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## Agenda and Business Papers Burke Shire Council Ordinary General Meeting Thursday 22 September 2016 9.00am Council Chambers

9.00am	Opening of Meeting
10.00am to 10.30am	SES Long Service Award Presentation to Ian and Tracy Forshaw followed by Morning Tea
11.30am to 2.30pm	Ms Jennifer Howard - Assistant Minister for Local Government
12.30pm to 1.00pm	Lunch

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## 01. Opening of Meeting

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

## 02. Record of Attendance

Members	Cr Ernie Camp; Mayor – Chair Cr Paul Poole; Deputy Mayor Cr John Clarke Cr John Yanner Cr Tonya Murray
Officers	Sharon Daishe; Chief Executive Officer Nils Hay; Deputy CEO Gordon Stumbris; Relieving Works Manager Simbarashe Chimpaka; Finance Manager Martin Powley; Executive Officer Madison Marshall; Executive Assistant (Minutes)
On Leave	Brett Harris; Workshop and Fleet Manager

## 03. Prayer

Led by Cr Murray

## 04. Consideration of applications for leave of absence

None received at close of agenda.

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

### 05.01 General Meeting 18 August 2016 and Special Meeting 9 September 2016

That the Minutes of the General Meeting of Council held on 18 August 2016 and the Minutes of the Special Meeting of Council held on 9 September 2016 as presented be confirmed by Council.



160818 Unconfirmed  
Minutes.docx



160909 Unconfirmed  
Minutes - Special Mee

## 06. Condolences

None received at close of agenda.

## 07. Declaration of Interests

## 08. Consideration of Notice(s) of Motion and Petitions

### 08.01 Notices of Motion

None received at time of agenda preparation.

### 08.02 Petitions

None received at time of agenda preparation.

## 09. Executive Management Team Reports

09.01.01 Works and Services Monthly Update Report

09.02.01 Workshop and Fleet Report

09.02.02 Amend Plant Replacement Program

09.03.01 Finance Monthly Update August 2016

09.04.01 Deputy Chief Executive Officer Report

09.04.02 Donation Request – Mount Isa School of the Air Parents and Citizen Association

## Works and Services Reports

### 09.01.01 Works and Services Monthly Update Report

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DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Works Manager
DATE REPORT PREPARED:	23 August 2016
LINK TO COUNCIL PLAN/S:	Works Program

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#### 1. WORKS MANAGER

##### Responses from last meeting

###### Albert River

- Drinking water quality testing - a test was conducted in March 2016 with another test due shortly.

###### Dump Ezy

- As David Marshall is away on training was not able to locate the answer to the question of concrete dump ezy will request information when David returns.

###### Water Consumption

- The parts for the flow meter have been ordered and have arrived 19.08.2016. The installation of the parts will need to be done in conjunction with BSC and Electrician and may require David Marshall to be back.

###### Installation of traffic counter at Riversleigh Road

- A new device will need to be purchased; approximately \$4000.00 and the location will need to be determined. As it is a dirt road and the traffic counters are designed for bitumen we would need to run an eight (8) meter wide, two (2) meter long section of bitumen / concrete across the road, or utilise Gregory Crossing. Gregory Crossing is actually in the Mount Isa City Council boundary, may have to ask permission to use it?

##### General

Works completed or commenced over the last month include:

- RMPC Camooweal Road – heavy formation and re-sheeting ongoing until end of September
- RMPC reseal works on Wills Development Road starting 5th September 2016 (Proposed start date) by Department of Transport and Main Roads
- Seal works on Camooweal Road by Department of Transport and Main Roads

##### Training:

- No training conducted over the reporting period.

##### Works for upcoming month:

- RMPC Camooweal Road – heavy formation and re-sheeting

## RMPC

2016-17	Allocation	Claim 2	Funds Remaining
Schedule 1	\$242,190.64	\$0.00	\$211,210.94
Schedule 2	\$390,809.36	\$0.00	\$390,809.36
Schedule 3	\$211,999.99	\$0.00	\$211,999.99
Schedule 4	\$11,000.00	\$0.00	\$11,000.00
Schedule 5	\$37,500.00	\$0.00	\$37,500.00
Schedule 6	\$2,000.00	\$0.00	\$2,000.00
Total	\$895,499.99	\$0.00	\$864,520.29

## WHS Incidents

Please see Deputy CEO's report, for information regarding WHS Incidents.

## Doomadgee East Road

Stabilisation Works chainage 16.5 to chainage 27.9, under NDRRA, REPA.

## Road Maintenance

Completing works on the Gregory – Lawn Hill and National Parks Roads as required.

## 2. RANGER

### Litter Management

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

#### **Sites Visited**

#### **Report**

China Wall	1 Bin at fishing site
Beamesbrook Crossing	1 Bin very little use now access has been restricted to vehicles
Gregory Crossing	Dump skip back in place

Removed 6 dead wallabies from town streets as part of 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.

### Animal Control

- Dog trap sent to Gregory for use by the Gregory caretakers – nothing caught yet.
- 2 cat traps in use around town – total 6 cats trapped at different locations.
- 2 Dogs caught and impounded, owner had left town and dogs were left behind, dogs were euthanized after the prescribed waiting period.
- Put down dog at owners request.
- Removed a very sick wallaby from Mougibi office yard, was reported by Savannah.

### Weed Control

- Continue to spray Rubbervine, Prickly acacia, and Calotrope on road reserves and Graslan on some of the bigger plants.
- Still treating Prickly acacia trees growing on the Nardoo/Floraville road reserve.
- Sprayed grass and weeds growing through bitumen on the Airport main runway
- 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 14– area being monitored. Andrew White of the CSIRO arrived on the 14th march and conducted a field survey of the release sites (was difficult with the very wet conditions) Moth larvae were sited on 29 of the 32 plants inspected- CSIRO are to continue releasing larvae to

strengthen the sites and will conduct further field trips when its drier to ascertain the extent of coverage. Another release 15 July, 17 boxes of larvae and 300 pupae were spread over the 5 sites

#### Complaints

- Complaint received, two dogs threatening pedestrians walking along footpath northern end of Beames street.
- Complaint received re barking dogs from council flat in Burke Street.

#### General

- 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.
  - Traffic counters installed in the following places :-
  - Floraville Road
  - Camooweal Road after hay farm
  - Before Century Mine.
  - After Century Mine.
  - Adels grove – unit installed between Louie creek and the roadhouse.
  - Between Riversleigh turnoff and National Park boundary (to capture national park traffic)
  - Doomadgee East @ Punjab boundary grid
  - Doomadgee west before Walford creek.
  - Truganini road.
  - Units regularly maintained and last downloaded commenced early September.
  - Battery replaced in counter before the national park – as unit is reset to zero when a battery is replaced also zeroed the counter before Adels
- Airport checks and attend REX RPT flights whilst Bob away.
- With electrician trying to rectify power supply problems to the northern set of windsock lights, power supply keeps tripping, line tests OK but trips under load, transformer checked out OK, now have to identify the route of the cables (3) so they can be uncovered so checks can be performed at intervals to ascertain where the fault is.
- Conducted RMPC induction in preparation for RMPC work on 6801, included inductions on Safety management, Traffic management, Environmental management and Cultural heritage awareness.
- Completed survey on wild dog controls in the Burke Shire for Qld governments Qdog.
- Received Traffic controller accreditation renewal for 2 years.
- Floraville road identifying where holes in the pavement had been photographed but not identified as to where they were.
- Complaint from a resident of a large hole in the ground in footpath on Gregory Street Inspected hole in ground and photographed for Cassy.
- Ordered consumables for servicing First aid kits.

### 3. PARKS AND GARDENS

#### Programed works

- Working with weekly program.

## 4. HOUSING/BUILDING MAINTENANCE

- Tenders for the refurbishment of House 7 (Lot 81 Marshall Lane) being prepared.
- Roofing issues at 172 Musgrave Street order has been completed and sent to Building Asset Services.

## 5. UTILITIES

James Aitkens and Doug Bruce (Gregory) have completed the first section of training in the Cert III for water and sewerage plant operations. They have taken the trainer on a tour of the Burketown & Gregory Water Treatment Plants and the Burketown Sewerage Treatment Plant.

Burketown & Gregory Water Treatment monthly usage JULY 2016

<b>Daily Reading WTP Burketown –Total Usage – 13763 KI</b>		
July 2016	Daily Usage	Outflow To Town Litres/Second
Highest Daily Usage	576 KI	Avg – 8.08 L P/S
Lowest Daily Usage	220 KI	Avg – 2.74 L P/S

<b>Daily Reading WTP Gregory –Total Usage –KI</b>		
July 2016	Daily Usage	Outflow To Town Litres/Second
Highest Daily Usage	KI	Avg – L P/S
Lowest Daily Usage	KI	Avg – L P/S

Gregory Water Treatment Plant

- Gregory WTP Potable water meter has stopped working. We have purchased new meter and waiting on delivery. Once we have received the meter we will install ASAP.
- We now have on site the Sulphuric Acid and are going to start using in August.

Water Reticulation Gregory

- No issues at the present. All is working well

Sewerage:

- Sewerage samples failed. BOD 36 mg/l, TSS 150 mg/l and Total Nutrients TN 37 mg/L N

Sample Number	Sample	Date Sampled	Result Name	Guideline	Result	Unit/LOR	OOS
384150	TOTAL COLIFORMS	13-7-2016	BSC TREATED EFFLUENT	< 1000 CFU/100ml	10 CFU/100 mL	< 10	
384149	BOD Biochemical Oxygen Demand	13-7-2016	BSC TREATED EFFLUENT	< 20 mg/L	36 mg/L	<2	X
384149	TOTAL SUSPENDED SOLIDS	13-7-2016	BSC TREATED EFFLUENT	< 30 mg/LL	150 mg/L	<1	X
384149	PH Physical Properties	13-7-2016	BSC TREATED EFFLUENT	6.5-6.8	7.1	<0.1	
384149	TP Nutrients & Anions	14-7-2016	BSC TREATED EFFLUENT	< 15 mg/L p	7.4 mg/L P	<0.25	
384149	TN Nutrients & Anions	14-7-2016	BSC TREATED EFFLUENT	< 20 mg/L	37 mg/L N	<0.5	X



Statewide Water Information Management (SWIM)

Performance Indicator	Performance Measure	Target	Actual Total (JULY 2016)	Actual Total (YTD)
<b>Water Services</b>				
Water mains breaks	Per 100km/year	<30	1	2
Incidents of unplanned interruptions	Per 1000 connections/year	<50	0	0
Water quality related complaints	Per 1000 connections/year	<10	0	0
Drinking water quality	% of samples tested with no <i>E. coli</i> detection/year	98%	0	0
Time to respond to water incidents – water quality complaints, burst water mains, supply interruption	% of response to incident <12hrs	>95%	1	1
<b>Sewerage Services</b>				
Sewer mains breaks and chokes (blockages)	Per 100km/year	<25	0	1
Sewerage complaints – overflow on properties and odour	Per 1000 connections/year	<50	2	3
Time to respond to sewerage incidents – blockages, chokes, overflows	% of response to incident <12hrs	>95%	1	1
<b>Combined</b>				
Total water and sewerage complaints (any nature)	Per 1000 connections/year	<120	2	4

Burketown Water Treatment

- Operating well with only minor maintenance on plant.

Nicholson River Pump STN.

- Pumps are operating at 19 l/s.

Sewerage

- All pumping stations are operating well.
- We will have to upgrade the platforms and ladders at the no 2 & 3 pump stations due to corrosion.
- Council will have to look at upgrading the switchboards due to the current parts being obsolete and new parts require extra rewiring to suit.
- DUMP-EZY has been used a lot. We have had a complaint about the dump-ezy being too high for the campervans/ RVs. Height of the RV waste pipe is approximately 300mm from ground and caravans are 400mm plus. The current height of the dump ezy is 350mm. Caravans have no issues. We have placed screening on access road to give it that extra 50mm height required. I don't know how this will go at the Gregory dump ezy as this is higher than Burketown's.

Sewerage Treatment Plant

- Blivet operating well with samples collected for May. Samples failed on BOD, TSS and TN.
- Monitoring of the ground water is ongoing.

#### Water Reticulation

- Has been operating well.
- We are installing a new water main on Gregory Street.
- We had a planned water outage on Wednesday 3rd August. We had to remove 2 old cement fibro collars and replace with a new 150mm to 100mm reducing Gibault. The fitting failed so we had to remove the cement fibro fittings from reducing sleeve and install it with Gibault's.
- We have repaired a couple of house service leak. Poly pipe had split and a couple have been damaged when installing the Optic fibre line on Beames Street.
- All treatment plant systems have been operating well with minor maintenance/services being required on a weekly basis.
- Future works include marking and location on Valves and Hydrants.
- Have located a few depths of water mains since the Telstra fibre crew have started drilling around town. Waiting on mapping to list depths.

#### Airport

- 3 current NOTAMs are in place. AWIB, WINDSOCK and DISTANCE.
- Closest wind sock still having electrical issues. I have spoken with Mark about this issue. Mark has been given the drawings of the power locations so he can test to locate the fault and repair.
- General maintenance required on the strip and airside. Weed removal, poisoning and mowing.

#### Weather Station

- Current NOTAM for the AWIB is extended. The radio has been sent back to the radio technician for inspection and service. The Airport Manager continues to update Airservices and the BOM as to the progress of the services. It is hoped that the service will be back on line by the end of the month.

#### REX Airlines

- Operations are running to a reasonable standard.
- REX manifest paperwork is being received in a timely fashion of late.

#### Cemetery

- Nothing significant to report.

#### 6. OFFICER'S RECOMMENDATION

That Council notes the contents of the Works and Services September update.

#### ATTACHMENTS

Nil

## Workshop and Fleet Reports

### 09.02.01 Workshop and Fleet Report

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DEPARTMENT:	Workshop and Fleet
RESPONSIBLE OFFICER:	Brett Harris; Workshop and Fleet Manager
DATE REPORT PREPARED:	13 September 2016
LINK TO COUNCIL PLAN/S:	Works Program

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

Plant #	Description	Maintenance	Scheduled	Cost	Comment
428	Side Tipper	Lost hub	No	8 hrs	Bearings failed
469	Multi Tyred Roller	Minor repairs, exhaust etc	No	8 hrs	During check over
474	Rosa Bus	Smoke while engine cold	No	0 hrs	Check today
472	Quad Bike	700hr service and tyres	Yes	5 hrs	Scheduled
480	Prime Mover	335k minor service	Yes	2 hrs	Scheduled
485	Backhoe	Tyres	No	4 hrs	Stakes
506	Ammann Drum Roller	Electrical faults	No	80 hrs	See resolution
519	Jetpatcher	40k service	Yes	2 hrs	Scheduled
522	140M Grader	Wear pads, leaking ram	No	4 hrs	Wear
533	Kubota Zero Turn	Rusted pulley	No	1 hrs	Washed not dried
539	TRSS Hilux	55k service	Yes	2 hrs	Scheduled
547	Kubota Tractor- Gregory	Tyre	No	4 hrs	Stake
551	Prime mover	105+110k services	Yes	6 hrs	Scheduled
552	P&G Hilux	25k minor service	Yes	2 hrs	Scheduled
554	Roadtrain	2 x Grease, brakes, tyres	No	8 hrs	Check over
565	CEO Prado	Microphone, exhaust noise	No	2 hrs	Wear
566	Ranger Landcruiser	55k minor service	Yes	2 hrs	Scheduled
572	Job Truck	30k service	Yes	2 hrs	Scheduled
584	Rural Landcruiser	65k + 70k service	Yes	5 hrs	Scheduled
585	Job Truck	50k service, lights	Yes	3 hrs	Scheduled
587	Pad foot Roller	Remove and replace pads	No	8 hrs	Fill in for #506
592	Isuzu FXZ 1500 Water Truck	10k service	Yes	2 hrs	Scheduled
593	Isuzu NPR75-190	25K service, lights	Yes	3 hrs	Scheduled
	Grand Piano	Deliver in hall			
	Auction excess plant	Sales agreement completed			Commences 22-9-16
	River cameras	Supplier engaged again		No Cost	Upgrade and install

## 2. TENDER UPDATE

### From the 2015-16 Budget

- Waste Transfer Bins- Materials ordered

### For the 2016-17 Budget

- Low Loader- to be specified
- Multi Tyred Roller- See resolution to change to #506 Drum Roller
- Backhoe- to be specified
- 50 kva Genset- not required as yet
- Hilux Extra Cab- 75,209 kms- hold to 80k
- Workshop Truck- 77,495 kms- hold to 80k
- Hilux Dual Cab- 61,672 kms- hold to 80k
- Toyota Landcruiser Dual Cab- 70,371 kms- hold to 80k
- Office vehicle- Juggle #586

## 3. OFFICER'S RECOMMENDATION

That Council notes the contents of the Workshop and Fleet Manager's September 2016 report.

## ATTACHMENTS

1. Schedule of Major Plant Servicing -



Major Plant Service  
Schedule.xls

2. Plant Running Costs-348.71% -



Plant Running  
Costs.pdf

## Workshop and Fleet Reports

### 09.02.02 Amend Plant Replacement Program

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DEPARTMENT:	Workshop and Fleet
RESPONSIBLE OFFICER:	Brett Harris; Workshop and Fleet Manager
DATE REPORT PREPARED:	9 September 2016
LINK TO COUNCIL PLAN/S:	Asset Management Plan

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#### 1. PURPOSE

To adjust the current Plant Replacement Program from replacing #469 Multi Tyred Roller to replacing #506 Ammann Drum Roller.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Due to increasing reliability issues with the Amman Drum Roller which was scheduled for replacement 2017/18. It is a 2008 model with 2,578 hours. The Cat Multi Tyred Roller is a 2005 model with 4,800 hrs. The Ammann Drum Roller has consistently caused down time due to the poor electronics.

#### 3. PROPOSAL

That a decision be made to amend the current Plant Replacement Program.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

As per the updated 2016/17 Plant Replacement Budget where \$250,000.00 was allotted for the Multi Tyred Roller replacement, the same amount is required. The trade price could change from 25k to 30k.

#### 5. POLICY & LEGAL IMPLICATIONS

If passed by resolution there will be no policy or legal implications.

#### 6. CONSULTATION

In consultation with the Road Construction Supervisor and Works Manager we believe that replacing the Ammann Drum Roller will increase the reliability of our Road crew, save downtime and workshop resources.

#### 7. OFFICER'S RECOMMENDATION

That the current Plant Replacement Program be amended to reflect replacing the Ammann Drum Roller #506 and retain Multi Tyred Roller #469.

ATTACHMENTS

1. Current Plant Replacement Program



2016-2017 Plant  
Replacement Budget.



2. #506 Plant Maintenance – Elect faults highlighted

506 Plant  
Maintenance.doc

## Finance Reports

### 09.03.01 Finance Monthly Update August 2016

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DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simba Chimpaka; Finance Manager
DATE REPORT PREPARED:	15 September 2016
LINK TO COUNCIL PLAN/S:	Operational Plan, Budget

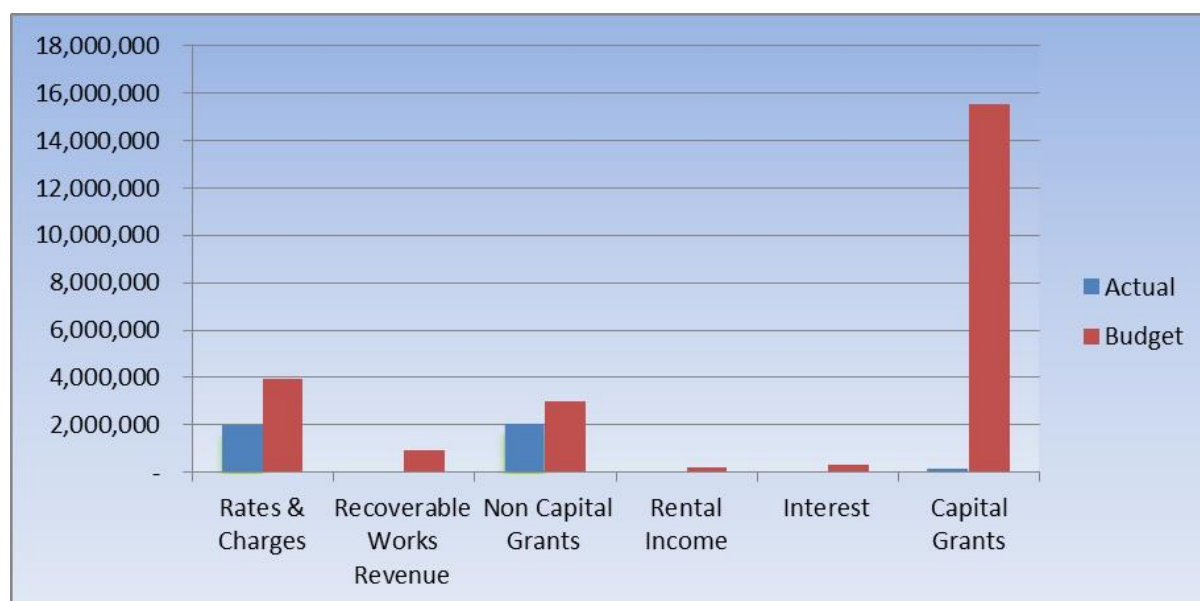
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#### 1. OPERATING STATEMENT

Operating Statement			
	Year to Date Actual	Annual Budget	Annual Budget % Variance
<b>Operating Revenue</b>			
Rates & Charges	2,010,331	4,010,000	-50%
Less: Discount, Rebate & Remissions	- 792	- 61,000	-99%
	<b>2,009,539</b>	<b>3,949,000</b>	
Fees & Charges	23,896	89,000	-73%
Rental Income	38,270	230,000	-83%
Interest	47,180	354,000	-87%
Recoverable Works Revenue	31,591	925,000	-97%
Other Income	139	-	-
	<b>141,076</b>	<b>1,598,000</b>	
Donations	1,364	8,000	-83%
Contributions	-	-	-
Subsidies & Grants	2,074,160	2,990,000	-31%
	<b>2,075,524</b>	<b>2,998,000</b>	
<b>Total Operating Revenues</b>	<b>4,226,139</b>	<b>8,545,000</b>	
<b>Operating Expenditure</b>			
Corporate Governance Costs	153,299	807,000	-81%
Administration Costs	505,058	1,620,000	-69%
Recoverable Works Expenses	109,436	705,000	-84%
Engineering Services	202,390	1,752,000	-88%
Utility Services Costs	86,554	583,000	-85%
Net Plant Operating Costs	- 318,811	- 1,093,000	-71%
Planning & Environmental Expenses	214,811	564,000	-62%
Community Services Costs	2,141,822	931,000	130%
Finance Costs	2,572	19,000	-86%
Depreciation	336,636	3,703,000	-91%
Other Expenses	-	9,000	-100%
<b>Total Operating Expenditure</b>	<b>3,433,767</b>	<b>9,600,000</b>	
<b>OPERATING CAPABILITY BEFORE CAPITAL REVENUE</b>	<b>792,372</b>	<b>- 1,055,000</b>	
Sale of Non current Assets	-	-	
Contributions	-	160,000	-100%
Subsidies & Grants	170,156	15,490,000	-99%
<b>NET RESULT</b>	<b>962,528</b>	<b>14,595,000</b>	

*\*Year to date results show an operating surplus of \$792,372 before capital revenue. The operating statement reflects a net surplus of \$962,528 after capital grants and subsidies. Capital grants are tied to specific capital projects.*

### Actual Revenue (Year to date) vs Budget



### Rates & Utility Charges

General rates levies and utility charges for the first half of the financial year and prior year excess water consumption charges were issued on the 31<sup>st</sup> of August as scheduled. Half yearly rates and utility charges are on track with half yearly budget estimates at \$2,010,331. Discount on general rates will be applied where general rates are paid within the discount period bringing discounts and rebates closer to budget estimates.

### Fees and charges

Fees and charges are on track with budget estimates.

### Rental income

Rental income received is on track with monthly rental revenue estimates.

### Interest

Investment interest and rates interest received is below pro rata estimates. Rates and utility charges receipts expected over the next few weeks should increase cash balances available for investment resulting in higher interest returns on investment.

### Recoverable works revenue

Recoverable works revenue is still low as the financial year is still in its infancy. Recoverable works will be conducted progressively through the year pushing revenues closer to budget estimates.

### Grants, Subsidies, Contributions and Donations

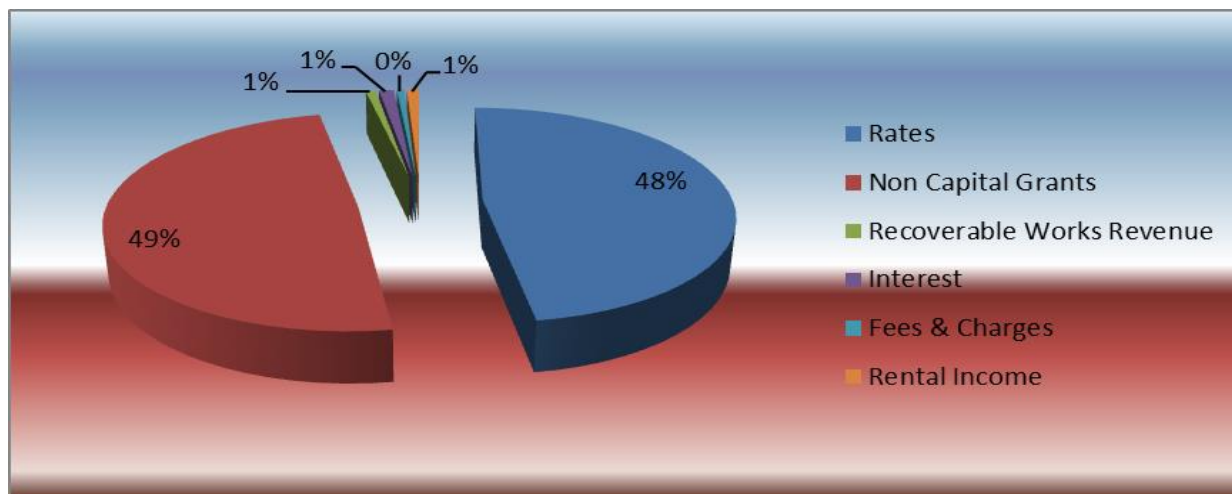
First quarter FAG general purpose and roads grants were received in the month of August as expected. Grants subsidies and contributions are on track with budget estimates. Funding received for the optic fibre project under the National Stronger Regions and Building Our Regions has been reclassified to operating grants.

### Capital revenue

First quarter Roads to Recovery payment was received in August. Capital revenues are still low due to timing differences between completion of funded capital projects. Final claims for the 2014-15 Flood event works were submitted and approved (total of \$722,798) being 10% of the total 2014-15 event submission of \$7,227,990. A total of \$14,986 out of the \$7, 2 million dollar claim has been



assessed as ineligible. Ineligible costs will be withheld from the final payment of \$722,798 so a balance of \$707,813 will be remitted to Council.



#### Operating expenditure

Corporate Governance costs are on track with budget estimates.

Administration costs are on track with budget estimates with some savings realised in insurance costs; approximately \$45,000 less than the previous year for Industrial special risks insurance and a credit of \$5,000 under the Queensland local Government Work care scheme.

Engineering operational costs are within budget estimates.

Finance costs (mainly bank charges) are on track with budget estimates.

Utility services costs are within budget estimates. Utility service costs for Burketown are slightly higher than pro rata estimates, plant costs in relation to utilities will be monitored and reviewed.

Plant operating expenditure is within budget estimates.

#### Operating revenue ratio

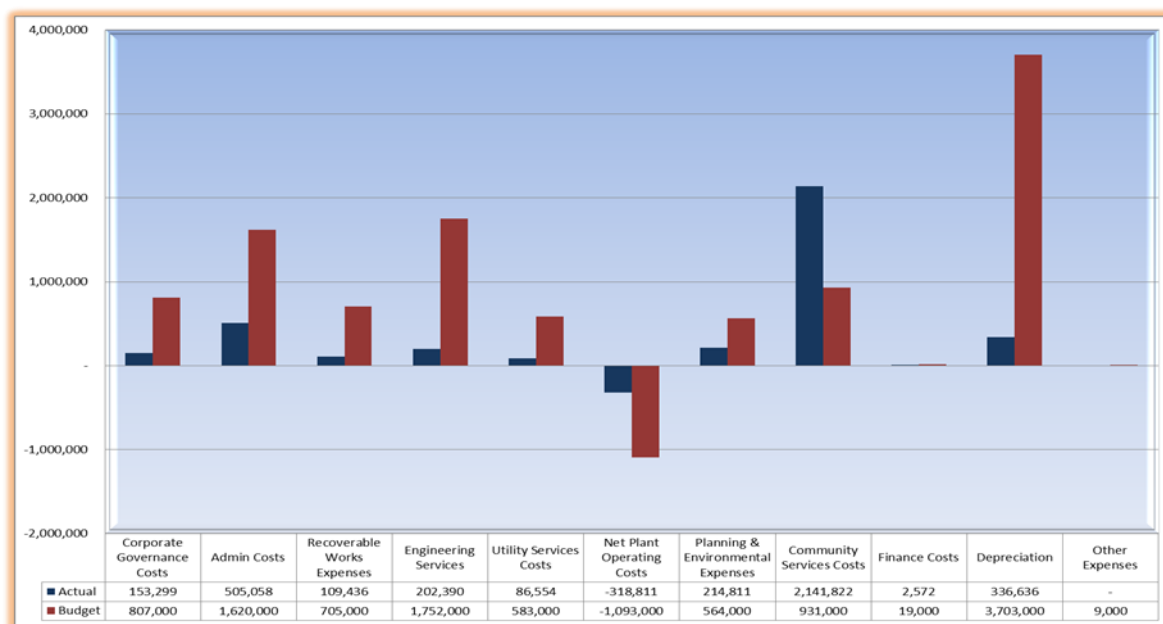
Planning and environmental expenses - Significant expenditure was incurred in relation to the Burketown ILUA survey. Most budget line items under planning and environmental services are within budget however allocations for garbage collection and disposal, cemetery operations and maintenance of public amenities may require slight upward adjustments in the next budget review as expenditure appears to be slightly higher than pro rata estimates.

Community service costs are within budget however operating costs for the Nijinda Durlga will be reviewed upwards to factor in costs for the generators.

Employee benefits costs will be higher than original budget estimates as a result of backfilling several positions within Council. Additional expenditure will be incurred to backfill for the following roles: Works and Services Manager, Executive Officer role and Water & Sewer Operations Officer.

Approximately \$102,000 (excluding oncosts) in additional wages expenditure is required to backfill these roles; this figure is based on assumptions on the length of time required to backfill these roles, estimate costs may increase in the event that these roles are backfilled for longer periods than envisaged. Additional costs will be incurred to provide accommodation for staff backfilling these roles, indirect costs related to on boarding and training to bring temporary staff up to speed with Councils operations, systems and procedures will also be incurred.

## Year to Date Expenditure by Function Vs Budget



## 2. STATEMENT OF FINANCIAL POSITION

Statement of Financial Position		
	2016 - 17 Year to date Actual	2016 - 17 Annual Budget
<b>Current assets</b>		
Cash and cash equivalents	10,653,373	11,982,109
Trade and other receivables	2,169,838	763,603
Inventories	289,330	223,943
Other financial assets	501,842	176,463
<b>Total current assets</b>	<b>13,614,383</b>	<b>13,146,118</b>
<b>Non-current assets</b>		
Property, plant and equipment	130,938,471	132,307,425
<b>Total non-current assets</b>	<b>130,938,471</b>	<b>132,307,425</b>
<b>Total assets</b>	<b>144,552,854</b>	<b>145,453,543</b>
<b>Current liabilities</b>		
Trade and other payables	761,260	1,586,350
Borrowings	-	-
Provisions	118,663	118,351
Other current liabilities	175,904	175,000
<b>Total current liabilities</b>	<b>1,055,827</b>	<b>1,879,701</b>
<b>Non-current liabilities</b>		
Trade & Other Payables	-	-
Interest Bearing Liabilities	-	-
Provisions	537,035	550,719
Other	-	-
<b>Total non-current liabilities</b>	<b>537,035</b>	<b>550,719</b>
<b>Total liabilities</b>	<b>1,592,862</b>	<b>2,430,420</b>
<b>Net community assets</b>	<b>142,959,992</b>	<b>143,023,123</b>
<b>Community equity</b>		
Asset revaluation reserve	74,114,951	74,114,951
Retained surplus	68,845,041	68,908,172
Other Reserves	-	-
<b>Total community equity</b>	<b>142,959,992</b>	<b>143,023,123</b>

Cash and cash equivalents

Cash and cash equivalents increased from the previous month from a balance of \$9,559,255 to \$10,653,373. Increases in cash mainly relate to receipt of operational grants for the first quarter. Significant cash outflows in relation to the optic fibre project are anticipated in the next two months, this will be offset by cash inflows as the optic fibre milestones are met, additional cash receipts for rates and utility charges are anticipated over the next month.

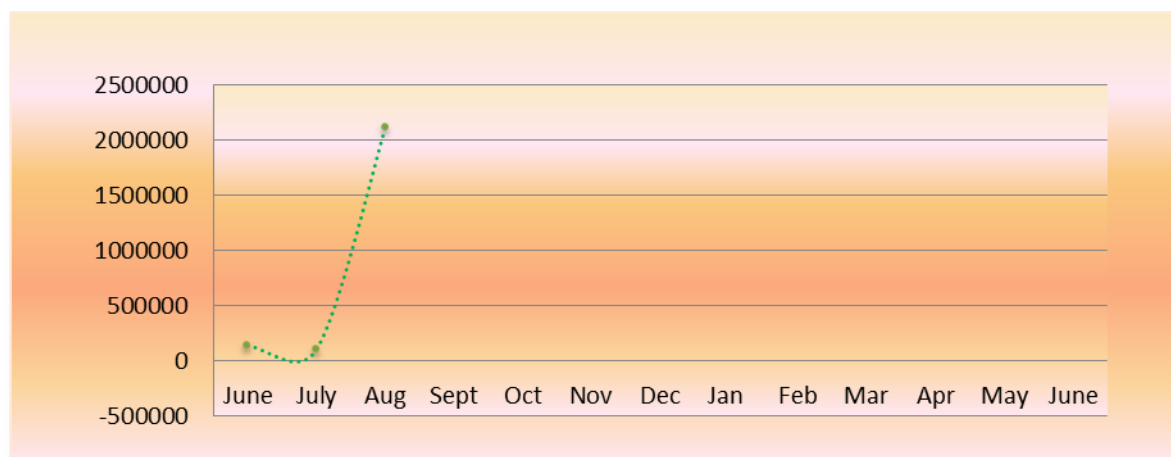
Cash holdings

Burke Shire Council - Cash Position 2016 - 2017				
Month	Queensland Treasury Corporation	Westpac Bank Cash Reserve	Westpa Cash Management Account	Total Cash Held
Jul-16	\$ 8,622,084.78	\$ 394,230.00	\$ 543,499.43	\$ 9,559,814
Aug-16	\$ 8,668,320.65	\$ 244,230.00	\$ 1,740,263.61	\$ 10,652,814
Sep-16	\$ -	\$ -	\$ -	\$ -
Oct-16	\$ -	\$ -	\$ -	\$ -
Nov-16	\$ -	\$ -	\$ -	\$ -
Dec-16	\$ -	\$ -	\$ -	\$ -
Jan-17	\$ -	\$ -	\$ -	\$ -
Feb-17	\$ -	\$ -	\$ -	\$ -
Mar-17	\$ -	\$ -	\$ -	\$ -
Apr-17	\$ -	\$ -	\$ -	\$ -
May-17	\$ -	\$ -	\$ -	\$ -
Jun-17	\$ -	\$ -	\$ -	\$ -

*\*\*Petty cash and cash floats at the end of January total \$560 (not included in table above)*

Trade and other receivables

Rates receivables at the end of August increased to \$2.1million in line with issue of rates and utility charges levied at the end of August as scheduled. Outstanding/overdue rates continued to decrease from a balance of \$104, 676 at the end of July to \$85,096 at the end of August.

Rates receivable by month (2016-17)

Outstanding rates by category

Category	General Rates	Sewer	Garbage	Water	Excess Water	Total
Urban Rates Burketown	67,964	84,843	45,203	140,236	24,962	363,208
Urban Rates Gregory	37,485	-	8,524	70,147	24,399	140,555
Rural Rates	396,790	-	-	-	-	396,790
Prospecting	-	-	-	-	-	-
Mining Intensity	1,194,871	-	-	-	-	1,194,871
<b>Total</b>	<b>1,697,110</b>	<b>84,843</b>	<b>53,727</b>	<b>210,383</b>	<b>49,361</b>	<b>2,095,424</b>
Less Current Year Levies & Charges	1,680,061	70,842	47,992	171,980	39,453	2,010,328
Total outstanding rates & charges from previous years	17,049	14,001	5,735	38,403	9,908	85,096
Outstanding rates & charges balance at end of previous month						104,676

Inventories & Other Financial Assets

Inventories sit at \$289,000 and are on track with budget estimates.

Property Plant & Equipment

Capital works in progress continue to be monitored. There are no major variances between actual year to date expenditure and budget estimates at this stage (See Capital works listing).

Capital works (seal of Doomadgee west road under TIDS) completed however additional expenditure was incurred in repairing the formation and rolling and wetting side-tracks as a result of unexpected rain. Roads to Recovery works (reseal of town streets) progressed, tender preparation for Gregory Solar array progressed and survey costs for Lawn Hill road under the Drought Communities project were incurred.

Changes to the five year roads program mainly relating to the reallocation of expenditure will be reflected in the amended budget.

Liabilities and Provisions

Total liabilities and provisions remain largely unchanged from the previous month decreasing slightly to \$1,5million. Current liabilities mainly relate to invoices due for payment and employee leave entitlements at the end of the month.

Council holds sufficient current assets to offset its liabilities at the end of August, total liabilities at the end of August sat at 12% of total current assets.

## 3. STATEMENT OF CASH FLOWS

Statement of Cash Flows			Actual	Budget
<b>Cash flows from operating activities</b>				
Receipts from customers			544,113	5,138,000
Payments to suppliers and employees	-	3,412,279	-	5,877,000
	-	<b>2,868,166</b>	-	<b>739,000</b>
Interest received		47,180		354,000
Rental income		38,270		230,000
Non capital grants and contributions		2,075,524		2,998,000
Borrowing costs		-		-
<b>Net cash inflow (outflow) from operating activities</b>	-	<b>707,192</b>		<b>2,843,000</b>
<b>Cash flows from investing activities</b>				
Net payments for property, plant and equipment	-	676,454	-	18,512,000
Grants, subsidies, contributions and donations		-		15,490,000
Proceeds from sale of property plant & equipment		170,156		301,000
<b>Net cash inflow (outflow) from investing activities</b>	-	<b>506,298</b>	-	<b>2,721,000</b>
<b>Cash flows from financing activities</b>				
Proceeds from borrowings		-		-
Repayment of borrowings		-		-
Repayments made on finance leases		-		-
<b>Net cash inflow (outflow) from financing activities</b>		-		-
<b>Net increase (decrease) in cash and cash equivalents held</b>	-	<b>1,213,490</b>		<b>122,000</b>
<b>Cash and cash equivalents at the beginning of the financial year</b>		11,866,862		11,860,109
<b>Cash and cash equivalents at end of the month</b>		<b>10,653,372</b>		<b>11,982,109</b>

Burke Shire Council 2016-17 Capital Works Budget Listing											
Description	Type	B/Fwd 15/16	Annual Budget	Year to Date Actual Expenditure	Variance	% Completion	Budgeted External Funding	Year to Date Actual Capital Grants	Budgeted Asset Proceeds	Year to Date Actual Asset Proceeds	Comments
<b>LAND</b>			<b>127,000</b>	<b>18,788</b>							
Gregory Landfill Land	New Capital Item		95,000	18,788	76,212	20%	-	-	-	-	20% Deposit paid for land to be used for Gregory landfill
Gregory Solar Array Land	New Capital Item		32,000	-	32,000	0%	-	-	-	-	
<b>BUILDINGS</b>			<b>500,000</b>	<b>-</b>			<b>100,000</b>				
Housing Renovations	Renewal		40,000	-	40,000	0%	-	-	-	-	Quotes sought for renovations
House Purchase	Replacement		200,000	-	200,000	0%	-	-	-	-	
Visitor Information Centre	Renewal		200,000	-	200,000	0%	100,000	-	-	-	Waiting on appropriate funding round
Radio Hut	Renewal		60,000	-	60,000	0%	-	-	-	-	Grant application lodged August 2016
<b>OTHER STRUCTURES</b>		<b>36,000</b>	<b>513,000</b>	<b>50,760</b>			<b>282,000</b>				
Gregory Solar Array	New Capital Item	14,000	400,000	4,800	395,200	0%	200,000	-	-	-	GHD managing project. Project at tender preparation stage
Burketown Boat Ramp Widening	Upgrade	21,000	-	10,560	- 10,560	0%	-	175,903	-	-	Funding received in advance for boat ramp/car park project. Erscon completed structural certification process
Tennis Court Resurfacing	Renewal	1,000	31,000	35,400	- 4,400	100%	-	31,892	-	-	Budget allocation exceeded as costs for materials & freight were slightly higher than anticipated ,
Landfill Improvements (Fencing, signage,	New Capital Item		82,000	-	82,000	0%	82,000	-	-	-	Funding received in 15 -16 FY and in reserve
<b>PLANT &amp; EQUIPMENT</b>			<b>1,014,000</b>	<b>-</b>					<b>301,000</b>		
Drake Low Loader	Replacement		165,000	-	165,000	0%	-	-	25,000	-	Pending disposal and trade in
Cat Multi-Tyred Roller	Replacement		250,000	-	250,000	0%	-	-	25,000	-	Pending disposal and trade in
New Holland Backhoe	Replacement		220,000	-	220,000	0%	-	-	25,000	-	Pending disposal and trade in
50kva Generator (Gregory)	Replacement		30,000	-	30,000	0%	-	-	2,000	-	Pending disposal and trade in
Hilux Extra Cab	Replacement		51,000	-	51,000	0%	-	-	20,000	-	Pending disposal and trade in
Fuso 4x4	Replacement		110,000	-	110,000	0%	-	-	40,000	-	Pending disposal and trade in
Hilux Dual Cab	Replacement		60,000	-	60,000	0%	-	-	26,000	-	Pending disposal and trade in
Landcruiser Dual Cab	Replacement		78,000	-	78,000	0%	-	-	38,000	-	Pending disposal and trade in
Administration Pool Car	New Capital Item		50,000	-	50,000	0%	-	-	-	-	Pending disposal and trade in
Jet Patcher Sale	Disposal		-	-	-	0%	-	-	100,000	-	Pending disposal
<b>ROAD INFRASTRUCTURE</b>			<b>16,408,000</b>	<b>465,946</b>			<b>15,108,000</b>				
Doomadgee Road East - Reseal	Renewal		1,888,000	-	1,888,000	1%	944,000	-	-	-	Stabilisation works commence 12 September 2016 Reseals out to tender
Doomadgee Road West - Initial Seal	New Capital Item		278,000	321,000	- 43,000	100%	139,000	-	-	-	Project complete
Floraville Road Reseal	Renewal		234,000	-	234,000	1%	117,000	-	-	-	Works pending QRA approval for stabilisation
Gregory to Lawn Hill Road	Upgrade		1,263,000	39,853	1,223,147	2%	1,263,000	-	-	-	Erscon managing project. Project at Tender submission stage, tenders close 19 Sept, construction to be completed December 2016
NDRRA Road Replacements	Renewal		12,000,000	74,209	11,925,791	2%	12,000,000	-	-	-	
Roads to Recovery Doomadgee East Rehabilitation	Renewal		645,000	-	645,000	3%	645,000	-	-	-	Works commence week of 12 September 2016, letter of acceptance sent and returned
Town Streets Reseal	Renewal			30,884		30%					Pothole patching completed, sealing works to commence in October
<b>SEWERAGE INFRASTRUCTURE</b>		<b>5,000</b>	<b>80,000</b>	<b>-</b>							
Passive Lagoons Design Work	Upgrade	5,000	50,000	-	50,000						
<b>TOTAL CAPITAL WORKS</b>			<b>18,672,000</b>	<b>535,494</b>			<b>15,490,000</b>		<b>301,000</b>		

4. OFFICER'S RECOMMENDATION

That Council notes the contents of the Finance Manager's August 2016 Monthly Report.

ATTACHMENTS

1. August Payment Register



## Deputy Chief Executive Officer Reports

### 09.04.01 Deputy Chief Executive Officer Report

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DEPARTMENT:	Corporate and Community Services, Human Resources, WH&S
RESPONSIBLE OFFICER:	Nils Hay; Deputy CEO
DATE REPORT PREPARED:	13 September 2016
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. COMMUNITY DEVELOPMENT OFFICER

This section of the DCEO report contains information about the range of events and activities coordinated through the Administration Department of Council. This includes details of recently held events as well as a synopsis of the planning and preparation for pending events.

#### 2016 Events Calendar

Date	Month	Event	Host	Responsible
26	January	Australia Day	BSC	CDO
8	March	Women of the Gulf	Queensland Country Womens Association - Gregory	Annie Backhaus
30	March	Colouring Competition - Easter	BSC Library	Hayley-Ann Croton
25-27	March	Burketown Barramundi World Fishing Championships	Burketown Barramundi Fishing Organisation	Gary Jeffries
6	April	Games Day	BSC Library	Hayley-Ann Croton
25	April	Anzac Day	BSC	CDO
30	April	Gregory Races	Gregory Downs Jockey Club	John Clarke
1	May	Gregory Canoe Race	North West Canoe Club Mount Isa	Larry Wilson
7 & 8	May	Burketown Rodeo & Campdraft	Burketown Rodeo & Sporting Association	Ian Kennedy
14	May	Arts Queensland Performance - Flamenco Fire	BSC	CDO
29	June	Dress Up - Fantasy Day	BSC Library	Hayley-Ann Croton
25 & 26	June	Gregory Campdraft & Horse Sports	Gregory District Sporting Association	Neil Hammond
6	July	Sports Day	BSC Library	Hayley-Ann Croton
30	July	Order of the Outback Ball	BSC and Committee	CDO
13-21	August	Seniors Week	BSC and Health Care Providers	CDO



Date	Month	Event	Host	Responsible
18	September	Gregory CWA Horse Sports	Queensland Country Womens Association - Gregory	Tess Arnold
30 & 1	September & October	Burketown Rodeo and Sprint Races	Burketown Rodeo & Sporting Association	Ian Kennedy
2	October	Grand Final in the Park	BSC	CDO
1	November	Melbourne Cup - Show Holiday for Burketown	Burketown Pub & Gregory	Peter Clarke/Ian Fresser
11	November	Remembrance Day	BSC	CDO
TBA	November	Burketown State School DUX	BSC	Executive Assistant
TBA	November	Young Ambassador Program	BSC	Executive Assistant
18	December	Colouring Competition - Christmas	BSC Library	Hayley-Ann Croton
9	December	Burketown Community Christmas Celebration	BSC	CDO
9	December	BSC Staff Christmas Party	BSC	CDO
TBA	2017	Burke Shire Tidy Yard Competition	BSC	CDO

Past Events

18 September

- Gregory CWA Horse Sports.

Upcoming Events

30 September & 1 October

- Burketown Rodeo and Sprint Races will be taking place at the Burketown Rodeo Grounds.

2 October

- Burke Shire Council will be running a 'Grand Final in the Park' event; with the NRL Grand Final to be televised for the community to enjoy.  
The CDO is presently finalising arrangements for entertainment and security, with potential to utilise assets in town for the Rodeo and Sprint Races. This small, community-style event is a potential model for the future scaled-back Morning Glory Festival.

Community Development Projects

Event Management Packs:

In preparation for 2017 we are looking at releasing packs to the Community Organisations and anyone who requests donations/sponsorship from the Burke Shire Council. These packs will include:

- Policies/Procedures and Forms required from donation/sponsorship requests
- Booking information/Forms re: Nijinda Durlga and bus hire
- Local Business/Community Group Contacts
- Events Calendar 2017
- A list of fundraising opportunities available at BSC events in 2017.
- Useful resources – websites containing funding that is available, e-resources assisting with grant writing etc.

The purpose of these packs is to help Community Groups and Burke Shire employees with forward planning and clarify policies and procedures around donation requests/sponsorship and what is available from the Burke Shire Council.

#### Paid Advertising

We are currently promoting the Burke Shire in Amazing North Publication, Savannah Way and Matilda Country magazines.

## 2. LIBRARY

With several staff absent during the month of August, including Hayley Croton, limited library activities took place.

#### Artist of the Month

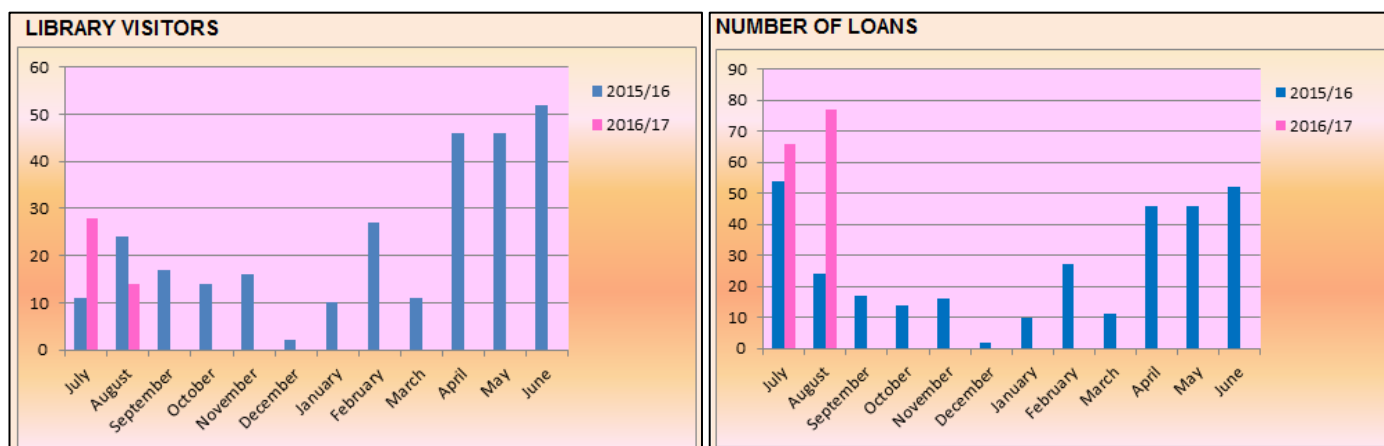
Children have been coming into the library to colour and enter the competition with very little space left on the board. The August winner has yet to be chosen and presented.

#### Strategic Plan

The library Strategic Plan is being revised, a draft has been prepared and passed to the State Library of Queensland staff for review. Haley Croton is working with State Library staff to develop this document.

#### Statistics

While visitor numbers were down, there was still a big improvement on the number of loans from the library this August, compared to the period last year. This is a positive, as it means that we are making sure the content of the library is what the community would like to read.



## 3. NEWSLETTER

The newsletter was completed and distributed throughout mid-late August. The next newsletter will be compiled in October-November

## 4. DONATIONS

Current update and outstanding donations for the end of August are as below:

- Still waiting on post-event/donation reports from:
  - Burketown State School for Christmas Party & Awards Night (overdue)
  - QCWA for writing workshop (overdue)
  - Holly Hammond & Jason Munchenberg for Alzheimer's Australia and RFDS QLD event
  - Canoe Club for Gregory Canoe Race

- Gregory Jockey Club for Gregory Campdraft
- QCWA – Gregory Branch for use of the Nijinda Durlga Hall on 7 September
- Donation request received for:
  - Mt Isa School of the Air

## 5. ENVIRONMENTAL HEALTH OFFICER

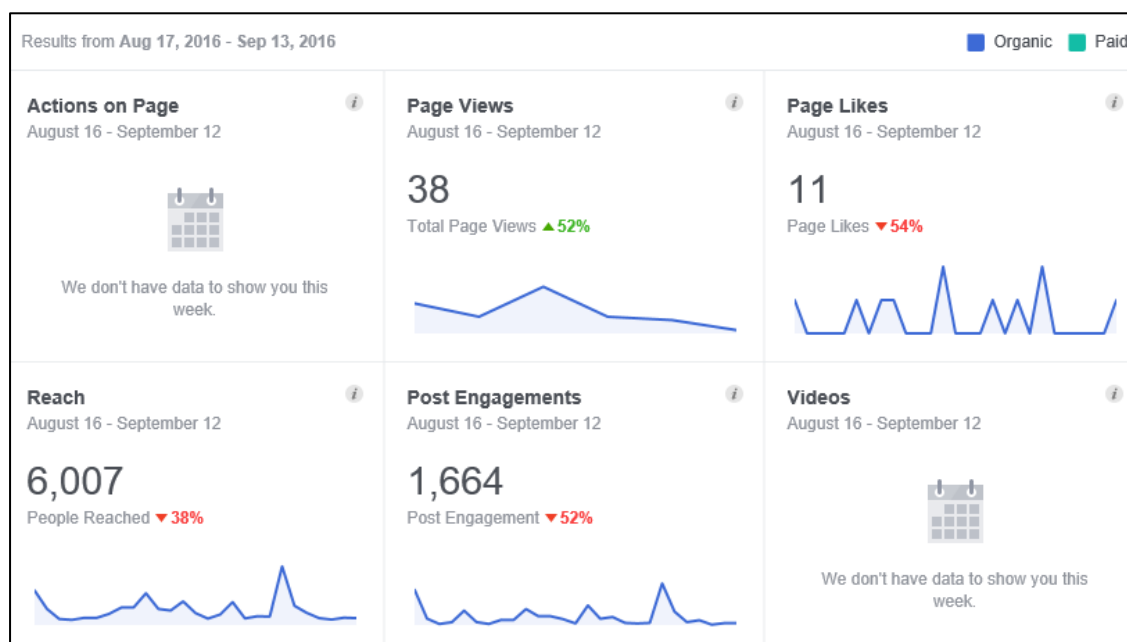
Food safety certificates have been issued to almost all local businesses.

## 6. NIJINDA DURLGA

The Durlga has been booked heavily in recent weeks, with Save the Children, Cert III Water Operations Training, NWQROC, RRTG, GSD, Special Council Meeting, CWA Women's Health and other events taking place.

## 7. SOCIAL MEDIA

Facebook statistics are down this month; this is attributed largely to the smaller number of 'human interest' and larger number of more procedural/public announcement posts. That said, total page views (while a relatively small number) did increase for the period.



## 8. COMMUNITY SATISFACTION SURVEY

Council has identified the need to gauge the level of satisfaction by residents of the Burke Shire with regard to Council delivery of services. Following comparison of quotes and methodology, Alan Morton, who has broad experience in surveys for Local Government, has been approached to develop an outline of what the survey may look like for the Burke Shire. Mr Morton is in discussion with Market Facts, a company that has expertise in analysing survey responses. The feedback is that, out of 160 landline phone numbers in the Burke Shire, a response rate of 70 respondents to a phone survey will give the Council valid statistical data.

Draft questions are attached to this report. The survey is planned for around October this year.

## 9. RECORDKEEPING

A site visit from CorpMem later this year is expected to deal with remaining legacy hard-copy documents and provide training to staff to further improve internal efficiency. Dates are currently being finalized.

Please also see the attached report from CorpMem.

## 10. IT

Civica reporting – Council is receiving monthly reporting; this includes outstanding jobs and completed jobs logged (see attached).

- Council's Admin Office connection is due has been upgraded from 1MB to 2MB. The new connection is currently being tested before going live. It will see 1MB dedicated to printing and document synchronization, with the new 1MB connection devoted solely to everyday internet use
- Following repeated printer issues, Delta Office Supplies flew a technician to Burketown to repair the Admin Office and Depot printers. A final part is being supplied to complete the repair of the Admin Office printer, which is currently functioning, but missing some functionality.
- Telstra have commenced their Cloud Readiness Survey process to analyse Council's IT infrastructure with a view to taking advantage of the optic fibre connection, and better utilizing cloud (and physical) services

## 11. ASSET DISPOSAL

Council is presently storing furniture and other surplus items in the Old Shire Hall. Initial appraisal of these items has taken place. Council has identified several items that can be auctioned as part of the disposal process.

A silent auction will take place on 2 October from 9.00-10.30am.

## 12. HUMAN RESOURCES UPDATE

### Staff Changes – Departures:

- Karen Meyers, Administration Officer, resigned effective 26 August 2016.

### Staff Changes – Appointments:

- Rita Elliott, Casual Administration Officer, commenced on 12 September 2016

### Staff Changes – Other:

- Simbarashe Chimpaka, Finance Manager, will be on site to assist with the external audit from 3-14 October 2016
- Gordon Stumbris of Lo-Go Appointments is serving as a relief Works Manager while Chris Rohan remains on leave.

### Vacancies:

- Council currently has no vacancies.

### IR Reform: Award Modernisation

The LGAQ's appeal against the Minister's direction to the QIRC has been dismissed by the Supreme Court.

In early August the Queensland Industrial Relations Commission (QIRC) released an amended version of the Queensland Local Government Modern Award 2014. This interim award only applies to councils covered by the single modern award (i.e. not Burke Shire). The interim award is scheduled to be replaced by an amended award. The LGAQ expect the matter will subsequently be referred to a full bench of the Commission for hearing and final determination.

The single modern award was about 100 pages long while the interim award - even with some conditions being expressed as references to clauses in certain pre-modernised awards - is around 250 pages. The final award is expected to be more than 400 pages to accommodate the Minister's direction to restore the award contents to that which existed before Award Modernisation began in 2014.

Timeframes at this stage are open, but it is expected the process will move fairly quickly. It is hoped that the new Award will be completed by the end of November.

#### IR Reform: Enterprise Bargaining

Sadly, nothing has changed. The amended award is yet to be released so any bargaining would be premature at this time.

#### IR Reform: New Industrial Relations Legislation

The State Government has released a new Industrial Relations Bill. One element of the Bill directs the QIRC to re-introduce multiple awards to cover local government in Queensland. This is despite councils' strenuous objections.

The LGAQ is reviewing the new IR Bill and will provide a synopsis in coming weeks. A summary review confirms the Bill heralds the changes foreshadowed in the report of the Government's taskforce set up to recommend changes to the industrial relations system in Queensland. The proposed legislation correctly focusses its coverage on state government departments and local governments.

The Bill is currently before Parliament for review, with submissions still being taken for the coming weeks. There has been some indication that (at least some terms of the new Act) will not be in operation until March 2017. Some elements may commence sooner.

#### JCC:

JCC XXIV was held on 13 September 2016. JCC XXV will be held in November 2016, date TBA.

#### Performance Reviews:

The performance review process will be completed with Gordon Stumbris to assist.

#### Workplace Health and Safety:

The monthly Workplace Health and Safety report is attached. For the previous month there was one property plant and equipment incident, and one near miss incident. The WHSC's report for the month is attached.

#### Training:

The following training has taken place over the last month:

- Apprenticeships and Traineeships are ongoing
- Staff have commenced online Microsoft Office software training through a subscription to LGAQ's online learning platform; this is ongoing
- Training access for Councillors should have been received
- James Aitkens and Doug Bruce are continuing their Certificate III in Water Operations
- Weekly toolbox training continues, plus additional safety training from the WHSC as required

### 13. OFFICER'S RECOMMENDATION

That Council notes the contents of this Deputy CEO update for September 2016.

### ATTACHMENTS

1. Draft Community Satisfaction Survey Questions



160816 DRAFT CSS  
Questions.docx

2. Report from CorpMem for August 2016



EOM reports for  
August 2016.pdf

3. Civica Heat Report for July 2016



August Heat Report  
burke.pdf

4. WH&S Report for July 2016



160913 EOM OHS  
Report August 2016.

## Deputy Chief Executive Officer Reports

### 09.04.02 Donation Request – Mount Isa School of the Air Parents and Citizen Association

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DEPARTMENT:	Corporate and Community Services
RESPONSIBLE OFFICER:	Martin Powley; Executive Officer
DATE REPORT PREPARED:	16 August 2016
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To provide information to Council regarding a donation request received from the Mount Isa School of the Air Parents and Citizens Association.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Mount Isa School of the Air Parents and Citizens Association received an In-Kind donation \$213.23 for the Gregory Mini School, for rubbish collection from Council in 2013/14.

The Mount Isa School of the Air Parents and Citizen Association asked for an In-Kind donation for the use of the Council bus for a Cultural tour with CLCAC. The tour went ahead but the bus was not required in 2015/16.

#### 3. PROPOSAL

##### Purpose or Function:

Page sponsorship in the annual Mount Isa School of the Air Magazine – Gumbuya.  
Sponsorship of \$75 per page includes 3 lines of text and a logo as a footer on the Sponsored page.  
E.g.



##### Organisational Structure:

The Mount Isa School of the Air Parents and Citizens Association currently is run by a management committee. All of the families enrolled in the Mount Isa School of the Air which covers the whole of the North West QLD.

##### Project Summary:

Annual school magazine funded by the Mount Isa School of the Air P&C. It is sold to student's families at a cost of \$20 and also subsidized by business/family page sponsorship.

##### How will the project benefit Burke Shire Communities:

Positive publicity for Burke Shire council through their support of the magazine.  
Students living in the Burke Shire are enrolled with Mount Isa School of the Air, so their families would notice the council's support of their school magazine.

Who will participate:

The magazine is prepared and publishing organized by Mount Isa School of the Air staff on behalf of the P&C.

Donation Support Request

Page sponsorship is \$75 per page, 1 (or more) pages would be greatly appreciated.  
In 2014, the Burke Shire Council sponsored 2 pages for a total of \$150.

How Council will be recognised and acknowledged:

As mentioned above, page sponsorship involves a text and logo footer of the sponsored pages(s).

Sponsors are also listed in an alphabetical whole page sponsors list.

<b>Project Costs</b>	<b>\$</b>
Own cash contribution	0.00
Own in-kind contribution	0.00
Other funding sources	0.00
Council Donation Request	75.00
<b>Total project cost</b>	<b>Not determined</b>

List Sources for Other Funding:

None listed

Other information relevant to this application:

None provided

4. FINANCIAL & RESOURCE IMPLICATIONS

Budget	30000.00
YTD Expenditure	0.00
Current Balance	30,000.00
Less Committed	2,500.00
Remaining Budget	27,500.00

5. POLICY & LEGAL IMPLICATIONS

As per ADM-POL-011 Grants to Community Organisations Policy, Council is required to report on donations made in its annual report and also on its financial statement. These will be available to the public and other authorities on the Council website.

6. CRITICAL DATES & IMPLICATIONS

A decision is required at the September meeting to ensure Council sponsorship is included in supporting this sponsorship.

7. CONSULTATION

Executive Officer



8. CONCLUSION

Council has supported this newsletter previously, and a number of students from the Burke Shire participate in School of the Air.

9. OFFICER'S RECOMMENDATION

That Council approves a \$75 donation to the Mount Isa School of the Air Parents and Citizens Association for a page sponsorship for the Gumbuya magazine.

ATTACHMENTS



Burke Shire Council  
Donations Request Form

1. Donation Request

## 10. Chief Executive Officer Reports

10.01.01 Chief Executive Officer Report

10.01.02 Operational Plan 2015-16 – 4th Quarterly Update

10.01.03 2016-17 Local Government Grants and Subsidies Programs

10.01.04 The Future of North Queensland Local Government Association (NQLGA)

10.01.05 Adoption of the 2016-17 Local Disaster Management Plan

10.01.06 Invitation to comment regarding application to DNRM to realign boundary – Lot 5263 on  
PH1905 & Lot 5 on LS17

## Chief Executive Officer Reports

### 10.01.01 Chief Executive Officer Report

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe; CEO
DATE REPORT PREPARED:	13 September 2016
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
Shire Planning Scheme	<p>Thu 04 August 2016: Council endorsed the draft Planning Scheme as presented by DILGP</p> <p>at a Special Meeting of Council, pending certain amendments, and delegated authority to the Mayor and CEO to satisfy the amendments and proceed with the legislated public consultation period which will include forums in Gregory and Burketown (decision 160804.01)</p> <p>September 2016: DCEO Nils Hay is liaising with Javier Samanes from DILPG to finalise mapping for the draft planning scheme.</p> <p>Completion timeframe: Jun 2016-Nov 2016</p>	On track
Asset Management Plan	<p>Council has completed long-term financial modelling for asset replacement, renewals and maintenance for 10, 20 and 50 years. This modelling will feature in Council's revised Assets &amp; Services Management Plans.</p> <p>CT Management Group were on site 30 May 2016 – 10 June 2016 to complete the full review of Council's Asset and Services Management Plan (ASMP).</p> <p>BSC staff, CT Management Group and GBA completing final information inputs into ASMP, including the ASMP Improvement Plan</p> <p>It is proposed that a workshop be held 9-noon on Friday 30 September 2016, followed by a Special Meeting to adopt the Asset Management Plan.</p>	On track

Planning Docs	Comments	Status
Operational Plan 2016-17	<p>Council adopted the Operational Plan 2016-17 at the Ordinary meeting held 20 July 2016 (decision 160720.13).</p> <p>The operational plan will be reviewed quarterly in October 16, January 17 and May 17.</p> <p>Note that the final report of the Operational Plan 2015/16 is presented to the September 2016 meeting.</p>	On track
<p>Local Government Area Biosecurity Plans</p> <p><i>Portfolio: Cr Camp (ex officio), Cr Clarke and Cr Murray.</i></p>	<p>Council, at the Ordinary meeting held 15 June 2016, adopted delegations under the Biosecurity Act 2016.</p> <p>On 27 June the CEO met with Nathan Morgan to discuss development of the Biosecurity Plan for BSC which is now required by legislation.</p> <p>Nathan was invited to present to Council on 22 September 2016, however this visit has now been deferred to the October meeting of Council in recognition of the Ministerial delegation in September.</p> <p>Completion timeframe: uncertain.</p>	Monitor
Budget 2016-17	<p>Council, at the Special meeting held 21 July 2016, adopted the budget for 2016-17 including setting of rates, fees and charges (decision 160721.01)</p> <p>The budget is available for access online via the Burke Shire Council website, along with schedules for rates, fees and charges.</p> <p>Budget reviews are scheduled for presentation to Council in November 2016, and March 2017.</p>	On track
Business Continuity Plan & Risk Register	<p>The CRR was adopted by Council in October 2015.</p> <p>The BCP was adopted by Council in February 2016.</p> <p>The BCP was the subject of Internal Audit in May-June 2016, with a focus on sustainability.</p>	Completed
Local Disaster Management Plan (LDMP) 2016-2017	<p>Refer agenda item this meeting – the review of the LDMP 2016 was conducted in August, and is presented in a separate item to the September meeting to adopt the LDMP 2016/17.</p>	On track

Planning Docs	Comments	Status
Audit Plan and Audit Committee	<p>Next scheduled Audit Committee meeting: 26 October 2016 – 10am</p> <p><u>2015/16 Financial Year</u></p> <p>External: Final visit (QLD Audit Office) tentatively rescheduled for 5-15 October (originally 21-30 Sep). The audit is on track for 31 October signoff deadline.</p> <p>Internal: Auditors interviewed senior staff for the internal audit on 20 June 2016. The final report from Crowe Horwath has been received by management for feedback before presentation to the audit committee.</p> <p><u>2016/17 Financial Year</u></p> <p>External:</p> <p>Internal: The internal audit for 2016/17 will focus on asset management, and is scheduled for 2017.</p>	Compliant

## 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
Gregory ILUA	<p>July 2016: meeting with Alec Doomadgee in Cloncurry to discuss Indigenous Land Use Agreements (ILUA) between BSC and Waanyi regarding land in Gregory</p> <p>07 September 2016: meeting with Paraway in Burketown to discuss their interests</p> <p>14 September 2016: meeting scheduled in Cairns with representatives of BSC, DNRM, Waanyi and Paraway.</p>	In progress

Current Projects	Comments	Status
Burketown Post-ILUA Projects	<p>4 August 2016: Council, at a Special meeting held on Thursday 04 August 2016, reviewed matters relating to the proposed Development Management Agreement (DMA) between Economic Development Queensland (EDQ) and Burke Shire Council. Council determined its priorities for development and made delegations to the Burketown Development Committee and CEO that will enable finalisation of the DMA, marketing strategy, land lease and other documents (decision 160804.04).</p> <p>The Burketown Development Committee, CEO, DCEO and GPM have been meeting weekly by teleconference with EDQ. The lease and DMA are expected to be ready for signature by 20 September.</p> <p>09 August 2016: Council, at a Special meeting held on Friday 09 August 2016 resolved to apply to the Minister for Local Government and Planning for exemption under the Local Government Regulation 2012 to sell land by private treaty.</p>	On track
Burketown Wharf Car Park and Boat Ramp widening project	<p>Council has completed concepts and final designs for review by DTMR for a 3 lane boat ramp with 70 CTU all-weather parking.</p> <p>DTMR and Council have signed a Deed of Agreement for these works.</p> <p>Council submitted an application under Round 3 of the NSRF to co-fund this project.</p> <p>GPM to progress arrangements under the Deed of Agreement, and develop additional application for funding through the Local Government Grants and Subsidies Program (LGGSP). Refer separate agenda item to September 2016 meeting.</p> <p>Completion timeframe: November 2017</p>	On track pending progress of funding applications

Current Projects	Comments	Status
Asset Management: inspections and condition assessments	<p>Full asset revaluation completed in mid-2015.</p> <p>CCTV inspection of Burketown reticulated sewer network completed in July 2015.</p> <p>RACAS (Road Asset Condition Assessment System) inspection completed September 2015.</p> <p>RACAS inspection completed post-event in February 2016.</p> <p>Draft Condition Inspection Regime circulated to CT Management Group and BSC Management for consideration.</p> <p>Inspection regime to be incorporated into Asset and Services Management Plan.</p> <p>Consider budget 2017/18 for building asset condition assessment (obtain quotes/compare service level from BAS (building asset services – Dept Housing &amp; Public Works) and CT Management including to consider using their DeltaS software package.</p>	On track and on-going
Visitor Information Centre Restoration	<p>Phase 1 (waterproofing) completed 10 March 2016.</p> <p>Phase 2 (restumping) – quotes received, progress dependent on identifying eligible external funding opportunity. Council was not successful in receiving QTIF (Queensland Tourism Infrastructure Fund) funding to assist in the completion of Stage 2 Restoration Works.</p> <p>Phase 3 of restoration (internal and external works) – Also external funding dependent. Aim to combine with Phase 2 if possible.</p> <p>Council has identified \$100,000 in the 2016-17 budget to be used as matching funds when an eligible funding source is identified.</p> <p>August 2016 – quotes being sought for replacement steps required for emergency repairs to failed steps (reported June 2016).</p> <p>September 2016 – BSC has carried out temporary repair to steps.</p>	Monitor

Current Projects	Comments	Status
Waste Management and Recycling Strategy	<p>Council has completed Site Based Management Plans for the two landfill sites in the Burke Shire and is looking to partner in a regional waste and recycling initiative.</p> <p>14 July 2016 – GPM presentation to councillors</p> <p>21 July 2016 – Council planned to meet with representatives from DILGP at a Doomadgee Aboriginal Shire Council meeting to progress regional partnership initiative however Doomadgee cancelled due to extenuating circumstances. CEO is in communication with Doomadgee to arrange an alternative date.</p> <p>02 August 2016 – Mayor, Deputy Mayor and CEO visited Carpentaria Shire’s waste transfer facility at Karumba. This facility provides for segregation of waste for removal off site, along with on site processing of cardboard (shredder), green waste (mulcher) and bio-waste (bio-bin). The waste processed on site is combined into composting material for use on Council controlled parks and gardens.</p> <p>Completion timeframe: Council will look to progressively implement the plan over coming years.</p>	Monitor
Burketown Cultural History Project	<p>First Draft Completed and circulated to Councillors for feedback.</p> <p>Council and author are approaching publishers for prices/costs associated with publication. Allen &amp; Unwin have indicated that they will publish the book.</p> <p>No update September 2016</p>	First Draft completed
House 10: major renovations	<p>Tender documentation completed.</p> <p>Tender not yet released.</p> <p>\$200k in 2016/17 budget</p>	Monitor



Current Projects	Comments	Status
Solar energy for WTP in Gregory	<p>Project feasibility completed and various delivery models costed.</p> <p>Following a successful expression of interest, Council has been invited to submit a business case for Building our Regions funding with a deadline of 19 August.</p> <p>Project is also suitable for a Local Government Grants and Subsidies Program (LGGSP) grant.</p> <p>This project is land tenure dependent:</p> <p>16 June 2016: Council, at its ordinary meeting held Thursday 16 June 2016, considered report 12.03 Purchase of Part of Camping and Water Reserve (Gregory) – refer decision 160616.06 regarding land purchase and Deed of Grant</p> <p>August 2016: BSC entered into Deed of Grant with DNRM.</p>	Subject to land acquisition

### 3. PROJECTS TO PLAN AND COST

The following table provides a status update on projects that Council is pursuing over the next 1-3 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 & cost	Comments	Status
Burketown Mineral Baths	<p>Project concept design completed. Project costed. Pre-lodgement discussions with Referral Agencies have taken place.</p> <p>Further engineering and design work is required prior to release of tender.</p> <p>Funding source: project suitable for a Queensland Tourism Infrastructure Fund (QTIF) grant.</p> <p>Deprioritised in 2016/17 budget year to enable completion of projects that are already in progress.</p>	Monitor
Sewerage Treatment Plant Re-design	<p>Project designed with preliminary costings received.</p> <p>Council has submitted an application to amend the Environmental Authority regulating wastewater operations to reflect proposed designs. EHP has provided a draft permit for Council to consider.</p> <p>Funding source: project suitable for a Local Government Grants and Subsidies Program (LGGSP) grant.</p> <p>July 2016: Council has provided \$80,000 in the 2016/17 budget for design work.</p>	Monitor

Projects to plan & cost	Comments	Status
STP/WTP Telemetry	<p>Project designed and costed.</p> <p>Scope of works confirmed. Tender documentation to be completed in May 2016.</p> <p>Timeframe: Awaiting CapEx prioritization under new Council.</p> <p>Funding: own-source funding. No suitable co-contribution identified at this stage</p>	De-prioritized
Gregory Landfill	<p>The Site Based Management Plan for this site has been completed. To progress further, Council needs to acquire freehold tenure over the land. This will enable Council to register the site. These items are being progressed with DNRM and EHP.</p> <p>Council received a letter of offer for this land on 31 May 2016. Council will look to enter an ILUA with Waanyi to address Native Title over this land.</p>	Monitor
Removal of waste tyres from Burketown & Gregory landfills	<p>NWQROC rejected the purchase of a regional tyre shredder.</p> <p>Council will explore two disposal options prior to proceeding with the removal of waste tyres from the Burketown and Gregory rubbish tips.</p> <p>July 2016: Information received that proposed waste tyre project at Julia Creek will not proceed.</p> <p>September 2016: Julia Creek have received quotes to have tyres shredded on site, and have invited other local governments to participate to share costs. CEO will look into this opportunity – we will still need to bury the tyres. Refer attachment.</p> <p>Completion timeframe: to be determined.</p>	Monitor

#### 4. 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
2015-2016 1 <sup>st</sup> LDMG meeting	Held Nov 2015
2015-2016 2 <sup>nd</sup> LDMG meeting	Scheduled 21 June 2016
2015-2016 LDMG, DDMG meetings in response to Gulf of Carpentaria monsoon trough and associated rainfall / flooding	Held progressively in Dec 2015 and January 2016
2014-2015 Review of Local Disaster Management Plan	Completed Aug 2015
2015-2016 1 <sup>st</sup> quarterly report	Completed: 31 Oct 2015
2015-2016 3 <sup>rd</sup> quarterly report	Completed: 16 May 2016.
DDMG meeting	Completed: 17 Nov 2015

Reporting/Meeting requirements	Status
DDMG meeting	Completed: 8 June 2016
DDMG meeting	Completed 21 June 2016 including live exercise
2016-17 Review of Local Disaster Management Plan	Completed 29 Aug 2016

## 5. MEETINGS/CONFERENCES/DELEGATIONS

GOVERNANCE CALENDAR – rolling 12 month calendar			
LGAQ Annual Conference	Toowoomba	19-21 October 2015	Mayor, Deputy Mayor, Crs Forshaw & Lauder, CEO
Better Councils Better Communities	Burketown	27 October 2015	TBD
GSD Annual General Meeting	Normanton	6 October 2015	Mayor, Deputy Mayor, CEO
Regional CEO Forum	Karumba	27 November 2015	CEO
NWQRRTG	Karumba	30 November 2015	Mayor
NWQROC	Karumba	30 November 2015	Mayor
Visit from Deputy Premier, QRA CEO	Burketown	13-14 January 2016	Mayor, Deputy Mayor, Crs Forshaw and Lauder, ACEO
Meeting with Telstra	Cairns	13-14 January 2016	Mayor, Deputy Mayor, Cr Forshaw, ACEO
Meeting with DILGP	Townsville	15 January 2016	Mayor, Deputy Mayor, Cr Forshaw, ACEO
Meeting with Minister Coralee O'Rourke	Townsville	15 January 2016	Mayor, Deputy Mayor, Cr Forshaw, ACEO
GSD Board Meeting	Normanton	18 January 2016	Mayor, Deputy Mayor, ACEO
EDQ	Brisbane	25 February 2016	Mayor, Deputy Mayor, CEO
ATSIL/DNRM	Brisbane	25 February 2016	Mayor, Deputy Mayor, CEO
Employment Office	Brisbane	26 February 2016	Mayor, Deputy Mayor, CEO
Preston Law	Cairns	29 February 2016	Mayor, Deputy Mayor, CEO
GHD	Cairns	29 February 2016	Mayor, Deputy Mayor, CEO
NWHHS	Burketown	10 March 2016	CEO
Gangalidda and Garawa NTAC Board	Burketown	6 April 2016	Mayor and Councillors
Economic Development Queensland	Burketown	13 April 2016	Mayor and Councillors, CEO, Deputy CEO, WM, FM.
DILGP and DSD	Burketown	20 April 2016	Mayor and Councillors
GSD	Richmond	28 April 2016	Mayor, Cr Yanner, Deputy CEO
NWQROC	Richmond	28 April 2016	Mayor, Cr Yanner, Deputy CEO
NWQRRTG	Richmond	29 April 2016	Mayor, Cr Yanner, Deputy CEO
LGAQ Elected members training	Burketown	7-8 June 2016	Mayor, Deputy Mayor, Cr Clarke, Cr Yanner.

<b>GOVERNANCE CALENDAR – rolling 12 month calendar</b>			
Fraud Management	Normanton	30 June 2016	Mayor, Deputy Mayor, CEO, DCEO
NWHHS (meet & greet)	Burketown	07 July 2016	CEO, DCEO, EO
JCC	Burketown	13 July 2016	Deputy Mayor, CEO, DCEO
Waste Management presentation	Burketown	14 July 2016	Councillors and staff
Building Asset Services	Burketown	26 July 2016	CEO, DCEO
Building our Regions EOI feedback interview	Burketown	26 July 2016	CEO, DCEO
NWLGAQ Conference	Cloncurry	27-29 July 2016	Mayor, Deputy Mayor, Cr Clarke, CEO, DCEO
Gregory ILUA	Cloncurry	28 July 2016	Mayor, Deputy Mayor, Cr Clarke, CEO, DCEO, GPM
Telstra – corporate hosting	Burketown	30-31 July 2016	Mayor, Deputy Mayor, CEO, DCEO, EO
Waste Transfer Station visit	Karumba	02 August 2016	Mayor, Deputy Mayor, CEO
Gulf Savannah Development meeting and strategic planning workshop	Normanton	02 August 2016	Mayor, Deputy Mayor, CEO
CLCAC	Burketown	10 August 2016	Mayor, Deputy Mayor, Crs Clarke and Yanner, CEO
Adels Grove – road closures	Adels Grove	17 August 2016	Mayor, Deputy Mayor, Cr Yanner, CEO
MMG Century	Burketown	23 August 2016	Mayor, Deputy Mayor, CEO, DCEO
LDMP review	Burketown	29 August 2016	CEO, DCEO
LDMG – QDMA training	Burketown	30 August 2016	CEO, DCEO
Gregory ILUA/ Paraway	Burketown	06 September 2016	Mayor, Deputy Mayor, Cr Clarke, CEO, DCEO
GSD	Burketown	8 September 2016	Mayor, Deputy Mayor, Cr Yanner, Cr Clarke, CEO
NWQROC	Burketown	8 September 2016	Mayor, Deputy Mayor, Cr Yanner, CEO, DCEO
NWQRRTG	Burketown	9 September 2016	Mayor, Deputy Mayor, Cr Clarke, Cr Yanner, CEO, DCEO, WM (relieving)
Stock Route Network Management Bill 2016	Teleconference	13 September 2016	Cr Clarke, CEO
JCC XXIV	Burketown	13 September 2016	DCEO
Gregory ILUA	Cairns	14 September 2016	Mayor, Deputy Mayor, Cr Clarke, CEO, DCEO

## 6. STOCK ROUTE NETWORK MANAGEMENT BILL 2016

Cr John Clarke and CEO Sharon Daishe attended a teleconference on Tuesday 13 September 2016 regarding the proposed introduction of this Bill. The power point presentation and TSR network map are included as attachments to this report. Key points that may be relevant to Burke Shire Council include:

- Timeline – local governments may have opportunity to make submissions before Parliament debates the bill in 2017. Implementation likely to be another two years or so, with respect to ensure that Councils have time to address any impact.
- Current classification of TSR network will be simplified to two tiers being primary and secondary routes. The classification of ‘minor and unused’ will be removed. All TSRs in BSC are currently ‘minor and unused’, and will become ‘secondary’ under the new bill.
- Local governments will no longer be required to prepare TSR management plans.
- DNRM will no longer issue permits for grazing. These will now be the responsibility of local government, and LG will receive the revenue from grazing approvals.
- DNRM will provide support and training to local governments, including in the use of software to manage applications and approvals.

There is likely to be minimal impact on Burke Shire Council due to historical lack of use of TSRs in our area. However, I have sent an enquiry to establish whether there are any current grazing permits that will be transferred to BSC, and whether we will be required to install and maintain the permitting software.

Interested Councillors may wish to read the attachment and the draft Bill when it is released. Council may wish to consider whether there are further opportunities or impacts for Burke Shire Council with regard to the management of grazing permits on travelling stock routes and reserves in our LGA.

## 7. OFFICER’S RECOMMENDATION

That Council notes the content of the Chief Executive Officer’s August 2016 report.

## ATTACHMENTS

1. Email and attachment from Peter Fitchat, CEO Julia Creek, regarding tyre shredding opportunity



2. Consultation briefing – Stock Route Network Management Bill 2016



3. Map of TSR network in QLD



## Chief Executive Officer Reports

### 10.01.02 Operational Plan 2015-16 – 4<sup>th</sup> Quarterly Update

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DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Philip Keirle; Governance & Projects Manager
DATE REPORT PREPARED:	26 August 2016
LINK TO COUNCIL PLAN/S:	Corporate Plan, Operational Plan, Budget

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#### 1. PURPOSE

This quarterly report provides a written assessment of Council's progress toward implementing the annual operational plan (2015-16) and is presented pursuant to Division 4, s174(3) of the Local Government Regulation 2012.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council receives quarterly updates on the Operational Plan in accordance with the Local Government Regulation 2012, although, progress against many of the items in the Plan are presented monthly in Council meeting reports prepared by Council's Management Team.

At the May 2016 Council meeting, Council endorsed a number of amendments to the Operational Plan 2015-2016:

- (a) Revision of the delivery timeframe for releasing the BSC Community Satisfaction Survey to November 2016;
- (b) Revision of the delivery timeframe for Council's Biosecurity Plan to take account of recent developments around resourcing of the Plan;
- (c) Removal of deliverables associated with the construction of a "wash-down bay" in Burketown for the 2015-2016 financial year;
- (d) Revision of the delivery timeframe for the VIC renovations to November 2016 to take account of QTIF funding determinations;
- (e) Revision of the delivery timeframe for the Doomadgee to Burketown Fibre Link project until November 2016;
- (f) Revision of the delivery timeframe for the Burketown Boat Ramp and Car Park project until November 2017.

Where relevant, these amendments were adopted into the Operational Plan 2016-17 at the 21 July 2016 Council meeting.

This report represents the fourth and final in the series of reports that Council will receive in relation to progress against the delivery of the goals (KPIs and milestones) outlined in the 2015-16 Plan. This report will also inform the content of Council's Annual Report for 2015-16 (s190(1)(a) Local Government Regulation 2012).

### 3. PROPOSAL

That Council makes use of these reports to:

- (a) Continue identifying areas of particular strategic/operational interest and concern; and
- (b) Map progress toward implementing the annual Operational Plan and broader Corporate Plan objectives.

### 4. FINANCIAL & RESOURCE IMPLICATIONS

While best endeavours are taken to ensure the Operational Plan and Budget for the relevant financial year are a perfect match, it is very rarely the case that this remains true throughout the course of the year. This can be due to various difficulties in progressing a project (election cycles, staff turnover, inability to secure co-contributions) or due to projects being added to the list of deliverables for the financial year (new legislation, new ideas etc.).

In 2015-16, a number of factors contributed to Council's capital expenditure coming in under budget. These include:

- The impact of the caretaker period (6 February 2016 – 4 April 2016) associated with the Local Government elections on 19 March 2016, which precluded a range of capital projects from progressing;
- Success in acquiring grant funding for the Doomadgee to Burketown Fibre Link Project, which reduced the amount of own-source funding required to fund the project;
- Weather events, which pushed back Council's 'jackpotted' TIDS expenditure into the 2016-17 financial year.

### 5. POLICY & LEGAL IMPLICATIONS

*Local Government Regulation 2012*: requirements to develop and report on Operational Plans and to align these plans with Council's Corporate Plan and Council's budget.

Division 4 - Annual operational plan

#### **174:** Preparation and adoption of annual operational plan

- (1) A local government must prepare and adopt an annual operational plan for each financial year.
- (2) The local government may, but need not, adopt the annual operation plan for a financial year at the same time the local government adopts its budget for the financial year.
- (3) The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.
- (4) A local government may, by resolution, amend its annual operational plan at any time before the end of the financial year.
- (5) A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.

#### **175:** Annual operational plan contents

- (1) The annual operational plan for a local government must—
  - (a) be consistent with its annual budget; and
  - (b) state how the local government will—
    - (i) progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and
    - (ii) manage operational risks

## 6. CRITICAL DATES & IMPLICATIONS

Reporting period:

- 1 April 2016 to 30 June 2016

## 7. CONSULTATION

The following consultation has taken place:

- Internal consultation with the Executive Management Team.
- Consultation with relevant external stakeholders.

## 8. CONCLUSION

Council tracked well against the majority of milestones and KPIs outlined in the Operational Plan 2015-2016.

A number of the performance targets were not met in the 2015-2016 financial year for a number of reasons. These include the heavy organizational and resource focus on telecommunications projects throughout the year; an over ambitious set of project completion targets; delayed receipt of scoping/tender documentation by consultancies; the organisational commitment to progressing co-funded projects only; the Federal Election; and the late wet season were among the most important.

Targets not met or delayed include the following:

- **House 10 renovations:**
  - Council has allocated funding to demolish and re-build House 10 in 2016-17;
- **Demolition of Old Church:**
  - Cultural Heritage listed building in existing Planning Scheme. Draft Planning Scheme has removed this building from the Cultural Heritage listing.
- **Demolition of Old Town Hall**
  - Demolition pending certainty around future land usage.
- **10 Year Road Infrastructure Plan (not completed):**
  - Given the combination of Burke's low "own source revenue", predicted reductions in "own source revenue," and uncertainties around the future of external funding allocations, it has been difficult to effectively project a 5 Year Road Infrastructure Plan with any certainty. While there are certainly enough projects to fill a 10 Year Road Infrastructure Plan, the document would be aspirational at best without greater certainty around funding.
- **Rehabilitation and reseal of Floraville Road/Doomadgee Road East:**
  - Re-scheduled for completion as part of combined NDRRA and TIDS work. Given the potential eligibility for NDRRA funding, these projects have been delayed to determine Council's ability to reallocate much needed maintenance/renewal funding elsewhere.
- **Gregory Solar Power Project:**
  - Project moved through to "Detailed Submission Stage" of Round 2 of the Building Our Regions Program. Scheduled for completion by 30 June 2017.



- **Mineral Baths Project:**

- Project scoped and costed. Awaiting sufficient funding to enable project delivery. Current and pending funding rounds already have projects allocated. Mineral Baths currently fourth/fifth on the list of major projects to complete.

- **Anzac memorials:**

- Plenty of research into Burke's WWI & WWII past was undertaken throughout the year and great enthusiasm displayed by the BKT and GRG Commemorative Committees. Unfortunately, project ideas didn't square with funding rounds or the historical record. Project scope under revision.

- **Burketown Landfill:**

- While a number of items were ticked off the landfill 'to do' list, a number of projects remain to be done at the Burketown Landfill, including establishing perimeter fencing and the progressive removal of waste tyres.

Areas of interest and areas of concern are identified in Attachment 1.

## 9. OFFICER'S RECOMMENDATION

1. That Council notes the contents of this report; and
2. That Council notes the contents and commentary contained in Attachment 1.

## ATTACHMENTS



160829 - OP 15-16 -  
4th Quarterly Review

1. 160829 – Operational Plan 2015-16 – Fourth Quarterly Update

## Chief Executive Officer Reports

### 10.01.03 2016-17 Local Government Grants and Subsidies Programs

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DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Philip Keirle; Governance and Projects Manager
DATE REPORT PREPARED:	12 September 2016
LINK TO COUNCIL PLAN/S:	Operational Plan, Budget

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#### 1. PURPOSE

To seek Council endorsement for those projects to be submitted for consideration under the following grant programs:

- Local Government Grants and Subsidies Program;
- Community Resilience Fund;
- Natural Disaster Resilience Program

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Department of Infrastructure, Local Government and Planning announced the opening of various funding buckets on 9 September 2016, including the Community Resilience Fund (CRF), the Local Government Grants and Subsidies Program (LGGSP) and the Natural Disaster Resilience Program (NDRP). These applications close on 28 September 2016. In order to submit valid applications to these funding programs, the projects must be endorsed for submission by Council resolution.

Council has considered a range of projects for submission through various funding programs, including which might be submitted under the suite of Local Government Grants and Subsidies Programs. These include the NQ Telecommunications Resilience Project, the Burketown Wharf Precinct Upgrade Project, the Gregory Solar Power Project, the Burketown Sewerage Treatment Plant Project and the Burketown Mineral Baths Project.

Of these projects, Council has:

- Allocated a budget in 2016-17 for the Gregory Solar Power Project;
- Allocated a budget in 2016-17 toward the completion of the Feasibility Study for the NQ Telecommunications Resilience Project;
- Allocated a budget in 2017-18 for the Burketown Wharf Precinct Upgrade Project;
- Secured \$703,000 in funding from DTMR for the Burketown Wharf Precinct Upgrade Project;
- Submitted a National Stronger Regions Funding application for the Burketown Wharf Precinct Upgrade Project;
- Submitted a Building Our Regions funding application for the Gregory Solar Power Project;
- Not yet developed whole-of-life costing information for the Sewerage Treatment Plant project nor for the Burketown Mineral Baths project;

In addition, an engineering consultancy engaged by Council (GBA), has developed various project plans for improving the resiliency of the Burke Shire road network. While GBA have developed provisional designs and budgets for a number of these projects, the projects themselves have not been widely discussed nor budgeted for in 2016-17 or 2017-18. Council will seek further information from GBA on these projects for subsequent presentation to Council.

Since the March 2016 Local Government Elections, the following projects have been discussed and received some form of Council endorsement:

21 Apr 2016 Council meeting:

- Council endorsed the submission of the Gregory Solar Power Project for the EOI stage of the Building Our Regions Program.
- Council considered and endorsed the Deed of Agreement for the construction of a 3-lane, barge-capable boat ramp and associated all-weather car parking.

21 July 2016:

- Budget allocated for the Gregory Solar Power Project;
- Budget for Burketown Wharf Precinct Upgrade Project accounted for in forward estimates.

18 Aug 2016 Council meeting:

- Council endorsed the submission of the Gregory Solar Power Project for the Detailed Application stage of the Round 2 of the Building Our Regions Program.
- Council resolved to submit a motion to the LGAQ annual conference seeking LGAQ support in advocating for the NQ Telecommunications Resilience Program.

The aims of the various funding programs are detailed below:

Community Resilience Fund:

The aim of the CRF is to make Queensland communities more resilient to natural disasters, and reduce future expenditure on asset restoration by funding projects that:

- align with the Queensland Strategy for Disaster Resilience, delivering essential disaster mitigation infrastructure;
- protect existing essential public infrastructure identified as at risk from natural disasters;
- safeguard residents from the impacts of disasters in identified at risk communities;
- deliver key cyclone and flood mitigation infrastructure;
- reduce the risk to Queensland communities of bushfires and other natural hazards;
- build partnerships between sectors, and encourage a regional and catchment area approach to mitigation and resilience;
- support communities to adapt to the impacts of climate change, thereby reducing the costs of recovery from flood, cyclone and other natural disaster events.

Local Government Grants & Subsidies Program (LGGSP):

The aim of the LGGSP is to support local governments to deliver key infrastructure projects that:

- meet community needs, contributing to sustainable and liveable communities;
- align with state, regional and local priorities;
- support economic growth, innovation and community development, increasing local job creation and training opportunities;

- contribute to building safe, caring and connected communities, enhancing access to infrastructure and services;
- protect public health;
- provide efficient and cost-effective outcomes through a regional, collaborative approach.

## Natural Disaster Resilience Program

The aim of the NDRP is to reduce Queensland communities' vulnerability to natural hazards and build community resilience by:

- mitigating against or building resilience to Queensland's highest natural hazard risks as identified in the 2012 State-wide Natural Hazard Risk Assessment:
  - flooding (including flash flooding);
  - tropical cyclone winds and storm surge;
  - thunderstorm wind gusts, downbursts and tornadoes;
  - hail storms;
  - bushfires;
  - landslides, earthquakes and tsunamis.
- reducing the risk to Queensland communities of bushfires;
- providing support to emergency management volunteers.

### 3. PROPOSAL

That Council endorses the following submissions for this round of DIGLP funding programs:

## LGGSP

- Priority 1: Burketown Wharf Precinct Upgrade Project
- Priority 2: Gregory Solar Power Project

## CRF

- Priority 1: North Queensland Telecommunications Resilience Project

## NDRP

- Priority 1: North Queensland Telecommunications Resilience Project

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

### Burketown Wharf Precinct Upgrade Project:

Through the installation of 3-lane, barge capable boat ramp and associated all-weather parking, this project is designed to improve recreational and commercial fishing experiences as well as to enable barge traffic between Burketown, the Wellesley Island Group and other locations in the Gulf/Northern Australia.

<b>Total Project Cost:</b>	<b>\$2,454,151</b>
• Funding already secured:	\$703,615 (DTMR)
• Current funding applications:	
○ NSRF Round 3:	
▪ DIRD:	\$994,619
▪ BSC:	\$755,917
• Remaining funds required:	
○ If the NSRF Round 3 funding is:	

- Secured: \$760,000
- Not secured: \$1,756,000
- LGGSP funding request:
  - DILGP: \$456,000 - \$1,053,600
  - BSC: \$304,000 - \$702,400
- Has Council budgeted for this project in 2016-17 or 2017-18?
  - Council has this expenditure allocated to 2017-18 forward estimates

Gregory Solar Power Project:

Through the installation of a solar power array, energy storage system, new water storage tanks and generators, this project seeks to drastically reduce the costs of treating water in Gregory.

**Total Project Cost:**

With Superstructure **\$1,311,400**

Without Superstructure **\$730,418**

- Funding already secured: \$0.00
- Current funding applications:
  - Building Our Regions
    - DSD: \$365,209 - \$655,720
    - BSC: \$365,209 - \$655,720
- Remaining funds required:
  - If the BOR Round 2 funding is:
    - Secured: \$0.00
    - Not secured: \$365,209 - \$655,720
- LGGSP funding request:
  - DILGP: \$438,250 - \$786,840
  - BSC: \$292,167 - \$524,560
- Has Council budgeted for this project in 2016-17 or 2017-18?
  - Council has allocated \$655,720 to this project with the expectation that the price will be closer to \$365,200.

NQ Telecommunications Resilience Project:

Through connecting Burketown to Normanton by fibre optic cable, additional redundancy will be built into the entire NQ telecommunications network.

**Total Project Cost: \$9,500,000**

- Funding already secured:
  - BSC: \$32,915
  - LGAQ: \$10,000
  - Telstra: TBD
  - Other Councils: TBD
- Current funding applications: NA
- Remaining funds required: \$9,457,085
- CRF funding request:
  - DILGP: TBD following feedback from Telstra
  - BSC: \$32,915
- Has Council budgeted for this project in 2016-17 or 2017-18?
  - Council has allocated \$32,915 toward this project in 2016-17.

## 5. POLICY & LEGAL IMPLICATIONS

### Program requirements

Council is required to comply with the Program funding guidelines. These guidelines establish the aims and objectives of the various programs, eligibility requirements of the programs, submission deadlines and so on.

Council endorsement: one of the eligibility requirements to be satisfied is the provision of proof to the Department that the projects submitted for consideration have been endorsed by Council by way of a Council resolution to that effect.

Funding co-contribution: Projects approved for funding under the 2016-17 Programs will be allocated a subsidy of up to 60 per cent of eligible project costs which is total project cost less ineligible costs, less other financial contributions.

Timeframe: successful applicants will have up to 12 months from the date of formal advice of funding approval to complete the approved project. Additional delivery time may be considered in exceptional circumstances. This timeframe may introduce a requirement to request an extended delivery timeframe for certain projects to take into account their anticipated lead time.

## 6. CRITICAL DATES & IMPLICATIONS

09 Sep 2016: Funding rounds open

22 Sep 2016: Council resolution to endorse funding submissions;

28 Sep 2016: Funding applications due (expression of interest stage)

## 7. CONSULTATION

- LGAQ
- Department of Infrastructure, Local Government and Planning
- Department of State Development
- Telstra
- Erscon Consulting
- Members of State and Federal Parliament
- North Queensland Local Government Association
- North West Queensland Regional Organisation of Councils

## 8. CONCLUSION

In order to submit applications that conform with program requirements, it is necessary that Council provides an endorsement, via Council resolution, for those projects it puts forward for consideration under the funding schemes administered by the Department of Infrastructure, Local Government and Planning.

9. OFFICER'S RECOMMENDATION

(1) That Council endorses the submission of funding applications for the following projects under the Local Government Grants and Subsidies Program:

- The Burketown Wharf: priority one
- The Gregory Solar Power Project: priority two

(2) That Council endorses the submission of a funding application for the following project under the Community Resilience Fund and the Natural Disaster Resilience Program:

- The North Queensland Telecommunications Resilience Project

ATTACHMENTS

1. 2016-17 Grants and Subsidies Programs, Funding and Guidelines



## Chief Executive Officer Reports

### 10.01.04 The Future of North Queensland Local Government Association (NQLGA)

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DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe, CEO
DATE REPORT PREPARED:	Monday 12 September 2016
LINK TO COUNCIL PLAN/S:	Corporate Plan 1.2 Operational Plan 1.2

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#### 1. PURPOSE

To consider whether Council supports NQLGA's proposition to expand its membership and become the same area as Developing Northern Australia.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

NQLGA was formed in 1948 to assist its member local governments and take action that is in the interest of development of northern Queensland. There are currently 28 member councils, in a membership area that spans 37 LGAs. All member councils are also members of local Regional Organisations of Councils (ROCs). NQLGA provides advocacy, networking, support and mentoring opportunities notably through avenues to engage with government and other stakeholders at the annual conference. The current member councils are:

- Burdekin Shire Council
- Cairns Regional Council
- Cassowary Coast Regional Council
- Cloncurry Shire Council
- Croydon Shire Council
- Etheridge Shire Council
- Hinchinbrook Shire Council
- Mackay Regional Council
- Mareeba Shire Council
- Mt Isa City Council
- Richmond Shire Council
- Torres Shire Council
- Townsville City Council
- Whitsunday Regional Council
- Burke Shire Council
- Carpentaria Shire Council
- Charters Towers Regional Council
- Cook Shire Council
- Douglas Shire Council
- Flinders Shire Council
- Isaac Regional Council
- Mapoon Aboriginal Shire Council
- McKinlay Shire Council
- Palm Island Aboriginal Council
- Tablelands Regional Council
- Torres Strait Island Regional Council
- Weipa Town Authority
- Wujal Wujal Aboriginal Shire Council

Members have discussed the future of the organisation at the past two annual conferences and the Secretary made a presentation to members at the conference held in Cloncurry in July 2016. Mayor Ernie Camp, Crs Paul Poole and John Clarke, and CEO Sharon Daishe attended this conference.

The attached discussion paper covers the history of NQLGA and the potential future options in detail. It also contains the presentation made at Cloncurry.



### 3. PROPOSAL

At the annual conference held in Cloncurry on 27-29 July 2016, members discussed options for the future of NQLGA. Three options were presented:

1. Stay as we are
2. Wind up the Association and a Host Council nominates to plan and host an annual conference
3. Invite additional members and become the same area as Developing Northern Australia

It is proposed that Burke Shire Council supports option three which is likely to provide the most benefit for members by becoming a more strategic lobbying entity that is aligned with the focus of the White Paper on Development Northern Australia. Elements of option 3 include:

- Create and form a new group, which will likely require a name change (eg: Northern Alliance of Councils)
- Develop new Constitution
- Increase membership to include Councils above the Tropic of Capricorn (ie: north of latitude 23 26' including Rockhampton, Livingstone, Central Highlands, Barcaldine, Longreach, Winton and Boulia)
- Align with the White Paper on Developing Northern Australia – area (QLD) and issues

### 4. FINANCIAL & RESOURCE IMPLICATIONS

Council currently pays a nominal fee of \$350 per annum for membership of NQLGA. In comparison, annual precepts for other member based organisations are:

- \$10,000 North West Queensland Regional Organisation of Councils (NWQROC)
- \$44,000 Gulf Savannah Development (GSD)

### 5. POLICY & LEGAL IMPLICATION

Corporate Plan 1.2	<p>1.2 Outcome: Council has a strong voice in the region and with the State Government</p> <p>1.2.1 Council continues to work closely with regional organisations including Gulf Savannah Development (GSD), MITEZ and the North West Queensland Regional Organisation of Councils (NWQROC) and the Regional Road and Transport Group (NWQRRTG)</p>
Operational Plan 1.2	<p>1.2 Outcome: Council has a strong voice in the region and with the State/Federal Government</p> <p>1.2.1 Council continues to work closely with regional organisations including Gulf Savannah Development (GSD), the North West Queensland Regional Organisation of Councils (NWQROC) and the Regional Road and Transport Group (NWQRRTG), RDA, Savannah Way, TTNQ, OQTA</p>

Note that NQLGA is not individually mentioned in Council's Corporate or Operational Plans in the context of retaining a strong voice in the region and with the State/Federal governments.

## 6. CRITICAL DATES & IMPLICATIONS

The future of NQLGA is a contemporary matter that members have discussed now for several years. Finalising a decision will enable the organisation to take action to progress for the benefit of its members. Notably, early action to implement option three will enable the expanded group to position itself to lobby with a united voice for its member Councils in northern Queensland.

## 7. CONSULTATION

The discussion paper was distributed to Councillors on 30 August 2016 with a request for written feedback by 05 September. Mayor Camp and Crs Poole and Clarke responded. All favoured option three.

## 8. CONCLUSION

In conclusion, adoption of option three will enable local governments in northern Queensland to unite as one representational group focussing on issues relevant to North Queensland in line with the White Paper on Development of Northern Australia. This will redress the advantage that the Northern Territory currently has over Queensland.

## 9. OFFICER'S RECOMMENDATION

1. That Council notes the contents of this report; and
2. Advises the North Queensland Local Government Association that it supports development of Option 3. as presented in The Future of NQLGA – Discussion Paper, being to invite additional members and become the same area as Developing Northern Australia; and
3. Updates sections 1.2.1 of the Corporate Plan and Operational Plan to include reference to NQLGA; noting the need to further amend should the group change its name.

## ATTACHMENTS

1. The Future of NQLGA – Discussion Paper



2. Map of Queensland LGAs



## Chief Executive Officer Reports

### 10.01.05 Adoption of the 2016-17 Local Disaster Management Plan

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DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe, Chief Executive Officer Report prepared by Madison Marshall, Executive Assistant
DATE REPORT PREPARED:	13 September 2016
LINK TO COUNCIL PLAN/S:	Operational Plan 1.4.1, Corporate Plan 1.4.1

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#### 1. PURPOSE

To receive the review of the Burke Shire Local Disaster Management Plan (LDMP) 2015/16, and adopt the LDMP 2016/17.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

S57 of the Disaster Management Act 2003 requires that a local government must prepare a Local Disaster Management Plan for disaster management in the local government area. Council is required to review the effectiveness of the LDMP at least once a year.

In 2015, the Office of the Inspector General for Emergency Management (IGEM) introduced a requirement for Councils to complete an online assessment tool as part of the review process. This year, the Office of the IGEM facilitated a combined process that aims to discharge legislative responsibilities of local governments, districts and the Office of the IGEM through this collaborative online tool. To fulfil district legislative responsibilities a QPS representative (Senior Sergeant Jeff Magnus, Executive Officer DDMG) from the district group was required to be involved in the plan assessment.

On Monday 29 August 2016 Sharon Daishe (CEO), Nils Hay (DCEO), Elliott Dunn (Emergency Management Coordinator, QLD Fire and Emergency Services, Mount Isa) and Jeff Magnus (Senior Sergeant, Disaster Management Support Officer, Mt Isa District, QLD Police Service) met and completed the online assessment tool for the review of the LDMP 2015/16.

The LDMP and assessment results were then distributed to the Local Disaster Management Group (LDMG) on Wednesday 7 September 2016 for their feedback. The LDMG were given a week to provide any feedback on the LDMP. No feedback was received.

BSC has made administrative changes to the attached LDMP to update names and dates.

#### 3. PROPOSAL

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.

It is proposed that Council adopts the LDMP as revised.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

N/A

#### 5. POLICY & LEGAL IMPLICATIONS

##### **Disaster Management Act 2003**

##### ***Part 3 Disaster Management Plans and Guidelines***

##### **Section 57**

A LDMP must include provision for:

- the State Strategic Policy Framework 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.

##### **Section 58**

The LDMP must be consistent with the Queensland Local Disaster Management Guidelines and other associated Guidelines.

##### **Section 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.

##### **Section 60 (1)**

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.

#### 6. CRITICAL DATES & IMPLICATIONS

The LDMP, after adoption by Council, will be presented to the Local Disaster Management Group (LDMG) for adoption at an Ordinary Group Meeting. Their next meeting is scheduled for 24 November 2016. Note that this date may require review as it is also the date scheduled for the next North West Queensland Regional Organisation of Councils meeting to be held in Hughenden.

#### 7. CONSULTATION

- Elliott Dunn, District Disaster Management Group Mt Isa
- Jeff Magnus, Senior Sergeant, Disaster Management Support Officer, Mt Isa District, QLD Police Service
- Burke Shire Local Disaster Management Group

## 8. CONCLUSION

During the meeting to review the 2015/16 LDMP Elliot Dunn commented on the established and effective community response capacity in the Burke Shire with regard to natural disasters. There are likely to be future administrative changes imposed with regard to LDMPs.

In conclusion, it is recommended that the LDMP for 2016/17 is adopted as presented.

## 9. OFFICER'S RECOMMENDATION

1. That Council notes the contents of this report; and
  - Receives the review of the Local Disaster Management Plan 2015/16; and
  - Adopts the Burke Shire Local Disaster Management Plan 2016/17 as presented; and
  - Submits both to the Local Disaster Management Group and Office of the Inspector General of Emergency Management.

## ATTACHMENTS

1. Local Disaster Management Plan 2016 (administrative update with changes tracked)



UPDATING 2016  
Burke Shire Disaster ↑



Disaster  
Management Plan Ass

2. Online Assessment Results

## Chief Executive Officer Reports

### 10.01.06 Invitation to comment regarding application to DNRM to realign boundary – Lot 5263 on PH1905 & Lot 5 on LS17

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DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe, CEO
DATE REPORT PREPARED:	Thursday 15 September 2016
LINK TO COUNCIL PLAN/S:	

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#### 1. PURPOSE

The purpose of this report is to consider an invitation to comment on an application to the Department of Natural Resources and Mines (DNRM) for re-alignment of the boundary between Lot 5263 on PH1905 (Disraeli) and Lot 5 on LS17 (Lorraine Talawanta), being land in the Burke Shire.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

DNRM have invited feedback from Council regarding an application to realign an existing boundary to follow the natural fenceline between two lots of land. This would result in approximately 2,800 hectares of land being excluded from Lot 5263 on PH1905 (Disraeli) and added to Lot 5 on LS17 (Lorraine Talawanta).

Council has the opportunity to advise DNRM of any matter that it considers relevant for instance:

- Local (non-Indigenous) cultural heritage values;
- Whether a different source of tenure could be considered more appropriate;
- Views or requirements that may affect the future use of the land;
- Objections to the application.

Should Council object to the boundary realignment it must provide full details to DNRM.

#### 3. PROPOSAL

It is proposed that councillors use their local knowledge and conduct independent research if necessary before the meeting to determine whether there are objections or other relevant information that DNRM should consider in determining the application.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

Nil.

## 5. POLICY & LEGAL IMPLICATION

<i>Land Act 1994</i> Chapter 6 Registrations and Dealings Section 360A (2) (c) (ii)	360A Minister may change term leases, other than State leases, or perpetual leases  (2) The Minister may, by approving a plan of subdivision, amend the description or anything else in the lease if—  (c) if the Minister has approved of a mutual exchange of areas adjoining a common boundary between leases  and—  (ii) the lessees of the adjoining leases have agreed to the mutual exchange.
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## 6. CRITICAL DATES & IMPLICATIONS

DNRM require Council to respond no later than 30 September 2016 (note this is an extension to the due date in the original letter).

## 7. CONSULTATION

- Mayor Ernie Camp
- Councillors Paul Poole and John Clarke
- Deanna Holder, Senior Land Officer DNRM

## 8. CONCLUSION

Council has the opportunity to review and provide comment on this application to DNRM. DNRM are the approving authority however Council may have local knowledge that will be useful in informing DNRM's decision.

## 9. OFFICER'S RECOMMENDATION

1. That Council notes the contents of this report; and
2. With regard to the application to realign the boundary between Lot 5263 on PH 1905 & Lot 5 on LS17, informs DNRM

that it has no objection or comment.

**OR:**

[insert text if Council wishes to provide comment/objection/matters for DNRM to consider]

ATTACHMENTS

1. Letter from DNRM to BSC dated 28 July 2016 with associated Plan of Area A, being approximately 2,800 ha that is proposed to be excluded from Lot 5 on LS17 and added to Lot 5263 on PH1905.



Letter to Burke -  
Re-alignment of Boun



160822A Boundary  
Locality Map.jpg

2. Locality map



## 11. Closed Session Reports

None received at time of Agenda preparation.

## 12. Late Item Reports

None received at time of Agenda preparation.

## 13. Mayoral Report

Report to be provided to meeting.

## 14. Councillor Reports

Councillors will provide reports to the meeting.

## 15. 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:-

## 16. Deputations and presentation scheduled for meeting

16.01 SES Long Service Award Presentation to Ian and Tracy Forshaw

16.02 Ms Jennifer Howard - Assistant Minister for Local Government

## 17. Closure of meeting

The next Ordinary Meeting of Burke Shire Council is scheduled for Tuesday 25 October 2016.