 Monthly Update Report.

ATTACHMENTS

Nil

## 10 Late Item Reports

### 10.01 RADF Committee Recommendations

---

DEPARTMENT: Corporate and Community Services

RESPONSIBLE OFFICER: Jenny Williams; Executive Assistant

FILE NO: BCS/CS/A/RADF

DATE: 15<sup>th</sup> January 2012

LINK TO COUNCIL PLAN/S: Operational Plan

---

#### 1. PURPOSE (Executive Summary)

At the recent RADF meeting held at the Council Chambers on the 9 January 2013 the committee considered various matters and wishes to make the following recommendations to Council.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The RADF Program, established in 1991, is a highly successful State and Local Government partnership that supports professional artists and arts practitioners living in regional Queensland. The Program focuses on the development of quality art and arts practice for, and with, regional communities.

The RADF Program's key stakeholders are the Queensland Government Department of Education, Training and the Arts, through Arts Queensland and the local councils that participate in the program. These stakeholders support arts and cultural development, RADF committees, regional and remote communities and their arts and cultural workers.

The partnership between Arts Queensland and local government is important to ensure RADF grants are used in the best possible way to support professional arts outcomes and development in regional Queensland, by following six overarching RADF Principles.

#### 3. PROPOSAL

From the minutes 9<sup>th</sup> January 2013 recommendations:-

- **Update BSC's Art and Cultural Policy** – The current policy was written over 10 years ago. The policy needs to be revisited and revamped if need be to reflect the community's aspirations as reflected in the recently completed Community Plan.

It is also a condition of RADF funding that there be an up to date Arts and Cultural Policy. Money was set aside in last year's bid for this purpose. The committee would request that each current member be provided with a copy of the Policy to review and comment upon. The committee would then make recommendations to Council, ensuring that those recommendations reflect as much as possible the Community Plan aspirations, for adoption and adaption, if required, by Council. The Committee would ask that such review be completed and a new policy adopted by 30 June 2013 to coincide with its reporting requirements.



- **Committee Membership-** Due to varying factors the committee appointed last year has decreased in numbers. Members considered whether nominations should be called for additional committee members and were in agreeance that there are enough committed members for the committee to continue to function effectively.

Committees are generally appointed for two years and given that nominations were called last year there is no need to call for others until 2014. However should EOI's be expressed by community members to join the committee this can be reconsidered.

- **Training @ Regional Workshops and Attendance at Annual Conference-** The committee felt it would be beneficial for as many committee members as possible, as well as the RADF Liaison Officer (RLO) appointed by BSC, to attend regional training in order to network, increase knowledge of procedure and policy and enhance the Committee's ability to make effective decisions. The committee would also recommend that the RLO and one(1) committee member attend Annual Conference. Money was set aside in RADF /budget for this purpose.

The committee also resolved:

"That Burke Shire Council write to Arts Qld requesting that RADF Regional Training Workshops for NW Qld be held after Easter to minimise the restrictions on travel, and therefore ability to attend, imposed by the Wet Season."

It would also request that Council give serious consideration to offering to host a Regional Training Workshop.

The Committee would also like to bring the following to Council's attention:

- The Committee has decided to run various Flying Arts workshops this year. By doing so we will bring skilled arts professionals committed working in regional and remote areas, reinvigorate interest in the Arts, have items created suitable for the upcoming Arts and Craft Show and ensure all funds are expended prior to the end of the Financial Year to meet Reporting Requirements. It is in the process of submitting EOI's for various workshops /to Flying Arts.
- The Committee, through BSC's notices distribution/ mailing list, would like to send out a flyer asking the community what type of workshops they would like offered. This ensures we are meeting community needs and making the best use of funding.

Additionally it ensures the AQ requirements for community consultation are met thus favourable consideration of ongoing funding requests. A flyer will be constructed and emailed to the appropriate BSC officer for distribution. Can BSC please advise the appropriate contact person to /arrange distribution and return of flyer?

- The Committee is looking to work with the Normanton RADF group to access tutors etc in the coming year.

Should you have any queries regarding the content of this letter please contact me on 47485585.

In closing the Committee is looking forward to working with Council and the appointed RADF Liaison officer to create vibrant Arts opportunities for the Shire.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

- \$ 500 development arts and cultural policy
- \$ 1 200 attending committee training and conferences
- \$ 5 000 from the year before which needs to be expended this year 2013
- \$ 6 000 RADF Grant Round 1 and 2

**\$12 700 TOTAL** expended this financial year

5. POLICY & LEGAL IMPLICATIONS

TR&C01 Arts & Cultural Policy

6. CRITICAL DATES & IMPLEMENTATION

RADF Liaison officer – Training  
RADF Committee - Training  
TR&C01 Arts & Cultural Policy – to be updated by 30 June 2013

7. CONSULTATION

Chief Executive Officer – John Page  
RADF Chair – Kylie Camp

8. CONCLUSION

The RADF Committee have requested a review of the Arts & Cultural Policy for adoption by 30 June 2013 to enable the RADF Committee with its reporting requirements.

That Council appoint a RADF Liaison Officer (RLO) who will be required to attend regional training.

That Burke Shire Council writes to Arts Qld requesting that RADF Regional Training Workshops for NW Qld be held after Easter to minimise the restrictions on travel, and therefore ability to attend, imposed by the Wet Season.”

The RADF Committee would also like for Council consider offering to host a Regional Training Workshop in the Shire.

The CEO has appointed Jenny Williams as the RADF Liaison Officer representative for Council

9. OFFICER'S RECOMMENDATION

That Council:-

1. Complete the review of the Arts and Cultural Policy and present back for adoption before 30 June 2013.
2. Writes to Arts Qld requesting that RADF Regional Training Workshops for NW Qld be held after Easter.
3. Approves to host a Regional Training Workshop in the Shire.

## ATTACHMENTS

2. Minutes



3. Bid Sheet



4. Arts and Cultural Policy



## 11 Consideration of Notice(s) of Motion and Petitions

---

### 11.01 Notices of Motion

None received at time of agenda preparation

### 11.02 Petitions

None received at time of agenda preparation

## 12 Mayoral Minute and Report

---

Report to be provided to meeting.

## 13 Councillor Reports

---

Councillors will provide reports to the meeting.

## 14 New business of an urgent nature admitted by Council

---

Recommendation (if required)

That Council consider the following matters as they are considered to be of an urgent nature requiring immediate consideration by Council:-

## 15 Closed session reports

---

### 15.01 EBA Report

### 15.02 Organisational Structure

Reports will be emailed out separately

## 16 Deputations and presentation scheduled for meeting

---

None received at time of agenda preparation

## 17 Closure of meeting

---

The next Ordinary Meeting of Burke Shire Council is scheduled for Thursday 21<sup>st</sup> February 2013.