



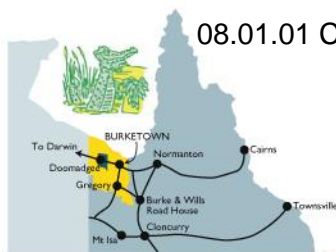
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*Agenda and Business Papers
Burke Shire Council Ordinary General Meeting
Thursday 17th September 2015
9.00am Council Chambers*

9.00 am	Opening of meeting
9.00 am	Department of Infrastructure, Local Government and Planning
10.00 am	LGIS
10.30 am to 11.00 am	Morning Tea
12.30 pm to 1.00 pm	Lunch

01	Opening of Meeting	3
02	Record of Attendance	3
03	Prayer	3
04	Consideration of applications for leave of absence	3
05	Confirmation of minutes of previous meeting(s)	4
	05.01 General Meeting Thursday 20 August 2015	4
06	Condolences	4
07	Executive Management Team Reports	5
	07.01.01 Works and Services Monthly Update Report	6
	07.02.01 Work Shop and Fleet Report	12
	07.03.01 Executive Officer Report	14
	07.04.01 Finance Monthly Update Report – August 2015	15
	07.05.01 Human Resources Report	21
08	Chief Executive Officer Reports	23
	08.01.01 Chief Executive Officer Report	24



09	Late Item Reports.....	35
09.01	Procurement Policy	36
09.02	Adoption of the 2015-2016 Local Disaster Management Plan	38
09.03	Negotiated Decision Notice – Application for a Development Permit for Material Change of Use (MCU) – Storage and Disposal of Regulated Waste.....	40
09.04	Bowthorn Station - Application for a Development Permit for MCU – Code Assessable – Other Residential – House	45
10	Consideration of Notice(s) of Motion and Petitions	50
10.01	Notices of Motion	50
10.02	Petitions	50
11	Mayoral Report	50
12	Councillor Reports	50
13	New business of an urgent nature admitted by Council	50
14	Closed session reports	50
14.01	Closed Session - Land Acquisition	50
14.02	Closed Session - Tenancy Agreement with Richardson’s Building Service	50
14.03	Closed Session - Restoration of BS Road Assets 2014 NDRRA	50
15	Deputations and presentation scheduled for meeting	51
15.01	Department of Infrastructure, Local Government and Planning	51
15.02	LGIS	51
16	Closure of meeting.....	51

01 Opening of Meeting

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

02 Record of Attendance

Members	Cr Ernie Camp, Mayor - Chair Cr Paul Poole, Deputy Mayor Cr Tracy Forshaw Cr Tonya Murray Cr Larissa Lauder
Officers	Philip Keirle; Chief Executive Officer Chris Rohan; Works Manager Brett Harris; Workshop Fleet Manager Nils Hay; Projects & HR Manager Jenny Williams; Executive Officer Madison Marshall; Executive Assistant-Admin (Minutes)
On Leave	Simbarashe Chimpaka; Finance Manager

03 Prayer

Led by Cr Forshaw

04 Consideration of applications for leave of absence

None received at close of agenda.

05 Confirmation of minutes of previous meeting(s)

05.01 General Meeting Thursday 20 August 2015

Recommendation

That the Minutes of the General Meeting of Council held on Thursday 20 August 2015 as presented be confirmed by Council.



150820 Unconfirmed
Minutes.pdf

06 Condolences

None received at close of agenda.

07 Executive Management Team Reports

07. Executive Management Team Reports

- 07.01.01 Works and Services Monthly Update Report
- 07.02.01 Workshop and Fleet Report
- 07.03.01 Executive Officer Report
- 07.04.01 Finance Report
- 07.05.01 Projects and Human Resources Manager Reports

Works and Services Reports

07.01.01 Works and Services Monthly Update Report

DEPARTMENT: Works and Services

RESPONSIBLE OFFICER: Works Manager

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

DATE: 10th September 2015

LINK TO COUNCIL PLAN/S: Works Program

1. WORKS MANAGER

General

Works completed or commenced over the last month include (up to 4th Aug 2015):

- RMPC – 6801.
- Shire Roads maintenance.
- Stabilisation NDRRA works have commenced
- Conducted Shire Roads inspection with Rural Foreman
- CASA Audit

Training:

- Certificate III, Civil Construction

Works for upcoming month:

- Shire roads maintenance
- Stabilisation works for NDRRA
- Assistance to the Morning Glory Festival
- Installation of the handrails for the Gregory Ablution Block

RMPC

2015-16	Allocation	Claim (2) August	Funds Remaining
Schedule 1	\$336,183.22	\$1408	\$322647.09
Schedule 2	\$191,885.80	\$59171	\$58081.64
Schedule 3	\$264,530.98	\$264530.98	\$0
Schedule 4	\$1,000.00	Nil	\$1,000.00
Schedule 5	\$25,000.00	Nil	\$25,000.00
Total	\$818,600.00	\$325109.98	\$406728.73

NDRRA Flood Damage Works

Progress to date is on track with the programmed completion end date of 30 November 2015 still the valid date of completion for this project. The crew is currently working on the Bowthorn Road and will make a start on the Nudgaborra Road by the end of this month. Water has been a concern though numerous bores have been sunk to mitigate this issue. The availability of bore drillers and the success of bores has dictated work rates over the past month, however, works remain on schedule.

Gregory Ablution Block

The hand rail is being completed by works staff; however, with the injury suffered to our boiler maker these works have been delayed. The handrail will be completed by the end of the month.

WHS Incidents

There have been no incidents reported over the reporting period.

Shire Roads maintenance

Works are ongoing on the Riversleigh, National Park, Adel's and Lawn Hill to Gregory Roads. Maintenance works have been completed on the Nudgeburra Rd. The Works Manager and the Rural Foreman conducted an inspection of Shire Roads in order to confirm the works program for the remainder of the calendar year. As part of these inspections, I visited with Rob and Michelle Low Mow to discuss current and future works for roads around Adel's Grove and the National Park.

An additional traffic counter will be placed on the National Park road (south of the Riversleigh Road junction, a hard stand has been created for this purpose) to assist with traffic data and development of a works program that best treats the number of vehicle movements through the dry season.

It was noted that there is a significant amount of corrugation between Westmoreland Station and the Northern Territory border; this may be due to increased traffic between Wollongorang and Westmoreland Station's. Based on our current program, the roads crew will be on location to commence maintenance works by the end of this month. The crew will concentrate on the severely corrugated areas of road commencing at the border and working back towards Westmoreland before treating bulldust in vicinity of the Hell's Gate Roadhouse.

HR

There are three positions that have been advertised within the Works and Services department, these are the cleaning position in Parks and Gardens, the position in Gregory and the position in the Road Crew. All of these positions closed on the 11th of September and will progress to interview as soon as possible. These vacancies have had a moderate impact on operations but have been manageable.

Civil Aviation Safety Authority (CASA) Audit

An audit of the Burketown Aerodrome was conducted by CASA in the last week of August. This is the first time that an audit has been conducted since 2010, although I was not able to identify the recommendations that came from CASA's previous audit, Greg Parnell (CASA's audit officer) made me aware of the previous recommendations and noted that changes recommended in 2010 are yet to be implemented. I have spent time with the ARO and have identified numerous operational manuals that require updating. CASA will provide a full report in due course.

2. RANGER

Litter Management

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

Sites Visited

China wall
Bottle heap
Grassy bank
Beamesbrook Crossing
Gregory Crossing

Report

1 Bin at the fishing site.
1 Bin – area heavily used by locals and campers
1 Bin – area heavily used by locals and campers
1 Bin being utilised.
Dump skip installed, Area still has to be cleaned as continually being left a mess.

Around town - Conducted a daily early morning deadie run on town and entrance roads to remove nightly road kills before residents/visitors get about also do an early morning check and a general emu parade of town streets. 9 dead wallabies removed from town roads during this period

Animal Control

- Regularly checking/ monitoring and reporting whether there is life stock and how many in the following areas, Town common, STP, Camping Reserve, Racecourse & Burketown south.
- Monthly inspecting and spraying utilities building Mougibi oval for white ants. minor new evidence of activity on the wall sheeting but no new white ant tracks coming up out side walls – will continue to check monthly until a pest control operator visits.
- Shires second round of 1080 baiting scheduled to commence 19th October.
- 1080 baited Bowthorn station, 375 kg of meat injected with pig strength 1080.
- Misted Almora station for mosquitoes.
- Chemical on garden bed on the edge of town to control white ants and bull ants.

Weed Control

- Currently working on obtaining Pest Management Technicians qualifications to be legally able to control insect pests – includes fogging and misting for mosquitoes.
- Spraying Rubbervine, Prickly acacia, and Calotrope on road reserves and Graslan on some of the bigger plants.
- Trial release of “Parkinsonia looper moth” - by CSIRO to control Parkinsonia, total of 99 boxes of larvae and moth has been released at the Escott release site since December – area being monitored.
- Round up for Garden crew to spray shrubs under the Seniors units

Complaints

- Nil received for this period

General

- Serviced the Rex RPT flights whilst Bob Marshall on leave x 2 also conducted the regular airport checks.
- Monthly 1080 stock control sheet & Indemnity Forms to DNR Cloncurry.
- No movement on updating cemetery register and computerising surveyed graves and water reticulation system for the cemetery – still waiting for Bob to check unknown / unmarked graves, met with Town & Rural services supervisor to formulate a plan to mark unmarked graves.
- 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
 - Adels grove installed just over Louie creek 29th April
 - Doomadgee west before Walford creek installed 27th April
 - Truganini road installed 23rd April
 - Units regularly maintained and were last downloaded 26th August – results to CEO and WM.
- Maintaining register of employee licences and tickets etc.
- Updated First aid kit register to include 587 new Cat roller and new shire hall kits
- Replacement ATSIC card arrived
- Completed Fire extinguisher and CPR refresher training.
- Checked SDS and labels on chemical bottles stored at Gregory.
- Looked for tourist hadn't reported in and supposedly missing down the river, found them fishing.
- Replaced burial register sign on notice board at the cemetery.
- Security providers licence for the airport being renewed.

3. PARKS AND GARDENS

Programed works

- Working with weekly program

Non programed works

- Upgrade of Aquatic Centre furniture and repair of gates / fencing and leaks.
- Parks and Gardens are short staffed anxiously awaiting new staff due to Kristy and Tony leaving Burke Shire
- Old and new signage replaced at Gregory
- Assisting Doomadgee Aboriginal Shire Council with the rubbish collection as their truck is currently broken
- Artificial turf behind the hall is now stored at the Parks and Gardens shed awaiting its second life.

4. HOUSING / BUILDING MAINTENANCE

Housing and building maintenance tasks are being completed regularly and will continue as and when possible.

5. UTILITIES

Water Treatment Plant

Water usage for August 2015: 19582 kl

DAILY READING WTP BURKETOWN		
JUNE	DAILY USAGE (kL)	OUTFLOW TO TOWN LITRES/SECOND
TOTAL USAGE	19582	Avg – 8.11 L p/s
HIGHEST DAILY USAGE	898	Avg – 9.21 L p/s
LOWEST DAILY USAGE	439	Avg – 7.14 L p/s

DAILY READING WTP GREGORY		
JUNE	DAILY USAGE (KL)	OUTFLOW TO TOWN LITRES/SECOND
TOTAL USAGE	Unavailable	Reading are yet to be completed for the month

- Prominent Water has been engaged to service the chlorine-situ unit and install a chiller unit to increase the production of Chlorine for water disinfection. Dates are yet to be confirmed for installation.

Gregory Water Treatment Plant.

- Chemical Storage area at Gregory Water Treatment plant has been tidied. Chemicals are now stored correctly. Sourcing more bunded pallets to suit the 1000ltr IBC pods. Waiting on quotes.
- Gregory WTP potable and raw water meters have been working on and off. Electrician will have to check the signal wiring.
- Tony has resigned from his position which will mean Dave Marshall will be going to Gregory on a regular weekly visit to check plant.

Water Reticulation Gregory

- Water meter reading is currently being completed.
- Future works
 - Marking locations of hydrants / valves / water meters as per allotment and adding new water meter tags to meters in Gregory.
 - Water meter tags have now been completed.
 - Park sprinklers to be installed.

Sewerage

Sample Number	Sample	Date Sampled	Result Name	Guideline	Result	Unit/LOR	OOS
304553	Total Coliforms	12.08.15 9:08 am	Burke Shire Treated Effluent	<1000 CFU /100ml	<400 CFU /100ml	<10	
304552	BOD Biochemical Oxygen Demand	12.08.15 9:08 am	Burke Shire Treated Effluent	< 20 mg/L	43 mg/L	<2	X
304552	Total Suspended Solids	12.08.15 9:08 am	Burke Shire Treated Effluent	< 30 mg/LL	54 mg/L	<1	X
304552	PH Physical Properties	12.08.15 9:08 am	Burke Shire Treated Effluent	6.5-6.8	7.1	<0.1	
304552	TP Nutrients & Anions	12.08.15 9:08 am	Burke Shire Treated Effluent	< 15 mg/L	5.4mg/L	<0.5	

304552	TN Nutrients & Anions	12.08.15 9:08 am	Burke Shire Treated Effluent	< 20 mg/L	54 mg/L	<1	X
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- Samples failed again. We have identified the source of contaminants and have implemented procedures for the collection of dump-ezy and porta loo waste, and where to place materials at the Sewerage Treatment Plant.
- Our Samples results are improving with some results dropping. Next months samples should be better.

Burketown Water Treatment

- Total Water Usage : 19582 kl
- Plant running smoothly with no interruptions to service supply.
- Chlorine-Situ system currently shutdown due to faults and repairs. Hopefully mid September these repairs will take place.
- Using Back-up system to make the 2% required for Storage Tank.

Nicholson River Pump Station.

- Currently having problems with the Back-up Generator. Work Fleet Manager is currently investigating.
- Pumps are running good.
- Notices are being sent to the relevant stakeholders when starting and stopping pumps.

Sewerage Pump Stations

- All pumping stations are operating well.
- Maintenance/cleaning of wells are on going.

Sewerage Treatment Plant

- Blivet has been operating well with it treating on average 75,000 litres per day.
- Monitoring of the ground water is ongoing.
- Sewer Samples Failed. See results in above table.
- We have spoken to the relevant staff about where they can and cannot dump the collected sewerage from septic tank pump outs as this can be a major reason to sample failures. This process has been implemented and we are showing signs of improvement within the treating process of effluent.

Water Reticulation

- Has been operating well with no service interruptions.
- We have repaired a couple of minor house service leaks.
- All treatment plants systems have been operating well with minor maintenance/services being required on a weekly basis.

Airport

- Airport Inspection completed. We are waiting on the report for improvements/faults that have to be completed.
- Airport manual operations is currently being reviewed and updated. Last review completed in 2008.

Future Works

- Waiting on report from inspection that was completed last week.

Weather Station

- Current NOTAM for the AWIB is extended to Thursday 24th of September. This will be changed if rectified at an earlier date.

REX Airlines

- Operations are running to a reasonable standard
- REX manifest paperwork is being received in a timely fashion of late.
- Jayden Douglas and Kieran Anderson are in the process of ASIC applications to assist with the airport and REX Airlines.
- Airport Reporting Officers have received their new ASIC Cards, as has the Airport Manager Chris Rohan.

Cemetery

- Works ongoing, nothing significant to report.

6. OFFICER'S RECOMMENDATION

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

ATTACHMENT



Works Program.xlsx

1. Works program

Workshop and Fleet Reports

07.02.01 Work Shop and Fleet Report

DEPARTMENT: Work Shop and Fleet

RESPONSIBLE OFFICER: Brett Harris Work Shop and Fleet Manager

FILE NO: September Council Meeting Report

DATE: 8th September 2015

LINK TO COUNCIL PLAN/S: Works Program

1. GENERAL SERVICING AND MAINTENANCE BEING THE MAIN WORK CARRIED OUT

Plant #	Description	Maintenance	Scheduled	Cost	Comment
20+22	Rollers	Prepare for trade	Yes	6 hrs	Plant replacement
159	17KVA Genset	Checkover	Yes	2 hrs	Check for reliability
426	Low Loader	Punctures	No	4 hrs	Wear
457	10 Tonner	Cab mounts, air intake hose	No	6 hrs	Age and wear
469	Multi Tyre Roller	Punctures, pump, gearshift	No	16 hrs	Age
479	Water Truck	Punctures	No	4 hrs	Rough ground
480	Prime Mover	320K service	Yes	4 hrs	Scheduled
506	Ammann Roller	Wiring fault	No	6 hrs	Poor electrics
517	50KVA Genset	Set up for MGF	Yes	6 hrs	Set up for spare
519	Jet Patcher	Check systems operation	No	4 hrs	Not utilised enough
520	NRPS genset	Flattened battery	No	6 hrs	Short
522	140M Grader	Rear window, staked tyre	No	16 hrs	Bad luck
526	Fuel Trailer	Pump, tyres, check for water	No	6 hrs	Wear
527	Hub Genset	Battery	No	1 hrs	Clemments to check
534	Landcruiser-Gregory	90K service and rear tyres	Yes	6 hrs	Scheduled
535	Landcruiser	120K service	Yes	2 hrs	Scheduled
538	Workshop Truck	60K service, front tyres	Yes	6 hrs	Scheduled
539	Hilux-TF	40K service	Yes	6 hrs	Scheduled
544	Job Truck-Roadcrew	80K service and A/C	Yes	6 hrs	Scheduled
551	Prime Mover	Check over and clean	No	4 hrs	No operator
554	Road Train	Punctures, grease, brakes	No	8 hrs	Coarse rock
565	Prado-CEO	35K minor service	Yes	4 hrs	Scheduled
566	Landcruiser-Ranger	Replaced tyres	No	2 hrs	Worn
567	Hilux-WHOS	20K service	Yes	2 hrs	Scheduled
571	Hilux-WM	30K service	Yes	4 hrs	Scheduled
572	Isuzu Job Truck-Town	10K service	Yes	2 hrs	Scheduled
584	Landcruiser Dual Cab-RS	10K service	Yes	2 hrs	Scheduled
585	Isuzu Job Truck-Roadcrew	5K service	Yes	2 hrs	Scheduled
586	Extra Cab Hilux-RF	10K service	Yes	2 hrs	Scheduled

2. TENDER UPDATE

Carried over from 2014-15 Budget

- #535 and #537 traded with RMPC truck
- Pad foot roller- Delivered and inducted
- RMPC ute- upgraded to truck with crane- ordered 28-8-15
- 10 Tonne Truck- Ordered 25-6-15 expect delivery late September
- Waste Transfer Bins- Six completed - Seventh being built

3. OFFICER'S RECOMMENDATION

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

ATTACHMENTS TO VIEW

1. Plant Replacement Program



2. Schedule of Major Plant Servicing



3. Plant Running Costs



Executive Officer Reports

07.03.01 Executive Officer Report

Report not received at time of Agenda preparation.

Finance Reports

07.04.01 Finance Monthly Update Report – August 2015

DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simba Chimpaka; Finance Manager
FILE REF:	Council Meeting – September 2015
DATE:	17 September 2015

1. STATEMENT OF COMPREHENSIVE INCOME

	YTD Actual	Budget	% Over/Under Budget
Revenue:			
<i>Recurrent Revenue</i>			
Rates, levies and charges	2,033,367	3,820,650	-47%
Fees and charges	8,132	27,310	-70%
Rental income	27,960	130,000	-78%
Interest received	63,513	435,000	-85%
Sales revenue	92,349	806,000	-89%
Other income	33,316	158,850	-79%
Grants, subsidies and donations	1,835,970	6,846,997	-73%
Total Recurrent Revenue	4,094,607	12,224,807	-67%
<i>Capital revenue</i>			
Grants, subsidies and donations	-	1,993,984	-100%
Capital income	-	-	-
	-	1,993,984	-100%
Total revenue	4,094,607	14,218,791	-71%
Expenditure:			
<i>Recurrent Expenditure</i>			
Employee benefits	603,190	3,858,907	-84%
Materials and services	1,979,589	10,795,463	-82%
Finance costs	2,356	15,000	-84%
Depreciation and amortisation	147,742	1,652,600	-91%
	2,732,877	16,321,970	-83%
<i>Capital expenditure</i>	-	-	
Total expenditure	2,732,877	16,321,970	-83%
Net operating surplus	1,361,730	- 2,103,179	-165%

Notes for variances to budget

Year to date figures show a net surplus of \$1,361,730 with year to date revenue of \$4,094,607 and year to date expenditure of \$2,732,877.

Revenue:**Rates & Utility Charges**

Rates and utility charges are on track with budget forecast at 53% of the projected revenue of \$3.8 million. Rates assessment notices have been issued as scheduled.

Fees and charges

Fees and charges are on track, sitting at 30% of the pro rata budget figure.

Rental Income

Rental income is on track with pro rata budget estimates at \$27,960 or 22% of the annual forecast.

Interest

Interest received is slightly below forecast at \$63,513 against a pro rata estimate of \$72,500.

Sales Revenue

RMPC works continue to be carried out; claims for works completed were processed bringing sales revenue to \$92,349. Over \$600,000 in RMPC claims will be processed as works are completed through the year.

Grants, Subsidies, Contributions and Donations

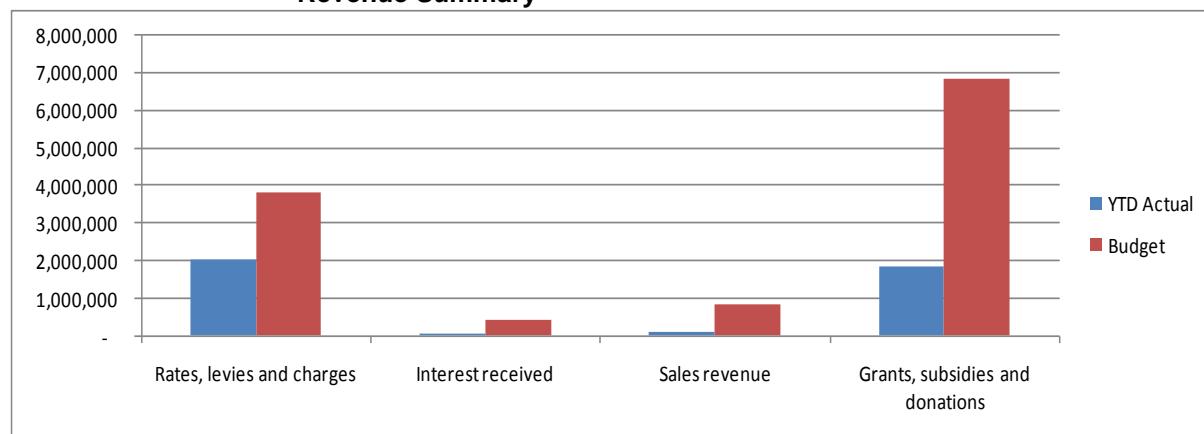
Non Capital Grants, Subsidies, Contributions and Donations increased to \$1,835,970 from a balance of \$1,457,706 from the last reporting period. Revenue increases relate to general purpose and identified road Financial Assistance grants received by Council. Other revenue streams received include saluting their service grant and the best start literacy grant.

A total of \$3,500 in unbudgeted donations for the Morning glory event was recognised over the month of August bringing the total sum of donations for the Morning Glory Festival to \$5,500

NDRRA works continue to be conducted. Significant earthworks have been completed. Claims for NDRRA works will be processed in the next Quarter of the year as the 30% expenditure threshold is met. Capital grants - TIDS, ATSI TIDS, funding for the Pontoon and other subsidies are yet to be received however most Council revenue streams are on track with pro rata budget estimates.

Unbudgeted revenues received: refund of \$20,000 from the tax office, work cover refund of \$3,882 and Rodeo grounds overnight camping fees total of \$968.

Revenue Summary

**Recurrent Expenditure****Employee benefits**

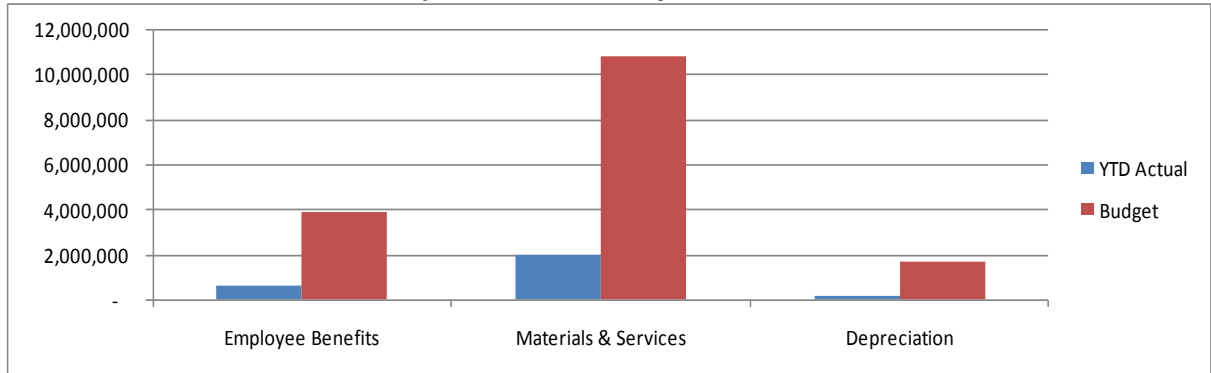
Employee benefits are on track with pro rata budget estimates at \$603,190 or 16% of the annual forecast.

Materials and services

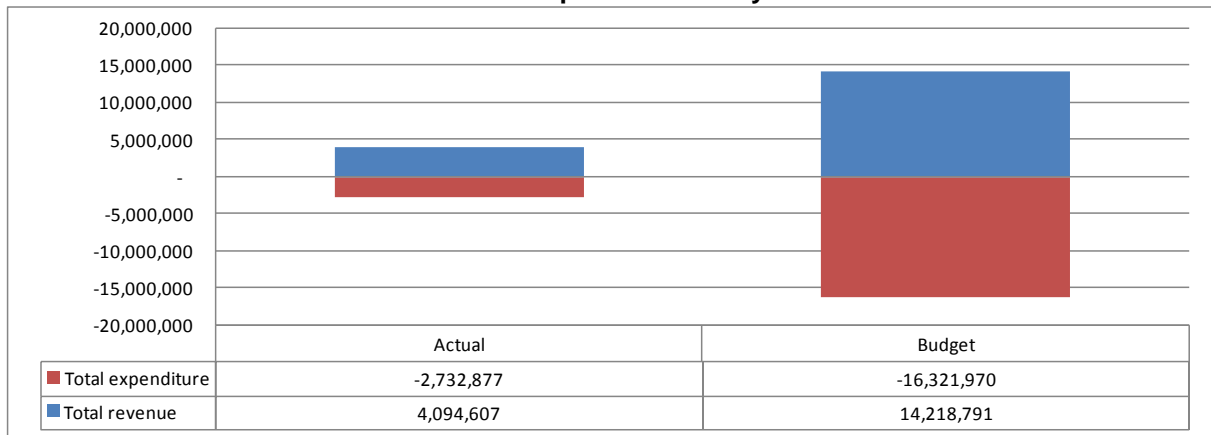
Materials and services expenditure sit at 8% of the pro rata budget figure. Major expenditure relates to NDRRA restoration works conducted from the last reporting period.

Finance costs are on track with pro rata budget estimates.

Expenditure Summary



YTD Revenue and Expense Summary



2. STATEMENT OF FINANCIAL POSITION AS AT 31 AUGUST 2015

Current assets

Cash and cash equivalents	14,018,519
Trade and other receivables	2,250,067
Inventories	177,764
Other financial assets	590,518
Total current assets	17,036,868

Non-current assets

Property, plant and equipment	113,059,806
Total non-current assets	113,059,806

Total assets	130,096,674
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Current liabilities

Trade and other payables	112,940
Provisions	380,913
Other current liabilities	-
Total current liabilities	493,853

Non-current liabilities

Provisions	637,166
Total non-current liabilities	637,166

Total liabilities	1,131,019
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Net community assets	128,965,655
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Community equity

Shire Capital	39,529,889
Asset revaluation reserve	67,335,477
Retained surplus	22,100,289
Other Reserves	-

Total community equity	128,965,655
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Notes to Statement of Financial Position**Current Assets**Cash and cash equivalents

Cash and cash equivalents sit at \$14,018,519 reflecting a 11% decrease in cash and cash equivalents from the last reporting period.

Trade and other receivables

Receivables as at 31 August sat at \$2,250,067 reflecting the raising of rates levies. Significant cash inflows are anticipated over the month of September as rates payments are received. Outstanding debts continue to be monitored and collected within a reasonable time.

Inventories

Inventory sits at \$177,764.

Property Plant & Equipment

Unadjusted Property plant and equipment value sits at \$113,059,806.

Liabilities and Provisions

Current Liabilities as at 31 August 2015 sat at \$498,853, liabilities mainly relate to invoices not yet due for payment (accounts payable) and employee benefits payable.

Burke Shire Council - Cash Position 2015-16							
Month	Queensland Treasury Corporation	Annual Effective Interest Rate	Term Deposit ME Bank	Interest Rate	Westpac Bank Cash Reserve	Westpa Cash Management Account	Total Cash Held
Jul-15	\$ 11,036,734.36	2.74%	\$ 519,000.00	2.8%	\$ 3,730,588.92	\$ 505,820.97	\$ 15,792,144.25
Aug-15	\$ 11,061,774.95	2.74%	\$ 519,000.00	2.8%	\$ 1,929,330.83	\$ 507,902.00	\$ 14,018,007.78
Sep-15							
Oct-15							
Nov-15							
Dec-15							
Jan-16							
Feb-16							
Mar-16							
Apr-16							
May-16							
Jun-16							

QTC investment balance increased to \$11,061,774 as monthly interest continues to accrue. ME Bank term deposit will mature in November. Cash inflows relating to rates receipts should result in an increase in cash and cash equivalents in the next reporting period.

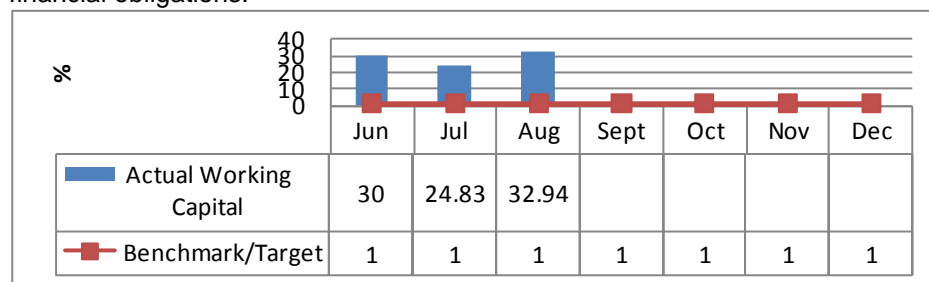
3. MEASURES OF COUNCILS FINANCIAL SUSTAINABILITY

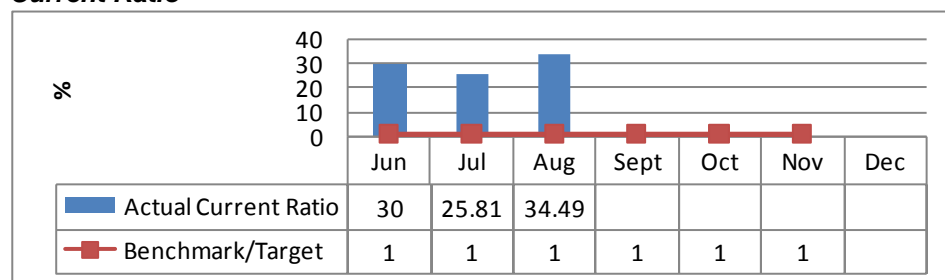
Measure	How the measure is calculated	Actual	Target	Budget
Operating surplus ratio: measures the extent to which operating revenue covers operational expenses	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	33%	Between 0% and 10%	33.5%
Net financial liabilities ratio: Measures the extent to which the net financial liabilities of Council can be serviced by operating revenues	Total liabilities less current assets divided by total operating revenue (excluding capital items)	-388%	not greater than 60%	-115.5%
Current ratio: Measures Council's ability to meet short term obligations from cash and liquid financial assets	Current assets divided by current liabilities	34.50	This ratio should exceed 1:1	
Working capital ratio: Measures the extent to which Council has liquid assets available to meet short term financial obligations	Unrestricted current assets divided by current liabilities	32.94	This ratio should exceed 1:1	

Council's measures of financial sustainability show a healthy position at the end of July.

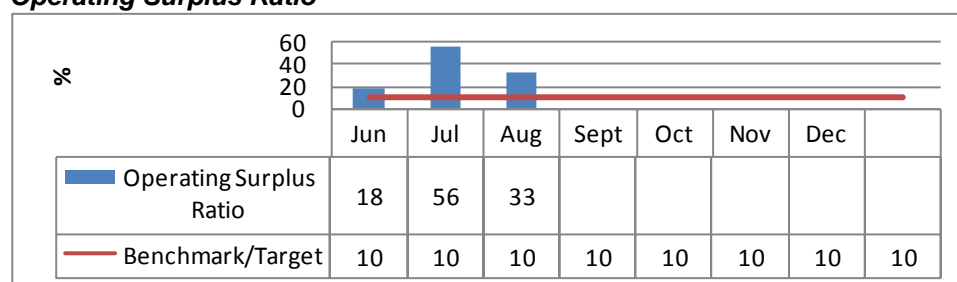
Council's **Net Financial liabilities** ratio as at 31 August 2015 is well above the target benchmark of less than 60%. July results sit above the annual budgetary forecast of -115% as Council does not have any borrowings

Council's **working capital ratio** as at 31 August sits at 32.94 (increase from 24.83 in July) favourably against a benchmark target of 1:1 reflecting sufficient working capital to meet short term financial obligations.



Current Ratio

Council's **current ratio** as at 31 August sits at 34.49 favourably against a benchmark target of 1:1 reflecting the ability to adequately meet current liabilities from cash and liquid financial assets.

Operating Surplus Ratio

4. STATEMENT OF CASH FLOW

**31 August
2015
\$**

Cash flows from operating activities

Receipts from customers	724,427
Payments to suppliers and employees	- 3,404,261
	- 2,679,834

Interest received	63,513
Rental income	27,960
Non capital grants and contributions	1,835,970
Borrowing costs	-

Net cash inflow (outflow) from operating activities **- 752,391**

Cash flows from investing activities

Net payments for property, plant and equipment	- 486,419
Proceeds from sale of property plant and equipment	86,545
Grants, subsidies, contributions and donations	-

Net cash inflow (outflow) from investing activities **- 399,874**

Net increase (decrease) in cash and cash equivalent held **- 1,152,265**

Cash and cash equivalents at the beginning of the financial year 15,171,178

Cash and cash equivalents at end of the financial year **14,018,913**

5. OFFICERS RECOMMENDATION

That Council notes the contents of the Finance September 2015 report.

ATTACHMENTS - Nil

Projects and Human Resources Manager Reports

07.05.01 Human Resources Report

DEPARTMENT:	Human Resources
RESPONSIBLE OFFICER:	Nils Hay – Projects & Human Resources Manager
FILE REF:	Council Meeting September 2015 - PHRM Report
DATE:	8 th September 2015
LINK TO COUNCIL PLAN/S:	Nil

1. HUMAN RESOURCES UPDATE

Staff Changes:

Community Development Officer:

Shannon Moren has been awarded the CDO role. She is scheduled to commence in this role on 15 September 2015

(Faith Gwatidzo will remain as Casual Events Coordinator throughout this process to assist with delivery of the Morning Glory Festival and relevant reporting/acquittals thereafter.)

Road Crew:

The road crew operator role has been advertised and will close on 11 September. At the time of this report, 6 applications have been received.

Parks and Gardens Cleaner:

The parks and gardens cleaner role has been advertised and will close on 11 September. Shonelle O'Keefe will move from this role to a general parks and gardens position upon the selection of a candidate. At the time of this report, 2 applications have been received.

Parks and Gardens Gregory:

The Gregory-based parks and gardens role has been advertised and will close on 11 September. At the time of this report, one application has been received.

Administration Officer:

A temporary administration officer – Tara Blair-Smith – will join Council from CBC Staff Selection for several weeks from 15 September. Tara will perform reception duties while a full-time replacement is hired.

The full-time role has been advertised and will close on 21 September. At the time of this report 32 applications have been received.

Administration Office Trainee:

Council has placed an advertisement calling for expressions of interest in a traineeship role within the Administration team in the next newsletter. This will be advertised further locally in the coming months.

Performance Reviews:

Performance reviews are currently ongoing within the organization.

New Certified Agreement:

The QIRC have been advised to proceed on the basis of the Modern Award remaining as one single award. This is a favourable outcome for Council as it will not require the ongoing management of employees across different Industrial Awards.

At this stage, 31 October remains the completion date for the review of the Award and Industrial Relations Act.

JCC:

JCC XIX will be held on October 19. A calendar invite has been issued.

Training:

The following training has taken place over the last month:

- CEO & PHRM commenced Town Planning Diplomas
- Finance Manager has been providing internal training sessions to his team
- Entire workforce has undergone first aid training
- Fire extinguisher training has taken place for any staff who missed out in 2014
- A re-induction catch-up session was held for staff who missed the original iteration earlier this year
- AIIMS training for LDMG members and support staff
- Weekly toolbox training continues, plus additional safety training from the WHSC as required

WHS:

There were no reported WHS incidents for the month. Please see attached WHS report.

2. CONCLUSION

Recruitment activity has increased this month, with four positions to be filled. Interest has been strong from both local and external candidates. It is anticipated that these roles will be filled in the coming weeks.

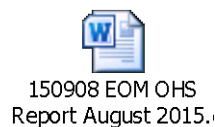
The PHRM will be on annual leave from 23 September to 12 October.

3. OFFICER'S RECOMMENDATION

That Council notes the contents of this Human Resources Report for September 2015.

ATTACHMENTS

1. 150908 EOM OHS Report August 2015



08 Chief Executive Officer Reports

08. Chief Executive Officer Reports

08.01.01 Chief Executive Officer Report

Chief Executive Officer Reports

08.01.01 Chief Executive Officer Report

DEPARTMENT:	Office of the CEO
RESPONSIBLE OFFICER:	Philip Keirle; CEO
FILE NO:	Council Meeting Business Paper – September 2015
DATE:	06.07.2015
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
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>Council has engaged Engeny to revise flood mapping of the area in/around Burketown to provide greater certainty around future zoning and building envelopes.</p> <p>Councillors to meet with Department of Infrastructure, Local Government and Planning Representatives in Gregory and Burketown on 16-17 September 2015 to initiate planning process.</p> <p>Completion timeframe: uncertain</p>	To commence in September 2015
Asset Management Plan	<p>Council continues to track toward full implementation of Asset Management planning and practices. This includes the passage of the Asset Management Strategy, the Asset Management Policy, the revision of the Asset Management Plan as well as the creation and adoption of associated documents: asset inspection regimes, asset condition manuals, road hierarchy and road segment policies etc.</p> <p>Council will host CT Management Group representatives in Burketown in late September-early October to initiate full revision of the Strategic Asset and Services Management Plan.</p> <p>Completion timeframe: 31 October 2015</p>	Monitor
Operational Plan 2015-16	The Operational Plan 2015-16 was adopted by Council on 22 July 2015. The first quarterly review of this document will take place at the October Council meeting.	Adopted July 2015
Operational Plan 2014-15	<p>Adopted at Ordinary Council Meeting: July 2014.</p> <p>Quarterly progress reports were submitted to Council in October 2014, January 2015 and April 2015. The final quarterly report was presented to Council on 16 July 2015. This report will also be incorporated into the Annual Report for 2014-2015.</p> <p>Completion timeframe: completed</p>	Completed

Local Government Area Pest Management Plan	EOI for Working Group members released on 9 September 2015. The new LGAPMP will need to be consistent with the Biosecurity Act 2016 (July 2016). First Working Group meeting to coincide with Gulf Catchments Pest Taskforce meeting in Burketown in mid-November 2015. First aim will be to identify pest management priorities in sub-catchment areas in order to align Plan with the Australian Weeds Strategy. Completion timeframe: dependent on new Biosecurity Act 2016.	Monitor
Budget 2015-2016	Adopted: the budget documents can be accessed online via the Burke Shire Council webpage.	Adopted 22 July 2015
Budget 2014-2015	Adopted at Ordinary Council Meeting: 19 June 2014. Council's Financial Statements are currently under preparation. These will be audited by the Queensland Audit Office during October. Results will be tabled in Council's Annual Report 2014-2015.	On track
Business Continuity Plan & Risk Register	BCP adopted by Council on 20 November 2014. Corporate Risk Register adopted by Council on 20 November 2014. Management staff will meet to review the Corporate Risk Register and Business Continuity Plan on 15 September 2015.	On track
Local Disaster Management Plan 2015	Annual review of plan completed according to new IGEM assessment methodology. Review conducted by CEO and Craig Shepherd (Executive Officer, Mt Isa District Disaster Management Group). Revised Local Disaster Management Plan presented to Council for consideration at September Council meeting.	Completed
Internal Audit Plan and Internal Audit Committee 2015-2016	1 st meeting: 28 Sep 2015 2 nd meeting: 17 Nov 2015	On track
Internal Audit Plan and Internal Audit Committee 2014-2015	Legislative and regulatory responsibilities related to Internal Audit and Internal Audit Committee satisfied for 2014-2015. Details provided in Annual Report 2014-2015.	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
Waste Management and Recycling Strategy	Council has engaged GHD to complete a Waste Management and Recycling Strategy for the Burke Shire. This also includes the preparation of Site Based Management Plans and planning details for the Burketown and Gregory rubbish tips.	On track
Asset condition inspections and asset revaluations	Inspections and revaluations are being conducted to assist in the preparation of Council's Financial Statements for 2014-2015. The data collected will also be used in Council's Asset Management Plans and inform future budgeting decisions. Draft valuations received June 2015. Council is currently testing methodology involved in determining valuations, asset life and depreciation. CCTV inspection of Burketown sewer reticulation network and stormwater infrastructure completed in July 2015.	On track

	<p>Road Asset Condition Assessment System: assessment completed for all Shire roads in August 2015.</p> <p>Completion timeframe: 31 October 2015</p>	
Pontoon	<p>Installation completed. Practical completion scheduled for 10 September 2015.</p> <p>Funding agreements with Cth (NSRF) and State (Royalties for the Regions) have been finalized. 1st and 2nd Milestones submitted to National Stronger Regions Fund (\$144,000). 1st Milestone report for Royalties for the Regions funding to be completed in November 2015.</p> <p>Request for Ministerial attendance extended to Department of Infrastructure and Regional Development.</p> <p>Completion timeframe: 30 August 2015</p>	<p>Installation completed</p> <p>Final engineering inspection 10 September 2015</p> <p>Funding acquittal on track: milestones 1-2 completed for NSRF (\$144,000)</p>
Renovations and Repair to Council buildings	<p>Council has awarded tenders for the following</p> <ul style="list-style-type: none"> - Gregory Hall: work to commence following upcoming events in Gregory. - Council Administration Office – commencement of works to be confirmed. <p>Council will hold a community consultation in relation to the HACC/Old Church building.</p>	On track
Burketown ILUA implementation	<p>Council has completed the bulk of the administration and financial arrangements required to complete land acquisition processes under the Burketown ILUA. Some survey requirements are yet to be completed before the land tenure changes are finalised.</p> <p>Council and DNRM are also in the final stages of processing road openings and the opening of the esplanade at the Burketown Wharf.</p> <p>Council is looking to partner with Economic Development Queensland to facilitate the development of residential, rural residential and light industrial land.</p> <p>EDQ's next visit is scheduled for mid-November.</p> <p>Completion timeframe: ongoing</p>	On track
Burketown Cultural History Project	<p>During July 2015, Council hosted Dr. Richard Martin and Hilda McClean from the University of Queensland to conduct further archival research and interviews with Burke Shire residents.</p> <p>This was partially funded with a Historypin Grant, which was focused on deepening this project's research into the Shire's connection to, and experiences of the First World War.</p> <p>Completion timeframe: October 2015 (first draft)</p>	On track
Community Satisfaction Survey	<p>Council to develop a Community Satisfaction Survey to assist in community consultation and acquisition of feedback and metrics . This survey was originally scheduled for release at the end of the 2014-15 financial year, however, EOFY considerations will push the release of this important survey back.</p> <p>Completion timeframe: Council is scheduled to release the Community Satisfaction Survey in December 2015, as per the 2015-2016 Operational Plan.</p>	On track

NDRRA 2014 (TC Fletcher)	<p>The status of Council's 2014 NDRRA program is detailed below: BrkSC.16.14 (REPA):</p> <ul style="list-style-type: none"> - REPA Approved Value \$8,224,626.00 (excl. GST). This value represents the total eligible amount less Council's trigger point contribution of \$23,108.00. <p>Contract for Earthworks component awarded by Council at the April Council meeting. This work is progressing as scheduled. See Works and Services Report for further details.</p> <p>Tender for stabilisation work closed on 29 June 2015. Contract awarded to Koppens Construction on 22 July 2015.</p> <p>The tender documentation for the concrete and gabion has been released.</p> <p>BrkSC.17.14 (Emergent):</p> <ul style="list-style-type: none"> - Compliance and VfM assessments complete. Moving towards Briefing Note <p>Completion timeframe: November 2015</p>	On track
Roads Programs – 5 year infrastructure plan	<p>GBA engaged to assist Council to develop a 5 year road infrastructure plan in line with TIDS, QRA, R2R funding.</p> <p>Completion timeframe: 31 October 2015</p>	Monitor
Procurement Project	<p>Council has the relevant contract documentation and has drafted the Scope of Works for the release of the Register of Preferred Suppliers tender (Goods and Services).</p> <p>Regional discussions are underway to ascertain the desirability of a regional Preferred Suppliers tender.</p> <p>The next step is to complete the Scope of Works for consultancy services. These are currently in draft form.</p>	Monitor
New Certified Agreement	<p>Burke Shire Council, staff and unions commenced negotiating a new Certified Agreement in February 2015. These negotiations are on hold pending a review of the Local Government Awards.</p> <p>Recent developments indicate that negotiations will be able to recommence shortly.</p>	Delayed subject to review of Local Government Industry Award
Water Rates	<p>First excess water consumption bills levied on 30 August 2015. Council staff are managing enquiries related to these charges at present.</p>	On track
Morning Glory Festival	<p>MGF II will be held on 25-26 September 2015. All live entertainment, sound, lighting and staging, food, market stalls and other arrangements are now confirmed.</p> <p>For more information, please refer to the Executive Officer Report.</p>	On track
ANZAC centenary: BKT	<p>Council committed funding to commemoration of Anzac for 2015 and 2016. \$20,000 will be available for statuary, public monument in 2016 for both Gregory and Burketown.</p>	Monitor
ANZAC centenary: GRG	<p>Council was successful in receiving a Commemorative Communities Grant to complete the restoration of the WWI and WWII Honour Boards. This restoration is currently underway.</p> <p>Council was successful in receiving a Historypin Grant to explore personal, pastoral, township and Shire-based experiences of the First World War. This project is underway.</p>	Monitor

	Recent meetings: Burketown Committee: 19 May 2015 Gregory Committee: 1 Sep 2015 Completion timeframe: To be determined	
Weed spraying: Gregory River Catchment	An initial weed spraying project was completed in July 2014. Council has subsequently committed funding in 2014-2015 and 2015-2016 to fund further weed eradication projects in the upper Gregory River catchment. Progress reports will be tabled in Council meetings on a quarterly basis. Completion timeframe: TBD 2016	On track
Rates Audit and preparation for 2015-2016 financial year	Council's historical rates audit has been completed. New differential rating categories were established in the Revenue Statement for 2015-2016. These new categories are designed to promote greater flexibility, accuracy and equity in Council's rating system. Council will also revise all documentation associated with rates: explanatory documentation, rates notices etc. to ensure all rates related documentation is easier to understand. Completion timeframe: August 2015	Completed
Scrap Metal Removal	Scrap Metal has now been removed from the Burketown and Gregory landfill sites. This was a cost neutral exercise for Council. Completed April 2015	Completed
Sale of land: Gregory	The sale of Lots 35-36 and 40-44 on RP743008 has been completed. Completed August 2015	Completed

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. Projected costings will not be included in Council meeting reports.

Projects to plan and cost	Comments	Status
Removal of waste tyres from Burketown & Gregory landfills	At the September 2015 North West Queensland Regional Organisation of Council (NWQROC) meeting, a number of member Councils elected to proceed with the purchase of a tyre shredder. Burke Shire Council indicated a preference to pursue other arrangements in disposing of waste tyres. Council will explore two disposal options prior to proceeding with the removal of waste tyres from the Burketown and Gregory rubbish tips. Completion timeframe: to be determined.	Monitor

Burketown Mineral Baths	<p>Council is working on this project with Traditional Owners, GHD and the Queensland University of Technology to develop appropriate designs for this key piece of town and tourism infrastructure.</p> <p>Council has engaged GHD to complete the initial project planning and design for this project. A site visitation has been planned for 18 August 2015.</p> <p>Completion timeframe: design work by November 2015</p>	On track
Burketown Wharf Car Park and Boat Ramp widening project	<p>Following discussions with DTMR, Council is completing surveying and design requirements for the installation of a 45 CTU car park at the Burketown Wharf. This car park is a prerequisite for attracting DTMR funding for the widening of the boat ramp.</p> <p>Survey and design work has now been completed at Council's end. DTMR are reviewing the design and cost estimates on this project.</p> <p>Thank you to those organisations who have provided letters of support to support Council's application for funding this project.</p> <p>Completion timeframe: subject to DTMR funding</p>	On track
Renovation of the Burketown Visitor Information Centre	<p>Tender documents completed and uploaded to Tenderlink, with newspaper advertising to follow from 10 September 2015.</p> <p>Completion timeframe: subject to budget and tender responses.</p>	On track
Sewerage Treatment Plant Re-design	<p>Simmonds and Bristow have completed MEDLI modelling (model for effluent disposal using land irrigation) for the Burketown STP. Results indicate no adverse environmental impact.</p> <p>This modelling will help generate the parameters that Council will need to satisfy in re-designing the sewerage treatment process. Council has received a preliminary draft for this re-design and will continue to discuss this project.</p> <p>Council has submitted a pre-lodgement meeting request to discuss a change to treated effluent parameters.</p> <p>Completion timeframe: subject to ongoing discussions with S&B and EHP in relation to preferred design.</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>Data logging has now been completed. An incredibly valuable process which should ensure quality design specifications.</p> <p>Given that land tenure may prove a stumbling block in relation to the ideal siting of the solar array, Council is exploring options to mount the array on a structure over the existing water storage tanks.</p> <p>Completion timeframe: subject to land tenure outcomes in Gregory.</p>	Monitor

STP/WTP Telemetry	<p>Council has engaged a specialist to complete a full review of Council's water and wastewater assets. This assessment will determine the scope of works required for the installation of SCADA (supervisory control and data acquisition) in Burketown.</p> <p>This tender is planned for release in September 2015.</p>	On track
BKT North	<p>GBA have been engaged to provide costing for initial infrastructure for BKT North development. This has involved siting new locations for sewage pump stations, sewage lines, water lines etc. GHD have conducted an assessment on BKT north and assisted in the prioritization of development parcels.</p> <p>Andrew Sly from Economic Development Queensland conducted initial site inspection of Burketown on 19.09.2014. A second visit is scheduled for</p> <p>Further developments on EDQ funding will be conditional on new Govt. priorities.</p>	Monitor
BKT South	<p>Council is seeking costings on construction of a white rock road through proposed lots for Rural Residential use. Council is also seeking costings on installation of water, electricity and telecoms.</p> <p>Possible amalgamations of these lots, as well as the sale of these lots will be conditional on receipt of improved flood mapping by Council.</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
Gregory Works Depot	Subject to land tenure resolution in Gregory.	Monitor

4. POWER

The preliminary research required for generating the project specifications for the installation of solar power in Gregory has been completed.

Opportunities to receive funding for renewable energy projects is likely to be enhanced under the new State government.

Discussions with Winton Shire Council have taken place in relation to negotiating interface agreements with Ergon Energy in circumstances where another party generates electricity and feeds into the grid.

LGIS have forwarded Council a proposal to conduct a pre-feasibility study into geothermal energy generation in Burketown.

5. TELECOMMUNICATIONS

Gregory: Council was successful in its Mobile Black Spots Programme application to have a mobile phone base station built in the township of Gregory. The roll-out date for this project is unknown at this stage.

Burketown:

Council and a telecommunications provider are working toward completion of the feasibility study for the installation of optic fibre between Burketown and Doomadgee as well as an upgrade to the existing exchange to deliver high-speed broadband and 4g mobile services. This project will also include the installation of Wi-Fi infrastructure and technology.

Lobbying of state and federal politicians continues for this project, as Council seeks co-contributions through various funding programs:

- National Stronger Regions Fund (Cth)
- Local Government Grants and Subsidies Program (Qld)
- Community Resilience Fund (Qld)
- Building our Regions (Qld)

Council representatives (Mayor Camp and CEO) met with Prime Minister Tony Abbott, Deputy Prime Minister Warren Truss, Senator Barnaby Joyce and Senator Barry O'Sullivan to discuss telecommunications in the Burke Shire at Longreach (9 May 2015). Councillors have also met to discuss this project with Senator Ian Macdonald, Warren Mundine and Queensland State Premier, the Hon. Anastacia Palaszczuk.

6. DISASTER MANAGEMENT

Council has a number of Disaster Management responsibilities. The table below provides a rolling schedule of meeting/reporting requirements:

Reporting/Meeting requirements	Status
2014-2015 1 st quarterly report	Completed Oct 2014
2014-2015 2 nd quarterly report	Completed Feb 2015
2014-2015 3 rd quarterly report	Completed Apr 2015
2014-2015 Annual Report (attached)	Completed Jul 2015
2014-2015 1 st LDMG meeting	Held Nov 2014
2014-2015 2 nd LDMG meeting	Held May 2015
2015-2016 1 st LDMG meeting	Scheduled for November 2015
2014-2015 Review of Local Disaster Management Plan	Completed Aug 2015

7. PEST MANAGEMENT (animals and weeds)

Council is in the process of reviewing its Pest Management Plan. This revision and adoption of a new plan will take place during the implementation of the new Biosecurity Act 2016. The new Act will introduce a number of changes that may slow down aspects of the Pest Management Planning process.

Council has released an EOI for membership in the Working Group that will develop the new plan in conjunction with Biosecurity Queensland and NRM Group representatives. The first meeting is scheduled to take place as part of the Gulf Catchments Pest Taskforce meeting in Burketown.

Task	Status
Formation of working group	Expression of Interest released
Review of existing plan	Not commenced
Drafting of new plan	Not commenced
Release to community for comment	Not commenced
Submission to Minister for comment	Not commenced
Review in-line with Ministerial comments	Not commenced

8. TOURISM

In association with Savannah Way Limited, Councils in the Gulf Savannah region are developing a regional tourism strategy. The strategy will be aimed at determining how Councils will be able to assist the many wonderful tourism operators flying the flag for the Gulf. From Burke Shire's perspective, infrastructure projects are critical to progressively building a tourism sector: pontoon, mineral baths, telecommunications infrastructure.

Visitor Information Centre: Council will enter a Licence Agreement with Gangalidda and Garawa to operate the Visitor Information Centre during the Morning Glory Festival and Burketown Rodeo and Races during September/October 2015.

9. LOCAL GOVERNMENT ELECTIONS

The Local Government Elections in Queensland will be held on 19 March 2015.

Council was approached by the Electoral Commission of Queensland to provide contact details for those who may wish to fill the role of Returning Officer. Council supplied ECQ with two names. ECQ is in the process of selecting a candidate.

Council approached the Department of Infrastructure, Local Government and Planning to request a hybrid ballot system for the March 2016 elections: part-postal, part-ballot box. This application was successful, meaning that there will be a polling booth at the Burke Shire Nijinda Durlga for the elections. Residents outside of Burke Shire will be provided with a postal ballot.

10. MEETINGS/CONFERENCES/DELEGATIONS

GOVERNANCE CALENDAR			
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, PHRM
LGAQ Annual Conference	Mackay	27-29 th October	Mayor + CEO + Councillor(s)
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
Gregory Land Tenure meeting with Waanyi	Gregory	17 February 2015	Mayor, Deputy Mayor, Cr Forshaw, CEO, PHRM
Burketown ILUA discussions	Burketown	26 February 2015	Mayor, Deputy Mayor, Cr Murray, CEO
Elected Members Update	Doomadgee	3 March 2015	Mayor
Enterprise Bargaining Information Session	Burketown	3 March 2015	Mayor, CEO, FM
Internal Audit Committee Meeting	Teleconference	5 March 2015	Deputy Mayor, FM, Brendan Macrae (QAO), Mark Wright (Chairperson), Mark Andrejic (internal auditor)
NWQROC	Hughenden	12-13 March 2015	Mayor, Cr Forshaw, CEO
NWQRRTG	Hughenden	12-13 March 2015	Mayor, Cr Forshaw, CEO
Gregory Land Tenure discussions	Gregory	16 March 2015	Councillors, CEO, PHRM
Tourism and Events Australia – Regional Planning	Mt Surprise	27 March 2015	CEO & PHRM
Native Title Consent Determination	Burketown	1 April 2015	Councillors
ROC Forum	Brisbane	10 April 2015	Mayor
Regional CEOs forum	Julia Creek	8 May 2015	CEO
Meeting with Prime Minister	Longreach	9 May 2015	Mayor, CEO
NWQROC	Julia Creek	14 May 2015	Mayor, Deputy Mayor, CEO
NWQRRTG	Julia Creek	15 May 2015	Mayor, Deputy Mayor, CEO
Internal Audit Committee conference	Cairns	24 June 2015	Deputy Mayor
Bush Council Convention	St George	30-31 July 2015	Deputy Mayor
NQLGA	Palm Island	3-5 August 2015	Mayor, Deputy Mayor, Cr Forshaw, CEO
Meeting with Premier	Mt Isa	7 August 2015	Mayor, Deputy Mayor, CEO
Meeting with Director General – Department of State Development	Brisbane	10 August 2015	Mayor
NWQROC	Mt Isa	3 September 2015	Mayor, Deputy Mayor, CEO
NWQRRTG	Mt Isa	4 September 2015	Mayor, Deputy Mayor, CEO
ICPA Conference	Cloncurry	9 September 2015	Deputy Mayor, Kylie Camp
LGAQ Annual Conference	Toowoomba	19-21 October 2015	Mayor, Deputy Mayor, Crs Forshaw & Lauder, CEO
Better Councils Better Communities	Burketown	27 October 2015	TBD

11. WORK HEALTH AND SAFETY

See PHRM Monthly report.

12. OFFICER'S RECOMMENDATION

That Council notes the content of the Chief Executive Officer's September 2015 Report.

13. ATTACHMENTS

1) MMG trucking report



A2 - CEO Report -
Dugald River Haulage



2) Burke Shire Council – LDMG Assessment Tool

A3 - CEO Report -
Burke Shire Council -

09 Late Item Reports

09. Late Item Reports

09.01 Procurement Policy

09.02 Adoption of the 2015-2016 Local Disaster Management Plan

09.03 Negotiated Decision Notice – Application for a Development Permit for Material Change of Use (MCU) – Storage and Disposal of Regulated Waste

09.04 Bowthorn Station - Application for a Development Permit for MCU – Code Assessable – Other Residential – House

Late Item Reports

09.01 Procurement Policy

DEPARTMENT:	Office of the CEO
RESPONSIBLE OFFICER:	Nils Hay; PHRM Philip Keirle; CEO
FILE NO:	Council Meeting Business Paper – September 2015
DATE:	14 September 2015
LINK TO COUNCIL PLAN/S:	Local Government Act 2009, Local Government Regulation 2012, Operational Plan 2015-2016

1. PURPOSE (Executive Summary)

To submit a revised Procurement Policy to Council for consideration and adoption.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council provided feedback on content to be incorporated into Council's Procurement Policy.

3. PROPOSAL

That Council considers the revised Procurement Policy as submitted, noting the following changes:

- Incorporation of listing of Officer's Financial Delegations
- Incorporation of table showing purchasing thresholds and quote requirements (number of quotes, days to be allowed for receipt of quotes)
- Update to 'preference for local suppliers' section of policy
- Incorporation of details of eTendering requirements and removal of obsolete references to tender process.
- Incorporation of information on Tender Evaluation process.

4. FINANCIAL & RESOURCE IMPLICATIONS

NA

5. POLICY & LEGAL IMPLICATIONS

Procurement Policy reflects requirements of the Local Government Act 2009 (Sound Contracting Principles and Delegations) and the Local Government Regulation 2012.

6. CRITICAL DATES & IMPLEMENTATION

The September 2015 Council meeting is an appropriate date to revise and adopt this Procurement Policy.

7. CONSULTATION

Internal consultation: elected members and executive management team.

External consultation: Cloncurry Shire Council, Fraser Coast, Bundaberg Regional Council, Cairns Regional Council.

8. CONCLUSION

The Procurement Policy is a legislated requirement and outlines, in association with the Local Government Act 2009 and the Local Government Regulation 2012, the principles governing Council's procurement of goods and services. For this reason, the policy must be revised to ensure it reflects the legislative, the political and the technological environment in which Council procurement takes place.

9. OFFICER'S RECOMMENDATION

That Council reviews and adopts version 7 of the Procurement Policy (FIN-POL-001) as submitted.

ATTACHMENTS



FIN-POL-001
Procurement Policy- L

1. FIN-POL-001 – Procurement Policy

Late Item Reports

09.02 Adoption of the 2015-2016 Local Disaster Management Plan

DEPARTMENT:	Office of the CEO
RESPONSIBLE OFFICER:	Philip Keirle; CEO
FILE NO:	Local Disaster Management
DATE:	14 September 2015
LINK TO COUNCIL PLAN/S:	Corporate Plan, Operational Plan

1. PURPOSE (Executive Summary)

Council is required to review the effectiveness of the Local Disaster Management Plan once per year. In 2015, there was a requirement that this review process take place through an online assessment tool.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

2013: Council adopted the revised LDMP on Thursday 15th August 2013.

2014: Council adopted the revised LDMP on Thursday 21st August 2014. In 2014, there was a requirement that this review process take place with reference to the Disaster Management Self-Assessment Tool. This 'Tool' was pre-populated with areas of the LDMP that required revision.

In 2015, the Office of the Inspector General for Emergency Management required Council's to complete an online assessment tool (see Attachment 2) as part of the review process. This review required the Local Disaster Coordinator (CEO of Local Government Area) to liaise with the District Disaster Management Group representative; Craig Shepherd, Executive Officer Mt Isa DDMG.

The completion of this online assessment tool was due by 31 August 2015.

3. PROPOSAL

That Council adopts the LDMP as revised and submitted by the Local Disaster Coordinator. There are no substantive changes proposed to the LDMP, although there is an expectation that Councils will receive further direction from IGEM in relation to any updates to content requirements for Local Disaster Management Plans.

Please note that Council did not have the opportunity to test the effectiveness of the Plan during 2014-2015 as there was no emergency event that activated the Local Disaster Management Group into operational readiness.

Changes to note include:

- Length of sealed roads
- Proposed future development
- Contact list

4. FINANCIAL & RESOURCE IMPLICATIONS

NA

5. POLICY & LEGAL IMPLICATIONS

In accordance with s. 58 of the Disaster Management Act, the LDMP must be consistent with the Queensland Local Disaster Management Guidelines and other associated Guidelines which form part of the QDMA. Under s. 59 the LDMP may be reviewed, or renewed, when the local government considers it appropriate, however, the effectiveness of the plan must be reviewed at least once a year.

In accordance with s. 60 (1) of the Act, a copy of the LDMP must be available in written or electronic form for inspection, free of charge, by members of the public at the local government's head office and at other places the CEO of the local government considers appropriate. This must include making the LDMP available on the local government website.

According to s. 57 of the Act, a LDMP must include provision for:

- the State SPF and local government policies for disaster management;
- the roles and responsibilities of entities involved in disaster operations and management in the area;
- the coordination of disaster operations and activities performed by these entities;
- events that are likely to happen in the area;
- strategies and priorities for disaster management for the area;
- the matters stated in these Guidelines as matters to be included in the plan; and
- other matters about disaster management the local government considers appropriate.

6. CRITICAL DATES & IMPLEMENTATION

31 August 2015: due date for completion of online assessment tool.

17 September 2015: the first opportunity for Council to pass the LDMP since submission to District Disaster Coordinator on 31 August 2015.

The LDMP, after adoption by Council, will be presented to the LDMG for adoption at an Ordinary Group Meeting.

7. CONSULTATION

Craig Shepherd, Executive Officer Mt Isa District Disaster Management Group.

8. OFFICER'S RECOMMENDATION

That Council adopts the Burke Shire Local Disaster Management Plan 2015-2016.

ATTACHMENTS

1. Local Disaster Management Plan 2015-2016



A1 - LDMP Report -
Burke Shire Disaster P



A2 - LDMP Report -
online assessment too

2. Burke Shire Council responses to online assessment tool

Late Item Reports

09.03 Negotiated Decision Notice – Application for a Development Permit for Material Change of Use (MCU) – Storage and Disposal of Regulated Waste

DEPARTMENT: Integrated Planning & Sustainable Development

RESPONSIBLE OFFICER: Liz Taylor; Town Planning Consultant
Philip Keirle; CEO

FILE NO: MCU 2014-05

DATE: 14 September 2015

LINK TO COUNCIL PLAN/S: Town Planning Scheme

APPLICANT: MMG Century Ltd
C/- Matt Lord, Superintendent Environment
P O Box 8016
GARbutt QLD 4814

APPLICATION: Application for a Development Permit for Material Change of Use (MCU) – Code Assessable – Industry (Storage and Disposal of Regulated Waste from outside the Lawn Hill Mining Lease Area)

and

Environmentally Relevant Activities (ERA 56 Receiving and Storing Regulated Waste and ERA 60(1)(a) Waste Disposal<50000t/yr)-(Concurrence Agency DEHP Approval).

ADDRESS: Lawn Hill Century Mine – Mining Lease: ML90045, being part of Lot 6 on CP907593

ZONE: Rural Zone

REPORT ADDRESSES: Request for a Negotiated Decision Notice, relating to the Decision Notice issued by Council, dated 22 July, 2015.

1. INTRODUCTION

In July 2015, by correspondence dated 22 July 2015, Council issued a Decision Notice for the above referenced application.

By correspondence dated 14 August 2015 the Environmental Consultant for the applicant, Ashgrove Environmental, has “stopped the clock” under section 366 of the Sustainable Planning Act 2009 (SPA) to make representations under Section 361 of SPA, with regard to two (2) conditions in the Decision Notice and has requested that Council issue a Negotiated Decision Notice.

This report outlines the requested amendments to the two (2) conditions and proposes both Condition 2 and Condition 3 be amended, but not specifically in line with the requested changes made by Ashgrove Environmental.

The draft conditions were provided to Ashgrove Environmental for consideration by MMG, in mid - August 2015. By email dated 30 August, 2015 further advice was provided and the Conditions finalized, with agreement between the parties.

2. REQUESTED AMENDMENTS TO CONDITIONS

In summary, it is requested that Conditions 2 be amended and Condition 3 be amended or deleted. For ease of reference the two (2) Conditions are reproduced in full below, with representations from Ashgrove Environmental and my response provided, for consideration by Council.

CONDITION 2:

MMG is to provide to the Council, within one (1) month of completion, copies of all annual audit reports and monitoring programs, undertaken to comply with EA – Permit No: EPML00888813 and EA- Permit No: EPPR02651114.

Representations by Ashgrove Environmental

Condition 2 requires MMG to submit annual monitoring and auditing information for EPML00888813 which is the Environmental Authority for the Lawn Hill (Century) Mine. While MMG is willing to provide this information to Burke Shire Council, it is noted that the annual monitoring report for EPML00888813 does not contain any information specifically on waste management. MMG requests that this Condition be amended to only relate to EPPR0265 1114.

Consideration

Conditions on EA – Permit No: EPPR02651114 do not cross reference back, in any detail, to EA – Permit No: EPML00888813 - the overriding Environmental Authority for Century Mine.

In documentation sought by the Chief Executive Officer (CEO) in an Application under the Right to Information Act 2009 (RTIA) the Department of Environment and Heritage Protection (DEHP) provided a copy of the assessment of the MCU application and throughout the assessment cross reference is made to the overriding Environmental Authority, EA – Permit No: EPML00888813, for example:

The transfer station is roofed to minimise rain ingress and incorporates primary and secondary containment structures. Stormwater is managed on site to ensure that contact with contaminated material is prevented and run-off is collected in a sediment dam, which discharges to ephemeral North Mitton Creek, and subject to existing water discharge requirements under MMG Century's existing Environmental Authority EPML00888813, to ensure releases are subject to review and compliant with set containment limits.

Under the existing Environmental Authority monitoring of surface and groundwater quality is monitored to ensure water quality is maintained. A Receiving Environment Monitoring Program (REMP) has been implemented as a condition requirement under MMG Century's existing Environmental Authority in annual reporting requirements to the Department form a component of the REMP program.

Century's existing Water Management Plan for the site; no direct release of contaminated stormwater to the environment is proposed. There is no proposal for discharge to occur; however existing EA has firm requirements in relation to releases should such an event occur.

Waste received is proposed to be managed consistent with the waste and resource management hierarchy. Waste proposed storage of the transfer station will be managed in accordance with (d), (e) and (f) of the hierarchy.

Current activities regulated by MMG Century's existing Environmental Authority have been considered. Disposal options and associated measures for managing impacts on the environment are considered appropriate to the nominal increase in waste to be managed at the mine site, noting that the proposal is for received waste to be integrated into existing waste Management streams, and that the proposal makes use of facilities which are already in existence.

There is no relevant site management plan to the proposal; however some of the management aspects and requirements associated with the proposal are already permitted with respect to mine generated waste. It is expected that handling and disposal of regular waste will not occur contrary to the existing environmental authority EPML 0088 8813, which conditions existing activities under the Century Mine (Lawn Hill) project site.

There is no integrated environment management system required in connection with the proposal; however, it is noted that MMG Century intends to integrate the management of the additional waste into current waste streams already present on site. In this respect documentary requirements under MMG Century's existing Environmental Authority EPML00888813, will also captured the new activity which is proposed. Examples of captured aspects associated with the new proposal include existing EA requirements pertaining to:

- *surface and groundwater monitoring;*
- *the Water Management Plan;*
- *required annual audits and assessments associated with operating *regulated structures;*
- *conditions associated with on-site water storages;*
- *waste management and authorisation;*
- *rehabilitation of the land related requirements.*

*(*Note: the Tailings dam is a regulated structure).*

The DEHP conditions on EA- Permit No: EPPR02651114 for the MCU approval have been framed on the basis that many of the monitoring and auditing programs required in EPML00888813 will address the Department's concerns. However, Council (as I understand it) has no access to these monitoring and auditing reports. On that basis it is recommended that Council amend Condition 2 to require annually updated audits and monitoring programs to be provided to Council.

(Note: additions to the amended condition are shown in **bold** and deletions (if any) are shown in strike-through).

PROPOSED AMENDED CONDITION 2:

MMG is to provide to the Council, within one (1) month **of the date of this approval**, copies of ~~the most recent~~ annual audit **and monitoring** reports ~~and monitoring programs~~, undertaken to comply with EA – Permit No: EPML00888813; ~~and Any audit reports and monitoring programs associated with EA – Permit No: EPPR02651114;~~

AND

When the audit and monitoring reports associated with EA – Permit No: EPML00888813 are updated annually and if any additional audit and monitoring reports associated with EA Permit No: EPPR02651114 are prepared and updated in the future, copies are to be provided to Council, within four (4) weeks of finalization.

CONDITION 3:

The current Plan of Operations for the Century Mine, prepared under EA –EPML00888813, is to be amended by a qualified professional within three (3) months of the date of this approval, to reflect additional compliance and management requirements associated with the transportation of off-site regulated waste to the Century Mine and the storage and disposal of regulated waste at the waste transfer station and the tailings storage facility, within the Century Mine.

A copy of the amended Plan of Operations is to be provided to Council within four (4) months of the date of this approval.

Representations by Ashgrove Environmental

Condition 3 requires MMG to update the current Plan of Operations to “reflect additional compliance and management requirements associated with the transportation of off-site regulated waste to the Century Mine and the storage and disposal of Regulated Waste at the Waste Transfer Station and the Tailings Storage Facility, within the Century Mine”.

MMG advises that:

- the current Plan of Operations contains suitable provisions in relation to the types of wastes that will be received, stored and disposed at Century Mine under MCU 2014 – 05, and that further amendment is not warranted. This is because MMG already handles, stores and disposes of the same types of wastes to those covered under MCU 2014 – 05.

- Amendment of the Plan of Operations is a significant undertaking and, in this case, appears to be inappropriate to the nature and scale of the proposed waste management activity. Amending the Plan of Operations requires an independent audit of compliance against the EA and preparation of an audit statement. The amended Plan must then be lodged with the Department of Environment and Heritage Protection for review. Even if an amendment was necessary, MMG advises that an amendment cannot be achieved within the stipulated 3 month period.

On this basis, MMG requests that this Condition either be deleted in full or amended to reflect a requirement that MMG must ensure that the Plan of Operations for Century Mine contains appropriate compliance and management requirements in relation to the storage and disposal of Regulated Waste at the Waste Transfer Station and the Tailings Storage Facility, within the Century Mine.

Consideration:

In the documentation sought by the Chief Executive Officer (CEO) in an Application under the Right to Information Act 2009 (RTIA) the following comment is made with regard to the Plan of Operations:

While a Plan of Operations is not required particularly for this Environmental Authority, MMG Century are required to have one in relation to authorised mining activities, including management of the tailings storage facility (TSF).

In addition, it is noted that throughout the assessment of the MCU application by DEHP, reference is made to the relatively small quantities of waste from off-site locations proposed to be processed at the mine site and that operation in compliance with the existing Environmental Authority (and the Plan of Operations) can readily manage and accommodate the waste stream.

It is my understanding that Council does not hold a copy of the current Plan of Operations. It is recommended that Condition 3 be amended, as follows:

PROPOSED AMENDED CONDITION 3:

~~The current Plan of Operations for the Century Mine, prepared under EA – EPML00888813, is to be amended by a qualified professional within three (3) months of the date of this approval, to reflect additional compliance and management requirements associated with the transportation of off-site regulated waste to the Century Mine and the storage and disposal of regulated waste at the waste transfer station and the tailings storage facility, within the Century Mine.~~

A copy of the amended **current** Plan of Operations **and Audit Statement** is to be provided to Council within ~~four (4) months~~ **four (4) weeks** of the date of this approval.

AND

Any updated versions of the Plan of Operations and associated Audit Statement are to be provided to Council within four (4) weeks of the date of finalization, following review by the Department of Environment and Heritage Protection.

3. CONCLUSION

Council can only issue one (1) Negotiated Decision Notice and therefore the next step, if there were to be no agreement between the parties to the two (2) amended Conditions outlined above, the only avenue open to the applicant is to Appeal the two (2) disputed Conditions in the Planning and Environment Court.

However, email advice from Ashgrove Environmental, dated 30 August 2015, confirms that MMG are in agreement with the proposed amendments to Conditions 2 and 3, as outlined above.

4. RECOMMENDATION

That Council resolves:

In accordance with the Sustainable Planning Act 2009 as amended, the applicant be notified that Council approves the request for a Negotiated Decision relating to a Decision Notice dated 22 July, 2015 for Material Change of Use (Code assessment) for Industry (Storage and Disposal of Regulated Waste from outside the Lawn Hill Mining Lease Area) being an Environmentally Relevant Activity (ERA) located on ML90045, being part of Lot 6 CP907593, subject to the following:

Condition 2, be amended, as follows:

PROPOSED AMENDED CONDITION 2

MMG is to provide to the Council, within one (1) month **of the date of this approval**, copies of ~~the most recent~~ annual audit **and monitoring** reports ~~and monitoring programs~~, undertaken to comply with EA – Permit No: EPML00888813; ~~and Any audit reports and monitoring programs associated with EA – Permit No: EPPR02651114;~~

AND

When the audit and monitoring reports associated with EA – Permit No: EPML00888813 are updated annually and if any additional audit and monitoring reports associated with EA Permit No: EPPR02651114 are prepared and updated in the future, copies are to be provided to Council, within four (4) weeks of finalization.

Condition 3, be amended as follows:

PROPOSED AMENDED CONDITION 3

~~The current Plan of Operations for the Century Mine, prepared under EA – EPML00888813, is to be amended by a qualified professional within three (3) months of the date of this approval, to reflect additional compliance and management requirements associated with the transportation of off-site regulated waste to the Century Mine and the storage and disposal of regulated waste at the waste transfer station and the tailings storage facility, within the Century Mine.~~

A copy of the ~~amended~~ **current** Plan of Operations **and Audit Statement** is to be provided to Council within ~~four (4) months~~ **four (4) weeks** of the date of this approval.

AND

Any updated versions of the Plan of Operations and associated Audit Statement are to be provided to Council within four (4) weeks of the date of finalization, following review by the Department of Environment and Heritage Protection.

ATTACHMENTS

Nil

Late Item Reports

09.04 Bowthorn Station - Application for a Development Permit for MCU – Code Assessable – Other Residential – House

DEPARTMENT:	Corporate and Community Services
RESPONSIBLE OFFICER:	Liz Taylor; Town Planning Consultant Madison Marshall; Executive Assistant - Administration
FILE REF:	MCU 2015-03
DATE:	16 September 2015
LINK TO COUNCIL PLAN/S:	Town Planning Scheme

APPLICANT:	Mr EC Throsby C/- Oly Homes PO Box 684 YANDINA QLD 4561
APPLICATION:	Application for a Development Permit for Material Change of Use (MCU) – Code Assessable – Other Residential -House
ADDRESS:	Bowthorn Station, Savannah Way, Via Doomadgee, being Lot 1 MUI, Parish of Phoenix, County of Nicholson
ZONE:	Rural Zone
APPENDICES	Appendix 1: Plans Lodged with the Application: <ul style="list-style-type: none"> • Perspective View of Elevations; • Site Plan; • Floor Plan; • Elevations; and • Plumbing and Drainage Plan.

1. INTRODUCTION

The site subject of this application is Bowthorn Station, described as Lot 1 MU1. The site is located on the Savannah way, via Doomadgee.

The application seeks Development Permits for: MCU – Other Residential- House.

The subject site is located within the Rural Zone under the Burke Shire Planning Scheme 2003, and requires Code Assessment.

2. SITE AND BACKGROUND

Bowthorn Station has an area of 236,000 ha and is used for cattle grazing. A Homestead exists on the Station and another House is proposed to be established for the manager in proximity to Kingfisher Resort Camp and 750metres from the Nicholson River. The location of the proposed House is shown on the Site Plan attached at Appendix 1.

3. PROPOSED DEVELOPMENT

Under the Burke Shire Planning Scheme the proposed development of a second House on the Station falls under the land use definition of 'Other residential'.

Other residential – means the residential use of premises if there are two or more dwellings on the same lot. The term does not include the use of premises for Secondary dwelling.

The Table of Assessment for the Rural Zone identifies that 'Other residential' development requires Code assessment against the Planning Scheme and, in particular, the Rural Zone Code.

The proposed House is a single storey structure comprised of:

- 2.5 metre wide veranda, front and rear, and adjacent car port to the rear;
- four bedrooms;
- two bathrooms;
- a combined lounge, dining and kitchen area with a large walk-in pantry;
- and internal laundry; and
- an office.

The House will be serviced by a 3000 litre septic tank and 2 x 23,000 litre water tanks, refer to Plumbing and Drainage Plan, at Appendix 1. Vehicular access to the House site is readily available. Electricity for the House will be provided from solar panels and a back-up generator.

4. TOWN PLANNING ASSESSMENT

Relevant statutory planning documents include the:

- Sustainable Planning Act 2009; and
- Burke Shire Planning Scheme 2003.

Sustainable Planning Act 2009

The Sustainable Planning Act (SPA) is the principal regulatory framework for land use planning and assessment in Queensland. The Act sets out the assessment process and identifies relevant referral agencies. The application has been assessed and processed under SPA.

Burke Shire Planning Scheme 2003

Under the Burke Shire Planning Scheme 2003, the site is included in the Rural Zone and the proposed development requires Code assessment against the Rural Zone Code.

5. RURAL ZONE CODE

The Overall Outcomes for Rural Zone relevant to this application, state:

- *The scenic values of the natural environment enjoyed by residents and tourists using rural roads are maintained;*
- *residential uses are primarily ancillary to other uses in the rural area;*
- *The health and safety of residents and visitors in the rural area, and the amenity they enjoy, are maintained;*
- *Uses and works are located, designed and managed to—*
 - *be compatible with other uses and works; and*
 - *maintain the safety of people and works; and*
 - *avoid significant adverse effects on the natural and cultural heritage values of the environment.*

The proposed development is compliant with, the relevant Outcomes sought for development in the Rural Zone.

Consistent Uses in the Rural Zone are stated and listed as:

- *Mining and the following defined uses and use classes are consistent uses and are located in the Rural zone—*
 - (a) *Agriculture;*
 - (b) *Intensive agriculture;*
 - (c) *Extraction;*
 - (d) *Tourist facilities;*
 - (e) *Outstations.*

Other uses such as 'Other residential', can locate in the Rural Zone if:

....the use is minor in the Rural Zone and does not locate to create a consolidated cluster of residential uses.

The Rural Zone Code establishes requirements in relation to the effects of development. The relevant provisions relating to this application/development are outlined and discussed below.

EFFECTS OF DEVELOPMENT

- *Natural and cultural heritage values:*

(a) there are no significant adverse effects on the natural and cultural heritage values of the environment, including loss of natural vegetation, land degradation, and water pollution, arising from, but not limited to—

- (i) disturbance of the land; or*
- (ii) siting of buildings and other works; or*
- (iii) waste disposal; or*
- (iv) public access; or*
- (v) fire hazard.*

Comment

The proposed development will have no detrimental impacts.

- *Amenity, public health or safety:*

(b) there are no significant adverse effects on amenity, public health or safety with regard to—

- (i) the siting, scale and design of buildings or other works; or*
- (ii) sewage disposal; or*
- (iii) water supply for human use; or*
- (iv) permanent or temporary occupation of, or access to, areas subject to natural hazards; or*
- (v) agricultural or extractive uses or works located in close proximity to towns, roads or other occupied places (such as accommodation or other facilities for rural residents or tourists).*

Comment

The proposed development will have detrimental impacts.

- *Operation and provision of infrastructure:*

(c) uses are of a type and scale that maintain the standards of service identified in schedule 1, part 1 ; and

(d) water supply, sewerage and roads are provided to—

- (i) meet appropriate standards at the least whole-of-life cost, including avoiding unnecessary duplication; and*
- (ii) be robust and fit for the purpose and intended period of operation; and*
- (iii) be easily maintained without unnecessarily requiring specialist expertise or equipment; and*
- (iv) be comprised of components and materials that are as readily accessible and available as practicable; and*
- (v) be readily integrated with existing systems and facilitate the orderly provision of future systems; and*

(e) the safe and efficient operation of roads is maintained having regard to—

- (i) the nature of vehicles using the road; and*
- (ii) the location of uses that may be adversely affected by noise or dust generated from use of the road; and*
- (iii) the location and design of access points; and*

- (iv) *the design of stormwater drainage; and*
- (f) *uses and works are located and designed to avoid significant adverse effects on safe aircraft operations due to—*
 - (i) *physical intrusions; or*
 - (ii) *reduced visibility; or*
 - (iii) *collisions with birds; or*
 - (iv) *electromagnetic interference with aircraft navigation systems; or*
 - (v) *other functional problems for aircraft (including artificial lighting hazards); and*
- (g) *uses and works are located and designed to avoid significant adverse effects on the safe and efficient operation of —*
 - (i) *the road freight route; or*
 - (ii) *the Miscellaneous Transport Infrastructure Corridor.*

Probable solution —

Operation and Provision of Infrastructure

- (a) *for subsection (1)(d)—water supply, sewerage and roads are constructed to relevant standards stated in schedule 1, part 2 ;*
- (b) *for subsection (1)(e)— if Single residential—the dwelling is located a minimum of 40 m from the Savannah Way or a State-controlled road ;*
- (c) *for subsection (1)(f)(i)—within 500 m of an aircraft landing strip the maximum height of a building, structure or object, or height at which an activity is carried out, is 8.5 m.*

Comment

The proposed development incorporates the necessary sewerage, water, drainage, electricity and road infrastructure to more than adequately service the development. The approval will be conditioned to require the necessary building, plumbing and drainage approvals.

6. CONCLUSION

The proposed development is a consistent use in the Rural Zone and generally complies with the relevant provisions of the Rural Zone Code. The proposed development is therefore supported and recommended to Council for approval.

7. RECOMMENDATION

That Council resolves in accordance with the Sustainable Planning Act 2009, as amended, the applicant be notified that the Application for a Development Permit for a Material Change of Use for Other Residential – House, proposed at Bowthorn Station, Savannah Way, Via Doomadgee, being Lot 1 MU1, Parish of Phoenix, County of Nicholson, is approved subject to the conditions detailed below.

A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

1. The development is to be undertaken substantially in accordance with the approved Plans:

Perspective View of Elevations	Oly Homes- Thros-030815	Drawing No: WD-01	Dated 27/07/15
Site Plan	Oly Homes- Thros-030815	Drawing No: WD-02	Dated 27/07/15
Floor Plan	Homes- Thros-030815	Drawing No: WD-03	Dated 03/08/15
Elevations	Oly Homes- Thros-030815	Drawing No: WD-04	Dated 27/07/15
Plumbing and Drainage Plan	Oly Homes- Thros-030815	Drawing No: WD-11	Dated 27/07/15

2. The House is to be setback from the Nicholson River by a minimum distance of 750 metres, to the satisfaction of the Chief Executive Officer.

3. The septic tank and trenches and house drains are required to be located so that there is no potential for any detrimental impacts on the Nicholson River, to the satisfaction of the Chief Executive Officer.
4. A graded driveway is to be provided to service the House, from the nearest existing vehicular roadway and it is to be maintained on a regular basis, to ensure long term vehicular access to the House, to the satisfaction of the Chief Executive Officer.
5. Should a generator be used to provide back-up electricity generation, the generator and diesel are required to be housed in a shed, to contain the noise of the generator, safely contain the diesel storage and protect the amenity of residents living in the House, to the satisfaction of the Chief Executive Officer.
6. The House is only to be occupied by an employee and his family, and/or employees of Bowthorn Station. The House is not to be used as tourist accommodation associated with the nearby Kingfisher Resort Camp, to the satisfaction of the Chief Executive Officer.
7. Occupation of the House is not to occur until such time as:
 - all necessary Building and Plumbing and Drainage Permits have been issued, actioned and certificates of completion issued; and
 - the septic system, water tanks and electricity supply (solar/generator) are all connected and operational; and
 - a graded driveway is provided between the nearest roadway and the House.

to the satisfaction of the Chief Executive Officer.

ATTACHMENTS



Appendix 1
Approved Plans.pdf

1. Plans

10 Consideration of Notice(s) of Motion and Petitions

10.01 Notices of Motion

None received at time of agenda preparation

10.02 Petitions

None received at time of agenda preparation

11 Mayoral Report

Report to be provided to meeting.

12 Councillor Reports

Councillors will provide reports to the meeting.

13 New business of an urgent nature admitted by Council

Recommendation (if required)

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

14 Closed session reports

14.01 Closed Session - Land Acquisition

14.02 Closed Session - Tenancy Agreement with Richardson's Building Service

14.03 Closed Session - Restoration of BS Road Assets 2014 NDRRA

15 Deputations and presentation scheduled for meeting

15.01 Department of Infrastructure, Local Government and Planning

15.02 LGIS

16 Closure of meeting

The next Ordinary Meeting of Burke Shire Council is scheduled for Thursday 15th October 2015.