



Agenda and Business Papers

Burke Shire Council Ordinary General Meeting

Thursday 17th October 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

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01 Opening of Meeting

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

02 Record of Attendance

Members	Cr Ernie Camp, Mayor - Chair Cr Paul Poole, Deputy Mayor Cr Zachary Duff Cr Tracy Forshaw Cr Tonya Murray
Officers	John Page; Chief Executive Officer Philip Keirle; Deputy CEO Frederick Aqvillin; Chief Financial Officer Neil Klemola; Works Manager Brett Harris; Workshop Fleet Manager Jenny Williams; Executive Officer (Minutes)

03 Prayer

Led by Cr Forshaw

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 19th September 2013

Recommendation

That the Minutes of the General Meeting of Council held on Thursday 19th September 2013 as presented be confirmed by Council.



130919 Confirmed
Minutes.pdf

06 Condolences

None received at close of agenda.

07 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

Works and Services Reports

07.01.01 Works and Services Monthly Update Report

DEPARTMENT: Works and Services

RESPONSIBLE OFFICER: Works Manager

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

DATE: 3rd October 2013

LINK TO COUNCIL PLAN/S: Works Program

1. WORKS MANAGER

- Monthly stock-take for September completed on 2nd October, we are endeavoring to track and tighten all stock movements into and out of stores. We have also installed a camera to monitor any entries to stores when it is unattended. E.g. weekends and when Gauny may be in the main office.
- A QRA audit was conducted on 1st October and Ian Dodds and Don Cousins seem satisfied with Burke Shire Councils overall progression, we will be on track to have all QRA work closed out by November. The work done by Fred has been exemplary and has contributed to the turnaround in their opinion of our Shire. Ernie and John were present at the meeting and can expand on this point.
- There has been a major disruption to production in the latter half of September due to the flu virus striking down many employees, which also coincided with other staffs annual leave. With as many as 9 people away at one time, for consecutive days and 4 of those supervisors.
- Work is continuing at the border and we are still on track to finish mid-November weather permitting, and BSC getting Cultural Heritage clearance to extend the Guldara pit.
- I am currently quoting for 7klms of work in Boodjamulla National Park with initial discussions with Mark Obrien looking promising; this work would be scheduled for after Xmas and before Easter.
- We are also continuing to talk to Doomadgee Shire, and there is a strong focus on joint ventures from their prospective. This includes a number of projects we are currently in discussion with them on, new airport re-seal, more re-seal of city streets and 2 floodways approx. 450 meters (similar to Pear Tree).
- Two new houses will arrive on the 11th October, one month earlier than expected.
- Hinterland Plumbing was awarded the contract for the septic installation
- Antz Landscaping was awarded the fencing contract for the houses and oval/rodeo grounds

2. RANGER/WORKPLACE HEALTH AND SAFETY OFFICER

Induction/s - Nil for this period

Incident/s reported for this period – Nil – 15 Year to date

Hazard Inspection/s - Nil for this period

Hazard Reports – Nil for this period

General

- Councils Traffic controllers (16) due for their 3 yearly licence renewal, 13 attended refresher training. Statements of attainments and Traffic controller accreditation applications have been returned for processing with the Department of Transport, passport photographs taken of those employees who don't possess smart licences.
- Traffic counters installed in the following places:-
 - Floraville road
 - Camooweal road after hay farm
 - Before Century mine
 - After Century mine

- Escott road, difficult installation due to no bitumen, installed on concrete causeway.
- For Information on road usage, units and installations are continually checked for wear and tear and information regularly downloaded for management, last read 3rd October.
- Air quality meters used for confined space entry due for recalibration obtained quotes, sent first away for servicing / recalibration.
- 5 Attended First Aid training
- Traffic plan for proposed street party
- Traffic plan for proposed causeway repairs / replacement Gregory crossing
- 1080/ Strychnine retraining and assessment for requalification for the next 2 Years
- Passport photographs for Burketown airport VIC cards
- Information on Jodie Baileys incident at Gregory to John Page
- Information on incident with Frank Thomas's dog at information centre to John Page

Workers Compensation

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

Litter Management

Numbers of campers starting to ease off now hot weather is here, but still a few die hards strung out along the rivers.

Dumping Points x 7 all excavated, some are heavily used, all being maintained, will be filled in and areas rehabilitated next month – before the storms.

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

Sites Visited

Truganini Creek/Jetty
Meat Works
Brim hole (Nicholson river)
River Road

Beamesbrook Xing
Gregory Xing

Report

2 Bins in the area – Area popular.
4 Bins at camp sites along the river
1 Bin – Area popular
2 Bins along this section of the river (at bottle dump & old crossing)
1 Bin at the crossing.
2 Bins in the area – Finally got rid of the pigs that were knocking bins over and causing a hell of a mess, bins 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. 8 dead wallabies removed from town roads during this period

Animal Control

- During this period Cat traps were at Clinton Murray's, Robert Sinclairs', Meat works and Butcher shop, 13 cats caught and destroyed around town since last report, CLC have trapped 7 from outlying areas
- Ordered more cat traps
- Have disposed of 13 dogs so far this year and impounded 4

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.
- Chemicals required for vegetation eradication and maintenance of Ergon solar yard at Doomadgee – ordered chemicals.
- Sprayed council unit 1 for fleas & ticks
- Sprayed council house 3 for fleas & ticks

Complaints

- Complaints received again from several parties re dog in Gregory Street barking all night, trapped and disposed of 1 town dog annoying dog at this residence, kept residents dog in the pound over the weekend to alleviate complaints.

General

- Servicing Skytrans RPT flights and daily airport checks whilst Bob Marshall on leave
- Monthly 1080 stock control sheet & Indemnity Forms to DNR Normanton.
- Obtained 4 tubs of “pig-out” 1080 baits for Southern Gulf Catchments, they will be conducting feral pig baiting trials with participating landholders within our shire – still nothing happening on this front.
- Conducted 1080 baiting at Nardoo, Gregory downs, Almora, Westmoreland & Escott stations, injected 1500kg of meat for pig baits and 2 tubs of DeK9 manufactured baits.
- Showed relatives how to get to Duncan Campbell’s grave at old Iluka homestead

3. TOWN SUPERVISOR

- Work roster works are continuing while being short staffed
- Dog faeces in the park is still a major issue, and some sort of solution needs to be sourced.
- Toilets at the rodeo grounds have been cleaned and painted, however it was discovered during this that there is major works that are required to maintain the building and guarantee public safety.
- L Portch is covering for R Cunningham while Russell is on leave
- Roadside litter from the Escott boundary grid to town is a big issue Parks and Gardens do this area on a regular basis.
- Staffing issues with illness and leave have caused Parks and Gardens to fall slightly behind in special projects, for example the Christmas tree area has not been started yet.

4. BUILDING MAINTENANCE

Pest Control is completed and we should lock in next years while we are on a roll.

5. UTILITIES SERVICES MANAGER

Water Supply - Water Treatment

- Lagoon devigitation – ongoing
- Lagoon scour erosion control – ongoing
- Pumpwell maintained as required
- Pump x 3 all operational

Storage Tank

- All systems operational
- Sand filters
- Circulating pumps
- Alum dosing unit
- Chlorine dosing unit
- UV unit
- Pressure pumps x 3
- Switchboards
- Daily checks of all systems
- Water quality monitoring, testing and recording
- Water samples sent out to Laboratory Services monthly
- All chemical stock, usage and restocking managed
- Ground maintenance as required
- Building maintenance as required
- New office building on site, power connected, water connected, just waiting on furniture

Nicholson River Pump Station

- Routine checks includes pumping
- Standby Genset – tested weekly
- Pumpwell installation – operational
- Compound and fencing is secure
- Ground and building maintenance as requires

Water Supply Rising Main

- Access road previously graded
- Air valves and service valves operational
- Cleaning surround and marking location of valves ongoing

Water Reticulation

- Ongoing leaking water service as they occur
- Water quality –chlorine level checks occurring regularly
- Flushing of water main – as required
- Valve and hydrant maintenance is ongoing
- Water meter, maintenance – ongoing
- Water meter reading 3 months
- New service connections as required

Burketown Aerodrome

- Runway, apron and terminal – operational
- PAALC system – operational
- AWIB and AWIS weather station – operational

Sewer Treatment

- Blivet unit is operational
- UV unit – non-operational – awaiting parts
- Blivet unit – Desludge as required
- Pumps – operational
- Switchboards – okay
- Lagoons okay – ongoing devigitation occurring
- Perimeter fence – okay
- Barbed wire fence – okay
- Building – okay
- Ongoing daily checks and maintenance

Sewer Rising Main

- No action since last report

Sewer Manholes

- No action since last report

Sewer Pumping Station

- Routine checks / recording of each site
- Replaced pump number 2 at station number 2 – some issues with the Multitrode level sensor this will require replacement.

Sewer Mains

- Occasional blockage at some allotment. Minor – as they occur. Due to clogging of pipes from paper and grass from broken inspection cover.

Cemetery

- Cemetery ground maintenance as per Parks and Gardens schedule
- Tree and shrub planting in progress
- Future works
 - Plaques – list, quote, order
 - Grave numbering – list, quote, order
 - Burial register display – A4 laminated for rotunda area
 - Update office burial register

6. OFFICER'S RECOMMENDATION

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

ATTACHMENTS

NIL

Workshop and Fleet Reports

07.02.01 Workshop and Fleet Report

DEPARTMENT: Work Shop and Fleet

RESPONSIBLE OFFICER: Brett Harris Work Shop and Fleet Manager

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

DATE: 4th Oct 2013

LINK TO COUNCIL PLAN/S: Works Program

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

<i>Plant Item</i>	<i>Works Carried Out</i>
Plant #20 Padfoot roller	⇒ Ignition switch
Plant #457 10 tonner	⇒ Tyres and battery holder
Plant #469 Multi tyred roller	⇒ Hub nuts and unions
Plant #470 Loader	⇒ Multiple hyd hoses
Plant #480 Prime mover	⇒ Compressor and alternator
Plant #481 Water tanker	⇒ Actuators
Plant #488 Job truck	⇒ Hook lift faults
Plant #506 Drum roller	⇒ Electrical faults
Plant #522 Cat Grader	⇒ 2,750 hr Service
Plant #526 Fuel trailer	⇒ Brakes, bearings and guards
Plant #534 Landcruiser	⇒ Rear tyres
Plant #535 Landcruiser	⇒ 60K service
Plant #536 Landcruiser	⇒ 45K minor service
Plant #537 Landcruiser	⇒ 50K service
Plant #538 Workshop truck	⇒ 15K minor service
Plant #544 Job truck	⇒ 25K minor service
Plant #545 Job Truck	⇒ Fridge, aerial etc
Plant #548 Cat excavator	⇒ 500hr service
Plant #553 Town Hilux	⇒ 5K minor service
Plant #560 Pump stand	⇒ Services and hoses
Plant #561 Dual cab L/cruiser	⇒ 30K service

Extras by workshop staff

House pads, SES doors, Tennis lights,
Banners, Airport gates and toilet lights etc

2. TENDER UPDATE

From 2013/14 budget

- Replacement Ranger Landcruiser- Tenders close through Local Buy 20-9-13
- Replacement CEO Prado- Tenders close through Local Buy 27-9-13

3. OFFICER'S RECOMMENDATION

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

ATTACHMENTS

NIL

Executive Officer Reports

07.03.01 Executive Officer Monthly Council Report

DEPARTMENT:	Corporate and Community Services
RESPONSIBLE OFFICER:	Jenny Williams; A/Executive Officer
FILE NO:	BCS/G/CM/R/EO
DATE:	8 th October 2013
LINK TO COUNCIL PLAN/S:	Operational Plan (One year)

1. EVENTS

Tidy Yard Competition (N Ogilvie)

Winners for 2013

Rural Yard	Winner	Gregory Downs Station
	Runner up	Escott Station
Urban Yard	Winner	Brett and Debbie Harris
	Runner up	Brian Gaunt
Patio/Veranda	Winner	Leonie Florence
	Runner up	Pamela deJoux
Non Residential	Winner	HACC
	Runner up	Burketown Nursery

It was a very tough competition to judge as all of the gardens were unique and showed amazing effort. Every garden reflected the owner's dedication, despite the arid conditions and challenges of living in a remote area.

Thanks to all the people who entered into the competition – The judges thoroughly enjoyed visiting your yards, patios and stations and thought that they all had a unique and welcoming quality that was to be commended.

Keep working on your gardens and we look forward to receiving your entrants again next year.

Council would like to thank all the entrants as their nominations accurately reflect the quality of the gardens in the Shire and a big thank you to the judges.

Arts and Craft Show (Madison Marshall)

The meeting held on the 16th September was to a follow up from the Arts and Crafts Show for everyone to say what they thought went well and to make suggestions for the next Show.

- Everyone thought the show went really well
- Liked the set up and decorations
- Ordering the cheese platters through Savannah Lodge seemed to have worked better this show as it saved the Advisory Group time
- Zach Duff done a really good job as the auctioneer
- BYO system worked well
- Sponsors logos on the projector screen worked well

Suggestions:

- Organise with RADF to hold workshops in the lead up to the show
- Shorten the hours of the show – day too long and all that time not necessary
- Sausage Sizzle towards the evening as people were hungry come time for the Auction
- Sponsors logos to be included on all posters
- Plan more advertising for the next show
- Organise a photographer for the event
- Live Music, Bar and Sausage Sizzle
- Maybe next year include boutique beers in the wine and cheese tasting
- Changes to the programme to include the Kindy
- Raffles at the next show – everyone kept asking if there were any raffles
- Stewards focus on the setup of their own area
- Entry Forms to be filled out correctly or they will not be accepted – this is a big problem if the ages aren't filled out correctly for the kids
- Pens tied to the tables for filling out the People's Choice Awards

Christmas in the Park(N Ogilvie)

The liaison group will meet again soon to finalise a date for this event, trying to incorporate the end of year for Burketown students, SOTA students and CLCAC being away.

The Lantern Parade and workshop - RADF, sponsorship from local groups TBC, Xmas meeting advisory group meeting to consider prizes.

Bloc Party (N Ogilvie)

1. Press releases have gone out
2. Advertising in the North QLD Register and NW Star has gone out
3. Waiting for Main Roads to confirm the official date
4. Sponsorship
5. Invite List sent emails to waiting for printed invite to send to 40 VIPS and guest
6. Bob Katter confirmed
7. Work Party to be confirmed
8. The Get Ready Grant is going to be utilised at the Bloc Party – this will be spent on emergency kits for volunteers and 100 smaller day emergency kits for the community.
9. Burke Shire Council has been registered as a destination with Screening Queensland.

Young Ambassador Program (N Ogilvie)

Contact has been made with the schools; three children will be graduating from Burketown State School for 2013. Young Ambassadors request for donations will be sent out to the community.

Australia Day (N Ogilvie)

Currently working on the program for this event.

Leichardt Celebration (N Ogilvie)

Proposing an activity for the kids at the school – then maybe an open day at Floraville Station (Leichardt River).

2. LIBRARY

Burketown Library received 65 books from the Indigenous Literacy Foundation to add to our collection.

Trista Armstrong will be attending training in December with the State Library, this will keep her up to date on new processes/reporting required.

Grants Applied

- wireless internet option for members
- purchasing of books and items for the Library
- Broadband for seniors – subsidy internet, new computers (touch screen)

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 eight people on their waiting list looking for houses and two people looking for a unit. We currently have one unit vacant but not ready for occupancy. The Glendale houses have started to arrive in town.

4. RADF

RADF Annual Report – completed

RADF round 2 funding - Application for the Lantern Parade to be submitted

RADF Funding for a Glass Slumping Workshop in Normanton – to be submitted

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

Flyers will go out soon with upcoming workshops information.

5. PROMOTION

Website - The website is being kept up to date; more information will be required to be added over time. Training is required, working on appropriate dates for this.

Banners – Options for other Council banners and guidelines for community banners will be implemented soon.

Visitor Information Centre – There is a decrease in the number of visitors to the Shire. The Information Centre is now closed.

Council Newsletter – Edition 39 newsletter articles will be collated in late October. This will be the December edition.

6. DEVELOPMENT APPLICATIONS

Burketown Hotel – Development Application – completed

MCU Tourist Facility – completed

Floraville Station – Lot 1904 PH 1606 - Development Application – received notice of engagement by private certifier, application received

Hammond & Alloway - Lot 80 B13610 – Development Application – Building Application documents received.

7. ENVIRONMENTAL HEALTH SERVICES

All food businesses in the Shire are currently licensed, no complaints have been received.

8. HOME AND COMMUNITY CARE (Pam deJoux)

HACC currently has six Centre Base Day Care Clients and four Social Support Clients. Gregory HACC has been cancelled until the Gregory HACC clients return (some have been ill).

There are a few HACC clients away at the moment, the trip to Karumba will still be going ahead.

The clients have been busy playing Cards/Puzzles along with their popular indoor darts game played with Velcro balls – clients seem to have taken to this especially the men, fishing down the river and morning tea day.

The gardens looking spectacular with everything in bloom, Lenny has found his niche and has claimed rights to overseeing the watering of the gardens. Ladies are happy to prune, weed and transplant when needed.

HACC clients were thrilled that they won the Residential Yard Category in the Tidy Yards Competition.

George and Elva will and have celebrated important birthdays. HACC is always being visited by representatives from other health agencies.

8. INFORMATION TECHNOLOGY

InfoXpert

The new Easyform module has been working well with capturing requests for service/complaints coming into Council with timeframes allocated to staff for completion.

Civica – Migration to Managed Services has started, it is proposed that Council will go live by the end of October.

Recordkeeping – Consultants have started assessing the Councils current structure 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 compliant.

9. OFFICER'S RECOMMENDATION

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

ATTACHMENTS

1. Events Manager Report



Events Update.pdf

2. Bloc Party Poster



Bloc Party Poster.pdf

3. Tidy Yard Winners



Tidy Yards winners
notice.pdf

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: 9 October 2013

1. STATEMENT OF COMPREHENSIVE INCOME

Supporting documentation: Revenue and Expenditure Report

Summary – The operating position as the end of September was a deficit of \$3,160,150. As stated in last month's report the reason for the deficit this month relates to the timing of payments made to suppliers in relation to flood damage, vs. receiving reimbursements back from the QRA. When QRA forwards the reimbursements it is expected that the BSC will return to its' normal operating surplus of \$2.3m. This should happen by the December meeting (November figures) as our flood damage work will be completed at this stage.

Revenue – As the rate levies have been issued for the 1st half of the financial year, these are included in the revenue and represent the bulk of the revenue received (\$1.991m). Other revenue relates to Financial Assistance Grant instalments (\$382,800), and interest received on our investments (\$64,000).

Expenses – The rather large spend for 'materials and services' (\$4,593,584) relates to purchases for the Doomadgee Town Streets Project and QRA project for Doomadgee West and Doomadgee East Roads. All other expenses are according to trend.

2. STATEMENT OF FINANCIAL POSITION

Summary – Overall the BSC asset base sits at 105,370,235.

Current Assets – While there has been a lot of 'cash' receipts stemming from rates, the flood damage expenditure has led to a \$374.300 decrease (hence a \$1.990m worth of rates has been offset in a \$2.364m payments towards flood damage works. The 'trade and other receivables' post has decreased from \$2.8m as outstanding rates and invoices have been paid (and hence converted into cash).

Non-Current Assets – Only small movements in 'accumulated depreciation' for the month.

Current Liabilities – The \$100,000 decrease in current liabilities reflect a decrease in GST related current amounts outstanding.

Non-Current Liabilities – Remained largely unchanged from the end of 2012-13.

3. STATEMENT OF CASH FLOWS

Supporting document: Budget Balance Sheet Report

Net cash flow from operating activities –

- 'Receipts from suppliers' increased by 1,220,700 during the month.
- 'Payment to suppliers' mainly reflects payments relating to QRA flood damage works (Doomadgee West Rd) and Doomadgee Town Streets Project invoices and increased by \$2,482,800.

Summary – In total the BSC net cash at hand sat at \$17,487,349 at the end of the period.

4. NOTE TO COUNCIL – EVENTS WITHIN THE FINANCE DEPARTMENT

Internal auditors: Crowe Horwath (form. WHK) is completing the QAO requested reconciliations for BSC. These will be finished within a week.

External Auditors: QAO has clarified their position in relation to various requests for information made to the BSC which has assisted us significantly.

Rolling stock takes: rolling store stock takes has continued throughout the month. It would appear that recent training is having its' desired effect on results, in that variances are decreasing.

QRA claims:

- 2010: completed
- 2011: assurance documentation supplied. Closed out momentarily.
- 2012: 1st Qtr Report supplied, together with soft copy general ledger information (as agreed)
- 2013: We have preliminary approval for a \$182,145.80 spend. Approval should come through momentarily.

Rates: The rate notices for the 1st half of the financial year went out in early September. "Errors" reported mainly refer to amounts paid via cheque where it arrived after the cut off of the discount period.

Only \$117,053.62 remained unpaid at the time of discount period expiry (8.4%)

Roads to recovery: progression has been made in negotiations with the Department of Infrastructure. Reports have been provided to the Department as requested, which are being reviewed by them. The Department will advise if BSC is indeed in breach for 2011-12 or not. After the receipt of the Departments advice we will be able to progress towards having the R2R annual financial reports audited.

5. OFFICER'S RECOMMENDATION

That Council notes the content of the Finance Monthly Update 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) -





Statement of Cash
Flow - Oct Meeting.pdf

5. Statement of Cash Flows -

Deputy CEO Reports

07.05.01 Deputy CEO Report

DEPARTMENT:	DCEO
RESPONSIBLE OFFICER:	Philip Keirle
FILE NO:	BCS/G/CM/R/DCEO
DATE:	10/10/2013
LINK TO COUNCIL PLAN/S:	Operational Plan (One year)

1. MAJOR PROJECTS

Community Hub:

- PM Consultants appointed for the project in accordance with Sub-Agreement requirement that PMs be approved by the DLGCRR. This approval was received via Council's appointment of PM Consultants through Local Buy/Vendor Panel RFQ.
- PM consultants seeking a variation of contract to account for expanded scope of management services required.

Glendale Tender Number 1:

- Both houses arrived
- Furniture ordered
- Septic, water, gas hookups awarded through RFQ process.

Glendale Tender Number 2:

- Block preparations complete for Marshall Lane and Bowen Street.
- Marshall Lane property requires a Reconfiguration of Lot application to be submitted. The requirements for this submission have been met.

Gregory Crossing:

- Awarded to Lightweight Concrete Contracting.
- Attaining Cultural Heritage Approval for this work has been a difficult process.

Gin Arm Weir:

- Awarded to Lightweight Concrete Contracting.
- Work Completed

2. TRAINING

Year to date:

See attachment A

3. HUMAN RESOURCES MANAGEMENT

JCC Meeting VII

- Performance Review feedback
- EBA Compliance
- Work conditions: Hell's Gate
- Training

JCC Meeting VIII

- EBA Compliance continued
- Housing
- Supervision

4. WORKPLACE HEALTH & SAFETY

Incident/Accident/Near Miss Reports:

There have been 14 Incidents/Accidents so far in 2013 (up to and including 10 October) as compared with 8 Incidents/Accidents during the same period in 2012 and 19 during the same period in 2011. There were no incidents or accidents reported in August or September 2013.

There have been 0 days of Lost Time Injuries in 2013 as compared with 4.5 days during the same period in 2012 and 6.5 days during the same period in 2011.

- See attached, OHS Report for additional information

5. ROADS

Royalties for Regions

Awaiting response on whether funding application will proceed to the Business Case stage. The lack of response to date does not augur well for this application.

MMG Dugald River Haulage

Haulage from Dugald River to the Century Mine is projected to conclude in the last week of September.

Anticipated 2014 haulage looks to have increased significantly, from 150,000t to 400,000t. If this is to take place, the current Road Use Agreement will need to be revised. Discussions around the required changes have commenced.

MMG Karumba Lead Haulage

A Road Use Agreement is in place with MMG in relation to 15,000-23,000t of Lead Concentrate haulage from the Century Mine to Karumba. Carpentaria Shire Council have entered into a similar agreement for local roads forming part of the haulage route in their Shire.

Escott Road & Armour Energy

A Road Use Agreement is in place with Armour Energy to help mitigate Armour's impact on the Escott Road.

This Agreement will be revised and expanded to take account of the projected increase in Armour's activities on the Escott Road next year and beyond.

6. NATIVE TITLE AND CULTURAL HERITAGE

Land Valuations

DNRm's State Land Valuer was in Burketown on Monday 16th September to assess land in the Native Title Claim Area.

- The Land Valuer has requested additional information relating to the cost of establishing the Bowen Street houses to assist in the valuation process.

Cultural Heritage Monitoring

Council has approached CLCAC with requests for cultural monitoring for work on the Gregory Crossing and for trenching work related to the installation of houses in Bowen Street.

- Approval for the Bowen Street work has been received. There are no monitoring requirements for this work.
- As indicated above (section 1 – Major Works), there have been difficulties in securing clearance and monitors for this work. The process and protocols for receiving clearances in the future will be discussed with CLCAC reps and lawyer week commencing 14 October 2013. The aim will be to streamline this process considerably.

ILUA Update: will be provided in closed session

7. COMPLIANCE

DEWS

A revised DWQMP was submitted to DEHS on 27 September 2013.

CASA Surveillance Visit

Scheduled for 13-14 January 2014.

DTMR – Traffic Management Registration Scheme

The Traffic Management registration for Burke Shire Council expires on the 1 December 2013. Council will complete the renewal application prior to this.

8. STAKEHOLDER MANAGEMENT

iGPM: directions in relation to project management

DLGCRR: continued discussions with Margaret Lessells over Community Hub funding.

Armour Energy: Road Maintenance Contributions finalized and paid.

Carpentaria Lands Council: plans to streamline Cultural Heritage Clearance requirements to be discussed week commencing 18 October 2013.

EHP: Rob Lawrence (Director) is organizing a range of experts to visit Burketown in late October to discuss Land Fill, Sewerage Treatment and Coastal Management.

9. OFFICER'S RECOMMENDATION

That Council notes the contents of this report and the attachments.

ATTACHMENTS

1. Qualification Schedule – All Staff -



2. Occupational Health and Safety–Incidents and Injuries–Reports and Data-



08 Chief Executive Officer Reports

08. Chief Executive Officer Reports

08.01.01 Chief Executive Officer Monthly Update Report

08.01.02 Extension of Gregory Water Treatment Plant

08.01.03 Gregory School House and Infrastructure

08.01.04 Local Government Remuneration and Discipline Tribunal Review

Chief Executive Officer Reports

08.01.01 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: 6th May, 2013

1. COUNCILLOR ATTENDANCE CONFERENCES & TRAINING

Gulf Savannah Development Inc AGM and Board Meeting 24 September Cr Camp and CEO
LGAQ Conference 22 October to 24th October Cr E Camp, Cr P Poole and CEO

2. OTHER RELEVANT INFORMATION

Town Entrances Signage

Mr Rod Lucas will have two signs painted for Burketown by the end of October and the three Gregory Signs by Christmas.

Road Opening MR78A to Gregory River – Wills Road Continuation to Wills Development Road

Application lodged and being processed by Department of Natural Resources and Mines for the road opening over part of Camping and Water Reserve Lot 5 on BK28. An application was lodged some years ago but not progressed.

Portfolios for Councillors

This matter has been discussed quite a few times by Councillors and thought it may be appropriate to raise for discussion at this meeting. The Mayor would be ex officio of all portfolios. Portfolios could be allocated on a project or functional area for example Development, Infrastructure, Finance, Environment and Community.

Gulf Savannah Development Inc

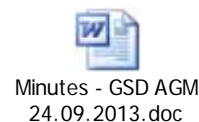
The AGM and Board Meeting were held on 24th September in Cairns – Minutes are attached. Cr Camp will give a verbal report at the meeting.

3. OFFICER'S RECOMMENDATION

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

ATTACHMENTS

1. Gulf Savannah Development AGM Minutes 24.09.2013 -



Minutes - GSD AGM
24.09.2013.doc

2. Gulf Savannah Development Management Committee Minutes 24.09.2013 -



Minutes - GSD
Management Committ

3. Gulf Savannah Development Draft Annual Report 2012 -



GSD Draft Annual
Report 2012.docx

Chief Executive Officer Reports

08.01.02 Extension of Gregory Water Treatment Plant

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	John Page, Chief Executive Officer
FILE NO:	BCS/CP/Lea/CLL/LEA03 & BCS/WaterM/GW/WTP
DATE:	8 th October, 2013
LINK TO COUNCIL PLAN/S:	Operational Plan

1. PURPOSE (Executive Summary)

To advise Council of the progress of the application to lease Unallocated State Land described as Lot 11 Crown Plan AP13658 and incorporate this lot into an extension of Term Lease Lot 1 SP154667 (expiry date 2033) for the Gregory Water Treatment Plant.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Concerns have been expressed as to the adequacy of the capacity of water held at the Treatment Plant to ensure there is sufficient supply available should a problem occur with pumps etc. Lot 1 is insufficient in size to house any additional tanks etc.

3. PROPOSAL

The application has been lodged with the fees of \$236.20 paid. Once the lease has been approved Council will need to consider allocation of funding for the provision of additional storage infrastructure. Council has the ability to either extend the lease at the termination date or apply for the free holding of the lease during the term.

4. FINANCIAL & RESOURCE IMPLICATIONS

Additional lease fee to be determined once lease approved

5. POLICY & LEGAL IMPLICATIONS

NA

6. CRITICAL DATES & IMPLEMENTATION

List any deadlines and outline implementation details

7. CONSULTATION

Gregory Community

8. CONCLUSION

NA

9. OFFICER'S RECOMMENDATION

That Council notes the contents of the report.

ATTACHMENTS



Plan A.pdf

1. Plan A -



Plan B.pdf

2. Plan B -

Chief Executive Officer Reports

08.01.03 Gregory School House and Infrastructure

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	John Page, Chief Executive Officer
FILE NO:	BCS/CS/CO/GEF
DATE:	8 th October, 2013
LINK TO COUNCIL PLAN/S:	Operational Plan

1. PURPOSE (Executive Summary)

To seek Council's direction on the outcome of the School House and associated infrastructure when Council assume responsibility.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council will recall that as a gesture by the State Government with the closure of the Gregory Campus and the foreseeable removal of the School building, the house and associated infrastructure will be transferred to Council.

3. PROPOSAL

Whilst the details of the transfer etc are not known at this stage direction is sought from Council as to the future of this house and infrastructure. Options are:

1. Council retain the house for tenancy purpose;
2. Council to offer the property for sale with the proceeds of sale being used to provide additional services or facilities at Gregory.

Council to consult with the Community of Gregory to ascertain their opinions in regards to this matter.

4. FINANCIAL & RESOURCE IMPLICATIONS

No provision has been made in the 2013/2014 budget. Any adjustment can be made in a budget review.

5. POLICY & LEGAL IMPLICATIONS

LGA

6. CRITICAL DATES & IMPLEMENTATION

NA

7. CONSULTATION

Consultation to be had with the Community of Gregory

8. CONCLUSION

I seek Council's direction on this matter

9. OFFICER'S RECOMMENDATION

That Council seek the views of the Community of Gregory in relation to the School House at Gregory.

ATTACHMENTS

Nil

Chief Executive Officer Reports

08.01.04 Local Government Remuneration and Discipline Tribunal Review

DEPARTMENT: Office of the Chief Executive Officer

RESPONSIBLE OFFICER: John Page, Chief Executive Officer

FILE NO: BCS/G/C/CA

DATE: 9th October, 2013

LINK TO COUNCIL PLAN/S: Operational Plan

1. PURPOSE (Executive Summary)

To ascertain whether Council wishes to make a submission to the Tribunal raising matters with the Tribunal that Council would like taken into special consideration when the Tribunal is making its annual determination.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Tribunal is required to determine by 1 December, 2013 the remuneration to be paid from 1 July 2014 to Mayors, Deputy Mayors and Councillors of all local governments excl Brisbane City Council. The Tribunal is only reviewing the remuneration this year and will review categories that local government is allocated in late 2015.

3. PROPOSAL

For Council to determine if there are special considerations that it believes should be taken into account for the determination.

4. FINANCIAL & RESOURCE IMPLICATIONS

Applicable to 2014/2015 budget

5. POLICY & LEGAL IMPLICATIONS

Local Government Act and Regulations

6. CRITICAL DATES & IMPLEMENTATION

31st October, 2013.

7. CONSULTATION

NA

8. CONCLUSION

Council to provide direction

9. OFFICER'S RECOMMENDATION

That the Chief Executive Officer make a submission to the Local Government Remuneration and Discipline Tribunal detailing the issues raised at this Meeting.

ATTACHMENTS

Nil

09 Late Item Reports

09. Late Item Reports

09.01 Development Application - Reconfiguration of Lot

Late Item Reports

09.01 Development Application - Reconfiguration of Lot

DEPARTMENT:	DCEO
RESPONSIBLE OFFICER:	Deputy CEO. Report drafted by Liz Taylor, Consultant Town Planner.
FILE NO:	DA/2013/DA.2013-05
DATE:	10/10/2013
LINK TO COUNCIL PLAN/S:	Housing; Town Planning

1. PURPOSE (Executive Summary)

The proposal is to undertake a Boundary Realignment between Lot 81 and Lot 82 to realign the common side boundary clear of an encroaching garage structure located on Lot 81.

Each Lot has an area of 1012m² and a frontage of 20 metres to Marshall Lane in Burketown. Both Lots are rectangular in shape and generally level. Improvements include a House and carport on Lot 81, Lot 82 is vacant.

Lot 81 is located on the corner of Marshall Lane and Beames Street and Lot 82 adjoins Lot 81 to the west.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

During the August Council meeting, Lot 82 on Plan B13610 (4 Marshall Lane, Burketown) was identified as a site for constructing a domestic dwelling.

3. PROPOSAL

The proposal is to reconfigure two existing residential lots, as follows:

LOT	CURRENT AREA	CURRENT ROAD FRONTAGE	PROPOSED AREA	PROPOSED ROAD FRONTAGE
LOT 81	1012M ²	20 METRES	1169M ²	23 METRES
LOT 82	1012M ²	20 METRES	855M ²	17 METRES

The Boundary Realignment is required to provide a legal side boundary setback for the existing carport located on Lot 81, which currently encroaches over the boundary into Lot 82. Following the Boundary Realignment the carport will be contained fully within (new) Lot 81 and will have a 2 metre setback to the common boundary with (new) Lot 82 – in compliance with both the Planning Scheme and the Building Code.

Copies of the Proposal Plans of Reconfiguration lodged with the application are attached as Appendices 1-4.

4. FINANCIAL & RESOURCE IMPLICATIONS

Development Application: standard fee

5. POLICY & LEGAL IMPLICATIONS

PLANNING SCHEME REQUIREMENTS

Under the Burke Shire Planning Scheme the two Lots are included in the Town Zone – Residential Preferred Use Area. The two Lots are also included in the Service Area of the Town Zone.

The Application for Reconfiguration is Code Assessable against the following Codes:

- Town Zone Code;
- Reconfiguring a Lot Code; and
- Planning Scheme Building Matters Code.

An assessment of the proposed development, against these Codes is outlined below.

TOWN ZONE CODE

The Town Zone Code seeks to ensure all development contributes to Burketown and Gregory being well serviced, attractive towns which are a pleasant and safe place to work, live and visit.

In particular the Code seeks to ensure that Burketown and Gregory provide a range of housing types and that any new development protects the residential amenity of the area.

Preferred uses in the Residential Preferred Use Area are single residential housing, with a minimum site area of 500 m² and the consolidation of uses in serviced areas of the town is supported. In addition, the amenity of the area is to be protected and development should be of a scale and character that is compatible with existing development.

The proposed development (Boundary Realignment) can comply with the intent for residential development in the Town Zone for Burketown.

RECONFIGURING A LOT CODE

The Reconfiguring a Lot Code requires that residential lots are adequately serviced and have an area and dimensions which are suitable for the intended use. In the Town Zone each new residential lot must have separate vehicular access and connection to water supply, sewerage treatment, power supply, telecommunications, adequate drainage and parking on site for one car.

The dimensions for a residential lot located in the Service Area, is 500 m², with minimum dimensions within the lot of 14 metres x 20 metres.

The proposed new lot configurations readily comply with these requirements:

- Lot 81 with an area of 1169m² and a 23 metre frontage; and
- Lot 82 with an area of 855m² and a 17 metre frontage,

Both new Lots can achieve the minimum specified dimensions of 14 metres x 20 metres.

PLANNING SCHEME BUILDING MATTERS CODE

This Code is relevant as Lot 81 is improved by existing structures, being a dwelling and carport.

The Code specifies a maximum building height of 8.5 metres and refers to Schedule 3 for setback requirements.

Schedule 3 specifies the following boundary clearances for dwellings and associated buildings and structures:

Front Boundary Setback	6 metres
Side and Rear Boundaries	1.5 metres for one storey buildings or not less than 2 metres for buildings between 4.5m metres and 7.5 metres in height.

Following the boundary realignment the existing buildings on (new) Lot 81 will comply with the setback requirements of Schedule 3.

6. CRITICAL DATES & IMPLEMENTATION

17 October 2013: Council meeting

7. CONSULTATION

Liz Taylor, Consultant Town Planner

8. CONCLUSION

The reconfiguration (Boundary Realignment) of Lot 81 B13610 and Lot 82 B13610 to overcome an existing building encroachment over the common side boundary, can comply with all relevant requirements of the Planning Scheme and is recommended to Council for approval.

9. OFFICER'S RECOMMENDATION

1. That the report/attachment be deemed a confidential document and be treated as such in accordance with *Local Government Regulation 2012*, Chapter 8 Administration, *Part 2 Local Government meetings and committees, under Sections 275 Closed meetings* and that the document remain confidential unless council decides otherwise by resolution; and
2. In accordance with the Sustainable Planning Act 2009 as amended, the applicant be notified that the application for a Development Permit for Reconfiguration of a Lot (Boundary Realignment) on land described as Lot 81 B13610 and Lot 82 B13610, located at 2 and 4 Marshall Lane, Burketown, and as shown on the Proposal Plans of Reconfiguration prepared by NQ Building Solutions and dated 10/10/13, is approved, subject to the following conditions:

A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

General

1. The development shall be undertaken substantially in accordance with the submitted Plans, except as modified by this approval.
2. Any future building work on the site shall be carried out generally in accordance with any relevant Council's requirements and to the satisfaction of the Chief Executive Officer.
3. This development approval lapses two (2) years after the day that the development approval takes effect, unless extended under the Sustainable Planning Act 2009.

Site Specific

4. Each Lot is provided with separate water, sewer, electricity and telephone connections, to the satisfaction of Council and prior to endorsement of the final Plan of Survey.
5. Each Lot is provided with constructed vehicle access and on site car parking for one vehicle, to the satisfaction of Council and prior to endorsement of the final Plan of Survey.
6. Each Lot is required to drain to a lawful point of discharge, to the satisfaction of Council and prior to the endorsement of the final Plan of Survey.
7. Council endorsement of the final Plan of Survey, to facilitate lodgement for registration with the State Government, is dependent upon compliance with Conditions 1, 2 and 3 above, to the satisfaction of the Chief Executive Officer.

B. APPLICABLE CODES FOR SELF ASSESSABLE DEVELOPMENT

1. Shire of Burke Planning Scheme
2. Standard Building Regulation 1993
3. Building Act 1975
4. Building Code of Australia
5. Water and Sewerage Act 1949

C. RIGHT OF APPEAL





Appeal Rights are outlined in the Sustainable Planning Act 2009.

REFERRAL AGENCY CONDITIONS: Nil

PROPERLY MADE SUBMISSIONS: Nil

NAMES AND ADDRESSES OF SUBMITTERS: N/A

ATTACHMENTS

- | | |
|------------------------------|--|
| 3. Existing Lot Layout - | 
01-Existing Lot
Layout.pdf |
| 4. Proposed Lot Revision - | 
02-Proposed Lot
Revision.pdf |
| 5. Existing Structures - | 
03-Existing
Structures.pdf |
| 6. Proposed New Structures - | 
04-Proposed New
Structures.pdf |

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

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 Confidential – Council Housing Tenancies – Allocation of Housing

14.02 Confidential – Project Management Services - Community Hub Project

14.03 Confidential – Native Title Update

14.04 Confidential – Request for Trustee Lease Camping and Water Reserve

14.05 Confidential – Tender 13-08 Gregory Lawn Hill Road Rehabilitation (Cement Stabilisation & Bitumen Seal)

15 Deputations and presentation scheduled for meeting

None received at time of agenda preparation

16 Closure of meeting

The next Ordinary Meeting of Burke Shire Council is scheduled for Thursday 21st November 2013.