

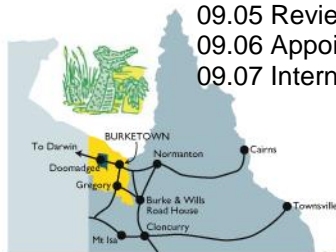


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Musgrave Street Burketown
PO Box 90
BURKETOWN QLD 4830

Confirmed Minutes
Burke Shire Council Ordinary General Meeting
Thursday 19th February 2015
9.00am Council Chambers

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01 Opening of Meeting

The Chair declared the Meeting open at 9.05am

02 Record of Attendance

Cr Ernie Camp, Mayor - Chair
Cr Paul Poole, Deputy Mayor
Cr Tracy Forshaw
Cr Tonya Murray

Philip Keirle; Chief Executive Officer
Chris Rohan; Works Manager
Brett Harris; Workshop Fleet Manager
Nils Hay; Projects & HR Manager
Simbarashe Chimpaka; Finance Manager
Madison Marshall; Executive Assistant – Admin (Minutes)

03 Prayer

Cr Camp led Council in Prayer.

04 Consideration of applications for leave of absence

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

05 Confirmation of minutes of previous meeting(s)

05.01 General Meeting Thursday 22 January 2015

That the Minutes of the General Meeting of Council held on Thursday 22 January 2015 as presented be confirmed by Council.

Moved: Cr Forshaw
Seconded: Cr Poole

Carried 01.150219 4/0

06 Condolences

Council noted the passing of Norm Portch, Sally Gabori and Ted Ferns and expressed their condolences to the Family.

07 Executive Management Team 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: 12th February 2015

LINK TO COUNCIL PLAN/S: Works Program

1. WORKS MANAGER

General

Works completed or commenced over the last month include (up to 12th Feb 2015):

- RMPC – culvert and roadway cleaning.
- Top dressing the park at Gregory.
- Clean up of WTP and town streets (preparation for scrap metal collection).
- Road patch and repair Doomadgee East Road.
- Local roads inspection.

Training:

- Supervisor and Management Group planning training (27th-29th Jan).
- Road Train training for road crew (assisted by WHSC).

Works for upcoming month:

- Installation of the new Dump Ezy point.
- Works program planning for 2015/16 financial year.
- Tender release for NDRRA works.
- House 6 renovations.
- Commence 100 day planning activities with all staff.
- Survey Archie Creek.
- Commence road verge slashing (RMPC).
- Attend NWRRTG meeting in Cloncurry.
- Meet with Kim Yap (DTMR) regarding Roadtek/Gregory road seal.
- Assistance to CLC (construction of erosion berms).
- Road repair works at Doomadgee (Jetpatcher – if available).

RMPC

	Allocation	Claim 7 February	Funds Remaining
Schedule 1	\$432,700.00	\$10,775.40	\$363,883.60
Schedule 2	\$258,300.00	\$703.00	*-\$99,131.12
Schedule 3	\$60,000.00	\$0.00	\$0.02
Schedule 4	\$1,000.00	\$0.00	\$1,000.00
Schedule 5	\$25,000.00	\$0.00	\$5,750.00
Total	\$777,000.00	\$11,478.40	\$271,502.50

Outstanding works to be completed prior to June 15 are:

- Slashing along the entire Burke Shire Section of Wills Development Road \$165k (Sch 1).
 - These works are scheduled for commencement 16 March.
- Opening grade for Camooweal Road \$80k (Sch 2),
 - Commencing 20 April.
- Pothole patching \$10k,
 - Ongoing – monthly.
- Guidepost replacement \$5k, and,
- Any emergent works that arise \$5k.

Washouts at Jacks Gully have been identified for shoulder repairs. These works have been raised with DTMR and guidance has been sought regarding the types of repair to undertake.

An attachment has been prepared to explain the schedule breakdown for works under the Roads Maintenance Performance Contract.

NDRRA Flood Damage Works

The tender for the Earthworks component of NDRRA works was advertised over the weekend 6th and 7th of February. In conjunction with the tender release, a community forum will take place with local contractors to discuss works and the tender process on the 13th of February.

Gregory Ablution Block

Landmark Pro identified an error made on the 'for construction' drawings for the toilet block at Gregory. Landmark has taken responsibility for incorrect drawings provided to Council and the installer. The CEO and the WM have had discussions with Landmark and are waiting for a new construction completion time. As at 11th February, an indicative date supplied by Landmark sees handover of the ablution block on Friday 6th March.

WHS Incidents

We have had three minor (non reportable) incidents over the last reporting period – further details are supplied in the WHS report. All reports, investigations and notifications have been completed in accordance with BSC policy.

Scrap Metal Removal

Zebra Metals have been provided with an addendum to the contract for the removal of scrap metal from the Burketown tip facility. These additional works (approx. \$40k) will incorporate the recovery of material outside of the current scope of works and look to remove scrap from the north face of the tip and the burn mound to the west of the pushed up area. Weather permitting; Zebra Metals hope to commence at the Burketown site no later than week commencing 22 Feb working on an amended six-day program. Works in Gregory will commence two weeks from the completion in Burketown and after works in Doomadgee have been completed.

2. RANGER

Litter Management

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

Sites Visited	Report
China wall	1 Bin at the fishing site.
Beamesbrook Xing	1 Bin being utilised.
Gregory Xing	2 Bins being utilised, placed up high out of flood reach.

Nine dead wallabies were removed from town streets during this period.

Animal and Pest Control

- Dog destroyed, had been left behind when owners left town (consent given by family friend).
- Misted airport toilet block for mosquitoes.
- Misted a council residence for ticks and fleas.
- Have been regularly fogging 3 times weekly up until the rain stopped and the mosquito's nuisance abated.
- 29th January Mosquito mister sent to Gregory, requested records have been kept of all misting activity, residences, businesses sprayed, date, time and amount of chemical used.
- Chemical supplied for white ants in rose gardens at the main office.

Weed Control

- Again sprayed weed "Senna alata" known as candle bush ground around the dump area also treated large infestation beside Laurie Portch's place – still monitoring.
- Currently working on obtaining Pest Management Technicians qualification.
- Sprayed Rubbervine, Prickly Acacia, and Calotrope on road reserves.
- Trial release of moth by CSIRO to control Parkinsonia was undertaken early December, another 18 boxes of caterpillars were freighted in and released 6th February
- Airport sprayed vegetation along sides on main runway, all lights, cables, windsock areas, access into weather station, aircraft parking area, fuel storage & fence lines around passenger area.
- Treated vegetation around guide posts and floodways, airport road, 22 job and WDR out as far as dump turnoff.

Complaints

- Complaint received by resident regarding three nuisance dogs chasing a child on Musgrave St – discussions are ongoing with the CEO as to how best deal with the broader situation of dogs around town streets.

General

- Weather bureau rain gauge at the airport was not recording; they initiated a fix for the system – now operating successfully.
- Monitored airport access for the emergency food drop aircraft.
- Monthly 1080 stock control sheet & Indemnity Forms to DNR Cloncurry.
- Cleaning up campers rubbish at Escott causeway.
- Traffic counters installed in the following places :-
 - Floraville road
 - Camooweal road after hay farm
 - Before Century mine.
 - After Century mine.
 - Units regularly maintained and were downloaded 4th February – results to CEO and WM.
- Ordered 2 new units for further installations and spare parts for current installations, found another supplier who are nearly half the price of the current supplier. Reliability of counters on gravel road is questionable. A new unit will be placed on the bitumen past Adels Grove on arrival.
- Maintaining register of employee licences and tickets etc.
- Attended LGAQ Leadership training.
- Refurbishing first aid kits, cleaning, checking contents and use by dates etc.

3. PARKS AND GARDEN

Programed works

- Cemetery is overgrown, due to the rain and taps being left on. Works will recommence next week.
- Airport slashing completed around apron, runway and road to airport.
- Slashing around town and out of town area has commenced.
- Commenced new daily works program for Gregory.

- Waiting for final quotes for turf and plants for the Nilinda Durlga. Quotes received so far include \$4.50 to \$9.00 depending on turf type (the recommended turf type is 'Sir Walter' based on its drought resistant qualities) and approximately \$7000 for plants.
- Weekly visits to Gregory have commenced by the TRSS to maintain a higher degree of supervision over works in Gregory.

Non-programed works

Top dressing of the park in Gregory will be completed by 16th February. We are also looking at planting some shrubs and placing a garden around the welcome to Gregory sign (south side). The aim of these work are to substantially improve the appearance of town streets and gardens.

4. BUILDING MAINTENANCE

Surplus members of the road crew are currently being utilised to assess and complete outstanding maintenance issues of a non-technical nature. These works have included basic carpentry and plastering works.

5. UTILITIES

Water Treatment Plant

Water usage for January:

DAILY READING WTP BURKETOWN			
JANUARY	TOWN WATER METER	DAILY USAGE (kL)	OUTFLOW TO TOWN LITRES/SECOND
TOTAL USAGE	9389kL	301.4333333	3.349677419
HIGHEST DAILY USAGE	3-Jan	404	
LOWEST DAILY USAGE	12-Jan	224	

DAILY READING WTP GREGORY			
JANUARY	TOWN WATER METER	DAILY USAGE (KL)	OUTFLOW TO TOWN LITRES/SECOND
TOTAL USAGE	2905 KL		
HIGHEST DAILY USAGE			
LOWEST DAILY USAGE			

- Prominent Water has been engaged to service the chlor-in-situ unit and install a chiller unit to increase the production of Chlorine for water disinfection
- Recent works
 - Removal of all empty chemical drums and containers from the water yard to the rubbish tip.

Water Reticulation

- Water meter reading completed on 11 February
- Future works
 - Marking locations of hydrants / valves / water meters as per allotment

Sewerage

Sample Number	Sample	Date Sampled	Result Name	Guideline	Result	Unit
227784	Burke Shire - Treated Effluent	14/01/2015 8:30	Faecal coliforms	<1000	130	CFU/100mL
227783	Burke Shire - Treated Effluent	14/01/2015 8:30	(Nutrients) TP	<15	1.4	mg/ L P
227783	Burke Shire - Treated Effluent	14/01/2015 8:30	(Nutrients) TN	<20	7.9	mg/L N
227783	Burke Shire - Treated Effluent	14/01/2015 8:30	Total Suspended Solids	<30	21	mg/L
227783	Burke Shire - Treated Effluent	14/01/2015 8:30	pH	6.5-8.5	7.7	
227783	Burke Shire - Treated Effluent	14/01/2015 8:30	BOD	<20	7.8	mg/L

Sewer Pumping Stations

- All stations functioning satisfactorily.
- Future Works:
 - Replace Pump guide rails, chains and hooks.
 - Check non functional components of the Switchboards for replacement.

Sewerage Treatment Plant

- Blivet functioning satisfactorily (see effluent test results).

Sewer Manholes

- Routine checks of manholes:
 - No rain water ingress points have been identified.

Aquatic Centre

- Access code has been changed as a response to the suspected 'passing on' of the access code and the number of unsupervised children using the aquatic centre.

Burketown Aerodrome

- Poisoning of grass along side of runway and lights completed.
- Pothole repairs – programmed for repair (Jetpatcher).
- Windsock primary – 2 lamps have ordered.
- Runway lights all operational.
- Follow up on carpark floodlight – Clemments Electrical.
- Perimeter fence is secure.

Rex Regional ExpressAirline Performance

- Flights are running as scheduled.
- Occasionally pre-flight manifests are being sent late. This is rectified by requesting paperwork to complete passenger seat allocation prior to flight on the day.

- Ground handlers exercise with Rex staff working quite well at this stage, they will soon be dropping off and let our team handle the usual operations.

Nicholson Pump Station

- Building ground and fence in satisfactory condition.
- Pumpwell and pumps functioning satisfactorily.
- Switchboards functioning satisfactorily.
- Genset run and tested weekly, workshop replaced battery.
- Water in river still contains a large amount of sediment.

Cemetery

- Future works
 - Update burial register in office
 - Order grave markers
 - Order plagues
 - Update burial register on notice board at gazebo

6. OFFICER'S RECOMMENDATION

Council notes the contents of the Works Manager January 2015 report.

07.01.01 Works and Services Monthly Update Report

Council notes the contents of the Works Manager January 2015 report.

Moved: Cr Camp
Seconded: Cr Poole

Carried 02.150219 4/0

07.02.01 Work Shop 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: 10th February 2015

LINK TO COUNCIL PLAN/S: Works Program

1. GENERAL SERVICING AND WET SEASON MAINTANENCE BEING THE MAIN WORK CARRIED OUT.

Plant #	Description	Maintenance	Scheduled	Cost	Comment
22	ROLLER - Multipac VV14030 Vibrating	Replaced old seat and belt	No	4 hrs	Old age
422	NEW HOLLAND 80-66S Tractor	Battery, clean radiator	No	2 hrs	Old age
457	Mitsubishi 10 tonner	Air conditioner	No	6 hrs	Insulation fell in
474	Mitsubishi Rosa Bus	Wheel bearing repack and tyre	Yes	4 hrs	60K service
485	New Holland LB90B Backhoe Loader	Seat and belt	No	8 hrs	Operators
486	Haulmark Side Tipper	King pin, ringfeder, rocker box bushes	Yes	8 hrs	Annual maintenance
494	FORKLIFT - CAT DP23N	Front tyre	Yes	1 hr	Worn at 1,255 hrs
505	RIDE-ON MOWER - Kubota F2880	Tie rod ends	No	1 hr	Not tensioned
522	GRADER - CAT 140M	Steering ram seized grease line	No	4 hrs	Blocked for ages
523	GRADER - CAT 140M	Check over and battery	Yes	4 hrs	Annual maintenance
529	Ride on mower - John Deere 1565	Seat switch, spindle and blades	No	6 hrs	Wear
533	ZERO TURN MOWER	Idler wheel, spindles and blades	No	4 hrs	Wear
534	Toyota Landcruiser - Gregory	Minor service and rear tyres	Yes	2 hrs	65K service
535	Toyota Landcruiser -	Service	Yes	6 hrs	100K service
536	Toyota Landcruiser - RF	Service	Yes	2 hrs	95K service
537	Toyota Landcruiser - RMPC	Clutch	No	6 hrs	Unexplainable
544	Mitsubishi Job Truck	Batteries	No	2 hrs	Change of season
546	Kubota Tractor M9540	Blades and caught wire	No	2 hrs	Wear
547	Kubota Tractor M9540	Rear window and jockey bearings	No	2 hrs	Stone came up/ wear
551	Western Star	Service, rotate tanks	Yes	5 hrs	70K service
553	Toyota Hilux 2wd	Service	Yes		35K service
554	Triple Road Train	Hook up, brakes,lights, air leaks	No	12 hrs	Lack of use
561	Landcruiser Dual Cab	Service	Yes	2 hrs	95K service
564	Nifty HR12 EWP	Check over	Yes	1 hr	Daily maintenance
566	Landcruiser Ranger	Service	Yes	4 hrs	20K service
568	Kioti KZ2652 Zero Turn Ride On	Idler wheel, spindles	No	4 hrs	Wear
571	Hilux Dual Cab	Service	Yes	2 hrs	10K

2. TENDER UPDATE

2014-15 Budget

- #488 & 409- to go to tender
- #535- Holding, until outcome of lease verses purchase is determined
- Pad foot roller- specifications pending
- Loader- specs pending
- RMPC ute- due to go
- Rural foreperson ute- due to go
- Road crew foreman dual cab- due to go
- Waste Transfer Bins- first two nearly completed - waiting on painting

3. OFFICER'S RECOMMENDATION

Council notes the contents of the Work Shop and Fleet Manager's February 2015 report.

07.02.01 Work Shop and Fleet Report

Council notes the contents of the Work Shop and Fleet Manager's February 2015 report.

Moved: Cr Murray
Seconded: Cr Forshaw

Carried 03.150219 4/0

Attendance

Brett Harris and Chris Rohan left the meeting at 10.08am.

Nils Hay left the meeting from 10.19am to 10.21am.

Philip Keirle left the meeting from 10.49am to 10.57am.

Cr Forshaw left the meeting from 10.53am to 10.55am.

Madison Marshall left the meeting from 11.14am to 11.18am.

Cr Murray left the meeting at 11.22am.

07.04.01 Finance Monthly Update Report

DEPARTMENT: Finance

RESPONSIBLE OFFICER: Simba Chimpaka; Finance Manager

FILE REF: Council Meeting Report - Finance Monthly Update Report

DATE: 19.02.2015

1. STATEMENT OF COMPREHENSIVE INCOME (SUMMARY)

Income		
Recurrent revenue		YTD Actual
Rates, levies and charges	3	1,750,775
Fees and charges	3	29,266
Rental income	3	78,800
Interest received	3	283,567
Sales revenue	3	378,539
Other income	3	36,457
Grants, subsidies, contributions and donations	4	3,909,779
Total recurrent revenue		6,467,183
Capital revenue		
Grants, subsidies, contributions and donations		594,947
Total capital revenue		594,947
Total revenue		7,062,130
Capital income	5	-
Total income		7,062,131
Expenses		
Recurrent expenses		
Employee benefits	6	2,225,031
Materials and services	7	1,468,644
Finance costs	8	9,013
Depreciation and amortisation	9	964,497
Total recurrent expenses		4,667,185
Capital Expenses	10	-
Total expenses		4,667,185
Net operating surplus		2,394,946

Rates revenues remain unchanged as the second half levy has not been raised and issued. Rates receipts as at 31 January increased to \$1,871,789 from the last reporting period. To date rate receipts have exceeded the total first half levy reflecting payment of full year rates by most ratepayers

Rental income increased to \$78,000: an increase of \$9,000 consistent with monthly rental revenue forecast.

Interest revenue increased to \$283, 567, an increase of \$43,000 from the last reporting period. Interest revenue for the period was slightly higher than the last three reporting periods (average of \$35,000)

Sales revenues increases were primarily driven by RMPC claims 4 and 5 to the net value of \$47,812.

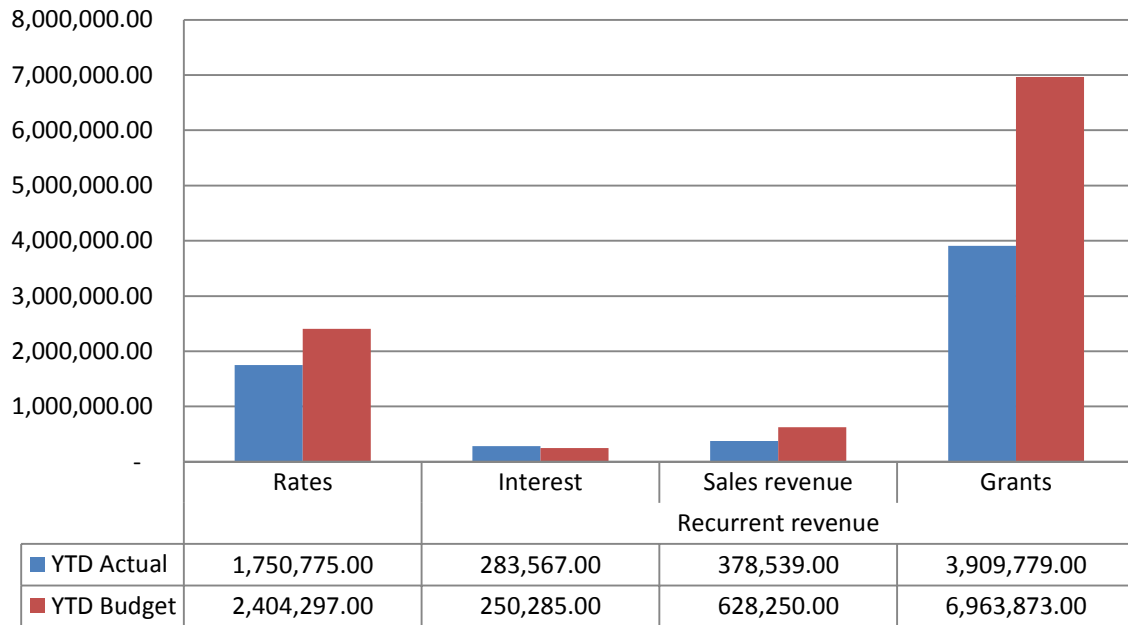
Grants, subsidies and contributions came up to \$3,909,779. Increase in non capital grant funding primarily reflects the receipt of HACC quarterly funding.

Overall total year to date revenues exceed total year to date expenditure resulting in a net operating surplus of \$2,394,946

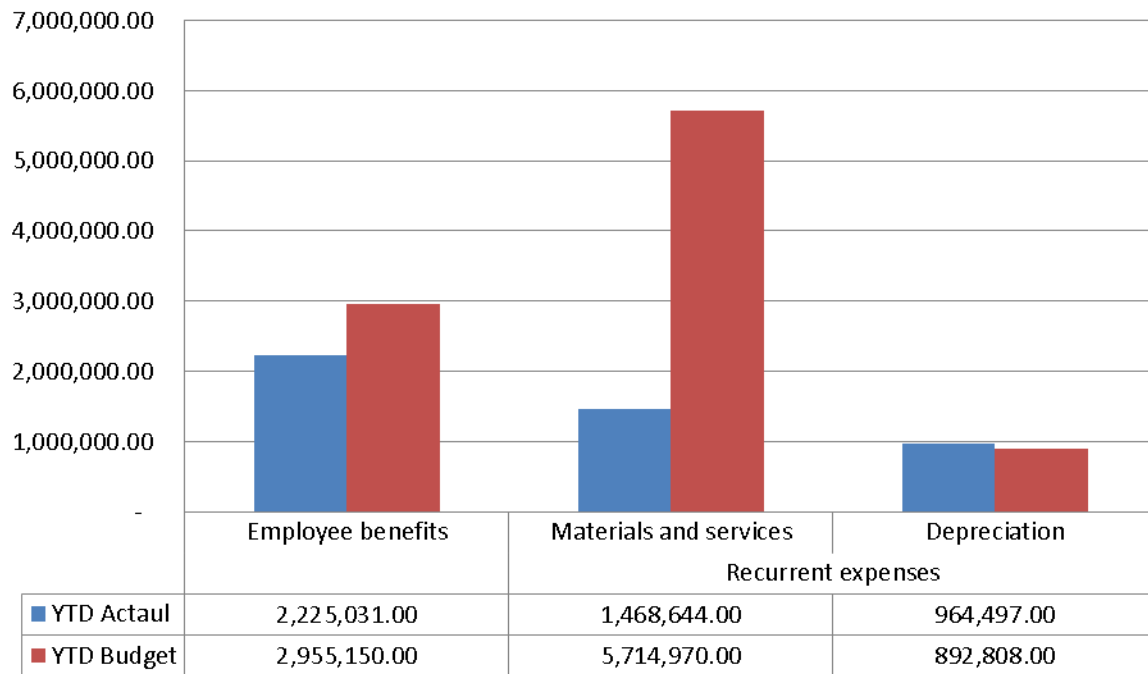
2. STATEMENT OF COMPREHENSIVE INCOME VARIANCE ANALYSIS

Income			
Recurrent revenue	YTD Actual	YTD Budget	Variance
Rates, levies and charges	1,750,775	2,404,297	- 653,522.00
Fees and charges	29,266	42,406	- 13,140.00
Rental income	78,800	72,919	5,881.00
Interest received	283,567	250,285	33,282.00
Sales revenue	378,539	628,250	- 249,711.00
Other income	36,457	18,431	18,026.00
Grants, subsidies, contributions and donations	3,909,779	6,963,873	- 3,054,094.00
Capital revenue	594,947	247,331	347,616.00
Total Revenue	<u>7,062,130</u>	<u>10,627,792</u>	<u>- 3,565,662.00</u>
Recurrent Expenditure			
Employee benefits	2,225,031	2,955,150	- 730,119.00
Materials and services	1,468,644	5,714,970	- 4,246,326.00
Finance costs	9,013	9,919	- 906.00
Depreciation and amortisation	964,497	892,808	71,689.00
Total Expenditure	<u>4,667,185</u>	<u>9,572,847</u>	<u>- 4,905,662.00</u>
Net Operating Surplus	<u>2,394,945</u>	<u>1,054,945</u>	<u>1,340,000.00</u>

YTD Actual Revenue Vs Budget



YTD Actual Expenditure Vs Budget



Notes for variances to budget

All revenue lines except rates continued to increase from the last reporting period.

Rates & Utility Charges

Rates are on target, the variance in actual rates revenue vs budget targets relates to timing differences. Budget figures are averaged out through the financial year but rates levies are raised twice per year. Water consumption will be levied towards the end of the financial year. The majority of council's rate payers have paid full year rates. Discount on rates as at 31-01-2015 was \$80,000 this figure will increase significantly on issue of the second half rates levy as the 15% discount will be applied to all rate payers who have paid their full year rates.

Fees & Charges

Fees and charges are below budget, variance relates to timing difference.

Rental Income

Rental income is above budget.

Interest Received

Interest received is above budget. Interest rates are continuing to drop, however data collected from Curve securities shows that the interest rates on Council's investments compared favourably to other financial institutions. Interest rates will continue to be monitored on a day to day basis to ensure council gets competitive returns on all investments.

Sales Revenue

RMPC claims are on target. Major RMPC claim for December to the value of \$202,874 was lodged and is pending approval. More RMPC claims to be raised for slashing (Wills Development Road) and open grading (Camooweal Road). \$269,118 in expenditure is still outstanding council is on course to meet the budget target.

Other Income

Other income is over budget primarily reflecting receipt of unbudgeted refunds from work cover claims.

Grants, subsidies, contributions and donations.

The first two quarterly FAGS payments for roads and general operational; expenditure have been received. Second half payments will be received in the next round of payments.

Unbudgeted Traineeship funding has been received.

HACC grants are on track with budget estimates.

Unbudgeted flood damage revenues from the 2011 and 2012 flood submissions were also received in November and December 2014.

An advance payment for the 2014 flood damage works was received. Further funding will be received for restoration work.

The Federal Airport Grant as provided for in the budget has not been received to date.

Donations received to date are under budget.

Employee Benefits

Total employee benefits expenditure is under budget; however the variance relates to timing differences. Major restoration works on flood damaged roads has not commenced consequently wages expenditure is still under budget, however due to the eligibility criteria for NDRRA works council will not be using its day labour, the program will be conducted under contract.

Materials & Services

Materials and services are under budget, reflecting timing variances. As more operational works commence the expenditure on materials and service should increase.

Finance costs

Bank fees have been paid regularly throughout the year. Total expenditure is favourably under budget.

Capital Revenue

Funding was received for construction of the Community building; this has been remitted to council in full as per funding agreement.

Funding for the water treatment plant upgrade was also received.

Funding is yet to be received for Roads to recovery and TIDS. TIDS works was completed in November 2014. TIDS revenues should be received in the short term.

Year to date actual figures show a positive net operating surplus of \$2,394,945.

Revenues and expenses in some areas compare unfavourably to budget figures, similarly in some instances actual revenues and expenses compare favourably against budget figures. Variances relate to timing differences which will even out in the long term.

3. STATEMENT OF FINANCIAL POSITION AS AT 31 JANUARY 2015

	Notes	2015 Actual
Current Assets		
Cash and cash equivalents	11	14,711,188
Trade and other receivables	12	78,191
Inventories	13	282,167
Other financial assets	14	1,258,261
Non-current assets classified as held for sale		-
Total current assets	2	16,329,807
Non-current Assets		
Receivables		-
Property, plant and equipment	15	122,297,971
Accumulated Depreciation	42 -	32,961,444
Capital works in progress		6,007,072
Intangible assets		-
Total non-current assets	2	95,343,599
TOTAL ASSETS		111,673,406
Current Liabilities		
Trade and other payables	20	159,852
Borrowings		-
Provisions	23	196,171
Other		6,000
Total current liabilities		362,023
Non-current Liabilities		
Trade and other payables	20	-
Interest bearing liabilities		-
Provisions	23	650,227
Other		-
Total non-current liabilities		650,227
TOTAL LIABILITIES		1,012,250
NET COMMUNITY ASSETS		110,661,156
Community Equity		
Shire capital		39,529,889
Asset revaluation reserve	25	50,369,222
Retained surplus/(deficiency)		14,057,940
Other reserves	28	6,704,127
TOTAL COMMUNITY EQUITY		110,661,178

4. NOTES TO STATEMENT OF FINANCIAL POSITION

Cash and Cash Equivalents

Cash balances have decreased from the last reporting period. This reflects outflows on operational and capital expenditure. Cash balances have decreased from the beginning of the year as expenditure has been incurred in various capital projects, consequently resulting in an increase of the value of capital works in progress. Several completed capital works projects will be capitalised in the next month increasing the value of council's non current assets.

Purchases of inventory have also resulted in a reduction in cash balances.

Trade and other receivables

Receivables increased from the last reporting period primarily due to RMPC claims 4 and 5
Inventories have increased from the last reporting period.

Other Financial Assets

Prepayments continue to be amortised monthly as per amortisation schedule reflecting the “using up” of expenses paid in advance.

Refunds from the ATO for the June and September BAS were received in January. The December BAS is due for lodgement; council is anticipating a refund from the tax office.

Property Plant and equipment

PP& E remained unchanged as there were no additions or subtractions from the asset register. Increases in PP&E will be evident in the next report as several capital projects will be capitalised. Council has also purchased a new garbage truck and compactor. Depreciation for the month has been run.

Capital works in progress

Capital works in progress value increased in relation to payments made for items of plant (garbage truck and compactor). Payments were also processed for work at the Burketown Wharf Pontoon.

Liabilities

Current liabilities decreased by \$296,773 reflecting the payment of due invoices.

5. SUMMARY OF CASH INVESTMENTS HELD

The table below shows indicative interest rates as per Curve Securities data at 31-01-2015

Indicative Term Deposit Interest Rates	
Financial Institution	Rate
St George Bank	2.82%
Bank of Melbourne	2.82%
Bank SA	2.82%
Suncor	2.58%
AMP	3.30%

What is Council getting?

Account	Balance	Rate
QTC Investment	10,877,661.00	3.87%
NAB Term Deposit	500,000.00	3.55%
Westpac Cash Reserve	2,867,245.84	2.35%

Interest rates on Council investments in QTC and NAB compare favourably against the rates offered by other financial institutions. Rates will continue to be monitored on a daily basis as interest rates on investments are continuing to drop.

6. FINANCIAL RATIOS

Ratio	Target	2014/15
Current Ratio		
Measures Councils ability to meet short term obligations from cash and liquid financial assets	This ratio should exceed 1:1	45
<u>Current assets</u>		
Current liabilities		
Working Capital Ratio		
Measures the extent to which council has liquid assets available to meet short term financial obligations	This ratio should exceed 1:1	41
<u>Unrestricted current assets</u>		

Current Liabilities

Asset Sustainability Ratio

Measures the extent to which infrastructure assets are being replaced as they reach the end of their useful lives	>90%	10.2%
This ratio assists council to determine its ability to maintain infrastructure assets over the long term		
<u>Capital expenditure on renewals</u>		
Depreciation expense		

Operating Surplus Ratio

Measures the extent to which operating revenue covers operational expenses	Between 0 and 10%	28%
<u>Net operating surplus (excluding capital items)</u>		
Total operating revenue (excluding capital items)		

Net Financial Liabilities Ratio

Measures the extent to which the net financial liabilities of Council can be serviced by operating revenues	<60%	-237%
<u>Total liabilities - current assets</u>		
Operating revenue (excluding capital items)		

7. CAPITAL WORKS IN PROGRESS

Construction of Ablution facility (Gregory)

Project Budget	140,000
Actual expenditure to date	86,767
Budget remaining	53,233
Source of Funds: Council reserves & State Government Grant (DTMR)	
<u>Status Update</u>	
Work Commenced in October 2014	
Toilet block installed	
Plumbing works and installation of fixtures to be completed	

Administration Building Renovation (Burketown)

Project Budget	250,000
Actual Expenditure to Date	246,130
Budget Remaining	3,870
Source of Funds: Council reserves	
<u>Status Update</u>	
Work commenced in December 2014	
Major works completed include ceiling repairs, lighting upgrade, wall repairs, floors, Electrical repairs, office and building redesign, carpeting	
An additional quote has been sought from Richardson's building services to address Structural deficiencies in the roof and ceiling space	

Burketown Wharf (Pontoon)

Project Budget	550,000
Actual Expenditure to Date	196,444
Budget Remaining	353,556

Source of Funds: Council reserves & Royalties for regions

Status Update

Phase one of project complete

Pontoon piles have been jetted down

Phase two: Installation of floating pontoons and gangway

Tender for Phase 2 submitted on 3/02/2015

8. CAPITAL EXPENDITURE BUDGET ANALYSIS

2014/2015 Actual YTD Capital expenditure vs Budget analysis

Council Function	Project	Actual	Budget	Variance
FINANCE & COMMUNITY SERVICES				
	Admin Building Renovations	246,597	250,000	3,403
	Gregory Depot Upgrade	-	250,000	250,000
	Gregory Mobile Coverage	-	1,000,000	1,000,000
ENGINEERING SERVICES				
Roads, Bridges & Streets				
	WIP TIDS (Doomadgee West Road)	995,436	800,000	195,436
	Airport Terminal & Evacuation Centre	-	600,000	600,000
	WIP Roads (Stemming from ILUA)	-	250,000	250,000
ENVIRONMENTAL SERVICES				
Community Amenities				
	Pontoon	196,444	550,000	353,556
	Gregory Ablution Facility	113,387	140,000	26,613
COMMUNITY & CULTURAL				
Public Halls & Museums				
	Community Hub	2,419,006	2,710,000	290,994
	Gregory Hall Upgrade	-	35,000	35,000
	Tourist Info Centre Upgrade	-	20,000	20,000
Housing Programs				
	Refurbish House 5	51,976	55,000	3,024
	One duplex/ multiple dwelling	-	400,000	400,000
	Sale of 2 housing units	-	400,000	400,000
Council Properties				
	Gregory Land Sales	-	50,000	50,000
	Land ILUA related acquisitions	-	1,862,000	1,862,000
GARBAGE UTILITY				
	Gregory Tip Works	-	50,000	50,000
WATER UTILITY				
	Solar Power System Gregory WTP	-	650,000	650,000

Administration building renovations total expenditure to date shows a positive result against budget figures.

Additional quotes to address structural deficiencies in the roof and ceiling area have been sought from Richardson's building services.

TIDS capital works total expenditure exceeded the budget figure.

Pontoon construction total expenditure at the end of the reporting period was still within budget.

Construction is 50% complete with over 64% of the budget still unspent.

Grant Funding for the project has not been remitted to council to date.

Gregory Ablution construction is 85% complete. Structural defects are being addressed; project should be completed in the next few weeks.

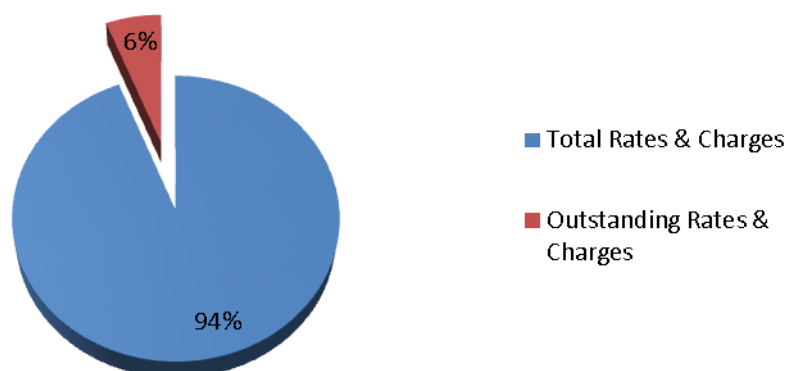
A number of Capital projects identified in the Capex budget have not commenced.

9. RATES & DEBTORS

Rates

Total Rates, Levies & Service Charges	1,836,525.99
Outstanding rates (Current year)	56,816.93
Outstanding rates (over 1 year)	45,438.09
Interest Charges	13,776.08
Total outstanding rates	116,031.10
Percentage outstanding (Current Year)	3%

Outstanding Rates & Charges



Total overdue rates at the end of the reporting period amount to \$116,031 please *note that some outstanding amounts may have been paid since the preparation of this report.*

Debtors

	Current	Over 30 days	Over 60 days	Over 90 days	Total
Balance	55,062.32	2,242.84	8,386.25	49,906.51	115,597.92
Number of Debtors	5	5	3	11	
% of Total	48%	2%	7%	43%	

Debt Recovery

Debt or arrears continue to reduce. This positive development is attributed to council's ongoing process of sending out statements and increased communication with debtors.

Economic Implications

Ensuring an adequate level of unrestricted cash throughout the year places council in a of council's cash position has a positive impact on delivery of services and operational plan outcomes.

10. ASSET REVALUATION

Background

IAS 16 (*Property, Plant & Equipment* IAS 16) requires that asset revaluations be conducted with sufficient regularity to ensure that the carrying amount of each asset does not differ materially from its fair value.

IFRS 13 defines fair value as:

"The price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date."

Project Scope and Objectives

APV Valuers will be conducting a full PPE asset revaluation. The revaluation will cover councils Plant, Equipment and Infrastructure Assets (Water, Sewerage, Roads and Bridges, Land and Buildings).

Asset revaluation will be carried out to ensure any impairment or change in asset values in between comprehensive valuations is taken into account thereby ensuring council has accurate and consistent property, plant and equipment values.

Anticipated completion date for the revaluation exercise is 31 May 2015.

Project Cost: \$60,000.00

Outcomes:

- True reflection of the current value of Councils asset base
- Asset audit and asset register update
- Accurate measure of Depreciation cost – enabling council to more accurately determine the cost of providing services to the community.
- Compliance with Accounting regulations and standards
- Alignment with councils asset management obligations and plans
- Asset revaluation data will assist council strategic planning, reporting and equitable decision-making.
- Audit Compliance

APV Valuers will also conduct a desktop valuation of council assets as at 30-06-2015 in line with reporting and audit requirements (this will be provided at no extra cost to council).

11. FINANCE DEPARTMENT MONTHLY UPDATE

Staffing

Interviews for the Financial Accountant role were conducted; the pool of applicants consisted of several highly qualified and experienced individuals. A suitable candidate (Raymond Gwatidzo) was identified and offered the role. Councils offer was accepted.

Raymond Gwatidzo will be joining Burke Shire Council on the 2nd of March 2014.

Training

Training has been scheduled to ensure continuous professional development for the Finance Officers. Training will be delivered In-house and externally. External training will be delivered by Civica support.

Scheduled dates for training as follows:

In-house Training	Thursday 7 February
External Training: PCS	Monday 16 February to Wednesday 18 February.

Key areas of focus are:

Accounts Receivable and Accounts Payable: to build a thorough understanding of the accounts receivable and accounts payable function, internal control, council policy, enhance skills and competency in system usage and to increase efficiency.

Payroll: to ensure accuracy, consistency, efficiency and timely completion of payroll.

Stores: Ensure adequate system knowledge, stock take process and inventory control process.

12. OFFICER'S RECOMMENDATION

That Council notes the contents of Finance Manager's Monthly Report.

07.04.01 Finance Monthly Update Report

That Council notes the contents of Finance Manager's Monthly Report.

Moved: Cr Poole
Seconded: Cr Forshaw

Carried 04.150219 4/0

Attendance

Cr Murray entered the meeting at 11.30am.

Adjournment

That Council adjourned the meeting from 11.31am to 11.44am, all were present except Simbarashe Chimpaka.

07.03.02 Donation Request – North West Canoe Club Inc

DEPARTMENT: Corporate and Community Services

RESPONSIBLE OFFICER: Jenny Williams; Executive Officer

FILE NO: Donation Requests 2014/15

DATE: 10th February 2015

LINK TO COUNCIL PLAN/S: Corporate Plan – Section 4.1.2 – Council supports local community groups through resource sharing and financial assistance.

1. PURPOSE (Executive Summary)

To provide information to Council regarding a donation request received from Alison Whitehead for the North West Canoe Club Inc..

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The North West Canoe Club Inc. received \$1000 cash and \$5615.11 worth of in-kind donations (Rubbish Collection, Portable Toilets, shade Marquee) from Council in the 2013/14 financial year.

Total Donations received for 2013/14 - \$6615.11

3. PROPOSAL

North West Canoe Club Inc. is requesting the following in-kind support:

- Rubbish Collection;
- Provision of star pickets and bunting to cordon off the finish line area at the bridge;
- Grading of access roads to the river; and
- Supplying of Port-a-loo at the bridge finish-line and if possible, at Mellish Park.

There is also an opportunity for Council to become a sponsor for this event.

Sponsorship Levels:-

MAJOR SPONSORS - \$3,000

- Individual sponsorship of specific race category at Gregory River Canoe Marathon i.e. Open Men's K1; Mixed Team TK2.
- Acknowledgment at Race to the River Series and Gregory River Canoe Marathon pre- race briefing and medal presentation;
- Supplied advertising to be placed in race packs ie brochures, product samples, drink bottles etc;
- Logo on Gregory River Canoe Marathon t-shirts;
- Logo in our North West Star and Southern Cross Television advertising;
- Logo at finish line.

To assist with logistics for interstate paddlers, the North West Canoe Club has purchased 5 new kayaks available for hire for the race. As an added incentive as a major sponsor, we shall brand the new kayak with your logo. We anticipate these kayaks will be paddled by elite paddlers and may be the first to cross the line.

MINOR SPONSORS – \$1,000

- Specific sponsorship of one race in the Race to the River series leading up to the Gregory River Canoe Marathon;
- Acknowledgment at Race to the River Series and Gregory River Canoe Marathon pre- race briefing and medal presentation;
- Supplied advertising to be placed in race packs ie brochures, product samples, drink bottles etc;
- Logo on Gregory River Canoe Marathon t-shirts
- Logo in our North West Star and Southern Cross Television advertising;
- Logo at checkpoint along Gregory River.

MINI SPONSOR - \$500

- Acknowledgment at Race to the River and Gregory River Marathon pre-race briefing and medal presentation;
- Supplied advertising to be placed in race packs ie brochures, product samples, drink bottles etc;
- Logo on Gregory River Canoe Marathon t-shirts
- Logo in our North West Star and Southern Cross Television advertising;
- Logo at checkpoint along Gregory River.

Project Summary

The 40th Gregory River Canoe Marathon will be held in Gregory on the 2nd and 3rd May 2015. A large contingent of paddlers and supporters from all over Australia converge on the Gregory Shire for this iconic race. In addition, the North West Canoe Club has provided donations to various committees at Gregory including the Queensland Country Women's Association. Paddlers from around Australia will attend this event.

The race is a premier sporting event in Queensland's North West and is one of the Gulf regions most important social events of the year.

Both the Mount Isa and Gregory communities have continually embraced the Gregory River Canoe Marathon with local volunteers playing a crucial role in the organisation, entertainment and safety during the weekend.

The unique Gregory River ensures that the Canoe Marathon attracts both local and world class paddlers from outside our community. With the Barron River Challenge being held the following weekend, it is a great opportunity for seasoned Australian paddlers to add the Gregory River Canoe Marathon to their racing calendar.

The race attracts not only a large number of paddlers, but also a large number of support crew members and spectators. It is undoubtedly one of Queensland's largest canoeing events and also an event the region can be proud of.

The Gregory Canoe Marathon is the North West Canoe Club's only fund raising activity throughout the year, and the Gregory Community and the Royal Flying Doctor Service are the major beneficiaries.

This event is advertised Australia wide and receives local media coverage prior to the date and during the weekend.

Again In 2015, we shall be holding a Race to the River Series, consisting of 4 races at Lake Moondarra, allowing paddlers to build up their training leading into the Gregory River Canoe Marathon. These races will be another opportunity for your business to be recognised as a sponsor.

Councils support will be recognized and acknowledged in announcements at the start and finish of the race and our Logo will be utilized in all advertising and competitor t-shirts.

<u>Total project cost</u>	
	\$\$
Own cash contribution	9000
Own in-kind contribution	9000
Other funding sources	11000
Council Donation Request	to be decided
Total project cost	<u>\$29,000</u>

4. OFFICER'S RECOMMENDATION

That Council provides the North West Canoe Club with:-

1. \$3000 cash donation to become a Major Sponsor; or
2. \$1000 cash donation to become a Minor Sponsor; or
3. \$500 cash donation to become a Mini Sponsor; and
4. Provide in-kind support for the following services:-
 - a. Rubbish Collection,
 - b. provide star pickets and bunting to cordon off the finish line area at the bridge;
 - c. to supply a portaloo at the bridge finish line.
 - i. A portaloo at the finish line can be available for spectators and event organisers for the Canoe Race weekend (2nd and 3rd May) with the responsibility of the Canoe Club to clean/monitor and control opening hours. Pump out service will not be available until Monday 4th May.

Note – Canoe Club will be advised to contact land owners to organise grading of roads to the river.

07.03.02 Donation Request – North West Canoe Club Inc

That Council provides the North West Canoe Club with:-

1. Provide in-kind support for the following services:-
 - a. Rubbish Collection,
 - b. provide star pickets and bunting to cordon off the finish line area at the bridge;
 - c. to supply a portaloo at the bridge finish line.
 - i. A portaloo at the finish line can be available for spectators and event organisers for the Canoe Race weekend (2nd and 3rd May) with the responsibility of the Canoe Club to clean/monitor and control opening hours. Pump out service will not be available until Monday 4th May.

Moved: Cr Camp
Seconded: Cr Murray

Carried 05.150219 4/0

07.05.01 Human Resources Report

DEPARTMENT: Human Resources

RESPONSIBLE OFFICER: Nils Hay – Projects & Human Resources Manager

FILE REF: Council Meeting February 2015 – PHRM Report

DATE: 9th February 2015

LINK TO COUNCIL PLAN/S: Nil

1. HUMAN RESOURCES UPDATE

Staff Changes:

Administration Officer:

Rachel Gregory left the organisation on 6 February 2015.

Open Positions:

Accountant:

Gavin Herbst from Lo-Go Appointments continues as temporary accountant. His replacement, Raymond Gwatidzo has been appointed. Raymond will be attending Civica training in Toowoomba from 14-20 February and is expected to commence in Burketown on 2 March 2015.

Events Coordinator:

Phone interviews for this role will take place on 11 February.

Administration Officer:

This position will be advertised locally from 10 February.

HACAC (Formerly HACC) Coordinator:

Recruitment is on hold pending a review of the HACC function.

Casual Administration Officer:

At this stage, this role is not required until around Easter.

Performance Reviews:

The final handful of performance reviews are taking place through early February.

Over Agreement Payments:

Affected staff will be notified in writing of Council's intent to not take unilateral action on OAPs where mutual agreement has not been reached.

New Certified Agreement:

Staff will be provided with administrative assistance to elect a bargaining team for the upcoming CA negotiations.

Greg Newman from LGAQ will be in Burketown in the first week of March to provide an education session on the Modern Award and CA process to all staff, and meeting with Councillors and Management to discuss preparation of a proposed draft EBA.

Relocation Assistance:

A study of the relocation assistance Council paid in 2014 has been carried out. A report will be provided to Council in closed session.

Leave Liability:

A breakdown of Council's Leave Liability has been prepared. A report will be provided to Council in closed session.

Back Payments:

A number of staff members missed out on incremental classification increases over the past 12-18 months as a result of insufficient monitoring of this process. All cases have been identified and

rectified with a back-payment (totaling approximately \$15,000) being made to 7 staff members. Anniversary dates and associate increment progression is now being more closely monitored to prevent recurrence of this issue.

Leadership Training:

Pat Stanley (LGAQ Trainer) returned to Burketown in late January to conduct leadership training with the supervisory group and management. It was a productive three days and laid the basis for the 100-day Plans.

100-day Plans:

On 12-13 February, each department will meet to put together a 100-day plan. This will incorporate existing work processes and events, as well as setting aspirational goals for the department in line with Council's overarching planning framework. The process is designed to put Council on a more proactive footing, while giving staff greater input into and better understanding of Council direction.

Code of Conduct:

The Code of Conduct is out for consultation. The COC has a revised set of values – based upon a framework developed by the Supervisor group at the recent leadership training.

Induction Day:

All staff will undergo a refresher induction in the coming month. This will ensure all staff have been properly briefed on new policies that have been introduced, and made aware of changes to policies that have been recently revised. It will also provide documented evidence that all staff have been familiarized with key Council policies – an area of HR records that is presently patchy. An all-staff BBQ will also take place on this day.

JCC:

JCC XV was held on January 23. Key issues raised include the upcoming CA negotiations and ongoing OAP matter.

PHRM on Leave:

The PHRM will be on leave from 20 February to 16 March.

2. CONCLUSION

January has been a busy month in terms of both recruitment activity and specific HR projects. The over-arching focus continues to be the upcoming CA negotiations, while the OAPs continue to generate large amounts of discussion within the workforce.

3. OFFICER'S RECOMMENDATION

That Council notes the contents of this Human Resources Update for January 2015.

07.05.01 Human Resources Report

That Council notes the contents of this Human Resources Update for January 2015.

Moved: Cr Poole
Seconded: Cr Forshaw

Carried 06.150219 4/0

Adjournment

That Council adjourned the meeting from 12.30pm to 1.07pm for lunch.

07.05.02 Review and Revision - Workplace Health & Safety Policy

DEPARTMENT: Workplace Health & Safety
RESPONSIBLE OFFICER: Nils Hay, Projects & Human Resources Manager
FILE NO: Policy Update
DATE: 9th February 2015
LINK TO COUNCIL PLAN/S: Corporate Governance: Council Policies

1. PURPOSE (Executive Summary)

- To consider the relative merits and need for implementing changes to the Workplace Health & Safety Policy.
- To undertake an annual review of the WH&S Policy

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The document has been altered minimally. The name has been changed to Workplace Health & Safety Policy (formerly Work Health & Safety Policy) and the document number has been updated to match the new numbering format.

The only content change was the addition of the “Fit for Work Policy”, “Smoke-Free Workplace Policy” and the “Discrimination, Harassment and Bullying Policy” to the list of Associated Documents.

See attached document for tracked changes.

3. PROPOSAL

The main purpose of the review was to update the numbering format and ensure that regular, annual policy reviews continue to take place

4. OFFICER'S RECOMMENDATION

That Council adopts the updated Workplace Health & Safety Policy.

07.05.02 Review and Revision - Workplace Health & Safety Policy

That Council adopts the updated Workplace Health & Safety Policy.

Moved: Cr Forshaw
Seconded: Cr Poole

Carried 07.150219 4/0

08 Chief Executive Officer Reports

08.01.02 Corporate Plan 2014-2019 - amendment

DEPARTMENT: Office of the Chief Executive Officer

RESPONSIBLE OFFICER: Philip Keirle; CEO

FILE NO: Corporate Plan

DATE: 10th February 2015

LINK TO COUNCIL PLAN/S: Operational Plan, Budget

1. PURPOSE (Executive Summary)

To present Councillors with suggested amendments to the Corporate Plan (2014-2019).

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council adopted the Corporate Plan (2014-2019) by resolution at the June 2014 Council meeting.

3. PROPOSAL

That Council reviews the suggested amendments to the Corporate Plan 2014-2019 with a view to adopting the amendments as submitted.

4. OFFICER'S RECOMMENDATION

That Council adopts the amendments to the Corporate Plan 2014-2019 as submitted.

08.01.02 Corporate Plan 2014-2019 - amendment

That Council adopts the amendments to the Corporate Plan 2014-2019 as submitted.

Moved: Cr Forshaw

Seconded: Cr Poole

Carried 08.150219 4/0

Attendance

Nils Hay left the meeting from 1.53pm to 1.56pm.

Nils Hay left the meeting from 1.58pm to 2.01pm.

08.01.03 Councillor Remuneration Policy and Meeting Attendance

DEPARTMENT: Office of the CEO
RESPONSIBLE OFFICER: Philip Keirle, CEO
FILE REF: Policies
DATE: 9th February 2015
LINK TO COUNCIL PLAN/S: Councillor Remuneration Policy – Meeting Attendance

1. PURPOSE (Executive Summary)

To consider proposed amendments to the Councillor Remuneration Policy (HRM-POL-013) that are designed to:

- Incorporate required changes to the proportionate payment of a Councillor's base payment and meeting attendance payment;
- Provide direction on meeting attendance payments in the event of absence or partial attendance.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council has not previously considered meeting attendance as part of its Councillor Remuneration Policy. The Department of Local Government, Community Recovery and Resilience strongly advocates the adoption of such a policy as does the Local Government Remuneration and Discipline Tribunal.

3. PROPOSAL

That Council considers the proposed amendments to the Councillor Remuneration Policy with a view to adopting this policy at the February Council meeting.

4. OFFICER'S RECOMMENDATION

- a) That Council notes the contents of this report; and
- b) That Council adopts the Councillor Remuneration Policy as submitted.

08.01.03 Councillor Remuneration Policy and Meeting Attendance

- a) That Council notes the contents of this report; and
- b) That Council adopts the Councillor Remuneration Policy as submitted.

Moved: Cr Forshaw
Seconded: Cr Poole

Carried 09.150219 4/0

08.01.04 Councillor Remuneration 2015-2016

DEPARTMENT: Office of the CEO

RESPONSIBLE OFFICER: Philip Keirle, CEO

FILE REF: Councillor Remuneration

DATE: 9th February 2015

LINK TO COUNCIL PLAN/S: Budget 2015-2016

1. PURPOSE (Executive Summary)

The Councillor Remuneration schedule (effective 1 July 2015) was gazetted on 5 December 2014. This schedule defines the remuneration that must be paid to Councillors unless Council makes a resolution not to pay the maximum amount.

This report outlines previous Councillor Remuneration schedules as well as the Councillor Remuneration schedule gazetted on 5 December 2014.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council considers the Councillor Remuneration schedule each year with a view to determining whether it will accept the Remuneration Schedule as gazetted or elect to pay Councillors at a rate lower than that contained in the Remuneration Schedule.

Previous and Current Remuneration Schedules:

Remuneration Schedule as gazetted (2012 Report – to apply from 1 July 2013)

- Burke Shire Council as Category 1 Council

	% reference amount	\$ pa
Mayor	52.5	\$73,803
Deputy Mayor	22.5	\$31,630
Councillor	16	\$22,492

Remuneration Schedule as gazetted (2013 Report – to apply from 1 July 2014)

- Burke Shire Council as Category 3 Council

	% reference amount	\$ pa
Mayor	65	\$95,488
Deputy Mayor	37.5	\$55,089
Councillor	32.5	\$47,744

Note: For Councillors in Category 3 Councils, a base payment of \$23,872 is payable from 1 July 2014. **A meeting fee of \$1,989 is payable for attendance at each of the mandated monthly meetings** of Council subject to certification by the Mayor or Chief Executive Officer of the Council. Mayors and Deputy Mayors in Category 3 receive the full remuneration.

Remuneration Schedule as gazetted (2014 Report – to apply from 1 July 2015)

- Burke Shire Council as Category 3 Council

	% reference amount	\$ pa
Mayor	None provided	\$97,684
Deputy Mayor	None provided	\$56,356
Councillor	None provided	\$48,842

Note: For Councillors in Category 3 Councils, a base payment of \$32,562 is payable for the 12 months commencing 1 July 2015. **A meeting fee of \$1,356.66 is payable for attendance at each of the mandated monthly meetings of Council** subject to certification by the Mayor and/or Chief Executive Officer of the Council. Mayors and Deputy Mayors in Category 3 Councils are to receive the full remuneration level shown.

3. PROPOSAL

That Council considers whether it will reduce Councillor Remuneration below the scheduled amounts gazetted in December 2015 (to take effect on 1 July 2015).

4. OFFICER'S RECOMMENDATION

That Council:

- 1) Resolves to adopt the Councillor Remuneration schedule as gazetted on 5 December 2014; or

That Council:

- 2) Resolves to pay Councillors less than the amount defined in the Councillor Remuneration schedule as gazetted on 5 December 2014; and
- 3) Resolves to pay according to the following schedule:

Office	Salary component	Meeting attendance component
Mayor		NA
Deputy Mayor		NA
Councillor		

08.01.04 Councillor Remuneration 2015-2016

That Council resolves to adopt the Councillor Remuneration schedule as gazetted on 5 December 2014.

Moved: Cr Poole

Seconded: Cr Camp

Carried 10.150219 4/0

Attendance

Nils Hay left the meeting at 2.26pm.

09 Late Item Reports

09.01 2013-2014 Financial Statements

DEPARTMENT:	Office of the CEO
RESPONSIBLE OFFICER:	Philip Keirle; CEO
FILE NO:	Financial Statements
DATE:	10 February 2015
LINK TO COUNCIL PLAN/S:	Operational Plan 2014-2015

1. PURPOSE (Executive Summary)

To present Burke Shire Council's audited Financial Statements for the 2013-2014 financial year.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

As with the audit of Council's 2012-2013 financial statements, Council received an unqualified audit in 2013-2014. Council improved on the 2012-2013 reporting by having all sustainability ratios verified by the Queensland Audit Office.

3. PROPOSAL

That Council notes the contents of this report and the attached Financial Statements for the 2013-2014 financial year.

4. OFFICER'S RECOMMENDATION

That Council notes the contents of this report;

09.01 2013-2014 Financial Statements

That Council notes the contents of this report.

Moved: Cr Poole
Seconded: Cr Murray

Carried 11.150219 4/0

Attendance

Nils Hay entered the meeting at 2.30pm.

09.02 Burke Shire Council – Adoption of Asset & Services Management Plan

DEPARTMENT:	Office of the CEO
RESPONSIBLE OFFICER:	Philip Keirle, CEO
FILE REF:	Asset & Services Management
DATE:	7 February 2015
LINK TO COUNCIL PLAN/S:	Corporate Plan, Operational Plan, Budget (Capital Expenditure & 10 year financial forecast)

1. PURPOSE (Executive Summary)

- a) To provide information on Council's legislative and regulatory requirements in the area of asset management;
- b) To submit Council's draft Asset & Services Management Plan for adoption by Council;
- c) To outline areas of the plan for subsequent update and review.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

In November 2009, the Queensland Government in conjunction with the LGAQ lodged a formal submission with the Commonwealth Government seeking funding from the Local Government Reform Fund to support Councils in the development of Asset Management plans.

Council's "Core" Asset & Services Management Plan was funded through this initiative and developed immediately after the completion of a Full Asset Revaluation of all Council assets in 2010 (APV). However, while the Plan was apparently adopted at the Ordinary Council meeting of April 2012, the Plan does not seem to have gone "live". In addition, QAO continue to note the Plan as displayed on the website notes that the Plan is a "Draft".

09.01.03 Asset & Services Management Plan

That Council adopts the draft Asset and Services Management Plan as presented.

Moved: Cr Forshaw

Seconded: Cr Olive

Carried 13.120418 4/0

FILE NO: BCS/G/AM/MP

Council's Strategic Asset Management Plan and Total Management Plan (Water & Sewer) was adopted in 2010. This plan is scheduled for review in September 2015.

3. PROPOSAL

That, in order to remedy past confusion, Council provides direction to remove "Draft" from the Asset and Services Management Plan.

4. OFFICER'S RECOMMENDATION

That Council confirms resolution 13.120418 and confirms the transition from "draft" to "adopted" status of Burke Shire Council's Asset and Services Management Plan.

09.02 Burke Shire Council – Adoption of Asset & Services Management Plan

That Council confirms resolution 13.120418 and confirms the transition from "draft" to "adopted" status of Burke Shire Council's Asset and Services Management Plan.

Moved: Cr Forshaw

Seconded: Cr Poole

Carried 12.150219 4/0

09.03 Tyre Shredder - R4R application and funding commitment

DEPARTMENT: Office of the CEO

RESPONSIBLE OFFICER: Philip Keirle; CEO

FILE NO: R4R Funding & Tyre Shredder

DATE: Wednesday 11 February 2015

LINK TO COUNCIL PLAN/S: Corporate Plan, Operational Plan

1. PURPOSE (Executive Summary)

To seek direction from Council in relation to a funding commitment for the joint purchase of a tyre shredder with other NWQROC Councils.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The issue of tyres in Gregory and Burketown is of long-standing interest to Councillors and the Burke Shire community. It is also an item of interest to the Department of Environment and Heritage Protection.

A decision was reached at the September NWQROC meeting to submit a joint application for a tyre shredder under the Royalties for the Regions Round 4 funding round. This application was provisionally successful, though the outcome will be dependent on the new government honouring previous government commitments. At this meeting, Council's provisional financial support for a tyre shredding machine was given.

Details of the tyre shredder proposed in the R4R application are detailed below. Please note that this particular machine may be changed, though the funding commitment from the R4R program is unlikely to increase. Please also see relevant attachments for drawings:

The Brentwood Mobile Tyre Shredding Plant as shown on drawing 8008 (attached), includes the following equipment:

- Triaxle semitrailer - spring suspension, 265/70 x 19.5 T/L tyres
- Shredder Model Az150W - 110kW (electric motor) Dual Shaft with 70mm wide cutters, infeed hopper, support stand and chute to conveyor under
- Diesel Genset - 550kVA stand-by with Caterpillar C15 motor, high ambient acoustic enclosure including support frame,
- Tyre lifter - for elevating tyres from ground level up into the tyre shredder. Includes electric drive for positioning lifter in transport position
- Discharge Conveyor - 1200mm wide belt with split frame to allow for positioning (with included winch) conveyor in transport position, support frame
- Electrical controls by PLC with touch control panel, connection and wiring from genset to all items
- All motors electric drive
- Fully assembled on trailer in operating condition

Excludes:

- On road costs and registration
- Fuel
- Prime mover

The Shredding Plant is capable of shredding:

- Car and truck tyres
- Production capacity - up to 8t/hr

Budget price \$785,000 +GST

Pricing is:

- ex works Wollongong

GST needs to be added to all prices

3. PROPOSAL

That Council considers whether or not it will financially support the joint purchase of the Brentwood Mobile Tyre Shredding Plant or similar machine in the sum of \$25,000

That Council considers whether or not it will financially support the ongoing maintenance costs of the tyre shredder according to the terms set out in an MOU, which is still under development.

4. OFFICER'S RECOMMENDATION

That Council:

- a) Resolves to contribute \$25,000 to the joint purchase of a tyre shredder; and
- b) Resolves to contribute to the ongoing maintenance and operational costs of the tyre shredder;

OR

- c) Resolves not to proceed with the \$25,000 contribution to the joint purchase of the tyre shredder.

09.03 Tyre Shredder - R4R application and funding commitment

That Council resolves not to proceed with the \$25,000 contribution to the joint purchase of the tyre shredder.

Moved: Cr Poole
Seconded: Cr Forshaw

Carried 13.150219 4/0

Attendance

Nils Hay left the meeting from 2.53pm to 2.55pm.

09.04 Anzac Day Commemorations – 2015 & 2016

DEPARTMENT: Office of the CEO
 RESPONSIBLE OFFICER: Philip Keirle; CEO
 FILE NO: Anzac Day
 DATE: 16 February 2015
 LINK TO COUNCIL PLAN/S: Operational Plan (Events)

1. PURPOSE (Executive Summary)

To present options to Council for the commemoration of Anzac Day 2015 and 2016 with a view to Council allocating funding and in-kind assistance to commemorative activities and memorials for the 2015-2016 financial year.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council has previously considered the nature of the contribution it would make to the commemoration of the Anzac centenary. However, no resolution can be found that authorizes a particular course of action. Accordingly, this report seeks to generate Council authorization for a range of commemorative activities/actions for Anzac Day 2015 and 2016.

Unfortunately, there will be little to distinguish Anzac Day 2015 ceremonies from the typical commemorative events that Council runs on Anzac Day each year. It is unlikely, for instance, that Council will be able

3. PROPOSAL

That Council confirms support for sending Burketown State School students (year 5-7) and SOTA students (year 5-6) to Townsville for Anzac Day 2015.

That Council allocates funding toward a commemorative statue/memorial to mark the centenary of Anzac and WWI in Gregory to the value of _____ (suggest \$20,000) for the 2015-2016 financial year with an expectation of matched funding.

That Council allocates funding toward a commemorative statue/memorial to mark the centenary of Anzac and WWI in Burketown to the value of _____ (suggest \$20,000) for the 2015-2016 financial year with an expectation of matched funding.

That Council authorizes the establishment of Advisory Committees to assist in the research, planning and completion of Anzac Day commemorations in Burketown and Gregory for 2016.

4. OFFICER'S RECOMMENDATION

That Council:

- a) Provides financial and in-kind assistance to support the Anzac Day 2015 trip to Townsville for Burke Shire school children (years 5-7):
 - a. Financial: \$2,000
 - b. In-kind: use of Council vehicle for transport to and from the Century Mine.
- b) Allocates \$20,000 of funding toward 2016 Anzac Day commemorations in Gregory;
- c) Allocates \$20,000 of funding toward 2016 Anzac Day commemorations in Burketown;
- d) Authorises the establishment of Advisory Groups to assist in the development and delivery of 2016 Anzac Day commemorative memorials.

09.04 Anzac Day Commemorations – 2015 & 2016

That Council:

- a) Provides financial and in-kind assistance to support the Anzac Day 2015 trip to Townsville for Burke Shire school children (years 5-7):**
 - a. Financial: \$2,000**
 - b. In-kind: use of Council vehicle for transport to and from the Century Mine.**
- b) Allocates \$20,000 of funding toward 2016 Anzac Day commemorations in Gregory;**
- c) Allocates \$20,000 of funding toward 2016 Anzac Day commemorations in Burketown;**
- d) Authorises the establishment of Advisory Groups to assist in the development and delivery of 2016 Anzac Day commemorative memorials.**

Moved: Cr Forshaw

Seconded: Cr Murray

Carried 14.150219 4/0

09.05 Review and Revision – Code of Conduct

DEPARTMENT: Human Resources
RESPONSIBLE OFFICER: Nils Hay, Projects & Human Resources Manager
FILE NO: Code of Conduct Update
DATE: 16th February 2015
LINK TO COUNCIL PLAN/S: Corporate Governance: Council Policies

1. PURPOSE (Executive Summary)

- To provide Council with information relating to the updated Code of Conduct
- To undertake an annual review of the Code of Conduct

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

This document has undergone some key changes:

- Amalgamation of Code of Conduct and Code of Ethics into single document
- Inclusion of Council Values developed largely by Supervisor team during training with Pat Stanley on 28 January 2015 (Expressed as 'Corporate Values' – Section 5)

3. PROPOSAL

The main purpose of this review was to streamline some documentation (combining the Codes of Conduct and Ethics), meet our goals of reviewing policies in a regular and timely fashion, and to insert agreed-upon values content (developed by staff) into the document.

4. OFFICER'S RECOMMENDATION

That Council notes the new Code of Conduct.

09.05 Review and Revision – Code of Conduct

That Council notes the new Code of Conduct.

Moved: Cr Camp
Seconded: Cr Murray

Carried 15.150219 4/0

Attendance

Madison Marshall left the meeting from 3.16pm to 3.19pm.

09.06 Appointment of Internal Audit Committee

DEPARTMENT: Office of the CEO
RESPONSIBLE OFFICER: Philip Keirle; CEO
FILE NO: Internal Audit Committee
DATE: Monday 16 February 2015
LINK TO COUNCIL PLAN/S: Operational Plan, Internal Audit Plan

1. PURPOSE (Executive Summary)

To confirm appointment of members of the Internal Audit Committee and to confirm the appointment of the Internal Audit Committee's Chairperson.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council adopted an Internal Audit Committee Policy in September 2014.
Council will confirm its Internal Audit Plan at the February Council meeting in 2015.

3. PROPOSAL

That Council appoints the following persons to the Internal Audit Committee:

- 1) External member: Mark Wright
- 2) 1st Councillor: Cr _____
- 3) 2nd Councillor: Cr _____
- 4) Member: Simba Chimpaka
- 5) Member:

That Council appoints Mark Wright as the Chairperson of the Internal Audit Committee.

4. OFFICER'S RECOMMENDATION

That Council appoints the following persons as members of the Internal Audit Committee for the remainder of this Council's term:

- External member: Mark Wright
- 1st Councillor:
- 2nd Councillor:
- Member: Simba Chimpaka
- Member:

AND

That Council appoints Mr. Mark Wright as the Chairperson of Burke Shire Council's Internal Audit Committee for the remainder of this Council's term.

09.06 Appointment of Internal Audit Committee

That Council appoints the following persons as members of the Internal Audit Committee for the remainder of this Council's term:

- **External member:** Mark Wright
- **1st Councillor:** Cr Poole
- **2nd Councillor:** Cr Murray
- **Member:** Simba Chimpaka
- **Member:** Chris Rohan

AND

That Council appoints Mr. Mark Wright as the Chairperson of Burke Shire Council's Internal Audit Committee for the remainder of this Council's term.

Moved: Cr Camp
Seconded: Cr Poole

Carried 16.150219 4/0

09.07 Internal Audit Plan

DEPARTMENT: Office of the CEO
RESPONSIBLE OFFICER: Philip Keirle; CEO
FILE NO: Internal Audit Plan
DATE: Monday 16 February 2015
LINK TO COUNCIL PLAN/S: Operational Plan

1. PURPOSE (Executive Summary)
To submit the Internal Audit Plan 2014-2015 to Council.
2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION
Council adopted the Internal Audit Committee Policy in September 2014.
3. PROPOSAL
That Council adopts the Internal Audit Plan as submitted.
4. OFFICER'S RECOMMENDATION
That Council adopts the Internal Audit Plan as submitted.

09.07 Internal Audit Plan

That Council adopts the Internal Audit Plan as submitted.

Moved: Cr Poole
Seconded: Cr Forshaw

Carried 17.150219 4/0

14 Closed session reports

That Council move into closed session to discuss confidential items as stated in the *Local Government Regulation 2012* in Chapter 8 Administration, Part 2 Local government meetings and committees, under *Sections 275 (1) (b, e and h)*.

(b) industrial matters affecting employees;

(e) contracts proposed to be made by it;

(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

Council moved into closed session at 3.48pm.

Moved: Cr Poole

Seconded: Cr Forshaw

Carried 18.150219 4/0

Attendance

Cr Murray left the meeting at 4.43pm.

Move into Open Session

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

Council resumed open session at 4.44pm.

Moved: Cr Poole

Seconded: Cr Camp

Carried 19.150219 3/0

Attendance

Cr Forshaw left the meeting from 4.44pm to 4.46pm.

Cr Murray entered the meeting at 4.45pm.

Nils Hay left the meeting at 4.47pm.

14.01 Closed Session - Confirmation of financial and in-kind support for Mobile Blackspot Programme

That Council:

a) Amends resolution 22.140619 as follows:

That Council confirms the following commitment to the installation of a mobile phone base station in the township of Gregory through the Mobile Black Spot Programme:

- a. Financial contribution of \$200,000.00;**
- b. Provision of leasehold tenure for a concessional cost of \$1 per annum;**
- c. Provide preparatory civil works to the value of \$50,000.00;**
- d. Supply of power to the mobile phone base station.**

AND

b) Authorises the CEO to enter into an MOU with a telecommunications provider to assist in progressing applications for the installation of a mobile phone base station in the township of Gregory through the Mobile Black Spot Programme

Moved: Cr Forshaw

Seconded: Cr Murray

Carried 20.150219 4/0

14.02 Closed Session - Leave Liability Report

That Council note the contents of this report.

Moved: Cr Camp

Seconded: Cr Poole

Carried 21.150219 4/0

14.03 Closed Session - Relocation Expenses Report

That Council note the contents of this report.

Moved: Cr Forshaw

Seconded: Cr Poole

Carried 22.150219 4/0

14.04 Confidential - Allocation of Council Accommodation

1. That Council notes the contents of this report and the accommodation recommendation (attached) and;
2. That Council:
 - a) Resolves that Unit 2, Lot 172 Musgrave Street will be reserved for the purposes of accommodating the Administration Officer position on the grounds of operational necessity;
 - b) Allocates accommodation in line with option 8(3b): the relocation of the WHSC from Unit 3, Lot 171 Musgrave Street to Unit 3, Lot 172 Musgrave Street (type of tenancy = self-contained) AND confirms an offer to Isaam Milne for fully furnished accommodation at Unit 3, 171 Musgrave Street Burketown.

<i>Option</i>	<i>Address</i>	<i>Council ID</i>	<i>Suggested Tenant</i>	<i>Type of tenancy</i>
8(3a)	Unit 2, Lot 172 Musgrave Street	UNIT 2	Administration Officer Position	TBD
8(3b)	Moves from Unit 3, Lot 171 Musgrave Street to Unit 3, Lot 172 Musgrave Street (Pensioner Unit complex)	UNIT 3	William Grigor	Self-contained
	Allocated Unit 3, 171 Musgrave Street	UNIT 3	Isaam Milne	Unfurnished or Fully Furnished

Moved: Cr Forshaw
 Seconded: Cr Camp

Carried 23.150219 4/0

 Attendance

Cr Poole left the meeting at 4.52pm.

07 Executive Management Team Reports

07.03.01 Executive Officer Monthly Report

DEPARTMENT: Corporate and Community Services

RESPONSIBLE OFFICER: Jenny Williams; Executive Officer

FILE NO: Business Paper

DATE: 9th February 2015

LINK TO COUNCIL PLAN/S: Operational Plan (One year)

1. EVENTS CO-ORDINATOR

Past Events

AUSTRALIA DAY 2015

Australia Day 2015 will be held on January 26th (Monday). The following activities were held as part of the Australia Day celebrations:

- Cricket Match – there were two strong teams for cricket this year and the cricket match is a definite hit to start off the day. For next year I would like to encourage a community organisation to run a BBQ breakfast to raise some money. This will hopefully encourage a few extra people to come along to watch the match. 2015 saw Jasmine Rohan hold a morning tea to fundraise money for the McGrath Foundation.

The Winning Team for 2015 was Phil's Fiddler Crabs, who beat Mudgee's Mud Crabs by 24 runs (163 to 139). Man of the match went to Dylan Clemments from Mudgee's Mud Crabs.

- Car Rally – as in previous years the rally turned out some madcap driving, strategic approach to finding answers and just those who took their time to get it right. 8 teams registered all of which fought until the end to gather the most correct answers and to arrive at the finish line first. I would like to thank Amanda Wilkinson for helping prepare the questions and answers, along with helping on the day to look nominations and judging. This year proved to be a close finish with time becoming the decider as to a winner.

Results:-

Roosters - 40
 No Name - 50
 GirlPower - 51
 Sober Bob Required - 39
 Tritton Family - 51
 The Winners – 54 (arrived at 12.30)
 Jack's Angels – 54 (arrived at 12.35)
 Gaza and Loza – 41

- BBQ Lunch – was enjoyed by all. The small Pavlovas were a favourite amongst most who attended. Thanks to Rachel Gregory for creating these little gems.
- Australia Day Awards
 - Community Champion Award - Madison Marshall.
 The Burke Shire Community has recognised this resident, who has lived their whole life in Burketown and has contributed too many causes to make the community a better place to live for the residents such as;

Conducting themselves as an inspiration to young indigenous women, particularly those living in remote communities such as the Burke Shire. Showing what can be achieved with hard work and determination, particularly "Self Determination". Having commitment to

family and the community. This is truly admirable and should be acknowledged. Your personal drive both professionally and personally is an inspiration.

○ Community Event Award - Gregory Downs Jockey Club

The Burke Shire Community has recognised that this community event has contributed to the community through; Fundraising for worthwhile causes at the Gregory Melbourne Cup Day including raising \$17,000.00 for Andrew Clarke who suffered a spinal injury. Fundraising in 2012 – 2013 for Cystic Fibrosis in memory of Shelley, a friend of many in the Gregory area. Fundraising in 2014, raising over \$4,500.00 for Andrew Clarke and 'Bears of Hope' (in memory of baby Joshua Seymour and in support of his parents Will and Jill).

○ Young Citizen of the Year Award - Shannon Camp

The Burke Shire Community has recognised this resident of the Burke Shire for showing inspiration and talent through your sporting achievements such as; Planning tennis, cricket, rugby and touch matches for their school. Playing rugby for the U13 Toowoomba Bears in the Darling Downs Regional competition and winning the 2014 Premiership. Travelling to South Africa to play rugby for their school and playing several games in a 7 a side competition and of course winning Player of the Tour. Supporting their team to raise funds to assist various schools in the poorer areas of South Africa where you toured. Winning Coach's prize for Touch in 2014. For ongoing commitment to training for a place in U14 Darling Downs Representative Side.

○ Citizen of the Year Award - Ian Forshaw

The Burke Shire Community has recognised this resident of the Burke Shire for contributing too many causes to make the community a better place to live for the residents such as; For over 35 years you have been involved with the Gregory District Sporting Association and have made continuous improvements to the sporting arena, cattle holding yards and helped with the installation of the tennis lights. Has supported the Gregory Downs Jockey Club for over 40 years through being a member and donating time and money throughout this time to ensure its survival. Been an active member in the Gregory Downs School P&C for the whole duration that it was open, including contributing time, materials and equipment during the construction of the school oval. Showing dedication to the Royal Flying Doctors Service for over 40 years and helping with emergency evacuations. Supporting the shire as the Town Fire Warden for many years which has included fighting many fires around Gregory and surrounding areas. Working actively with the SES Gregory/Lawn Hill since its inception in 1989. You have played a fundamental role with the SES which has led to many awards being received for the group.

- Judging of Competitions (Best Lamington, Scones & Colouring in Competition) A big thankyou to our Judges; Kerry Dollard and Stephanie Poole. A lot of thought went into the judging.

Winners

Best Lamington - Hanna Wiles

Judges Comment – All entrants showed flair, creativity with some thinking outside the box, all could be enjoyed on the back veranda with a cup of tea.

A very close completion. Judging on was held on presentation, flavour and consistency. Hanna has taken the cake. Exactly what an Australian Day Lamington should taste like. Moist cake, good chocolate flavour with a jam surprise.

Best Scone – no entries

Colouring Competition – Kady Tritton

- Games – numbers were down this year for all the usual games to be played. Thank you to Cr Camp and Ben Baxter for organising the games. I am sure all the children will enjoy playing with their new sporting equipment.
- Ambassador:
Australia Day Ambassador Roly Sussex really enjoyed his time in the Burke Shire just as much as we enjoyed listening to his stories.

Upcoming Events

ANZAC DAY – CENTENARY PROJECTS

- Honour Board Restoration – an application for a 'Community Commemorative Grant' for the restoration of the current honour boards has been submitted with the Department of Veterans' Affairs.
- 2015 Burke Shire Schools ANZAC DAY trip to Townsville – quotes are currently being sourced for accommodation, MMG Century have been approached to help out with the flights. Numbers of students who will attend will be confirmed soon. Possible itinerary would include – flying to Townsville Friday 24th April, attend services and march in Townsville. (Chris Rohan to attend with students). Sunday may see the children visiting Magnetic Island and complete a Forts Walk. Students will return to Burketown on Monday 27th April.

Currently exploring concepts and funding opportunities available for the Burke Shire and the Centenary of ANZAC Day in 2016. The ideas are concepts and are for discussion:

- ANZAC Memorial in Gregory
- Rotunda in Gregory
- Statue in Burketown
- Arboretum in Gregory

Other Activities Planned

- March – National Close the Gap Day, Earth Hour
- April - Burketown Barramundi Fishing Comp, International Women's Day, Anzac Day

ARTOUR:

arTour is Queensland's center of contemporary touring knowledge. arTour supports Queensland based performing artists and producers to tour work through regional Queensland and nationally. arTour also assists Queensland presenters to program performance work for their local audiences.

Burke Shire Council will engage one artist to perform during the year. We are currently exploring artists and time frames for the next performance. More information will be made available in the next Council report.

RADF

The 2014 – 2015 program is currently being explored with a the committee. Proposing EOI's will go out soon calling for applications.

2. LIBRARY

The Burketown Library has reopened and is ready for business.

eReading - eBooks and eMagazines offer the latest reading selections readily available on your compatible portable device. Great for travelling and carrying with you. Search eBooks by title in the RLQ online catalogue(<http://www.auroracloud.com.au/OPAC/QPIL>) or select from the platforms at this link - [click here](#) . You need your RLQ library barcode and PIN to get started and you must have Adobe Digital Editions or Bluefire Reader downloaded before you borrow. Both area available free from the App Store (iPad or iPhone) or Play Store (Android).

3. ACCOMMODATION

Council currently has eleven people on the waiting list looking for accommodation, three of these are Council staff (two of which are in Council units) and eight are members of the public. Council Unit 2 and 3/172 Musgrave Street are now empty and ready for allocation.

Council Staff Applications

House Applications	2
Unit Applications	1

General Public

House Applications	5
Unit Applications	6

4. PROMOTION

Social Media

Burke Shire Council Facebook page now has 244 members (increase of 13) and is being well used throughout the community. With a dedicated officer to media and communications, Council would see a vast increase in attention to the Facebook pages and the use of Council's Website.

Newsletter

The next edition of the newsletter is planned for distribution in March. All articles are due by 20th February 2015.

5. DEVELOPMENT APPLICATIONS

GMA Certification will be visiting soon to complete inspections and to help finalise the older applications. Date to be confirmed.

Applications 2014

- 14-01 Lot 203 & 204 Bowen Street – New Construction of Accommodation Cabins
- 14-03 Lot 567 Gregory Street - New Dwelling
- 14-04 Lot 64 Musgrave Street – Generator Shed
- 14-05 RP855145 Wills Developmental Road - Accommodation Building, Function Hall and new deck and amenities block
- 14-05 Lot 6 CP907593 – Storage and Disposal of Waste
- 14-06 Wills Developmental Road – New Public Toilets
- 14-07 Lot 87 Beames Street – Shed Roof
- 14-08 Extraction of Material from Page Creek

6. ENVIRONMENTAL HEALTH SERVICES

All food businesses in the Shire are currently licensed.

7. HOME AND COMMUNITY CARE (Pam deJoux)

Discussions continuing in relation to the Home and Community Care program for 2015.

8. INFORMATION TECHNOLOGY

Project Outcomes – CorpMem Update

Burke Shire Council has a Records Management Policy that is current and adequately governs records management. The following outcomes have been achieved:

- a) Significant reduction in quantity of stored hardcopy records;
- b) Implementation of a strategy to continue to dispose of records that are no longer of value to council and have exceeded their retention periods in a manner that meets legislative and regulatory requirements.
- c) Operation of a functional Business Classification Scheme with strict rules regarding its structure and configuration with control mechanisms to prevent ineffective and inefficient records management.

- d) Configured Retention and Disposal Authorities that manages the retention periods for all records that Council currently stores in a compliant fashion.
- e) Implementation of a simple method of storing and retrieving hardcopy documents and a role-based security model that removes the overhead of managing access to records on an individual basis.
- f) A security classification model that provides handling requirements for documents once access has been granted to further protect records from unauthorised access.
- g) Access to specialist record keeping skill sets on an ongoing basis with regular auditing and reporting on the health and integrity of the Business Classification Scheme.

InfoXpert Training

Training has been organized for Staff and Councillors for the 17th and 18th February 2014. A Schedule will be emailed out soon.

Cloud Update – some slow performance periods reduce efficiency of Council operations. Civica will be updating its system in the next couple of months (new data centre, installation of data compression/data acceleration hardware), which should show and increase in speed to our system. Monitoring of reasons for diminished system performance will allow Council to implement changed work patterns (i.e. timing of bulk-scanning etc.).

9. CONFERENCES/TRAINING

January Madison Marshall - Supervisors Course
 Jenny Williams – Planning workshop for Supervisors and Managers

10. OFFICER'S RECOMMENDATION

That Council notes the contents of the Executive Officer February 2015 Monthly Report.

07.03.01 Executive Officer Monthly Report

That Council notes the contents of the Executive Officer February 2015 Monthly Report

Moved: Cr Forshaw
Seconded: Cr Camp

Carried 24.150219 3/0

08 Chief Executive Officer Reports

08.01.01 Chief Executive Officer Report

DEPARTMENT: Office of the CEO

RESPONSIBLE OFFICER: Philip Keirle; CEO

FILE NO: Business Paper

DATE: 21.01.2015

LINK TO COUNCIL PLAN/S: Corporate Plan, Operational Plan, Budget

1. COUNCIL'S KEY PLANNING DOCUMENTATION

The table below provides an update on the status and progress of key Council planning documentation. The majority of these documents are subject to monthly, quarterly and annual review.

Planning Docs	Comments	Status
Internal Audit Plan	<p>The Internal Audit Plan is being drafted in association with Crowe Horwath, Council's internal auditors, and is based on feedback from the Queensland Audit Office. This Plan will be presented to Council for consideration at the February Council meeting for adoption.</p> <p>The Internal Audit Committee (IAC) is scheduled to meet in March and May 2015, dates to be advised, with reports prepared for April and June Council meetings.</p>	On track
Town Planning Scheme	<p>Council will develop the new Planning Scheme as part of a pilot project with the Department of State Development, Infrastructure and Planning.</p> <p>The process of this Pilot Project is dependent on the passage of Murweh Shire Council's Planning Scheme as well as on the new Government. Conversations with DSDIP officers suggest there is little likelihood that this Pilot Project will be shelved.</p>	On track. Progress conditional on DSDIP.
Asset Management Plan	<p>Council are in the process of revising the Asset and Services Management Plan to ensure all recently capitalized Work-in-Progress are updated and to ensure compliance with a range of new Department of Energy and Water Supply KPIs.</p> <p>Council's "core" Asset and Services Management Plan will be presented to Council for adoption at the February Council meeting. Further adoption of asset-specific plans will be required in the future. This will follow the full revaluation of all Council assets (APV engaged to complete).</p> <p>Council has also been in discussions with LGAQ in relation to the completion of Asset Management training by Management Level staff. Council anticipates that this training will be completed in Burketown.</p>	Monitor

ILUA	<p>The Burketown ILUA was signed by all parties in December 2014. As the ILUA is subject to Native Title Consent Determination QUD66/2005, the ILUA will take effect on 1 April 2015.</p> <p>Meetings on the implementation of the ILUA will take place in February and March.</p> <p>Surveys (Ausnorth) are currently being conducted in/around Burketown. The majority of surveying has been completed: realignment of Truganini Road, Burketown Wharf, Rodeo Reserve, Heritage/Historical Reserve for Boiling Down Works/Landsborough Tree + associated road opening, realignment of cemetery reserve and appropriate road opening/alignment, road opening to Clinic, western boundary road for Burketown, all light industrial areas and associated road openings, regularization of WTP and STP and associated road openings, landfill.</p> <p>The final survey visit will focus on the realignment of Escott Road and the opening of roads near Woods Lake.</p>	Completed
Native Title Consent Determination: - QUD84/2004 - QUD66/2005	<p>Council, by resolution at the December Council meeting, authorised the execution of Native Title Consent Determination QUD84/2004 and QUD66/2005.</p> <p>The Federal Court has set the date of the Determination as 1 April 2015. Determination to be made at the Burke Shire Nijinda Durlga.</p> <p>CLCAC are assisting in program preparation. BSC to assist as required.</p>	On track
Drinking Water Quality Management Plan	<p>Council has a number of reporting requirements in relation to Drinking Water Quality. The most significant of these in recent times was the development of the Drinking Water Quality Management Plan in 2013. The DWQMP comes under review from the Department of Energy and Water Supply in a number of formats:</p> <ul style="list-style-type: none"> - Periodic Review of Plan submitted 30.09.2014 - Quarterly Report for October 2014-December 2014 submitted. - Progress report on Risk Management Implementation Program (RMIP) submitted 30.10.2014 - Statewide Water Information Management (SWIM) data to be submitted on 10.10.2014. This data also includes information on the Burketown Sewerage Treatment Scheme. 	On track
Operational Plan 2014-15	<p>Adopted at Ordinary Council Meeting: July 2014.</p> <p>The first quarterly report on the 14-15 Operational Plan was submitted at the October Council meeting. This report can be accessed on Council's website.</p> <p>The second quarterly report was submitted at the January Council meeting.</p>	Completed

Pest Management Plan	CLCAC representative Kevin Andersen has revised the existing Pest Management Plan. Further discussions on this plan to take place on 10 February 2015. The Carpentaria Land Council Land & Sea Rangers have also recently put together a Weed Management Plan for Woods Lake.	Further update to be provided at the February Council meeting
Business Continuity Plan	BCP adopted by Council on 20 November 2014. A representative from Jardine Lloyd Thompson will join the BCP team at Council in April 2015 to review this document.	Completed
Risk Register	Corporate Risk Register adopted by Council on 20 November 2014. A representative from Jardine Lloyd Thompson will join the BCP team at Council in April 2015 to review this document.	Completed
Budget	Adopted at Ordinary Council Meeting: June 2014. Initial budget review completed in November 2014. Council is currently working towards completion of the Capital Expenditure budget for 2015-2016.	Monitor
Local Disaster Management Plan	Annual review of plan completed and submitted. Annual report also submitted.	Completed
Corporate Plan	Adopted at Ordinary Council Meeting: June 2014. Will seek to incorporate additional priority projects into the Corporate Plan following discussion at the January and February Council meetings. Revised Corporate Plan to be submitted at the February Council meeting.	Completed

2. COUNCIL PROJECTS

The table below provides an update on the status and progress of key Council projects. Completed projects will be removed from the list following final project reports and appropriate funding acquittals.

Current Projects	Comments	Status
Pontoon	<p>PHASE 1: Completed</p> <p>PHASE 2: the tender documentation for PHASE 2 of the pontoon installation will be developed during December 2014 and January 2015.</p> <p>Tenders for this project close on 4 March 2015 with an anticipated completion date of early May.</p> <p>A funding application for this phase of the project was submitted to the Royalties for the Regions funding body.</p> <p>A funding application for this phase of the project was submitted to the National Stronger Regions Fund.</p> <p>This phase of the project will conclude in early April 2015, prior to the Barramundi Fishing Competition.</p>	<p>Phase 1 completed</p> <p>Phase 2 on track</p>

Scrap Metal Removal	<p>Preferred tenderer withdrew offer to provide services. Council will engage alternative provider. The scrap metal removal will not take place until the new year. The arrival of the successful tenderer (Zebra Metals) is weather dependent.</p> <p>See Works & Services report for additional information.</p>	Monitor
Renovation of Council Administration Building	<p>The renovation of the Administration Building was completed on 18 January 2015. Staff have relocated to this building.</p> <p>Renovations were completed on-time and on-budget</p>	Completed
Gregory Ablutions	<p>The installation of the Gregory Ablution facility is underway.</p> <p>Due to some issues in relation to the installation, particularly as these regard the use of adjustable stumps, this project was further delayed and now has an anticipated completion date in February 2015.</p>	Overdue
Burketown Cultural History Project	<p>Research Services Agreement signed with the University of Queensland. Chapter/content schedule confirmed (subject to participation by those to be interviewed).</p>	Monitor
Gravel Pits	<p>CEO, Works Manager and Rural Works Supervisor have completed a full review of the boundaries of Burke Shire Council gravel pits operated under Sales Permit 002293. The results have been submitted to DAFF.</p> <p>As part of this review, the Hells Gate Pit has been placed on Council's Sales Permit. Council also has a number of obligations arising out of this review.</p> <p>Further Cultural Heritage surveys will be required for pits in Waanyi country, including the Nicholson Pit.</p>	Completed
NDRRA acquittals 2012-2013	<p>The status of Council acquittals for NDRRA projects from 2012-2013 are detailed below:</p> <p>BrkSC.10.12:</p> <ul style="list-style-type: none"> - Acquittal imminent. Expected eligible expenditure \$3,067,088.13. Expected ineligible expenditure \$2,586.32 <p>BrkSC.11.12:</p> <ul style="list-style-type: none"> - Acquittal at 70% complete: VfM assessment WIP by Matthew Chilton. VfM queries pending <p>BrkSC.13.13:</p> <ul style="list-style-type: none"> - Acquittal imminent. Eligible expenditure totalling \$129,281.35. Ineligible expenditure totalling \$0.00 <p>BrkSC.15.13:</p> <ul style="list-style-type: none"> - Has passed assessment triage and will now proceed to Firs Pass Compliance and VfM Assessment. 	On track

NDRRA 2014 (TC Fletcher)	<p>The status of Council's 2014 NDRRA program is detailed below:</p> <p>BrkSC.16.14 (REPA):</p> <ul style="list-style-type: none"> - REPA Approved Value \$8,247,734.00 (incl trigger) - Council to provide program and delivery details as soon as practical <p>BrkSC.17.14 (Emergent):</p> <ul style="list-style-type: none"> - Compliance and VfM assessments complete. Moving towards Briefing Note 	On track
Roads Programs – 5 year infrastructure plan	GBA engaged to assist Council to develop a 5 year road infrastructure plan in line with TIDS, QRA, R2R funding.	Monitor
Procurement Project	<p>Macdonell's Law have completed the required documentation (contracts, guides, letters etc.) to progress, manage and maintain (a) approved contractor lists and (b) pre-qualified supplier lists.</p> <p>Council will refine the contract documentation with Macdonnell's and commence the development of the relevant Scopes of Works/Services for the procurement strategy.</p>	Monitor
HR/EBA review	<p>The Projects and Human Resources Manager, in conjunction with the Finance Manager, have conducted a full review of all entitlements under relevant Awards and Council's EBA.</p> <p>Suggested changes, in relation to allowances adopted by Council staff and implemented by Finance Department.</p>	Completed
Water Rates	<p>Rating structure adopted in June 2014.</p> <p>Series of education sessions and website updates have been completed.</p> <p>Council to provide a reminder of responsibilities under new Water Rating scheme with release of Rate Notices in October.</p>	Completed
Nijinda Durlga	Practical Completion on 28 October 2014.	Completed
Morning Glory Festival	Completed. Council have since met to determine the scope for the next MGF.	Completed
Sale of land: Gregory	Sale of land to be delayed until May 2015.	On track
Weed spraying: Gregory	Completed in July 2014.	Completed
Records Keeping: archive project	Record retention requirements have been satisfied. Council has now completed the archiving of historical documents and completed the destruction of eligible records in line with legislative requirements.	Completed

Managed Services	<p>Council transitioned to Managed Services on 7 October 2014.</p> <p>Civica are upgrading BSC's data centre and installing data compression/data acceleration hardware to improve the efficiency of operations. This should improve, among other things, the use-ability of a wider range of programs.</p>	Completed
House Inspections	The first round of Housing Inspections were completed on 13-14 October 2014.	Completed
ANZAC centenary: BKT	Resolution to confirm Council's commitment to contributing to school Anzac trip in 2015 to be presented at February Council meeting.	Monitor
ANZAC centenary: GRG	<p>Application for Commemorative Communities Grant submitted for restoration of Honour Boards.</p> <p>Formation of Committees for progressing funding/delivery of commemorative monuments for Anzac 2016.</p>	Monitor

3. PROJECTS TO PLAN AND COST

The following table provides a status update on projects that Council is pursuing over the next 1-2 years. Once these projects are costed, they will be submitted to Council for further assessment and possible inclusion in the Capital Expenditure or Operational Expenditure budgets.

Projects to plan and cost	Comments	Status
Renovation of the Burketown Visitor Information Centre	<p>Council has engaged a Heritage Architect (Gayle Plunkett) to develop an appropriate scope of works for this project. This is a complicated task, as different levels of renovation 'intervention' trigger different approval thresholds.</p> <p>Architect arrives on 15 December 2014. Council is awaiting this report.</p> <p>Council has submitted a letter of support to CLCAC's application for funding under the Indigenous Advancement Strategy. Part of this funding, if successful, would be dedicated to renovating the Visitor Information Centre.</p> <p>It is anticipated that information on the IAS funding will be made available in May 2015, well into the Tourist Season.</p>	On track
Sewerage Treatment Re-design	<p>Preliminary costings received on re-design (\$500,000) and for the purchase of an additional blivet to double capacity. Further data is required to determine the most suitable option.</p> <p>The re-design of the Burketown Sewerage Treatment Plant will be submitted for the next round of the LGGSP Infrastructure Scheme.</p>	On track

Solar energy for WTP in Gregory	<p>GHD engaged to Project Manage this project. Site evaluations have been partially completed.</p> <p>A data logger was placed at the WTP during December-January to collate data to assist in preparation of performance specifications for tender.</p>	On track
Gregory Works Depot	Project planning has not commenced for this project.	Monitor
Airport terminal in BKT	Costings/Designs for Boulia Shire Council's terminal project have been inspected. Council has basic plans for a terminal project (commissioned in 2011).	Monitor
Airstrip realignment in BKT	GBA have been engaged to provide a cost estimate for this project.	Monitor
STP/WTP Telemetry	<p>Council are investigating the installation of improved telemetry systems for the Burketown Water and Sewerage Treatment Plants. The final set-up will be influenced by the STP re-design project (above).</p> <p>Simmonds & Bristow will be conducting Irrigation Monitoring at the Burketown STP. This visit will also incorporate advice on appropriate telemetry systems for the STP.</p>	On hold
BKT North	<p>GBA have been engaged to provide costing for initial infrastructure for BKT North development.</p> <p>Andrew Sly from Economic Development Queensland conducted initial site inspection of Burketown on 19.09.2014.</p> <p>Further developments on EDQ funding will be conditional on new Govt. priorities.</p>	Monitor
Waste Management Strategy	<p>Council to invite a tender (in conjunction with Doomadgee Aboriginal Shire Council) for the removal of scrap metal from the Burketown, Gregory and Doomadgee landfill sites.</p> <p>Council has requested an estimate on management of tip operations (employing locals but managed externally, particularly as this relates to EHP compliance requirements)</p> <p>Tyre management discussed at RRTG and ROC and Royalties for the Regions application submitted for the acquisition of a tyre shredder. Success of application conditional on new Govt. priorities.</p>	Monitor
Gregory Landfill	<p>Development Application required to ensure this tip is appropriately regulated.</p> <p>Council will look to enter an ILUA in relation to this land as well as other reserve/state/lease land in Gregory. This component will require land to be excised from the Camping and Water Reserve, which Council will then need to acquire by freehold. Native Title is required to be cleared at this stage (acquisition as freehold).</p>	In progress

4. POWER

RDA's Glenys Schunter is following up with Ergon in relation to a solar farm project mooted in 2014.

5. MEETINGS/CONFERENCES/DELEGATIONS

What	Where	When	Attendees
Economic Development Roundtable	Doomadgee	28 th August 2014	Cr Camp, Cr Poole, Cr Murray
Queensland Western Roads Action Plan	Mt Isa	28 th August 2014	Cr Forshaw
NWQ RRTG Technical Committee Meeting	Karumba	22 nd August 2014	Works Manager
NWQ RRTG and ROC meeting	Karumba	5 th September 2014	Mayor, CEO
Burketown ILUA negotiator meeting	Brisbane	12 th September 2014	Cr Poole, CEO
CEO Roundtable	Brisbane (LGAQ funded)	3 October 2014	CEO
SEGRA (Sustainable Economic Growth for Regional Australia)	Alice Springs	8-10 th October	Cr Poole, Cr Duff, PHRM
LGAQ Annual Conference	Mackay	27-29 th October	Mayor + CEO + Councillor(s)
Economic Roundtable	Mornington Island	TBC	Mayor, Deputy Mayor, CEO possibly
LGAQ Innovation Forum	Burketown	24 th November 2014	Mayor, Deputy Mayor, Cr Forshaw, CEO, PHRM
NWQ Regional Roads & Transport Group	Burketown	24 th November 2014	Mayors, CEOs, DTMR, LGAQ
NWQ Regional Organisation of Councils	Burketown	25 th November 2014	Mayors, CEOs, DTMR, Dept. Local Government, LGAQ
GSD Meeting	Burketown	25 th November 2014	GSD members
DLG Roundtable	Cairns	2 December 2014	Mayor & Deputy Mayor
Burketown ILUA signing ceremony	Burketown	11 December 2014	All Councillors and CEO
Meeting with DNRM – Gregory Land Tenure	Cairns	23-24 February 2015	Mayor, Deputy Mayor, CEO
NWQROC	Hughenden	12-13 March 2015	Mayor, Deputy Mayor, Cr Forshaw, CEO

NWQRRTG	Hughenden	12-13 March 2015	Mayor, Deputy Mayor, Cr Forshaw, CEO
Native Title Consent Determination	Burketown	1 April 2015	Councillors
NQLGA	Palm Island	3-5 August 2015	Mayor, Deputy Mayor, CEO

6. WORK HEALTH AND SAFETY

See Attachment 1

7. OFFICER'S RECOMMENDATION

That Council notes the content of the Chief Executive Officer's February Council Report.

08.01.01 Chief Executive Officer Report

That Council notes the content of the Chief Executive Officer's February Council Report.

Moved: Cr Forshaw

Seconded: Cr Murray

Carried 25.150219 3/0

10 Consideration of Notice(s) of Motion and Petitions

10.01 Notices of Motion

10.02 Petitions

That Council notes that no Notices(s) of Motion and Petitions were received.

11 Mayoral Report

That the verbal report provided by Councillor Camp be noted by Council.

Moved: Cr Forshaw

Seconded: Cr Murray

Carried 26.150219 3/0

Attended the following:

- Drug and Alcohol Training Testing/Awareness – with Cr Forshaw, Cr Murray
- InfoXpert Training – with Cr Forshaw, Cr Murray
- Meeting with WBC – with CEO, PHR, Cr Forshaw, Cr Poole, Bidunggu community reps
- Informal Meeting with B Gordon Member for Cook
- Contractors NDRRA Projects – with CEO, WM, Cr Poole
- Teleconference with Telstra Reps – CEO, PHR, Cr Poole
- Meeting – CEO, Cr Poole, Murray and Forshaw – re Telstra, Cairns meeting/s outcomes, Gregory Land Tenure,
- Meetings in Cairns with various parties – Gregory Land Tenure
- Australia Day celebrations – presented awards. Presented Woolworths Pin to Australia Day Ambassador Professor Roly Sussex. A small but enthusiastic crowd enjoyed the cricket match, car rally, BBQ lunch and games after lunch. Thanks to all staff, community volunteers, lamington cooks and community members who came along and had a great day out – it made for an enjoyable event.
- Meeting with LNP candidate and Federal Senator Barry O’Sullivan
- Phone Discussions with Robbie Katter – various matters

Interviews

- ABC – re weather and tentative cyclone
- ABC – re telecommunications issues
- ABC/NW Star – re future of uranium mine

GSD

- Planning Meeting in Cairns
 - Has been successful in obtaining funding to continue the SBAS programme for another 3 years – only 1 of 5 organisations in Qld who were successful.
 - Upcoming meeting in March in Normanton
-

12 Councillor Reports

That the verbal reports provided by Councillors Forshaw and Murray be noted by Council.

Moved: Cr Camp

Seconded: Cr Murray

Carried 27.150219 3/0

Cr Forshaw

Attended the following:

- Drug and Alcohol Training Testing/Awareness – with Cr Camp & Cr Murray
- InfoXpert Training – with Cr Camp & Cr Murray
- Meeting with Waanyi PBC – with CEO, PHR, Cr Camp, Cr Poole, Bidunggu community reps at Gregory re land tenure and Native Title & Cultural Heritage issues around Gregory
- Contractors NDRRA Projects – with CEO, WM, Cr Camp, Cr Poole & Cr Murray
- Meeting – CEO, Cr Camp, Cr Poole & Cr Murray – re Telstra, Cairns meeting/s outcomes, Gregory Land Tenure,
- Australia Day celebrations – Gregory Australia Breakfast attended by residents.
- Australia Day Lunch – Burketown attended by Shire residents – congratulations to all Award recipients and thanks to the staff and volunteers for a wonderful day.
- Organising Heart Drs Clinic for Gregory 12th March.
- General discussion with the public about the proposed land tenure changes around Gregory – public meeting to be held in March at Gregory

Cr Murray

Attended the following:

- Drug and Alcohol Training Testing/Awareness – with Cr Camp & Cr Forshaw
- InfoXpert Training – with Cr Camp & Cr Forshaw
- Contractors NDRRA Projects – with CEO, WM, Cr Camp, Cr Poole & Cr Murray
- Meeting – CEO, Cr Camp, Cr Poole & Cr Forshaw – re Telstra, Cairns meeting/s outcomes, Gregory Land Tenure
- Attended public meeting for John Wharton LNP Candidate
- Attended Fishing Comp Meeting
- Will require Leave of Absence from April Meeting - may join via phone

13 New business of an urgent nature admitted by Council

That Council notes that no New business of an urgent nature was admitted by Council.

15 Deputations and presentation scheduled for meeting

That Council notes that no Deputations and presentations were scheduled for the meeting.

16 Closure of meeting

The Chair declared the Meeting closed at 5.28pm.

I hereby certify that these pages numbered 1 to 62 - constitute the
Confirmed Ordinary Meeting minutes of the Council Meeting of Burke Shire Council
held on Thursday 19th February 2015.

Mayor Cr Ernie Camp