



Agenda and Business Papers

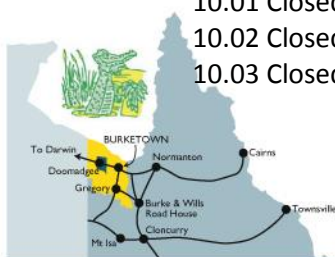
Burke Shire Council Ordinary General Meeting

Thursday 16 August 2018

9.00am Council Chambers

9.00am	Opening of Meeting
10.30am to 11.00am	Morning Tea
12.30pm to 1.00pm	Lunch
1.00pm	Gasfields Commission
3.00pm	Les and Annie Clarke

01. Opening of Meeting	3
02. Record of Attendance	3
02.01 LGR 2012 Section 276 – Attendance by teleconferencing.....	3
03. Prayer	3
04. Consideration of applications for leave of absence	3
05. Confirmation of minutes of previous meeting(s)	4
05.01 General Meeting 19 July 2018 and Special Meetings 26 July 2018 and 9 August 2018	4
06. Condolences.....	4
07. Declaration of Interests	4
08. Consideration of Notice(s) of Motion and Petitions.....	4
08.01 Notices of Motion	4
08.02 Petitions	4
09. Works, Services and Finance Reports	4
09.01.01 Works and Services Monthly Report	5
09.02.01 Finance Monthly Update Report	11
09.03.01 Strategic Projects Reports.....	25
10. Closed Session Reports	33
10.01 Closed Session - Firefly Street Improvements	33
10.02 Closed Session – Burketown Turf Club – Lease over Lot 97 on PC19	33
10.03 Closed Session - STP Upgrade Project.....	33



11. Chief Executive Officer Reports	34
11.01 Chief Executive Officer Report	35
11.02 2018 Local Government Association of Queensland Annual Conference	42
11.03 Independent Review of the Zone Tax Rebate	45
12. Corporate and Community Services	47
12.01 Corporate and Community Services Monthly Report	48
12.02 Reconfiguration of Lot - Lot 4, Lot 5 and Lot 10 on RP743007	52
12.03 Donation Request – Gregory Downs Jockey Club	58
12.04 Donation Request – Gregory District Sporting Association Inc	62
12.05 Donation Request – Carpentaria Land Council Aboriginal Corporation	66
13. Mayoral Report	71
14. Councillor Reports	71
15. New business of an urgent nature admitted by Council	71
16. Deputations and presentation scheduled for meeting	71
16.01 Gasfields Commission	71
16.02 Les and Annie Clarke	71
17. Closure of meeting	71
Dictionary of Acronyms	72

01. Opening of Meeting

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

02. Record of Attendance

Members	Cr Ernie Camp; Mayor – Chair Cr Paul Poole; Deputy Mayor Cr John Clarke Cr John Yanner Cr Tonya Murray
Officers	Sharon Daishe; Chief Executive Officer Ferne Clarke; Executive Manager Corporate & Community Services Mark Poynter; Executive Manager Works and Infrastructure Simbarashe Chimpaka; Executive Manager Finance Philip Keirle; Executive Manager Strategic Projects Narelle Poole; 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)
- Philip Keirle, Executive Manager Strategic Projects (EMSP)

03. Prayer

Led by Cr Murray

04. Consideration of applications for leave of absence

None received at time of agenda preparation.

05. Confirmation of minutes of previous meeting(s)

05.01 General Meeting 19 July 2018 and Special Meetings 26 July 2018 and 9 August 2018

That Council confirms the Minutes, as presented, of the following meetings:

- i. Ordinary Meeting of Council held on 19 July 2018
- ii. Special Meeting of Council held on 26 July 2018
- iii. Special Meeting of Council held on 9 August 2018



180719 Unconfirmed
Minutes.docx



180726 Unconfirmed
Minutes - Special Mee



180809 Unconfirmed
Minutes - Special Mee

06. Condolences

None received at time of agenda preparation.

07. Declaration of Interests

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

08.01 Notices of Motion

None received at time of agenda preparation.

08.02 Petitions

None received at time of agenda preparation.

09. Works, Services and Finance Reports

09.01.01 Works and Services Monthly Report

09.02.01 Finance Monthly Update Report

09.03.01 Strategic Projects Reports

Works and Services Reports

09.01.01 Works and Services Monthly Report

DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Mark Poynter
DATE REPORT PREPARED:	06 August 2018
LINK TO COUNCIL PLAN/S:	Works Program

1. PROJECTS

Project progress for FY18/19 Capital projects:

Task Name	% Complete
BSC Master Project Schedule	16%
2018-05_SES Building	41%
2018-06_Contractor Accommodation	3%
BSC 2018 Works Program	16%
Boat Ramp Carpark	99%
2017 NDRRA REPA	1%
RMPC	0%
2018/19 - TIDS/ATSI TIDS/R2R/BSC	0%
2018-08_VIC	99%
W4Q-R2	8%
Water treatment plant upgrades	2%
Gregory	6%
Burketown	0%
Bunded fuel storage	99%
Laydown yard	5%
Waste management	0%
Gregory Airstrip	15%
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

- Ongoing local maintenance

Shire Roads

- Road works commenced on Doomadgee West Road comprising of both TIDS and NDRRA funding.
- Works planned for Gregory-Lawn Hill Road in the coming weeks

RMPC

- First month claim submitted. Expenditure as planned.

NDRRA

- Restoration of Essential Public Asset (REPA) commence on Doomadgee West Road.

3. AIRPORTS/REX Services

- Doomadgee airport has been closed to passenger services over the past weeks. Planned REX services have landed in Burketown with a shuttle bus provided by TMR providing ground transport to passengers.
- The Council has provided additional labour to REX turnarounds to service the increased schedule. We are currently in negotiations with REX for additional funding to cover the cost of providing the service.

4. WORKSHOP AND FLEET

Tender/procurement items

- CEO Prado: Ordered and due for delivery August 8.

Cost KPIs

- Monthly fuel consumption for the yellow fleet was 4,927 litres.
- Financial year to date revenue vs. expenditure is 176.64%
- Lifetime revenue vs. life expenditure is 20.67%

Repairs

Plant #	Description	Maintenance	Scheduled
426	Low loader	Check over	Yes
469	PS300B Roller	Check over	Yes
480	Prime Mover	365k service, tyres	Yes
519	Jetpatcher	Steer tyres, valves, reel	No
522	140M Grader	Door glass	No
529	John Deere Ride on	Tyres and idlers	No
542	50 Kva Genset	Check over	Yes
551	Prime Mover	PTO switch, leaks, lights	No
565	Prado	Check over, rotate tyres	No
566	Landcruiser	Windscreen, trailer lights	No
568	Kioti	Deck, belts, idlers	No
572	Job Truck	Trans fault, PTO	No
584	Landcruiser Dual Cab	120k service, windscreen	Yes

Plant #	Description	Maintenance	Scheduled
587	CS78B Drum Roller	Check over	Yes
588	10 Tonner	40k service, breather	Yes
591	Gregory Hilux	70k service, fuel fault	Yes
592	Isuzu Water Truck	55k service	Yes
607	GWTP 50 Kva Genset	400 hr service	Yes
	Fuel tanks	Check over, pumps	No
	Caravans	Steps and rails	No
	Whippers and Mowers	Keep operational	No

5. TOWN AND RURAL SERVICES

- One of the morning glory park irrigations pumps has failed. A replacement has been ordered and will be fitted as soon as available.

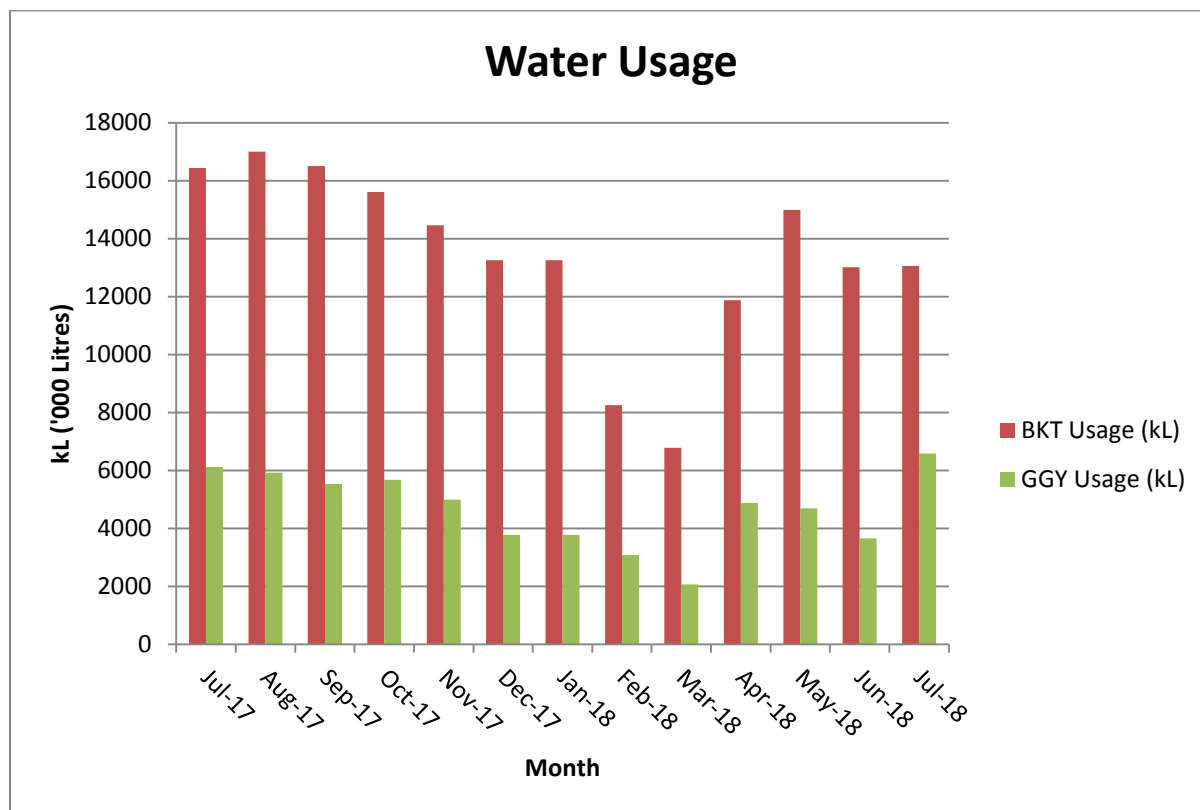
6. HOUSING/BUILDING MAINTENANCE

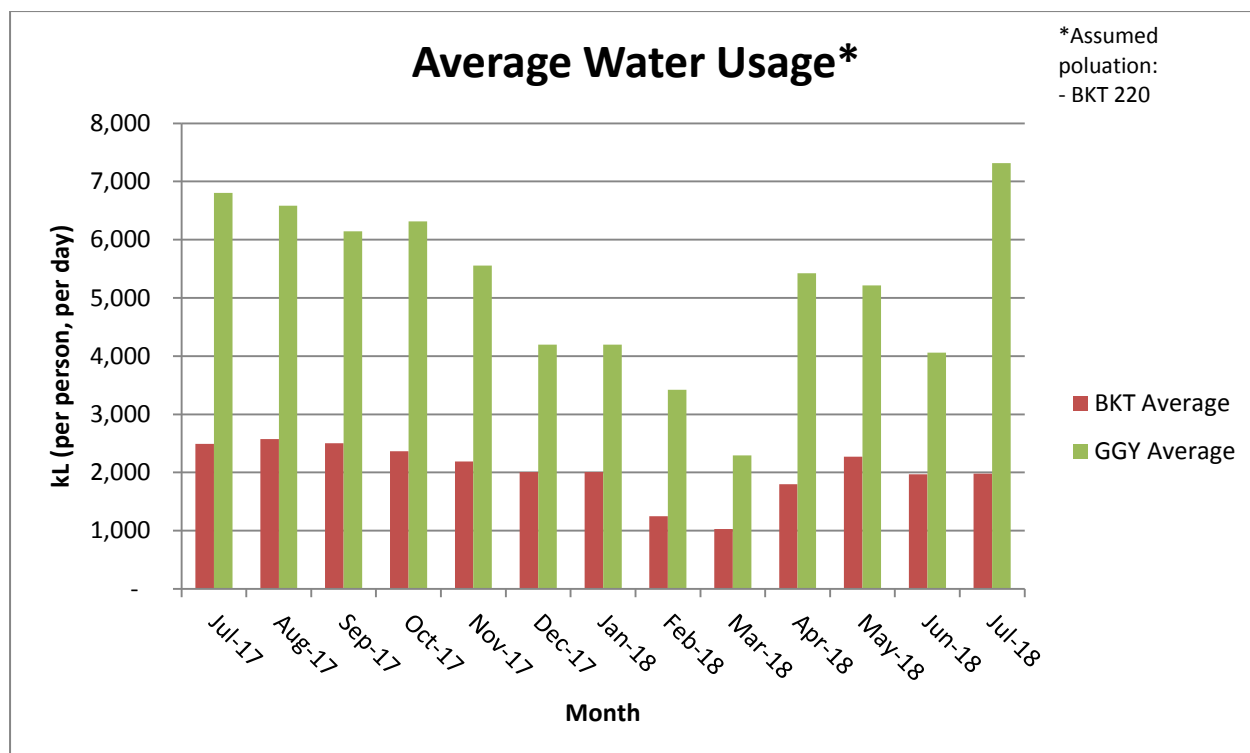
- Ongoing minor maintenance activities underway.

7. BIOSECURITY

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

8. WATER





Treatment Plant Operations

- Burketown
 - As expected.
- Gregory
 - Issues with the newly installed water storage tank has prevented one of them from being brought online.

Water Reticulation

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

State-wide Water Information Management (SWIM) results

Performance Indicator	Performance Measure	Yearly Target	July 2018	Actual Total (YTD)
Water Services				
Water mains breaks	Per 10km/year	<3	0	0
Incidents of unplanned interruptions	Per 100 connections/year	<0	0	0
Water quality related complaints	Per 100 connections/year	<1	0	0
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	0
Sewerage complaints – overflow on properties and odour	Per 100 connections/year	<5	0	0
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	0

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.

ATTACHMENTS

1. Works for Queensland Monthly Report



Works for
Queensland _ ePlanni

Finance Reports

09.02.01 Finance Monthly Update Report

DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simba Chimpaka; Executive Manager Finance
DATE REPORT PREPARED:	5 July 2018
LINK TO COUNCIL PLAN/S:	Operational Plan Budget

1. FINANCIAL SUMMARY (SNAPSHOT)

This monthly report illustrates the financial performance and position of Burke Shire Council compared to its adopted budget.

KEY FINANCIAL RESULTS	ANNUAL BUDGET	PRO RATA BUDGET	YTD ACTUAL	YTD VARIANCE	YTD VARIANCE %	STATUS FAVOURABLE UNFAVOURABLE
Total Operating Revenue	12,248,000	1,020,667	68,604	- 952,063	-93%	✗
Total Operating Expenditure	18,912,000	1,576,000	720,914	- 855,086	-54%	✓
Operating Surplus/Deficit	- 6,664,000	- 555,333	- 652,310	- 96,977	17%	✓
Closing Cash & Cash Equivalents	6,828,215		9,753,420	2,925,205		✓

Council reported an operating deficit at the end of the reporting period (31 July 2018). Total operating grants, subsidies, rates and utility charges income is significantly lower than pro rata and annual estimates primarily reflecting the infancy of the financial year. Operating grants and subsidies will be received and recognised progressively each month bringing actuals in line with annual and pro rata estimates.

The favourable variance in recurrent expenditure is primarily due to timing differences. Depreciation expense for this year will be higher than previous years due to increases in asset values related to the most recent desktop indexation of assets and investment in new assets in the 2017-18 financial year.

Capital grants, subsidies and contributions are below budget mainly due to timing of works as most capital grants are paid on completion of works or delivery on established milestones.

Council's capital works expenditure is below budget due to timing of works for a number of infrastructure projects, timing of capital acquisitions and fleet replacement.

Council's year to date cash balance is greater than annual estimates due to timing differences, the cash balance is expected to decline to ~\$6 million dollars at the close of the financial year.

Constrained cash reserves at the end of July represent 40% of the cash balance.

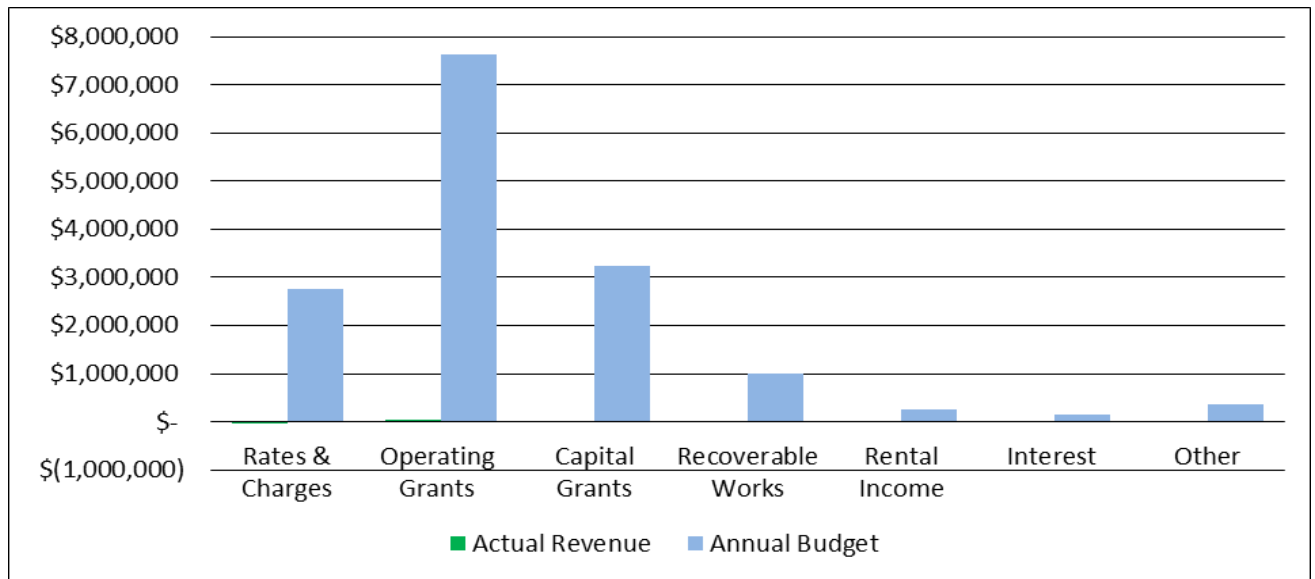
2. KEY PERFORMANCE INDICATORS

Financial Sustainability Ratios and Measures of Sustainability	Status Achieved Not Achieved	ANNUAL BUDGET	YTD ACTUAL	TARGET
Operating Surplus Ratio (%)	✗	-54%	65%	Between 0% and 10% (over the long term)
Asset Sustainability Ratio (%)	✗	130%		Greater than 90% (over the long term)
Current Ratio	✓	10	12	Greater than '1:1 (over the long term)
Net Financial Liabilities Ratio	✓	-58%	-73%	Less than 60% (over the long term)

Councils year to date ratios indicate sufficient capacity to offset short term obligations however the operating surplus ratio indicates limited capacity to cover operational expenditures.

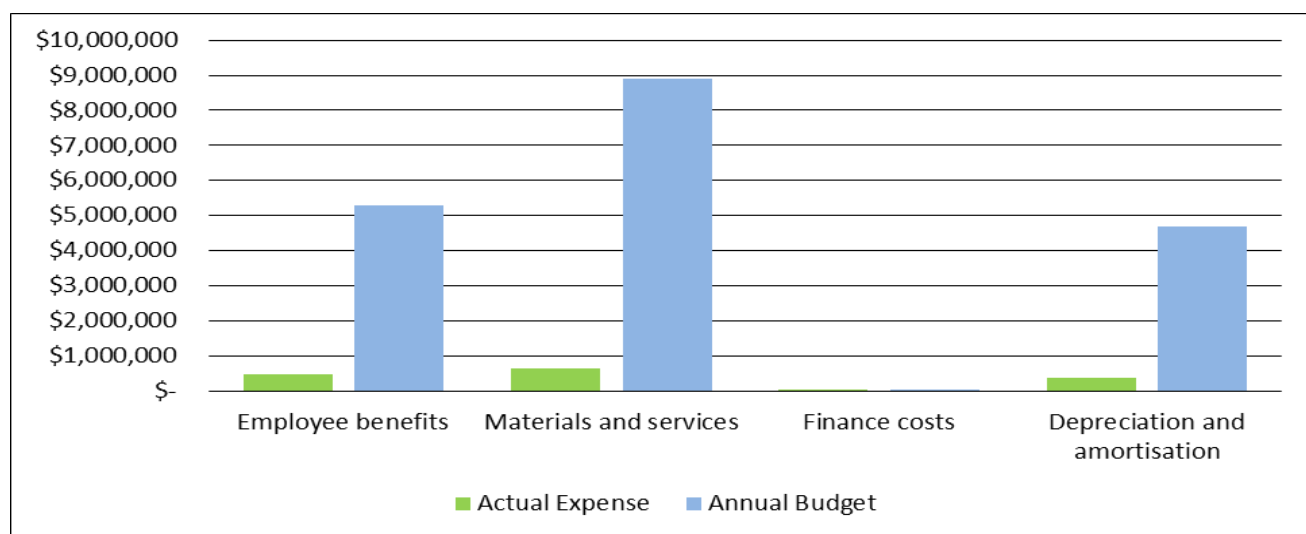
3. STATEMENT OF INCOME AND EXPENDITURE

STATEMENT OF INCOME AND EXPENDITURE					
	Annual	YTD	YTD	YTD	
	Budget	Pro rata Budget	Actual	Variance	
Recurrent Revenue					
Rates levies and Charges	2,761,000	230,083	- 19	-	230,102
Fees & Charges	93,000	7,750	7,467	-	283
Rental Income	247,000	20,583	17,660	-	2,923
Interest	154,000	12,833	16,348	-	3,515
Recoverable Works Revenue	993,000	82,750	4,259	-	78,491
Other Income	357,000	29,750	273	-	29,477
Donations	24,000	2,000	-	-	2,000
Developer Contributions	-	-	-	-	-
Subsidies and Grants	7,619,000	634,917	38,962	-	595,955
Total Recurrent Revenue	12,248,000	1,020,667	84,950	-	935,717
Capital Revenue					
Sale of non-current assets	-	-	-	-	-
Contributions	-	-	-	-	-
Subsidies and Grants	3,241,000	270,083	-	-	270,083
Total Capital Revenue	3,241,000	270,083	-	-	270,083
TOTAL INCOME	15,489,000	1,290,750	84,950	-	1,205,800
Recurrent Expenses					
Employee benefits	- 5,302,000	- 441,833	- 472,578	-	30,745
Materials and services	- 8,914,000	- 742,833	- 638,782	-	104,051
Finance costs	- 23,000	- 1,917	- 1,111	-	806
Depreciation and amortisation	- 4,673,000	- 389,417	- 389,417	-	-
TOTAL RECURRENT EXPENSES	- 18,912,000	- 1,576,000	- 1,501,888	-	74,112
NET RESULT	- 3,423,000	- 285,250	- 1,416,938	-	1,131,688



4. NORMALISED OPERATING RESULTS

NORMALISED OPERATING STATEMENT				
	Annual	YTD	YTD	YTD
	Budget	Pro rata Budget	Actual	Variance
Recurrent Revenue				
Rates levies and Charges	2,761,000	230,083	- 19	- 230,102
Fees & Charges	93,000	7,750	7,467	- 283
Rental Income	247,000	20,583	17,660	- 2,923
Interest	154,000	12,833	16,348	3,515
Recoverable Works Revenue	993,000	82,750	4,259	- 78,491
Other Income	357,000	29,750	273	- 29,477
Donations	24,000	2,000	-	- 2,000
Developer Contributions	-	-	-	-
Subsidies and Grants	3,276,000	273,000	38,962	- 234,038
TOTAL RECURRENT REVENUE (Excl flood damage)	7,905,000	658,750	84,950	- 573,800
Recurrent Expenses				
Corporate Governance Costs	926,000	77,167	57,441	- 19,726
Administration Costs	3,050,000	254,167	644,537	390,370
Recoverable Works Expenses	910,000	75,833	5,412	- 70,421
Engineering Services	1,519,000	126,583	300,789	174,206
Utility Services Costs	688,000	57,333	43,968	- 13,365
Net Plant Operating Costs	- 1,073,000	- 89,417	- 45,258	44,159
Planning and Environmental Expenses	139,000	11,583	1,584	- 9,999
Community Services Costs	1,257,000	104,750	102,969	- 1,781
Finance Costs	23,000	1,917	- 1,111	- 3,028
Depreciation	4,673,000	389,417	- 389,417	- 778,833
Other Expenses	-	-	-	-
TOTAL RECURRENT EXPENSES (Excl Flood damage)	12,112,000	1,009,333	720,914	- 288,419
NET RESULT	- 4,207,000	- 350,583	- 635,964	- 285,381



*The normalised operating report shows council operating revenues and expenditure excluding flood damage income and expenditure

5. DETAILED REVENUE ANALYSIS

RATES, LEVIES & CHARGES				
	Annual	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance
General Rates	2,136,000	178,000	- 18	- 178,018
Waste Management Charges	158,000	13,167	-	- 13,167
Sewerage Charges	105,000	8,750	-	- 8,750
Water Supply Charges	19,000	1,583	-	- 1,583
Water Excess Consumption Charge	372,000		-	-
Total Rates, Levies & Charges	2,418,000	201,500	- 18	- 201,518

Rates, levies and charges are under pro rata budget figures primarily due to timing differences. Levies and charges for the 2018-19 financial year will be raised in the month of August bringing annual half year results in line with estimates.

OPERATING GRANTS				
	Annual	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance
Financial Assistance Grant (General Purpose)	-	-	-	-
Financial Assistance Grant (Road Component)	210,000	17,500	-	- 17,500
Flood Damage 2015 - 2016 Event Claims	400,000	33,333	-	- 33,333
Flood Damage 2016 - 2017 Event Claims	2,500,000	208,333	-	- 208,333
Flood Damage 2017 - 2018 Event Claims	3,000,000	250,000	-	- 250,000
Other Operating Grants	1,509,000	125,750	-	- 125,750
Total Operating Grants	7,619,000	634,917	-	- 634,917

Operating grants are below pro rata differences primarily due to timing differences. Year to date results should be understood in context of quarterly payments as most operating grants are paid on a quarterly basis. It should be noted that an advance payment under the Financial assistance grant program was received at the end of the previous financial year. The advance payment has been added into councils computation of restrained cash though this funding stream is not reciprocal or constrained.

CAPITAL GRANTS				
	Annual	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance
Roads To Recovery Grant	242,000	20,167	-	- 20,167
TIDS Grant	600,000	50,000	-	- 50,000
ATSI TIDS	70,000		-	
Workks for Queensland Grant	600,000	50,000	-	- 50,000
Main Roads (Wharf Project) Grant	397,000	33,083	-	- 33,083
Grant - Stronger Communities	5,000	417	-	- 417
Grant - Visitor Information Centre	88,000	7,333	-	- 7,333
Grant - SES Shed	90,000	7,500	-	- 7,500
Grant - Sewerage Passive Lagoon	950,000	79,167	-	- 79,167
Grant - Building Our Regions (Solar)	199,000	16,583	-	- 16,583
Total Capital Grants	3,241,000	264,250	-	- 264,250

6. OPERATING EXPENDITURE

OPERATING COSTS BY TYPE				
	Annual	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance
Employee Benefits (<i>Wages & Employee Entitlements</i>)	- 5,302,000	- 441,833	- 472,578	- 30,745
Materials & Services (<i>Contractors & Suppliers</i>)	- 8,914,000	- 742,833	- 638,782	104,051
Finance Costs (<i>Bank Charges</i>)	- 23,000	- 1,917	- 1,111	806
Depreciation	- 4,673,000	- 389,417	- 389,417	-
Total Operating Costs	- 18,912,000	- 1,576,000	- 1,501,888	74,112

Operating costs are within budget estimates and on track with pro rata estimates. Pro rata results must be considered in context of timing of activities. It should be noted that the balances for July include some costs that relate to the previous financial year, such costs will be accrued back to the previous financial year.

EMPLOYEE BENEFITS & FULL TIME EQUIVALENTS (FTE)							
	FTE (Council Employees & Councillors)	Total Staff Wages & Salaries Incl Councillors	Annual Leave Long Service Leave & Entitlements	Sick Leave	Superannuation Incl Councillors	Other Employee Related Costs	Total Employee Benefits
Month							
July	52	308,822	28,864	8,698	126,194	-	472,578
Aug	52						-
Sept							-
Oct							-
Nov							-
Dec							-
Jan							-
Total Benefits		308,822	28,864	8,698	126,194	-	472,578

Over the month of July productive hours (actual hours worked) expenditure constitutes 89% of wages, annual leave payments constitute 8% of wages paid and sick leave constitutes 6% of wages paid.

MATERIALS AND SERVICES ANALYSIS			
	Actual YTD	Previous YTD	Variance
Advertising and marketing	-	1,186	- 1,186
Operating Expenses	532,588	421,651	110,937
Audit services	-	10,209	- 10,209
Communications and IT	25,369	11,687	13,682
Consultants	-	-	-
Donations paid	33	13,500	- 13,467
Repairs and maintenance	72,919	169,289	- 96,370
Recoverable Works	4,516	52,643	- 48,127
Road - Flood Damage	211,217	7,687	203,530
Subscriptions and registrations	-	-	-
Other material and services	- 207,860	- 209,934	2,074
Total Materials & Services	638,782	477,918	160,864

7. STATEMENT OF FINANCIAL POSITION

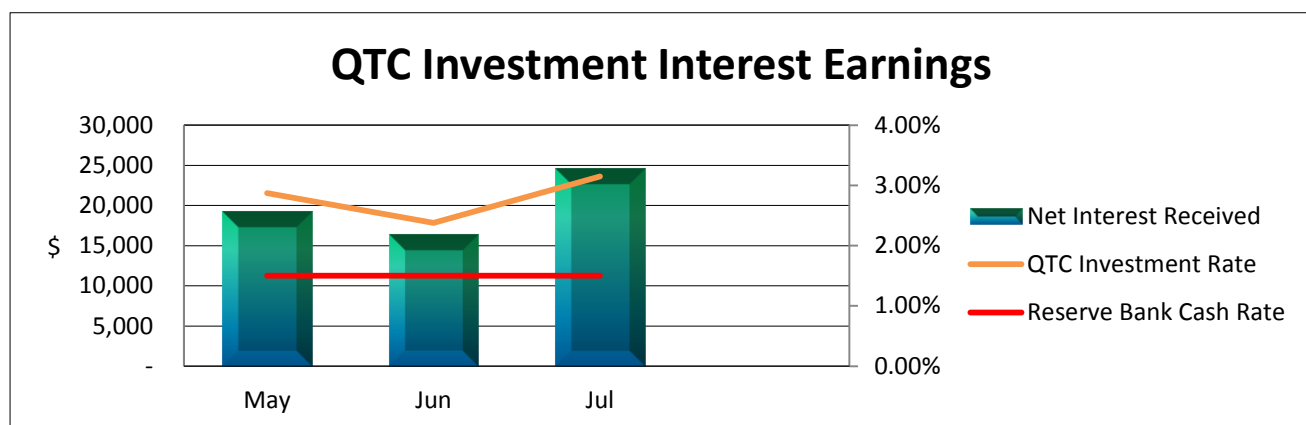
STATEMENT OF FINANCIAL POSITION				
	Opening Balance	YTD	YTD	Annual Forecast
	As at 1 July 2018	Actual	Movement	Budgeted
Current Assets				
Cash and cash equivalents	9,898,797	9,753,420	- 145,377	6,828,215
Trade and other receivables	1,468,573	335,255	- 1,133,318	1,496,014
Inventories	242,401	257,690	15,289	242,401
Other financial assets	85,810	102,265	16,455	57,959
Non-current assets classified as held for sale	-	-	-	-
Total current assets	11,695,581	10,448,630	- 1,246,951	8,624,589
Non-current Assets				
Receivables	-	-	-	-
Property, plant and equipment	201,780,070	201,780,070	-	203,639,070
Accumulated Depreciation	- 61,875,946	- 62,265,363	- 389,417	- 66,548,946
Capital works in progress	2,031,048	2,232,715	201,667	4,458,918
Intangible assets	-	-	-	-
Total non-current assets	141,935,172	141,747,422	- 187,750	141,549,042
TOTAL ASSETS	153,630,753	152,196,052	- 1,434,701	150,173,631
Current Liabilities				
Trade and other payables	819,314	806,882	- 12,432	790,228
Borrowings	-	-	-	-
Provisions	79,487	71,051	- 8,436	33,618
Other	-	-	-	-
Total current liabilities	898,801	877,933	- 20,868	823,846
Non-current Liabilities				
Trade and other payables	-	-	-	-
Interest bearing liabilities	-	-	-	-
Provisions	641,866	644,971	3,105	654,908
Other	-	-	-	-
Total non-current liabilities	641,866	644,971	3,105	654,908
TOTAL LIABILITIES	1,540,667	1,522,904	- 17,763	1,478,754
NET COMMUNITY ASSETS	152,090,086	150,673,149	- 1,416,937	148,694,877
Community Equity				
Shire capital	39,529,889	39,529,889	-	39,529,889
Asset revaluation reserve	82,474,980	82,474,980	-	82,474,980
Retained surplus/(deficiency)	30,085,217	28,668,280	- 1,416,937	26,690,008
Other reserves	-	-	-	-
TOTAL COMMUNITY EQUITY	152,090,086	150,673,149	- 1,416,937	148,694,877

Council's unadjusted financial position declined slightly from the previous month in line with a decrease in cash balances and the year to date operating loss at the end of July. Cash balances declined by \$145K, receivables declined by \$1.1million as outstanding cash was received and non current assets depreciated by \$389K. Current and non current liabilities remained consistent from the previous month (no significant movements in relation to short term obligations).

Balance sheet item balances will be updated and pull from audited financial closing balances on completing of the annual audit and financial statements.

Cash and Cash Equivalents

Cash & Cash Equivalents	Reserve Bank Cash Rate	QTC Investment Rate	YTD Interest Earnings	Cash Balance
QTC Cash Fund	1.50%	3.15%	\$ 24,645	\$ 9,397,150
Westpac General Fund	1.50%	0.00%	\$ 0	\$ 355,710
Cash Floats	1.50%	0.00%	\$ -	\$ 588
Total			\$ 24,645	\$ 9,753,448



Outstanding Levies and Charges

OUTSTANDING LEVIES & CHARGES					
LEVY/CHARGE	366+ DAYS ARREARS	181-365 DAYS ARREARS	31-180 DAYS ARREARS	1-30 DAYS ARREARS	Total Outstanding
GENERAL RATES	19,612	7,648	44,350	-	71,610
SEWERAGE CHARGES	1,304	381	957	-	2,642
GARBAGE CHARGES	1,501	387	1,449	-	3,336
WATER ACCESS CHARGES	32,658	6,803	13,701	-	53,162
WATER - EXCESS CONSUMPTION	21,355	11,718	1,388	-	34,461
STATE GOVT EMERGENCY SVCE LEVY	889	452	1,265	-	2,606
TOTAL	77,319	27,388	63,110	-	167,817

Outstanding Charge	Total Amount \$	Percentage of total outstanding charges
General Rates	71,610	43%
Sewer Charges	2,642	2%
Waste Charges	3,336	2%
Water Charges	87,623	53%

Closing cash balances at the end of the month and the balance of cash equivalents ((inventory, cash receivables (outstanding rates, levies and charges and general debtors)) exceed current or short term liabilities reflecting Councils ability to offset current obligations and longer term liabilities from cash and cash equivalents, this position is in line with councils forecasted current ratio for the 2018-19 financial year.

8. STATEMENT OF CASH FLOWS

STATEMENT OF CASH FLOWS		
	YTD	Annual Forecast
	Actual	Budgeted
Cash flows from operating activities		
Receipts from customers	1,128,844	4,204,000
Payments to suppliers & employees	- 1,145,524	- 14,272,582
	- 16,680	- 10,068,582
Interest received	16,348	154,000
Rental income	17,660	247,000
Non capital grants and subsidies	38,962	7,643,000
Net cash inflow (outflow) from operating activities	56,290	- 2,024,582
Cash flows from investing activities		
Payments for property plant & equipment	- 201,667	- 4,287,000
Proceeds from sale of property plant & equipment	-	-
Capital grants, subsidies, contributions and donations	-	3,241,000
Net cash inflow (outflows) from investing activities	- 201,667	- 1,046,000
Cash flows from financing activities		
Proceeds from borrowings	-	-
Repayment of borrowings	-	-
Depreciation	-	-
Net cash inflow (outflow) from financing activities	-	-
Net cash increase (decrease) in cash held	- 145,377	- 3,070,582
Cash at beginning of the reporting period	9,898,797	9,898,797
Cash at end of the reporting period	9,753,420	6,828,215

Cash outlays for operating and capital projects exceed cash inflows from operating and capital activities resulting in negative cash flow in line with budget forecasts.

CONSTRAINED CASH RESERVES					
SOURCE	BALANCE BORUGHT FORWARD	COUNCIL CO- CONTRIBUTIONS	RECEIPTS IN CURRENT YEAR	EXPENDED IN CURRENT YEAR	CLOSING BALANCE (RESTRAINED CASH)
* FAG ROADS	215,410	-	-	5,897	209,513
* FAG GENERAL PURPOSE GRANT	1,341,371	-	-	-	1,341,371
ROAD PROJECTS (CAPITAL)	-	400,000	-	-	400,000
SEWER UPGRADE PROJECT	-	650,000	-	-	650,000
NDRRA ADVANCE PAYMENT 2016-17 FLOOD EVENT	861,000	-	-	-	861,000
WORKS FOR QLD ROUND 2	440,000	-	-	-	440,000
TOTAL CONSTRAINED CASH	2,857,781	1,050,000	-	5,897	3,901,884

*** FAG Roads and General purpose grants are not tied to specific projects however council received an advance payment of these two funding components in the previous financial year. The total balance to be received in the 2018-19 financial year will be the difference between the full amount and the advance payment.*

9. BUSINESS UNITS

Roads Programs

ROADS, BRIDGES & STREETS MAINTENANCE PROGRAM					
	Annual	YTD	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance	On Target
Total Revenue	400,000	33,333	200,000	166,667	✓
Total Expenditure	415,000	34,583	15,000	- 19,583	✓
<i>Earnings before interest and depreciation (EBITD)</i>	- 15,000	- 1,250	185,000	186,250	
Depreciation Expense	- 3,139,000	- 261,583	- 261,583	-	✓
Operating Surplus/Deficit	- 3,154,000	- 262,833	- 76,583	186,250	✓

FLOOD DAMAGE PROGRAM					
	Annual	YTD	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance	On Target
Total Revenue	5,900,000	491,667	-	- 491,667	✗
Total Expenditure	6,400,000	533,333	-	- 533,333	✗
Operating Surplus/Deficit	- 500,000	- 41,667	-	41,667	✓

RMPC					
	Annual	YTD	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance	On Target
Total Revenue	960,000	80,000	-	- 80,000	✗
Total Expenditure	890,000	74,167	300	- 73,867	✓
Operating Surplus/Deficit	70,000	5,833	- 300	- 6,133	✗

Utilities

WATER UTILITY					
	Annual	YTD	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance	On Target
Total Revenue	400,000	33,333	-	- 33,333	✗
Total Expenditure	550,000	45,833	37,000	- 8,833	✓
<i>Earnings before interest and depreciation (EBITD)</i>	- 150,000	- 12,500	- 37,000	- 24,500	✗
Depreciation Expense	- 251,639	- 20,970	- 20,970	-	✓
Operating Surplus/Deficit	- 401,639	- 33,470	- 57,970	- 24,500	✓

SEWER UTILITY					
	Annual	YTD	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance	On Target
Total Revenue	158,000	13,167	-	- 13,167	✗
Total Expenditure	112,000	9,333	1,300	- 8,033	✓
<i>Earnings before interest and depreciation (EBITD)</i>	46,000	3,833	- 1,300	- 5,133	✗
Depreciation Expense	- 51,092	- 4,258	- 4,258	-	✓
Operating Surplus/Deficit	- 5,092	- 424	- 5,558	- 5,133	✗

WASTE MANAGEMENT UTILITY					
	Annual	YTD	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance	On Target
Total Revenue	200,000	16,667	-	- 16,667	✗
Total Expenditure	100,000	8,333	11,000	2,667	✗
<i>Earnings before interest and depreciation (EBITD)</i>	100,000	8,333	- 11,000	- 19,333	✗
Depreciation Expense	- 512	- 43	- 43	-	✓
Operating Surplus/Deficit	99,488	8,291	- 11,043	- 19,333	✗

Community Services

AIRPORT OPERATIONS					
	Annual	YTD	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance	On Target
Total Revenue	60,000	5,000	5,150	150	✓
Total Expenditure	170,000	14,167	13,000	- 1,167	✓
<i>Earnings before interest and depreciation (EBITD)</i>	- 110,000	- 9,167	- 7,850	1,317	✓
Depreciation Expense	- 30,454	- 2,538	- 2,538	-	✓
Operating Surplus/Deficit	- 140,454	- 11,705	- 10,388	1,317	✓

HOUSING					
	Annual	YTD	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance	On Target
Total Revenue	247,000	20,583	17,600	- 2,983	✗
Total Expenditure	300,000	25,000	11,000	- 14,000	✓
<i>Earnings before interest and depreciation (EBITD)</i>	- 53,000	- 4,417	6,600	11,017	✗
Depreciation Expense	- 207,000	- 17,250	- 17,250	-	✓
Operating Surplus/Deficit	- 53,000	- 4,417	6,600	11,017	✗

PUBLIC HALLS					
	Annual	YTD	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance	On Target
Total Revenue	5,000	417	100	- 317	✗
Total Expenditure	100,000	8,333	11,000	2,667	✗
<i>Earnings before interest and depreciation (EBITD)</i>	- 95,000	- 7,917	- 10,900	- 2,983	✓
Depreciation Expense	- 128,000	- 10,667	- 10,667	-	✓
Operating Surplus/Deficit	- 95,000	- 7,917	- 10,900	- 2,983	✗

AQUATIC CENTRE & MULTIPURPOSE CENTRES					
	Annual	YTD	YTD	YTD	YTD
	Budget	Pro rata	Actual	Variance	On Target
Total Revenue	3,000	250	-	- 250	✗
Total Expenditure	110,000	9,167	-	- 9,167	✗
<i>Earnings before interest and depreciation (EBITD)</i>	- 107,000	- 8,917	-	8,917	✓
Depreciation Expense	- 27,517	- 2,293	- 2,293	-	✓
Operating Surplus/Deficit	- 107,000	- 8,917	-	8,917	✗

10. CAPITAL WORKS

CAPITAL WORKS FUNDING STATEMENT			
	BUDGETED	RECEIVED	COUNCIL
PROJECTS - COUNCIL AND EXTERNALY FUNDED	EXTERNAL FUNDING	TO DATE	CO - CONTRIBUTION
Works for QLD Round 2 Projects	600,000	-	-
TIDS (Roads Funding)	600,000	-	600,000
Roads to Recovery (Roads Funding)	242,000	-	-
ATSI TIDS (Roads Funding)	70,000	-	-
Sewer Upgrade Grant	950,000	-	650,000
TOTAL	2,462,000	-	1,250,000

CAPITAL WORKS EXPENDITURE				
FOR THE YEAR ENDED 30 JUNE 2019				
PROJECT	YTD	Annual Forecast	Annual	Status
	Incl committed costs	Budgeted	Variance	Within budget
SES Shed	70,000	60,000	- 10,000	✗
Gregory Solar	-	58,000	58,000	✓
Wharf Project (Line Marking, Entertainment Area)	-	109,000	109,000	✓
War memorial construction	-	15,000	15,000	✓
W4Q-R2 water treatment plant upgrade Burke & Gregory	9,800	337,000	327,200	✓
W4Q -R2 Laydown yard	-	49,000	49,000	✓
W4Q -R2 Waste management	-	50,000	50,000	✓
W4Q -R2 Gregory Airstrip storage shed	-	35,000	35,000	✓
W4Q -R2 Burke boat ramp solar & CCTV	-	109,000	109,000	✓
W4Q -R2 Reticulation & Burke Oval upgrade	6,000	120,000	114,000	✓
W4Q -R2 Gregory shwgrd spectator facility	-	250,000	250,000	✓
W4Q -R2 Treated water pipeline ext	-	90,000	90,000	✓
Boom slasher	-	45,000	45,000	✓
Hiace van	-	60,000	60,000	✓
Traffic Management & Vehicle Modiifcations	-	30,000	30,000	✓
Doomadgee West Road Formation	-	704,000	704,000	✓
Gregory Lawn Hill Road Seal	-	88,000	88,000	✓
Truganini Road Reseal	-	44,000	44,000	✓
Doomadgee West Road Formation	-	364,000	364,000	✓
Doomadgee East Road	-	70,000	70,000	✓
Sewer Treatment Plant Upgrade	3,200	1,600,000	1,596,800	✓
Total Capital Works	89,000	4,287,000	4,198,000	

Expenditure on capital projects is within budget, there are no significant variances to report primarily due to timing of capital projects.

11. EXERCISE OF DELEGATIONS

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.

1. Debt Write off (Amount written off)	Payment arrangement and repayment term	Authorising officer (FM or CEO)
Nil	N/A	N/A

12. OFFICER'S RECOMMENDATION

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

ATTACHMENTS

Nil

Strategic Projects Reports

09.03.01 Strategic Projects Reports

DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Philip Keirle; EMSP
DATE REPORT PREPARED:	3 Aug 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	3 Aug 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: 31 July 2018 Entertainment area: 31 Aug 2018
Project Scope	Replace single-lane recreational boat ramp with a barge-capable ramp with concrete hardstand; Installation of 70 all-weather CTU (car trailer unit) parking bays Installation of 2 x 4x4m shade shelters and BBQs
Work completed last week	<ul style="list-style-type: none"> ▪ Line-marking

Project Status Report	
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.
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

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

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	03 Aug 2018
Original completion date	14 Oct 2017
Revised completion date	#1: 31 Jan 2018 #2: 09 Feb 2018 #3: 30 May 2018 #4: 31 Aug 2018 (due to rectification works for panel tank) Funding Agreement End Date: 30 Jun 2018
Project Scope	To improve existing operations at the Gregory Water Treatment Plant through provision of a renewable power generation source and installation of improved water storage and treatment infrastructure. <ul style="list-style-type: none"> ▪ 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.

Project Status Report	
Work recently completed	<p>Solar Array/Storage: completed</p> <p>Water Treatment:</p> <ul style="list-style-type: none"> Rectification works on 1 x panel tank
Forthcoming work	<ul style="list-style-type: none"> Rectification works on tanks 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).
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

Key Parameters	Status	Comments
Reporting	On-Track At-Risk Off-track	Milestone 1: 30 March 2017 (completed) Milestone 2: 31 July 2017 (completed) Milestone 3: 8 January 2018 (completed) Milestone 4: 1 March 2018 (completed) Milestone 5 (added) to take account of project delays by Pructon's.

5 month Interim report on efficiency dividend of project:

- Water Treatment Plant running on solar for 85% of the time of operation
- 9,200kWh of electricity from the sun
- 6,400kWh of electricity discharged from batteries
- Generator 1 – 400 hours
- Generator 2 – 170 hours
- Equates to 21,600L of diesel saved
- Diesel @ \$1.68 = \$36,288
- Personnel costs + oil: not yet calculated

3. BURKETOWN SEWERAGE TREATMENT PLANT UPGRADE PROJECT

Project Status Report	
Project Name	Burketown Sewerage Treatment Plant Upgrade Project
Project Manager	Philip Keirle, BSC
Project Superintendent	Mark Poynter, BSC
Contractor(s)	Simmonds & Bristow; Austek Communications Pty Ltd; ARUP Pty Ltd.
Status Update Provided	3 Aug 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 ○ Closed: 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.
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 ○ July 2018 report submitted 11.08.2018

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"> ▪ Cultural Heritage document suite nearing completion. ▪ QMP workshop with 7 participating RRTG members to take place in Richmond on 12 July 2018.

Project	Description	Update/activity for reporting month
Cultural Heritage Project: water access tracks, turnaround points and gravel pits	Progress completion of CH Surveys of key gravel pits, transport routes, water points and access tracks within the Burke Shire with Gangalidda, Garawa and Waanyi Traditional Owner groups	<ul style="list-style-type: none"> ▪ UQCHU survey reports completed and under final review (some updates may be required to account for relocated artefacts); ▪ Final booklet under development
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. ▪ Initial valuations completed; ▪ Site/Concept Plans and Feasibility Studies forwarded to Waanyi; <p>To do</p> <ul style="list-style-type: none"> ▪ Confirm late August meeting in Cairns to confirm concepts with Planners; ▪ Gregory community consultation in September; ▪ 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 	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 insight into tourism patterns & developments between 2013-2017.	Completed
Lower Gulf Marine & Riverine Infrastructure & Economic Development Project	GSD to explore options and provide economic modelling around marine and riverine-based economic development opportunities in the Lower Gulf.	Completed

7. OFFICER'S RECOMMENDATION

That Council receives the Strategic Projects Report.

ATTACHMENTS

Nil

10. Closed Session Reports

10.01 Closed Session - Firefly Street Improvements

10.02 Closed Session – Burketown Turf Club – Lease over Lot 97 on PC19

10.03 Closed Session - STP Upgrade Project

11. Chief Executive Officer Reports

11.01 Chief Executive Officer Report

11.02 2018 Local Government Association of Queensland Annual Conference

11.03 Review of Zone Tax Rebate

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:	05 August 2018
LINK TO COUNCIL PLAN/S:	Corporate Plan Operational Plan Budget

1. ANNUAL PLAN – REPORTING MONTH ACTIVITY

Doc ID | 245907

Activity	Description	Report for July 2018
CRRH Student Nurse accommodation	Finalise lease of land on Firefly St to James Cook University for student nurse accommodation to enable construction to commence	Finalised Use Agreement, DA presented to Council
Delegations CEO to officers	Requires major review - begin with focus areas	Reviewed Rental Tenancies with Ross Higgins
Executive performance review	Finalise project to harmonise executive performance review; participate in CEO annual performance review; conduct annual performance review with direct reports	EMCCS - appointed, commenced onboarding. Initial discussion with Suzanne Wishart, LGAQ, to finalise project commenced in 2017
ICT - major project oversight	Monitor and guide project under auspice of EMCCS to review and replace ICT architecture	SurePact Pilot - negotiated
Internal Audit Plan	17-18: finalise and develop implementation plan with relevant staff 18-19: update 3-year plan (determine focus for 18-19 as risk is to be deferred) and present to council	Reviewed draft internal audit report. Awaiting councillor interviews to finalise report
IPR: Operational Plan	18-19: monitor progress and report quarterly 19-20: consult and develop for adoption at Council's budget meeting (July)	17-18: Q4 report presented 18-19: adopted

Activity	Description	Report for July 2018
NWQ ROC, RRTG & CEO Forum	ROC & RRTG: submit papers on regional matters; attend monthly teleconference and quarterly meetings. NWQ CEO Forum: provide secretariat and attend quarterly meetings (handover 2019 to Richmond)	ROC-TC -attended CEO forum -attended
Riversleigh	Engage with Riversleigh stakeholders to increase awareness	Engaged with Mount Isa, and chair RCASAC
Shared services	Monitor operation of shared services and seek new opportunities	Fortnightly meetings and monthly strategic meeting - attended
Training & development	Participate in leadership development	Peer mentoring report due 31/7 - deferred due to workload

2. ANNUAL PLAN – NEXT MONTH

Doc Id | 245907

Activity	Description	Planned for August 2018
Annual report	Refer register of gov instruments	Prepare draft
Conferences & strategic engagement	Attend key meetings, and submit agenda papers on regional issues	LGAQ - papers Mt Isa Futures Forum - attend
CRRH Student Nurse accommodation	Finalise lease of land on Firefly St to James Cook University for student nurse accommodation to enable construction to commence	Determine development contribution, sign Lease
Delegations CEO to officers	Requires major review - begin with focus areas	Rental tenancies
Executive performance review	Finalise project to harmonise executive performance review; participate in CEO annual performance review; conduct annual performance review with direct reports	Exec PRDP: develop scope, obtain quote EMCCS onboarding EMWI & EMSP A/rev
ICT - major project oversight	Monitor and guide project under auspice of EMCCS to review and replace ICT architecture	SurePact pilot - seek funding CouncilWise - review product

Activity	Description	Planned for August 2018
Internal Audit Plan	17-18: finalise and develop implementation plan with relevant staff 18-19: update 3-year plan (determine focus for 18-19 as risk is to be deferred) and present to council	17-18 audit: auditor to prepare final report after consultation with councillors
IPR: Corporate Plan 2019-24	Council's corporate plan is in the last year of its operation. Next 5 year plan to be developed in consultation with community to be effective 01 July 2019	Stakeholder engagement plan - present to Council (EMSP)
Local Disaster Management Plan	LDMG to meet at least twice per annum, and as required to respond to emergencies. Plan to be reviewed annually.	Conduct LDMP annual review
NWQ ROC, RRTG & CEO Forum	ROC & RRTG: submit papers on regional matters; attend monthly teleconference and quarterly meetings. NWQ CEO Forum: provide secretariat and attend quarterly meetings (handover 2019 to Richmond)	ROC & RRTG Karumba
Riversleigh	Engage with Riversleigh stakeholders to increase awareness	Site visit (?)
Shared services	Monitor operation of shared services and seek new opportunities	Fortnightly meetings
Training & development	Participate in leadership development	Council & EMT leadership program

3. COMMUNICATION

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

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

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

4. SUBMISSIONS

Doc ID|207920

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

Nil for reporting month.

5. GRANTS REGISTER

Doc ID | 218540

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

Grant	Project	Status	Comment
Building Better Regions Fund (BBRF) - Community Investment Stream - Round 2	Sport & Recreation Strategy	Approved	This may be augmented if application to Get Planning Spaces is approved
Building Better Regions Fund - Infrastructure Stream - Round 2	Sewerage Treatment Plant redesign Burketown	Unsuccessful	This announcement may require Burke to reconsider this project
Building Better Regions Fund (BBRF) - Infrastructure Stream - Round 2	Staff housing Burketown	Unsuccessful	This announcement will impact on Burke's application to the Building our Regions fund, which was based on using BBRF as matching funds
Building our Regions Round 4	Burketown Staff Housing Project	Pending	
Non-Recurrent Subsidy Program 2018-19	New SES Roof Structure	Pending	
Get Planning Spaces Program	Sport & Recreation Strategy	Pending	Will augment BBRF if approved
Maturing the Infrastructure Pipeline 2 - MIPP2	To determine and analyse options to improve causeways at the Gregory and Nicholson Rivers on the Savannah Way	Pending	
Maturing the Infrastructure Pipeline 2 - MIPP2	To develop Council's artesian bore and associated wetlands into a unique regional tourism product: the Burketown Mineral Baths	Pending	
Maturing the Infrastructure Pipeline 2 - MIPP2	Proposal to undertake the detailed design of the realignment and raising of the Leichardt River crossing	Pending	

6. 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
Transport Security Program for Burke Shire Council	EMWI		to be reviewed	EMWI 08/04/18 New Airport manual to include requirements

7. 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	Staff changes

8. 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, 12-Jul-18		RRTG Meeting	Richmond	CEO & EMWI

Date	Time	Meeting	Venue	Attendees
Fri, 13-Jul-18		CEO Forum	Richmond	CEO
11-13 Jul-18		Future Cities conference LGAQ	Cairns	Cr Poole
Thu, 19-Jul-18		Council Meeting	Nijinda Durlga	Councillors, Management and EA
Wed, 25-Jul-18	5.00 to 6.30pm	Mount Isa Superbasin meeting	Nijinda Durlga	"Mayor, Deputy Mayor, CEO, EMWI, EMCCS David Thomas – Department of the Environment and Energy Rod Dann – Department of the Environment and Energy Anthony Swirepik – Department of the Environment and Energy Steve Lewis – Geoscience Australia Tom Atu – Department of the Prime Minister and Cabinet John Bongiorno – Department of the Prime Minister and Cabinet
Thu, 26-Jul-18	9.00am	Special Meeting - Budget Adoption	Nijinda Durlga	Councillors, Management and EA
Tue, 31-Jul-18		Burketown Health Centre workshop - masterplanning & strategic plan	Nijinda Durlga	CEO, EA, CDTO
Tue, 31-Jul-18		Shared Services Meeting with Doomadgee Aboriginal Shire Council		CEO, EMCCS, Cr Poole

9. OFFICER'S RECOMMENDATION

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

ATTACHMENTS

SECTION	Attachment	Link
1. Annual Plan - report	a) Work plan 18-19 CEO	 CEO 18-19 work plan.xlsx
2. Annual Plan – next month		 CEO 18-19 work plan - September.xlsx
3. Communications	b) Councillor updates – as emailed for the reporting month: Doc ID 203845	 01 Councillor updates.docx
4. Submissions	Nil	
5. Grants Register	c) Grants Register: Doc ID 218540	 Grants Register.xlsx
6. Governance	d) Register of Governance Instruments: Doc ID 197887	 Governance Instruments Register.
7. Delegations	e) Register of delegations from CEO to officers Doc ID 200935	 Burke Shire Council - Register of Delegation
8. Meetings etc	f) Governance calendar – future meetings	 Governance Calendar- Meetings, (

Chief Executive Officer Reports

11.02 2018 Local Government Association of Queensland Annual Conference

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe; CEO (report prepared by Madison Marshall, Executive Assistant)
DATE REPORT PREPARED:	13 August 2018
LINK TO COUNCIL PLAN/S:	Budget

1. PURPOSE

To determine the Council delegations for the upcoming Local Government Association of Queensland (LGAQ) Annual Conference to be held in Brisbane from 29 to 31 October 2018.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council, by way of decision 160421.09, nominated councillors to represent Burke Shire and attend as delegates to certain organisations and events:

10.01.03 Nomination of Council representatives to other Organisations and Associations

That Council appoints the following delegates and representatives to the following associations, organisations, interest groups or events:

Australia Day Committee	Cr John Clarke
Agforce	Cr Ernie Camp
Gregory Landcare	Cr Ernie Camp
Gulf Savannah Development	Cr Ernie Camp & Cr Paul Poole
LGAQ Annual Conference	Cr Ernie Camp & Cr Paul Poole
Nth Queensland LGA	Cr Ernie Camp & Cr Tonya Murray
NWQ Rural Roads and Transport Group	Cr Ernie Camp & Cr John Yanner
NWQ Regional Organisation of Councils	Cr Ernie Camp & Cr Paul Poole
Savannah Way Ltd (TTNQ and OQTA)	Cr John Clarke & Cr Tonya Murray
Southern Gulf Catchments	Cr John Clarke & Cr Tonya Murray
Joint Consultative Committee	Cr Paul Poole
SIA Trust Fund	Cr Tonya Murray

Moved: Cr Camp

Seconded: Cr Poole

Carried 160421.09 5/0

Council has nominated delegates for the LGAQ Annual Conference.

3. PROPOSAL

That Council determine the delegations to the LGAQ Annual conference in order to enable confirmation of bookings, flights etc.

It is proposed that Council does not submit any motions to the 2018 LGAQ Conference.

4. FINANCIAL & RESOURCE IMPLICATIONS

The 2018-19 budget provides \$16,000 for CEO conferences and meetings and \$45,000.00 for Councillor conferences, training and meetings.

Earlier bookings will enable access to “early bird” rates for conference sign-ups and the possibility of securing cheaper flights.

Council’s membership of LGAQ covers attendance for two delegates.

Early Bird Rates (prior to and including 14 September):

- Council Observer: \$1540 registration fee + \$175 for gala dinner + cost of accommodation and flights
- 5 or more Council Observers: \$1430 registration fee + \$175 for gala dinner + cost of accommodation and flights

After 14 September Rates:

- Council Observer: \$1740 registration fee + \$175 for gala dinner + cost of accommodation and flights
- 5 or more Council Observers: \$1600 registration fee + \$175 for gala dinner + cost of accommodation and flights

Following is an estimate of the total cost based on numbers of delegates, with registration pre 14 September. Flights have not yet been priced therefore this is for estimation and comparison purposes only.

Delegates	1	2	3	4	5	6
Registration inc dinner (pre 14 September)	-	-	1715	3430	5145	6860
Travel - drive to Isa, commercial flight to Brisbane	790	1,580	2,370	3,160	3,950	4,740
Accommodation (4 nights @ approx. \$295 pp/night inc continental breakfast)	1,180	2,360	3,540	4,720	5,900	7,080
Meals and incidentals est \$120 pp/day	480	960	1,440	1,920	2,400	2,880
TOTALS	2450	4900	9065	13230	17395	21560

5. POLICY & LEGAL IMPLICATIONS

Instrument	Information
Burke Shire Council Corporate Plan 2014-19	1.2.1 Council continues to work closely with regional organisations 1.2.2 Council continues to engage with State Government Departments, Ministers and Directors

Instrument	Information
Burke Shire Council Operational Plan 2014-19	Council will attend key meetings and submit agenda papers on relevant regional issues
Burke Shire Policies	Conference and travel to be in accordance with Burke Shire Council policies.

6. CRITICAL DATES & IMPLICATIONS

Deadline for registration is Friday 14 September 2018 for 'early bird' discount.

7. CONSULTATION

CEO, Mayor and Deputy Mayor

8. CONCLUSION

Making this decision now will enable Council to make savings through the early registration discount, and secure flights and accommodation.

The CEO generally attends this conference and a motion is required.

9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. Approves the delegation of persons as listed below to attend the 2018 Local Government of Queensland Annual Conference to be held in Brisbane 29 to 31 October 2018
 - Mayor Ernie Camp
 - Deputy Mayor Paul Poole
 - Councillors ([list names here](#))
 - CEO Sharon Daishe

ATTACHMENTS

1. Conference Letter



2. Conference Agenda



3. Response to a motion that Council put to LGAQ last year



Chief Executive Officer Reports

11.03 Independent Review of the Zone Tax Rebate

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Sharon Daishe, CEO
DATE REPORT PREPARED:	15 August 2018
LINK TO COUNCIL PLAN/S:	

1. PURPOSE

To consider supporting an independent review of the Zone Tax Rebate Scheme.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Senator the Hon. Ian Macdonald has written to encourage Council to write to the Prime Minister to urge him to seriously consider an independent review of the Zone Tax Rebate scheme. Senator Macdonald's proposal makes the following recommendations:

Recommendation 1.

This proposal recommends that a comprehensive independent review of the Zone Tax Rebate scheme be conducted to determine the on-going form and function of the Zone Tax Rebate scheme, to ensure its practicable continuation and fair application to eligible Australians

Recommendation 2.

This proposal recommends that such a review consider:

1. the overall operation of the scheme,
2. the boundaries of the prescribed zones,
3. eligibility for the rebate,
4. the applicable rates of the rebate,
5. the indexation that should be applied to the rebates in future,
6. the on-going cost of the scheme,
7. the application of the rebate scheme to pensioners and the unemployed, through non-tax related mechanisms or payments,
8. the application of the rebate scheme to businesses, through corporate tax mechanisms, and
9. any other related matter.

Recommendation 3.

This proposal recommends that the review be commissioned before the end of 2018.

3. PROPOSAL

Under the current rebate system, the larger lump-sum nature of the rebate may encourage spending on big ticket items that are unavailable in smaller regional remote communities. This may encourage spending in city locations rather than the community of residence. If the system were based instead on a tax concession, there may be greater likelihood that the smaller additional amount of cash in hand on pay day is spent supporting businesses in the local community of residence rather than larger city centres.

It is proposed that Council writes to the Prime Minister to urge him to seriously consider an independent review of the Zone Tax Rebate scheme before the end of 2018. In recognition that a lump sum rebate may encourage spending on bigger ticket items unavailable in local communities, it is proposed that the review should also consider replacing the rebate with a concession.

4. FINANCIAL & RESOURCE IMPLICATIONS

Nil financial cost.

5. CRITICAL DATES & IMPLICATIONS

Timely action by all local governments may encourage action on this matter that will benefit our local residents and businesses.

6. CONSULTATION

Mayor

7. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council writes to the Prime Minister to urge him to conduct an independent review of the Zone Tax Rebate before the end of 2018; and
 - a. That the review gives consideration to replacing the rebate with a concession to encourage spending in the local community of residence to support local business.

ATTACHMENTS

1. Letter from Senator the Hon. Ian Macdonald dated 28 June 2018 re: Proposal for an Independent Review of the Zone Tax Rebate



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.pdf

12. Corporate and Community Services

12.01 Corporate and Community Services Monthly Report

12.02 Reconfiguration of Lot - Lot 4, Lot 5 and Lot 10 on RP743007

12.03 Donation Request – Gregory Downs Jockey Club

Corporate and Community Services Reports

12.01 Corporate and Community Services Monthly Report

DEPARTMENT:	Corporate & Community Services
RESPONSIBLE OFFICER:	Ferne Clarke; EMCCS
DATE REPORT PREPARED:	11 August 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

1. GENERAL BUSINESS

Operational Plan

Project	Description	Lead	Jul	Aug
Implementation of values based culture	Development and implementation of Values Culture	EMCCS		Planning
Burketown History Book	Publication of Burke Shire Cultural History	EMCCS	Review manuscript	Provide final updates
Ongoing Process Improvement	Ongoing series of process improvements	EMCCS		Digitisation Destruction Project

Administration and Community Services (A&CS)

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.

ICT Business Architecture Review has been finalised. Findings and our enterprise business rules have been identified. Agility, Capability and Functionality are the core enterprise requirements for ICT Architecture. Findings substantiated the overall underperformance of our current system. An opportunity to look at an Enterprise Suite that has agility, capability and functionality was taken by executives and councillors on Friday 10 August 2018. A deeper investigation of the system is being scheduled to be undertaken in Cairns where consultants will show case "Council Wise" live in Council's Cairns office.

See Jun WiFi, Website and Civica reports attached.

See Jun Library Report attached.

See Jun CDTO, Donation and Facebook Reports attached.

2018 Council Run Events Schedule

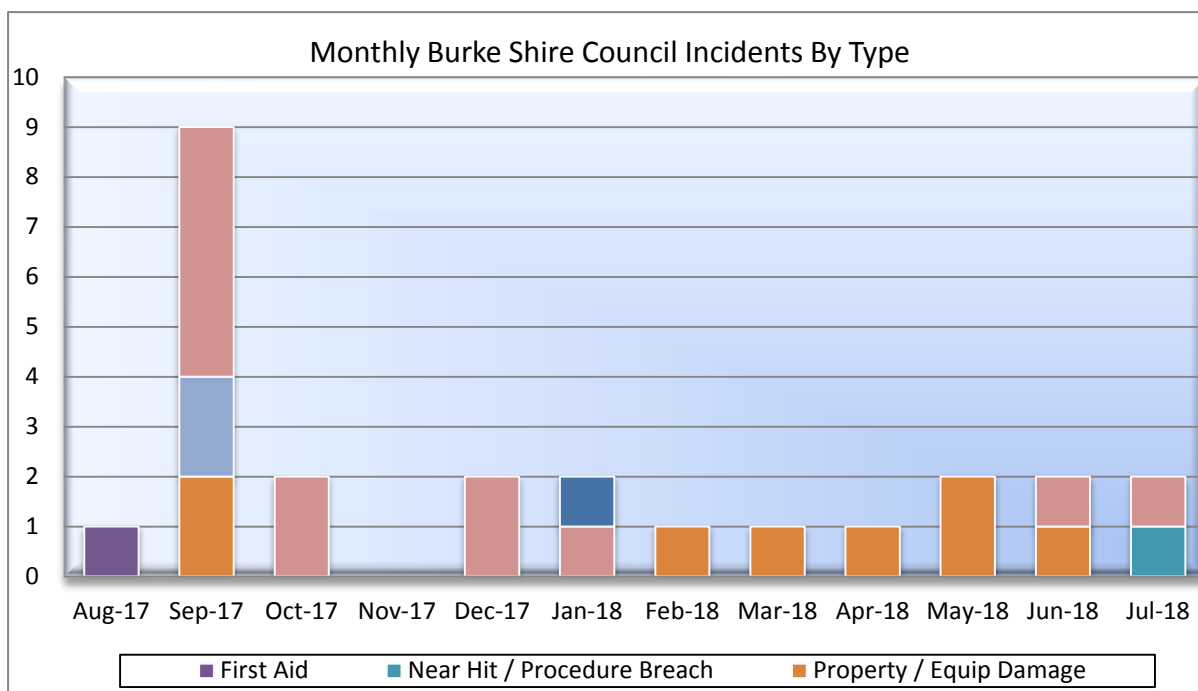
Date/s	Activity
1 Sept	Tidy Yard Competition
18-26 Aug	Seniors Week (Tentative event)
11 Nov	Remembrance Day

Human Resources

Departures	Nil
Appointments	Ms Nirmala Manohar commenced 30 July 2018 (Snr Accountant) Ms Jessica McCrae commences 6 August 2018 Ms Jade Nacario commences 27 August 2018
Recruitment	Contracts & Procurement Officer (Cairns). Local process unsuccessful. Position re-advertised nationally. Technical Officer (Cairns). Advertised locally no applicants. Re-advertised nationally. Relief Administration Officer (Local). Advertised locally closing date 12 August 2018 Relief Administration & Community Services Coordinator has been sourced through LOGO. Ms Dell Price commences 7 August 2018. Administration & Community Services Coordinator (Permanent). Advertising will commence 13 August 2018
Training	Forklift Operator Training for Brett Harris, Matthew Douglas, Sage Marshall, Laurie Portch and Louise Campbell LGMA Rural Management Challenge Team members underwent 3 day's team building training with John Carr Cairns Office completed a week long training program in Synergy software (Doomadgee FMIS platform) Council's WH&S Representatives completed mandatory Health & Safety Representative training
Next Months Schedule	Plant Operator Training –Forklift operations (6 th – 9 th August and 13 th – 16 th August 2 groups of 5 participants) MC truck driver's licensing 9 th - 10 th August and 16 th – 17 th August LGMA HR Forum 1 st August 2018 in Mackay Sage Marshall – block release training for apprenticeship in AUR31116 Heavy Vehicle Technology 9 th – 17 th August Further Plant Operator Training in September 2018

Work Health and Safety

There were no incidents reported in June 2018.



See June WHS report attached.

2. LOCAL LAWS


Local Law No2 (Animal Management)








Activity	Mth	Canis	Feline	Total
Impoundments	Jul	4	3	7

3. OFFICER'S RECOMMENDATION

That Council notes the contents of the EMCCS report for the month of July 2018.

ATTACHMENTS

SECTION	ATTACHMENT	LINK
1. Annual Plan - EMCCS	Work plan 18-19 EMCCS	 EMCCS WorkPlan 18-19.xlsx

SECTION	ATTACHMENT	LINK
2. ACSC	CorpMem Report July Civica Report July Telstra Air Report July Library Report July CDTO Report July	 CorpMem Rep Jul 2018.pdf  Civia Rep Jul 2018.pdf  Telstra Air Rep Jul 2018.pdf  Library Rep Jul 2018.pdf  CDTO Rep Jul 2018.docx
3. HR	Human Resources July Report	 HR Rep Jul 2018.docx
4. WH&S	Work Health & Safety July Report	 WHS Rep Jul 2018.docx

Corporate and Community Services Reports

12.02 Reconfiguration of Lot - Lot 4, Lot 5 and Lot 10 on RP743007

DEPARTMENT:	Planning and Development
RESPONSIBLE OFFICER:	Ferne Clarke; EMCCS
DATE REPORT PREPARED:	08 August 2018
LINK TO COUNCIL PLAN/S:	Town Planning Scheme

1. PURPOSE

To consider an application for Reconfiguration (ROL) – Amalgamation (3 lots into 1) lodged with Council in July 2018. The Application is Code Assessable against the Planning Scheme.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The site is described as Lot 4, Lot 5 and Lot 10 on RP743007, is hatchet shaped and has a total area of 2,924m². The site has frontage of 18 metres to Nowland Street with a truncated corner of 8.525 metres and frontage of 68.8 metres to Murray Avenue and a truncated corner of 8.485 metres and frontage of 42.75 to Wills Developmental Road. The site is generally level and devoid of vegetation with the except of several trees on Lot 5, adjacent to the dwelling house.

The site is located in the township of Gregory and Lot 5 is improved by a dwelling house and out buildings, Lot 4 and Lot 10 are vacant. Currently informal vehicular access is provided from Murray Avenue to the dwelling house located on Lot 5 and from Wills Developmental Road to Lot 4. The site is connected to reticulated water, electricity and telecommunications and has an onsite septic system.

3. PROPOSAL

APPLICANT: Mr Laurie Portch

APPLICATION: Reconfiguring a Lot – Amalgamation

ADDRESS: 2 Murray Street, Gregory

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

SITE AND LOCALITY

The site is described as Lot 4, Lot 5 and Lot 10 on RP743007, is hatchet shaped and has a total area of 2,924m². The site has frontage of 18 metres to Nowland Street with a truncated corner of 8.525 metres and frontage of 68.8 metres to Murray Avenue and a truncated corner of 8.485 metres and frontage of 42.75 to Wills Developmental Road. The site is generally level and devoid of vegetation with the exception of several trees on Lot 5, adjacent to the dwelling house.

The site is located in the township of Gregory and Lot 5 is improved by a dwelling house and out buildings, Lot 4 and Lot 10 are vacant. Currently informal vehicular access is provided from Murray Avenue to the dwelling house located on Lot 5 and from Wills Developmental Road to Lot 4. The site

is connected to reticulated water, electricity and telecommunications and has an onsite septic system.

PROPOSED DEVELOPMENT

It is proposed to extinguish the boundaries between the three lots to create one large amalgamated site with an area of 2924m².

A copy of the Proposal Plan of Reconfiguration is attached at Appendix 1.

TOWN PLANNING ASSESSMENT

The proposed development requires assessment against the Burke Shire Planning Scheme

Burke Shire Planning Scheme 2003

Under the Burke Shire Planning Scheme the site is included in the Town Zone: Preferred Use Area (PUA) - Business.

The Application is Code Assessable against the following Codes:

- Town Zone Code; and
- Reconfiguring a Lot Code.

An assessment of the proposed development, against the 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 that new uses are designed and managed to maintain the prevailing amenity and to maintain the safety of people and works.

The Overall Outcomes sought for the Town Zone in Section 4.6 of the Planning Scheme, are:

- (a) Burketown and Gregory are well-serviced, attractive towns providing a pleasant and safe place to live, work and visit;
- (b) Burketown and Gregory are each a focus for a range of business, industrial, tourist, community and recreational activity in the local government area;
- (c) Burketown's role as the main business and community centre is consolidated;
- (d) there is a recognisable focus for business and community activity in each town;
- (e) Burketown and Gregory provide a range of housing types, including a second house on a lot, temporary housing and multiple dwellings;
- (f) uses are consolidated in areas provided with infrastructure, and uses and works are located and designed to maximise the efficient extension and safe operation of infrastructure;
- (g) uses and works are located, designed and managed to:
 - (i) be compatible with other uses and works; and
 - (ii) maintain the safety of people and works; and
 - (iii) maintain the prevailing amenity; and
 - (iv) avoid significant adverse effects on the natural and cultural heritage values of the environment.

The proposed reconfiguration is compliant with the relevant Overall Outcomes sought for the Town Zone.

Section 4.10- Effects of use, seeks to achieve the following outcomes relevant to this development:

Non-residential use and amenity

- (a) non-residential uses are located, designed and operated to avoid significant adverse changes to the light, noise, dust, odours, traffic conditions or other physical conditions experienced by occupants of:
 - (i) associated, adjoining or nearby residential uses; or
 - (ii) other types of non-residential uses.

Operation of infrastructure

- (a) uses are of a type and scale that maintain the standard of service identified in schedule 1, part 1; and
- (b) the safe and efficient operation of roads are maintained having regard to:
 - (i) the nature of vehicles using the road; and
 - (ii) the location of uses that may be adversely affected by noise or dust generated from use of the road; and
- (c) uses are located and designed to avoid significant adverse effects on safe aircraft operations due to:
 - (i) physical intrusions; or
 - (ii) reduced visibility; or
 - (iii) collisions with birds; or
 - (iv) electromagnetic interference with aircraft navigation systems; or
 - (v) other functional problems for aircraft (including artificial lighting hazards); and

The proposed reconfiguration can readily comply with these requirements. Compliance is achieved with the relevant provisions of the Town Zone Code.

RECONFIGURING THE LOT

Reconfiguring a Lot Code seeks to achieve the following Overall Outcome, relevant to the assessment of this Application:

- (a) if rearranging the boundaries of a lot – usability of and access to all lots affected is improved, or maintained to an adequate extent.

Specific requirements for reconfiguration of a lot in the Town Zone -Business, are as follows:

Vehicular access

- (b) Each new lot or separate part of a lot has appropriate vehicular access to a Road that does not significantly detract from the operation of the Road; and

On-site services and facilities

- (c) each new lot or separate part of a lot is capable of being connected to, or providing for within the lot, an appropriate level of the following:
 - (i) water supply; and

- (ii) sewage treatment; and
- (iii) drainage; and
- (iv) power supply; and
- (v) telecommunications.

Non- Residential use

Having regard to its intended use, each new lot or separate part of a lot intended for non-residential use has the following:

- (i) sufficient area and proportions; and
- (ii) adequate frontage to a road; and
- (iii) suitable areas within the lot for the location of relevant activities or works.

Business use

Each new lot or separate part of a lot intended for Business use has the following :

- (i) a minimum area of 500m²; and
- (ii) minimum dimensions within the lot or separate part of a lot of 9m by 30m; and
- (iii) a minimum road frontage of 10m.

The site is in an area of Gregory bounded by Wills Developmental Road, Murray Avenue, Nowland Street and Gleeson Avenue that is included in the Town Zone- Business PUA. The amalgamation of the three (3) lots into one (1) lot will not detrimentally impact on the existing amenity of the area or compromise the existing land use pattern. The proposed development can comply with the relevant provisions of the Code.

REFFERAL AGENCIES

The site is located within 25 metres of a State Controlled Road (SCR) – Wills Developmental Road. The referral trigger in the Planning Regulation 2017, Part 9, Division 4, Subdivision 2, Table 1 – Reconfiguring a lot near a State transport corridor, states:

Subdivision 2 State transport corridors and future State transport corridors

Table 1—Reconfiguring a lot near a State transport corridor	
Column 1	Column 2
1 Development application requiring referral	Development application for reconfiguring a lot that is assessable development under section 21, if— (a) all or part of the premises are within 25m of a State transport corridor; and (b) 1 or more of the following apply— (i) the total number of lots is increased; (ii) the total number of lots adjacent to the State transport corridor is increased; (iii) there is a new or changed access between the premises and the State transport corridor; (iv) an easement is created adjacent to a railway as defined under the Transport Infrastructure Act, schedule 6; and (c) the reconfiguration does not relate to government supported transport infrastructure
2 Referral agency	The chief executive
3 Limitations on referral agency's powers	—
4 Matters referral agency's assessment must be against	The State development assessment provisions
5 Matters referral agency's assessment must have regard to	—

The three (3) lots exist, there is no proposed increase in the number of lots and there is no proposed change to access between the site and the State Controlled Road, therefore it is determined that the referral trigger does not apply.

4. FINANCIAL & RESOURCE IMPLICATIONS

Nil

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

N/A

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 Williams Graham and Carmen and Council to inform her report.

8. CONCLUSION

The three (3) lots exist, there is no proposed increase in the number of lots and there is no proposed change to access between the site and the State Controlled Road, therefore it is determined that the referral trigger does not apply.

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 as amended, the applicant be notified that the application for a Development Permit for Reconfiguring a Lot – (Amalgamation), located at 2 Murray Avenue Gregory - Lot 4, Lot 5 and Lot 10 on RP743007, is approved subject to the conditions detailed below.
 - a. The development shall be undertaken substantially in accordance with the submitted Survey Plan, cancelling Lots 4, 5 and 10 on RP743007 – Standard Format Plan- SP287782, except as modified by this approval.
 - b. This development approval lapses four (4) years after the day that the development approval takes effect, unless extended under the Planning Act 2016.
 - c. 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.

ATTACHMENTS

1. Appendix 1 Proposal



Appendix 1 Proposal
Plan of Amalgamation

2. Development Application



Dev Application L
Portch.pdf

Corporate and Community Services Reports

12.03 Donation Request – Gregory Downs Jockey Club

DEPARTMENT:	Corporate and Community Services
RESPONSIBLE OFFICER:	Ferne Clarke: Executive Manager Corporate and Community Services
REPORT PREPARED BY:	Cheryl Portch: Community Development and Tourism Officer
DATE REPORT PREPARED:	8 July 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

1. PURPOSE

To consider a donation request

From:	Gregory Downs Jockey Club
For:	Gregory Races
Amount:	Cash – \$6,000 In kind – \$5239.25 <ul style="list-style-type: none">• Diesel Fuel \$2920.00• Slashing Support \$840.00• Labour \$536

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

2013-2014

In-Kind: Rubbish Collection, Printing of Race Books, Printing of Program, Slashing of Grounds, purchase of banners for advertising

Cash: \$5000

2014-2015

In-Kind: Rubbish Collection, Printing of Race Books, Printing of Program, Slashing of Grounds

Cash-\$5,000

2015-2016

In-Kind: printing of Race Books, Programs, support with slashing of the grounds & removal of rubbish.

Cash: \$5000

2016-2017

In-Kind: Printing of a race book, and programme. Support to slash the grounds and provision of bins and associated rubbish collection after the race. 2000L Diesel Fuel

Cash: \$6000

3. PROPOSAL

Purpose or function:	To hold a race meeting, that continues the tradition of bush racing.	
Project summary:	The Annual Gregory Race Meeting to be held on Saturday 4 th May 2019 at the Gregory Downs Sports Reserve.	
Who will participate:	The event is open to all members of the public	
Target audience:	Target audience is the residents of Burke Shire	
Donation support requested:	Cash: \$6,000	
Donation support requested:	In kind: \$5239.25	
How will Council be recognised and acknowledged:	<ul style="list-style-type: none"> • On the Flyer and in the Race Book. • On Signage at the event • Announcements during the day • Naming right to a race "Burke Shire Cup" 	
Total project cost:	Own cash contribution	\$30,000
	Own in-kind contribution	\$20,000
	Other funding sources	\$10,500
	Donation requested from Council	\$11,806.75
	Total project cost	\$66,306.75
Other funding sources		

4. FINANCIAL & RESOURCE IMPLICATIONS

Budget: (GL 7740-2100-0000)	65,000
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Donations expenditure to date for the FY 2018/19

Cash donations to GDJC	6,000
In kind donations to GDJC	5,239.25

Cash donations to GDJC	6,000
Total expenditure to GDJC	11,239.25
Funds committed but not yet spent	37,751.35
Budget remaining at	27,248.65
Cost of donation requested	11,239.25
Estimated remaining budget	27,248.65

5. POLICY & LEGAL IMPLICATIONS

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

6. CRITICAL DATES & IMPLICATIONS

The donation request relates to an event that is scheduled to be held on 4 May 2019. The requested in-kind services need to be delivered in a timeframe that supports the event.

7. CONSULTATION

No consultation has taken place to date.

8. CONCLUSION

Council has been donating cash and in-kind since 2013/14

9. OFFICER'S RECOMMENDATION

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

To:	Gregory Downs Jockey Club
For:	Gregory Races
Amount:	Cash –\$ 6,000 In kind – \$5239.25 <ul style="list-style-type: none">• Diesel Fuel - \$2920.00• Slashing - \$840.00• Labour – \$536.00• Printing – \$943.25

ATTACHMENTS

1. Donation Request



2. Financial Statements



3. Estimate of in-kind services



Corporate and Community Services Reports

12.04 Donation Request – Gregory District Sporting Association Inc

DEPARTMENT:	Administration and Community Services
RESPONSIBLE OFFICER:	Ferne Clarke; EMCCS
DATE REPORT PREPARED:	17 May 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

1. PURPOSE

To consider a donation request

From:	Gregory District Sporting Association Inc
For:	Campdraft & Children horse sports to raise money for facility improvements
Amount:	<ul style="list-style-type: none"> • Cash - \$3,000 • In- Kind assistance valued at \$3825.95 being for : • Printing of programs \$26.95 • Use of Council porta loo toilet , inc delivery, up keeping & returning \$3799.00

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

2016 /2017 - Cash 2,500, In-kind same as this years request

3. PROPOSAL

Purpose or function:	To enhance the community through sporting and well being programs
Project summary:	Event – Campdraft & Childrens Horse sports held on 22 & 23 June 2018
Who will participate:	Anyone can participate
Target audience:	Campdrafters & children
Donation support requested:	Cash: \$3,000
Donation support requested:	In- Kind assistance valued at \$3825.95 being for :

Purpose or function:	To enhance the community through sporting and well being programs	
How will Council be recognised and acknowledged:	<ul style="list-style-type: none"> • Announcements during the day • Word of mouth • Will submit an article to BSC newsletter re the tournament and BSC sponsorship 	
Total project cost:	Own cash contribution	\$ players fees
	Own in-kind contribution	\$ 2,000
	Other funding sources	\$ uniforms
	Donation requested from Council	\$ 1,500
	Total project cost	\$ 6,000
Other funding sources	<ul style="list-style-type: none"> • Sponsorship of uniforms, • Grant from Gulf Communities Social Development Trust • Community Fundraising 	

4. FINANCIAL & RESOURCE IMPLICATIONS

Budget: (GL 5950-2220-0000)	30,000.00
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Donations expenditure to date for the FY 2017-18

Cash donations to 16 April 2018	6,250.00
In kind donations to 16 April 2018	13,116.01
Total expenditure to 16 April 2018	19,366.01
Funds committed but not yet spent	18,550.75
Budget remaining at 16 April 2018	-(7,916.76)
Cost of donation requested	1,500
Estimated remaining budget	-(9,416.76)

5. POLICY & LEGAL IMPLICATIONS

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

6. CRITICAL DATES & IMPLICATIONS

The donation request relates to an event that was scheduled to be held on 28 April 2018. Verbal approval was provided by Council in late May, for the in-kind printing of programs and cash to the vale of \$3000. The request for a Portaloo was not approved due to the Portaloo being unavailable. A retrospective resolution is required to support the approval.

7. CONSULTATION

No consultation required for this project.

8. OFFICER'S RECOMMENDATION

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

From:	Gregory District Sporting Association Inc
For:	Campdraft & Children horse sports to raise money for facility improvements
Amount:	<ul style="list-style-type: none">• Cash \$3,000• Printing of programs \$26.95

ATTACHMENTS

1. Donation Request Form



Donation Request -
Burketown Sporting A



Inkind Costs.xlsx

2. Estimate of in-kind services

Corporate and Community Services Reports

12.05 Donation Request – Carpentaria Land Council Aboriginal Corporation

DEPARTMENT:	Administration and Community Services
RESPONSIBLE OFFICER:	Ferne Clarke; EMCCS
Report Prepared By:	Ferne Clarke; EMCCS
DATE REPORT PREPARED:	15 August 2018
LINK TO COUNCIL PLAN/S:	Operational Plan

1. PURPOSE

To consider a donation request

From:	CLCAC
For:	To provide information to Council regarding an additional donation request received from CLCAC in association with a previous donation request to assist with hosting the 2018 Annual Indigenous Ranger Forum in Burketown from 3 to 7 September.
Amount:	Cash – N/A In kind <ul style="list-style-type: none">13 KVA diesel Generator – to assist with power loads on the community at the rodeo ground.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

2013/14

In-kind \$511.15

2014/15

Help with preparation for anniversary event

In-Kind - \$946.67

2014/15

Provide accommodation and facilities at Gregory depot

In-Kind \$3,100

3. PROPOSAL

Purpose or function:	The Carpentaria Land Council Aboriginal Corporation has been given the privilege to partner with The Department of Agriculture and Water Resources/ DAWR to host the 2018 annual Indigenous Ranger Forum. The Forum will provide a platform for CLCAC rangers to showcase their knowledge and skillsets when it comes to environmental protection. The forum is also a great place for DAWR to bring to head issues of National Importance in protecting our Nation from invasive exotic diseases. The Region the DAWR currently covers is Northern Australia from Kimberly's, Top end of Northern Territory, Gulf of Carpentaria, and Cape York Peninsula, East Coast to Cardwell including the Torres Strait Islands.	
Project summary:	The Ranger forum commences on the 3rd of September and concludes on the 7th of September. As you are aware a number of days will be needed before the commencement of the forum to setup venues and a number of days needed after the completion of the forum to pack up. The main venue will be the Nijinda Durlga hall with activities held in around the hall in the park area. Other venue areas will include the football ground and facilities along with the rodeo grounds and facilities.	
Who will participate:	Community people employed as Indigenous Rangers from around the Gulf Region (BSC) will participate in this forum along with Australian Quarantine Services (DAWR) and participants will be coming approximately 70 ranger groups in Northern Australia, including dignitaries, ministers, VIP'S, Papua New Guinea and Torres Strait Islands	
Target audience:	Local Indigenous Ranger groups from CLCAC along with ranger groups and DAWR staff right across Northern Australia.	
Donation support requested:	Cash: N/A	
Donation support requested:	In kind: \$20,860	
How will Council be recognised and acknowledged:	The Burke Shire council will be recognised in event advertising for the forum for example on social media, CLCAC Website, Newsletters, Flyers and will be included in the forum where particulars will be discussed and arranged closer to the event date. Burke Shire will be invited to put in a corporate stand at the ranger forum expo and Council staffs are welcome to come along and have a look and wander through the expo. Council staffs are encouraged to register in the workshops such as Snake handling course.	
Total project cost:	Own cash contribution	\$ TBA
	Own in-kind contribution	\$TBA
	Other funding sources	\$TBA

Purpose or function:	The Carpentaria Land Council Aboriginal Corporation has been given the privilege to partner with The Department of Agriculture and Water Resources/ DAWR to host the 2018 annual Indigenous Ranger Forum. The Forum will provide a platform for CLCAC rangers to showcase their knowledge and skillsets when it comes to environmental protection. The forum is also a great place for DAWR to bring to head issues of National Importance in protecting our Nation from invasive exotic diseases. The Region the DAWR currently covers is Northern Australia from Kimberly's, Top end of Northern Territory, Gulf of Carpentaria, and Cape York Peninsula, East Coast to Cardwell including the Torres Strait Islands.	
	Donation requested from Council	\$20,860
	Total project cost	\$TBA
Other funding sources		

4. FINANCIAL & RESOURCE IMPLICATIONS

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

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

5. POLICY & LEGAL IMPLICATIONS

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

6. CRITICAL DATES & IMPLICATIONS

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

7. CONSULTATION

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

8. CONCLUSION

CLCAC has requested the use of the Generator to help manage power loads on the town, whilst the rodeo ground is in use. Previously when a loading of power at the grounds has occurred there has been a subsequent drain to the community.

9. OFFICER'S RECOMMENDATION

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

To:	CLCAC
For:	2018 Annual Indigenous Ranger Forum, 3-7 September 2018
Amount:	Cash- \$N/A In kind – \$ 20,860 <ul style="list-style-type: none">• 13 KVA diesel Generator – to assist with power loads on the community at the rodeo ground.

ATTACHMENTS

1. Donation Request Form



CLCAC - Additional
in-kind request.pdf

2. Email request from CLCAC



Additional in-kind
assistance_CLCAC R&

13. Mayoral Report

Report to be provided to meeting.

14. Councillor Reports

Councillors will provide reports to the meeting.

15. New business of an urgent nature admitted by Council

Recommendation (if required)

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

16. Deputations and presentation scheduled for meeting

16.01 Gasfields Commission

16.02 Les and Annie Clarke

17. Closure of meeting

The next Ordinary Meeting of Burke Shire Council is scheduled for Thursday 20 September 2018

Dictionary of Acronyms

Acronym	
ACCC	Australian Competition and Consumer Commission
ACSC	Administration and Community Services Coordinator
ALGA	Australian Local Government Association
ASBAS	Australian Small Business Advisory Service
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