



Confirmed Minutes Burke Shire Council Ordinary General Meeting Thursday 19 July 2018 9.00am Council Chambers

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01. Opening of Meeting

The Chair declared the meeting open at 9.04am.

02. Record of Attendance

Cr Ernie Camp; Mayor – Chair
Cr Paul Poole; Deputy Mayor
Cr John Clarke
Cr John Yanner
Cr Tonya Murray

Sharon Daishe; Chief Executive Officer
Ferne Clarke; Executive Manager Corporate & Community Services
Mark Poynter; Executive Manager Works and Infrastructure
Simbarashe Chimpaka; Executive Manager Finance (via teleconference) – as indicated
Madison Marshall; Executive Assistant (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)**

Moved: Cr Camp

Seconded: Cr Murray

Carried 180719.01 5/0

03. Prayer

Cr Clarke led Council in prayer.

04. Consideration of applications for leave of absence

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

05. Confirmation of minutes of previous meeting(s)

05.01 General Meeting Thursday 21 June 2018

That the Minutes of the General Meeting of Council held on Thursday 21 June 2018 as presented be confirmed by Council.

Moved: Cr Yanner

Seconded: Cr Clarke

Carried 180719.02 5/0

06. Condolences

That Council notes the passing of Roderick Darby and express their condolences to the family.

07. Declaration of Interests

No declarations of interests were noted for the meeting.

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

08.01 Notices of Motion

08.02 Petitions

That no notices of motion or petitions were received for this meeting.

Attendance

Simbarashe Chimpaka phoned into the meeting at 9.17am.

09. Works, Services and Finance Reports

09.01.01 Works and Services Monthly Report

DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Mark Poynter
DATE REPORT PREPARED:	13 July 2018
LINK TO COUNCIL PLAN/S:	Works Program

1. PROJECTS

Task Name	% Complete
BSC Master Project Schedule	13%
2018-05_SES Building	37%
2018-06_Contractor Accommodation	3%
BSC 2018 Road Works Program	12%
Boat Ramp Carpark	90%
2017 NDRRA REPA	0%
RMPC	0%
2018/19 - TIDS/ATSI TIDS/R2R/BSC	0%
2018-08_VIC	53%
W4Q-R2	8%
Water treatment plant upgrades	19%
Gregory	5%
Burketown	25%
Laydown yard	5%
Waste management	0%
Gregory Airstrip	10%
Solar lighting and CCTV	5%
Water wise reticulation and Burketown Oval	5%
Gregory showgrounds spectator facility	0%
Treated water pipeline	0%

2. ROADS

Town Streets

- Dish drain replacement in Burketown completed.

Shire Roads

- Opening grades completed.
- Slashing works completed.

RMPC

- All funding expended under FY18 agreement

- FY19 agreement finalised for commencement July 2018.

NDRRA

- Concrete culvert replacement on the Floraville Road completed. This was the final works related to FY15/16 event.
- 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

- Running smooth with combination of depot and admin staff.

4. WORKSHOP AND FLEET

- The following budgeted items are currently in the procurement process:
 - CEO Prado- Order and due for delivery late July
- Monthly fuel consumption for the yellow fleet was 4,927 litres.
- The following major tasks have been completed.

Plant #	Description	Maintenance	Scheduled	Comment
429	Haulmark Dolly	Hub bearings	No	Wear
469	PS300B Roller	Compressor fault	No	Air on the run
474	Rosa Bus	Tyres, check over, A/C	No	Hire
522	140M Grader	5,750 hr service, rams	Yes	Scheduled
523	140M Grader	4,750 hr service	Yes	Scheduled
524	2wd Hilux	80k service, tyres	Yes	Scheduled
529	John Deere Ride on	Bracket, A/C, glass, tyres	No	Wear
539	Hilux	80k service	Yes	Scheduled
546	Kubota Tractor	Check over, repairs	No	Operational
547	Kubota Tractor	Check over repairs	No	Operational
551	Primemover	150k service	Yes	Scheduled
552	2wd Hilux	Tyres	Yes	Maintenance
560	Water Stand Trailer	Pump services, carbies	Yes	Scheduled
563	Septic Unit	Pump service	Yes	Scheduled
568	Kioti	Deck, belts, idlers	No	Too light
572	Job Truck	Trans fault	No	Sporadic
584	Landcruiser Dual Cab	115k service, tyres	Yes	Scheduled
589	RMPC Truck	60k service	Yes	Scheduled
592	Isuzu Water Truck	50k service, pump seal	Yes	Scheduled
593	Job Truck	90k service	Yes	Scheduled
598	WM Hilux	Windscreen	No	Rocks
599	SR5 Hilux	Tyres	No	Poor quality
601	Low Loader	Widening adjustment	No	Fiddly
	Whippers and Mowers	Keep operational	No	Ongoing

5. TOWN AND RURAL SERVICES

- All operations proceeding as normal.

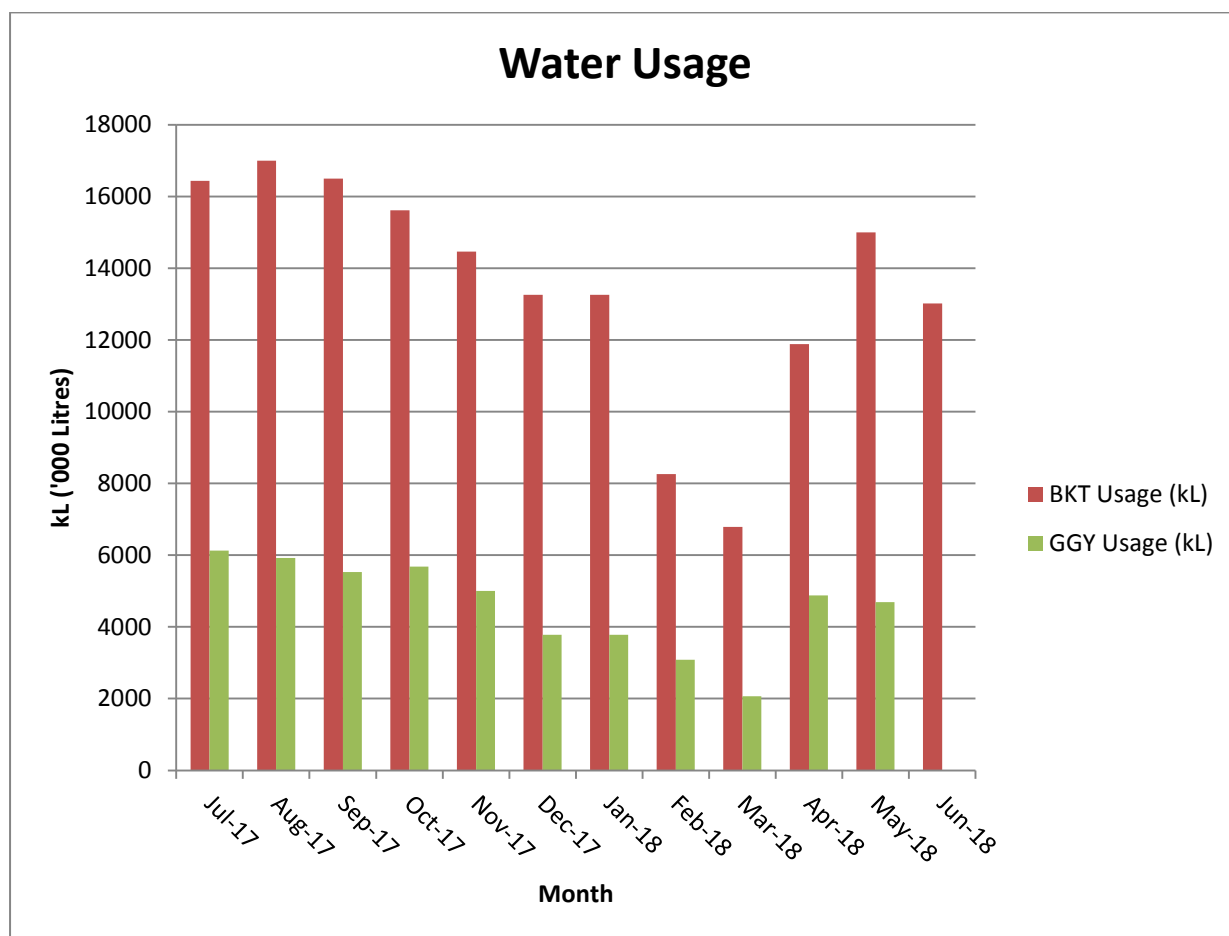
6. HOUSING/BUILDING MAINTENANCE

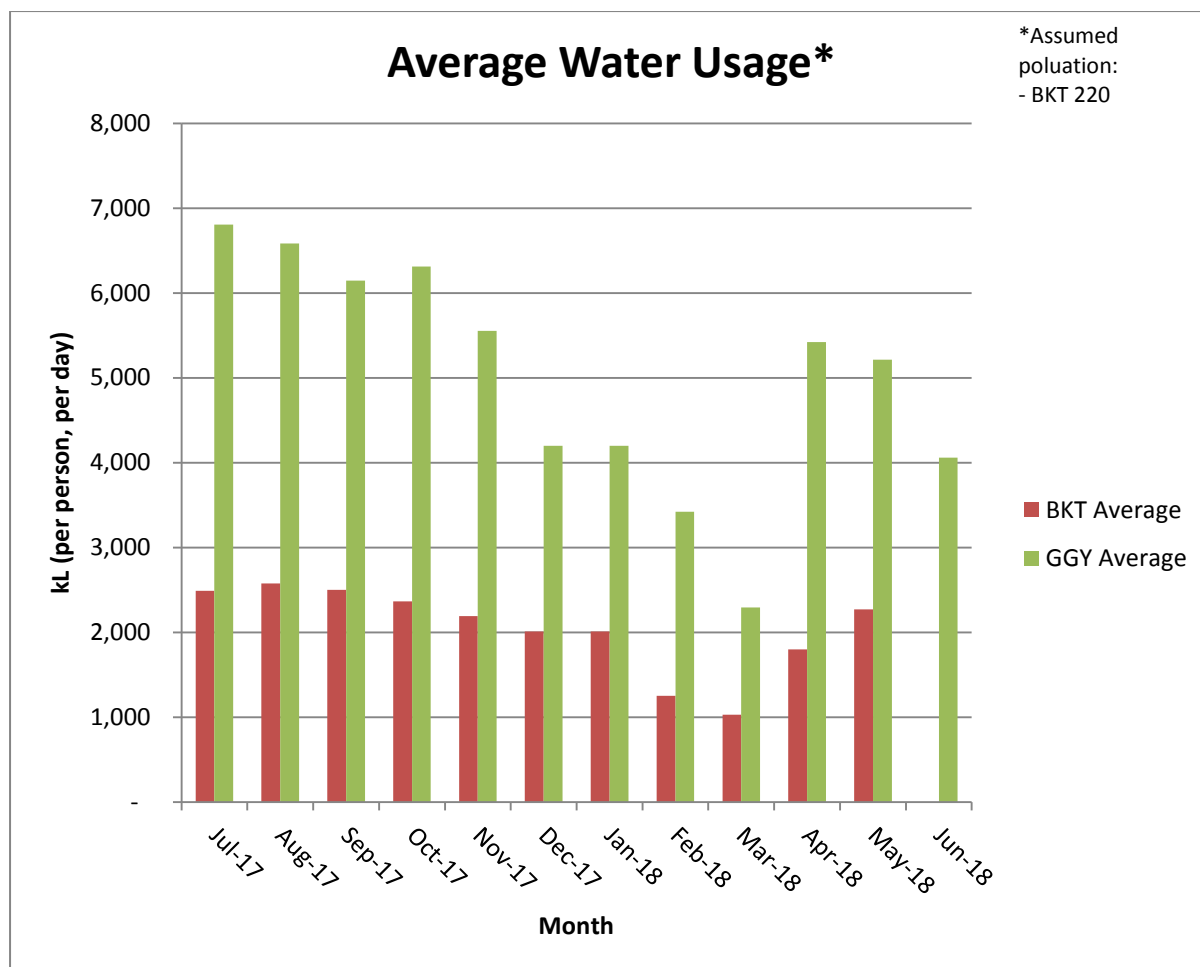
- Ongoing minor maintenance activities underway.

7. BIOSECURITY

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

8. WATER





Treatment Plant Operations

- Burketown
 - Replacement of pH probe.
- Gregory
 - Ongoing improvements with the SCADA system, with the new tank system now fully integrated into the existing system.

Water Reticulation

- Burketown
 - Sports oval has been watered twice weekly which has significantly increased water usage for the month.
 - Water meter readings completed.
- Gregory
 - Water meter readings completed.

State-wide Water Information Management (SWIM) results

Performance Indicator	Performance Measure	Yearly Target	June 2018	Actual Total (YTD)
Water Services				
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%
Sewerage Services				
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
Combined				
Total water and sewerage complaints (any nature)	Per 100 connections/year	<12	0	24

9. SEWERAGE

Collection

- Increase in pump-outs with increase usage from tourists.

Treatment Plant

- All Sewer samples passed.

10. OFFICER'S RECOMMENDATION

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

09.01.01 Works and Services Monthly Report

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

Moved: Cr Poole

Seconded: Cr Clarke

Carried 180719.03 5/0

09.01.02 Firefly Street Improvements

DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Mark Poynter
DATE REPORT PREPARED:	15 July 2018
LINK TO COUNCIL PLAN/S:	Operational Plan, Forward Capital Works Plan

1. PURPOSE

To seek approval to extend infrastructure in and around Burke/Firefly Street to support planned and upcoming development.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Firefly Street is unpaved with existing dwellings serviced by private septic tanks with pumps/overflows to the main sewer network and a stub water main. There are regular issues with the informal sewer network which have contributed to odour issues over the years. Stub water mains also pose a risk to water quality and require regular flushing by Council staff.

Planned future development will introduce a significant increase in demand of both water and waste water. These developments include:

- James Cook University residence – 5 x occupants
- Burke Shire Council Contractor Accommodation (TBC) – 8 x occupants

In preparation for the above installation and to improve the existing infrastructure, a concept design has been developed and priced (+/-50%) comprising of the following elements (full details attached):

- Road construction (gravel Resheet)
- Water network extension
- Sewer network extension

3. PROPOSAL

Over the coming months, the council incrementally undertake the capital works in the following order:

1. Installation of sewer extension with new connection to existing dwellings and allowance for future connection to the planned developments.
2. Installation of water network extensions.
3. Construction of a new road (post any building construction activities).

4. FINANCIAL & RESOURCE IMPLICATIONS

The estimated cost (+/-50%) for each component based upon the concept design is:

- Road construction: \$82,272
- Water network extension: \$36,512

- Sewer network extension \$57,075
- Engineering and management: \$54,500

There is sufficient budget in the existing contractor accommodation project which included an allowance for services connections to contribute to the above cost of water and sewer extension.

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 – ie: this relates to the full budget not individual items of expenditure.

6. CRITICAL DATES & IMPLICATIONS

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

7. CONSULTATION

External – ERSCON

Internal – CEO, EMSP, WM, Water and Sewer Officer

8. CONCLUSION

Expansion of the Council's infrastructure will provide improved connectivity to existing residents and ensure that new developments will be able to access sewer and water services once constructed.

9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council endorse:
 - a. Undertake detail design of the water and sewer networks to further inform an updated cost estimate;
 - b. Commit to extensions of the sewer and water network as per the detail design; and
 - c. Make allowance for road improvement works in future budgets.

09.01.02 Firefly Street Improvements

- 1. That Council note the contents of the report; and**
- 2. That Council resolves to:**
 - a. Undertake detail design of the water and sewer networks to further inform an updated cost estimate for consideration by Council; and**
 - b. Notes the requirement to consult with James Cook University with regard to a development contribution for connection to town services for student nurse accommodation on Lots 75 & 76 on Firefly Street; and**
 - c. Make allowance for road improvement works in future budgets.**

Moved: Cr Murray

Seconded: Cr Camp

Carried 180719.04 5/0

Attendance

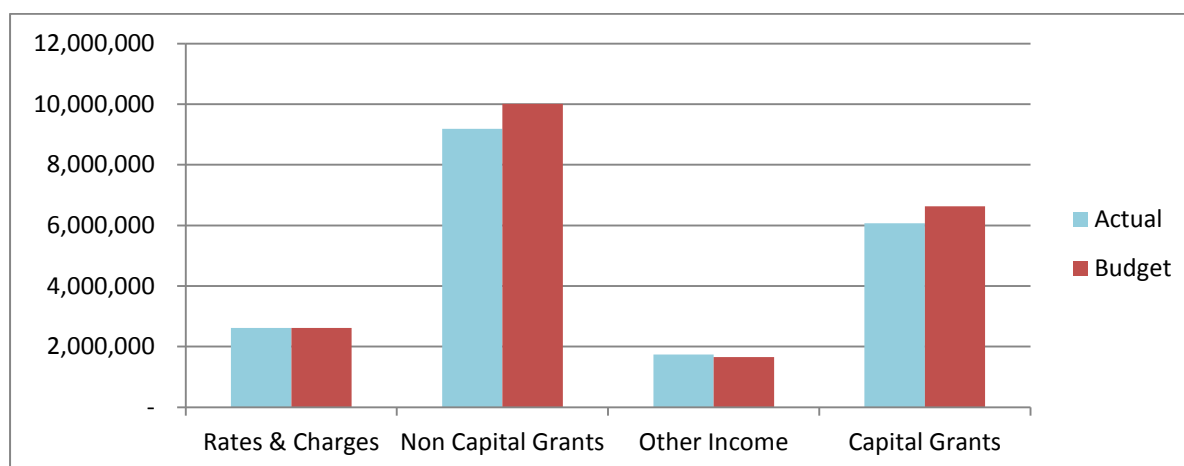
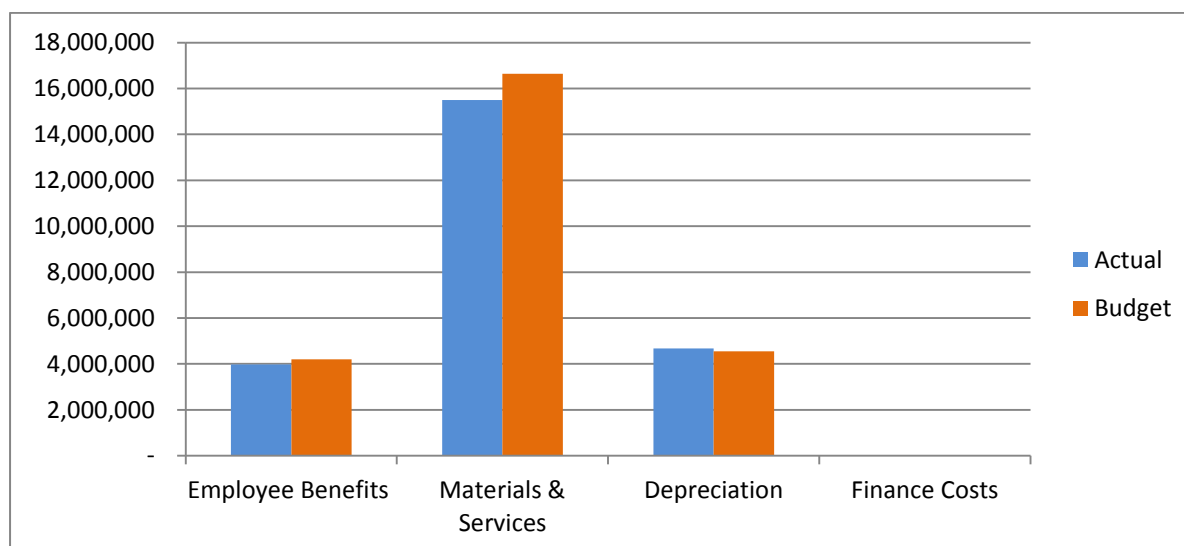
Cr Camp left the meeting from 9.52am to 9.54am.

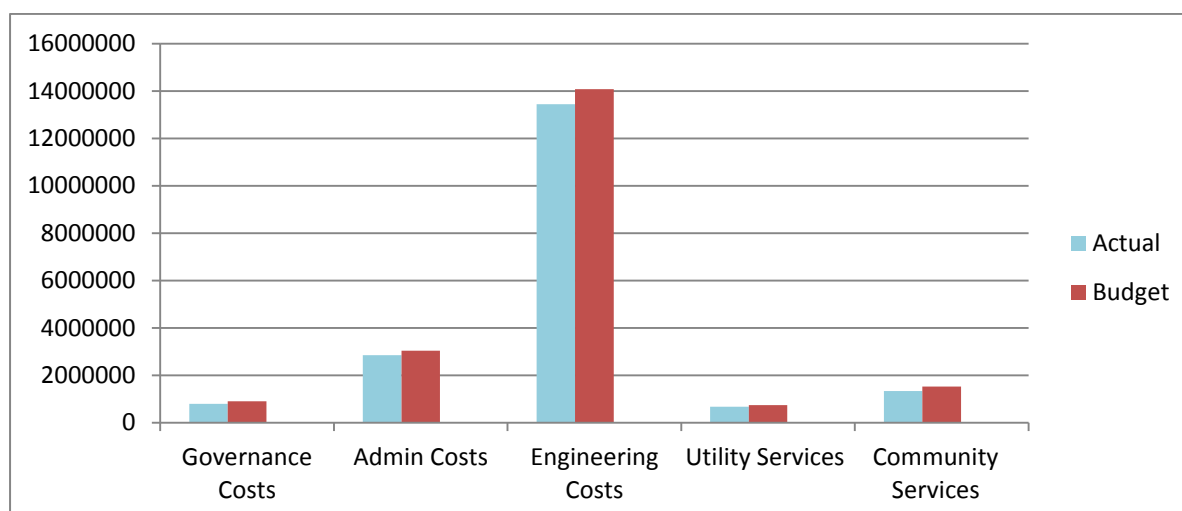
Sharon Daishe left the meeting from 9.59am to 10.02am.

09.02.01 Finance Monthly Update Report

DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simba Chimpaka; Executive Manager Finance
DATE REPORT PREPARED:	8 July 2018
LINK TO COUNCIL PLAN/S:	Operational Plan Budget

1. FINANCIAL SUMMARY

Revenue vs budgetExpenditure by type

Expenditure by function

2. OPERATING STATEMENT

	2018 Actual	Budget
OPERATING REVENUE		
Rates and Charges	2,666,410	2,667,000
Less: Discount, Rebate & Remissions	(45,049)	(47,000)
	2,621,361	2,620,000
Fees and Charges	92,939	95,000
Rental Income	224,154	225,000
Interest	268,008	254,000
Recoverable Works Revenue	1,094,692	1,127,000
Other Income	65,162	61,000
	1,744,955	1,762,000
Donations	24,800	25,000
Contributions	0	0
Subsidies and Grants	9,182,450	10,013,500
	9,207,250	10,038,500
TOTAL OPERATING REVENUES	13,573,566	14,420,500
OPERATING EXPENDITURE		
Corporate Governance Costs	803,795	902,000
Administration Costs	2,849,161	3,041,000
Recoverable Works Expenses	1,087,261	1,132,000
Engineering Services	13,443,161	14,074,000
Utility Services Costs	675,145	742,000
Net Plant Operating Costs	(807,533)	(725,000)
Planning and Environmental Expenses	80,860	105,000
Community Services Costs	1,337,323	1,527,000
Finance Costs	22,739	23,000
Depreciation	4,672,467	4,556,000
Other Expenses	0	0
OPERATING CAPABILITY BEFORE CAPITAL	(10,590,814)	(10,956,500)
Capital Items		
Sale of non-current assets	(14,970)	(15,000)
Contributions	0	0
Subsidies and Grants	6,074,206	6,625,000
INCR / (DECR) IN OPERATING CAPABILITY AFTER EXTRAORDINARY ITEMS	(4,531,578)	(4,346,500)

End of year results reflect a \$10.5 million operating loss before capital revenue. Net results at the end of 2017-18 show a \$4.5 million loss (including flood damage activities).

Normalised Operating Results (Excluding Flood Damage Activities & Capital Revenues)

Operating revenue	7,855,173
Operating expenses	9,691,320
Depreciation cost	4,672,467
Total costs	14,363,787
Net operating result	(6,508,614)

3. REVENUE

Total rates & utility charges are on target with annual budget estimates at the end of the 2017-18 financial year. A comparison of end of year total general rates revenues between the 2016-17 and 2017-18 reflects an overall increase by 2.6%. Discount applied on general rates dropped from \$56,000 to \$42,000 however outstanding rates and utility charges at the end of the 2017-18 year have increased from \$112,000 to \$163,000 from the previous year reflecting an increasingly growing rates and utility charges arrears balance.

Fees and charges are on target with annual estimates, there has not been significant movement between previous year fees and charges and the total fees and charges recognised in the 2017-18 year.

Rental income is on track with annual estimates, rental income increased slightly from the previous year reflecting greater housing occupancy in the 2017-18.

Recoverable works revenue is on track with annual estimates as RMPC revenues have been recognised in full.

Budgeted recurrent operating grants are on track at the end of the financial year with a slight timing variance in relation to flood damage revenues. Council received an advance payment under the Financial Assistance Grant (FAG) program (General purpose and Roads component) 2018-19 financial year allocation. While these funds are not reciprocal or tied to specific projects and have been accounted for in the 2017-18 financial year the balance to be received in the 18-19 year will be reduced by the amount of the advance payment. Advance payments should be considered as part of the 18-19 financial year budgets.

4. EXPENDITURE

Overall expenditure across all functions is within budget following the final budget amendment for the financial year.

Operating Costs by Type; 2016-17 costs vs 2017-18 (Incl Flood Damage)

Type	2017-18	2016-17	DIFFERENCE
Materials & Services	\$15,493,338	\$10,080,364	\$5,412,974
Employee Benefits (Employee Wages & Entitlements)	\$ 3,975,836	\$3,875,984	\$ 99,852
Depreciation Costs	\$ 4,672,467	\$3,813,940	\$ 858,527

Type	2017-18	2016-17	DIFFERENCE
Finance Costs	\$ 22,739	\$ 16,943	\$ 5,796
Total Expenditure	\$24,164,380	\$17,787,231	\$6,377,149

Operating Costs Excl Flood Damage 2017-18 vs 2016-17

Type	2017-18	2016-17
Audit costs	\$36,681	\$81,00
Communications & IT	\$200,280	\$286,566
Consultants	\$44,403	\$94,267
Donations	\$17,005	\$30,484
Operating costs	\$4,857,928	\$5,063,618
Repairs & maintenance	\$1,891,482	\$1,939,407
Recoverable works	\$768,531	\$824,701
Total	\$7,816,311	\$8,320,045

5. BUSINESS UNITS

		Financial Performance						
Period End	30/06/2018	Water Utility						
Month	12	Pro rata			Year to Date			
		Actual	Forecast	Variance	Actual	Forecast	Variance	
Operating Revenue								
Water Access Fees		359,499	360,000	- 501	359,499	360,000	- 501	
Water Consumption Charges		40,246	39,000	1,246	40,246	39,000	1,246	
Water Connection Fees		-	-	-	-	-	-	
Total Revenue		399,745	399,000	745	399,745	399,000	745	
Operating Expenditure								
Repairs & Maintenance		471,159	490,000	- 18,841	471,159	490,000	- 18,841	
Operating Costs		3,247	3,000	247	3,247	3,000	247	
Depreciation Costs		268,289	254,000	14,289	268,289	254,000	14,289	
Total Operating Costs		742,695	747,000	4,305	742,695	747,000	4,305	
Net Result		- 342,950	- 348,000	5,050	- 342,950	- 348,000	5,050	
Gross Profit Margin		- 1	- 1	7	- 1	- 1	7	

		Financial Performance						
Period End	30/06/2018	Sewer Utility						
Month	12	Pro rata			Year to Date			
		Actual	Forecast	Variance	Actual	Forecast	Variance	
Operating Revenue								
Sewerage Fees		147,137	148,000	- 864	147,137	148,000	- 864	
Sewer Connection Fees		-	-	-	-	-	-	
Total Revenue		147,137	148,000	864	147,137	148,000	864	
Operating Expenditure								
Repairs & Maintenance		97,584	112,000	- 14,416	97,584	112,000	- 14,416	
Operating Costs		3,247	7,000	- 3,753	3,247	7,000	- 3,753	
Depreciation Costs		53,507	49,000	4,507	53,507	49,000	4,507	
Total Operating Costs		154,338	168,000	13,662	154,338	168,000	13,662	
Net Result		- 7,202	- 20,000	12,798	- 7,202	- 20,000	12,798	
Gross Profit Margin		- 0	- 0	15	- 0	- 0	15	

Financial Performance								
Period End	30/06/2018	Waste Management						
Month	12	Pro rata			Year to Date			
		Actual	Forecast	Variance		Actual	Forecast	Variance
Operating Revenue								
Garbage Collection Fees		99,630	100,000	- 370		99,630	100,000	- 370
Total Revenue		99,630	100,000	- 370		99,630	100,000	- 370
Operating Expenditure								
Tip Repairs & Maintenance		35,032	40,000	- 4,968		35,032	40,000	- 4,968
Waste Collection Costs		137,960	135,000	2,960		137,960	135,000	2,960
Depreciation Costs		10,397	9,000	1,397		10,397	9,000	1,397
Total Operating Costs		183,389	184,000	- 611		183,389	184,000	- 611
Net Result		- 83,759	- 84,000	241		- 83,759	- 84,000	241
Gross Profit Margin								

Financial Performance								
Period End	30/06/2018	Housing						
Month	12	Pro rata			Year to Date			
		Actual	Forecast	Variance		Actual	Forecast	Variance
Operating Revenue								
Rental Income		224,154	225,000	- 846		224,154	225,000	- 846
Total Revenue		224,154	225,000	- 846		224,154	225,000	- 846
Operating Expenditure								
Repairs & Maintenance		238,091	300,000	- 61,909		238,091	300,000	- 61,909
Operating Costs		-	-	-		-	-	-
Depreciation Costs		316,117	315,000	1,117		316,117	315,000	1,117
Total Operating Costs		554,208	615,000	- 60,792		554,208	615,000	- 60,792
Net Result		- 330,055	- 390,000	59,945		- 330,055	- 390,000	59,945
Gross Profit Margin		- 1	- 2	71		- 1	- 2	71

Financial Performance								
Period End	30/06/2018	Plant & Fleet Operations						
Month	12	Pro rata			Year to Date			
		Actual	Forecast	Variance		Actual	Forecast	Variance
Operating Revenue								
Plant Hire Recoveries		1,667,919	1,575,000	92,919		1,667,919	1,575,000	92,919
Total Revenue		1,667,919	1,575,000	92,919		1,667,919	1,575,000	92,919
Operating Expenditure								
Repairs & Maintenance		799,661	755,000	44,661		799,661	755,000	44,661
Operating Costs		-	-	-		-	-	-
Depreciation Costs		437,471	440,000	- 2,529		437,471	440,000	- 2,529
Total Operating Costs		1,237,131	1,195,000	42,131		1,237,131	1,195,000	42,131
Net Result		430,788	380,000	50,788		430,788	380,000	50,788
Gross Profit Margin		0	0	1		0	0	1

Financial Performance								
Period End	30/06/2018	Parks & Gardens						
Month	12	Pro rata			Year to Date			
		Actual	Forecast	Variance		Actual	Forecast	Variance
Operating Revenue								
			-	-				-
			-	-				-
			-	-				-
Total Revenue		-	-	-		-	-	-
Operating Expenditure								
Repairs & Maintenance		346,329	356,000	- 9,671		346,329	356,000	- 9,671
Operating Costs		-	-	-		-	-	-
Depreciation Costs		137,960	135,000	2,960		137,960	135,000	2,960
Total Operating Costs		484,289	491,000	- 6,711		484,289	491,000	- 6,711
Net Result		- 484,289	- 491,000	6,711		- 484,289	- 491,000	6,711
Gross Profit Margin								

		Financial Performance							
Period End	30/06/2018	Airport Operations							
Month	12	Pro rata			Year to Date				
		Actual	Forecast	Variance		Actual	Forecast	Variance	
Operating Revenue									
Airport landing Fees		33,448	37,000	-	3,552	33,448	37,000	-	3,552
Rex Ground Handling Service Revenue		28,346	32,000	-	3,654	28,346	32,000	-	3,654
Total Revenue		61,793	69,000	-	7,207	61,793	69,000	-	7,207
Operating Expenditure									
Repairs & Maintenance		111,431	118,000	-	6,569	111,431	118,000	-	6,569
Operating Costs		-	-	-	-	-	-	-	-
Rex Ground Handling Service Costs		65,281	75,000	-	9,719	65,281	75,000	-	9,719
Depreciation Costs		44,840	44,000		840	44,840	44,000		840
Total Operating Costs		221,551	237,000	-	15,449	221,551	237,000	-	15,449
Net Result		- 159,758	- 168,000		8,242	- 159,758	- 168,000		8,242
Gross Profit Margin		-	3	-	2	-	3	-	2

Financial Performance								
Period End	30/06/2018	Roads Program						
Month	12	SHIRE ROADS			TOWN STREETS			
		Actual	Forecast	Variance		Actual	Forecast	Variance
Revenue								
Grants		422,611	-	422,611		422,611	207,000	215,611
Road Usage Revenue & Contributions		45,455	-	45,455		45,455	45,000	455
Total Revenue		468,066	-	468,066		468,066	252,000	
Operating Expenditure								
Repairs & Maintenance		466,115	-	466,115		466,115	509,000	- 42,885
Depreciation Cost		3,106,460	-	3,106,460		3,106,460	3,020,000	86,460
Total Operating Costs		3,572,575	-	3,572,575		3,572,575	3,529,000	
Net Result		- 3,104,509	-	- 3,104,509		- 3,104,509	- 3,277,000	

6. STATEMENT OF FINANCIAL POSITION

	Actual	Budget
Current Assets		
Cash and cash equivalents	9,898,797	7,679,675
Trade and other receivables	1,496,014	1,148,287
Inventories	242,401	217,262
Other financial assets	57,959	124,445
Non-current assets classified as held for sale	0	0
Total current assets	11,695,171	9,169,669
Non-current Assets		
Receivables	0	0
Property, plant and equipment	201,780,070	205,956,761
Accumulated Depreciation	(61,875,946)	(61,845,893)
Capital works in progress	2,030,918	722,629
Intangible assets	0	0
Total non-current assets	141,935,042	144,833,497
TOTAL ASSETS	153,630,213	154,003,166
Current Liabilities		
Trade and other payables	828,809	918,067
Borrowings	0	0
Provisions	33,618	170,306
Other	0	0
Total current liabilities	862,427	1,088,373
Non-current Liabilities		
Trade and other payables	0	0
Interest bearing liabilities	0	0
Provisions	649,908	611,838
Other	0	0
Total non-current liabilities	649,908	611,838
TOTAL LIABILITIES	1,512,335	1,700,211
NET COMMUNITY ASSETS	152,117,878	152,302,955
Community Equity		
Shire capital	39,529,889	39,529,889
Asset revaluation reserve	82,474,980	82,474,980
Retained surplus/ (deficiency)	30,113,008	30,298,086
Other reserves	0	0
TOTAL COMMUNITY EQUITY	152,117,878	152,302,955

7. CASH HOLDINGS

	QTC	WESTPAC	WESTPAC CASH RESERVE	CASH FLOATS
OPENING BALANCE	15,595,142	834,301	-	588
YEAR TO DATE BALANCE	7,981,833	1,916,406	-	588
MOVEMENT	- 7,613,310	1,082,105	-	-
TOTAL INCREASE/DECREASE IN CASH	- 6,531,205			
TOTAL CASH BALANCE	9,898,826			

8. MEASURES OF FINANCIAL SUSTAINABILITY

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

Current ratio – Measures the organisation's ability to offset current liabilities with current assets. A ratio of greater than 1:1 reflects capacity to offset short term obligations with current assets.

Council's current ratio progressively through the year and at the end of the financial year reflects capacity to offset current liabilities with current assets.

Net financial liabilities ratio – measures the organisation's ability to service financial liabilities through operating revenues. Council's ratio has declined steadily through the year as cash balances declined. While the ratio still remains above the target at the end of the year it is increasingly important to consider over reliance on grant funding as a percentage of total operating revenues as councils budgetary position is sensitive to movements in revenue and expenditure due to limited own source funding streams.

Operating surplus ratio - is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes or other purposes. Council's ratio at the end of the year reflects limited surplus funds to cover capital expenditure requirements.

9. STATEMENT OF CASH FLOW

Cash flows from operating activities:

Receipts from customers	3,567,775	3,903,000
Payments to suppliers and employees	(19,674,790)	(20,816,000)
	(16,107,016)	(16,913,000)
Interest received	268,008	254,000
Rental income	224,154	225,000
Non-capital grants and contributions	9,207,250	10,038,500
Net cash inflow (outflow) from operating activities	(6,407,604)	(6,395,500)

Cash flows from investing activities:

Payments for property, plant and equipment	(6,292,808)	(9,096,826)
Proceeds from sale of property, plant and equipment	95,000	117,000
Grants, subsidies, contributions and donations	6,074,206	6,625,000
Net cash inflow (outflow) from investing activities	(123,602)	(2,354,826)

Cash flows from financing activities

Proceeds from borrowings	0	0
Repayment of borrowings	0	0
Depreciation	0	0
Net cash inflow (outflow) from financing activities	0	0

Net increase (decrease) in cash held	(6,531,205)	(8,750,326)
Cash at beginning of reporting period	16,430,002	16,430,001
Cash at end of reporting period	9,898,797	7,679,675

Cash flow results at the end of the 2017-18 reflect that payments to employees and suppliers have continuously exceeded 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 year resulting in negative cash flows from investing activities. Overall year to date cash outlays exceeded cash receipts resulting in an overall net decrease in cash from \$16, 4 million at the beginning of the financial year to \$9.8 million the end of the financial year. This decline trend is

consistent with the annual budget cash flow forecast with the exception of funds received in advance

10. 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

11. OFFICER'S RECOMMENDATION

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

09.02.01 Finance Monthly Update Report

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

Moved: Cr Yanner

Seconded: Cr Poole

Carried 180719.05 5/0

Attendance

Ferne Clarke left the meeting from 10.16am to 10.18am.

Cr Murray left the meeting from 10.17am to 10.20am.

09.02.02 HRM-POL-013 Councillor Remuneration Policy Review

DEPARTMENT:	Governance
RESPONSIBLE OFFICER:	Simba Chimpaka; EMF
DATE REPORT PREPARED:	16 July 2018
LINK TO COUNCIL PLAN/S:	Operational Plan, Budget

1. PURPOSE

This report proposes a review of HRM-POL-013 Councillor Remuneration Policy in light of the resolution from the Council meeting on 21 June 2018 that the remuneration of Burke Shire Councillors be subject to withholding tax in accordance with the Taxation Administration Act 1953.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council last reviewed this policy at the Council Meeting on 25 January 2018 to bring the policy into line with the recommendations of the Queensland Government Remuneration and Discipline Tribunal relating to councillor remuneration.

At its meeting on 21 June 2018, the following resolution was adopted.

09.02.02 Taxation for Councillors**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 1 July 2018; 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.**

Moved: Cr Yanner

Seconded: Cr Murray

Carried 180621.06 5/0 carried unanimously

A consequence of this resolution has meant that the current sections of HRM-POL-013 Councillor Remuneration Policy relating to taxation and superannuation have had to be amended.

3. PROPOSAL

The changes made to the policy are purely for administrative purposes to be able to comply with requirements for taxation and superannuation purposes. The overall intent of the policy has not changed.

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

Council's existing Policy needs to be amended to meet the requirements of the Taxation Administration Act 1953. The reviewed policy remains compliant with the Queensland Government Remuneration and Discipline Tribunal determinations.

6. CRITICAL DATES & IMPLICATIONS

The resolution from the June meeting requires that the change to the taxation arrangements is to take effect as from 1 July 2018 therefore the change will be needed as from the first payment following the July 2018 Council meeting. The adoption of the policy change will ensure that the financial transactions for councillor remuneration are covered by a governing policy.

7. CONSULTATION

The review has been approved as per resolution 180621.06 from the June 2018 meeting. Discussions have been held with the Executive Manager Finance relating to future payroll arrangements.

8. CONCLUSION

The changes made to the policy are purely for administrative purposes to be able to comply with requirements for taxation and superannuation purposes. The overall intent of the policy has not changed.

9. OFFICER'S RECOMMENDATION

- 1) That Council notes the contents of this report; and
- 2) Adopts the attached Version 5 of HRM-POL-013 Councillor Remuneration Policy.

09.02.02 HRM-POL-013 Councillor Remuneration Policy Review

- 1) That Council notes the contents of this report; and**
- 2) Adopts the attached Version 5 of HRM-POL-013 Councillor Remuneration Policy.**

Moved: Cr Poole

Seconded: Cr Clarke

Carried 180719.06 5/0

Attendance

Simbarashe Chimpaka left the meeting at 10.23am.

10. Closed Session Reports

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

(c) the local government's budget;

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

Council moved into closed session at 10.26am.

Moved: Cr Poole

Seconded: Cr Clarke

Carried 180719.07 5/0

Attendance

Mark Poynter left the meeting from 10.37am to 10.40am.

Madison Marshall left the meeting from 10.37am to 10.41am.

Teresa O'Brien from The Gulf Country Frontier Days Festival phoned into the meeting from 11.33am to 11.47am.

Move into Open Session

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

Council resumed open session at 11.49am.

Moved: Cr Poole

Seconded: Cr Murray

Carried 180719.08 5/0

Attendance

Cr Murray and Cr Clarke left the meeting from 11.49am to 11.51am.

Megan Munchenberg from Southern Gulf NRM entered the meeting at 11.50am.

Sharon Daishe left the meeting from 11.57am to 12.04pm.

Cr Camp left the meeting from 12.33pm to 12.34pm.

Cr Poole left the meeting at 12.44pm.

16. Deputations and presentation scheduled for meeting

16.01 Megan Munchenberg – Southern Gulf NRM

Megan Munchenberg attended the meeting to make a presentation to Council on the purpose and objectives of the Southern Gulf NRM. Megan also discussed possible partnerships between Southern Gulf NRM and councils in the region.

Attendance

Megan Munchenberg from Southern Gulf NRM left the meeting at 12.43pm.

Adjournment

Council adjourned the meeting for lunch from 12.46pm to 1.52pm; all were present at the resumption including Cr Poole and with the exception of Mark Poynter.

09. Works, Services and Finance Reports

09.03.01 Strategic Projects Report

DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Philip Keirle; EMSP
DATE REPORT PREPARED:	11 July 2018
LINK TO COUNCIL PLAN/S:	Corporate Plan Operational Plan Budget

1. BKT WHARF UPGRADE PROJECT & 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	11 July 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

Project Status Report	
Work completed last week	<ul style="list-style-type: none"> ▪ Traffic Management Plan ▪ Haulage, placement and compaction of final section of lower sub-base material ▪ Geotechnical testing of lower sub-base material ▪ Continued haulage, placement and compaction of upper sub-base material ▪ Geotechnical testing of upper sub-base material ▪ Completion of sealing works
Forthcoming work	<ul style="list-style-type: none"> ▪ Line-marking ▪ Installation of bollards ▪ BBQ shelters and lighting ▪ As-constructed survey for car-park ▪ Media releases ▪ Acquittal of NSRF R3 funding (all other funding acquitted) ▪ TTC Final report for DTMR Cloncurry ▪ Additional surface roughening ▪ Reinstate all signage

Key Parameters	Status	Comments
Schedule	On-Track At-Risk Off-track	<ul style="list-style-type: none"> ▪ Boat Ramp: 4 Sep 2017 – 16 Dec 2017 ▪ Car Park: 2 Apr 2017 – 30 Jun 2017 ▪ Shelters: 2 Apr 2017 – 30 Jun 2017
Scope	On-Track At-Risk Off-track	<ul style="list-style-type: none"> ▪ Project scope completed for boat ramp: variations endorsed; ▪ Project scope completed for car-park; ▪ Project scope completed for entertainment area;
Procurement	On-Track At-Risk Off-track	<ul style="list-style-type: none"> ▪ All PM services procured (Erscon) ▪ Boat/Ramp: completed ▪ Procurement for car-park construction to proceed from April 2018. ▪ Procurement for shelters/bbq to proceed from March 2018.
Planning Assessment	On-Track At-Risk Off-track	<ul style="list-style-type: none"> ▪ Accepted Development process considered at September 2017 Council meeting; ▪ Post-construction notifications to be sent to EHP following receipt of Certificate of Practical Completion from Civil Plus.

Key Parameters	Status	Comments
Budget	On-Track At-Risk Off-track Budget increased to enable delivery of project. Burke's overall contribution unchanged.	<ul style="list-style-type: none"> ▪ All funding confirmed for funding programs: CRF (Community Resilience Fund), MIF (Marine Infrastructure Fund), NSRF (National Stronger Regions Fund), TTC (Transport & Tourism Connection) ▪ Approved variations: <ul style="list-style-type: none"> ○ Fender piles ○ Sleeves for fender piles ○ Additional rock-working platform ○ Crusher dust for hardstand ○ Surface roughening of cast in-situ slab
Reporting	On-Track At-Risk Off-track	<p>Community Resilience Fund reports:</p> <ul style="list-style-type: none"> ▪ Acquitted <p>National Stronger Regions Fund reports:</p> <ul style="list-style-type: none"> ▪ 4 Aug 2017 (submitted) ▪ 8 Jan 2018 (submitted) ▪ 28 Feb 2018 (submitted) ▪ 31 July 2018 (pending) <p>Marine Infrastructure Fund reporting:</p> <ul style="list-style-type: none"> ▪ Final acquittal in progress <p>Transport and Tourism Connections reports:</p> <ul style="list-style-type: none"> ▪ "monthly measure-up" required once car-park component of project commences ▪ 30 Jun 2018: Acquittal Report

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	11 July 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 Status Report	
Project Scope	<p>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.</p> <ul style="list-style-type: none"> ▪ 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; ▪ Repair clarifier and install clarifier platform; ▪ Installation of additional monitoring capability, including 3 x turbidity meters; tank modifications to enable future trim dosing upgrade. ▪ Replacement of existing generators (x2); ▪ Installation of fencing for Gregory Solar Array; ▪ Installation of 50kW solar array and 75kWh energy storage system.
Work recently completed	<p>Solar Array/Storage: completed</p> <p>Water Treatment:</p> <ul style="list-style-type: none"> ▪ All SCADA and telemetry systems installed and operational ▪ Operator Training Plan endorsed ▪ Final commissioning undertaken ▪ Tank filling commenced: failure of 1 x tank (liner-based issue) with Rhino to complete review and rectification.
Forthcoming work	<ul style="list-style-type: none"> ▪ Rectification works on tanks ▪ As-con survey ▪ Final acquittal of BOR funding

Key Parameters	Status	Comments
Schedule	On-Track At-Risk Off-track	<ul style="list-style-type: none"> ▪ Revised Project Schedule and cashflow endorsed by funding agency (Department of State Development). Project to be completed by end of July 2018.

Key Parameters	Status	Comments
Scope	On-Track At-Risk Off-track	<p>Variation approved for the following additional scope:</p> <p>Water Storage & Treatment Optimisation</p> <ul style="list-style-type: none"> 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. Installation and commissioning of 3 No turbidity meters (supply of turbidity meters by Council) <p>Solar Array and Energy Storage System</p> <ul style="list-style-type: none"> Installation of additional posts Additional 2,500L of double-bunded fuel storage and fuel pump Change from 2 x 22kVa generators to 1 x 22kVa and 1 x 60kVa generator Removal of requirement to provide an EMP Additional QLeave <p>Other:</p> <ul style="list-style-type: none"> Fencing of solar array Survey and Geotechnical Additional CM and PM costs associated with Pructon's delay
Procurement	On-Track At-Risk Off-track	<ul style="list-style-type: none"> Completed
Town Planning	On-Track At-Risk Off-track	<ul style="list-style-type: none"> Completed
Budget	On-Track At-Risk Off-track	<ul style="list-style-type: none"> Fencing: on budget Solar array: on budget. Water Treatment/Storage: on budget. Project management: over budget. Project: will meet budgeted limits of funding Deed of Agreement between BSC and the Department of State Development
Reporting	On-Track At-Risk Off-track	<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 delays by Pructon's.</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

Project Status Report	
Contractor(s)	Simmonds & Bristow; Austek Communications Pty Ltd; ARUP
Status Update Provided	11 July 2018
Original completion date	30 May 2019
Revised completion date	NA
Project Scope	<ul style="list-style-type: none"> ▪ Replace existing packaged treatment plant (at end of asset life) with upgraded model. ▪ Complete earthworks and commissioning of a new wet-weather storage lagoon/treated effluent lagoon (to address compliance) ▪ Complete trenching and pipework required to enable re-use/recycling of treated effluent on parks, gardens and recreational areas (to offset whole-of-life costs while increasing service levels to recreational areas).
Work recently completed	<ul style="list-style-type: none"> ▪ Release of RFT documentation ▪ Evaluation Panel meetings #1 and #2 held ▪ List of clarification questions sent to tenderers ▪ Completion of influent testing for raw sewage
Forthcoming work	<ul style="list-style-type: none"> ▪ Meet with Department of Environment and Science ▪ Complete ground-water monitoring sample ▪ Assessment of RFT submissions

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

Key Parameters	Status	Comments
Reporting	On-Track At-Risk Off-track	<ul style="list-style-type: none"> ▪ Monthly reporting to Dept. Local Government <ul style="list-style-type: none"> ○ Feb 2018 report submitted 02.02.2018 ○ Mar 2018 report submitted 03.04.2018 ○ Apr 2018 report submitted 10.05.2018 ○ May 2018 report submitted 11.06.2018 ○ June 2018 report submitted 11.07.2018

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"> ▪ Released audit tool to RRTG member Councils ▪ Submission of pre-lodgement materials to EHP in relation to <5,000t per annum sites. ▪ Discussions with DAF ILUA specialist. ▪ DAF has provided 'best practice' site plan for adoption into Quarry Management Plans; ▪ Cultural Heritage document suite nearing completion. ▪ QMP workshop with 7 participating RRTG members to take place in Richmond on 12 July 2018.
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"> ▪ UQCHU survey reports completed and under final review (some updates may be required to account for relocated artefacts); ▪ .kmz files to be updated in line with the above; ▪ Final booklet under development

Project	Description	Update/activity for reporting month
Gregory ILUA #2	Progress land tenure reforms in Gregory with Waanyi, DNRM and Paraway	<p>Completed</p> <ul style="list-style-type: none"> ▪ Concept for land exchange ILUA developed and to be progressed with Waanyi and Paraway in the near future: dates TBD. ▪ Site/Concept Plans and Feasibility Studies forwarded to Waanyi; ▪ Planning & Design services awarded; ▪ Flood mapping of area updated; ▪ Valuations completed by Herron Todd White and forwarded to Paraway; <p>To do</p> <ul style="list-style-type: none"> ▪ Confirm late July/August meeting in Cairns to confirm concepts; ▪ Gregory community consultation in August ▪ Progress applications with DNRME
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.	<ul style="list-style-type: none"> ▪ MIPP (Maturing the Infrastructure Pipeline Program) application submitted; ▪ Draft concept designs completed; ▪ Pre-lodgement advice received from DILGP; <p>Next steps:</p> <ul style="list-style-type: none"> ▪ Complete Detailed Design (meeting planning requirements received through the pre-lodgement process), subject to receipt of MIPP funding.
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"> ▪ BKT South concept endorsed with final plans being drafted; ▪ BKT Light Industrial first draft presented for consideration.

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"> - BKT-NMT Fibre - NMT-KMB Fibre Complete Detailed Design for the following Fibre Optic Project: <ul style="list-style-type: none"> - BKT-NMT Fibre 	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.

09.03.01 Strategic Projects Report

That Council receives the Strategic Projects Report.

Moved: Cr Poole

Seconded: Cr Murray

Carried 180719.09 5/0

10. Closed Session Reports

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

(c) the local government's budget;

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

Council moved into closed session at 1.58pm.

Moved: Cr Yanner

Seconded: Cr Clarke

Carried 180719.10 5/0

Attendance

Mark Poynter entered the meeting at 2.07pm.

Sharon Daishe left the meeting from 2.14pm to 2.16pm.

Move into Open Session

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

Council resumed open session at 2.22pm.

Moved: Cr Yanner

Seconded: Cr Camp

Carried 180719.11 5/0

10.01 Closed Session – Renewal of Term Lease 0220315

1. That the report/attachment be deemed a confidential document and be treated as such in accordance with Local Government Regulation 2012 in Chapter 8 Administration, Part 2 Local government meetings and committees, under Sections 275 (1) (h) Other business for which public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage and that the document remain confidential unless council decides otherwise by resolution; and
2. That Council note the contents of the report;
3. With regard to the application to renew Term Lease 0/220315, Lot 1 on Crown Plan 911226, for communication purposes informs DNRME that it has no objection or comment.

Moved: Cr Camp

Seconded: Cr Poole

Carried 180719.12 5/0

Attendance

Mark Poynter left the meeting at 2.26pm.

10.02 Closed Session – Frontier Days Festival

- 1. That Council note the contents of the report; and**
- 2. That the report/attachment be deemed a confidential document and be treated as such, and remain confidential unless council decides otherwise by resolution, pursuant to the provisions of the Local Government Regulation 2012 in Chapter 8 Administration, Part 2 Local government meetings and committees, under Sections 275 (1) (c) the local government's budget and (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else.**
- 3. That Council resolves to provide sponsorship to Goodidja Productions for the 2018 Gulf Country Frontier Days Festival to be held at the Gregory Showgrounds between 15 and 19 August 2018 as set out below:**
 - a. The amount outstanding on invoice 100313, being \$27,227.54 (inc GST); and**
 - b. Exclusive use of the Gregory Showgrounds for the festival period, as per the memorandum of understanding (MOU) signed on 30 April 2018 between Burke Shire Council and Goodidja Productions; and**
 - c. Use of existing Council marquees (2 each 2mx2m and 1 each 3mx3m); and**
 - d. Wet hire of a Council tractor between 07 and 31 August 2018 on the following conditions:**
 - i. Goodidja Productions to provide an estimated schedule of required use no later than Friday 27 July 2018**
 - ii. To a maximum of 6 x half days**
 - iii. Minimum 72 hours notice required for any changes to the schedule**
 - e. Burke Shire Council will carry out a light grade at the Gregory Showgrounds, before 06 August 2018 for the main event site:**
 - i. Area to be graded is within the area bounded by the racecourse, beginning approximately at the 200 metre mark, to approximately the mid-way point of the stock yards; and**
 - ii. Final area to be at the discretion of Burke Shire Council; and**

Moved: Cr Poole

Seconded: Cr Camp

Carried 180719.13 5/0

11. Chief Executive Officer Reports

11.01 Chief Executive Officer Report

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe; CEO
DATE REPORT PREPARED:	04 July 2018
LINK TO COUNCIL PLAN/S:	Corporate Plan Operational Plan Budget

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.

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. April to June 2018 snapshots have fallen behind due to staff absences and will be released late.

2. GENERAL ITEMS

Topic	Report
EMCCS	<p>A strong final field of candidates were interviewed to fill the role left vacant by the departure of Nils Hay, DCEO.</p> <p>Congratulations to our internal candidate, Ferne Clarke, who accepted the offer for this position on 12 July and will commence soon on a date to be negotiated.</p> <p>Ferne brings her strong corporate knowledge, established relationships, and extensive prior Federal Government experience to the role.</p>
Operational Plan	The operational plan 2018-19 will be presented for adoption at the Special meeting (budget adoption) to be held on Thursday 26 July.
Corporate Plan	Philip Keirle, EMSP, is preparing a plan for consultation to inform the 2019-24 Corporate Plan. Consultation is scheduled to commence in the first week of August.
ICT	<p>Burke’s pilot with the contract risk software SurePact is on track, although the principal was unable to deliver the initial workshops due to illness. Over time, the SurePact software may replace Burke’s MS Excel based grants register.</p> <p>CouncilWise, a council software platform provider, is to be invited to present to the 23 July executive management team meeting. Councillors and managers will be invited to the presentation. This program uses a Microsoft platform, and we have heard positive reviews.</p>

Topic	Report
Date reminders	Refer governance calendar and calendar invites with particular attention to: <ul style="list-style-type: none"> First week in August – consultation to commence for Corporate Plan 2019-2024

3. SUBMISSIONS

Doc ID|207920

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	Date Applied	Date Approved
Building Better Regions Fund (BBRF) - Community Investment Stream - Round 2	Sport & Recreation Strategy	Approved	19-Dec-17	04-Jul-18
Coastal Hazard Adaptation Program (Qcoast)	Coastal Hazards Adaptation Strategy – Phases 1 & 2	Approved		18-Jun-18
ATSI TIDS (Transport Infrastructure Development Scheme) 2018-19	Erosion control and bank stabilisation at 5 floodways	Approved		18-Jun-18
Non-Recurrent Subsidy Program 2018-19	New SES Roof Structure	Pending	30-Nov-17	
Building Better Regions Fund - Infrastructure Stream - Round 2	Sewerage Treatment Plant redesign Burketown	Pending	19-Dec-17	
Building Better Regions Fund (BBRF) - Infrastructure Stream - Round 2	Staff housing Burketown	Pending	19-Dec-17	
Get Planning Spaces Program	Sport & Recreation Strategy	Pending	17-Apr-18	
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	23-Apr-18	
Maturing the Infrastructure Pipeline 2 -MIPP2	To develop Council's artesian bore and associated wetlands into	Pending	23-Apr-18	

Grant	Project	Status	Date Applied	Date Approved
	a unique regional tourism product: the Burketown Mineral Baths			
Maturing the Infrastructure Pipeline 2 -MIPP2	Proposal to undertake the detailed design of the realignment and raising of the Leichardt River crossing	Pending	23-Apr-18	
Building our Regions Round 4	Burketown Staff Housing Project	Pending	25-May-18	








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.
Internal Audit Plan	CEO		Partial	CEO: 05/07/18 - internal audit plan to be amended for 18-19 to defer ERM (refer audit committee 25 June 18 recommendation)
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

Governance Instrument	Lead	Compliant	Reason for non-compliance
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.

Delegation	Review (refer attached register for full details)
Financial	Remove non-current personnel
Various	Update for executive manager corporate and community services

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.

Date	Time	Meeting	Venue	Attendees
Thu, 14-Jun-18	All day	QTC Visit and meetings	Nijinda Durlga	Executives (all day) and Councillors (PM)
Fri, 15-Jun-18	7.30-9.30	Tourism & Economic Development Strategy with Right Foot Forward	Nijinda Durlga	Councillors, EMT optional
Fri, 15-Jun-18	10.00 - 1.00	Budget Workshop	Nijinda Durlga	Councillors, EMT
Sun, 17-Jun-18	9.00-11.00	Tourism & Economic Development Strategy Public Consultation - Gregory	Gregory Community Hall	DCEO, Gregory community members
Mon, 18-Jun-18	5.30-7.30pm	Tourism & Economic Development Strategy Public Consultation - Burketown	Nijinda Durlga	DCEO, Burketown community members
Wed, 20-Jun-18	TBA	Gulf Country Frontier Days Festival on-site visit	Gregory Showgrounds	Councillors, DCEO/ADCEO
Thu, 21-Jun-18		Council Meeting	Nijinda Durlga	Councillors, Management and EA

Date	Time	Meeting	Venue	Attendees
Mon, 25-Jun-18	1.00pm	Frontier Day Festival Meeting	Nijinda Durlga	
Mon, 25-Jun-18	2.00pm	Audit Committee Meeting	Teleconference	

8. OFFICER'S RECOMMENDATION

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

11.01 Chief Executive Officer Report

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

Moved: Cr Yanner

Seconded: Cr Clarke

Carried 180719.14 5/0

11.02 Audit Committee Meeting Report s211 (4)

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe, CEO
DATE REPORT PREPARED:	05 July 2018
LINK TO COUNCIL PLAN/S:	Corporate Plan and Operational Plan 1.1 Governance and 3.1 Finance

1. PURPOSE

To receive the report of the Burke Shire Council Audit Committee, prepared in accordance with section 211 (1) (c) of the Local Government Regulation 2012, about the matters reviewed at its last meeting.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The audit committee met on Monday 25 June 2018. The minutes of the meeting are attached by way of report of the meeting, and additional comments are provided below.

Item	Comment
Internal audit 2017-18 Review of financial sustainability in two council divisions	<p>Internal auditors OCM (O'Connor Marsden & Associates) have updated the first draft of the internal audit report to include industry benchmarking. OCM are tidying up this draft. On receipt the updated document will be circulated to councillors and executive for feedback.</p> <p>Councillors will be invited to arrange a time to speak with the auditor to provide their input.</p> <p>The final report will be presented to the next audit committee meeting (05 October 2018).</p>
Enterprise Risk Management (ERM)	CEO has requested a scope of work and quote from O'Connor Marsden to design a robust risk management framework and facilitate in identifying and assessing strategic and operational risks.
Internal audit plan	As per the audit action item, CEO in consultation with EMT will reassess the 3 year internal audit to move the planned risk management review to another year. Procurement, or asset management, may be suitable and are already identified in the internal audit plan.
External audit	EMF has reported that as at 4 July 2018, preparation of the 17-18 financial statements for audit is ahead of schedule with no known concerns.

3. PROPOSAL

It is proposed that Council receives the report and recommendations of the audit committee regarding matters reviewed at its last meeting.

4. FINANCIAL & RESOURCE IMPLICATIONS

NA

5. POLICY & LEGAL IMPLICATIONS

The information in the table below is current as at 05 July 2018.

Instrument	Detail
<i>Local Government Act 2009</i>	<p>Section 105 Auditing, including internal auditing</p> <p>(4) An <i>audit committee</i> is a committee that—</p> <p>(a) monitors and reviews—</p> <p>(i) the integrity of financial documents; and</p> <p>(ii) the internal audit function; and</p> <p>(iii) the effectiveness and objectivity of the local government’s internal auditors; and</p> <p>(b) makes recommendations to the local government about any matters that the audit committee considers need action or improvement.</p>
Local Government Regulation 2012	<p>Section 211 Audit committee meetings</p> <p>(1) (a) – requires the audit committee to meet at least twice per financial year</p> <p>(1) (b) determines that the committee will review the internal audit plan and progress report; the draft financial statements before certification and provision to the auditor-general; and the AG audit and audit observation reports</p> <p>(1) (c) determines that the committee will provide a written report with recommendations to the local government on the above matters</p> <p>(4) Requires the CEO to present the above report at the next meeting of the local government</p>
Corporate Plan 2014-19	1.1 Outcome: Council provides effective oversight of key governance frameworks
Operational Plan 17-18	1.1.3 Ensure development and maintenance of appropriate systems, procedures and performance standards to manage risk.
FIN-POL-010 Audit Committee Charter Doc ID 123881	<p>Outlines the authority, composition, operational guidelines and responsibilities of the Audit Committee – to be read in conjunction with the Act and Regulations.</p> <p>Note that the charter requires that the committee meets at least 3 times per year which is more than the minimum requirement of the <i>Act</i>.</p>

6. CRITICAL DATES & IMPLICATIONS

The audit committee must give the local government a written report about the matters reviewed at an audit committee meeting, and the CEO must present this report to the next ordinary meeting of Council.

7. CONSULTATION

Audit committee, staff and advisors.

8. CONCLUSION

The minutes of the audit committee meeting are provided.

9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council receives the audit committee's report about the matters reviewed at its meeting held on 25 June 2018, as presented by the CEO in accordance with Section 211 (4) of the Local Government Regulation 2012.

11.02 Audit Committee Meeting Report s211 (4)

1. That Council note the contents of the report; and
2. That Council receives the audit committee's report about the matters reviewed at its meeting held on 25 June 2018, as presented by the CEO in accordance with Section 211 (4) of the Local Government Regulation 2012.

Moved: Cr Camp

Seconded: Cr Clarke

Carried 180719.15 5/0

11.03 Operational Plan 2017-18 | Report 4th quarter | 01 April to 30 June 2018

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe, Chief Executive Officer
DATE REPORT PREPARED:	04 July 2018
LINK TO COUNCIL PLAN/S:	Corporate Plan 2014-19

1. PURPOSE

To present the chief executive officer's written assessment of the local government's progress towards implementing the 2017-18 annual operational plan, for the three month period 01 April to 30 June 2018, in compliance with section 174 (3) of the Local Government Regulation 2012; and

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Item	Date/ Decision no.	Comment
Annual operational plan – LGR s174 (1)	28 Jun 2017 170628.02	Adopted at Special meeting in conjunction with corporate plan update and annual budget
Q1 report Jul-Sep	12 Oct 2017 171012.12	Adopted October 2017 along with proposed amendments to the plan
Q2 report Oct-Dec	25 Jan 2018 180125.17	Adopted January 2018 along with proposed amendments to the plan
Q3 report Jan-Mar	19 Apr 2018 180419.19	Adopted January 2018 along with proposed amendments to the plan
Q4 report Apr-Jun	19 July 2018 180719.xx	To be presented July 2018

3. PROPOSAL

It is proposed that Council receives and publishes the report of progress towards implementing the 2017-18 annual operational plan, for the three month period 01 April to 30 June 2018, as attached. This is the final report for the 2017-18 operational plan. Items are generally compliant and on track, with the exception of preparation of the Biosecurity Plan due to workload and resourcing.

4. FINANCIAL & RESOURCE IMPLICATIONS

The annual operational 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
<i>Local Government Act 2009</i>	S104 Financial management systems	<p>(5) (a) (v) The system of financial management established by a local government must include an annual operational plan</p> <p>(5) (b) (vi) financial accountability documents must include a report on the results of an annual review of the implementation of the annual operational plan</p> <p>(7) A local government must carry out a review of the implementation of the annual operational plan annually</p>
Local Government Regulation 2012	Division 4 Annual operational plan	<p>S 174 Preparation and adoption of the annual operational plan</p> <p>(1) A local government must prepare and adopt an annual operational plan for each financial year.</p> <p>(2) The local government may, but need not, adopt the annual operation plan for a financial year at the same time the local government adopts its budget for the financial year.</p> <p>(3) The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.</p> <p>(4) A local government may, by resolution, amend its annual operational plan at any time before the end of the financial year.</p> <p>(5) A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.</p> <p>S 175 Annual operational plan contents</p>
Corporate Plan	2014-2019	Council reviewed its Corporate Plan 2014-19 at the ordinary meeting held in June 2018.

6. CRITICAL DATES & IMPLICATIONS

The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.

7. CONSULTATION

Executive management team; elected members via CEO reports

8. CONCLUSION

The final 2017-18 operational plan report is presented for adoption. Consultation has been completed for the 2018-19 operational plan, which will be presented for adoption along with the budget at a Special meeting proposed for 26 July 2018.

9. OFFICER'S RECOMMENDATION

1. That Council notes the content of this report and its attachments; and
2. That Council adopts the chief executive officer's written assessment of the local government's progress towards implementing the 2017-18 annual operational plan, for the three month period 01 April to 30 June 2018, in accordance with section 174 (3) of the Local Government Regulation 2012.

11.03 Operational Plan 2017-18 | Report 4th quarter | 01 April to 30 June 2018

1. That Council notes the content of this report and its attachments; and
2. That Council adopts the chief executive officer's written assessment of the local government's progress towards implementing the 2017-18 annual operational plan, for the three month period 01 April to 30 June 2018, in accordance with section 174 (3) of the Local Government Regulation 2012.

Moved: Cr Poole

Seconded: Cr Yanner

Carried 180719.16 5/0

11.04 Burke Shire Special Holiday 2019

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe; Chief Executive Officer Prepared by: Narelle Poole
DATE REPORT PREPARED:	9 July 2018
LINK TO COUNCIL PLAN/S:	N/A

1. PURPOSE

To confirm the 2019 Special Holiday date for the Burke Shire Council Local Government Area.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council traditionally nominates the 1st Tuesday in November as a Special Holiday in the Burke Shire Council area to coincide with Melbourne Cup Day. Consideration may be given to amending the day or adding a holiday based on the development of a signature event and/or festival in the future.

Notification of the Special Holiday and/or Bank Holiday dates for Local Governments are included in the Queensland Government Gazette and published online:

2016: <https://www.qld.gov.au/recreation/travel/holidays/special/#2016>

2017: <https://www.qld.gov.au/recreation/travel/holidays/special/#dates2017>

2018: <https://www.qld.gov.au/recreation/travel/holidays/special#dates2018>

3. PROPOSAL

That Council confirms the date of the Special Holiday for 2019 by resolution and authorises the CEO to complete the notification process with the State of Queensland via the online notification page: <https://forms.business.gov.au/aba/landing.htm?formCode=QldGov4-formSH>

4. FINANCIAL & RESOURCE IMPLICATIONS

N/A

5. POLICY & LEGAL IMPLICATIONS

Holidays Act 1983 – Section 4 Special Holidays

(1) Subject to subsections (2) and (3) the Minister may by notification published in the Gazette appoint a day or the forenoon or afternoon of a day to be a holiday either throughout the State or within such district as may be specified.

(2) A holiday shall not be appointed pursuant to this section in respect of a district unless the Minister has, by a date specified by the Minister, received a notice from the local government for the area in which the district is situated signed by the chief executive officer of that local government requesting that the holiday be appointed.

(3) The holiday appointed may be the date requested or another date as the Minister thinks fit.

6. CRITICAL DATES & IMPLICATIONS

Nominations for Show Days/Special Holidays have been request by no later than 10 August 2018.

7. CONCLUSION

This report enables Council to meet its notification obligations under the *Holiday Act 1983* as these relate to the gazettal of Special Holidays for Local Government Areas in Queensland.

8. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council nominates Tuesday 05 November 2019 as the Special Holiday date for the Burke Shire Local Government Area.

11.04 Burke Shire Special Holiday 2019

- 1. That Council note the contents of the report; and**
- 2. That Council nominates Tuesday 05 November 2019 as the Special Holiday date for the Burke Shire Local Government Area.**

Moved: Cr Murray

Seconded: Cr Poole

Carried 180719.17 5/0

Attendance

Cr Murray left the meeting from 3.03pm to 3.04pm.

12. Corporate Services

12.01 Deputy Chief Executive Officer Report

DEPARTMENT:	Office of the Deputy Chief Executive Officer
RESPONSIBLE OFFICER:	Nils Hay; Deputy CEO
DATE REPORT PREPARED:	5 July 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

1. PROGRESS AGAINST OPERATIONAL PLAN

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

Project	Description	June Action	Status Update
Planning & Development - governance review	Develop and implement governance framework for planning & development function of council	Review	Review process has commenced; Jordan Marshall taking responsibility for this area
Tourism & Economic Development Strategy	If funded (application to BBRF)	Develop Roadmap based on report	Public consultation took place in Burketown in mid-June; draft report being prepared ahead of public review
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	Took place 30 June. Successful event, well attended and enjoyed, which has brought great publicity to the Shire.
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	DLGRMA to provide latest update to Council for public notification (EMSP taken carriage of project)
WHS Audit	WHS External Audit	Deliver	No external audit required for current year.
Induction Process	Development and implementation of staff induction process and documentation	Report	Under development. To be further elaborated through the coming months; HRWDC working on with 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	June Action	Status Update
LGMA Rural Management Challenge	BSC Participation in LGMA Rural Management Challenge	Select team and enter	Team selected, kick-off meeting took place on 2 July
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; to incorporate rent increases from June Council meeting
Financial Sustainability Measures	Develop plan around Council's list of financial sustainability measures	Implement	Final internal audit report to be delivered by O'Connor Marsden identifying areas to improve Housing and Parks and Gardens 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	Nil	Donations requests presented at June 2018 Council meeting; process to occur again early 2019 for 19-20 FY
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	Nil	Completed. Looks good.
Ongoing Process Improvement	Ongoing series of process improvements	Map storage improvement	For review
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	Develop discrete projects for funding	Funding from BBRF received (\$20k unmatched); announcement from Dept of Sport and Recreation pending

2. INFRASTRUCTURE PROJECTS

Visitor Information Centre

Restoration works are currently well underway, ahead of 31 July funding deadline for these works. EMWI has carriage.

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. EMWI has carriage.

3. GULF SAVANNAH DEVELOPMENT UPDATE

- GSD secured \$75,000 through the Building Better Regions Fund to work on a regional branding project
- GSD was not successful in an application to develop a digital infrastructure strategy through BBRF
- Nils Hay continuing in CEO role while permanent replacement is being sought
- In initial discussions with successful application for ASBAS Digital Solutions program (Perth-based) around delivering that project in the Gulf Savannah region

4. ADMINISTRATION AND COMMUNITY SERVICES

General Projects and Activities

ACS is reviewing its schedule of activities and projects to roll out 2018-19. These projects relate to cost reduction, process improvement, strategic planning and community services.

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

Records Management

On site storage of hard copy documents continues to be an issue. Staff capability has been impacted with records officer resigning, which will provide an opportunity to review the current structure and delivery of the Administration and Community Services Department.

See Jun 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 Jun WiFi, Website and Civica reports attached.

Library

See Jun Library Report attached.

Community Development and Tourism Report

See Jun CDTO, Donation and Facebook Reports attached.

2018 Council Run Events Schedule

Dates		Activity
1	Sept	Tidy Yard Competition
18-26	Aug	Seniors Week (Tentative event)
11	Nov	Remembrance Day

5. HUMAN RESOURCES

Departures:

- Nils Hay
- Apryl Ford

Appointments:

- Mr Shaun Jorgensen commenced as an Accountant on 18th June 2018.
- Ms Nirmala Manohar has been appointed as the 2nd Accountant. Mrs Manohar will not be commencing until mid-late July, but did attend training with the Finance Team week of 24th June 2018.

Recruitment:

Council is currently advertising for the following positions: -

- Senior Accountants – first recruitment attempt unsuccessful. Positions are being re-advertised. Initials interviews held 24th June 2018
- Contract & Procurement Officer – position advertised locally 1st June 2018 closing Sunday 24th June 2018. No applications were received. Position has been advertised nationally, with the prospect of the position to be based in Cairns.
- Technical Officer – position to be advertised locally early July 2018.

Training:

The following training courses were conducted during the month: -

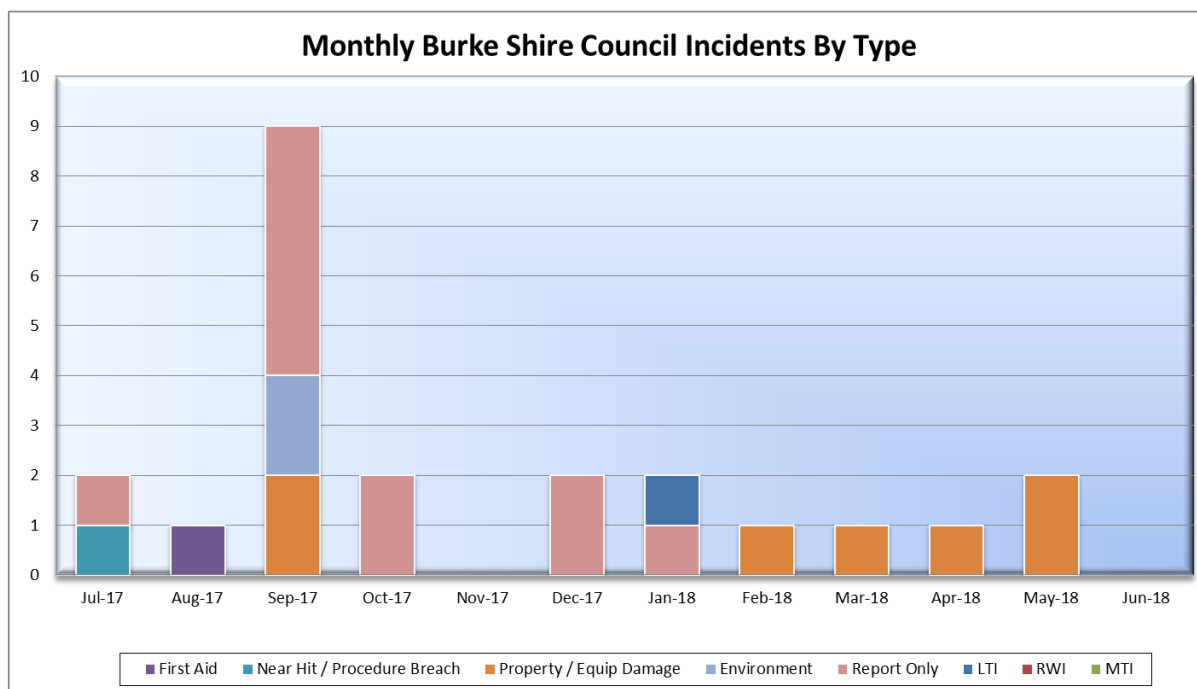
- Diploma Local Government contact session for Madison Marshall
- Animal Management training through LGAQ 19th June 2018
- Final contact session for Claude Cooling's Cert III Water Treatment Operations
- LGAQ HR Roundtable scheduled for 18th July 2018 in Mount Isa

Training planned for the month includes: -

- Plant Operator Training – orders let for approx. \$55,000 of plant operators, high risk occupation and compliance training. Training to be delivered progressively over coming weeks / months to suit RTOs and works programme. First scheduled training is for Forklift operations (3rd – 5th July & 6th – 8th August: 2 groups of 5 participants) and MC truck driver's licensing 9th & 10th August.
- LGMA HR Forum 1st August 2018 in Mackay.
- Sage Marshall – block release training for apprenticeship in AUR31116 Heavy Vehicle Technology.

6. WORKPLACE HEALTH AND SAFETY

There were no incidents reported in June 2018.



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. OFFICER'S RECOMMENDATION

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

12.01 Deputy Chief Executive Officer Report

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

Moved: Cr Poole

Seconded: Cr Yanner

Carried 180719.18 5/0

12.02 MCU L75-76 on B13610 – MICRRH Nursing Accommodation

DEPARTMENT:	Planning and Development
RESPONSIBLE OFFICER:	Nils Hay; Deputy CEO
DATE REPORT PREPARED:	2 July 2018
LINK TO COUNCIL PLAN/S:	Town Planning Scheme

1. PURPOSE

To consider the application for a Development Permit for Material Change of Use (MCU) – Code Assessable – Single Residential (Dwelling House) on Lots 75 and 76 Firefly Street, Burketown.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

On 14 September 2017, Council passed the following resolution in support of James Cook University (JCU) and the Mount Isa Centre for Regional and Remote Health (MICRRH) developing nursing accommodation in Burketown:

1. *That the report/attachment be deemed a confidential document and be treated as such in accordance with Local Government Regulation 2012 in Chapter 8 Administration, Part 2 Local government meetings and committees, under Sections 275 (1) (e) and that the document remain confidential unless council decides otherwise by resolution; and*
2. *That Council note the contents of the report; and*
3. *That with reference to part e. of decision 170518.12, Council confirms that the lots of land that it intends to dispose of to James Cook University, for the purposes of constructing student nurse accommodation in Burketown, are Lots 75-76 on B13610, and that the method of disposal will be by lease; and*
4. *That Council determines that it will enter into an Agreement to Grant Lease with James Cook University (JCU) such that the lease will be provisional upon:*
 - a. *JCU obtaining funding;*
 - b. *JCU obtaining development approval from Council; and*
 - c. *Council obtaining a Ministerial exception under section 236 (1) (f) of the Local Government Regulation 2012 to dispose of the land other than by tender or auction; and*
5. *That pursuant to section 257 of the Local Government Act 2009, Council delegates authority to the Chief Executive Officer to:*
 - a. *negotiate the terms and conditions of the Lease and the Agreement to Grant Lease, and to progress any related matters; and*
 - b. *execute the Agreement to Grant Lease; and*
 - c. *execute the Lease when the conditions of the Agreement to Grant Lease are satisfied.*

JCU and MICRRH have been successful in obtaining funding for this project, and have engaged Aecom to manage the development process. Council has also been successful in obtaining the required Ministerial exception to dispose of the land, with Use Agreement and Deed of Agreement to Lease documentation signed by both parties.

The signing of the lease is contingent upon an approved Development Application.

3. PROPOSAL

APPLICANT: James Cook University
C/- Mr B Gibbs
AECOM Australia Pty Ltd
PO Box 1307
FORTITUDE VALLEY QLD 4006

APPLICATION: Application for a Development Permit for Material Change of Use (MCU) –Code Assessable – Single Residential (Dwelling House)

ADDRESS: Lots 75 and 76 Firefly Street, Burketown

ZONE: Town Zone- Preferred Use Area (PUA) - Residential

INTRODUCTION

This Application is made by James Cook University (JCU), Department of Rural Health (DRH), Mount Isa Centre for Rural and Remote Health (MICRRH). The site is described Lot 75 and Lot 76 Firefly Street, Burketown, being Lots 75 and 76 B13610.

The Material Change of Use (MCU) Application seeks a Development Permit for:

- Single Residential development – Dwelling House.

The site is located within the Town Zone, Residential PUA under the Burke Shire Planning Scheme 2003, and requires Code Assessment.

SITE AND LOCALITY

The site is vacant, rectangular in shape, generally level, devoid of vegetation and suitable for residential development. Firefly Street is a predominantly unsealed road and urban services are not fully available to the site, at this time.

The site, located in Firefly Street, is located on the northern edge of Burketown in close proximity to all services offered in the town.

PROPOSED DEVELOPMENT

The proposed development is for the establishment of a large Dwelling House on the site to be occupied by medical students (and perhaps students from other allied medical fields) who visit the Shire for placements during their training.

The Dwelling House, defined as Single Residential, in the current Planning Scheme, is a one (1) storey building comprising:

- Combined living, dining and kitchen, opening to a large undercover, partially enclosed deck, adjacent to a media room with a balcony;
- A large central hallway connecting to five (5) bedrooms, two (2) study areas, laundry and storage area and three (3) bathrooms, with an external drying area;
- The Dwelling House has a front and rear entrance, with ramp access from the front;

- A driveway provides access to a two (2) car carport located behind the Dwelling House;
- One (1) of the five (5) bedrooms is accessible and adjoins an accessible ensuite bathroom, shared with another bedroom in a 'jack and jill' configuration;
- Each bedroom, except the accessible bedroom, incorporates two (2) single beds and in total the Dwelling House will have four (4) showers, four (4) toilets and (six) vanity basins;
- The total number of residents able to be accommodated will be nine (9);
- The media room will provide recreational facilities for the residents/students and also provide video conferencing and meeting room space, if required.

The Dwelling House is architecturally designed and of modern design and construction.

A copy of the Concept Plans can be found in the attached Development Application.

TOWN PLANNING ASSESSMENT

Relevant statutory planning documents include the:

- *Planning Act 2016*; and
- Burke Shire Planning Scheme 2003.

Planning Act 2016

The Planning Act (PA) is the principal regulatory framework for land use planning and assessment in Queensland. The Act sets out the assessment process and identifies relevant referral agencies. The Application has been assessed and processed under the PA and no referral agencies have been identified.

Burke Shire Planning Scheme 2003

Under the Burke Shire Planning Scheme the site is included in the Town Zone, Residential PUA and the proposed development falls under the land use definition of Single Residential, as it will operate like a typical share house. The land use is Code assessable in the Town Zone.

The land use definition of Single Residential, states:

'Single Residential - residential use of premises if there is one dwelling located on its own lot.'

The proposed development is Code assessable against the following Codes:

- Town Zone Code; and
- Single Residential Code.

An assessment of the proposed development, against the two (2) Codes is outlined below.

Town Zone Code

The Town Zone Code seeks to ensure all development contributes to Burketown and Gregory being well serviced, attractive towns which are pleasant and safe places to work, live and visit and new uses are designed and managed to maintain the prevailing amenity and to maintain the safety of people and works.

A summary overview against the relevant elements in the Town Zone Code is outlined below.

Consistent Uses and Preferred Uses

The proposed development is Single Residential (Dwelling House) within the Residential PUA. The preferred uses in the Residential PUA are: Home Business, Other Residential (Duplex etc.),

Secondary Residential (2 dwelling on one lot), Single Residential (Dwelling House) and Temporary Residential (Caravan).

The proposed development complies.

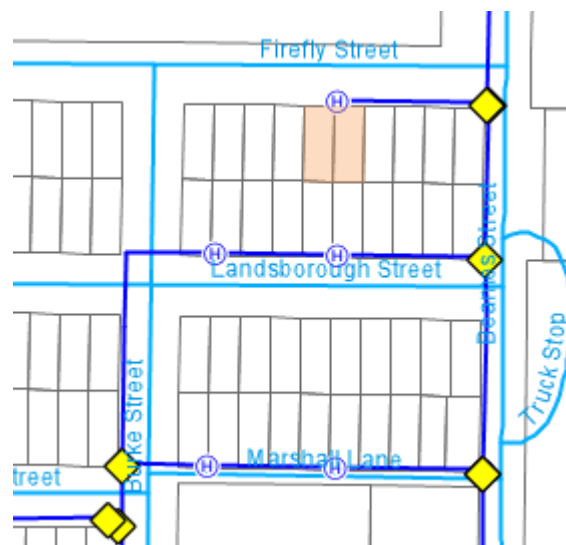
Serviced Area

The site is not located within the service area of Burketown.

Under agreement with Council who is the land owner, connection of the building is permitted to normal services at points of supply that are within reasonable proximity to the site at the cost of the developer. This includes any upgrading to services required to service the development.

Water service is available to the entire frontage of Lot 76, refer diagram below. A new house connection is required to service the development.

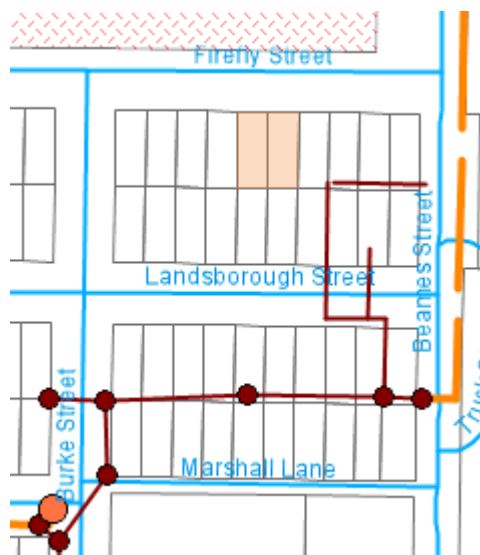
Currently, the water service does not extend along the entire length of Firefly Street, refer diagram below and Council is considering extending the main and closing the loop. If extension is required for the development, the cost is to be borne by the developer but limited to the extension (if required) to provide water service to the development.



Electricity connection is available from the existing overhead service. A house connection is required and the developer must address this with Ergon Energy directly.

Telstra service extends as far as the eastern boundary of Lot 78, so an extension of approximately 60 metres is required. The developer must address this directly with Telstra.

There is no sewer service currently available to site. A sewer main is located in Beames Street, refer diagram below. The sewer main may be extended by Council along the length of Firefly Street with part of the cost to be shared by the developer. If Council extends the service beyond the development, only the portion relevant to servicing the development will be charged.



Bitumen pavement of the road reserve in Firefly Street extends only to the mid-point of Lot 78. An extension of approximately 70 metres is required to provide sealed pavement to the entire frontage on Lots 75 and 76. Council has agreed to form up the road to the site frontage but if bitumen seal is required, it will be at the cost of the developer.

The development will be conditioned accordingly.

Effects of Use

The Dwelling House is not anticipated to detrimentally impact on the amenity of the local area. However, it is a large Dwelling House and to reduce the impact of the development from the street, landscaping along the street frontage will be required as a condition of approval.

Provision and Effects of Work

The building has a site cover of 22% of the site area and is compatible with the Residential PUA designation of the site.

Two (2) car parking spaces are proposed on site in a covered carport structure. This is considered acceptable and, in any event, additional informal parking space is readily available for vehicles to park on site.

Single Residential Code

The Single Residential Code specifies the following design criteria.

DESIGN CRITERIA	PROPOSED DEVELOPMENT	COMMENT
Minimum lot size = 500m ²	2024m ²	Complies
Maximum building height = 8.5 metres	5.75 metres	Complies
Site cover = 50%	22%	Complies
Setbacks:– Front = 6 metres Side and rear = 2.0 metres	Front- 6 metres Side – west – 5.5 metres Side – east – 5.73 metres Rear – 18 metres	Complies in full

The proposed development complies in full with the specified design criteria.

REFERRAL AGENCIES

There are no Referral Agencies for the Application.

4. FINANCIAL & RESOURCE IMPLICATIONS

Council has been liaising with Aecom regarding the connection of services. As per the (as yet unsigned) draft lease:

5.1 New Services

- (a) The Lessor, acting reasonably, will consent to the Lessee at the Lessees cost connecting the Building to all normal services at points of supply that are within reasonable proximity to the Premises.*
- (b) The Lessee will be responsible at its own cost and expense for connecting any new Services within the Premises including connections to existing Services provided by the Lessor which are subject to satisfaction and approval by the Lessor.*

5. POLICY & LEGAL IMPLICATIONS

As noted above, the proposed development complies in full with the Burke Shire Town Planning Scheme 2003 Single Residential Code.

6. CRITICAL DATES & IMPLICATIONS

Finalisation of lease documentation is contingent upon JCU/MICRRH securing the appropriate development application. In the interest of progressing this matter, the July 2018 Ordinary Council Meeting would be an appropriate time to make a decision on this matter.

7. CONSULTATION

Council's Town Planning Consultant, Liz Taylor, was responsible for the preparation of the proposal and recommendations contained in this report. Liz has been in contact with representatives from Aecom and Council to inform her report.

8. CONCLUSION

The proposed development complies with the requirements of the various relevant planning documents. The proposed development complies in full with the relevant Planning Scheme Codes, and can be approved subject to reasonable and relevant conditions.

9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council resolves: In accordance with the Planning Act 2016, the applicant be notified that the Application for a Development Permit for a Material Change of Use for Single Residential (Dwelling House) on land located at Lots 75 & 76 Firefly Street, Burketown and described as Lot 75 and Lot 76 B13610, is approved subject to the following conditions:
 - a. The development shall be undertaken substantially in accordance with the submitted and approved Concept Plans, except as modified by this approval, to the satisfaction of the Chief Executive Officer or delegate.

ARCHITECT	PLAN NUMBER	DESCRIPTOR	DATED
CA Architects	976 – SK -001	Site Plan	08/06/2018
CA Architects	976 – SK -102	Internal Layout Plan	11/06/2018
CA Architects	976 – SK -103	Roof Plan – 5 Bedroom Option	01/06/2016
CA Architects	976 – SK -401	Sections – 5 Bedroom Option	01/06/2016
CA Architects	976 – SK -501	Elevations (N&W) – 5 Bedroom Option	01/06/2016
CA Architects	976 – SK -502	Elevations (S&E)- 5 Bedroom Option	01/06/2016

- b. Any future plumbing and building work on the site shall be carried out generally in accordance with any relevant Council's requirements and all regulatory controls, to the satisfaction of the Chief Executive Officer or delegate.
- c. This development approval lapses six (6) years after the day that the development approval takes effect, unless extended under the Planning Act 2016.
- d. Any re-profiling of the site to accommodate the buildings shall ensure stormwater and runoff from the site is drained to Firefly Street in such a way that it does not concentrate flow on any abutting properties or the roadway, nor does it create ground erosion problems on abutting properties or the roadway, to the satisfaction of the Chief Executive Officer or delegate.
- e. Supply and install water service infrastructure to the building and/or meet the cost of any alterations to public utility mains, existing mains, services or installations and external road works required in connection with the approved development, to the satisfaction of the Chief Executive Officer or delegate.
- f. Supply and install sewer service infrastructure to the building and/or meet the cost of any alterations or extensions to public utility mains, existing mains, services or installations and external road works required in connection with the approved development, to the satisfaction of the Chief Executive Officer or delegate.
- g. Prior to the issue of a Building Permit, provide written confirmation from Ergon Energy and Telstra that house connections can be provided to the site; and provide the connections and/or meet the cost of any alterations to public utility services or installations and external road works required in make the connection, prior to commencement of the use, to the satisfaction of the Chief Executive Officer or delegate.
- h. A standard concrete crossover is to be provided at the boundary of the site to provide vehicular access to the carport located at the rear of the site, to the satisfaction of the Chief Executive Officer or delegate.
- i. Should any of the Council's assets be damaged during the construction of any new infrastructure, or associated works the cost of the reinstatement of all such assets shall be met by the applicant/proponent and to the satisfaction of the Chief Executive Officer or delegate.
- j. Two (2) car parking spaces are to be provided on site, to the rear of the Dwelling House and located in a carport structure accessed via a concrete or sealed

driveway, to be constructed prior to the commencement of the use, to the satisfaction of the Chief Executive Officer or delegate.

- k. Landscaping is required to be provided within the 6 metre setback to Firefly Street in the form of trees and shrubs, native to the local area, planted at 2 metre centres along the site frontage of 40 metres, providing a minimum of 20 trees/shrubs, to the satisfaction of the Chief Executive Officer or delegate.
- l. The applicant shall ensure the site is maintained in a clean and tidy condition at all times to the satisfaction of the Chief Executive Officer or delegate.
- m. Any signage proposed to identify the premises is limited to:
 - i. a non-illuminated wall sign with a maximum face area of 0.50 metres; and
 - ii. attached to the front wall of the dwelling house (or the front fence, if provided).

Any signage is to be erected prior to commencement of the use, to the satisfaction of the Chief Executive Officer or delegate.

- n. The two (2) lots that comprise the development site are to be amalgamated. A copy of the new Plan of Survey creating the new lot is to be lodged with Council upon registration in the Titles Office of the Department of Natural Resources, Mines and Energy (DNRME) and prior to commencement of the use.

12.02 MCU L75-76 on B13610 – MICRRH Nursing Accommodation

1. That Council note the contents of the report; and
2. That Council resolves: In accordance with the Planning Act 2016, the applicant be notified that the Application for a Development Permit for a Material Change of Use for Single Residential (Dwelling House) on land located at Lots 75 & 76 Firefly Street, Burketown and described as Lot 75 and Lot 76 B13610, is approved subject to the following conditions:

- a. The development shall be undertaken substantially in accordance with the submitted and approved Concept Plans, except as modified by this approval, to the satisfaction of the Chief Executive Officer or delegate.

ARCHITECT	PLAN NUMBER	DESCRIPTOR	DATED
CA Architects	976 – SK -001	Site Plan	08/06/2018
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CA Architects	976 – SK -501	Elevations (N&W) – 5 Bedroom Option	01/06/2016
CA Architects	976 – SK -502	Elevations (S&E)- 5 Bedroom Option	01/06/2016

- b. Any future plumbing and building work on the site shall be carried out generally in accordance with any relevant Council's requirements and all regulatory controls, to the satisfaction of the Chief Executive Officer or delegate.
- c. This development approval lapses six (6) years after the day that the development

approval takes effect, unless extended under the Planning Act 2016.

- d. Any re-profiling of the site to accommodate the buildings shall ensure stormwater and runoff from the site is drained to Firefly Street in such a way that it does not concentrate flow on any abutting properties or the roadway, nor does it create ground erosion problems on abutting properties or the roadway, to the satisfaction of the Chief Executive Officer or delegate.
- e. Supply and install water service infrastructure to the building and/or meet the cost of any alterations to public utility mains, existing mains, services or installations and external road works required in connection with the approved development, to the satisfaction of the Chief Executive Officer or delegate.
- f. Supply and install sewer service infrastructure to the building and/or meet the cost of any alterations or extensions to public utility mains, existing mains, services or installations and external road works required in connection with the approved development, to the satisfaction of the Chief Executive Officer or delegate.
- g. Prior to the issue of a Building Permit, provide written confirmation from Ergon Energy and Telstra that house connections can be provided to the site; and provide the connections and/or meet the cost of any alterations to public utility services or installations and external road works required in make the connection, prior to commencement of the use, to the satisfaction of the Chief Executive Officer or delegate.
- h. A standard concrete crossover is to be provided at the boundary of the site to provide vehicular access to the carport located at the rear of the site, to the satisfaction of the Chief Executive Officer or delegate.
- i. Should any of the Council's assets be damaged during the construction of any new infrastructure, or associated works the cost of the reinstatement of all such assets shall be met by the applicant/proponent and to the satisfaction of the Chief Executive Officer or delegate.
- j. Two (2) car parking spaces are to be provided on site, to the rear of the Dwelling House and located in a carport structure accessed via a concrete or sealed driveway, to be constructed prior to the commencement of the use, to the satisfaction of the Chief Executive Officer or delegate.
- k. Landscaping is required to be provided within the 6 metre setback to Firefly Street in the form of trees and shrubs, native to the local area, planted at 2 metre centres along the site frontage of 40 metres, providing a minimum of 20 trees/shrubs, to the satisfaction of the Chief Executive Officer or delegate.
- l. The applicant shall ensure the site is maintained in a clean and tidy condition at all times to the satisfaction of the Chief Executive Officer or delegate.
- m. Any signage proposed to identify the premises is limited to:
 - i. a non-illuminated wall sign with a maximum face area of 0.50 metres; and
 - ii. attached to the front wall of the dwelling house (or the front fence, if provided).

Any signage is to be erected prior to commencement of the use, to the satisfaction of the Chief Executive Officer or delegate.
- n. The two (2) lots that comprise the development site are to be amalgamated. A copy of

the new Plan of Survey creating the new lot is to be lodged with Council upon registration in the Titles Office of the Department of Natural Resources, Mines and Energy (DNRME) and prior to commencement of the use.

Moved: Cr Poole

Seconded: Cr Murray

Carried 180719.19 5/0

Attendance

Cr Camp left the meeting from 3.29pm to 3.31pm.

Madison Marshall left from 3.32pm to 3.35pm.

Alec Doomadgee from The Gulf Country Frontier Days Festival phoned into the meeting from 3.36pm to 4.12pm.

Teresa O'Brien from The Gulf Country Frontier Days Festival phoned into the meeting from 3.39pm to 4.08pm.

13. Mayoral Report

I attended the following:

- EMCCS interviews – 72 applicants, many high calibre applicants, wide range of valuable skillsets
- Order of the Outback Ball – award given to Johnathon Thurston in recognition of his off-field contributions towards achieving successful social, health and educational outcomes for indigenous people, creating awareness of the dangers of illicit drugs and providing facilities to assist young indigenous students to successfully complete their education along with raising the awareness and support for research of brain cancer after a fellow NRL player was diagnosed with the illness. Through his achievements both on and off field he has been a role model for many- exemplifying the positive qualities of hard work, integrity, mateship and good sportsmanship. Thanks to all staff and volunteers for your efforts before, during and after the event to make it the great success it was – as evidenced by the many compliments made to me by attendees: tourists, neighbouring LG reps, local MP, corporate sponsors and residents alike.
- Frontier Days festival teleconference meetings – to discuss upcoming event
- Teleconference with Mt Isa City Council reps to discuss Riversleigh
- Riversleigh Scientific and Community Advisory Committee (RCSAC) meeting, workshop and field trip – Adel's Grove
- Farewell Luncheon for Nils Hay
- Meeting and Dinner with LGAQ executive – CEO Greg Hallam PSM, President Cr Mark Jamieson
- NWQROC Teleconference
- Various meetings with executive staff

GSD

- Successful in obtaining a grant under the BBRF to the value of \$75 000 to develop a Gulf Regional Branding Strategy

Media

- Spoke with Allyson Horn, ABC Producer, regarding report she is putting together on postcode discrimination ie the difficulty of getting a personal/commercial loan from a bank to purchase in a remote area
- Dept of State Development – filmed interview regarding Fibre Optic Project

That Council notes the report provided by Councillor Camp.

Moved: Cr Yanner

Seconded: Cr Poole

Carried 180719.20 5/0

14. Councillor Reports

That Council notes the verbal reports provided by Councillors Clarke, Murray, Poole and Yanner.

Moved: Cr Camp

Seconded: Cr Yanner

Carried 180719.21 5/0

15. New business of an urgent nature admitted by Council

No new business of an urgent nature was admitted by Council.

17. Closure of meeting

The Chair declared the meeting close at 4.30pm.

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
ATSI TIDS	Aboriginal and Torres Strait Islander Transport Infrastructure Development Scheme
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 Planning 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)
DRH	Department of Rural Health
DSDMIP	Department of State Development, Manufacturing, Infrastructure and Planning (NB: replaces DSD Department of State Development post 2017 QLD state elections)

Acronym	
DTMR	Department of Transport and Main Roads
DWQMP	Drinking Water Quality Management Plan
EDQ	Economic Development Queensland
EMCCS	Executive Manager Corporate and Community Services
EMF	Executive Manager Finance
EMSP	Executive Manager Strategic Projects
EMT	Executive Management Team
EMWI	Executive Manager Works and Infrastructure
FAGS	Financial Assistance Grants
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
MCU	Material Change of Use
MICRRH	Mount Isa Centre for Rural and Remote Health
NDRP	Natural Disaster Resilience Program
NDRRA	Natural Disaster Relief and Recovery Arrangements
NGA	National General Assembly

Acronym	
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
QTC	Queensland Treasury Corporation
QTIF	Queensland Tourism Infrastructure Fund
R2R	Roads to Recovery
RACAS	Road Asset Condition Assessment System
RAUP	Remote Airstrip Upgrade Program
RMPC	Road Maintenance Performance Contract
ROPS	Register of Pre-Qualified suppliers
RRTG	Regional Roads Transport Group
SES	State Emergency Services
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
VIC	Visitor Information Centre
WFQ / W4Q	Works for Queensland
WTP	Water Treatment Plant

I hereby certify that these pages numbered 1 to 71 – constitute
the Confirmed minutes of the Ordinary Council Meeting of Burke
Shire Council held on 19 July 2018.

Mayor Cr Ernie Camp