



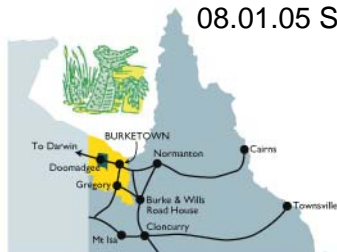
Phone: 07 4745 5100
Fax: 07 4745 5181
office@burke.qld.gov.au

Musgrave Street Burketown
PO Box 90
BURKETOWN QLD 4830

Agenda and Business Papers
Burke Shire Council Ordinary General Meeting
Thursday 16th May 2013
9.00am Council Chambers

9.00 am	Opening of meeting
11.30 pm to 2.00pm	Visiting Armour Energy

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 18 April 2013	4
06	Condolences	4
07	Deputy CEO Reports	5
	07.01.01 Works and Services Monthly Update Report.....	6
	07.02.01 Workshop and Fleet Report.....	9
	07.03.01 Executive Officer Report.....	10
	07.04.01 Chief Financial Officer Report.....	13
	07.05.01 Deputy CEO Report.....	15
08	Chief Executive Officer Reports	18
	08.01.01 Chief Executive Officer Monthly Update Report	19
	08.01.02 Australian Local Government Women's Association Qld Branch Annual Conference	20
	08.01.03 Burke Shire Public Interest Disclosure Policy	22
	08.01.04 Queensland Planning Reform – State Planning Policy.....	24
	08.01.05 Street Numbering Gregory Downs.....	29



09	Late Item Reports	31
09.01	Review of Operational Plan	Error! Bookmark not defined.
09.02	Roads – Access Roads to properties	31
10	Consideration of Notice(s) of Motion and Petitions	31
10.01	Notices of Motion	31
10.02	Petitions	31
11	Mayoral Minute and Report	31
11.01	Premiers Visit Tuesday 28 th May 2013	31
12	Councillor Reports	31
13	New business of an urgent nature admitted by Council	31
14	Closed session reports	32
14.01	Bidunggu Aboriginal Land Trust – Water Services - CONFIDENTIAL	32
15	Deputations and presentation scheduled for meeting	32
	None scheduled	32
16	Closure of meeting	32

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
Officers	John Page; Chief Executive Officer Philip Keirle; Deputy CEO Neil Klemola; Works Manager Brett Harris; Workshop Fleet Manager Jenny Williams; A/Executive Officer (Minutes)
On Leave	Cr Tonya Murray

03 Prayer

Led by Cr Camp

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 18 April 2013

Recommendation

That the Minutes of the General Meeting of Council held on Thursday 18 April 2013 as presented be confirmed by Council.



130418 Confirmed
Minutes.pdf

06 Condolences

None received at close of agenda.

07 Deputy CEO Reports

Deputy CEO Reports

07.01.01 Works and Services Monthly Update Report

07.02.01 Workshop and Fleet Report

07.03.01 Executive Officer Report

07.04.01 Chief Financial Officer Report

07.05.01 Deputy CEO Report

Financial Services Reports

07.01.01 Works and Services Monthly Update Report

DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Acting Works Manager
FILE NO:	BCS/G/CM/R/WM
DATE:	9 th May 2013
LINK TO COUNCIL PLAN/S:	Works Program

1. WORKS MANAGER

- The road crew have completed the heavy formation grade and the re-sheeting work on 6801 (Camooweal Road), re-sheeting has now been extended to 200metres before the Mellish Park turn-off. This work was part of the RMPC funding for 2012, and will continue in 2013.
- The road crew then was stopped on the Wills Road due to Funding issues.
- We have acquired 3 weeks roadwork from Doomadgee Council and ongoing supplying of Armour Energy.
- The road crew will then move up to Hells Gate to undertake flood damage work on the West Doomadgee Road, and will be there until the 22nd of May.
- Conversation and joint works regarding the Maintenance on the Wills Road is ongoing with MMG.
- The tender for the 2 houses on Bowen St went out on the 9th of May.
- Quotes are being examined for the airport fence project that must be completed by the end of this financial year. And expressions of interest sought to perform the work.
- KPI's are being developed so as to evaluate the depot staff's productive output and their levels in terms of capabilities, experience, and knowledge of duties, council's expectations and skill sets.
- The depot staff has received praise from outside sources and is reflective of the work and effort being put in.
- Parks and gardens and the Water treatment guys are working on getting the oval and Change rooms ready for the Gulf Schools Rugby League Carnival.

2. RANGER/WORKPLACE HEALTH AND SAFETY OFFICER

Workplace Health and Safety Activities – 8 May 2013

Induction/s

24 April - Cheryl Clarke – Casual office worker

General

- Traffic management plan for grid load restriction for traffic on the Gregory/ Century road
- First aid kits are gradually being cleaned and refurbished 41 complete, 4 left to do.
- Items for required Main roads audit for work carried out on Construction works – 6801 Camooweal to Gregory road ready for Main Roads audit 16 May eg : Site induction list of attendees, Daily site signage records, Attendance Forms of daily tool box talks, Completed Cultural heritage forms – 6801 daily pre-start notices, 13H-CH2 – Completed daily field occurrence / sign offs etc.
- Councils Traffic controllers (16) due for their 3 yearly licence renewal, need refresher training. Conducted a training session using traffic controller course booklet and the Training management for construction work code of practice still need refamiliarisation by a registered Main roads trainer.
- Traffic management plan for Pear Tree creek causeway work by contractors

Workers Compensation

- Nil employees currently on a Workers Compensation claim or under taking Workplace Rehabilitation

Ranger Activities – April 2013

Litter Management

Still only a few campers along the river all sites being maintained.

Dumping Points x 7 all excavated some are heavily used.

Following is a summary of where bins are currently placed and maintained

Sites Visited

Report

Truganini Creek/Jetty	2 Bins in the area – Area currently only being used by locals.
Meat Works	2 Bins at camp sites along the river
River Road	2 Bins along this section of the river (at bottle dump & old crossing)
Beamesbrook Xing	1 Bin at the crossing.
Gregory Xing	2 Bins in the area – heavily utilized by tourist traffic,
Doomadgee traffic decant alcohol from purchased containers and drinking sessions away from the community, have to conduct an emu parade of area each visit.	

Around town Conduct a daily early morning deadie run on town and entrance roads to remove nightly road kills before residents/ visitors get about also do an early morning check and a general emu parade of town streets. 6 dead wallabies removed from town roads during this period.

Animal Control

- Cat trap currently being used in Burketown
- Dog trap removed from outside Caravan park night of 25th April – reported to police
- One dog has been impounded twice
- Two dogs removed from Musgrave Street.
- Dog trap delivered to Gregory for use by Gregory Caretakers

Pest Control

- Weed spraying Rubber vine, Belly ache bush, and Calotrope on Council road reserves and Mesquite and Prickly acacia in Town common when time permits.
- Roundup distributed around airport fence lines, fuel storage area, wind socks, weather station fixtures, runway lights and grass growing on edge runway.
- First round 1080 baiting occurred 16 April & second round to happen 23 Sep – very poor uptake for the first round, no takers for the Gregory area, Hells gate syndicate want to bait in 4 weeks time.

General

- Servicing Skytrans RPT flights and daily airport checks as required.
- Monthly 1080 stock control sheet & Indemnity Forms to DNR Normanton.
- Removed bird carcass from main airstrip after report of a bird strike by the WestWing Kingair
- Removed snake from toilet block at school
- Attended Wild dog week forum – info on wild dog control – Trapping/ Shooting & Baiting

3. TOWN SUPERVISOR

- Continued with normal roster
- Major unit / house cleaning was performed by an outside contractor.

4. BUILDING MAINTENANCE

Electrician is in town on Monday to start on Council works including the hall air conditioners

5. UTILITIES SERVICES MANAGER

All operations are running accordingly with maintenance and repair works ongoing when possible.

6. WATER SEWERAGE OFFICER

Burketown Water:

- Total Water Usage March: 13,201 kl at a daily average of 425.838kl.
- Upgrade of water line to Musgrave Street has been completed.
- Water samples have all passed.
- Burketown and Gregory Quality Water Drinking Management Plan is 70% complete we will have to request an extension, there is a lot of data that still needs to be gathered.
- No major breaks in water mains or services. Minor repairs carried out when required.

Sewerage:

- No real major breakdowns only minor works and maintenance carried out daily.

Aquatic Centre:

- Testing and maintenance carried out daily.

7. OFFICER'S RECOMMENDATION

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

ATTACHMENTS

NIL

Workshop and Fleet Reports

07.02.01 Workshop and Fleet Report

DEPARTMENT: Work Shop and Fleet

RESPONSIBLE OFFICER: Work Shop and Fleet Manager

FILE NO: BCS/G/CM/R/WM

DATE: 9th May 2013

LINK TO COUNCIL PLAN/S: Works Program

1. GENERAL SERVICING AND MINOR BREAKDOWNS BEING THE MAIN WORK CARRIED OUT.

Plant Item	Works Carried Out
Plant #459 Ride on mower	1900 hr Service
Plant #469 Roller	A/C
Plant #470 Loader	Auto greaser
Plant #479 Water truck	Water pump
Plant #480 Prime mover	Service and overheating
Plant #485 Backhoe	Tyre and evaporator
Plant #506 Drum roller	A/C and electrical fault
Plant #510 Landcruiser	80K Service
Plant #522 Grader	1750 hr Service
Plant #523 Grader	2250 hr service and A/C
Plant #533 Zero turn	300 hr service
Plant #534 Landcruiser	20,000 km service
Plant #537 Landcruiser	30,000 km service and fuel filter
Plant #538 Job truck	10K service
Plant #539 Hilux	5000K service
Plant #544 Job truck	Warranty recall- injectors and fuel system
Plant #551 Prime mover	Fuse block fault
Plant #554 Triple road train	Repair S cams and boosters damaged from rock

2. TENDER UPDATE

From 2012/13 budget

- Tender 12-19 Elevating work platform- Ordered, response from supplier mid may
- Tender 12-20 Septic pump out unit- Ordered, delivery 14-5-13
- Treatment plant genset- Delivered- hook up pending
- Skid steer- Delivered and induction completed
- New Landcruiser dual cab- Delivered
- Variable message boards- Ordered, delivery 22-5-13

3. OFFICER'S RECOMMENDATION

Council notes the contents of the Work Shop and Fleet Manager's May 2013 report.

ATTACHMENTS

NIL

Executive Officer Reports

07.03.01 Executive Officer Report

DEPARTMENT:	Corporate and Community Services
RESPONSIBLE OFFICER:	Jenny Williams; A/Executive Officer
FILE NO:	BCS/G/CM/R/EO
DATE:	2 nd May 2013
LINK TO COUNCIL PLAN/S:	Operational Plan (One year)

1. EVENTS

Anzac Day

Anzac Day was well attended with approximately 55 people at the Dawn Service and around 60 people at the 11.00am service.

I would like to thank all the volunteers and all of those who marched, laid wreaths and attended the services. It always amazes people from out of town how many attend Anzac Day in Burketown.

The HACC clients visited the cemetery before Anzac Day and placed wreath's on three graves.

Tidy Yard Competition

Information will be sent out soon to the community in regards to the Tidy Yard Competition.

Art and Craft Show

Two grants have been applied for:-

Skytrans people's choice award, advisory committee would like to give out a local painting as this award for this year – waiting on confirmation

MMG for Prizes in general – The MMG Century Sponsorship Committee has met and accepted the Burke Shire's application for \$1,000 to assist with the purchase of materials for the Art and Craft Show in August. The committee agrees that the event is a great initiative in encouraging local people, particularly young residents of the shire, to reach their artistic potential.

The Advisory Committee is meeting regularly; letters have started to be sent out to organisations outside of Burke Shire enquiring if they would like to sponsor a prize/money for the show. Five donations have been received so far. A flyer was sent out to the community to see if there are any other sections they would like to be added to the program. The program layout has been discussed.

Sunrise/Sunset Competition

Council will be holding a competition for the best sunrise/sunset photo which will be placed on the Burke Shire Website and announced at the Arts and Craft Show.

2. LIBRARY

The Library has recently received an upgrade to its operating program. The upgrade has allowed access between all the public lending service libraries, onscreen access to details and access to information between libraries.

Rural Library Queensland (RLQ) has created a gateway to resources and services provided by our local council and the State Library of Queensland for the rural community. As a library member you can use it to search the library collection, place reserves, renew items and view a list of items you currently have on loan and more.

Two grants are currently being submitted for the Library, one will allow a wireless internet option for members and the other will allow for more books etc to be purchased. A survey is being prepared to send out to the community soon to see what they would like to see in the Library.

3. HOUSING

Housing maintenance forms and process is currently working well. The maintenance component is being looked after by the Depot with the tenancy paperwork being looked after at the Office.

Council currently has five people on their waiting list, with one unit available for tenancy and a house and unit becoming ready soon (depending on maintenance required).

4. RADF

RADF committee is currently working on updating their Arts and Cultural Policy.

Flyers will go out soon with upcoming workshops information, the committee has sent out a survey to find out what type of workshops the community would like to receive. RADF Bids have been submitted.

The RADF committee received a good response from their recent survey asking the community what workshops they would like to attend and where they would like them held.

5. PROMOTION

Website - The website is being kept up to date; more information will be required to be added over time. Training is required and will be implemented soon.

Banners – Currently working on banners for the Arts and Craft Show. Options for other Council banners and guidelines for community banners will be implemented soon.

Visitor Information Centre – The staff have completed half of their familiarisation trip of the Shire. There is a slight increase in the number of visitors to the Shire. Tourist information has been displayed in the Library and seems to be working well with not too many interruptions to the Admin Staff.

Options for funding the information centre are being sourced along with collating ideas of how to use this area more efficiently and effectively.

Expressions of interest for the operations of the Visitor Information Centre will be called shortly

Council Newsletter – Edition 36 newsletter was circulated on the 1st May. The next newsletter will go out by the end of June.

6. DEVELOPMENT APPLICATIONS

MCU Extraction and Associated Environmentally Relevant Activities – ERA 16(2) (c) Lawn Hill – Century Mine – Mining Lease Area ML90045:- extension of referral agency's assessment period has been applied for – No further action at this stage.

Burketown Hotel – Development Application – received notice of engagement by private certifier, boundaries alignment been rectified, revised plans received.

No new applications have been received, GMA Certification will be coming out in July to finish off more of the older applications held by Council.

7. ENVIRONMENTAL HEALTH SERVICES

The Savannah Bakery and Butchery have passed their inspection and are now operating.

The EHO officer will be coming to the Shire in June to complete inspections of food businesses in the Shire. Notices will go out closer to time.

8. HOME AND COMMUNITY CARE

HACC currently has seven Centre Base Day Care Clients and five Social Support Clients, with Gregory HACC being held on Thursday 9th and 23rd May.

The clients have been busy making crafts, fishing, attending the Gregory Races, visiting Doomadgee and looking after their gardens. They raised \$410.25 at the last Trash and Treasure day. To raise more money for their Camooweal trip the HACC clients are holding a mother's day raffle.

International Women's day was attended by 23 people and enjoyed by all. The clients are regularly visited by Medicare Local, the local clinic and People with Disabilities Australia and Advocacy.

9. INFORMATION TECHNOLOGY

InfoXpert – Consultant will be visiting in June to assess and complete a checkup of our system.

Civica – Migration to Managed Services will start in June and will be completed by the end of September, hopefully going live in August.

Recordkeeping – Consultant will be completing a restructure of our filing system to bring it into line with recordkeeping standards. This will include full policies and procedures for Council to follow to keep compliance.

10. OFFICER'S RECOMMENDATION

That Council notes the contents of the Executive Officer May 2013 Monthly Report.

ATTACHMENTS

Nil

Chief Financial Officer Reports

07.04.01 Chief Financial Officer Report

DEPARTMENT:	Finance Department
RESPONSIBLE OFFICER:	Frederick Aquilin – Chief Financial Officer
FILE NO:	BCS/G/CM/R/FM
DATE:	09 th of May 2013

1. STATEMENT OF COMPREHENSIVE INCOME

Supporting documentation: Revenue and Expenditure Report

Summary – The current year-to-date operating surplus was decreased by \$90,600 when comparing to last month. If current trends continue, the budgeted operating surplus of \$2,547,910 will be increased by \$1,641,500 for a total operating surplus of \$4,189,410 for the 2012-13 financial year. This is HIGHER than estimated at the April and previous Council Meetings. The reason for the improvement in the estimate relates to the increased confidence placed by the CFO on receiving claimed RMPC and R2R funds.

Income – Annual income to-date increased by \$778,048 in relation to last month. This increase mainly related the invoicing of RMPC and private works. All other increases in income were roughly in line with the previous two months.

Expenses – Annual expenses to-date increased by \$868,700 in relation to last month, which is slightly lower than last months' increase. Employee benefits (salaries) were as expected. Materials saw a slightly larger increase than normal, due to purchases needed to complete RMPC and NDRRA work.

2. STATEMENT OF FINANCIAL POSITION

Summary – Overall the BSC asset base decreased by \$90,600 or 0.0008%, as suppose to the 1.0% increase recorded during last month. The CFO is happy with the level of current assets (cash raised for the business).

Current Assets – Current assets held increased by \$50,100 during the month. This was mainly due to an increase in 'cash' (+\$907,500) and 'inventories' (+25,400) which netted of a decrease in 'trade and other receivables' (-\$873,400). In other words, previously issued invoices/ rates notices were converted to cash during the month when they were paid.

Non-Current Assets – Non-current assets increased marginally (+\$29,000) due to a small increase in work-in-progress stock.

Current Liabilities – Current liabilities decreased (\$167,000) due to the payment of outstanding BSC invoices.

Non-Current Liabilities – Remained largely unchanged.

3. STATEMENT OF CASH FLOWS

Supporting document: Budget Balance Sheet Report

Net cash flow from operating activities – Payments received on amounts owed to the BSC (rates and invoices) resulted in a net inflow of \$1,067,800 during the month, a good result.

Net cash flow from investing activities – A net cash outflow of \$160,300 for investment activities stemmed mainly from purchase of property and plant (largest item: Caterpillar Skid Steer \$82,500).

Summary – In total the BSC net cash at hand increased by \$907,600 during the month (or 5.1%).

4. NOTE TO COUNCIL – EVENTS WITHIN THE FINANCE DEPARTMENT

Debtor invoices: Major progress has been made during the month in that agreements were reached between MRD and BSC regarding RMPC invoices, which were subsequently issued (sent).

5. OFFICER'S RECOMMENDATION

That Council notes the content of the Chief Finance Officer May Monthly Report

ATTACHMENTS

1. Statement of Comprehensive Income



2. Revenue and Expenditure Budget (supporting the above)



3. Statement of Financial Position



4. Budget Balance Sheet (supporting the above)



5. Statement of Cash Flows



Deputy CEO Reports

07.05.01 Deputy CEO Report

DEPARTMENT:	DCEO
RESPONSIBLE OFFICER:	Philip Keirle; Deputy CEO
FILE NO:	BCS/G/CM/R/DCEO
DATE:	6 th May 2013
LINK TO COUNCIL PLAN/S:	Operational Plan (One year)

1. TRAINING

Work Health & Safety Representative Course completed. Participants: Ivan Doomadgee, Karen McGrath, Cameron Ketchup, Dylan Clemments, Robert Sinclair (aka Fuzzy Bob) and Philip Keirle.

- The course provided a fairly comprehensive overview of the WHS Act, Regulations and Codes of Practice, as well as our reporting responsibilities under them.
- A lot of what we do at BSC was genuinely endorsed by the trainer and BSC staff, but there is plenty of room for raising awareness about ways to improve our compliance with WHS legislation.
 - o See attached WHS report for further information.

Cassy Hinds has commenced a Cert IV in Project Management.

Supervisor Training will be conducted by LGAQ in the BSC boardroom/library on 22-23 May 2013. Topics to be addressed include: performance management, leadership skills, communication, team-building, managing conflict and behaviours.

2. HUMAN RESOURCES MANAGEMENT

Joint Consultative Committee Meetings: Performance Review

The fourth of the JCC meetings will be held on 13 May 2013 in the Burketown Boardroom. Discussions will continue to focus on the development and implementation of the performance review framework.

Please see **attached** for a synopsis of the Performance Review meeting and updates from the previous meeting.

Policies and Procedures: a great deal of progress is being made in preparing a large cluster of HRM policies, procedures, checklists and guidelines for progressive implementation over the next few months.

All policies will be circulated to staff with attached “received/read/understood/agreed” forms, which will be returned to Admin and used to update relevant files/folders. This is part of a broader effort to improve reporting systems and staff awareness of their responsibilities and rights as employees of the Council.

The DCEO will outline the various policy-procedure clusters to be introduced during Council’s meeting on 16 May.

Staff:

The Council faces issues in workforce planning and management over the next few months. Recent difficulties in finding/maintaining staff in Parks & Gardens continue, as do our efforts to address these difficulties.

In addition, new administrative positions and arrangements for these positions will need to be managed carefully over the coming months.

A range of requests for expressions of interest were developed and circulated to address these staffing issues. A progress update in this area will be made at Council's meeting on 16 May.

3. WORKPLACE HEALTH & SAFETY

Facilities:

Update 07.05.02 - Purchase, transport and installation of office, ablution, crib and testing facility at the Burketown Water Treatment Plant.

The CEO and Mayor have approved plans for the purchase, transport and installation of an Ausco product. The plan and process satisfy all design and certification requirements. The building should be installed within the next 6 weeks.

Chemical Storage:

The Works Manager, Water/Sewer Officer and DCEO are progressing arrangements for rectifying issues associated with chemical storage.

Incident/Accident/Near Miss Reports: there has been one incident report since our last meeting involving a shovel. There have been no Accident or Near Miss reports this month.

- Please refer to WH&S Report attached.

Documentation:

BSC is updating its WHS documentation and reporting procedures in line with recent developments in Work Health and Safety legislation and Codes of Practice. Staff will be given training on how to fill-out and use various reporting forms and Hazard Assessment/Control Measure assessment checklists.

Fatigue Management:

BSC is currently seeking advice from various parties on BSC's compliance with Fatigue Management Guidelines. Pending receipt of the required advice, an update on compliance will be provided at Council's meeting on 16 May.

Work Health & Safety Officer:

DCEO will present updates at Council's meeting on 16 May.

4. STAKEHOLDER RELATIONSHIPS

Road Maintenance: NPC, TMR and BSC

BSC will participate in the monthly roads discussion with MMG on Thursday 9 May.

BSC will host representatives from NPC (Brian Arnett and Shaun Clark) and MMG (Chris Potter) at Council Offices on Tuesday 14 May.

Report to be presented and discussed in closed session

Cultural Heritage

Discussions with CLCAC are progressing. A full update will be reported to Council in closed-session.

5. NATIVE TITLE




An update will be provided in closed-session.

Scott Kaye from XYMapping has uploaded Gravel Pit data onto the MAPINFO software.

6. OFFICER'S RECOMMENDATION

That Council notes the contents of this Report and relevant attachments.

ATTACHMENTS – will be sent in a separate email early next week.

1. WH&S Report
 -  130512 - DCEO
 -  130512 - Attachment - WHS UpOccupational Health & Safety
2. JCC IV: Synopsis of the Performance Review discussion
 -  130513 - JCC 4 - Performance Review.
3. Road Maintenance Agreement: update coming
4. Native Title Report – will be presented in committee

08 Chief Executive Officer Reports

Chief Executive Officer Reports

- 08.01.01 Chief Executive Officer Monthly Update Report
- 08.01.02 Australian Local Government Women's Association Qld Branch Annual Conference
- 08.01.03 Burke Shire Public Interest Disclosure Policy
- 08.01.04 Queensland Planning Reform – State Planning Policy
- 08.01.05 Street Numbering Gregory Downs

Chief Executive Officer Reports

08.01.01 Chief Executive Officer Monthly Update Report

Will be emailed out separately

Chief Executive Officer Reports

08.01.02 Australian Local Government Women's Association Qld Branch Annual Conference

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	John Page, Chief executive Officer
FILE NO:	BCS/C/TB/ALGWA
DATE:	6 th May 2013
LINK TO COUNCIL PLAN/S:	Operational Plan, Budget

1. PURPOSE (Executive Summary)

To seek Council's direction on attendance at the ALGWA Qld Branch Conference at Airlie Beach from Wednesday, 24th July to Friday, 26th July 2013.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

In the past Council has sent the Lady Councillors to the Conference. The Agenda and other information are not ready for distribution at the time of writing this report.

3. PROPOSAL

The proposal is for Council to nominate Cr Tracy Forshaw, Cr Tonya Murray and Executive Officer Ms Jenny Williams to attend the Conference.

4. FINANCIAL & RESOURCE IMPLICATIONS

Budget

5. POLICY & LEGAL IMPLICATIONS

NA

6. CRITICAL DATES & IMPLEMENTATION

NA

7. CONSULTATION

NA

8. CONCLUSION

Whilst the Conference is available for anyone to attend I believe that Councillors Forshaw, Murray and Executive Officer Ms Jenny Williams should attend.

9. OFFICER'S RECOMMENDATION

That Council authorise the attendance of Councillors Tracy Forshaw, Tonya Murray and Executive Officer Ms Jenny Williams at the 2013 Annual Conference to be held at Airlie Beach and hosted by Whitsunday Regional Council and meet all reasonable expenses in accordance with Council's Policy.

ATTACHMENTS

NIL

Chief Executive Officer Reports

08.01.03 Burke Shire Public Interest Disclosure Policy

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	John Page, Chief Executive Officer
FILE NO:	BCS/PAP/P/AAA
DATE:	8 th May, 2013
LINK TO COUNCIL PLAN/S:	Operational Plan

1. PURPOSE (Executive Summary)

To present to Council for consideration a Public Interest Disclosure Policy and adoption if Council is agreeable.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Public Interest Disclosure Act 2010 requires Public Sector Entities to develop reasonable procedures for managing Public Interest Disclosures (PIDs) and s28(2) requires the Chief executive officer to publish PID procedures on Council's website readily accessible to the Public.

3. PROPOSAL

The proposal is for Council to consider the adoption of the submitted draft Burke Shire Public Interest Disclosure Policy.

4. FINANCIAL & RESOURCE IMPLICATIONS

Administration

5. POLICY & LEGAL IMPLICATIONS

Public Interest Disclosure Act 2010

6. CRITICAL DATES & IMPLEMENTATION

Nil

7. CONSULTATION

Queensland Ombudsman (oversight agency)

8. CONCLUSION

I believe that the Policy submitted meets the requirements of the legislation and should be adopted.

9. OFFICER'S RECOMMENDATION

That Council adopts the Public Interest Disclosure Policy as submitted

ATTACHMENTS



GOV05 Public
Interest Disclosure Pc

1. Draft Policy

Chief Executive Officer Reports

08.01.04 Queensland Planning Reform – State Planning Policy

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	John Page, Chief Executive Officer
FILE NO:	BCS/GR/SL/LGD
DATE:	8 th May, 2013
LINK TO COUNCIL PLAN/S:	Operational Plan

1. PURPOSE (Executive Summary)

To present to Council a report on the Queensland Planning Reform – State Planning Policy and seek Council's direction in relation to the submission to the State Government in relation to the proposed State Planning Policy outlining issues raised in this report.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The State government has recently released a new Draft State Planning Policy (DSPP). Submissions can be made to the State Government in relation to the Draft Policy on or before 12 June 2013.

The Draft State Planning Policy is intended to comprehensively address all State interests for:

- making or amending of local planning instruments, such as a planning scheme;
- making or amending of regional plans;
- assessment of certain development applications; and
- inclusion of the 13 existing State Planning Policies into one State Planning Policy document.

The State Planning Policy is intended to play a central part in the State government's reform of Queensland's planning system, which is to be further progressed through the introduction of:

- a State Assessment and Referral Agency (SARA);
- the rollout of new regional plans; and
- changes to the local infrastructure contributions framework.

The DSPP is comprised of three components:

PART A: INTRODUCTION AND POLICY CONTEXT;
PART B: APPLICATION IN OPERATION; and
PART C: THE STATE INTERESTS.

Parts A and B form statutory components of the policy, except where identified as an editor's note. Part C comprises both statutory and non-statutory components and information.

Part A: Introduction and Policy Context

All information in Part A is statutory, however, much of the information will not be applicable to the making or amending of the local planning instrument or the assessment of the development application by a local government.

The key aspects of Part A are as follows:

- Table 1: Principles - this Table identifies principles and implementation strategies that are designed to support and guide the development of efficient and effective planning instruments;
- The three (3) Objectives which are to be followed as a guide to managing competing interests and priorities, including any conflict arising between State interests; and
- The circumstances in which there could be an overriding need in the public interest such that there may be sufficient grounds to depart from the statutory content in Part C of the policy document

Part B: Application and Operation

Part B of the DSPP indicates when the Policy applies. The Policy always applies to the making or amending of a local planning instrument, however the Policy only applies to the assessment of the development application by a local government in the circumstances mentioned in Part C, to the extent that the Policy is not identified in the planning scheme or a regional plan, as being appropriately reflected.

Part C: The State Interests

Part C of the DSPP identifies:

- how a local planning instrument is to reflect each State interest, and in certain instances, when State interest applies, for example, for natural hazards;
- when the Policy applies to the assessment of the development application by local government; and
- if the Policy applies to the assessment of the development application by local government, the requirements of the assessment of the development application for the relevant State Interest.
- For making or amending a local planning instrument, the local government is to have regard to the principles identified in Part A, Table 1: Principles. It should be noted that the local government needs to have regard to the principles, which suggests that consistency with the principals in making or amending a local planning instrument is not mandatory. However this is a point which requires clarification.
- As identified in Part B, not all of the State Interests in Part C are to be considered by local government in the assessment of the development application. Careful regard must be had to the circumstances in which the SPP applies to the assessment of a development application by local government, as identified for specific State Interests.

The intention is to replace all current State Planning Policies with one new State Planning Policy. The Table below outlines the relationship between the current State Planning Policies and the relevant State Interests identified in Part C of the DSPP.

RELATIONSHIP BETWEEN THE CURRENT STATE PLANNING POLICIES AND THE STATE INTERESTS IDENTIFIED IN THE DSPP

CURRENT STATE PLANNING POLICY	STATE INTEREST IN THE DSPP
SPP2/12 Planning for Prosperity	Agriculture Development and Construction Mining and Extractive Resources Tourism
SPP 1/12 Protection of Queensland's Strategic Cropping Land	Agriculture
SPP 4/11 Protecting Wetlands of High Ecological Significance in Great Barrier Reef Catchments	Coastal Environment
SPP 5/10 Air, Noise and Hazardous Materials	Air, Noise and Other Emissions Hazardous Materials
SPP 4/10 Healthy Waters	Healthy Waters
SPP 3/10 Acceleration of Compliance Assessment	Nil

SPP 2/10 South East Queensland Koala Conservation	Biodiversity
SPP 2/07 Protection of Extractive Resources and Guideline	Mining and Extractive Resources
SPP 1/07 Housing and Residential Development	Land Development and Housing Supply
SPP 1/03 Mitigating the Adverse Impacts of Flood, Bushfire and Landslide	Natural Hazards
SPP2/02 Planning and Managing Development Involving Acid Sulphate Soils	Hazardous Materials
SPP 1/02 Development in the Vicinity of Certain Airports and Aviation Facilities	Strategic Airports and Aviation Facilities
SPP 1/92 Development and the Conservation of Agricultural Land	Agriculture

New State Interests identified in the DSPP include:

- amenity and community well-being;
- cultural heritage;
- State infrastructure and services;
- state transport infrastructure and networks;
- strategic ports; and
- water supply catchments and infrastructure.

The State Planning Policy is supported and informed by mapping, which is not available for comment at this time.

State Assessment Referral Agency (SARA)

SARA is intended to provide a coordinated whole of government approach to State assessment by creating a one stop shop to development applications. The Department of state development, infrastructure and planning (DSDIP) will coordinate assessment and referral is across government with the intention to minimise delays and unnecessary costs for applicants. Workshops have been held across Queens land to discuss the SARA process.

The proposed legislative provisions to give effect to the SARA are intended to commence in 2013.

Review of the Infrastructure Charges Regime

The State government proposes to review the local Infrastructure Contribution framework system and should introduce a more balanced Infrastructure Charges framework that is equitable, transparent and certain.

During 2013 DSDIP will work with key stakeholders to develop options and solutions for a new framework with the intention to prepare the legislative amendment process to implement a new Infrastructure Charges framework by mid-2014.

Comments and Observations

There is a clear State Government intent to streamline the planning process, as it relates to State government involvement, by:

- Creating one State Planning Policy; and
- Creating a central “one stop shop” for development applications that require referral to the State Government.

One State Planning Policy

The creation of one State Planning Policy may appear to simplify, streamlined and consolidate the planning process by incorporating all State Planning Policies into one document. However, the important words are- “appear to” because on close scrutiny of the document it is apparent that although the one State Planning Policy is limited in extent to a document of some 70 pages, there is throughout the document what is called up as “guidance material” in the form of Internet links which are required to be considered in relation to each specified State interest.

This guidance material in most instances is lengthy, complex, detailed and verbose and as a consequence, will result in a significant time impost for practitioners to navigate around the guidance

material in search of “potentially” relevant information to the planning project or proposal at hand. Having one state planning policy is not efficient and, in my view, will not simplify or streamline the planning process, in fact it may add considerable time and cost to the preparation and processing of development applications.

No mapping has been provided with the draft State Planning Policy and so there is no opportunity for Local Government to review the mapping to determine if the local authority area is impacted or not. This is unacceptable. If the Council or a developer provided only part of the information required for a public consultation process they would be told to go back to the drawing board and produce all relevant information before undertaking public consultation, to enable informed decisions to be made. As it currently stands, the Council cannot make any informed decisions on the mapping which will attach to the State Planning Policy, because there is none to review.

State Assessment Referral Agency (SARA)

The proposed SARA is also intended to streamline the State government involvement in the assessment of development applications, by providing a “one stop shop”. This means that if an application requires referral to (say) three (3) State agencies, such as the Department of Transport and Main Roads (DTMR) the Department of Environment and Heritage Protection (DEHP) and the Department of Agriculture, Forestry and Fisheries (DAFF), then the application is referred to S, which then undertakes to coordinate an internal referral process with three relevant State agencies.

While this may sound efficient and streamlined it has the potential to create internal conflicts and significant delays in the development assessment process.

It is difficult to imagine how the coordination process will proceed to an agreed outcome for a development application if, internally, the State agencies have different objectives and views in relation to the proposed development.

At workshops held in Cairns in relation to this matter the state government has been unable to clarify how any internal conflicts will be satisfactorily resolved. The state government has also been unable to provide definitive dates for the Sara system to be introduced.

The current system, where a proponent must liaise directly with each relevant referral agency can, at times, be frustrating. However the Sara system, as it currently stands, is unclear and uncertain and gives rise to concerns with regard to simplifying and expediting the planning approval process.

3. PROPOSAL

The proposal is for Council to make a submission to the State Government outlining issues raised above and summarized:

- Clarification of consistency of principals in making or amending local planning instruments whether mandatory or not;
- Potential time impost in navigating around the guidance material;
- One State Planning Policy not efficient and will not streamline or simplify the planning process;
- No mapping;
- Possible conflict “One Stop Shop”.

4. FINANCIAL & RESOURCE IMPLICATIONS

Administration

5. POLICY & LEGAL IMPLICATIONS

NA

6. CRITICAL DATES & IMPLEMENTATION

12 June 2013

7. CONSULTATION

Liz Taylor, Town Planner

8. CONCLUSION

I believe that a submission should be submitted as per the report.

9. OFFICER'S RECOMMENDATION

That the Council note the contents of the report and authorise the Chief Executive Officer to make a submission to the State government in relation to the proposed State Planning Policy before 12 June 2013, outlining issues raised in this report.

ATTACHMENTS

2. Planner - Liz Taylor Report



2013 04 30 State
Planning Policy Repor



Have your say on
the Draft State Plann

3. Email received from Deputy Premier, Minister for State
Development, Infrastructure and Planning - The Honorable Jeff Seeney

Chief Executive Officer Reports

08.01.05 Street Numbering Gregory Downs

DEPARTMENT: Office of the Chief Executive Officer

RESPONSIBLE OFFICER: John Page, Chief Executive Officer

FILE NO: BCS/R/BS/SN

DATE: 10th May, 2013

LINK TO COUNCIL PLAN/S: Operational Plan

1. PURPOSE (Executive Summary)

To present to Council for consideration a street numbering proposal for the township of Gregory Downs.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Similar to Burketown and Rural Addressing Council has been requesting that this system be implemented.

There is an AS/NZS standard to follow when creating addresses which has been used.

Address numbers shall be assigned according to the location of the main access to the address site. Primary address sites on the left hand side of the road shall be numbered from 1 at the datum point and increase sequentially using odd numbers. Primary addresses sites on the right hand side of the road shall be numbered 2 at the datum point and increase sequentially using even numbers and applies to cul-de-sac.

3. PROPOSAL

The proposal is for Council to consider the adoption of the submitted Street Numbering for Gregory Downs.

4. FINANCIAL & RESOURCE IMPLICATIONS

Administration

5. POLICY & LEGAL IMPLICATIONS

NA

6. CRITICAL DATES & IMPLEMENTATION

Nil

7. CONSULTATION

8. CONCLUSION

NA.

9. OFFICER'S RECOMMENDATION

That Council adopts the street numbering for Gregory Downs as per the submitted plan.

ATTACHMENTS



Gregory
Addressing.pdf

1. Plan

09 Late Item Reports

09.01 North West Queensland Strategic Development Study

09.02 Roads – Access Roads to properties

10 Consideration of Notice(s) of Motion and Petitions

10.01 Notices of Motion

None received at time of agenda preparation

10.02 Petitions

None received at time of agenda preparation

11 Mayoral Minute and Report

11.01 Premiers Visit Tuesday 28th May 2013

Report to be provided to meeting.

12 Councillor Reports

Councillors will provide reports to the meeting.

13 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:-

14 Closed session reports

14.01 Bidunggu Aboriginal Land Trust – Water Services - CONFIDENTIAL

15 Deputations and presentation scheduled for meeting

None scheduled

16 Closure of meeting

The next Ordinary Meeting of Burke Shire Council is scheduled for Thursday 20th June 2013.