



## Agenda and Business Papers Burke Shire Council Ordinary General Meeting Thursday 21 June 2018 9.00am Council Chambers

09.00am	Opening of Meeting
10.30am to 11.00am	Morning Tea
12.30pm to 01.00pm	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 Mark Poynter; Executive Manager Works and Infrastructure Simbarashe Chimpaka; Executive Manager Finance Philip Keirle; Executive Manager Strategic Projects Madison Marshall; Executive Assistant (Minutes) Narelle Poole; Administration Officer (Minutes)

### 02.01 LGR 2012 Section 276 – Attendance by teleconferencing

That Council, in accordance with section 276 of the Local Government Regulation 2012, allows the following person/s to take part in the meeting by teleconferencing:

- Simbarashe Chimpaka, Executive Manager Finance (EMF)
- Philip Keirle, Executive Manager Strategic Projects (EMSP)
- Mark Poynter, Executive Manager Works and Infrastructure (EMWI)

## 03. Prayer

Led by Cr Yanner

## 04. Consideration of applications for leave of absence

None received at time of agenda preparation.

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

### 05.01 General Meeting Thursday 17 May 2018 and Special Meeting Thursday 14 June 2018

That the Minutes of the General Meeting of Council held on Thursday 17 May 2018 and the Special Meeting of Council held on Thursday 14 June 2018 as presented be confirmed by Council.

## 06. Condolences

None received at time of agenda preparation.

## 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. Works, Services and Finance Reports

<p>09.01.01 Works and Services Monthly Report</p> <p>09.01.02 Adels Grove Dump-Ezy Removal</p> <p>09.02.01 Finance Monthly Update Report</p> <p>09.02.02 Taxation for Councillors</p> <p>09.02.03 Budget Revision</p> <p>09.02.04 Schedule of Fees &amp; Charges 2018-19</p> <p>09.02.05 Annual Valuation Request</p> <p>09.02.06 Adoption of Asset Disposal Policy</p> <p>09.02.07 Update of Finance Policies</p> <p>09.03.01 Strategic Projects Report</p> <p>09.03.02 Camping Local Laws</p>
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## Works and Services Reports

### 09.01.01 Works and Services Monthly Report

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DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Mark Poynter
DATE REPORT PREPARED:	08 June 2018
LINK TO COUNCIL PLAN/S:	Works Program

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#### 1. PROJECTS

Project Name	Comments
Gregory WTP – Solar Power	Solar power up and running. Still a few small issues but generally reliable.
Gregory WTP – Storage Tanks	Commissioning works commenced. Some pipe-work leaks detected and awaiting rectification.
House 10 Renewal	Works will be completed 7 days behind schedule.
VIC Restoration	Works commenced, starting with externals prior to internal repairs. Currently on track for 30 June completion.
SES Building Replacement	All quotations received. Extension to 31 August for funding acquittal received as such work expected to commence in July. This will allow 2017 and 2018 funding tranches to be acquitted concurrently.
Works For Queensland (R2) a) Bulk Fuel Storage	Bulk fuel storage manufacture commenced. Expected delivery early June.

#### 2. ROADS

##### Town Streets

- All slashing completed.
- Concrete drain works will commence early June.
- Drainage improvements at the corner of Gregory and Burke to commence early June.

##### Shire Roads

- Opening grades completed.
- Slashing works completed.

##### RMPC

- Ongoing pot hole and road repairs.

- FY19 negotiations have commenced and are in final stages of documentation.
- TMR lead RMPC workshop in Cloncurry attended by several of the work crew.

#### NDRRA

- Final works related to FY15/16 (concrete culverts on the Floraville Road) event will be completed by June 30.
- All emergent works related to the FY17/18 event (March 2018) have been completed.
- Planning for the completion of FY16/17 and FY17/18 event damage repair has commenced with the aim to use Council resources with the assistance of local contractors to complete the work.

### 3. AIRPORTS/REX Services

- John Juniper and Mark Poynter complete Airport Reporting Officer and Airport Manager training (respectively).
- REX Airlines have acknowledged that Burketown is doing an outstanding job with baggage handling, marshalling of the plane and paperwork. All thanks should go to the staff involved with REX services for their outstanding work and commitment.
- Sage, Claude and Schynayne have received their ASIC cards and are currently doing airside training. Nikki from REX will be out on Wednesday 13th June to sign off on the training.

### 4. WORKSHOP AND FLEET

- The following budgeted items are currently in the procurement process:
  - CEO Prado- Order and due for delivery late June
  - Ride on Mower- Kubota ZD1221RL-72R Delivered and operational
- Monthly fuel consumption for the yellow fleet was 4,414 litres.
- The following major tasks have been completed.

Plant #	Description	Maintenance	Scheduled	Comment
427	Haulmark Side Tipper	Annual check over	Yes	Scheduled
428	Haulmark Side Tipper	Annual check over	Yes	Scheduled
429	Haulmark Dolly	Annual check over	Yes	Scheduled
469	PS300B Roller	Check over, radiator	Yes	Scheduled
474	Rosa Bus	Dents again, clean	No	Hire
481	Water Tanker	Relay valve, actuator	No	Wear
522	140M Grader	Oil and coolant leaks	No	Maintenance
523	140M Grader	Check over, fuel filter	No	Maintenance
529	John Deere Ride on	Bracket, A/C, glass, tyres	No	Wear
539	Hilux	75k service, windscreen	Yes	Scheduled
540	Hilux	55k service	Yes	Scheduled
546	Kubota Tractor	PTO clutch, tyres	No	Operational
547	Kubota Tractor	Blades, tyres	No	Operational
560	Water Stand Trailer	Pump	No	Needle and seat
565	CEO Prado	75k service	Yes	Scheduled
566	Ranger Landcruiser	90k service, tyres	Yes	Scheduled

Plant #	Description	Maintenance	Scheduled	Comment
567	WHOS Hilux	40k service, tyres	Yes	Scheduled
572	Job Truck	65k service	Yes	Scheduled
584	Landcruiser Dual Cab	Front end repair	No	Patched for now
585	Job Truck	100k service, door glass	Yes	Scheduled
587	CS78B Roller	Battery failed, scrapers	No	Operational
589	RMPC Truck	Brakes	Yes	Noted from service
591	Gregory Hilux	65k service	Yes	Scheduled
593	Job Truck	85k service, brakes, mirror	Yes	Scheduled
597	432F2 Backhoe	SOS final drives	Yes	From 250 hr service
598	WM Hilux	35k service	Yes	Scheduled
599	SR5 Hilux	25k service	Yes	Scheduled
604	Kubota Ride on	Induction	Yes	Scheduled
	Whippers and Mowers	Keep operational	No	Ongoing

#### 5. TOWN AND RURAL SERVICES

- All operations proceeding as normal.

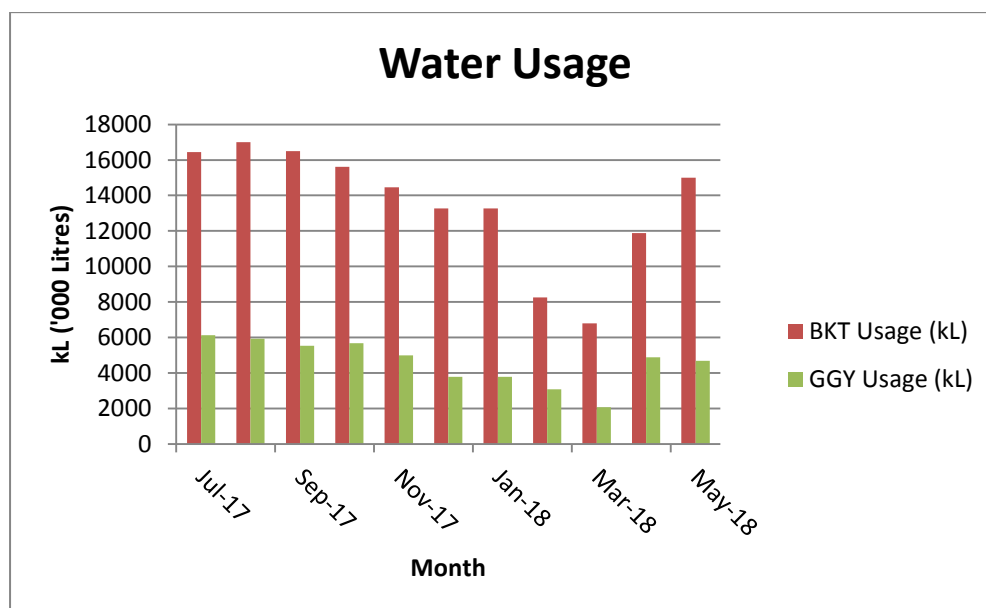
#### 6. HOUSING/BUILDING MAINTENANCE

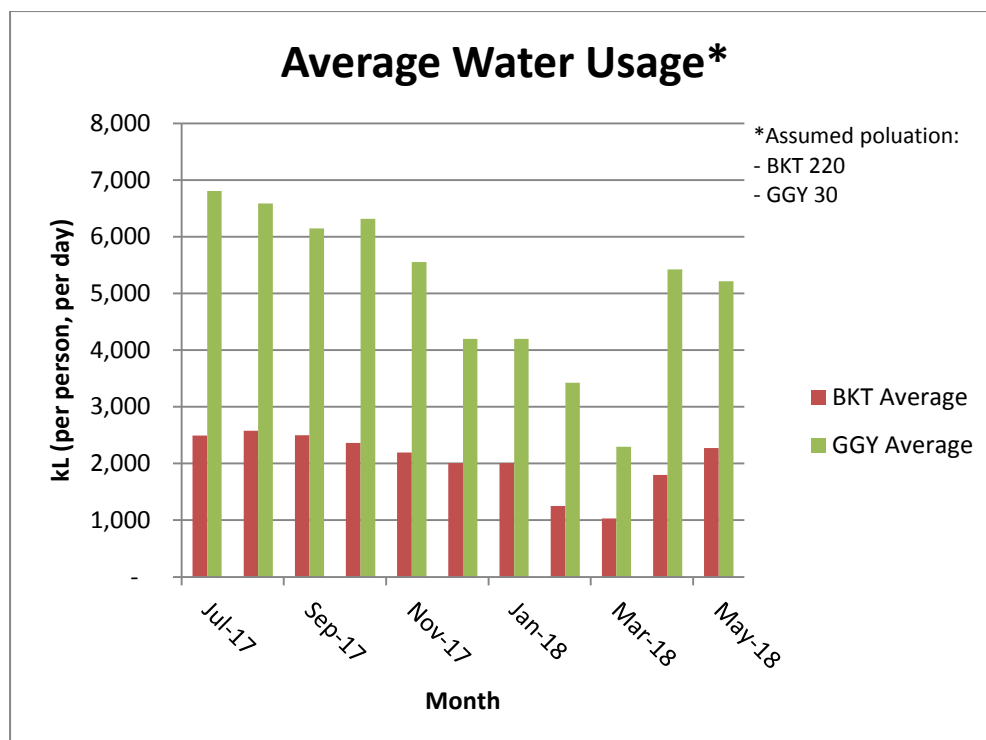
- Ongoing minor maintenance activities underway.

#### 7. BIOSECURITY

- Biosecurity plan development will commence with assistance from the department and external resources.

#### 8. WATER





#### Treatment Plant Operations

- On Friday the 18th May, David Marshal had the opportunity to attend a water conference in Cloncurry. The conference coincided with the Water Connection tour which visited the North Western Regional Councils Water and Sewerage Treatment Plants earlier during the week.

Each Council were asked to submit a sample of water for taste testing and a presentation of their Water Treatment Plant. Due to this being David's first participation, he did not provide a presentation of the water treatment plants.

David entered water samples from the Gregory and Burketown water schemes against entrants from Mornington Island, Mt Isa and Cloncurry.

Unfortunately there can only be one winner and that winner was Gregory. Congratulations to the operators of the Gregory Water treatment plant on providing the best water.

- Burketown
  - SCADA has a few small technical issues that Austek is fixing. The most important is the flow rates of for both plants.
- Gregory
  - We are slowly working through the operations at GWTP. Operators are consulting both the solar installer and AUSTEK when issues have surfaced.
  - Water intake pumps preliminary service and pump sump cleaned.
  - Austek visiting Gregory in June to finalise the transfer of SCADA to new system.

#### Water Reticulation

- Burketown
  - Sports oval has been watered twice weekly which has significantly increased water usage for the month.
  - Morning Glory Park sprinkler controllers have been replaced and watering increased.



- Water meter readings completed.
- Gregory
  - Water meter readings completed.

State-wide Water Information Management (SWIM) results

Performance Indicator	Performance Measure	Yearly Target	April 2018	Actual Total (YTD)
<b>Water Services</b>				
Water mains breaks	Per 10km/year	<3	0	2
Incidents of unplanned interruptions	Per 100 connections/year	<0	2	11
Water quality related complaints	Per 100 connections/year	<1	0	9
Drinking water quality	% of samples tested with no E. coli detection/year	98%	100%	100%
Time to respond to water incidents – water quality complaints, burst water mains, supply interruption	% of response to incident <12hrs	>95%	100%	100%
<b>Sewerage Services</b>				
Sewer mains breaks and chokes (blockages)	Per 10km/year	<2.5	0	2
Sewerage complaints – overflow on properties and odour	Per 100 connections/year	<5	0	14
Time to respond to sewerage incidents – blockages, chokes, overflows	% of response to incident <12hrs	>95%	100%	100
<b>Combined</b>				
Total water and sewerage complaints (any nature)	Per 100 connections/year	<12	1	24

9. SEWERAGE

Collection

- Significant resources have been expended to ensure all Dump-ezy sites are operational now that the tourist season is here.
- A paper concerning the Dump-ezy at Adels Grove will be presented separately at the June 2018 Ordinary Council Meeting
- Pumping out will be carried out on an as need basis.

Treatment Plant

- All Sewer samples passed.
- Upon inspections and maintenance of the sewer pump station pumps we have found 3 pumps that have issues with damages to their housing. Seeking quotes for various size pumps. Next financial year.

## 10. OFFICER'S RECOMMENDATION

That Council notes the content of the Executive Manager Works and Infrastructure report.

## ATTACHMENTS

Nil

## Works and Services Reports

### 09.01.02 Adels Grove Dump-Ezy Removal

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DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Mark Poynter
DATE REPORT PREPARED:	12 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To seek approval to decommission and/or remove the dump-ezy located at Adels Grove.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Council installed a dump-ezy at Adels Grove sometime in the past to enable tourists to discard toilet waste while in the area. The exact basis upon which it was installed and agreement for servicing it post installation has not been confirmed to date.

The current location is tucked in the airport area on the Adels Grove's freehold and not in a Council controlled road reserve as had been previously assumed (see red circle below).



Currently the dump-ezy costs roughly \$13,000 a year to service (not including additional maintenance if required), taking a man and large truck a full day to do the round trip each week during the dry season. Not only is this a significant budget item, it is also placing constraints on the use of equipment for other paid projects.

With septic systems and toilets at both the National Park and Adels Grove, the community service the dump-ezy provides versus its costs is debateable. The nearest dump-ezy to Adels Grove is in Gregory.

### 3. PROPOSAL

Council is being presented with three possible options in regard to this item.

To:

- a) Write-off the dump-ezy as an asset and transfer ownership and maintenance of it to Adels Grove.
- b) Decommission the dump-ezy, rendering it useless and making it safe.
- c) Remove the dump-ezy completely.

Council may also elect to do nothing and continue with current operations.

### 4. FINANCIAL & RESOURCE IMPLICATIONS

The current cost of servicing the dump-ezy is somewhere in the order of \$13,000 depending upon maintenance requirements.

Decommissioning can be undertaken in a day and would cost <\$1,000.

Removal would likely take 1-2 days with a cost of up to \$2,000.

It is acknowledged that removal of this dump-ezy may increase the need to service the dump-ezy in Gregory; given the closer proximity to Burketown, and better quality of road access, this can be more readily managed as part of existing waste management operations.

### 5. POLICY & LEGAL IMPLICATIONS

Instrument	Summary/ Comments
<i>Local Government Regulation 2012</i>	Section 170 makes provision for amendment of the adopted budget, however such amendment must be in accordance with s169 – i.e.: this relates to the full budget not individual items of expenditure.

### 6. CRITICAL DATES & IMPLICATIONS

The June 2018 Ordinary Council provides sufficient time to plan for the proposed works.

### 7. CONSULTATION

External – ERSCON

Internal – CEO, EMSP, DCEO

Depending upon Council's decision, it will be necessary to engage in consultation with Adels Grove and any other relevant stakeholders, such as the National Park, in support of any proposed action.

### 8. CONCLUSION

The cost of servicing a dump-ezy located on private property demands the review of its use as a public asset; especially where toilet facilities exist at both the National Park and Adels Grove.

9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council directs the Chief Executive Officer, or delegate, to undertake the following course of action:
  - a. Write-off the Adels Grove dump-ezy as an asset and transfer ownership and maintenance of it to Adels Grove; or
  - b. Decommission the Adels Grove dump-ezy, rendering it non-functional and making it safe; or
  - c. Remove the Adels Grove dump-ezy completely.

ATTACHMENTS

Nil

# Finance Reports

## 09.02.01 Finance Monthly Update Report

DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simba Chimpaka; Executive Manager Finance
DATE REPORT PREPARED:	18 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan   Budget

### 1. CONSOLIDATED OPERATING STATEMENT

Consolidated Statement of Comprehensive Income							
Period End	31/05/2018	Pro rata			Year to Date		
Month	11						
	Actual	Forecast	Variance	Actual	Forecast	Variance	
<b>Operating Revenue</b>							
Rates & Utility Charges	2,666,410	2,448,417	217,993	2,666,410	2,671,000	- 4,590	
Less Discount, Rebate & Remissions	- 45,749	- 43,083	- 2,666	- 45,749	- 47,000	1,251	
<b>Total Rates &amp; Utility Charges</b>	<b>2,620,661</b>	<b>2,405,333</b>	<b>215,328</b>	<b>2,620,661</b>	<b>2,624,000</b>	<b>- 3,339</b>	
Fees & Charges	80,763	85,250	- 4,487	80,763	93,000	- 12,237	
Rental Income	206,384	206,250	134	206,384	225,000	- 18,616	
Interest	245,982	232,833	13,149	245,982	254,000	- 8,018	
Recoverable Works Revenue	755,167	982,667	- 227,500	755,167	1,072,000	- 316,833	
Other Income	65,371	6,417	58,954	65,371	7,000	58,371	
<b>Total</b>	<b>1,353,667</b>	<b>1,513,417</b>	<b>- 159,750</b>	<b>1,353,667</b>	<b>1,651,000</b>	<b>- 297,333</b>	
Donations	24,300	9,167	15,133	24,300	10,000	14,300	
Contributions	-	41,250	- 41,250	-	45,000	- 45,000	
Subsidies & Grants	7,618,598	8,866,458	- 1,247,860	7,618,598	9,672,500	- 2,053,902	
<b>Total Operating Grants, Donations &amp; Subsidies</b>	<b>7,642,898</b>	<b>8,916,875</b>	<b>- 1,273,977</b>	<b>7,642,898</b>	<b>9,727,500</b>	<b>- 2,084,602</b>	
<b>Total Operating Revenue</b>	<b>11,617,226</b>	<b>12,835,625</b>	<b>- 1,218,399</b>	<b>11,617,226</b>	<b>14,002,500</b>	<b>- 2,385,274</b>	
<b>Operating Expenditure</b>							
Corporate Governance Costs	766,485	823,167	- 56,682	766,485	898,000	- 131,515	
Administration Costs	2,665,023	2,583,167	81,856	2,665,023	2,818,000	- 152,977	
Recoverable Works Costs	991,385	971,667	19,718	991,385	1,060,000	- 68,615	
Engineering Services Costs	13,323,592	13,391,583	- 67,991	13,323,592	14,609,000	- 1,285,408	
Utility Services Costs	635,581	686,583	- 51,002	635,581	749,000	- 113,419	
Net Plant Operating Costs	- 744,247	889,167	- 144,920	- 744,247	970,000	- 225,753	
Planning and Environment Management Costs	80,079	100,833	- 20,754	80,079	110,000	- 29,921	
Community Services Costs	1,217,185	1,430,000	- 212,815	1,217,185	1,560,000	- 342,815	
Finance Costs	21,536	15,583	5,953	21,536	17,000	4,536	
Depreciation Costs	4,280,039	4,081,756	198,283	4,280,039	4,452,825	- 172,786	
Other Expenses	-	-	-	-	-	-	
<b>Total Operating Expenses</b>	<b>23,236,658</b>	<b>23,195,173</b>	<b>41,485</b>	<b>23,236,658</b>	<b>25,303,825</b>	<b>- 2,067,167</b>	
<b>OPERATING RESULT BEFORE CAPITAL INCOME</b>	<b>-11,619,432</b>	<b>- 10,359,548</b>	<b>- 1,259,884</b>	<b>-11,619,432</b>	<b>-11,301,325</b>	<b>- 318,107</b>	
Gross Margin %	-100%	-81%	103%	-100%	-81%	13%	
<b>Capital Income</b>							
Sale of non-current assets	- 14,970	-	14,970	- 14,970	-	14,970	
Contributions	-	-	-	-	-	-	
Capital Subsidies & Grants	5,023,701	6,609,000	1,585,299	5,023,701	6,609,000	- 1,585,299	
<b>Total Capital Income</b>	<b>5,008,731</b>	<b>6,609,000</b>	<b>1,600,269</b>	<b>5,008,731</b>	<b>6,609,000</b>	<b>- 1,600,269</b>	
<b>Net Result</b>	<b>- 6,610,701</b>	<b>- 3,750,548</b>	<b>340,385</b>	<b>- 6,610,701</b>	<b>- 4,692,325</b>	<b>- 1,918,376</b>	

Year to date results reflect a \$11,6m operating loss before capital revenue and a net \$6,6m loss including capital revenue.

## 2. REVENUE

### Rates & Utility Charges

Rates & Utility charges are on target with annual budget estimates following the raising of second half general rates and utility levies. Actual results are slightly below budget as a result of a write off of general rates on a rates assessment that is the subject of a retrospective cancellation of a permit to occupy land.

### Fees and charges

Pro rata fees and charges are slightly below pro rata estimates.

### Rental income & Interest Income

Pro rata rental income is slightly below pro rata budget estimates due to timing differences.

Interest on rates and utility charges is on track with budget estimates. Monthly interest earnings are on track with amended budget estimates.

### Recoverable works revenue

Recoverable works revenue, RMPC component is below pro rata estimates due to timing differences however Council is on track to meet annual estimates as works are completed and claims are lodged.

### Grants, Subsidies, Contributions and Donations

Recurrent grants are below annual estimates primarily due to timing differences relating to NDRRA grants. NDRRA works for the 2016-17 flood event are likely to be rolled over into the 18-19 financial year, consequently currently budgeted related revenues will only be recognised in the following year. Adjustments will be made to the operating budget to reflect timing of NDRRA works.

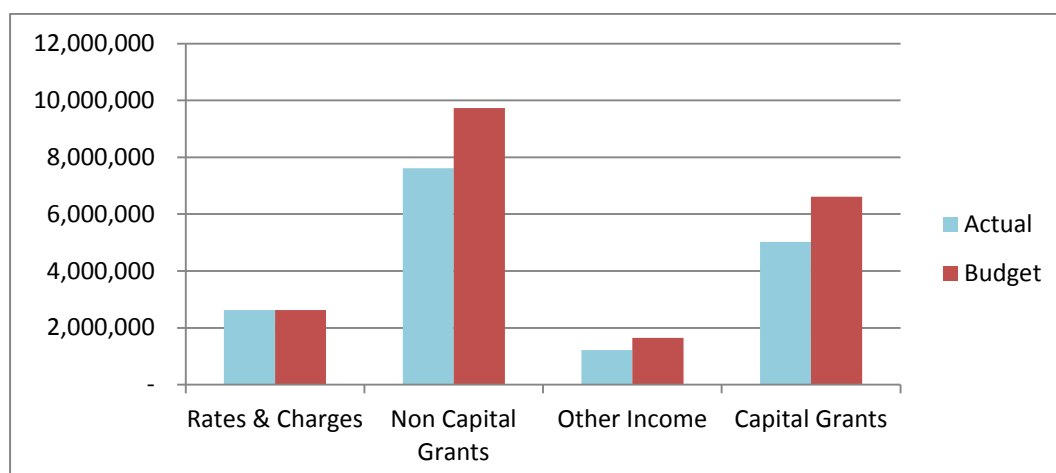
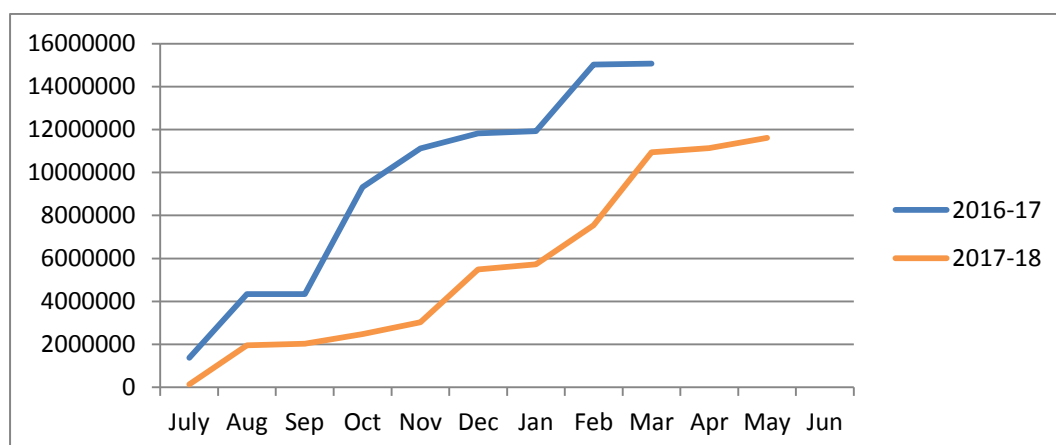
Significant timing variances are as follows:

Description	Actual	Budget	Outstanding	Comments
NDRRA (Flood Damage) 15-16 Event	\$4,050,888	\$4,300,000	\$249,112	Due on submission close
NDRRA (Flood Damage) 16-17 Event	\$1,667,704	\$3,800,000	\$2,132,296	To be paid in 18-19 year
FAG General Purpose Grant	\$1,257,000	\$1,257,000	\$0.00	On track
FAG Road Component Grant	\$207,200	\$194,000	\$13,200	On track, positively exceeded budget

### Capital revenue

Capital revenues are tracking close to annual budget estimates with a few timing variances as follows:

Description	Actual	Budget	Outstanding	Comments
TIDS	\$400,500	\$457,000	\$57,000	Due on completion of works
TTC (Boat Ramp Project)	\$0	\$200,000	\$200,000	Pending receipt
Visitor Information Centre Grant	\$12,318	\$100,000	\$87,682	
Building Our Regions (Solar Project)	\$255,720	\$455,000	\$194,280	Pending receipt

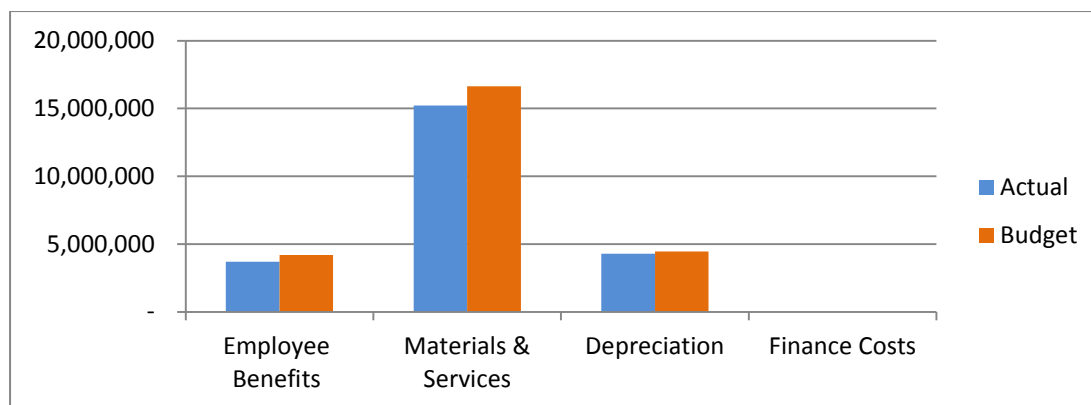
Year to date operating revenues vs budget (by category)2016-17 vs 2017-18 operating revenues by month

## 3. EXPENDITURE

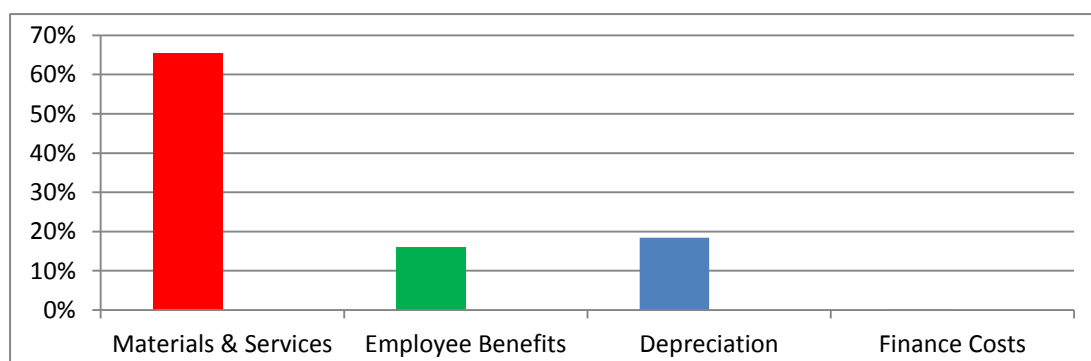
Operating Costs by Type

Type	Budget	Budget
Materials & Services	\$15,228,885	\$16,634,000
Employee Benefits (Employee Wages & Entitlements)	\$ 3,706,198	\$4,200,000
Depreciation Costs	\$ 4,280,039	\$4,452,825
Finance Costs	\$ 21,536	\$17,000
<b>Total Expenditure</b>	<b>\$23,236,659</b>	<b>\$25,303,825</b>



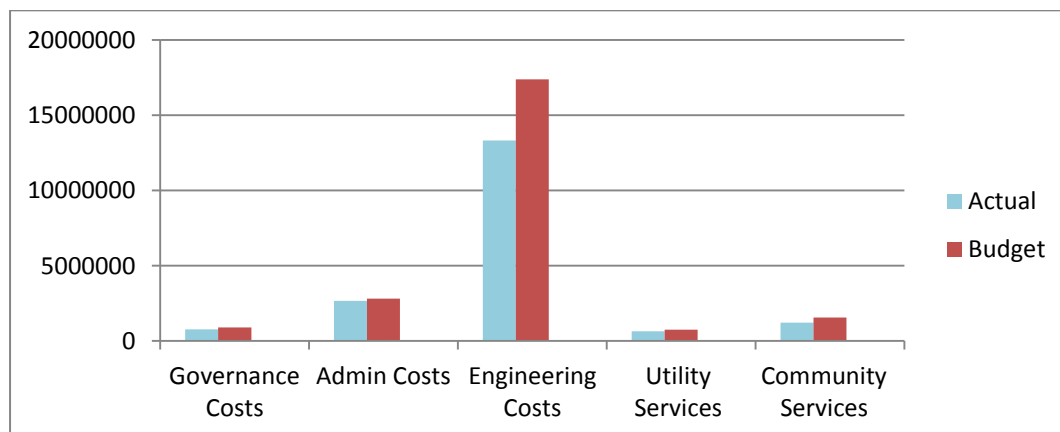


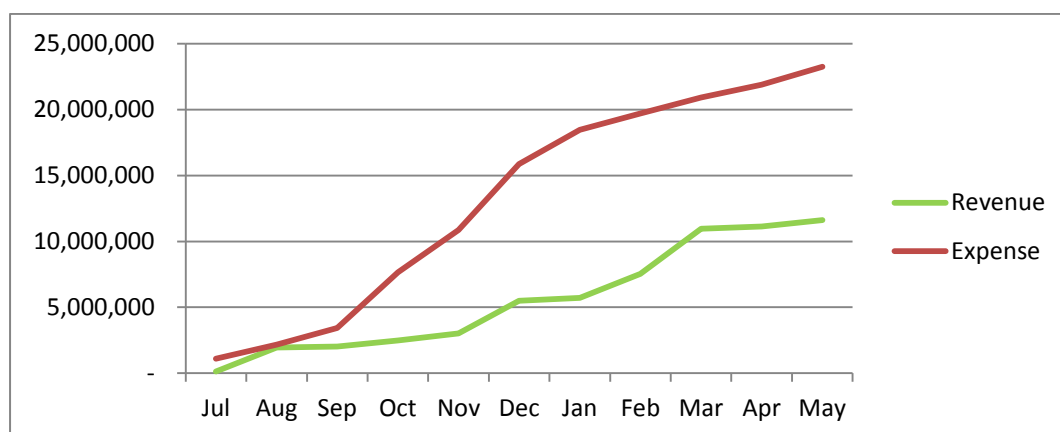
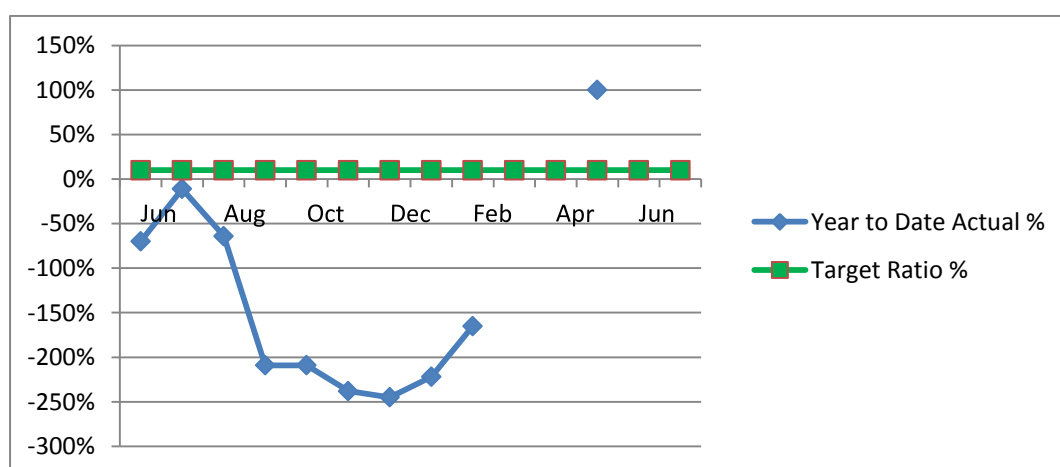
#### Expenditure Ratio



There are some variances in terms of individual budget line items. Inter budget transfers and adjustments will be processed to reallocate budgets from line items with a significant “underspend” to line items where actual expenditure has exceeded budget, amendments will be processed where year to date expenditure is likely to exceed budget.

#### 2017-18 Operating costs vs budget



2017-18 monthly operating ResultOperating Surplus Ratio

## 4. BUSINESS UNITS

		Financial Performance						
Period End	31/05/2018	Water Utility						
Month	11	Pro rata			Year to Date			
		Actual	Forecast	Variance	Actual	Forecast	Variance	
<b>Operating Revenue</b>								
Water Access Fees		359,499	330,000	29,499	359,499	360,000	- 501	
Water Consumption Charges		40,246	35,750	4,496	40,246	39,000	1,246	
Water Connection Fees		-	-	-	-	-	-	
<b>Total Revenue</b>		<b>399,745</b>	<b>365,750</b>	<b>33,995</b>	<b>399,745</b>	<b>399,000</b>	<b>745</b>	
<b>Operating Expenditure</b>								
Repairs & Maintenance		441,851	458,333	- 16,482	441,851	500,000	- 58,149	
Operating Costs		3,247	-	3,247	3,247	-	3,247	
Depreciation Costs		245,208	232,678	12,531	245,208	253,830	- 8,622	
<b>Total Operating Costs</b>		<b>690,307</b>	<b>691,011</b>	<b>- 704</b>	<b>690,307</b>	<b>753,830</b>	<b>- 63,523</b>	
<b>Net Result</b>		<b>- 290,562</b>	<b>- 325,261</b>	<b>34,699</b>	<b>- 290,562</b>	<b>- 354,830</b>	<b>64,268</b>	
<b>Gross Profit Margin</b>		<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>86</b>

Financial Performance							
Period End	31/05/2018	Sewer Utility					
Month	11	Pro rata			Year to Date		
		Actual	Forecast	Variance	Actual	Forecast	Variance
<b>Operating Revenue</b>							
Sewerage Fees		147,137	135,667	11,470	147,137	148,000	- 864
Sewer Connection Fees		-	-	-	-	-	-
<b>Total Revenue</b>		<b>147,137</b>	<b>135,667</b>	<b>11,470</b>	<b>147,137</b>	<b>148,000</b>	<b>- 864</b>
<b>Operating Expenditure</b>							
Repairs & Maintenance		94,716	102,667	- 7,951	94,716	112,000	- 17,284
Operating Costs		3,247	6,417	- 3,169	3,247	7,000	- 3,753
Depreciation Costs		48,927	45,226	3,701	48,927	49,337	- 410
<b>Total Operating Costs</b>		<b>146,889</b>	<b>154,309</b>	<b>- 7,419</b>	<b>146,889</b>	<b>168,337</b>	<b>- 21,448</b>
<b>Net Result</b>		<b>247</b>	<b>- 18,642</b>	<b>18,889</b>	<b>247</b>	<b>- 20,337</b>	<b>20,584</b>
<b>Gross Profit Margin</b>		<b>0</b>	<b>- 0</b>	<b>2</b>	<b>0</b>	<b>- 0</b>	<b>24</b>

Financial Performance							
Period End	31/05/2018	Waste Management					
Month	11	Pro rata			Year to Date		
		Actual	Forecast	Variance	Actual	Forecast	Variance
<b>Operating Revenue</b>							
Garbage Collection Fees		-	-	-	-	-	-
<b>Total Revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenditure</b>							
Tip Repairs & Maintenance		33,250	36,667	- 3,417	33,250	40,000	- 6,750
Waste Collection Costs		125,406	115,887	9,519	125,406	126,422	- 1,016
Depreciation Costs		9,187	460	8,727	9,187	502	8,685
<b>Total Operating Costs</b>		<b>167,842</b>	<b>153,014</b>	<b>14,828</b>	<b>167,842</b>	<b>166,924</b>	<b>918</b>
<b>Net Result</b>		<b>- 167,842</b>	<b>- 153,014</b>	<b>- 14,828</b>	<b>- 167,842</b>	<b>- 166,924</b>	<b>- 918</b>

Financial Performance							
Period End	31/05/2018	Housing					
Month	11	Pro rata			Year to Date		
		Actual	Forecast	Variance	Actual	Forecast	Variance
<b>Operating Revenue</b>							
Rental Income		206,384	206,250	134	206,384	225,000	- 18,616
<b>Total Revenue</b>		<b>206,384</b>	<b>206,250</b>	<b>134</b>	<b>206,384</b>	<b>225,000</b>	<b>- 18,616</b>
<b>Operating Expenditure</b>							
Repairs & Maintenance		213,238	368,500	- 155,262	213,238	402,000	- 188,762
Operating Costs		-	-	-	-	-	-
Depreciation Costs		290,135	289,774	361	290,135	316,117	- 25,982
<b>Total Operating Costs</b>		<b>503,373</b>	<b>658,274</b>	<b>- 154,901</b>	<b>503,373</b>	<b>718,117</b>	<b>- 214,744</b>
<b>Net Result</b>		<b>- 296,990</b>	<b>- 452,024</b>	<b>155,034</b>	<b>- 296,990</b>	<b>- 493,117</b>	<b>196,127</b>
<b>Gross Profit Margin</b>		<b>- 1</b>	<b>- 2</b>	<b>1,161</b>	<b>- 1</b>	<b>- 2</b>	<b>11</b>

Financial Performance								
Period End	31/05/2018	Plant & Fleet Operations						
Month	11	Pro rata			Year to Date			
		Actual	Forecast	Variance		Actual	Forecast	Variance
<b>Operating Revenue</b>								
Plant Hire Recoveries		1,454,678	1,695,833	- 241,155		1,454,678	1,850,000	- 395,322
<b>Total Revenue</b>		<b>1,454,678</b>	<b>1,695,833</b>	<b>- 241,155</b>		<b>1,454,678</b>	<b>1,850,000</b>	<b>- 395,322</b>
<b>Operating Expenditure</b>								
Repairs & Maintenance		649,810	719,583	- 69,773		649,810	785,000	- 135,190
Operating Costs		-	-	-		-	-	-
Depreciation Costs		401,006	322,555	78,451		401,006	351,878	49,128
<b>Total Operating Costs</b>		<b>1,050,816</b>	<b>1,042,138</b>	<b>8,678</b>		<b>1,050,816</b>	<b>1,136,878</b>	<b>- 86,062</b>
<b>Net Result</b>		<b>403,862</b>	<b>653,695</b>	<b>- 249,833</b>		<b>403,862</b>	<b>713,122</b>	<b>- 309,260</b>
<b>Gross Profit Margin</b>		<b>0</b>	<b>0</b>	<b>1</b>		<b>0</b>	<b>0</b>	<b>1</b>

Financial Performance								
Period End	31/05/2018	Parks & Gardens						
Month	11	Pro rata			Year to Date			
		Actual	Forecast	Variance		Actual	Forecast	Variance
<b>Operating Revenue</b>								
		-	-	-		-	-	-
		-	-	-		-	-	-
		-	-	-		-	-	-
<b>Total Revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenditure</b>								
Repairs & Maintenance		315,911	317,167	- 1,256		315,911	346,000	- 30,089
Operating Costs		-	-	-		-	-	-
Depreciation Costs		125,406	115,887	9,519		125,406	126,422	- 1,016
<b>Total Operating Costs</b>		<b>441,317</b>	<b>433,054</b>	<b>8,263</b>		<b>441,317</b>	<b>472,422</b>	<b>- 31,105</b>
<b>Net Result</b>		<b>- 441,317</b>	<b>- 433,054</b>	<b>- 8,263</b>		<b>- 441,317</b>	<b>- 472,422</b>	<b>31,105</b>
<b>Gross Profit Margin</b>								

## 5. STATEMENT OF FINANCIAL POSITION

		Statement of Financial Position													
Period End	31/05/2018														
Month	10	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	EOFY Forecast
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	June	EOFY Forecast
Current Assets															
Cash & cash equivalents		16,600,773	17,073,863	17,081,515	13,762,271	9,191,873	6,097,176	4,803,274	4,140,200	7,720,009	8,969,279	9,086,870			7,478,675
Trade & Other receivables		259,513	1,323,328	806,494	575,615	263,853	844,867	1,029,379	2,334,758	1,435,229	1,057,368	208,596			598,287
Inventory		221,674	231,687	263,180	255,146	301,798	319,133	314,868	311,647	308,223	317,144	336,106			217,262
Other Financial Assets		185,867	347,024	359,103	451,374	884,708	1,159,551	1,269,719	1,279,863	988,336	19,469	91,123			124,445
Total Current Assets		-	17,267,827	18,975,902	18,510,292	15,044,406	10,642,232	8,420,727	7,417,240	8,066,468	10,451,797	10,363,260	9,722,695	-	8,418,669
Non Current Assets															
Receivables		-	-	-	-	-	-	-	-	-	-	-			-
Property, plant and equipment		197,032,543	197,032,543	197,032,543	196,936,183	196,936,183	197,193,244	197,193,244	197,238,107	197,238,107	197,238,107	201,780,070			206,258,761
Accumulated Depreciation		- 57,256,663	- 57,256,663	- 57,256,663	- 58,751,307	- 59,125,578	- 59,509,430	- 59,892,712	- 60,223,226	- 60,609,090	- 60,983,387	- 61,483,519			- 61,742,718
Capital Works in Progress		860,948	1,226,058	1,576,395	2,536,371	4,644,867	5,327,218	5,428,791	5,606,542	5,594,917	5,700,929	1,423,236			722,630
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-			-
Total Non Current Assets		-	140,636,828	141,001,938	141,352,275	140,721,247	142,455,472	143,011,032	142,729,323	142,621,423	142,223,934	141,955,649	141,719,787	-	145,238,673
TOTAL ASSETS		-	157,904,655	159,977,840	159,862,567	155,765,653	153,097,704	151,431,759	150,146,563	150,687,891	152,675,731	152,318,909	151,442,482	-	153,657,342
Current Liabilities															
Trade & Other Payables		1,041,708	717,383	560,705	1,205,369	1,029,833	709,417	1,385,039	969,642	601,366	702,956	711,723			918,067
Borrowings		-	-	-	-	-	-	-	-	-	-	-			-
Provisions		170,308	170,308	170,308	160,402	153,381	148,161	93,710	56,993	50,184	49,969	45,285			170,306
Other		-	-	-	-	-	-	-	-	-	-	-			-
Total Non Current Liabilities		-	1,212,016	887,691	731,013	1,365,771	1,183,214	857,578	1,478,749	1,026,635	651,550	752,925	757,008	-	1,088,373
Non-Current Liabilities															
Trade & Other Payables		-	-	-	-	-	-	-	-	-	-	-			-
Interest bearing liabilities		-	-	-	-	-	-	-	-	-	-	-			-
Provisions		610,268	613,744	617,241	622,618	626,442	629,561	632,401	635,413	638,836	643,553	646,722			611,838
Other		-	-	-	-	-	-	-	-	-	-	-			-
Total non-current liabilities		-	610,268	613,744	617,241	622,618	626,442	629,561	632,401	635,413	638,836	643,553	646,722	-	611,838
TOTAL LIABILITIES		-	1,822,284	1,501,435	1,348,254	1,988,389	1,809,656	1,487,139	2,111,150	1,662,048	1,290,386	1,396,478	1,403,730	-	1,700,211

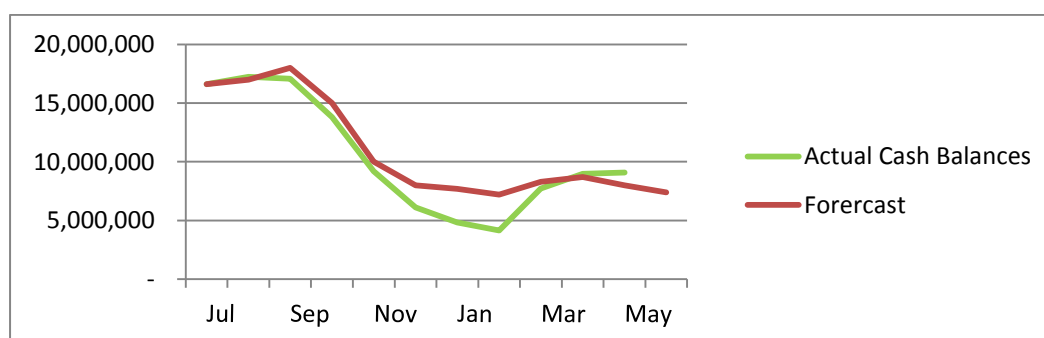
### Cash & Cash Equivalents

Cash balances at the end of May sat at \$9 million signifying insignificant movement from the previous month. Budget cash flow forecasts reflect that cash balances will decline progressively to a balance of ~\$7.4 million at the end of the financial year as Council progresses its operating and significant capital works projects.

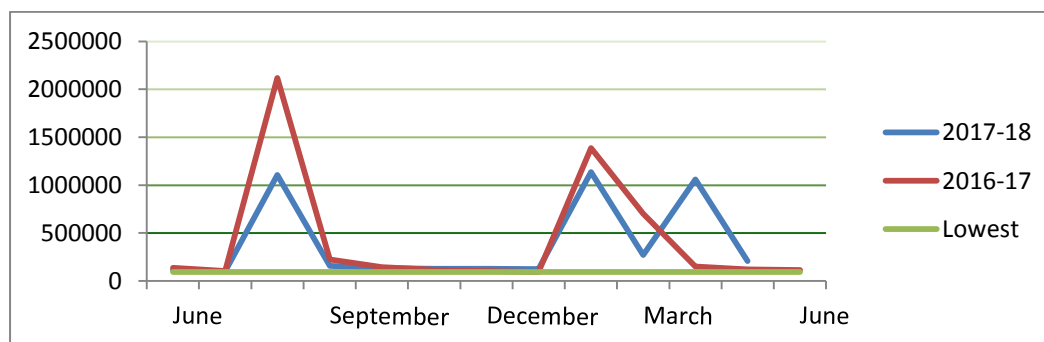
### Cash holdings

Month	Queensland Treasury Corporation	Cash Float	Westpac Cash Management Account	Total Cash Held
Jan-18	4,370,746	558	455,969	\$ 4,827,273
Feb-18	3,570,746	558	582,380	\$ 4,153,684
Mar-18	7,337,381	558	382,069	\$ 7,720,008
Apr-18	7,847,585	558	1,121,135	\$ 8,969,278
May-18	9,063,620	558	22,691	\$ 9,086,869

### Cash balance movement



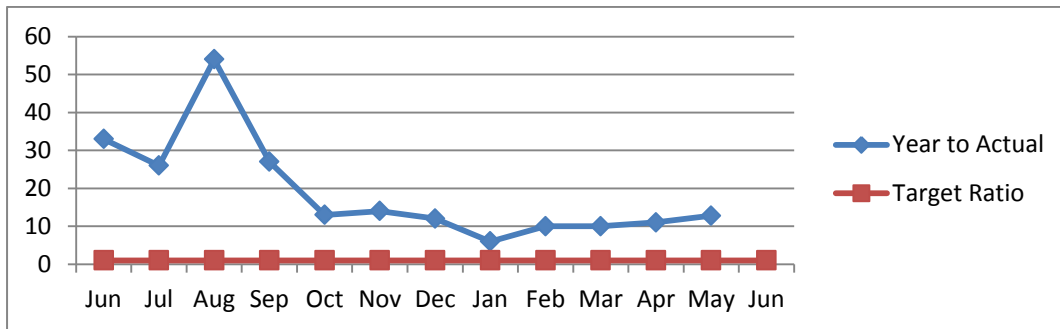
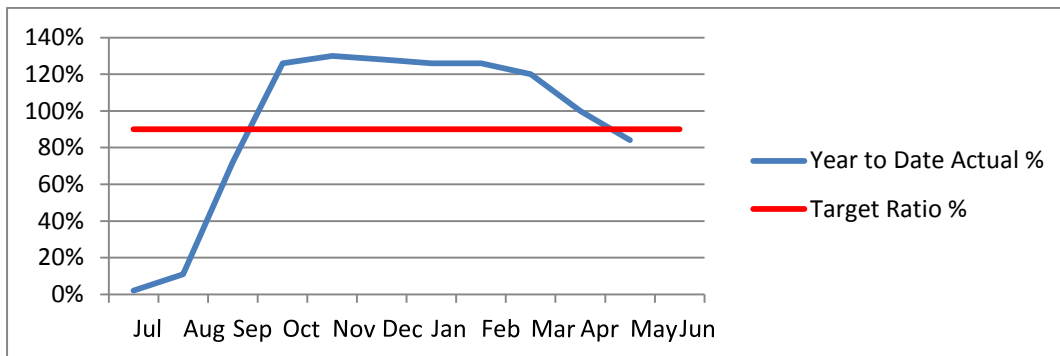
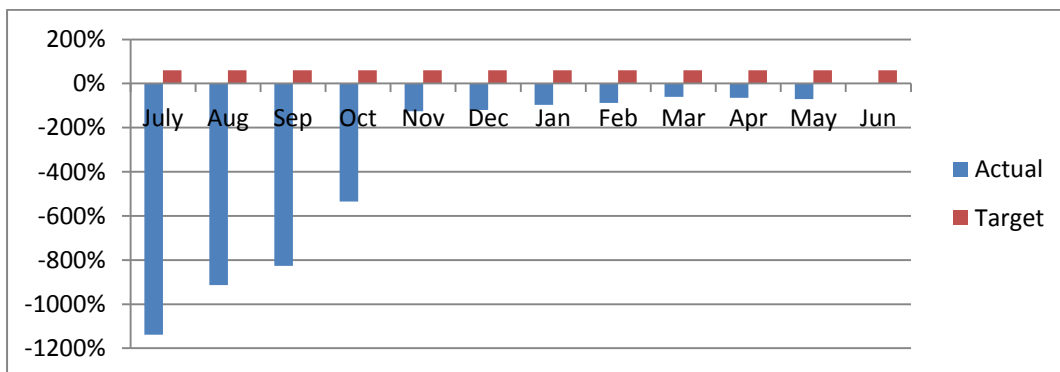
### Trade and other receivables



## 6. MEASURES OF FINANCIAL SUSTAINABILITY

Financial ratios are indicative of effective financial management. Results within targets indicate that financial risks are being managed effectively.

Measure	Year to Date	Target
Current Ratio	12.8:1	>1.1
Net Financial Liabilities Ratio	-71%	<60%
Asset Sustainability Ratio	84	>90

Current RatioAsset Sustainability RatioNet Financial Liabilities Ratio

## 7. STATEMENT OF CASH FLOW

		Statement of Cash Flow													
Period End	31/05/2018														
Month	11	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	EOFY Forecast
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	June	EOFY Forecast
Cash flows from operating activities															
Receipts from customers			832,532	984,701	1,460,790	1,961,447	1,829,305	964,032	860,272	902,323	2,118,595	3,550,459	4,350,840		4,373,234
Payments to suppliers and employees	-	661,507	- 1,754,092	- 2,997,049	- 5,999,988	- 8,853,259	- 13,876,249	- 15,562,400	- 16,823,195	- 17,952,121	- 18,419,623	- 19,275,335	- 19,275,335	-	- 20,873,234
	-	171,025	- 769,391	- 1,536,259	- 4,038,541	- 7,023,954	- 12,912,217	- 14,702,128	- 15,920,872	- 15,833,526	- 14,869,164	- 14,924,495	- 14,924,495	-	- 16,500,000
Interest Received		27,001	61,075	94,772	128,010	161,939	181,657	193,691	205,852	214,343	227,836	245,982	245,982		254,000
Rental Income		16,456	32,941	50,771	70,434	95,489	112,959	130,659	150,124	166,159	182,199	206,384	206,384		225,000
Non-capital grants, subsidies and donations		85,926	464,048	479,373	530,395	982,603	3,398,805	3,412,548	3,784,810	7,237,558	7,300,562	7,695,424	7,695,424		9,727,500
Net cash inflow (outflow) from operating activities	-	300,408	- 211,327	- 911,343	- 3,309,702	- 5,783,923	- 9,218,796	- 10,965,230	- 11,780,086	- 8,215,466	- 7,158,567	- 6,776,705	- 6,776,705	-	- 6,293,500
Cash flows from investing activities															
Payments for property, plant and equipment	-	288,739	- 653,849	- 1,004,186	- 1,964,162	- 4,106,749	- 5,303,222	- 5,482,976	- 5,846,298	- 5,856,490	- 5,962,503	- 6,256,114	- 6,256,114	-	- 9,398,826
Proceeds from sale of property, plant and equipment		91,801	91,801	91,801	130,892	164,983	422,044	500,226	614,829	636,647	636,647	665,987	665,987		132,000
Capital grants, subsidies and contributions		67,300	1,417,235	2,475,242	2,475,242	2,487,560	3,767,148	4,321,253	4,721,753	4,725,316	5,023,701	5,023,701	5,023,701		6,609,000
Net cash inflow (outflow) from investing activities	-	129,638	855,187	1,562,857	641,972	1,454,206	1,114,030	661,497	509,716	494,527	302,155	566,426	566,426	-	2,657,826
Cash flows from financing activities															
Proceeds from borrowing		-	-	-	-	-	-	-	-	-	-	-	-		-
Repayment of borrowings		-	-	-	-	-	-	-	-	-	-	-	-		-
Depreciation		-	-	-	-	-	-	-	-	-	-	-	-		-
Borrowings		-	-	-	-	-	-	-	-	-	-	-	-		-
Net cash inflow (outflow) from financing activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net increase (decrease) in cash held															
	-	170,770	643,860	651,514	- 2,667,730	- 7,238,129	- 10,332,826	- 11,626,727	- 12,289,802	- 8,709,993	- 7,460,722	- 7,343,131	- 7,343,131	-	- 8,951,326
Cash at beginning of reporting period		16,430,002	16,430,002	16,430,002	16,430,002	16,430,002	16,430,002	16,430,002	16,430,002	16,430,002	16,430,002	16,430,002	16,430,002		16,430,001
Cash at end of reporting period	-	16,600,772	17,073,862	17,081,516	13,762,272	9,191,873	6,097,176	4,803,275	4,140,200	7,720,009	8,969,280	9,086,871	9,086,871	-	7,478,675



Year to date payments to employees and suppliers exceed receipts from customers resulting in negative cash flows from operating activities.

Year to date capital expenditure (cash disbursed) exceeds capital revenues (cash receipts) at the end of the month resulting in negative cash flows from investing activities.

Overall year to date cash outlays continue to exceed cash receipts resulting in an overall net decrease in cash from \$16, 4 million at the beginning of the financial year to \$9 million. This decline trend is consistent with the annual budget cash flow forecast.

#### 8. REPORT OF EXERCISE OF DELEGATION – RATE DEBT RECOVERY POLICY FIN-POL-006

Clause 9 of Council's Rate Debt Recovery Policy determines how debtors can enter into a plan to pay their outstanding debts (rates and charges and other receivables) to Council. Clause 11 delegate's authority to negotiate payment plans to the CEO and Executive Manager Finance. Clause 13 requires an exercise of delegation in relation to writing of bad debts and negotiation of payment plans to be reported to Council at the next meeting following exercise of such delegation.

The following delegations were exercised in the reporting month:

Amount of debt	1. Repayment term (NB: only CEO can approve if debt will not be repaid in financial year that debt was accrued). 2. Debt Write off (Amount written off)	Authorising officer (FM or CEO)
Nil	Nil	N/A

#### 9. OFFICER'S RECOMMENDATION

That Council notes the contents of the Executive Manager Finance Monthly Report.

#### ATTACHMENTS

##### i. Creditor Payments Listing

  
PCS Preview - GL  
Cheque Register - Un

##### ii. Consolidated Financial Report

  
Finance Report May  
2018.xlsx

## Finance Reports

### 09.02.02 Taxation for Councillors

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DEPARTMENT:	Governance
RESPONSIBLE OFFICER:	Ross Higgins
DATE REPORT PREPARED:	07 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan   Budget

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#### 1. PURPOSE

To provide advice on the process to allow PAYG withholding tax from a local government councillor.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The current remuneration for councillors of the Burke Shire is paid in accordance with the Queensland Government Remuneration and Discipline Tribunal determination. Subsequently, payment amounts for 2018/2019 for Burke Shire councillors have been endorsed by way of Council resolution 20.180125 approved at the Council meeting held on 25 January 2018.

Actual remuneration paid to councillors is made by way of monthly payments through Council's creditors system and no taxation is withheld from these payments. This could have implications on councillor's personal financial arrangements when completing annual taxation returns.

The relevant legislation that allows withholding tax from a local government councillor is the Commonwealth Taxation Administration Act 1953 (latest version registered on 18 April 2018) Schedule 1 (Collection and Recovery of Income Tax and Other Liabilities), Sub-division 12-B, Section 12-45 (payment to office holder), clause (1) (e) is relevant.

(1) An entity must withhold an amount from salary, wages, commission, bonuses or allowances it pays to an individual as:

(e) a member of a local governing body where there is in effect, in accordance with section 446-5, a unanimous resolution by the body that the remuneration of members of the body be subject to withholding under this Part.

Section 446-5 provides information about the resolution, specifying a day on which the resolution takes effect (must be within a 28 day period after the date resolution was made) and the requirement that written notice of the resolution must be given to the Commissioner for Taxation within 7 days after the resolution was made. Action will then be taken by the Commissioner to publish a notice in the Gazette setting out the name of the local governing body and the day the resolution takes effect.

Councillors will then be regarded as employees in terms of the Taxation Administration Act and subject to PAYG withholding.

A flow on from being recognised as an 'eligible local governing body' is that superannuation guarantee contributions of 9.5% **must** then be paid. This will have no impact on Burke Shire councillors as Council is currently meeting its superannuation guarantee obligations on behalf of councillors.

### 3. PROPOSAL

It is understood that councillors have previously indicated that they would like withholding tax taken from their remuneration and this paper provides the process for this to happen.

The amount of withholding taxation from the remuneration will be subject to each councillor's individual financial situation. Therefore, as any change to the way remuneration is paid to councillors will have some impact on their personal finances, they should if so desired, obtain independent advice on such a change.

If a change is implemented, the current Councillor Remuneration Policy HRM-POL-013 will need to be amended to reflect these changes.

### 4. FINANCIAL & RESOURCE IMPLICATIONS

Any proposed change to the payment of remuneration to councillors will have no overall impact from a financial perspective. From an operational point, the way the remuneration is paid will slightly change however the resources to cover this will not be any extra from what is undertaken at present.

### 5. POLICY & LEGAL IMPLICATIONS

The Councillor Remuneration Policy HRM-POL-013 provides how and when payments will be made to councillors therefore if the recommendation in this report is endorsed, the policy will have to be amended accordingly. Councillors will be regarded as employees in terms of the *Taxation Administration Act 1953* and subject to PAYG withholding.

### 6. CRITICAL DATES & IMPLICATIONS

The day on which Council wants the resolution to take effect must be within 28 days after the date the resolution was made. A written notice of the resolution must be given to the Commissioner for Taxation within 7 days after the resolution was made.

### 7. CONSULTATION

Research has been undertaken through the Commonwealth legislation website, LGIA website and discussions with LGIA officers.

Discussions also held with the Executive Manager, Finance.

### 8. CONCLUSION

The implementation of this change is conditional on all councillors wanting withholding taxation taken from their councillor remuneration and then agreeing to the unanimous resolution required under section 12-45 clause (1) (e) of the *Taxation Administration Act 1953*.

For councillors, if this was to proceed, it would be cleaner to have a change commence from the first payment in July so that all withholding tax is then included in a financial year.

## 9. OFFICER'S RECOMMENDATION

That Council:

1. Notes the contents of the report; and
2. Resolves that :
  - a. the remuneration of council members of the Burke Shire Council be subject to withholding under Part 2 5 (about Pay As You Go withholding) of the *Taxation Administration Act 1953* as from (desired date); and
  - b. that any previous resolution on this subject be cancelled; and
  - c. the Chief Executive Officer be directed to advise the Commissioner for Taxation accordingly; and
  - d. the Chief Executive Officer amend the Councillor Remuneration Policy HRM-POL-013 accordingly and submit to the next Council meeting for endorsement.

## ATTACHMENTS

Nil

## Finance Reports

### 09.02.03 Budget Revision

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DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simbarashe Chimpaka; Executive Manager Finance
DATE REPORT PREPARED:	19 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan, Budget

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#### 1. PURPOSE

This report presents the revised budgeted position of Council including requested budget amendments for 2017/18. This report also presents the revised Long Term Financial Forecast.

In accordance with the Local Government Regulation 2012 Section 169, attached to this report is the

Revised 2017/18 Operating Statement,  
Revised 2017/18 Statement of Cash Flows,  
Revised 2017/18 Statement of Financial Position,  
Revised 2017/18 Statement of Changes in Equity,  
Revised Long term Financial Forecast

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council adopted the budget for the 2017-18 financial year on the 21<sup>st</sup> of July 2017. Council's actual year to date revenue and expenditure is reviewed on a monthly basis, significant variances between year to date financial performance and budget estimates are investigated and reported.

Section 170 (3) of the *Local Government Regulation 2012* provides that a Local Government may by resolution amend the budget for the financial year at anytime before the end of the financial year. Year to date financial performance has been assessed against original budget estimates and the original budget has been amended accordingly. This report presents the proposed amended budget.

Council does not intend to revise the revenue statement and the revenue policy for the 2017/18 financial year.

#### 3. PROPOSAL

That Council acknowledges and endorses revised changes to the 2017/18 Budget and Long Term Financial forecast.

##### Significant Adjustments

1. **Recoverable Works Revenue** increases by \$55,000 primarily due to the shared services arrangement and GSD works;
2. **Other Income** has increased as a result of a variety of refunds;
3. **Donations** have increased by 150% by \$15,000. This is due to a large number of corporate contributions for the Order of the Outback Ball;

4. **Administration Expenses** have increased by \$223,000 as a result of \$100k from additional staff and less leave taken than anticipated, \$33k additional agency staff due to longer contract terms for EMT backfilling and community events assistance, and under-recovery of oncost expenditures of \$87k;
5. **Net Plant Operating Costs** has reduced by \$245,000 primarily as a result of a reduction in anticipated plant recoveries. Original estimates assumed that 16-17 flood damage works would be completed by 30 June 2018.
6. **Depreciation** has increased by \$103,000. The main change is a \$90k plant increase due to changes to useful lives and new items, and \$9k parks increase due to new capitalisations.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

This recommendation requires changes to the current year budget as well as the projected Long-Term Forecast.

#### 5. POLICY & LEGAL IMPLICATIONS

Compliance with the *Local Government Act 2009* and *Local Government Regulation 2012*

Consistent and recognised basis from which to make financial decisions.

#### 6. CRITICAL DATES & IMPLICATIONS

21 June 2018

#### 7. CONSULTATION

Councillors, EMT

#### 8. OFFICER'S RECOMMENDATION

That Council resolves to adopt the Revised Budget for 2017/18 and Long Term Financial Forecast.

#### ATTACHMENTS

##### 1. Budgeted Financial Statement

- a. Revised 2017/18 Operating Statement,
- b. Revised 2017/18 Statement of Cash Flows,
- c. Revised 2017/18 Statement of Financial Position
- d. Revised 2017/18 Statement of Changes in Equity
- e. Summary Budget Amendments (Statement of Comprehensive Income)



Final Copy of 2018  
AMENDED BUDGET (J

##### 2. Detailed Amendments report



Operating Statement  
Commentary - Burke |

## Finance Reports

### 09.02.04 Schedule of Fees & Charges 2018-19

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DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simba Chimpaka; Executive Manager Finance
DATE:	04 June 2018
LINK TO COUNCIL PLAN/S:	Budget, Operational Plan

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#### 1. PURPOSE

To present the proposed 2018-19 register of Cost Recovery Fees and Commercial Fees (2018-19 Schedule of Fees and Charges) for Council consideration and adoption.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Section 98 of the *Local Government Act 2009*;

A local government must keep a register of its cost recovery fees. The public may inspect the register at the local government's public office.

Council held a workshop on the 24th of May 2018 to consider and provide guidance to Management on proposed changes to fees and charges applicable for the 2018-19 financial year.

#### 3. PROPOSAL

That Council adopts the proposed 2018-19 Register of Cost Recovery Fees and Commercial Fees (Schedule of Fees and Charges).

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

The register of cost recovery fees and commercial fees (schedule of fees and charges) provides a consistent basis upon which costs incurred in providing relevant services may be recouped.

#### 5. POLICY & LEGAL IMPLICATIONS

Compliance with Section 98 of the *Local Government Act 2009*

#### 6. CRITICAL DATES & IMPLICATIONS

21 June 2018

#### 7. CONSULTATION

Consultation between Councillors and Management.

## 8. CONCLUSION

Following discussion and consultation at the workshop held on the 24th of May 2018 Council has prepared the final schedule of fees and charges applicable for the 2018-19 financial year as required under Section 98 of the *local Government Act 2009*.

## 9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. Council adopts the 2018-19 Register of Cost Recovery Fees & Commercial Fees (2018-19 Schedule of Fees & Charges)

## ATTACHMENTS

1. 2018 -19 Schedule of Fees and Charges



Final Burke Shire  
Council Fees and Cha



## Finance Reports

### 09.02.05 Annual Valuation Request

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DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simba Chimpaka
DATE REPORT PREPARED:	14 June 2018
LINK TO COUNCIL PLAN/S:	Revenue Policy   Revenue Statement   Budget   Operational Plan

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#### 1. PURPOSE

To seek Council direction on whether a valuation on all rateable land in the Burke Local government area should be undertaken; such valuation would be effective on 30 June 2019.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The *Land Valuation Act 2010* (the Act) requires the Valuer-General to undertake an annual statutory valuation of all rateable land in Queensland except in unusual circumstances or after consideration of:

- i. a market survey report of the Local Government Area which reviews sales of land since the last valuation and the probable impact of the sales on the value of land since the last annual valuation; and
- ii. the results of consultation with the local government for the area, and appropriate local and industry groups.

Under the Act, annual valuations are required to be issued prior to 31 March in the year the valuation is to take effect.

Burke Shire Council previously requested a valuation to be undertaken in 2016, the Valuer-General considered the statutory criteria and decided that an annual valuation for the Burke local government area would not be undertaken. Valuations were issued for all landowners in 28 out of 62 Local Government rateable land areas on 8 March 2017.

Where new valuations are not issued, the most recent annual valuation remains effective for local government rating, State land tax and State land rental purposes until the next valuation is undertaken.

#### 3. PROPOSAL

In line with the requirements of the Act, Council must advise the Valuer-General if a valuation of all rateable land in the Burke local government area (to be effective from 30 June 2019) is to be undertaken.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

Nil

## 5. POLICY & LEGAL IMPLICATIONS

Compliance with *Land Valuation Act 2010*.

## 6. CRITICAL DATES & IMPLICATIONS

Council must provide a response in writing to the Valuer-General by Friday, 6 July 2018. As such, the June 2018 Ordinary Council Meeting is the appropriate time to make this decision.

## 7. CONSULTATION

Councillors

AssetVal (Asset Valuers)

## 8. CONCLUSION

It is important for a valuation to be undertaken where there has been significant land market movement in a local government area. Draft land valuations (for Burke Shire Council owned land) presented by Council's valuers (attached below) suggest movements in land fair values from the previous fair value assessment. Land values per draft valuation results reflect a 24.42% increase in land fair value.

## 9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
  2. Council resolves to undertake a valuation of all rateable land in the Burke Shire to be effective on 30 June 2019
- Or
3. Council resolves not to undertake a valuation of all rateable land in the Burke Shire to be effective on 30 June 2019

## ATTACHMENTS

1. Valuer General Consultation letter



Valuer general  
letter.pdf



DRAFT BSC Land 30  
June 2017.xlsx

2. Draft land Valuation

## Finance Reports

### 09.02.06 Adoption of Asset Disposal Policy

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DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simbarashe Chimpaka; Executive Manager Finance
DATE REPORT PREPARED:	18 June 2018
LINK TO COUNCIL PLAN/S:	Budget, Operational Plan, Policies and Procedures

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#### 1. PURPOSE

The Asset Disposal Policy outlines the principles and procedures to be followed by Council employees when disposing of assets controlled by Council. The policy provides guidance, consistency and compliance with prescribed legislation and Australian Accounting Standards and ensures transparency in disposal decisions.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council reviews Finance Policies on an annual basis in line with legislative and regulatory requirements. Council recognises the need to continually review and update Finance Policies as accounting standards, regulations and legislation changes and new contemporary issues are identified

#### 3. PROPOSAL

That Council acknowledges and endorses the Asset Disposal Policy.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

N/A

#### 5. POLICY & LEGAL IMPLICATIONS

Compliance with Australian Accounting Standards under the AASB 116 Property Plant & Equipment, the *Local Government Act 2009*, and *Local Government Regulation 2012*.

Consistent and recognised basis for the disposal of assets based on type and carrying value at disposal date.

#### 6. CRITICAL DATES & IMPLICATIONS

This policy would be effective from adoption date.

#### 7. CONSULTATION

N/A

8. CONCLUSION

Keeping Council's suite of finance policies up-to-date is a routine function of Council.

9. OFFICER'S RECOMMENDATION

That Council acknowledges and endorses the Asset Disposal Policy.

ATTACHMENTS

1. Asset Disposal Policy



FIN-POL-014 Asset  
Disposal Policy 2019.6

## Finance Reports

### 09.02.07 Update of Finance Policies

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DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simbarashe Chimpaka; Executive Manager Finance
DATE REPORT PREPARED:	18 June 2018
LINK TO COUNCIL PLAN/S:	Revenue Statement, Budget, Operational Plan

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#### 1. PURPOSE

To review and update the following policies;

- Revenue Policy FIN-POL-004
- Debt Policy FIN-POL-005
- Investment Policy FIN-POL-008
- Entertainment & Hospitality Expenditure Policy ADM-POL-012

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council reviews Finance and Administrative Policies on an annual basis in line with legislative and regulatory requirements under the local Government Act 2009 and Local Government Regulation 2012. Council recognises the need to continually review and update policies in line with changes in accounting standards, regulations, legislation and emerging contemporary issues.

#### 3. PROPOSAL

That Council acknowledges and endorses proposed changes and amendments to the following policies:

- Revenue Policy FIN-POL-004
- Debt Policy FIN-POL-005
- Investment Policy FIN-POL-008
- Entertainment & Hospitality Expenditure Policy ADM-POL-012

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

Nil

#### 5. POLICY & LEGAL IMPLICATIONS

Compliance with the Local Government Act 2009 and Local Government Regulation 2012

Adoption of the proposed changes to the policies would ensure Council maintains a consistent and recognised basis from which to make decisions.

#### 6. CRITICAL DATES & IMPLICATIONS

It would be appropriate for these changes to take place at the June 2018 Council meeting.

#### 7. CONSULTATION

Councillors and Burke Shire Council Management

#### 8. CONCLUSION

Keeping Council's suite of finance policies up-to-date is a routine function of Council.

#### 9. OFFICER'S RECOMMENDATION

1. That Council acknowledges and endorses the amendments to the policies referred to in this report; and
2. That Council adopts the following amended policies;
  - a. Revenue Policy FIN-POL-004
  - b. Debt Policy FIN-POL-005
  - c. Investment Policy FIN-POL-008
  - d. Entertainment & Hospitality Expenditure Policy ADM-POL-012

#### ATTACHMENTS

1. Revenue Policy FIN-POL-004



FIN-POL-004  
Revenue Policy.docx

2. Debt Policy FIN-POL-005



FIN-POL-005 Debt  
Policy 2019.docx

3. Investment Policy FIN-POL-008



FIN-POL-008  
Investment Policy 20:

4. Entertainment & Hospitality Expenditure Policy ADM-POL-012



ADM-POL-012  
Entertainment \_ Hosp:

## Strategic Projects Reports

### 09.03.01 Strategic Projects Report

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DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Philip Keirle; Executive Manager Strategic Projects
DATE REPORT PREPARED:	10 June 2018
LINK TO COUNCIL PLAN/S:	Corporate Plan   Operational Plan   Budget

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#### 1. PURPOSE BOAT RAMP WIDENING AND 70 BAY CAR PARK – BURKETOWN

Project Status Report	
Project Name	Burketown Wharf Upgrade Project
Project Manager	Philip Keirle, Burke Shire Council
Project Superintendent	Heath Jones, Erscon Consulting
Contractor(s)	Ausnorth Consulting, Lodewyk (Survey); FSG (Geotechnical); CivilPlus Construction (Civil); Erscon Consulting; True Blue (tippers), Qcrush (material supply), Car-park and shelter (TBD)
Status Update Provided	10 June 2018
Original completion date	Barge Ramp: 30 November 2017 Car-park and entertainment area: 30 June 2018
Revised completion date	Barge Ramp: 5 December 2017 Car-park and entertainment area: 30 June 2018
Project Scope	Replace single-lane recreational boat ramp with a barge-capable ramp with concrete hardstand; Installation of 70 all-weather CTU (car trailer unit) parking bays Installation of 2 x 4x4m shade shelters and BBQs
Work completed last week	<ul style="list-style-type: none"> <li>▪ Traffic Management Plan</li> <li>▪ Haulage, placement and compaction of final section of lower sub-base material</li> <li>▪ Geotechnical testing of lower sub-base material</li> <li>▪ Commencement of haulage or upper sub-base material and stockpile on site</li> <li>▪ Engagement of sealing contractor (contract issued)</li> </ul>

Forthcoming work	<ul style="list-style-type: none"> <li>Continued haulage, placement and compaction of upper sub-base material (due for completion 16-17 June 2018)</li> <li>Geotechnical testing of upper sub-base material</li> <li>Receipt of sealing crew contract/issue of purchase order</li> <li>Line-marking</li> <li>BBQ shelters and lighting</li> </ul>
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Key Parameters	Status	Comments
Schedule	<b>On-Track</b>   At-Risk   Off-track	<ul style="list-style-type: none"> <li>Boat Ramp: 4 Sep 2017 – 16 Dec 2017</li> <li>Car Park: 2 Apr 2017 – 30 Jun 2017</li> <li>Shelters: 2 Apr 2017 – 30 Jun 2017</li> </ul>
Scope	<b>On-Track</b>   At-Risk   Off-track	<ul style="list-style-type: none"> <li>Project scope completed for boat ramp;</li> <li>Project scope completed for car-park;</li> <li>Project scope completed for entertainment area;</li> </ul>
Procurement	<b>On-Track</b>   At-Risk   Off-track	<ul style="list-style-type: none"> <li>All PM services procured (Erscon)</li> <li>Boat/Ramp: completed</li> <li>Procurement for car-park construction to proceed from April 2018.</li> <li>Procurement for shelters/bbq to proceed from March 2018.</li> </ul>
Planning Assessment	<b>On-Track</b>   At-Risk   Off-track	<ul style="list-style-type: none"> <li>Accepted Development process considered at September 2017 Council meeting;</li> <li>Post-construction notifications to be sent to EHP following receipt of Certificate of Practical Completion from Civil Plus.</li> </ul>
Budget	<b>On-Track</b>   At-Risk   Off-track <b>Budget increased to enable delivery of project.</b>	<ul style="list-style-type: none"> <li>All funding confirmed for funding programs: CRF (Community Resilience Fund), MIF (Marine Infrastructure Fund), NSRF (National Stronger Regions Fund), TTC (Transport &amp; Tourism Connection)</li> <li>Approved variations: <ul style="list-style-type: none"> <li>Fender piles</li> <li>Sleeves for fender piles</li> <li>Additional rock-working platform</li> <li>Crusher dust for hardstand</li> <li>Surface roughening of cast in-situ slab</li> </ul> </li> </ul>



Key Parameters	Status	Comments
Reporting	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<b>Community Resilience Fund reports:</b> <ul style="list-style-type: none"> <li>▪ Acquitted</li> </ul> <b>National Stronger Regions Fund reports:</b> <ul style="list-style-type: none"> <li>▪ 4 Aug 2017 (submitted)</li> <li>▪ 8 Jan 2018 (submitted)</li> <li>▪ 28 Feb 2018 (submitted)</li> <li>▪ 31 July 2018 (pending)</li> </ul> <b>Marine Infrastructure Fund reporting:</b> <ul style="list-style-type: none"> <li>▪ Final acquittal in progress</li> </ul> <b>Transport and Tourism Connections reports:</b> <ul style="list-style-type: none"> <li>▪ “monthly measure-up” required once car-park component of project commences</li> <li>▪ 30 Jun 2018: Acquittal Report</li> </ul>

## 2. SOLAR ARRAY AND TREATED WATER OPTIMISATION - GREGORY

Project Status Report	
Project Name	Gregory Water Treatment Solar Power Project
Project Manager	Philip Keirle, BSC
Project Superintendent	Joseph Estrada, GHD
Contractor(s)	Pructon Engineering Pty Ltd (Water Storage and Treatment) Q Energy Solutions (Solar Array) Austek Communications Pty Ltd (SCADA & Telemetry) FSG (Geotechnical) PH Davie Pty Ltd (Fencing)
Status Update Provided	10 May 2018
Original completion date	14 Oct 2017
Revised completion date	#1: 31 Jan 2018 #2: 09 Feb 2018 #3: May 2018 Funding Agreement End Date: 30 Jun 2018
Project Scope	To improve existing operations at the Gregory Water Treatment Plant through provision of a renewable power generation source and installation of improved water storage and treatment infrastructure. <ul style="list-style-type: none"> <li>▪ Replace existing 8 x 44kL water tanks with 2 x 225kL treated water storage tanks establishing new foundations and installation and commissioning of associated pipework;</li> <li>▪ Repair clarifier and install clarifier platform;</li> <li>▪ Installation of additional monitoring capability, including 3 x turbidity meters; tank modifications to enable future trim dosing upgrade.</li> <li>▪ Replacement of existing generators (x2);</li> <li>▪ Installation of fencing for Gregory Solar Array;</li> <li>▪ Installation of 50kW solar array and 75kWh energy storage system.</li> </ul>

Project Status Report	
Work recently completed	<p>Solar Array/Storage: completed</p> <p>Water Treatment:</p> <ul style="list-style-type: none"> <li>Concrete strength re-tested and met specified requirements</li> <li>Operator Training Plan received</li> <li>Dosing line proposal endorsed</li> <li>Final material order placed for rectification works</li> </ul>
Forthcoming work	<ul style="list-style-type: none"> <li>Final commissioning</li> <li>SCADA and telemetry</li> </ul>

Key Parameters	Status	Comments
Schedule	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<ul style="list-style-type: none"> <li>Revised Project Schedule and cashflow endorsed by funding agency (Department of State Development). Project to be completed by end of June 2018.</li> </ul>
Scope	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<p>Variation approved for the following additional scope:</p> <p>Water Storage &amp; Treatment Optimisation</p> <ul style="list-style-type: none"> <li>Provision of blank-flanged inlet/outlet to each storage tank (to enable future retrofit of chlorine trim dosing system) and wider pipe support to accommodate future chlorine trim dosing pipework.</li> <li>Installation and commissioning of 3 No turbidity meters (supply of turbidity meters by Council)</li> </ul> <p>Solar Array and Energy Storage System</p> <ul style="list-style-type: none"> <li>Installation of additional posts</li> <li>Additional 2,500L of double-bunded fuel storage and fuel pump</li> <li>Change from 2 x 22kVa generators to 1 x 22kVa and 1 x 60kVa generator</li> <li>Removal of requirement to provide an EMP</li> <li>Additional QLeave</li> </ul> <p>Other:</p> <ul style="list-style-type: none"> <li>Fencing of solar array</li> <li>Survey and Geotechnical</li> <li>Additional CM and PM costs associated with Pructon's delay</li> </ul>
Procurement	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<ul style="list-style-type: none"> <li>Completed</li> </ul>
Town Planning	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<ul style="list-style-type: none"> <li>Completed</li> </ul>

Key Parameters	Status	Comments
Budget	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<ul style="list-style-type: none"> <li>▪ Fencing: on budget</li> <li>▪ Solar array: on budget.</li> <li>▪ Water Treatment/Storage: on budget.</li> <li>▪ Project management: over budget.</li> <li>▪ Project: will meet budgeted limits of funding Deed of Agreement between BSC and the Department of State Development</li> </ul>
Reporting	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<p>Milestone 1: 30 March 2017 (completed)</p> <p>Milestone 2: 31 July 2017 (completed)</p> <p>Milestone 3: 8 January 2018 (completed)</p> <p>Milestone 4: 1 March 2018 (completed)</p> <p>Milestone 5 (added) to take account of project delay.</p>

### 3. BURKETOWN SEWERAGE TREATMENT PLANT UPGRADE PROJECT

Project Status Report	
Project Name	Burketown Sewerage Treatment Plant Upgrade Project
Project Manager	Philip Keirle, BSC
Project Superintendent	Mark Poynter, BSC
Contractor(s)	Simmonds & Bristow Austek Communications Pty Ltd
Status Update Provided	10 April 2018
Original completion date	01.06.2019
Revised completion date	NA
Project Scope	<ul style="list-style-type: none"> <li>▪ Replace existing packaged treatment plant (at end of asset life) with upgraded model.</li> <li>▪ Complete earthworks and commissioning of a new wet-weather storage lagoon/treated effluent lagoon</li> <li>▪ Complete trenching and pipework required to enable re-use/recycling of treated effluent on parks, gardens and recreational areas.</li> </ul>
Work recently completed	<ul style="list-style-type: none"> <li>▪ Release of RFT documentation</li> <li>▪ Completion of influent testing for raw sewage</li> <li>▪ Engaged Simmonds &amp; Bristow, ARUP, Austek to assist in tender assessment</li> <li>▪ Engagement with the Department of Environment and Science continues.</li> </ul>
Forthcoming work	<ul style="list-style-type: none"> <li>▪ Assessment of RFT submissions</li> </ul>

Key Parameters	Status	Comments
Schedule	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<ul style="list-style-type: none"> <li>▪ Procurement: <ul style="list-style-type: none"> <li>○ 30.11.18 – 30.06.18</li> </ul> </li> <li>▪ Packaged Treatment Plant <ul style="list-style-type: none"> <li>○ 01.07.18 – 31.03.19</li> </ul> </li> <li>▪ Wet Weather Storage Lagoons <ul style="list-style-type: none"> <li>○ 01.07.18 – 07.12.18</li> </ul> </li> <li>▪ Recycled Water component: <ul style="list-style-type: none"> <li>○ 01.04.19 – 01.06.19</li> </ul> </li> </ul>
Scope	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<ul style="list-style-type: none"> <li>▪ Install and commission packaged plant</li> <li>▪ Construct effluent storage lagoons</li> <li>▪ Construct sludge drying beds</li> <li>▪ Install pipework, pumps, storage for recycling water to school oval, rodeo reserve and Phillip Yanner Memorial ground.</li> </ul>
Procurement	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<ul style="list-style-type: none"> <li>▪ Expression of Interest <ul style="list-style-type: none"> <li>○ Released: 17 Mar 2018</li> <li>○ Closed: 11 April 2018</li> </ul> </li> <li>▪ Tender: <ul style="list-style-type: none"> <li>○ Released: 22 May 2018</li> <li>○ Closes: 22 June 2018</li> </ul> </li> </ul>
Town Planning	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	▪ Not applicable
Budget	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	▪ To revise if Burke secures Building Better Regions Fund R2 funding.
Reporting	<b>On-Track</b>   <b>At-Risk</b>   <b>Off-track</b>	<ul style="list-style-type: none"> <li>▪ Monthly reporting to Dept. Local Government <ul style="list-style-type: none"> <li>○ Feb 2018 report submitted 02.02.2018</li> <li>○ Mar 2018 report submitted 03.04.2018</li> <li>○ Apr 2018 report submitted 10.05.2018</li> <li>○ May 2018 report submitted 11.06.2018</li> </ul> </li> </ul>

#### 4. OTHER PROJECTS

Project	Description	Update/activity for reporting month
NWQ Quarry Management Strategy	Regional project designed to improve Council compliance in relation to Quarry/Gravel Pit operations and to generate a suite of materials and schedules to facilitate improve Quarry operations and stakeholder relations.	<ul style="list-style-type: none"> <li>▪ Released audit tool to RRTG member Councils</li> <li>▪ Submission of pre-lodgement materials to EHP in relation to &lt;5,000t per annum sites.</li> <li>▪ Discussions with DAF ILUA specialist.</li> <li>▪ DAF has provided 'best practice' site plan for adoption into Quarry Management Plans;</li> <li>▪ Cultural Heritage document suite nearing completion.</li> </ul>

Project	Description	Update/activity for reporting month
Cultural Heritage Project: water access tracks, turnaround points and gravel pits	Progress completion of CH Surveys of key gravel pits, transport routes, water points and access tracks within the Burke Shire with Gangalidda, Garawa and Waanyi Traditional Owner groups	<ul style="list-style-type: none"> <li>▪ All survey work completed</li> <li>▪ Final documentation to sent through 25-28 May 2018.</li> </ul>
Gregory ILUA #2	Progress land tenure reforms in Gregory with Waanyi, DNRM and Paraway	<ul style="list-style-type: none"> <li>▪ Concept for land exchange ILUA developed and to be progressed with Waanyi and Paraway in the near future: dates TBD.</li> <li>▪ Site/Concept Plans and Feasibility Studies forwarded to Waanyi to assist with progression of concept plan.</li> <li>▪ Planning &amp; Design services awarded;</li> <li>▪ Flood mapping of area secured;</li> <li>▪ Valuation RFQs released.</li> </ul>
Burketown Wharf ILUA	Progress Burketown Wharf ILUA with Gangalidda & Garawa Native Title Aboriginal Corporation	Parties approaching in-principle negotiator agreement.
Burketown Mineral Baths	Installation of 3 x mineral baths (at 3 different temperatures) with associated infrastructure: decking, bird hides, barbeques etc.	<p>Draft concept designs completed;</p> <p>Pre-lodgement advice received from DILGP;</p> <p>The next steps in this project include:</p> <ul style="list-style-type: none"> <li>▪ Complete additional design work;</li> <li>▪ Complete additional survey and geotech as required;</li> <li>▪ Complete Detailed Design in a way that enables Council to satisfy town planning requirements received through the pre-lodgement process.</li> <li>▪ Await outcome of application for MIP (Maturing the Infrastructure Pipeline) funding for this project.</li> </ul>
EDQ-BSC Development Management Agreement	Progression of BKT South and BKT Light Industrial developments. Progression of remote housing initiative	<ul style="list-style-type: none"> <li>▪ BKT South concept endorsed with final plans being drafted;</li> <li>▪ BKT Light Industrial first draft presented for consideration.</li> <li>▪ Separate paper on this topic to be presented at June 2018 Council Meeting</li> </ul>

## 5. COMPLETED PROJECTS

Project	Description	Completed	Acquitted
Refresh of the Register of Prequalified Suppliers (ROPS) for Plant Hire (Wet and Dry)	Extension of existing ROPS and release of Request for Tender to have new operators bid for inclusion on the ROPS and for existing suppliers to add additional plant to the various ROPS categories.	April 2018	NA

## 6. GULF SAVANNAH DEVELOPMENT PROJECTS

Project	Description	Update for reporting month
Digital Resilience & Capability Project	Complete Feasibility Studies for the following Fibre Optic Projects: <ul style="list-style-type: none"> <li>- BKT-NMT Fibre</li> <li>- NMT-KMB Fibre</li> </ul> Complete Detailed Design for the following Fibre Optic Project: <ul style="list-style-type: none"> <li>- BKT-NMT Fibre</li> </ul>	Completed
Digital Townships, Digital Tourism	GSD to produce report into prospects and approaches to coordinate the whole-of-Gulf in a digital data acquisition program, focusing on tourism and digital infrastructure.	Completed
Gulf Savannah Tourism Survey	GSD to replicate and broaden the 2013 Gulf Savannah Tourism Survey to provide LGs and key stakeholders an in insight into tourism patterns & developments between 2013-2017.	Completed
Lower Gulf Marine & Riverine Infrastructure & Economic Development Project	GSD to explore options and provide economic modelling around marine and riverine-based economic development opportunities in the Lower Gulf.	Completed

## 7. OFFICER'S RECOMMENDATION

That Council receives the Strategic Projects Report.

## ATTACHMENTS

Nil

## Strategic Projects Reports

### 09.03.02 Camping Local Laws

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DEPARTMENT:	Corporate and Community Services
RESPONSIBLE OFFICER:	Philip Keirle; Executive Manager Strategic Projects
DATE REPORT PREPARED:	18 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan 2017-18

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#### 1. PURPOSE

To progress the development, review, community consultation and feedback process for a new Local Law and Subordinate Local Law for regulating camping in the Burke Shire Council local government area.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council considered amending Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) and the associated Subordinate Local Law No. 4 at the August 2018 Council meeting as the mechanism for improving Council's ability to regulate camping within the Burke Shire.

Since this meeting, Council, the Department of Natural Resources, Mines and Energy (DNRME) and Gulf Savannah Development (GSD) have assessed alternative options in relation to the administration of camping in the Shire.

This review focused on the ability to regulate camping within the "local government area" as-a-whole and not just within "Council-controlled areas." As the "local government area" option provides for the regulation of camping in river beds (subject to endorsement by DNRME) as well as Council-controlled areas, it is now the preferred approach.

However, this approach requires the development and adoption of a separate Local Law and Subordinate Local Law for camping rather than the amendment of an existing Local Law and Subordinate Local Law.

Prior Council consideration of camping and local laws is outlined below:

Ordinary Meeting of Council – 17 August 2017

#### **12.01.02 Subordinate Local Law No. 4 Amendment**

1. That Council note the contents of the report; and
2. Adopt the following Subordinate Local Law Making Process:

Step 1: By resolution, propose to make a proposed subordinate local law.

Step 2: Comply with the procedures prescribed under a regulation for the review of anti-competitive provisions. Council must not make a local law that contains an anti-competitive provision unless the local government has complied with the procedures prescribed under a regulation for review of anti-competitive provisions pursuant to section 38 of the Local Government Act 2009 ("LGA"). Section 15(2) of the Local Government Regulation 2012 relevantly provides that for section 38(1) of the Act, the procedures prescribed are the

procedures mentioned in the competition policy guidelines. The competition policy guidelines is the document called “National Competition Policy Guidelines for Conducting Reviews on Anti-Competitive Provisions and Local Laws”, Version 1, made by the Department.

Step 3: By resolution, decide whether to:

- a. make the proposed subordinate local law; or
- b. make the proposed subordinate local law with amendments; or
- c. not proceed with the making of the proposed subordinate local law.

If the local government resolves to proceed with the making of the proposed subordinate local law with amendments, and the amendments are substantial, the local government must again comply with the procedures prescribed under a regulation for a review of anti-competitive provisions for the amended provision.

Step 4: Let the public know that the subordinate local law has been made, by publishing a notice of making the subordinate local law in accordance with the requirements of section 29B of the LGA.

Step 5: As soon as practicable after the notice is published in the gazette, ensure that a copy of the subordinate local law may be inspected and purchased at the local government’s public office.

Step 6: Within 7 days after the notice is published in the gazette, give the Minister:

- a. a copy of the notice; and
- b. a copy of the subordinate local law.

Step 7: Update the local government’s register of its local laws.; and

3. Commit to public consultation for this amendment of Subordinate Local Law No. 4 in addition to the Subordinate Local Law Making Process.

Moved: Cr Yanner

Seconded: Cr Murray

Carried 170817.22

4/1 – Cr Poole voted against the motion.

Ordinary Meeting of Council – 23 Mar 2017

#### **12.01.02 Local Laws – Camping Restrictions**

1. That Council notes the content of this report; and

2. For the purposes of amending subordinate local law no 4, prior to seeking public consultation, Council:

- a. Designate the areas in the attached maps 1, 3, and 4 as Council’s permitted camping areas; and
- b. Designate the area to the east of Burketown rodeo arena as a permitted camping area;
- c. Designate the area to the east of the Gregory public toilets as a permitted camping area;
- d. Seek to require a permit for all camping areas

Moved: Cr Camp

Seconded: Cr Poole

Carried 170323.26 4/0



### 3. PROPOSAL

This report is designed to:

1. Familiarise Councillors with contents of proposed Local Law No. 5 (Camping) and Subordinate Local Law (Camping).

The proposed Local Law No. 5 (Camping) and Subordinate Local Law No. 5 (Camping) are attached. Key content includes:

#### **Draft Local Law No. 5 (Camping)**

Preliminaries	ss1-4 1. Short title 2. Purpose 3. Definitions 4. Relationship with other laws)
Camping Sites	ss5-15 5. Designation of camping sites 6. Offence to camp without approval 7. Application for approval 8. Deciding an application for approval 9. Conditions of approval 10. Compliance with conditions of approval 11. Changing conditions of approval 12. Term of approval 13. Suspending or cancelling approval 14. Fee for camping approval 15. Temporary closures
Miscellaneous	16. Approval to be produced on request
Schedule 1	Dictionary

#### **Draft Subordinate Local Law No. 5 (Camping)**

Preliminary	ss1-4 1. Short title 2. Purpose and how it is to be achieved 3. Authorising local law 4. Definitions
Camping sites	ss5-8 5. Designation of camping sites

	6. Information, materials to accompany application 7. Criteria in determining application 8. Conditions regarding the use of camping sites
Schedule 1	Dictionary
Schedule 2	Designation of camping sites (maps)
Schedule 3	Camping within a camp site (documents, materials, standard conditions)

2. Identify benefits of adopting a new Local Law & Subordinate Local Law vs. amending existing Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads).

This report proposes that Council adjust its approach to regulating camping, as resolved at the August 2017 Council meeting, by developing and adopting a new Local Law (LL) and Subordinate Local Law (SLL) for Camping for the whole of the Burke Shire Council local government areas in preference to amending Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads).

The rationale for doing so is as follows:

- a. Regulatory reach: subject to DNRME endorsement, adopting a new LL and SLL for camping would provide Council with regulatory powers over non-tidal watercourses in the Shire, including the Leichhardt River Crossing, Nicholson River Crossing, Gregory River Crossing, Gregory river bed at Gregory and Albert River without having to navigate the legislative complexities of being endorsed as the trustee of non-tidal watercourse areas (incl. the negotiation of Indigenous Land Use Agreements, endorsement of all adjoining land owners etc.).
3. Seek initial feedback from Councillors on content requirements for Subordinate Local Law No. 5, including on the following items:
  - a. Designated camping areas and prohibited camping areas
  - b. Event/overflow camping areas
  - c. Facilities
  - d. Length of stay: minimum/maximum stay
  - e. Fee (cost recovery) for stay
  - f. Bookings system
  - g. Administration system
  - h. Authorisation of persons
4. Adopt the following Local Law and Subordinate Local Law making process
  - a. By resolution, propose to make a Local Law and Subordinate Local Law on camping in the Burke Shire local government area;
  - b. Conduct stakeholder consultation session on Draft Local Law No. 5 (Camping) and Subordinate Local Law No. 5 (Camping) that covers topics including (but not limited to those outlined in 3a-h above.

- c. Present report to Council detailing findings of stakeholder engagement sessions including proposed amendments to Draft Local Law No. 5 (Camping) and Subordinate Local Law No. 5 (Camping).
  - d. Comply with the procedures prescribed under a regulation for the review of anti-competitive provisions.
  - e. Review and adopt
  - f. Comply with all notification, publication and registration requirements as outlined in the *Local Government Act 2009* and the Local Government Regulation 2012.
5. Identify the work to be done to effectively implement the LL and SLL on camping
- a. Manage publicity, particularly any negative publicity, around implementation of increased regulation of camping in the Burke Shire;
  - b. Establishing a booking system to manage camping at particular sites, one that meets/incorporates the information requirements set out in the proposed local law and subordinate local law.
  - c. Setting up appropriate delegations and authorisations to administer camping in the Burke Shire local government area in the designated camping areas.
  - d. Enforcing non-compliance with camping local laws and subordinate local laws.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

##### Legal, stakeholder consultation

GSD has funded the development of the draft Local Law and Subordinate Local Law for Camping. Council will be required to resource a state interest check, stakeholder consultation, publication in the government gazette and other sundry items. This is anticipated to cost ~\$7,000, which is accounted for in the 2017-18 budget.

##### Revenue generation and expenses

Regulating control over camping in designated areas has the potential to generate a moderate new stream of revenue for Council and/or the entity responsible for administering camping in designated areas. The amount of revenue generated will depend on fees, occupancy, administrative costs and so forth.

This revenue would be directed toward the following:

- Maintenance of camping areas: rubbish removal, servicing of ablution facilities, maintenance of signage, funding costs associated with any beautification projects.
- Operational costs associated with the administration of the designated camping areas: contribution toward wages and bookings/administration system.

##### Additional costs

Additional costs associated with implementation might include: design/supply/install signage, installation of bollards, shelters, fire-pits/BBQs etc. to improve the amenity of these sites.

#### 5. POLICY & LEGAL IMPLICATIONS

Various sections of the *Local Government Act 2009* apply:

Section	Description
Section 28 LGA 2009 Power to make a local law	(1) A local government may make and enforce any local law that is necessary or convenient for the good rule and local government of its local government area.
Section 29 LGA 2009 Local Law making progress	<p>(1) A local government may decide its own process for making a local law to the extent that the process is not inconsistent with this part.</p> <p>(2) A local government makes a local law by passing a resolution to make the local law.</p> <p>(3) If a local government proposes to make a local law about a matter (the new local law) and there is an existing local law about the same matter that would be inconsistent with the new local law, the local government must amend or repeal the existing local law so that there is no inconsistency.</p> <p>(5) A local government must ensure its local laws are drafted in compliance with the guidelines issued by the Parliamentary Counsel under the Legislative Standards Act 1992 , section 9 for local laws and subordinate local laws.</p> <p>(6) To remove any doubt, it is declared that a local government does not have to carry out any public consultation before making either of the following—</p> <ul style="list-style-type: none"> <li>(a) an interim local law;</li> <li>(b) a local law that only incorporates a model local law and does not contain an anti-competitive provision.</li> </ul>
Section 29A LGA 2009 State Interest Check	(3) A local government must consult with relevant government entities about the overall State interest in the proposed local law before making the local law.
Section 257(1) LGA 2009 Delegation of LG powers	<p>(1) A local government may, by resolution, delegate a power under this Act or another Act to:</p> <ul style="list-style-type: none"> <li>(a) the Mayor; or</li> <li>(b) the chief executive officer; or</li> </ul> <p>...</p>
Section 14 Local Government Regulation 2012 Local Law Register	<p>(1) For section 31(1) of the Act, a local government's register of its local laws must contain, for each local law, the local law's name, purposes and general effect.</p> <p>(4) The local government must publish the register of its local laws on its website.</p>
Section 15-16 Local Government Regulation 2012 Anti-competitive provisions	<p>(15) Review of anti-competitive provisions</p> <p>(16) Procedures for the review of anti-competitive provisions</p>

## 6. CRITICAL DATES & IMPLICATIONS

Jun 2018: Council meeting: review draft local laws and adopt process for making of local laws

Aug 2018: Community consultation sessions

Sep 2018: Adopt Local Law No. 5 (Camping) and Subordinate Local Law No. 5 (Camping)

Sep 2018 – Mar 2018: develop and implement booking and administration system

## 7. CONSULTATION

External consultation has taken place, to varying degrees, with the following:

- Department of Natural Resources, Mines and Environment
- Waanyi PBC representatives
- Gangalidda & Garawa Native Title Aboriginal Corporation representatives
- Preston Law
- Gulf Savannah Development

## 8. CONCLUSION

Introducing a local law and subordinate local law regulating camping within the Burke Shire Council local government area will provide greater certainty on this topic.

## 9. OFFICER'S RECOMMENDATION

1. That Council notes the contents of the report; and
2. That Council notes the content draft Local Law No. 5 (Camping) and Subordinate Local Law No. 5 (Camping); and
3. That Council resolves to complete stakeholder engagement sessions on draft Local Law No.5 (Camping) and draft Subordinate Local Law No. 5 (Camping);
4. That the Chief Executive Officer presents a report to Council on feedback received through the stakeholder engagement process, including recommendations for any changes to be incorporated into Local Law No. 5 (Camping) or Subordinate Local Law No. 5 (Camping) prior to adoption.

## ATTACHMENTS

1. Draft Local Law No. 5



A01 - Draft Local Law (Camping) 2018.

2. Draft Subordinate Local Law No. 5



A02 - Subordinate Local Law (Camping)

3. Draft Designated Camping Area Matrix



A03 - Camping LL and SL matrix.xlsx



A04 - Draft Camping  
Maps.pdf

4. Draft Designated Camping Area Maps

- a. BKT Showgrounds
- b. BKT Wharf
- c. Gregory Low Impact camping: Bloodwood
- d. Gregory River: non-tidal watercourse area
- e. Gregory Showgrounds Reserve
- f. Leichhardt River Crossing

## 10. Closed Session Reports

10.01 Closed Session - Burke Shire Council and EDQ Project Update

10.02 Closed Session – Works Manager Engagement

10.03 Closed Session – Surepact contract risk software - pilot

## 11. Chief Executive Officer Reports

- 11.01 Chief Executive Officer Report
- 11.02 Review of Draft Councillor Conduct Document Suite
- 11.03 Corporate Plan 2014-2019 - Review



## Chief Executive Officer Reports

### 11.01 Chief Executive Officer Report

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DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe; CEO
DATE REPORT PREPARED:	21 June 2018
LINK TO COUNCIL PLAN/S:	Corporate Plan   Operational Plan   Budget

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#### 1. COMMUNICATION

**Councillor updates:** for the reporting month (as emailed on an ‘as happened’ basis during the month) are included in the attachment. Councillors who would like a printed copy can arrange through the Executive Assistant.

**Weekly contract updates:** executive manager works and infrastructure emails weekly to councillors regarding active contracts (>\$200k) awarded by tender.

**Council snapshot:** this communication initiative, which highlights topics from a council meeting, was introduced in April 2017. It is now prepared and publicly released after each council meeting.

#### 2. GENERAL ITEMS

Topic	Report
New local government legislation	<p>On 17 May 2018, the Queensland Parliament passed two new pieces of legislation:</p> <ul style="list-style-type: none"> <li>Local Government Electoral (Implementing Stage 1 of Belcarra) and Other Legislation Amendment Bill 2018; and</li> <li>Local Government (Councillor Complaints) and Other Legislation Amendment Bill 2018.</li> </ul> <p>Refer: <a href="http://www.lgaq.asn.au/web/guest/updates/-/journal_content/56/10136/8863367">http://www.lgaq.asn.au/web/guest/updates/-/journal_content/56/10136/8863367</a>   and   <a href="https://www.parliament.qld.gov.au/work-of-assembly/whats-new">https://www.parliament.qld.gov.au/work-of-assembly/whats-new</a></p> <p>The legislation tightens up the following matters:</p> <ul style="list-style-type: none"> <li>Prohibition on donations from property developers</li> <li>Managing councilor conflicts of interest (COI) and material personal interests (MPI)</li> <li>Dismissal and suspension provisions (Mayors, councilors and councils)</li> <li>Determining complaints about councilors</li> <li>Councillor code of conduct</li> <li>Meeting procedures</li> </ul> <p>Councils are being given the opportunity to make comment on some draft guidelines</p>

Topic	Report
	and this is the subject of a separate papers.
Operational Plan 2018-19	The operational plan 2018-19 is on track following various workshops with staff and elected members. The plan will be adopted along with the annual budget.
Corporate Plan 2019-24	<p>Planning is well underway for development of the next 5 year plan – a plan will be presented to council in June, with workshops expected to commence in August.</p> <p>Council may wish to determine whether to extend the life of the plan. If this is the case, there will need to be a consultative review every five years.</p>
Budget 2018-19	Development of the budget is almost complete following workshops with staff, councillors and Queensland Treasury Corp. EMF will work with portfolio staff to identify savings, and the Mayor will distribute the budget 14 days ahead of adoption. This is scheduled for Thursday 12 July ahead of a 26 July Special meeting.
CEO Peer Mentoring Program	<p>This two week program from 25 May to 6 July was exceptionally informative. A full report will be prepared and presented to Council in due course. Councils attended included Ipswich, Lockyer Valley, Toowoomba, Noosa, Sunshine Coast, Brisbane and Redlands. The program covered broad topics however of particular relevance were:</p> <ul style="list-style-type: none"> <li>• Integrated planning and reporting</li> <li>• Values based organisational culture embedded across all organisational practices</li> <li>• Work health and safety best practice approaches</li> <li>• Customer service – methodologies to embed across organisation</li> <li>• Executive team meetings and harmonised performance review</li> </ul>
Recruitment of EMCCS	<p>Applications closed this week for the position of Executive Manager Corporate and Community Services to fill the vacancy left by Nils Hay's impending departure.</p> <p>Council used the services of Employment Office to conduct the recruitment campaign. Of 72 applications received, 17 were (or will be) phone or video interviewed. The panel comprising Mayor, Deputy Mayor and CEO have reviewed applicants and are finalising the shortlisted candidates for panel interview.</p>
Date reminders	<p>Refer governance calendar and calendar invites with particular attention to:</p> <ul style="list-style-type: none"> <li>• Monday 25 June 1pm – Frontier Days meeting in Burketown</li> <li>• Monday 25 June 2pm – audit committee Burketown</li> <li>• Monday 02 July <ul style="list-style-type: none"> <li>○ 2:30pm – Surepact software pilot session for councillors</li> <li>○ 4pm-5pm – LGAQ President and CEO followed by dinner</li> </ul> </li> <li>• Friday 06 July – ROC teleconference 9-11am</li> <li>• Wed 11 to Fri 13 July – Cairns Future Cities Conference LGAQ</li> <li>• Thursday 26 July – Special meeting for the purpose of adopting the budget.</li> </ul>

## 3. SUBMISSIONS

Doc ID|207920

The following list records submissions and surveys lodged during the reporting month. This may not be a complete list.

Nil for reporting month.

## 4. GRANTS REGISTER

Doc ID|218540

The table below shows a summary of pending grants, and grants approved or notified as unsuccessful during the reporting month. The grants register, which contains more detailed information including compliance reporting, is included in the attachments. The register is not a public document as it contains financial information that may compromise the integrity of tender processes.

Grant	Project	Status	Comment
Spirit of Service Round 5	Gregory Cenotaph	Approved	
Non-Recurrent Subsidy Program 2018-19	New SES Roof Structure	Pending	
Building Better Regions Fund - Infrastructure Stream - Round 2	Sewerage Treatment Plant redesign Burketown	Pending	
Building Better Regions Fund - Infrastructure Stream - Round 2	Staff housing Burketown	Pending	
Building Better Regions Fund - Community Investment Stream - Round 2	Sport & Recreation Strategy	Pending	
Get Planning Spaces Program	Sport & Recreation Strategy	Pending	
Maturing the Infrastructure Pipeline 2 - MIPP2	To determine and analyse options to improve causeways at the Gregory and Nicholson Rivers on the Savannah Way	Pending	
Maturing the Infrastructure Pipeline 2 - MIPP2	To develop Council's artesian bore and associated wetlands into a unique regional tourism product: the Burketown Mineral Baths	Pending	

Grant	Project	Status	Comment
Maturing the Infrastructure Pipeline 2 - MIPP2	Proposal to undertake the detailed design of the realignment and raising of the Leichardt River crossing	Pending	
Building our Regions Round 4	Burketown Staff Housing Project	Pending	

## 5. REGISTER OF GOVERNANCE INSTRUMENTS

Doc ID | 197887

Council is accountable for more than 35 plans and authorities that govern or authorise its operations. These are generally required by law and are subject to regular compliance activities such as reporting, reviewing and auditing. A detailed compliance report is included in the attachments. An exception summary is provided below.

The traffic light column relates to the *possible consequences* of non-compliance:

- Red– serious detriment to operations, or individuals
- Orange– consequences are important but less detrimental
- Green– non compliance would not cause serious detriment

Governance Instrument	Lead		Compliant	Reason for non-compliance
Biosecurity Plan	EMWI		No	EMWI 08/05/18   Will engage assistance to commencing public consultation.
Environmental Authority ERA Permit EPPR00542713	EMSP/EMWI		Partial	EMWI 08/04/18   EA application and compliance underway/ongoing.
Pest Management Plan	EMWI		To be superseded	EMWI 10/03/18   to be rolled into the Biosecurity plan
Quarry management plan	EMSP/EMWI		In process	EMWI 08/04/18   Ongoing development through support of NWQ QMS
Airport Reporting Manual	EMWI		to be reviewed	EMWI 08/04/18   New Airport manual to include requirements
Transport Security Program for Burke Shire Council	EMWI		to be reviewed	EMWI 08/04/18   New Airport manual to include requirements

## 6. DELEGATIONS CEO TO OFFICERS

Doc ID | 200935

Section 259 of the *Local Government Act 2009 (QLD)* provides for the CEO to delegate powers to an appropriately qualified employee or contractor. Section 260 requires the CEO to keep a register of such delegations, which may be inspected by the public. The register of delegations from CEO to

officers is included in the attachments. The report below summarises changes during the reporting month.

<b>Delegation</b>	<b>Review (refer attached register for full details)</b>
Financial	New officers

## 7. MEETINGS/CONFERENCES/DEPUTATIONS

Doc ID | 196554







Following is a record of elected member, CEO and senior executive staff engagement with stakeholders and departments, and attendance at meetings, conference and other events, during the reporting month. A calendar of future meetings is provided as an attachment.

<b>Date</b>	<b>Time</b>	<b>Meeting</b>	<b>Venue</b>	<b>Attendees</b>
Tue, 1-May-18	1.15pm to 2.00pm	Meeting with Minister Hinchliffe	Brisbane	Mayor, Deputy Mayor & EMSP
Wed, 2-May-18	8.00am to 9.30am	NWQRRTG Meeting	Brisbane	Mayor, Deputy Mayor & EMSP
Wed, 2-May-18	9.30am to 4.00pm	NWQROC Meeting	Brisbane	Mayor, Deputy Mayor & EMSP
Wed, 9-May-18		Isa Superbasin User Panel for the Geological and Bioregional Assessment Programme	Mount Isa	Mayor and EMSP
Tue, 15-May-18	All day	Water Connections Tour 2018	Burke Shire	CEO, EMWI, Councillors
Wed, 16-May-18	All day	LGMA Future Leaders Forum	Longreach	CEO
Thu, 17-May-18	All day	LGMA Future Leaders Forum	Longreach	CEO
Thu, 17-May-18		Council Meeting	Nijinda Durlga	Councillors, Management and EA
Fri, 18-May-18	All day	NWQRRTG	Karumba	EMWI, others TBA
Fri, 18-May-18		CEO Forum	Karumba	CEO
23-24 May18		RMPC	Cloncurry	EMWI, others TBA
23-24 May 18		Workshops - Rates, QTC, Op Plan, Budget	Nijinda Durlga	Councillors and Management
27 May to 11 June 18		Peer Mentoring	SWQ Councils	CEO
Tue, 29-May-18	All Day	BoM Master Class	Normanton	EMWI, DCEO
Tue, 29-May-18		FNQROC Western Councils	Normanton /Karumba	DCEO
Wed, 30-May-18		FNQROC Western Councils	Normanton /Karumba	DCEO
Thu, 31-May-18	2.00pm to 4.00pm	Ann Leahy MP, Shadow Minister for Local Government	Nijinda Durlga	Councillors and Exec

## 8. OFFICER'S RECOMMENDATION

That Council notes the content of the Chief Executive Officer's report for the month of June 2018.

## ATTACHMENTS

ITEM	Attachment	Link
1. Communications	a) Councillor updates – as emailed for the reporting month	 01 Councillor updates.docx
	b) Councillor snapshot – as distributed after the previous ordinary meeting of council	Nil
2. General Items	c) New legislation: fact sheets	
	d) New LG legislation LGAQ article: <a href="http://www.lgaq.asn.au/web/guest/updates/-/journal_content/56/10136/8863367">http://www.lgaq.asn.au/web/guest/updates/-/journal_content/56/10136/8863367</a>	
	e) New LG legislation <a href="https://www.parliament.qld.gov.au/work-of-assembly/whats-new">https://www.parliament.qld.gov.au/work-of-assembly/whats-new</a>	
3. Submissions	NIL	 Submissions Register.xlsx
4. Grants Register	f) Grants Register: Doc ID 218540	 Grants Register.xlsx
5. Governance	g) Register of Governance Instruments: Doc ID 197887	 0 Governance Instruments Register.
6. Delegations	h) Register of delegations from CEO to officers   Doc ID 200935	 Burke Shire Council - Register of Delegatioi
7. Meetings etc	i) Governance calendar – future meetings	 Governance Calendar- Meetings, (

## Chief Executive Officer Reports

### 11.02 Review of Draft Councillor Conduct Document Suite

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DEPARTMENT:	Governance
RESPONSIBLE OFFICER:	Ross Higgins
DATE REPORT PREPARED:	07 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To provide comments and advice on a suite of draft documents proposed to be introduced by the Department of Local Government, Racing and Multicultural Affairs (DLGRMA) following the introduction of the Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018. This legislation will amend the Local Government Act 2009 to implement a new system for dealing with complaints about the conduct of Councillors on its commencement in December 2018.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

By way of a letter dated 30 May from the Department of Local Government, Racing and Multicultural Affairs, the Director General is seeking comments from Council on a suite of documents that have been prepared by a Local Government Liaison Group. The documents (copies attached) include:

- Code of Conduct for councillors in Queensland and supporting Councillor Conduct Examples
- Model Meeting Procedures and supporting Standing Orders for Council Meetings including Standing Committees 'Best Practice Guide'.
- Example Investigation Policy

The documents are to assist Councils and councillors in understanding requirements around:

- Declarations of interest
- Material personal interest
- Conflict of interests
- Behaviours while participating in Council meetings and standing committee meetings

Two major changes being proposed are 1) the establishment of an Independent Assessor and Office of the Independent Assessor and 2) the establishment of a Councillor Conduct Tribunal. A key component of the reforms includes removing a Council's Chief Executive Officer and the Department from the process of making preliminary assessments of complaints.

The Department will be undertaking capacity building programs to assist Councils with the introduction of these new documents and amended legislation.

#### 3. PROPOSAL

It is proposed to provide some general comment about each document.

### Code of Conduct for councillors in Queensland and supporting Councillor Conduct Examples

Section 150D of the Act requires the Minister to make a code of conduct that sets out the standards of behaviour for councillors in performing their functions as councillors under this Act

Section 150E allows that the Code of Conduct must be approved by Regulation and published on the department's website.

Burke Shire Council currently has a Councillor Code of Conduct policy which is a reflection of the current legislation however there is no mention in the new legislation that Council has to have a policy. This may change depending what is written into the Regulation. The proposed code is more descriptive as it covers the types of conduct councillors should demonstrate under the five local government principles under which the Local Government Act is founded.

The proposed code identifies the consequences of failing to comply with the code of conduct under the areas of:

- Unsuitable meeting conduct
- Inappropriate conduct
- Misconduct
- Corrupt conduct

Also, when new councillors take the declaration of office before assuming public office, councillors must also now declare that they will abide by the new code of conduct.

### Model Meeting Procedures and supporting Standing Orders for Council Meetings including Standing Committees 'Best Practice Guide'.

Section 150F provides for the Department's Chief Executive to make model meeting procedures and Section 150G requires the local government to adopt the model procedures or prepare and adopt other procedures for the conduct of its meetings. If the latter, the other procedures must not be inconsistent with the model procedures.

Notes:

- The model meeting procedures only propose how the Chairperson may deal with unsuitable meeting conduct of a councillor and how suspected inappropriate conduct of a councillor referred to the local government by the assessor must be dealt with at a local government meeting.
- The model also provides information on Material Personal Interest, Conflict of Interest and Closed Meetings, all of which are well handled currently by Council processes but are not written anywhere in a Council policy and/or procedure.

It has been identified in the Model Meeting procedures document that it is not intended to deal with all aspects of meeting conduct however from a best practice perspective, it is recommended that an expanded procedure be developed for Burke Shire Council

A "*Standing Orders for Council Meetings Best Practice Guide*" has been provided which is a good resource. Burke Shire Council does not have Standing Orders however these could be incorporated as part of a revised/expanded Meeting Procedures document.

### Example Investigation Policy

Section 150AE states that a local government must adopt, by resolution, a policy about how it deals with the suspected inappropriate conduct of councillors **referred, by the assessor**, to the local government to be dealt with.

Further References



- Part 5 Division 1 of the Act allows for the establishment of an Independent Assessor and Office of the Independent Assessor. The role of the assessor, in part, is to investigate and deal with the conduct of councillors if it is alleged or suspected to be inappropriate conduct, misconduct or when referred to the assessor by the Crime and Corruption Commission, corrupt conduct
- Part 5 Division 2 of the Act allows for the establishment of a Councillor Conduct Tribunal. The functions of the conduct tribunal, in part, are at the request of the local government:
  - To investigate the suspected inappropriate conduct of a councillor referred to the local government, by the assessor, to be dealt with by the local government; and
  - To make recommendations to the local government about dealing with the conduct.
- Section 150W states that ‘after investigating the conduct of a councillor, the assessor may decide to – if the assessor reasonably suspects the councillor’s conduct is inappropriate conduct – refer the suspected inappropriate conduct to the local government to deal with’. **Hence the need for the Investigation Policy for Council.**

The proposed policy is vague and ambiguous unless the reader has a detailed knowledge of the new legislation especially about the role of the Independent Assessor and the Councillor Conduct Tribunal.

Some sections appear unclear. e.g. Section 9 of the proposed policy suggests the Mayor will manage an investigation unless otherwise resolved by Council or if the suspected inappropriate conduct involves the Mayor. Section 8 states that on receipt of a referral notice from the Assessor, the Council CEO will forward a copy of that referral notice to the mayor and all councillors. If the Mayor is to manage the investigation as per section 9, why does the referral notice then have to go to all councillors.

Note that the Council must pay any reasonable expenses of Council associated with the informal resolution or investigation of suspected inappropriate conduct of a councillor. Also, Council may order the subject councillor reimburse it for all or some of the costs arising from the councillor’s inappropriate conduct. A councillor conduct register must now be established.

The Investigation policy must be published on the Council website.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

Currently there are no financial or resourcing implications for Council however moving forward once legislation is in place, these would include:

- Costs incurred in undertaking an investigation into the conduct of a councillor
- Staff resources in putting together the relevant documents required once the legislation becomes law around December 2018. However, this should be relatively minor.

#### 5. POLICY & LEGAL IMPLICATIONS

Whilst the proposed changes will have a direct impact on dealing with complaints about the conduct of Councillors once introduced, the process is only in the consultation stage on the appropriateness of draft documents prepared by DLGRMA. Once law in December 2018, Council will be forced to comply with and/or introduce new policies and procedures to meet the requirements of the legislation.

## 6. CRITICAL DATES & IMPLICATIONS

Response required by Director General, Department of Local Government, Racing and Multicultural Affairs by 29 June 2018.

The new legislative changes will be introduced by the State Government in December 2018.

## 7. CONSULTATION

Research has been undertaken through the State Government legislation website and Council policies and procedures.

## 8. CONCLUSION

As the impact of the proposed changes will directly affect councillors, there may be some matters from these documents that councillors have a specific interest in or wish to comment on. The Director General of DLGRMA is seeking a response by 29 June so if councillors want to make any further comment, these could be referred back for inclusion in the response.

## 9. OFFICER'S RECOMMENDATION

That Council:

1. Notes the contents of the report; and
2. Authorise the Chief Executive Officer to respond in writing to the Director General, Department of Local Government, Racing and Multicultural Affairs on the suite of documents proposed because of the *Local Government (Councillor Complaints) and other Legislation Amendment Act 2018*.

## ATTACHMENTS

1. Code of Conduct for councillors in Queensland



2. Councillor conduct examples



3. Model meeting procedures



4. Standing orders for Council meetings



5. Example Investigation policy



## Chief Executive Officer Reports

### 11.03 Corporate Plan 2014-2019 - Review

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DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe, Chief Executive Officer
DATE REPORT PREPARED:	11 June 2018
LINK TO COUNCIL PLAN/S:	Corporate Plan - Document ID: 89836

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#### 1. PURPOSE

To present an administrative review of the Burke Shire Council Corporate Plan 2014-2019 to Council for consideration and adoption.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Local Government legislation requires Councils to prepare a 5-year corporate plan for each period of 5 financial years, and to discharge their responsibilities in accordance with the plan. The Corporate Plan forms part of a suite of integrated planning documents mandated under Part 2 of the Local Government Regulation 2012, Financial planning documents. These are:

- Division 1: 5 year Corporate Plan
- Division 2: Long term asset management plan
- Division 3: Annual budget (incorporating long term financial forecast)
- Division 4: Annual operational plan

Councillors are bound to ensure that the local government achieves its corporate plan, and employees are charged with carrying out their duties in a way that ensures the local government achieves its corporate plan.

Council developed its Corporate Plan 2014-2019 in May/June of 2014 incorporating community engagement that was undertaken in 2011 for preparation of Council's Community Plan. The history of adoption by Council is as follows:

- 23/05/14 Decision 140523.15 | Adoption deferred to 12/06/14
- 12/06/14 Decision 140612.02 | Resolution passed: That this Special Council meeting be adjourned until Wednesday 18th June in order that Council may adopt the Corporate Plan 2014-2019 on this date, subject to receipt of feedback from the Department of Local Government, Community Recovery and Resilience.  
The meeting did not reconvene on 18 June 2014. No resolution passed to adopt the Corporate Plan.
- 19/02/15 Decision 150219.08 | Report submitted and resolution passed to adopt amendments to plan
- 28/06/17 Decision 170628.01 | Council adopted minor/administrative review.

### 3. PROPOSAL

It is proposed that Council adopts the administrative review of the Corporate Plan 2014-2019 as presented incorporating the following updates:

What	Changes	Rationale
Formatting	Various	Assist with editing; highlight vision and mission
Organisational structure	Updated to reflect structure most recently adopted	Reflects 2018 organisational structure
Priority projects & initiatives as determined by Councils & staff during 2018 Corporate Plan review workshops:	<p>Projects added</p> <ul style="list-style-type: none"> <li>• Urban and rural addressing</li> <li>• The rehabilitation of existing landfill sites in Burketown and Gregory</li> </ul> <p>Initiatives added</p> <ul style="list-style-type: none"> <li>• Gulf Savannah Development Secretariat</li> <li>• Localised food production and distribution facility in Burketown</li> <li>• Further development of Riversleigh World Heritage Site in conjunction with Mount Isa City Council</li> <li>• Shared services</li> </ul>	Reflect current strategic projects

### 4. FINANCIAL & RESOURCE IMPLICATIONS

The 5-year Corporate Plan is an element of the integrated financial management systems of the local government. The local government must prepare an annual budget, inclusive of a long-term financial forecast, and the budget must be consistent with the 5-year corporate plan and annual operational plan. Therefore the financial implications of the corporate plan are set out in the annual budget.

The corporate plan is aligned to the annual budget in accordance with the principles of integrated planning, and the provisions of s104 of the *Local Government Act 2009* Financial Management Systems.

### 5. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Local Government Act 2009	Sections 12 and 13 – responsibilities of councillors and employees	<p>Section 12 charges councillors with ensuring the local government achieves its corporate plan.</p> <p>Section 13 charges council employees with carrying out their duties in a way that ensures the local government achieves its corporate plan.</p>

<b>Instrument</b>	<b>Reference</b>	<b>Details</b>
Local Government Act 2009	Section 104 Financial Management Systems	<p>(5) The system of financial management established by a local government must include—</p> <p>(a) the following financial planning documents prepared for the local government—</p> <p>(i) a 5-year corporate plan that incorporates community engagement</p> <p>(ii) a long-term asset management plan;</p> <p>(iii) a long-term financial forecast;</p> <p>(iv) an annual budget including revenue statement;</p> <p>(v) an annual operational plan;</p>
Local Government Regulation 2012	Part 2 Financial planning documents   Division 1 5-year corporate plan  s165 Preparation of 5-year corporate plan	<p>(1) A local government must prepare a 5-year corporate plan for each period of 5 financial years.</p> <p>(2) A local government must adopt its 5-year corporate plan in sufficient time to allow a budget and annual operational plan, consistent with the corporate plan, to be adopted for the first financial year that is covered by the plan.</p> <p>(3) A local government may, by resolution, amend its 5-year corporate plan at any time.</p> <p>(4) A local government must discharge its responsibilities in a way that is consistent with its 5-year corporate plan.</p>
Local Government Regulation 2012	s166 5-year corporate plan contents	<p>A local government's 5-year corporate plan must—</p> <p>(a) outline the strategic direction of the local government; and</p> <p>(b) state the performance indicators for measuring the local government's progress in achieving its vision for the future of the local government area;</p>

## 6. CRITICAL DATES & IMPLICATIONS

It is timely to carry out a minor review of the Corporate Plan 2014-19 to ensure that it remains current for its final operational year (2018-19).

## 7. CONSULTATION

Executive Management Team

## 8. CONCLUSION

The Corporate Plan 2014-2019 is in its last year of operation. Council will commence community consultation over the next 8 months to develop a Corporate Plan for 2019-2024. The new plan will need to be adopted before 30 June 2019 in sufficient time to allow a budget and annual operational plan, consistent with the corporate plan, to be adopted for the 2019-2020 financial year.

This review seeks only to update administrative content such as elected member profiles, current organisational structure, and some additional strategic or major projects and initiatives.

It is recommended that Council adopts this administrative review, ahead of the process to prepare a new Corporate Plan for its next full five year cycle.

## 9. OFFICER'S RECOMMENDATION

1. That Council notes the content of this report and its attachments; and
2. That Council adopts the reviewed Corporate Plan 2014-2019 as attached.

## ATTACHMENTS.

1. Burke Shire Council Corporate Plan 2014-2019 – tracked changes for 2018 review



Corporate Plan  
2014-2019 - Review.docx

## 12. Corporate Services

- 12.01 Deputy Chief Executive Officer Report
- 12.02 Local Law No. 6 (Waste Management)
- 12.03 Accommodation Policy Review
- 12.04 Donation Request – Burketown Barramundi Fishing Organisation
- 12.05 Donation Request – Burketown Rodeo & Sports Association
- 12.06 Donation Request – Burketown Sport & Community Assoc. Inc
- 12.07 Donation Request – Carpentaria Land Council Aboriginal Corporation
- 12.08 Donation Request – Gregory District Sporting Assoc.
- 12.09 Donation Request – North West Canoe Club
- 12.10 Donation Request – QCWA – Gregory Division

## Deputy CEO Reports

### 12.01 Deputy Chief Executive Officer Report

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DEPARTMENT:	Office of the Deputy Chief Executive Officer
RESPONSIBLE OFFICER:	Nils Hay; Deputy CEO
DATE REPORT PREPARED:	11 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PROGRESS AGAINST OPERATIONAL PLAN

The complete DCEO Project Timing spreadsheet is attached; monthly update below:

Project	Description	May Action	Status Update
Planning & Development - governance review	Develop and implement governance framework for planning & development function of council	Test (January)	Review process has commenced; Jordan Marshall taking responsibility for this area
Tourism & Economic Development Strategy	If funded (application to BBRF)	Acquit	Public consultation taking place with Right Foot Forward from 15 June
Customer Service Charter	Development and implementation of Customer Service Charter	Monitor	Ferne working with Madison to put framework together
Order of the Outback Ball	Delivery of 2018 OotOB	Nil	Taking place 30 June; on track with ticket sales underway and promotional activities occurring
Community Satisfaction Survey	Delivery of 2017 CSS	Nil	Completed and publicised
Planning Scheme	Completion and adoption of Burke Shire Town Planning Scheme	Was due to be adopted in Aug/Sep	Council in discussion with DILGP ahead of re-notification
WHS Audit	WHS External Audit	Deliver	Council working with DTMR to determine scope of any external audit
Induction Process	Development and implementation of staff induction process and documentation	Report	Under development. To be further elaborated through the coming months; opportunity to further develop with engagement of new WHSC
Training and Development Plan	Development of training and development plan for all staff	Drop into budget	Developed as part of 2018-19 proposed budget



Project	Description	May Action	Status Update
LGMA Rural Management Challenge	BSC Participation in LGMA Rural Management Challenge	Select team and enter	Team selected; putting together mentoring plan for group
Council Document Template Harmonisation	Development and adoption of templates for Council documents/corro	Implement	Initial consultation yet to take place; has been delayed by numerous other priorities
Housing Management Framework	Completion and adoption of documentation/processes associated with property management	Adopt (February)	In process of preparing new leases to issue to all tenants and addressing breaches from last round of inspections
Financial Sustainability Measures	Develop plan around Council's list of financial sustainability measures	Implement	Internal audit report due shortly covering Housing and Parks & Gardens financial sustainability
Burketown History Book	Publication of Burke Shire Cultural History	Publication process as per Agreement	Review materials returned; publication H1 2019; date/event to be planned; CDTO working on this
Donations Packs	Distribution of donation request information packs to community groups	Follow up	Numerous donation requests to be presented at June 2018 Council meeting
Certified Agreement	Negotiation of BSC Certified Agreement	Adoption (October)	Adopted 30 January; back-payment and payroll amendments completed
Website Upgrade	Overhaul of the BSC website	Training, if needed (October)	Completed. Looks good.
Ongoing Process Improvement	Ongoing series of process improvements	Booking process improvement	Looking at improved 'CT GO' system for arranging bookings
Local Law No 2 (Animal Control) Review	Conduct a review of Council's Local and Subordinate Local Law No. 2 (Animal Control)	Postponed	Postponed; other Local Laws (Waste Management, Camping) taking precedence.
Sport & Recreation Strategy	Develop recreation strategy for Burketown; incorporating new/existing infrastructure and services	Expert report comes back	Still waiting on funding announcements prior to taking further action

## 2. INFRASTRUCTURE PROJECTS

### Visitor Information Centre

Restoration works are currently underway, ahead of the 30 June funding deadline for these works.

### Replacement of VMR Shed with new SES Buildings

Council has gained an extension to 31 August for the expenditure of the 2017-18 funding, which will allow us to combine it with the 2018-19 funding and complete all the works in one tranche early in the new financial year.

Power to the old VMR Shed has been disconnected, pending demolition.

### 3. GULF SAVANNAH DEVELOPMENT UPDATE

- GSD held some small business workshops on Tourism and HR in Burketown as part of a wider Small Business Week presence in the last week of May.
- GSD held a networking function to coincide with this, which was attended by representatives from DSDMIP as well as local businesses, Council representatives and the Shadow Minister for Local Government
- A board meeting was held on 1 June
- GSD has completed its Lower Gulf Marine and Riverine Economic Development report, which will be published shortly

### 4. ADMINISTRATION AND COMMUNITY SERVICES

#### General Projects and Activities

ACS has a rolling schedule of 26 projects to complete for 2017-18. These projects relate to cost reduction, process improvement, strategic planning and community services.

<b>Projects underway currently are:</b>	
ICT Business Architecture Review	OoTOB
Digitisation Destruction	Customer Service Charter
Donations annual requests 2018-2019	Archive Room Refurbishment
<b>Finished Projects:</b>	

#### Records Management

A stabilisation of numbers in the BCS occurred this month with a reduction of 1000 records. On site storage of hard copy documents continues to be an issue. Staff capability has been reduced, with the primary records officer on 2 months leave.

See May CorpMem report attached.

#### Information Technology

The IT business architecture review continues, staff shortages mean that progress on this project has slowed due the ACSC providing capability in records and the Durlga. All surveys have been returned and ICT architecture business rule analysis will now commence.

See May WiFi, Website and Civica reports attached.

#### Library

The library was restocked with new books and movies on 7 June 2018.

See My Library Report attached.

#### Community Development and Tourism Report

See May CDTO, Donation and Facebook Reports attached.

2018 Council Run Events Schedule

Dates		Activity
30	Jun	Order of the Outback Ball
1	Sept	Tidy Yard Competition
11	Nov	Remembrance Day

## 5. HUMAN RESOURCES

Departures:

- Nil for the month

Appointments:

- As Council's casual 'on-call' Administration Officer, Ms Karen McGrath has been appointed for a fixed term of 3 months (expiring 31<sup>st</sup> August 2018) to assist the Depot Office.

Recruitment:

Council is currently advertising for the following positions: -

- Senior Accountants – first recruitment attempt unsuccessful. Positions are being re-advertised.
- Accountants – interviews held Friday 1<sup>st</sup> June and Wednesday 6<sup>th</sup> June 2018.
- Contract & Procurement Officer – position advertised locally 1<sup>st</sup> June 2018 closing Sunday 24<sup>th</sup> June 2018.
- Executive Manager (Corporate and Community Services)

Future recruitment actions include: -

- Technical Officer

Training:

The following training courses were conducted during the month: -

- Airport Reporting Officer training for John Juniper
- Airport Safety Officer training for John Juniper and Mark Poynter
- Diploma Local Government contact session for Madison Marshall

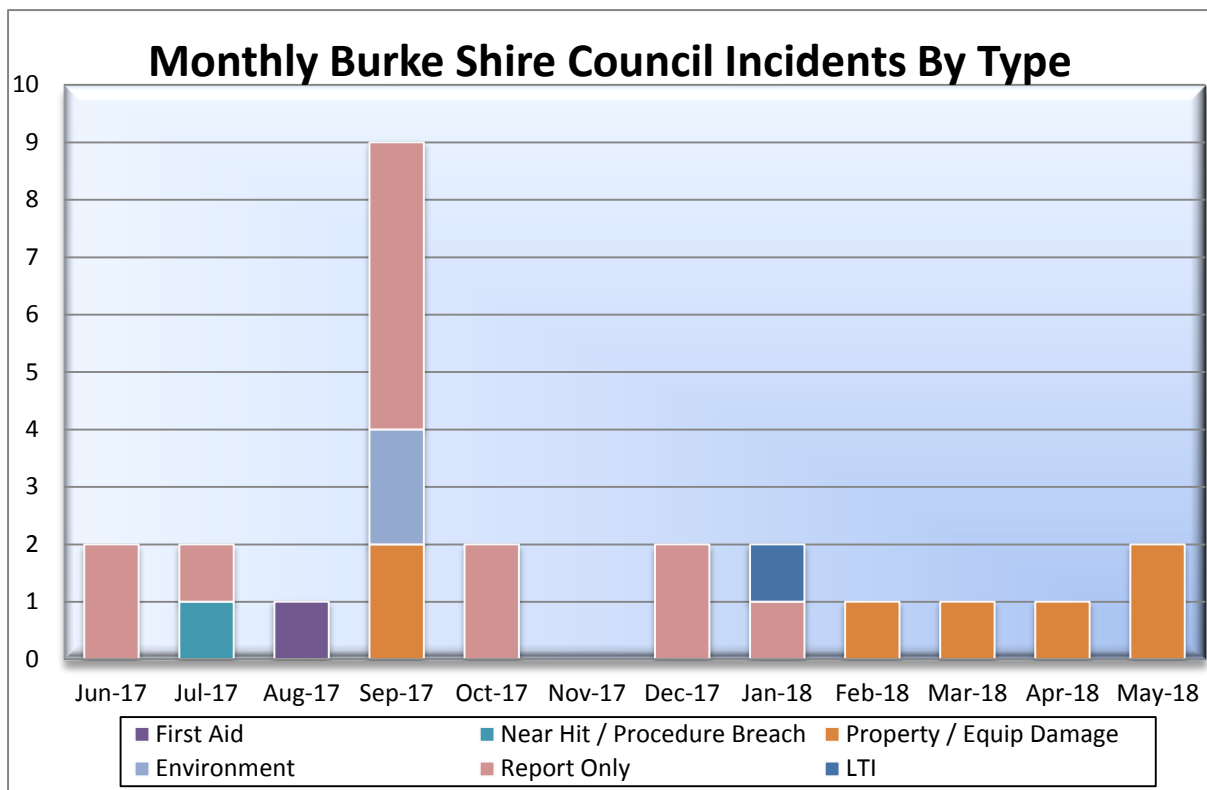
Training planned for the month includes: -

- Animal Management training through LGAQ 19<sup>th</sup> June 2018
- Final contact session for Claude Cooling's Cert III Water Treatment Operations

Work continues in delivering plant operator training to depot staff.

## 6. WORKPLACE HEALTH AND SAFETY

There were two incidents reported in May 2018; both relating to property and equipment damage.



The full monthly WHS report is attached.

#### 7. POLICY/PROCEDURE REGISTER

A copy of Council's Policy Register, showing overdue items and those coming up for review is attached.

#### 8. FAREWELL

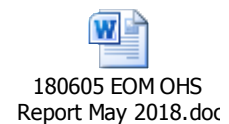
This will be my final report with Burke Shire Council. My last day will be Thursday 5 July 2018. I would like to express my sincere gratitude to Councillors and staff for their support over the last four years. I am very thankful for the opportunities that working at Burke Shire Council has provided me with, and wish everyone the best for the future.

#### 9. OFFICER'S RECOMMENDATION

That Council notes the contents of the Deputy CEO's report for the month of June 2018.

## ATTACHMENTS

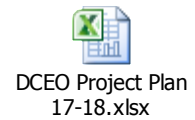
1. May 2018 WHS Report



2. Policy Review Spreadsheet



3. DCEO Project Plan



4. Information Management Report (CorpMem)



5. ICT Report (Civica)



6. Facebook Statistics



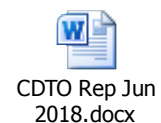
7. Library Statistics Report



8. Telstra Air Wi-Fi



9. CDTO Report



10. Website analytics report



## Deputy CEO Reports

### 12.02 Local Law No. 6 (Waste Management)

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DEPARTMENT:	Governance & Local Laws
RESPONSIBLE OFFICER:	Ross Higgins
DATE REPORT PREPARED:	7 June 2018
LINK TO COUNCIL PLAN/S:	Corporate Plan s8.1

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#### 1. PURPOSE

The adoption of the new Local Law No.6 (Waste Management).

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

This new local law principally replicates the provisions that will expire in the Environmental Protection Regulation 2008 and the Waste Reduction and Recycling Regulation 2011 to ensure Council can contribute to and manage risks associated with the supply, storage, removal and treatment of waste, and have designated areas for waste and recycling collection, within its local government area.

On 19 April, Council passed the following resolution:

#### **12.10 Draft Local Law No. 6 (Waste Management)**

- 1. That Council note the contents of the report; and**
- 2. That Council resolves to propose to adopt Local Law No. 6 (Waste Management) to replace the waste management provisions contained within Chapter 5A of the Environmental Protection Regulations 2008 and Section 7 of the Waste Reduction and Recycling Regulation 2011 which expire on 1 July 2018 in accordance with the requirements of chapter 3, Part 1 of the *Local Government Act 2009 (Qld)* ("the Act"); and**
- 3. Pursuant to section 257 of the Act, Council delegates to the Chief Executive Officer its powers under section 38 of the Act to decide the consultation process and how the process is to be used in the Review, and to commence a State Interest Check.**

**Moved: Cr Poole**

**Seconded: Cr Clarke**

**Carried 180419.28 4/0**

Following on from the Council decision, a Public Notice (copy attached) was circulated on Council's website and through normal local channels seeking comment from the community on the proposed draft Local Law by 5.00pm on Thursday 24 May.

Also, Preston Law was advised to commence the State Interest check.

### 3. PROPOSAL

Whilst copies of the draft Local Law were requested by a number of people, there were no submissions provided to Council by the closing date.

Martin Wright from Preston Law has prepared the attached report for Council. A State Interest Check was conducted and no comments were received within the timeframe. Some amendments (mainly formatting issues) to the draft Local Law were made based on previous feedback to another Local Government Council.

### 4. FINANCIAL & RESOURCE IMPLICATIONS

Council has engaged Preston Law to complete this work on its behalf to ensure ongoing compliance in the Waste Management space.

The proposed Local Law itself makes no changes to existing Council or public practices in terms of Waste Management and, as such, no resource or financial implications are anticipated.

### 5. POLICY & LEGAL IMPLICATIONS

The relevant legislative requirements are as follows:-

- (a) Local Government Act 2009 – section 29 (local law making process);
- (b) Local Government Act 2009 – section 121(1) (removal of unsound decisions);
- (c) Local Government Act 2009 – section 38 (anti-competitive provisions);
- (d) Local Government Act 2009 – section 257 (delegation of local government powers);
- (e) Local Government Regulation 2012 – section 14 (local law register) – Act, s31;
- (f) Local Government Regulation 2012 – section 15 (anti-competitive provisions and review procedures);
- (g) National Competition Policy – Guidelines for Conducting Reviews on Anti-Competitive Provisions and Local Laws – Version 1.

### 6. CRITICAL DATES & IMPLICATIONS

The current legislative instruments in this space expire on 1 July 2018. A notice of making the local law must be published in the Local Government Gazette and on Council's website within 1 month of adoption. Within 14 days after the notice is published in the gazette, Council must provide a copy of the notice and an electronic copy of the Local law to the Minister.

### 7. CONSULTATION

Council staff and elected members discussed this matter briefly with Martin Wright in Cairns on 21 March 2018. Since then, there has been liaison with Mr. Wright on the development of this report and the relevant attachments.

Community comment was sought on the proposed Local Law for a period of 21 days along with consultation with the following State Government Departments as part of the State Interest Check.

- Department of Aboriginal and Torres Strait Islander Partnerships
- Department of Environment and Science
- Department of Justice and Attorney-General

- Department of Local Government, Racing and Multi-Cultural Affairs
- Department of Natural Resources, Mines and Energy
- Department of Premier and Cabinet
- Department of State Development, Manufacturing, Infrastructure and Planning

## 8. CONCLUSION

Adoption of this new Local Law will ensure that Council has a valid legal framework through which to administer waste management services in the Burke Shire following expiry of Chapter 5A of the Environmental Protection Regulation 2008 and section 7 of the Waste Reduction and Recycling Regulation 2011 on 1 July 2018.

## 9. OFFICER'S RECOMMENDATION

That Council:

1. note the contents of the report; and
2. approve the anti-competitive provisions review for Local Law No. 6 (Waste Management) 2018, and is content that public consultation and consultation with the State has occurred in accordance with the Local Government Act 2009;
3. pursuant to section 29(2) of the Local Government Act 2009 (**"the Act"**), to adopt Local Law No. 6 (Waste Management) 2018 in the format considered at Council's meeting (**"the New Local Law"**);
4. delegate to the Chief Executive Officer the power to take all steps necessary to publish the New Local Law in accordance with section 29B of the Act."

## ATTACHMENTS

1. Report to Council – Preston Law



Report to  
Council.pdf

2. New Local Law No. 6 (Waste Management) 2018



Local Law No. 6.pdf

3. Anti-Competitive Review



Review of  
Anti-Competitive Prov

4. Guidelines for Conducting Reviews on Anti-Competitive Provisions in local laws



National Competition  
Policy.pdf

5. Public Notice seeking comments



Final Public  
Notice.dotx



## Deputy CEO Reports

### 12.03 Accommodation Policy Review

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DEPARTMENT:	Housing
RESPONSIBLE OFFICER:	Nils Hay; Deputy CEO
DATE REPORT PREPARED:	6 April 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To review Council's Accommodation Policy.

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council adopted a largely re-written Accommodation Policy at the March 2017 Ordinary Council Meeting (resolution 13.170323), with a minor amendment in August 2017 (170817.25).

Council considered increasing rental rates at a budget and rates workshop on 23 May and determined a 10% increase for the 18-19 Financial Year was appropriate given that there had been no rate increases in recent years.

#### 3. PROPOSAL

The Policy has generally only undergone cosmetic changes, with two exceptions: the rental rate schedule has been re-inserted into this Policy.

The current schedule is stated below. Council may amend this schedule should they wish to increase rental rates.

ACCOMMODATION TYPE	RENTAL FY17-18	RENTAL FY18-19
<b>Three bedroom, two bathroom house</b>		
Fully furnished	\$205.00	\$226.00
Partially furnished	\$200.00	\$220.00
Unfurnished	\$190.00	\$209.00
<b>Three bedroom, one bathroom house</b>		
Fully furnished	\$200.00	\$220.00
Partially furnished	\$195.00	\$215.00
Unfurnished	\$185.00	\$204.00

ACCOMMODATION TYPE	RENTAL FY17-18	RENTAL FY18-19
<b>Two bedroom house</b>		
Fully furnished	\$185.00	\$204.00
Partially furnished	\$180.00	\$198.00
Unfurnished	\$170.00	\$187.00
<b>One / Two bedroom unit</b>		
Self Contained (Short term staff only)	\$185.00	\$204.00
Fully furnished	\$175.00	\$193.00
Partially furnished	\$170.00	\$197.00
Unfurnished	\$150.00	\$165.00

The second change is to section 16 (Co-Tenancies). It clarifies that non-Council employees may not be co-tenants where an employment-based lease is in place. This removes potential risks relating to Council only having employment authority over one party to the lease in the case of any dispute and gives full clarity to the application of the employment-based nature of any such lease.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

Given the nature of the updates, there are no financial or resource implications at this time, but the increased rentals will see an approximate growth of rental income of 10% for the 18-19 financial year.

#### 5. POLICY & LEGAL IMPLICATIONS

Council will be required to notify all tenants of rental increases in line with s105 of the *Residential Tenancies and Rooming Accommodation Act 2008*:

- (1) This section applies if a provider proposes to increase the rent payable by a resident under a rooming accommodation agreement.
- (2) The resident is not required to pay the increase unless it is made under this section.
- (3) The provider must give the resident a written notice stating—
  - (a) the amount of the increased rent; and
  - (b) the day, not earlier than 4 weeks after the day the notice is given, from which the increased rent is payable.
- (4) Also, if the rooming accommodation agreement is for a fixed term, the rent may not be increased before the term ends unless—
  - (a) the agreement provides for a rent increase; and
  - (b) the agreement states the amount of the increase or how the amount of the increase is to be worked out; and
  - (c) the increase is made under the agreement.

- (5) Subsections (2) to (4) do not apply if the parties amend the rooming accommodation agreement to provide for another service to be provided by the provider to the resident and for an increase in the rent in payment of the service.

6. CRITICAL DATES & IMPLICATIONS

The June 2018 meeting would be an appropriate time to consider this review. As above, Council must provide all tenants with a minimum of four weeks notice of any increase in rental.

7. CONSULTATION

Councillors have been involved in discussion regarding increased rental rates as part of wider budget workshopping.

8. CONCLUSION

This policy provides guidance to Council's housing officers, and tenants, in the management of Council accommodation. It is appropriate that it be regularly reviewed.

9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council adopt Version 8 of HOU-POL-001 Accommodation Policy

ATTACHMENTS

1. Version 8 HOU-POL-001 Accommodation Policy



180607 12.08  
Accommodation Policy

2. Current housing register



180607 BSC Rental  
Register.xlsx

## Deputy CEO Reports

### 12.04 Donation Request – Burketown Barramundi Fishing Organisation

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DEPARTMENT:	Administration and Community Services
RESPONSIBLE OFFICER:	Cheryl Portch; CDTO
DATE REPORT PREPARED:	13 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To consider a donation request

From:	Burketown Barramundi Fishing Organisation
For:	Burketown Annual Fishing Competition
Amount:	Cash - \$5,000 In kind – \$8,378 <ul style="list-style-type: none"> <li>- grading of the local fishing tracks - \$3,280</li> <li>- servicing of rubbish bins - \$3,248</li> <li>- street banners advertising the fishing comp. - \$1850</li> </ul>

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

##### 2013-2014

\$5,000 cash, Rubbish Collection,

##### 2014-2015

\$5,000 cash, Rubbish Collection,

##### 2015-2016

\$5,000 cash, Rubbish Collection, Grading of local fishing roads

##### 2016-2017

\$5,000 cash, Rubbish Collection, Grading of local fishing roads,

##### 2017 -2018

Event cancelled

#### 3. PROPOSAL

Purpose or function:	Hosting of the annual World Barramundi Fishing Championships in Burketown
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Project summary:	Annual fishing competition held over the Easter weekend	
Who will participate:	Families, individuals and teams both from the local communities and visitors to the Shire	
Target audience:	Individuals and families from the Shire and Northwest region and visitors to the area	
Donation support requested:	Cash: \$5,000	
Donation support requested:	In kind: \$8,378	
How will Council be recognised and acknowledged:	All sponsors receive recognition throughout the event advertising major sponsors (>\$2000) are given the opportunity to have a logo on the competition t-shirts. Major sponsors are also allocated one of the top prize categories and a representative for the sponsor is invited to present the prize at the presentation night ceremony.	
Total project cost:	Own cash contribution	\$15,000
	Own in-kind contribution	\$20,000
	Other funding sources	\$15,000
	Donation requested from Council	\$13,378
	Total project cost	\$63,378
Other funding sources		

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

**Budget: (GL 5950-2220-0000)**

**Donations expenditure to date for the FY N/A**

Cash donations to	
In kind donations to	
Total expenditure to	
Funds committed but not yet spent	
Budget remaining at	
Cost of donation requested	

Cash donations to	
Estimated remaining budget	

## 5. POLICY & LEGAL IMPLICATIONS

<b>Local Government Regulation 2012</b>	<p>s189 Expenditure on grants to community organisations</p> <p>The annual report for a financial year must contain a summary of—</p> <p>(a) the local government’s expenditure for the financial year on grants to community organisations; and</p> <p>(b) expenditure from each councillor’s discretionary fund, including—</p> <p>(i) the name of each community organisation to which an amount was allocated from the fund; and</p> <p>(ii) the amount and purpose of the allocation.</p> <p>s194 Grants to community organisations</p> <p>A local government may give a grant to a community organisation only—</p> <p>(a) if the local government is satisfied—</p> <p>(i) the grant will be used for a purpose that is in the public interest; and</p> <p>(ii) the community organisation meets the criteria stated in the local government’s community grants policy; and</p> <p>(b) in a way that is consistent with the local government’s community grants policy.</p> <p>s195 Community grants policy</p> <p>A local government must prepare and adopt a policy about local government grants to community organisations (a "community grants policy"), which includes the criteria for a community organisation to be eligible for a grant from the local government.</p>
<b>ADM-POL-011 Grants to Community Organisations Policy</b>	<p>Under Council’s Grants to Community Organisations Policy, applications for \$1,000 or more, will require provision of set of audited financial statements.</p>

## 6. CRITICAL DATES & IMPLICATIONS

The donation request relates to an event that is scheduled to be held on 18 – 21 April 2019. Will need the following in-kind service leading up to the event, grading of fishing tracks & banners in a timeframe that supports the event

## 7. CONSULTATION

No consultation taken place thus far.

## 8. CONCLUSION

N/A

## 9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council approves the donation

To:	Burketown Barramundi Fishing Organisation
For:	Annual Fishing Competition, Easter Long Weekend 2019
Amount:	Cash - \$5,000 In-kind <ul style="list-style-type: none"><li>• Grading of local fishing tracks</li><li>• Servicing of rubbish bins</li><li>• That Council purchase banners to value of \$1,850 promoting the World Barramundi Fishing Championships, to be displayed in the lead-up to the event.</li></ul>

## ATTACHMENTS

1. Donation Request



2. In-kind estimates



## Deputy CEO Reports

### 12.05 Donation Request – Burketown Rodeo & Sports Association

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DEPARTMENT:	Administration and Community Services
RESPONSIBLE OFFICER:	Cheryl Portch; CDTO
DATE REPORT PREPARED:	14 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To consider a donation request

From:	Burketown Rodeo & Sports Association
For:	Burketown Sprint Races
Amount:	Cash – \$1,000 In kind – \$943.08 <ul style="list-style-type: none"> <li>• Cleaning of the amenities over the weekend -\$146.75</li> <li>• Servicing of rubbish bins - \$220.11</li> <li>• Assistance with set up on Friday before the event -\$221.22</li> <li>• Printing of 70 race booklets, 10 x A3 Flyers &amp; 20 x A4 Flyers- \$355.00</li> </ul>

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

##### 2014-2015

Cash -\$2,000

In kind - Rubbish Collection; Use of Council Loader; Sewerage pump; Clean toilets during the event

##### 2015-2016

Cash - \$2,500

In kind - Fill to the value of \$1,800; Pumping of septic tank; Cleaning of toilets and showers; Colour printing of flyers and booklets.

##### 2016-2017

Cash- \$1,000

In kind -Cleaning of amenities over the weekend; Assistance with set up; Rubbish Collection; Printing of 70 race booklets, 10 A3 Flyers & 20 A4 Flyers.

##### 2017 -2018

Cash - \$1,000

In kind - Rubbish collection; Printing



## 3. PROPOSAL

Purpose or function:	To provide an event that benefits the wider community. This event will generate income for local businesses and promote tourism. It showcases the community's way of life and their skills in horsemanship.	
Project summary:	Sprint Racing to be held in Burketown at the end of August -Date TBA	
Who will participate:	Local community, wider community, tourists, competitors and visitors.	
Target audience:	People of all ages and background	
Donation support requested:	Cash: \$1,000	
Donation support requested:	In kind: \$943.08	
How will Council be recognised and acknowledged:	BSC will be recognised in all advertising and promotions leading up to and at the actual event.	
Total project cost:	Own cash contribution	\$20,000
	Own in-kind contribution	\$25,920
	Other funding sources	\$7,000
	Donation requested from Council	\$1,943.08
	Total project cost	\$54,863.08
Other funding sources		

## 4. FINANCIAL &amp; RESOURCE IMPLICATIONS

<b>Budget: (GL 5950-2220-0000)</b>	
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**Donations expenditure to date for the FY N/A**

Cash donations to	
In kind donations to	
Total expenditure	
Funds committed but not yet spent	
Budget remaining at	
Cost of donation requested	
Estimated remaining budget	

## 5. POLICY &amp; LEGAL IMPLICATIONS

<b>Local Government Regulation 2012</b>	<p>§189 Expenditure on grants to community organisations</p> <p>The annual report for a financial year must contain a summary of—</p> <p>(a) the local government’s expenditure for the financial year on grants to community organisations; and</p> <p>(b) expenditure from each councillor’s discretionary fund, including—</p> <p>(i) the name of each community organisation to which an amount was allocated from the fund; and</p> <p>(ii) the amount and purpose of the allocation.</p> <p>§194 Grants to community organisations</p> <p>A local government may give a grant to a community organisation only—</p> <p>(a) if the local government is satisfied—</p> <p>(i) the grant will be used for a purpose that is in the public interest; and</p> <p>(ii) the community organisation meets the criteria stated in the local government’s community grants policy; and</p> <p>(b) in a way that is consistent with the local government’s community grants policy.</p> <p>§195 Community grants policy</p> <p>A local government must prepare and adopt a policy about local government grants to community organisations (a "community grants policy"), which includes the criteria for a community organisation to be eligible for a grant from the local government.</p>
<b>ADM-POL-011 Grants to Community Organisations Policy</b>	<p>Under Council’s Grants to Community Organisations Policy, applications for \$1,000 or more, will require provision of set of audited financial statements.</p>

## 6. CRITICAL DATES &amp; IMPLICATIONS

The donation request relates to an event that is scheduled to be held in August 2018 - Date TBA.

Will need the following in-kind service leading up to the event –

- Assistance with setup the day prior to the event
- Printing of flyers and booklet upon request.

## 7. CONSULTATION

No consultation has taken place to date

## 8. CONCLUSION

N/A

## 9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council approves the donation

To:	Burketown Sports & Rodeo Assoc.
For:	Burketown Sprint Races, August 2018
Amount:	Cash – \$1,000 In kind – \$ 943.08 <ul style="list-style-type: none"><li>• Cleaning of the amenities over the weekend -\$146.75</li><li>• Servicing of rubbish bins - \$220.11</li><li>• Assistance with set up on Friday before the event -\$221.22</li><li>• Printing of 70 race booklets, 10 x A3 Flyers &amp; 20 x A4 Flyers-\$355.00</li></ul>

## ATTACHMENTS

1. Donation Request Form



2. Estimate of in-kind services



## Deputy CEO Reports

### 12.06 Donation Request – Burketown Sport & Community Assoc. Inc

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DEPARTMENT:	Administration and Community Services
RESPONSIBLE OFFICER:	Cheryl Portch; CDTO
DATE REPORT PREPARED:	14 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To consider a donation request

From:	Burketown Sport & Community Assoc. Inc
For:	To enhance the community through sporting and well being programs
Amount:	Cash – \$5,000 In kind – \$ 8419 <ul style="list-style-type: none"> <li>• Bus Hire - \$6,490</li> <li>• Hall Hire - \$1314.00</li> <li>• Labour (grounds set up)- \$560.00</li> <li>• Printing \$55.00</li> </ul>

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

##### 2017-2018

In kind- Bus hire & fuel x 2

#### 3. PROPOSAL

Purpose or function:	To enhance the community through sporting and well being programs
Project summary:	To facilitate a variety of sporting programs and community programs that enhances the communities well being
Who will participate:	Burke Shire Community, visitors and sporting teams and supporters from surrounding Shires
Target audience:	Burke Shire community
Donation support requested:	Cash: \$5,000

Donation support requested:	In kind: \$8,419	
How will Council be recognised and acknowledged:	BSC will be recognised in all advertising and promotions leading up to and at all events. Articles will be submitted from every event to the BSC Newsletter	
Total project cost:	Own cash contribution	\$1,000
	Own in-kind contribution	\$20,000
	Other funding sources	\$25,000
	Donation requested from Council	\$13,419
	Total project cost	\$59,419.00
Other funding sources		

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

**Budget: (GL 5950-2220-0000)**

**Donations expenditure to date for the FY N/A**

Cash donations	
In kind donations	
Total expenditure to	
Funds committed but not yet spent	
Budget remaining at	
Cost of donation requested	
Estimated remaining budget	

## 5. POLICY &amp; LEGAL IMPLICATIONS

<b>Local Government Regulation 2012</b>	<p>§189 Expenditure on grants to community organisations</p> <p>The annual report for a financial year must contain a summary of—</p> <p>(a) the local government’s expenditure for the financial year on grants to community organisations; and</p> <p>(b) expenditure from each councillor’s discretionary fund, including—</p> <p>(i) the name of each community organisation to which an amount was allocated from the fund; and</p> <p>(ii) the amount and purpose of the allocation.</p> <p>§194 Grants to community organisations</p> <p>A local government may give a grant to a community organisation only—</p> <p>(a) if the local government is satisfied—</p> <p>(i) the grant will be used for a purpose that is in the public interest; and</p> <p>(ii) the community organisation meets the criteria stated in the local government’s community grants policy; and</p> <p>(b) in a way that is consistent with the local government’s community grants policy.</p> <p>§195 Community grants policy</p> <p>A local government must prepare and adopt a policy about local government grants to community organisations (a "community grants policy"), which includes the criteria for a community organisation to be eligible for a grant from the local government.</p>
<b>ADM-POL-011 Grants to Community Organisations Policy</b>	<p>Under Council’s Grants to Community Organisations Policy, applications for \$1,000 or more, will require provision of set of audited financial statements.</p>

## 6. CRITICAL DATES &amp; IMPLICATIONS

The donation request relates to events that will happen throughout the 2018/19 financial year. It is not know exactly what in kind service will be required until the individual event is planned.

## 7. CONSULTATION

No consultation has taken place to date.

Consultation with Council will happen throughout the year prior to event in question.

## 8. CONCLUSION

N/A

## 9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council approves the donation

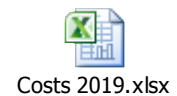
To:	Burketown Sport & Community Assoc. Inc
For:	Community & Sporting programs throughout the 2018/19 financial year.
Amount:	Cash- \$5,000 In kind – \$ 8,419 <ul style="list-style-type: none"><li>• Bus Hire - \$6,490</li><li>• Hall Hire - \$1,314.00</li><li>• Labour (grounds set up)- \$560.00</li><li>• Printing \$55.00</li></ul>

## ATTACHMENTS

1. Donation Request Form



2. Estimate of in-kind services



## Deputy CEO Reports

### 12.07 Donation Request – Carpentaria Land Council Aboriginal Corporation

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DEPARTMENT:	Administration and Community Services
RESPONSIBLE OFFICER:	Cheryl Portch; CDTO
DATE REPORT PREPARED:	15 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To consider a donation request

From:	CLCAC
For:	To provide information to Council regarding a donation request received from CLCAC). CLCAC is requesting in-kind support to assist with hosting the 2018 Annual Indigenous Ranger Forum in Burketown from 3 to 7 September.
Amount:	<p>Cash – N/A</p> <p>In kind – \$ 20,860</p> <ul style="list-style-type: none"> <li>• Hire bus for transportation of Ranger forum participants from different venues located around Burketown. \$4,543</li> <li>• 4 portable toilets for dinner 1 night during forum and for 2 workshop areas at Woods Lake (Saltpans). \$,1232</li> <li>• Wheelie bins and one large steel bin to empty individual wheelie bins into at. Rodeo grounds. Steele bin to be emptied as required. \$1020</li> <li>• Daily use of sewage truck to empty trailer units and septic tanks at football oval/rodeo grounds as required. \$4,340</li> <li>• Use of lights, field and amenities of football ground venue. \$200</li> <li>• Hire of the Nijinda Durlga hall to include use of toilets, kitchen, part of portable stage and board/meeting rooms. Power to be included as part of the donation and if possible some shade options for back veranda in areas which are not covered. \$6,587</li> <li>• Utilise the park area around the hall to hold work shop venues which will be held in under marques.</li> <li>• Cleaners to assist keeping all facilities/venue toilets clean and topped up with toilet paper during the event. \$510</li> <li>• Use of Burke Shire chairs and tables, Blow up movie screen and projector system and portable P/A system. \$51</li> <li>• Use of 2 electronic notice boards to welcome forum participants to town. \$102</li> <li>• Staff to assist with the setup of the venues around town for instance turning</li> </ul>



	water off in park, marking where existing water lines are for marquee pegs and assist with clean-up of venue areas. \$2,275
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## 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

### 2013/14

In-kind \$511.15

### 2014/15

Help with preparation for anniversary event

In-Kind - \$946.67

### 2014/15

Provide accommodation and facilities at Gregory depot

In-Kind \$3,100

## 3. PROPOSAL

Purpose or function:	The Carpentaria Land Council Aboriginal Corporation has been given the privilege to partner with The Department of Agriculture and Water Resources/ DAWR to host the 2018 annual Indigenous Ranger Forum. The Forum will provide a platform for CLCAC rangers to showcase their knowledge and skillsets when it comes to environmental protection. The forum is also a great place for DAWR to bring to head issues of National Importance in protecting our Nation from invasive exotic diseases. The Region the DAWR currently covers is Northern Australia from Kimberly's, Top end of Northern Territory, Gulf of Carpentaria, and Cape York Peninsula, East Coast to Cardwell including the Torres Strait Islands.
Project summary:	The Ranger forum commences on the 3rd of September and concludes on the 7th of September. As you are aware a number of days will be needed before the commencement of the forum to setup venues and a number of days needed after the completion of the forum to pack up. The main venue will be the Nijinda Durlga hall with activities held in around the hall in the park area. Other venue areas will include the football ground and facilities along with the rodeo grounds and facilities.
Who will participate:	Community people employed as Indigenous Rangers from around the Gulf Region (BSC) will participate in this forum along with Australian Quarantine Services (DAWR) and participants will be coming approximately 70 ranger groups in Northern Australia, including dignitaries, ministers, VIP'S, Papua New Guinea and Torres Strait Islands
Target audience:	Local Indigenous Ranger groups from CLCAC along with ranger groups and DAWR staff right across Northern Australia.
Donation support requested:	Cash: N/A
Donation support requested:	In kind: \$20,860

How will Council be recognised and acknowledged:	The Burke Shire council will be recognised in event advertising for the forum for example on social media, CLCAC Website, Newsletters, Flyers and will be included in the forum where particulars will be discussed and arranged closer to the event date. Burke Shire will be invited to put in a corporate stand at the ranger forum expo and Council staffs are welcome to come along and have a look and wander through the expo. Council staffs are encouraged to register in the workshops such as Snake handling course.	
Total project cost:	Own cash contribution	\$ TBA
	Own in-kind contribution	\$TBA
	Other funding sources	\$TBA
	Donation requested from Council	\$20,860
	Total project cost	\$TBA
Other funding sources		

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

**Budget: (GL 5950-2220-0000)**

##### **Donations expenditure to date for the FY N/A**

Cash donations	
In kind donations	
Total expenditure to	
Funds committed but not yet spent	
Budget remaining at	
Cost of donation requested	
Estimated remaining budget	

## 5. POLICY &amp; LEGAL IMPLICATIONS

<b>Local Government Regulation 2012</b>	<p>s189 Expenditure on grants to community organisations</p> <p>The annual report for a financial year must contain a summary of—</p> <p>(a) the local government’s expenditure for the financial year on grants to community organisations; and</p> <p>(b) expenditure from each councillor’s discretionary fund, including—</p> <p>(i) the name of each community organisation to which an amount was allocated from the fund; and</p> <p>(ii) the amount and purpose of the allocation.</p> <p>s194 Grants to community organisations</p> <p>A local government may give a grant to a community organisation only—</p> <p>(a) if the local government is satisfied—</p> <p>(i) the grant will be used for a purpose that is in the public interest; and</p> <p>(ii) the community organisation meets the criteria stated in the local government’s community grants policy; and</p> <p>(b) in a way that is consistent with the local government’s community grants policy.</p> <p>s195 Community grants policy</p> <p>A local government must prepare and adopt a policy about local government grants to community organisations (a "community grants policy"), which includes the criteria for a community organisation to be eligible for a grant from the local government.</p>
<b>ADM-POL-011 Grants to Community Organisations Policy</b>	<p>Under Council’s Grants to Community Organisations Policy, applications for \$1,000 or more, will require provision of set of audited financial statements.</p>

## 6. CRITICAL DATES &amp; IMPLICATIONS

Event dates are 3 – 7 September 2018 , given that this is a large event it will need careful planning from the works crew to incorporate the works requested.

## 7. CONSULTATION

Initial consultation was held with CLCAC to advise CLCAC according to Councils resolution 180419.23.

## 8. CONCLUSION

Further communication is required closer to the event to discuss logistics and what support Council can give.

## 9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council approves the donation

To:	CLCAC
For:	2018 Annual Indigenous Ranger Forum, 3-7 September 2018
Amount:	<p>Cash- \$N/A</p> <p>In kind – \$ 20,860</p> <ul style="list-style-type: none"> <li>• Hire bus for transportation of Ranger forum participants from different venues located around Burketown. \$4,543</li> <li>• 4 portable toilets for dinner 1 night during forum and for 2 workshop areas at Woods Lake (Saltpans). \$1,232</li> <li>• Wheelie bins and one large steel bin to empty individual wheelie bins into at. Rodeo grounds. Steele bin to be emptied as required. \$1,020</li> <li>• Daily use of sewage truck to empty trailer units and septs at football oval/rodeo grounds as required. \$4,340</li> <li>• Use of lights, field and amenities of football ground venue. \$200</li> <li>• Hire of the Nijinda Durlga hall to include use of toilets, kitchen, part of portable stage and board/meeting rooms. Power to be included as part of the donation and if possible some shade options for back veranda in areas which are not covered. \$6,587</li> <li>• Utilise the park area around the hall to hold work shop venues which will be held in under marques.</li> <li>• Cleaners to assist keeping all facilities/venue toilets clean and topped up with toilet paper during the event. \$510</li> <li>• Use of Burke Shire chairs and tables, Blow up movie screen and projector system and portable P/A system. \$51</li> <li>• Use of 2 electronic notice boards to welcome forum participants to town. \$102</li> <li>• Staff to assist with the setup of the venues around town for instance turning water off in park, marking where existing water lines are for marque pegs and assist with clean-up of venue areas. \$2,275</li> </ul>

## ATTACHMENTS

1. Donation Request Form



Donation Request –  
Carpentaria Land Co



CLCAC costs.xlsx

2. Estimate of in-kind services

## Deputy CEO Reports

### 12.08 Donation Request – Gregory District Sporting Assoc.

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DEPARTMENT:	Administration and Community Services
RESPONSIBLE OFFICER:	Cheryl Portch; CDTO
DATE REPORT PREPARED:	14 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To consider a donation request

From:	Gregory District Sporting Assoc.
For:	Campdraft and Children's Horse Sports Event.
Amount:	Cash – \$3,000 In kind – \$3070.95 <ul style="list-style-type: none"> <li>• Printing of program - \$26.95</li> <li>• Portable toilet &amp; maintenance \$ 3044</li> </ul>

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

##### 2013 – 2014

Cash- \$2500.00

In kind - Printing of programme; 4 x banners; Rubbish collection

##### 2014-2015

In kind – Processing fees for development application; Printing of programmes, Rubbish collection;

##### 2015-2016

Cash - \$2,500.00

In kind - printing of programs; Portable toilet and maintenance; Rubbish collection.

##### 2016-2017

Cash- \$2,500.00

In kind - Printing of programme; Rubbish collection; Portable toilet & maintenance

##### 2017 -2018

Cash - \$3,000.00

In kind - Printing of program; Rubbish collection

## 3. PROPOSAL

Purpose or function:	The purpose is to conduct a Campdraft and children's Horse Sports Event.	
Project summary:	The Gregory District Sporting Assn. is hosting the 36 <sup>th</sup> Annual Gregory Campdraft on 22 & 23 June 2019.	
Who will participate:	The event is open to all members of the public	
Target audience:	Campdrafters & children	
Donation support requested:	Cash: \$3,000	
Donation support requested:	In kind: \$3,070.95	
How will Council be recognised and acknowledged:	<ul style="list-style-type: none"> <li>• In programme and flyers</li> <li>• Signage at event</li> <li>• Announcements during the event</li> <li>• Naming rights to "Burke Shire Council Junior Workout "</li> <li>• Letter of thanks with results.</li> </ul>	
Total project cost:	Own cash contribution	\$18,220.95
	Own in-kind contribution	\$20,000.00
	Other funding sources	\$50,125.94
	Donation requested from Council	\$6,070.95
	Total project cost	\$91,346.89
Other funding sources		

## 4. FINANCIAL &amp; RESOURCE IMPLICATIONS

<b>Budget: (GL 5950-2220-0000)</b>	
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**Donations expenditure to date for the FY N/A**

Cash donations	
In kind donations to	
Total expenditure	
Funds committed but not yet spent	
Budget remaining at	
Cost of donation requested	
Estimated remaining budget	

## 5. POLICY &amp; LEGAL IMPLICATIONS

<b>Local Government Regulation 2012</b>	<p>s189 Expenditure on grants to community organisations</p> <p>The annual report for a financial year must contain a summary of—</p> <p>(a) the local government’s expenditure for the financial year on grants to community organisations; and</p> <p>(b) expenditure from each councillor’s discretionary fund, including—</p> <p>(i) the name of each community organisation to which an amount was allocated from the fund; and</p> <p>(ii) the amount and purpose of the allocation.</p> <p>s194 Grants to community organisations</p> <p>A local government may give a grant to a community organisation only—</p> <p>(a) if the local government is satisfied—</p> <p>(i) the grant will be used for a purpose that is in the public interest; and</p> <p>(ii) the community organisation meets the criteria stated in the local government’s community grants policy; and</p> <p>(b) in a way that is consistent with the local government’s community grants policy.</p> <p>s195 Community grants policy</p> <p>A local government must prepare and adopt a policy about local government grants to community organisations (a "community grants policy"), which includes the criteria for a community organisation to be eligible for a grant from the local government.</p>
<b>ADM-POL-011 Grants to Community Organisations Policy</b>	<p>Under Council’s Grants to Community Organisations Policy, applications for \$1,000 or more, will require provision of set of audited financial statements.</p>

## 6. CRITICAL DATES &amp; IMPLICATIONS

The donation request relates to an event that is scheduled to be held on 22 & 23 June 2019

Will need the following in-kind service leading up to the event, Portable toilet set up & printing of program upon request

## 7. CONSULTATION

No consultation has taken place to date

## 8. CONCLUSION

N/A

## 9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council approves the donation

To:	Gregory District Sporting Assoc
For:	Campdraft and Kids Horsesports, 22-23 June 2019
Amount:	Cash – \$3,000.00 In kind – \$3,070.95 <ul style="list-style-type: none"><li>• Printing of program - \$26.95</li><li>• Portable toilet &amp; maintenance \$3,044</li></ul>

## ATTACHMENTS

1. Donation Request Form



Donation Request  
GDSA 2019.pdf



Costs June.xlsx

2. Estimate of in-kind services



## Deputy CEO Reports

### 12.09 Donation Request – North West Canoe Club

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DEPARTMENT:	Administration and Community Services
RESPONSIBLE OFFICER:	Cheryl Portch; CDTO
DATE REPORT PREPARED:	14 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To consider a donation request

From:	North West Canoe Club (NWCC)
For:	Gregory River Canoe Race
Amount:	In kind – \$6,744.00 <ul style="list-style-type: none"><li>• Rubbish Collection - \$816.00</li><li>• Portable Toilet - \$5,928.00</li></ul>

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

##### 2013-2014

\$2 x shade marquees, portaloo, rubbish

##### 2014-2015

Rubbish Collection, Star Pickets and bunting to cordon off the finish line area at the bridge, supply a portaloo at the bridge finish line

##### 2015-2016

Cash- \$3000

In kind - assistance to the NWCC, subject to receiving & reviewing their most recent audited financial statement. **Not paid**

##### 2016-2017

Event cancelled

##### 2017 -2018

Large bins on the banks at the check points and one at the bridge for the finishing line.  
Portable toilet at the same location as in previous years at the finish line.

## 3. PROPOSAL

Purpose or function:	To organise local people to become involved with recreational fitness and to enjoy the local surroundings of creeks and lakes that are in this rugged but beautiful place.	
Project summary:	Gregory River Canoe Marathon is to be held on Sunday 5 <sup>th</sup> May 2019 at 7.30am. Starting at the Nobbies and finishing at the bridge.	
Who will participate:	There will be a mixture of local, Qld wide and interstate Participants from the skilled canoeist to the novice recreational paddlers out just to have a go.	
Target audience:	<p>Mainly local and surrounding areas; Although we do advertise all over Australia sometimes having a fair few people from interstate as far as Melbourne and Adelaide.</p> <p>We also had a good number of paddlers from the sunshine coast last year with many set to return.</p>	
Donation support requested:	Cash: N/A	
Donation support requested:	In kind: \$6,744	
How will Council be recognised and acknowledged:	All sponsors receive recognition throughout the event advertising major sponsors (>\$2000) are given the opportunity to have a logo on the competition t-shirts. Major sponsors are also allocated one of the top prize categories and a representative for the sponsor is invited to present the prize at the presentation night ceremony.	
Total project cost:	Own cash contribution	\$16,000
	Own in-kind contribution	\$10,000
	Other funding sources	\$16,500
	Donation requested from Council	\$6,744
	Total project cost	\$49,244
Other funding sources		

## 4. FINANCIAL &amp; RESOURCE IMPLICATIONS

<b>Budget: (GL 5950-2220-0000)</b>	
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**Donations expenditure to date for the FY** N/A

Cash donations to	
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In kind donations to	
Total expenditure to	
Funds committed but not yet spent	
Budget remaining at	
Cost of donation requested	
Estimated remaining budget	

## 5. POLICY & LEGAL IMPLICATIONS

<p><b>Local Government Regulation 2012</b></p>	<p>s189 Expenditure on grants to community organisations</p> <p>The annual report for a financial year must contain a summary of—</p> <p>(a) the local government’s expenditure for the financial year on grants to community organisations; and</p> <p>(b) expenditure from each councillor’s discretionary fund, including—</p> <p>(i) the name of each community organisation to which an amount was allocated from the fund; and</p> <p>(ii) the amount and purpose of the allocation.</p> <p>s194 Grants to community organisations</p> <p>A local government may give a grant to a community organisation only—</p> <p>(a) if the local government is satisfied—</p> <p>(i) the grant will be used for a purpose that is in the public interest; and</p> <p>(ii) the community organisation meets the criteria stated in the local government’s community grants policy; and</p> <p>(b) in a way that is consistent with the local government’s community grants policy.</p> <p>s195 Community grants policy</p> <p>A local government must prepare and adopt a policy about local government grants to community organisations (a "community grants policy"), which includes the criteria for a community organisation to be eligible for a grant from the local government.</p>
<p><b>ADM-POL-011 Grants to Community Organisations Policy</b></p>	<p>Under Council’s Grants to Community Organisations Policy, applications for \$1,000 or more, will require provision of set of audited financial statements.</p>

**6. CRITICAL DATES & IMPLICATIONS**

The donation request relates to an event that is scheduled to be held on 4 & 5 May 2019

**7. CONSULTATION**

No consultation has taken place to date.

**8. CONCLUSION**

N/A

**9. OFFICER'S RECOMMENDATION**

1. That Council note the contents of the report; and
2. That Council approves the donation

To:	North West Canoe Club
For:	Gregory Canoe Race, 4-5 May 2019
Amount:	Cash – N/A In kind – \$6,744 <ul style="list-style-type: none"><li>• Rubbish Collection - \$816.00</li><li>• Portable Toilet - \$5,928.00</li></ul>

**ATTACHMENTS**

1. Donation Request Form



Canoe Club.docx

2. Estimate of in-kind services



Costs.xls

## Deputy CEO Reports

### 12.10 Donation Request – QCWA – Gregory Division

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DEPARTMENT:	Administration and Community Services
RESPONSIBLE OFFICER:	Cheryl Portch; CDTO
DATE REPORT PREPARED:	14 June 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

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#### 1. PURPOSE

To consider a donation request

From:	QCWA – Gregory Division.
For:	Gregory Horse Sports and Family Fun Day
Amount:	Cash – \$2,500 In kind – \$219.40 <ul style="list-style-type: none"> <li>• Printing of flyers - \$15.40</li> <li>• Erecting of banners – \$102.00</li> <li>• Rubbish Collection - \$102.00</li> </ul>

#### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

##### 2013 – 2014

Cash- \$2500.00

In kind - Printing of programme; 4 x banners; Rubbish collection

##### 2014-2015

In kind – Processing fees for development application; Printing of programmes, Rubbish collection;

##### 2015-2016

Cash - \$2,500.00

In kind - printing of programs; Portable toilet and maintenance; Rubbish collection.

##### 2016-2017

Cash- \$2,500.00

In kind - Printing of programme; Rubbish collection; Portable toilet & maintenance

##### 2017 -2018

Cash - \$3,000.00

In kind - Printing of program; Rubbish collection

## 3. PROPOSAL

Purpose or function:	Horse Sports & Family Fun Day -: this will be our 55th event since the very first event held in 1963, a year after the Gregory Branch was affiliated. The day is not only our major fundraiser for the year, with any surplus funds raised from this event being used to donate back to the community, but it also is a recognised and sought after event on the annual community calendar. Despite increasing costs involved with ambulance and insurance cover, our small branch is committed to continuing this event “at all costs” as we realise that value that it has in bringing the community together, bringing families together, to socialise and enjoy friendly competition with each other.	
Project summary:	The QCWA Gregory Branch host Gregory Horse Sports & Family Fun Day .	
Who will participate:	The event is open to all members of the public but mainly station people attend	
Target audience:	Families and residents of Burke Shire	
Donation support requested:	Cash: \$2,500	
Donation support requested:	In kind: \$219.40	
How will Council be recognised and acknowledged:	Council will be recognised on the day through posters and loud speaker. A banner and/or gazebo, if provided, can be erected and displayed on the day and a press release will be issued to the North West Star, Burke Shire Council and The Gulf Chronicle prior to and following the event with information about the event and its sponsors.	
Total project cost:	Own cash contribution	\$6,000.00
	Own in-kind contribution	\$3,000.00
	Other funding sources	
	Donation requested from Council	\$ 2,719.40
	Total project cost	\$11,719.40
Other funding sources		

## 4. FINANCIAL &amp; RESOURCE IMPLICATIONS

<b>Budget: (GL 5950-2220-0000)</b>	
<b>Donations expenditure to date for the FY N/A</b>	
Cash donations	

In kind donations to	
Total expenditure	
Funds committed but not yet spent	
Budget remaining at	
Cost of donation requested	
Estimated remaining budget	

## 5. POLICY & LEGAL IMPLICATIONS

<b>Local Government Regulation 2012</b>	<p>s189 Expenditure on grants to community organisations</p> <p>The annual report for a financial year must contain a summary of—</p> <p>(a) the local government’s expenditure for the financial year on grants to community organisations; and</p> <p>(b) expenditure from each councillor’s discretionary fund, including—</p> <p>(i) the name of each community organisation to which an amount was allocated from the fund; and</p> <p>(ii) the amount and purpose of the allocation.</p> <p>s194 Grants to community organisations</p> <p>A local government may give a grant to a community organisation only—</p> <p>(a) if the local government is satisfied—</p> <p>(i) the grant will be used for a purpose that is in the public interest; and</p> <p>(ii) the community organisation meets the criteria stated in the local government’s community grants policy; and</p> <p>(b) in a way that is consistent with the local government’s community grants policy.</p> <p>s195 Community grants policy</p> <p>A local government must prepare and adopt a policy about local government grants to community organisations (a "community grants policy"), which includes the criteria for a community organisation to be eligible for a grant from the local government.</p>
<b>ADM-POL-011 Grants to Community Organisations Policy</b>	<p>Under Council’s Grants to Community Organisations Policy, applications for \$1,000 or more will require provision of set of audited financial statements.</p>

## 6. CRITICAL DATES & IMPLICATIONS

The donation request relates to an event that is scheduled to be held in September 2018.

Will need the following in-kind service leading up to the event, erecting of banners & printing of program upon request.

## 7. CONSULTATION

No consultation has taken place to date.

## 8. CONCLUSION

N/A

## 9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council approves the donation

To:	QCWA – Gregory Branch
For:	Gregory Horse Sports & Family Funday, September 2018
Amount:	Cash – \$2,500 In kind – \$219.40 <ul style="list-style-type: none"><li>• Printing of flyers - \$15.40</li><li>• Erecting of banners – \$102.00</li><li>• Rubbish Collection - \$102.00</li></ul>

## ATTACHMENTS

1. Donation Request Form

  
QCWA donation  
request 2019.pdf

2. Estimate of in-kind services

  
Costs 2019.xlsx



### 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

No deputations or presentations were schedule for the meeting.

### 17. Closure of meeting

The next Ordinary Meeting of Burke Shire Council is scheduled for Thursday 19 July 2018.

## Dictionary of Acronyms

Acronym	
ACCC	Australian Competition and Consumer Commission
ACSC	Administration and Community Services Coordinator
ALGA	Australian Local Government Association
ASBAS	Australian Small Business Advisory Service
BBRF	Building Better Regions Fund
BCP	Business Continuity Plan
CABT	Certified Agreement Bargaining Team
CLCAC	Carpentaria Land Council Aboriginal Corporation
CRF	Community Resilience Fund
CRR	Corporate Risk Register
CSS	Community Satisfaction Survey
DAF	Department of Agriculture and Fisheries
DATSIP	Department of Aboriginal and Torres Strait Islander Partnerships
DCP	Drought Communities Program
DDMG	District Disaster Management Group
DLGRMA	Department of Local Government, Racing and Multicultural Affairs (NB: replaces DILGP Department of Infrastructure, Local Government and Plan post 2017 QLD state elections)
DMA	Development Management Agreement
DNRME	Department of Natural Resources, Mines and Energy (NB: replaces DNRM Department of Natural Resources and Mines post 2017 QLD state elections)
DSDMIP	Department of State Development, Manufacturing, Infrastructure and Planning (NB: replaces DSD Department of State Development post 2017 QLD state elections)
DTMR	Department of Transport and Main Roads
DWQMP	Drinking Water Quality Management Plan

Acronym	
EDQ	Economic Development Queensland
EMF	Executive Manager Finance
EMSP	Executive Manager Strategic Projects
EMT	Executive Management Team
EMWI	Executive Manager Works and Infrastructure
GBA	George Bourne and Associates
GSD	Gulf Savannah Development
HRWDC	Human Resources and Workforce Development Coordinator
ILUA	Indigenous Land Use Agreement
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
LGAQ	Local Government Association of Queensland
LGGC	Local Government Grants Commission
LGGSP	Local Government Grants and Subsidies Program
LGMA	Local Government Manager's Association
LRRS	Local Roads of Regional Significance
NDRP	Natural Disaster Resilience Program
NGA	National General Assembly
NDRRA	Natural Disaster Relief and Recovery Arrangements
NQLGA	North Queensland Local Government Association
NSRF	National Stronger Regions Funding
NWQROC	North West Queensland Regional Organisations of Council
NWQRRTG	North West Queensland Regional Roads Transport Group
QIRC	Queensland Industrial Relations Commission
QMP	Quarry Management Plan
QRA	Queensland Reconstruction Authority

Acronym	
QTC	Queensland Treasury Corporation
QTIF	Queensland Tourism Infrastructure Fund
RACAS	Road Asset Condition Assessment System
RAUP	Remote Airstrip Upgrade Program
ROPS	Register of Pre-Qualified suppliers
RRTG	Regional Roads Transport Group
SOI	Statement of Intent
SPA	Sustainable Planning Act
STP	Sewerage Treatment Plant
SWIM	State Water Infrastructure Management
TIDS	Transport Infrastructure Development Scheme
TTC	Transport and Tourism Connections
WFQ / W4Q	Works for Queensland
WTP	Water Treatment Plant