



Agenda and Business Papers

Burke Shire Council Ordinary Meeting

Thursday 20 February 2020

9.00am Council Chambers

9.00am	Opening of Meeting
9.30am	Averil Portch – presenting community petition
10.30am to 11.00am	Morning Tea
12.30pm to 1.00pm	Lunch

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01. Opening of Meeting

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

02. Record of Attendance

Members	Cr Ernie Camp; Mayor – Chair Cr Paul Poole; Deputy Mayor Cr John Clarke Cr John Yanner Cr Tonya Murray
Officers	Clare Keenan; Chief Executive Officer Simbarashe Chimpaka; Executive Manager Finance Philip Keirle; Executive Manager Strategic Projects Madison Marshall; Executive Assistant (Minutes)

02.01 LGR 2012 Section 276 – Attendance by teleconferencing

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

- Simbarashe Chimpaka, Executive Manager Finance (EMF)
- Philip Keirle, Executive Manager Strategic Projects (EMSP)
- Graham O’Byrne

03. Prayer

Led by Cr Yanner

04. Consideration of applications for leave of absence

None received at time of agenda preparation.

05. Confirmation of minutes of previous meeting(s)

05.01 Ordinary Meeting Thursday 23 January 2020

That the Minutes of the Ordinary Meeting of Council held on Thursday 23 January 2020 as presented be confirmed by Council.



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Minutes.docx

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

A community petition will be presented to this meeting.

09. Works, Services and Finance Reports

<p>09.01.01 Works and Services Monthly Update Report 09.02.01 Finance Monthly Update Report 09.03.01 Strategic Projects Report</p>
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Works and Services Reports

09.01.01 Works and Services Monthly Update Report

A verbal report will be provided to the meeting.

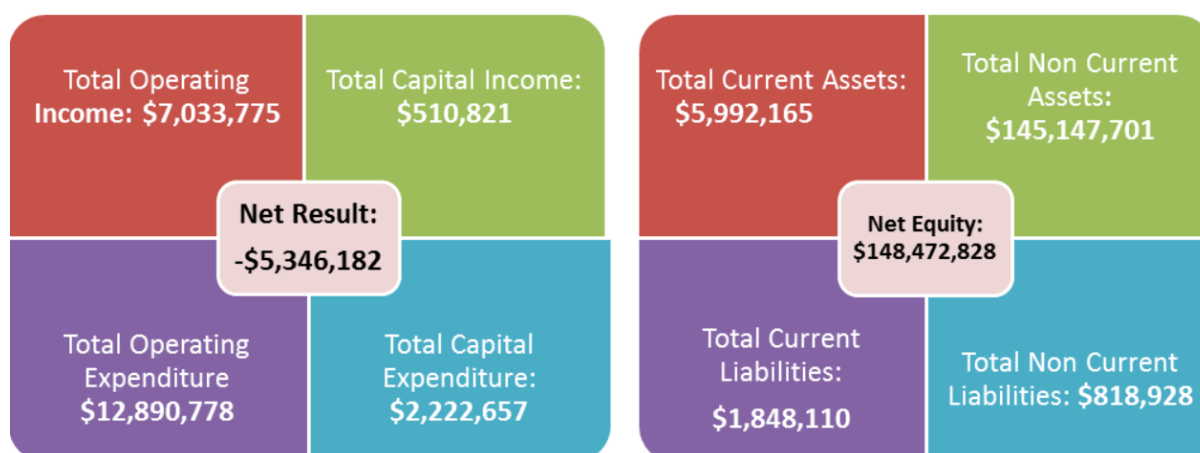
Finance Reports

09.02.01 Finance Monthly Update Report

DEPARTMENT:	Finance
RESPONSIBLE OFFICER:	Simba Chimpaka; Chief Executive Officer
DATE REPORT PREPARED:	14 February 2020
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.



Overall Financial Performance	Year To Date Actual	Annual Budget (Target)
Operating Revenue	7,033,776	16,626,544
Operating Expenses	12,890,778	20,601,000
Operating Result (Profit/Loss)	- 5,857,002	- 3,974,456
Capital Revenue	510,821	2,927,000
Net Result	- 5,346,181	- 1,047,456

Assets & Liabilities	Year To Date Actual	Annual Budget (Target)
Cash & Cash Equivalents	4,911,353	7,748,131
Other Current Assets	1,080,812	1,193,564
Non Current Assets	145,147,701	146,288,006
Total Assets	151,139,866	155,229,701
Liabilities (Current)	1,848,110	1,172,224
Liabilities (Non Current)	818,928	691,323
Total Liabilities	2,667,038	1,863,547
Net Community Assets	148,472,828	153,366,154

Year to date operating revenues sat at \$7m while operating expenditure sat at \$12.8m consequently council's operating position at month end was a \$5.3m deficit against a forecast annual operating deficit of \$1.047 million (excluding capital income and capital expenditure).

Capital revenues (revenues relating to the construction, renewal, replacement or purchase of assets) sat at \$510K against an annual forecast of \$2.9m

Cash balances decreased from \$5.4 million to \$4.9 million from the previous reporting month. The closing cash balance at the end of the month remains unfavourably below the annual cash flow forecast of ~\$7m at year end and requires strict cash flow management, however it should be noted that cash balances are expected to fluctuate progressively through the financial year in line with timing of receipts and outflows for employee wages, materials and services and are expected to increase in the second half of the financial year as rates and grant funding for completed projects and programs is received.

Fluctuations in current liabilities are expected in the short term depending on the volumes and timing of payables billing however there are no significant movements anticipated in respect of non current and current liabilities at year end.

Sustainability outlook

Financial Sustainability Ratios and Measures of Sustainability	Target	Year To Date Actual
Operating Surplus Ratio (%)	Between 0% and 10%	-83%
Asset Sustainability Ratio (%)	Greater than 90%	0%
Working Capital Ratio	Greater than 1:1	3
Net Financial Liabilities Ratio	Less than 60%	-59%

Sustainability ratios are a reasonable measure of council's financial performance and financial position.

The working capital ratio: measures council's ability to offset short term obligations with current assets. Council's year to date working capital ratio changed from the previous month at 3:1 at the end of January. Fluctuations in the working capital ratio on a month on month basis are expected (heavily impacted by timing of receipts and outflows); however annual budget forecasts indicate that council is in a position to offset current liabilities with current assets.

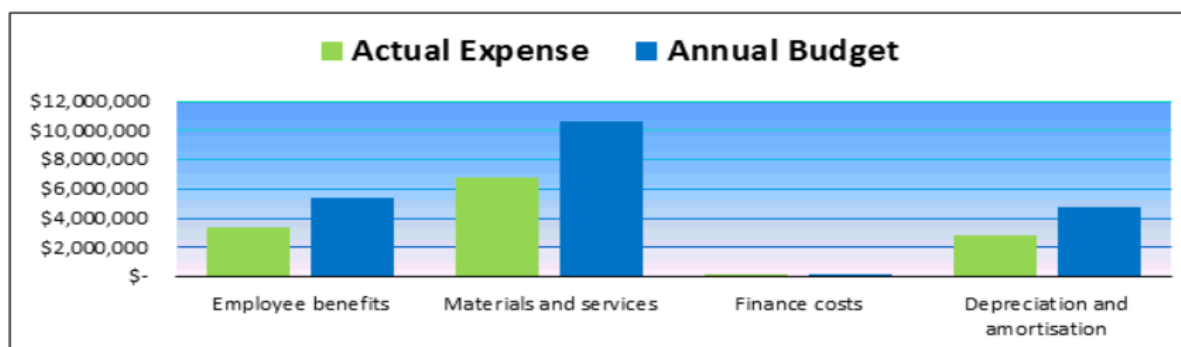
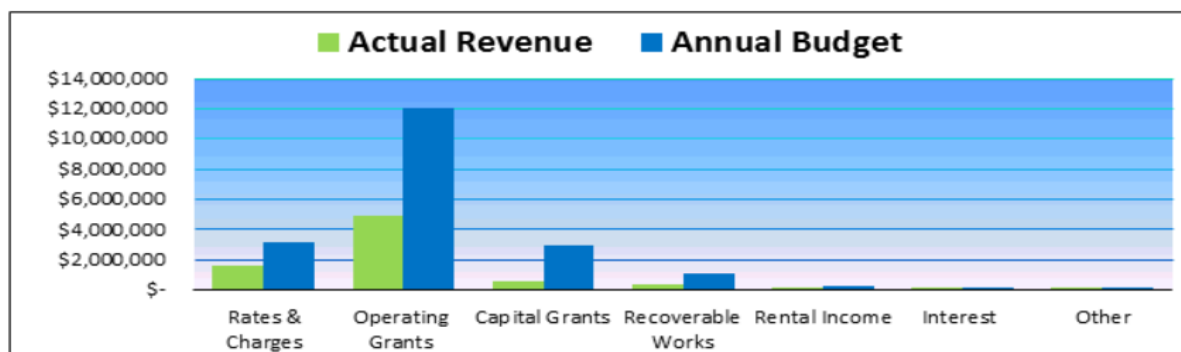
The net financial liabilities ratio: measures council's ability to increase borrowings where necessary; council has no borrowings to date as reflected in the recurrent high year to date percentage versus a benchmark target of less than 60%. The year to date actual result remains positively above the annual budget forecast.

The operating surplus ratio: measures council's ability to cover operational costs through operational revenues. Council's operating surplus ratio remains outside the benchmark range of between 0%-10% indicating limited capacity to cover operational expenditures through operating revenue.

The Asset Sustainability ratio: measures council's expenditure on the renewal and replacement of infrastructure assets, council's ratio at the end of the reporting period remains below the target benchmark primarily reflecting the infancy of the financial year. The budgeted asset sustainability ratio is lower than the target benchmark as the majority of the capital works budget consists of asset upgrades and new assets.

2. STATEMENT OF COMPREHENSIVE INCOME

STATEMENT OF INCOME AND EXPENDITURE				
	Year to Date	Annual	Actual to	
	Actual	Budget	Budget	Variance
Recurrent Revenue				
Rates levies and Charges	1,533,663	3,081,000	-	1,547,337
Fees & Charges	44,761	97,000	-	52,239
Rental Income	118,987	230,000	-	111,013
Interest	90,907	127,000	-	36,093
Recoverable Works Revenue	356,738	1,055,000	-	698,262
Other Income	63,808	28,000	-	35,808
Donations	3,890	13,000	-	9,110
Developer Contributions	-	-	-	-
Subsidies and Grants	4,821,022	11,995,544	-	7,174,522
Total Recurrent Revenue	7,033,776	16,626,544	-	9,592,768
Capital Revenue				
Sale of non-current assets	-	-	-	-
Contributions	-	-	-	-
Subsidies and Grants	510,821	2,927,000	-	2,416,179
Total Capital Revenue	510,821	2,927,000	-	2,416,179
TOTAL INCOME	7,544,597	19,553,544	-	12,008,947
Recurrent Expenses				
Employee benefits	-	3,355,615	-	5,310,000
Materials and services	-	6,720,999	-	10,603,000
Finance costs	-	6,789	-	15,000
Depreciation and amortisation	-	2,807,375	-	4,673,000
TOTAL RECURRENT EXPENSES	-	12,890,778	-	20,601,000
NET RESULT	-	5,346,181	-	1,047,456
				4,298,725



3. OPERATING STATEMENT

OVERALL OPERATING STATEMENT				
	2018-19	2019-20 YTD	2019-20	YTD Actual to Budget
	Actual	Actual	Budget	Variance
Recurrent Revenue				
Rates levies and Charges	1,434,704	1,557,376	3,139,000	- 1,581,624
Less Discounts, Rebates & Remissions	- 26,178	- 23,713	- 58,000	34,287
	1,408,526	1,533,663	3,081,000	- 1,547,337
Fees & Charges	56,192	44,761	97,000	- 52,239
Rental Income	131,401	118,987	230,000	- 111,013
Interest	118,119	90,907	127,000	- 36,093
Recoverable Works Revenue	606,958	356,738	1,055,000	- 698,262
Other Income	349,756	63,808	28,000	35,808
	1,262,426	675,201	1,537,000	- 861,799
Donations	-	3,890	13,000	- 9,110
Developer Contributions	-	-	-	-
Subsidies and Grants	4,385,327	4,821,022	11,995,544	- 7,174,522
	4,385,327	4,824,912	12,008,544	- 7,183,632
TOTAL RECURRENT REVENUE	7,056,279	7,033,776	16,626,544	- 9,592,768
Recurrent Expenses				
Corporate Governance Costs	405,953	511,243	938,000	426,757
Administration Costs	1,272,863	2,027,334	3,901,000	1,873,666
Recoverable Works Expenses	625,465	294,793	952,000	657,207
Engineering Services	2,980,361	6,125,016	7,635,000	1,509,984
Utility Services Costs	356,414	482,646	668,000	185,354
Net Plant Operating Costs	358,097	- 424,129	913,000	- 488,871
Planning and Environmental Expenses	44,052	158,704	230,000	71,296
Community Services Costs	736,144	901,007	2,502,000	1,600,993
Finance Costs	6,652	6,789	15,000	8,211
Depreciation	2,698,293	2,807,375	4,673,000	1,865,625
Other Expenses	-	-	-	-
TOTAL RECURRENT EXPENSES	9,484,294	12,890,778	20,601,000	7,710,222
NET RESULT	- 2,428,015	- 5,857,002	- 3,974,456	- 1,882,546

Overall current year actual financial performance results have been compared to the previous financial year results. Current year results have also been compared against the annual budget.

Year on year overall results show higher rates revenue figures, the variance is driven by the application of adopted rates and utility charges increases at the beginning of the financial year.

Interest earnings are lower than previous year earnings due to a lower investment principal amount and lower investment interest rates.

Year to date recoverable works earnings are lower than the previous financial year earnings due to timing differences in the completion and claim for RMPC works however annual forecasts reflect that RMPC earnings should be higher than the previous year at year end.

Other income earnings at the end of January 2020 are lower than prior year earnings due to the loss of shared services revenue.

4. NORMALISED OPERATING STATEMENT

NORMALISED OPERATING STATEMENT				
	2018-19	2019-20 YTD	2019-20	YTD Actual to Budget
	Actual	Actual	Budget	Variance
Recurrent Revenue				
Rates levies and Charges	1,434,704	1,557,376	3,139,000	- 1,581,624
Less Discounts, Rebates & Remissions	- 26,178	- 23,713	- 58,000	34,287
	1,408,526	1,533,663	3,081,000	- 1,547,337
Fees & Charges	56,192	44,761	97,000	- 52,239
Rental Income	131,401	118,987	230,000	- 111,013
Interest	118,119	90,907	127,000	- 36,093
Recoverable Works Revenue	606,958	356,738	1,055,000	- 698,262
Other Income	349,756	63,808	28,000	35,808
	1,262,426	675,201	1,537,000	- 861,799
Donations	-	3,890	13,000	- 9,110
Developer Contributions	-	-	-	-
Subsidies and Grants (<i>Excl flood damage revenue</i>)	771,879	942,428	3,343,544	- 2,401,116
	771,879	946,318	3,356,544	- 2,410,226
TOTAL RECURRENT REVENUE (EXCL FLOOD DAMAGE REVENUE)	3,442,831	3,155,182	7,974,544	- 4,819,362
Recurrent Expenses				
Corporate Governance Costs	405,953	511,243	938,000	426,757
Administration Costs	1,272,863	2,027,334	3,901,000	1,873,666
Recoverable Works Expenses	625,465	294,793	952,000	657,207
Engineering Services (<i>Excl flood damage expenses</i>)	751,226	1,231,588	2,035,000	803,412
Utility Services Costs	356,414	482,646	668,000	185,354
Net Plant Operating Costs	358,097	- 424,129	- 913,000	- 488,871
Planning and Environmental Expenses	44,052	158,704	230,000	71,296
Community Services Costs	736,144	901,007	2,502,000	1,600,993
Finance Costs	6,652	6,789	15,000	8,211
Depreciation	2,698,293	2,807,375	4,673,000	1,865,625
Other Expenses	-	-	-	-
TOTAL RECURRENT EXPENSES (EXCL FLOOD DAMAGE EXPENSES)	7,255,159	7,997,350	15,001,000	7,003,650
NET RESULT	- 3,812,328	- 4,842,168	- 7,026,456	2,184,288

The normalised operating statement shows income and expenditure by service/program excluding flood damage revenue and flood damage expenditure.

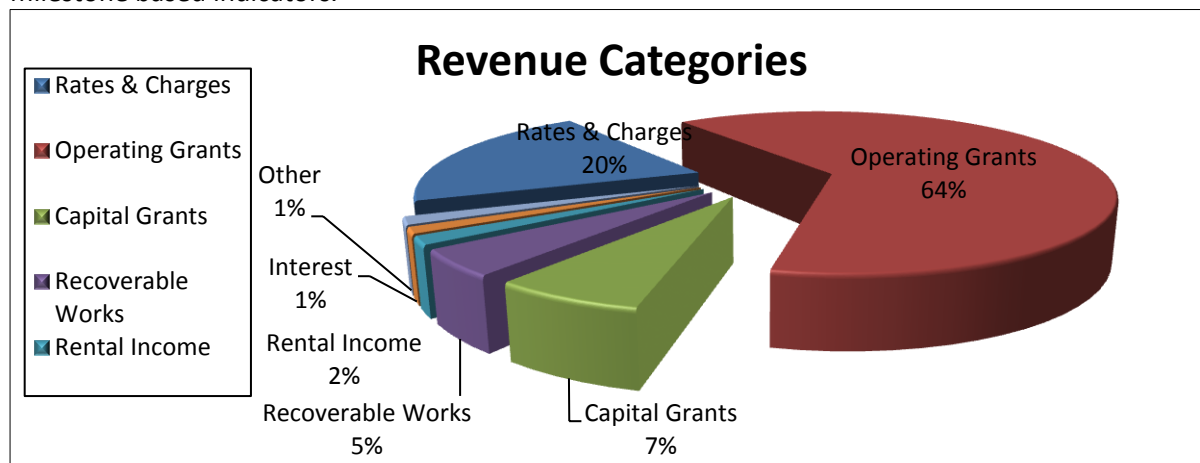
The normalised operating statement shows council operating revenues and operating expenditure on core operational services including road and street maintenance, facilities (swimming pools, broadcasting facilities, and sporting ovals, airports, parks and gardens maintenance) plant and vehicle maintenance, water, sewer, waste collection services, administrative and governance services. Separating flood damage revenue and expenditure presents a clearer picture of the cost and income associated with delivering core services to the community.

Flood Damage Program Analysis

Flood Damage Revenue Stream Analysis								
Income Stream	Approved Project Costs	Historical Costs Incurred	Projected Budgeted Costs	Current Year Actual Costs	Prior Year Receipts	Current Year Budgeted Receipts	Current Year Actual Receipts	Balance to be claimed
Flood Damage 2016 - 2017 Events	5,870,000	5,919,000	-	30,328	4,713,651	1,152,000	1,134,814	17,186
Flood Damage 2017 - 2018 Events	8,699,000	1,153,000	7,546,000	3,586,253	2,660,000	6,000,000	1,296,542	4,703,458
Flood Damage 2018 - 2019 Events	6,856,000	-	1,500,000	73,545	-	1,500,000	2,190,043	2,809,957
Total			9,046,000	3,690,126	7,373,651	8,652,000	4,621,399	7,530,601

5. REVENUE ANALYSIS

Revenue streams have been classified and measured against seasonal forecasts and project milestone based indicators.



Seasonal Revenue Analysis

Seasonal Revenue Variance Analysis					
Income Stream	Year To Date Actual	Seasonal Forecast	Seasonal Variance	Key Financial Performance Indicator/Comment	Risk
Financial Assistance Grant (General Purpose & Road Maintenance Grants)	778,399	778,399	-	On track with quarterly payment schedule.	Nil
General Rates	1,179,881	1,213,000	- 33,119	Revenue on track with seasonal forecast.	Nil
Waste Management Charges	54,155	54,500	- 345	Revenue on track with seasonal forecast.	Nil
Sewerage Service Charges	81,871	83,000	- 1,129	Revenue on track with seasonal forecast.	Nil
Water Service Charges	193,729	193,000	729	Revenue on track with seasonal forecast.	Nil

Project Based Revenue Analysis

Project /Milestone Based Revenue Stream Analysis					
Income Stream	Year To Date Actual	Milestone Forecast	Milestone Variance	Key Financial Performance Indicator/Comment	Risk
TIDS	348,269	348,269	0	Milestone on target, revenue on track with forecast.	Nil
ATSI TIDS	-	298,000	- 298,000	Works have not commenced, funding to be received on milestone claim.	Low
Roads to Recovery (R2R)	-	305,000	- 305,000	Milestone not met yet, new project required	High
MIPP Grant	41,000	41,000	-	On track	Low
Work for Queensland Funding	118,000	678,000	- 560,000	Work in progress, funding to be received	Low
Sewerage Upgrade Project Grant	-	950,000	- 950,000	Work in progress, phase one of project almost complete.	Low
RMPC	325,397	1,017,000	- 691,603	RMPC works 44% complete. Claims for approx. \$352K for Wills Development, \$290K for Camowear and \$47K for minor works to be lodged on completion of works.	Low
Get Playing Places and Spaces Grant	-	105,000	- 105,000	Work on Philip Yanner Memorial Oval 95% complete, milestone claim to be lodged.	Low

Rates and utility charges remain close to annual budget estimates with a slight variance relating to rates reversals for exempt properties. Second half rates levies are on track to be levied in February 2020.

Financial assistance grants are on track with quarterly forecast. There are no significant risks relating to capital grants, most projects are underway and will be completed by 30 June.

6. EXPENDITURE ANALYSIS

Expenditure by Type

Expenses are classified according to type: Wages and employee entitlements, materials and services, depreciation and finance costs.

Analysis of Costs by Type				
Cost	Year To Date Actual	Forecasted Pro Rata Budget	Variance to Pro Rata Forecast	Exception
Employee benefits	3,355,615	3,267,692	- 87,923	Above pro rata estimate
Materials and services	6,720,999	6,185,083	- 535,916	Above pro rata estimate
Finance costs	6,789	8,750	1,961	Below pro rata estimates
Depreciation and amortisation	2,807,375	2,725,917	- 81,458	Slightly above pro rata estimates
Total	12,890,778	12,017,250	- 873,528	Above pro rata estimates

Employee Benefits; Employee benefits include all labour related expenses including wages, allowances, salaries and on-costs such as superannuation, leave entitlements, training and fringe benefits tax. Employee benefits are within annual budget at the end of the reporting month with a slight variance over pro rata estimates primarily due to earlier payout of annual leave entitlements within the workforce.

Materials and services; Materials and services include all products and services required to deliver community services and projects. Materials and services were above the pro rata forecast but within the annual forecast, variances to pro rata budget mainly relate to timing variances though there a few exceptions on a line by line basis.

Finance costs; Finance costs consist of bank charges and bad debts written off – finance costs are on track and within annual and pro rata budget estimates.

Depreciation and Finance costs; Depreciation costs are slightly higher than pro rata forecast.

Expenditure by Program

There are a few exceptions on a line by line basis however overall expenditure at a program level is within budget. Line by line exceptions will be reviewed and amended accordingly as part of the half year budget review process.

Analysis of Expenditure By Program				
Program	Year To Date Actual	Annual Budget	Variance	Exception
Corporate Governance Costs	511,243	938,000	426,757	Within Budget, nil significant exceptions
Administration Costs	2,027,334	3,901,000	1,873,666	Within Budget, nil significant exceptions
Recoverable Works Expenses	294,793	952,000	657,207	Within Budget, nil significant exceptions
Engineering Services	6,125,016	7,635,000	1,509,984	Overall spend within Budget, however there are a few line by line exceptions
Utility Services Costs	482,646	668,000	185,354	Within Budget, nil significant exceptions
Net Plant Operating Costs	- 424,129	- 913,000	- 488,871	Within Budget, nil significant exceptions
Planning and Environmental Expenses	158,704	230,000	71,296	Within Budget, nil significant exceptions
Community Services Costs	901,007	2,502,000	1,600,993	Within Budget, nil significant exceptions
Finance Costs	6,789	15,000	8,211	Within Budget, nil significant exceptions
Depreciation	2,807,375	4,673,000	1,865,625	Within Budget, nil significant exceptions
Other Expenses	-	-	-	
Total	12,890,778	20,601,000	7,710,222	Within Budget, with exceptions on a line by line basis

7. STATEMENT OF FINANCIAL POSITION

STATEMENT OF FINANCIAL POSITION			
	Opening Balance	Year To Date	Annual Forecast
	As at 1 July 2019	Actual	Budgeted
Current Assets			
Cash and cash equivalents	9,595,818	4,911,353	7,748,131
Trade and other receivables	1,012,126	455,713	729,000
Inventories	230,813	268,929	230,813
Other financial assets	307,845	356,170	233,751
Non-current assets classified as held for sale	-	-	-
Total current assets	11,146,602	5,992,165	8,941,695
Non-current Assets			
Receivables	-	-	-
Property, plant and equipment	209,710,488	212,365,910	214,331,152
Accumulated Depreciation	- 64,410,834	- 67,218,209	- 68,043,146
Intangible assets	-	-	-
Total non-current assets	145,299,654	145,147,701	146,288,006
TOTAL ASSETS	156,446,256	151,139,866	155,229,701
Current Liabilities			
Trade and other payables	1,441,271	1,779,415	1,103,921
Borrowings	-	-	-
Provisions	142,848	68,695	68,303
Other	-	-	-
Total current liabilities	1,584,119	1,848,110	1,172,224
Non-current Liabilities			
Trade and other payables	-	-	-
Interest bearing liabilities	-	-	-
Provisions	686,323	818,928	691,323
Other	-	-	-
Total non-current liabilities	686,323	818,928	691,323
TOTAL LIABILITIES	2,270,442	2,667,038	1,863,547
NET COMMUNITY ASSETS	154,175,813	148,472,828	153,366,154
Community Equity			
Shire capital	39,529,889	39,529,889	39,529,889
Asset revaluation reserve	86,418,456	86,418,456	86,418,456
Retained surplus/(deficiency)	28,227,468	22,524,483	27,417,809
Other reserves	-	-	-
TOTAL COMMUNITY EQUITY	154,175,813	148,472,828	153,366,154

Cash and investment accounts summary

Cash & Cash Equivalents	Effective Interest Rate	YTD Interest Earnings	Cash Balance
QTC Cash Fund	1.72%	68,902	\$ 4,420,932
Westpac General Fund	0%	-	\$ 490,138
Cash Floats	0%	-	\$ 283
Total			\$ 4,911,353

8. OUTSTANDING RECEIVABLES

The tables below provide a breakdown of the amounts owed to Council in respect of services that have been provided to the community/customers.

Ageing of general debts analysis

Outstanding general debts at month end declined to \$90K. Month end results indicate that approximately 84% or \$76K of total outstanding debt (\$90K) has been assessed as high risk based on customer and debt analysis however it should be noted that the total number of defaulting customers in percentage terms equates 4.6% of total customers with debts owed to council.

Collectability Analysis	90 Days & Over	60 Days	30 Days	Current	Total
Low Risk of default			523		\$ 523
Low Risk of default	54				\$ 54
Low Risk of default			343		\$ 343
Low Risk of default	6,370				\$ 6,370
Low Risk of default			1,649		\$ 1,649
High Risk of default	65,761				\$ 65,761
Low Risk of default	1,980				\$ 1,980
High Risk of default	6,782				\$ 6,782
Low Risk of default			564		\$ 564
High Risk of default	4,026				\$ 4,026
Low Risk of default	816				\$ 816
Low Risk of default	49				\$ 49
Low Risk of default	184				\$ 184
Low Risk of default	1,526				\$ 1,526
Low Risk of default	64				\$ 64
Low Risk of default					\$ -
Low Risk of default					\$ -
Low Risk of default					\$ -
Low Risk of default					\$ -
Total	\$ 87,612	\$ -	\$ 3,079	\$ -	\$ 90,692
Default risk percentage of total outstanding	84%				
Projected Bad Debts write of in \$ Terms	\$ 76,569				

Outstanding rates, levies and charges

Council commenced debt recovery actions relating to general rates and utility charges in May 2019. Movements in arrears since the commencement of the financial year have remained low as several large debts remain outstanding, debt collection processes are ongoing.

OUTSTANDING LEVIES & CHARGES					
LEVY/CHARGE	366+ DAYS ARREARS	181-365 DAYS ARREARS	31-180 DAYS ARREARS	1-30 DAYS ARREARS	Total Outstanding
GENERAL RATES	\$ 94,758	\$ 45,023	\$ 24,296	\$ 1,429	\$ 165,506
SEWERAGE CHARGES	\$ 2,141	\$ 437	\$ 2,941	\$ 50	\$ 5,569
GARBAGE CHARGES	\$ 2,216	\$ 595	\$ 3,125	\$ 53	\$ 5,988
WATER ACCESS CHARGES	\$ 44,798	\$ 8,763	\$ 19,869	\$ 661	\$ 74,091
WATER - EXCESS CONSUMPTION	\$ 42,144	\$ -	\$ 14,372	\$ -	\$ 56,516
STATE GOVT EMERGENCY SVCE LEVY	\$ 1,919	\$ 652	\$ 1,354	\$ 35	\$ 3,961
TOTAL	\$ 187,975	\$ 55,471	\$ 65,956	\$ 2,228	\$ 311,630

Liabilities

There are nil significant exceptions to report in relation to council liabilities.

9. STATEMENT OF CASH FLOWS

STATEMENT OF CASH FLOWS				
		Year To Date		Annual Forecast
		Actual		Budgeted
Cash flows from operating activities				
Receipts from customers		2,614,681		4,574,314
Payments to suppliers & employees	-	10,618,225	-	15,997,545
	-	8,003,544	-	11,423,231
Interest received		90,907		127,000
Rental income		118,987		230,000
Non capital grants and subsidies		4,821,022		11,995,544
Net cash inflow (outflow) from operating activities	-	2,972,629		929,313
Cash flows from investing activities				
Payments for property plant & equipment	-	2,222,657	-	5,938,000
Proceeds from sale of property plant & equipment		-		234,000
Capital grants, subsidies, contributions and donations		510,821		2,927,000
Net cash inflow (outflows) from investing activities	-	1,711,836	-	2,777,000
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	-	4,684,464	-	1,847,687
Cash at beginning of the reporting period		9,595,818		9,595,818
Cash at end of the reporting period		4,911,354		7,748,131

10. 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. The following delegations were exercised.

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

11. OFFICER'S RECOMMENDATION

That Council notes the contents of the Finance Monthly Report.

Strategic Projects Reports

09.03.01 Strategic Projects Reports

DEPARTMENT:	Works & Services, Corporate Services
RESPONSIBLE OFFICER:	Philip Keirle; EMSP
DATE REPORT PREPARED:	11 February 2020
LINK TO COUNCIL PLAN/S:	Corporate Plan Operational Plan Budget

1. PROJECTS (<\$1m)

Project	Description	Update/activity for reporting month
DRFA Monsoonal Trough Projects	Suite of projects being delivered under the W4Q2019-21 and DRFA \$1m bucket	<ul style="list-style-type: none"> ▪ Separate report attached
Works 4 Queensland Projects 2019-21 Projects		
Burke ICT Project	Full review of Council's ICT requirements with a view to progressive implementation of improvements	<ul style="list-style-type: none"> ▪ Site Visit to Brighton Council completed in December 2019 and January 2020.
Phillip Yanner Memorial Oval Upgrade	Oval upgrade to establish playing surface capable of hosting regional events.	<ul style="list-style-type: none"> ▪ Monitoring field coverage of grass; ▪ Defect Notices issued to contractor on a range of items; ▪ First payment acquittal and monthly update submitted to Sport and Recreation per grant requirements.
Gregory Showgrounds Bar/Kitchen	Design, construction and fit-out of Bar & Kitchen at the Gregory Showgrounds.	<ul style="list-style-type: none"> ▪ Contract for Bar & Kitchen Construction executed; ▪ Inspection of site by hydraulic designer completed.
Gregory Showgrounds: Judge's Tower	Relocate and upgrade Judge's Tower	<ul style="list-style-type: none"> ▪ Updated designs and costings review; ▪ Contract drafted. Signing and execution anticipated week beginning 10 Feb 2020.

Project	Description	Update/activity for reporting month
Burke Shire Planning Scheme	Adoption of new Planning Scheme	<ul style="list-style-type: none"> Scheme has been adopted. Commencement date of 7 February 2020. The Scheme can be accessed on Council's website.
Burketown Flood Risk Management Study	Completion of a risk-based assessment of planning and development opportunities in and around Burketown	<ul style="list-style-type: none"> Project nearing completion: estimated end of Feb 2020.
Gregory Economic Development ILUA #2	Progress land tenure reforms in Gregory with Waanyi, DNRM and Paraway	<ul style="list-style-type: none"> Draft ILUA & State Land Transfer Agreement forwarded to Waanyi for review in November 2019. No progress to report
BKT South & Light Industrial developments	Progression of BKT South and BKT Light Industrial (Utilities) developments.	<ul style="list-style-type: none"> Reconfiguration of Lot and Operational Works process commissioned and commenced. Conditional on completion of the Flood Risk Management Study
IT Coverage – 4G small cell at Hells Gate	Installation of 4G small cell at Hells Gates	<ul style="list-style-type: none"> Awaiting final documentation from Telstra: updated pricing and Enterprise Works Agreement to proceed. Project will required Telstra to lodge a Development Application.
IT resilience – iTerra Satellite	Installation of iTerra satellite in Burketown to provide a backup internet system in the event of the failure of the fibre connection.	<ul style="list-style-type: none"> Procurement commenced for fencing, pole/mount, conduit and installation. Installation date to be advised. Awaiting final advice on location of Council's underground infrastructure.

2. RECENTLY COMPLETED PROJECTS

Project	Description	Update/activity for reporting month
Planning Scheme	Development and adoption of Planning Scheme	Adopted by Council at the January 2020 Council meeting. Commencement date of 7 February 2020
Burketown STP Upgrade	LGGSP-funded project to upgrade the Burketown Sewerage Treatment Plant	Final QA documentation received. Defects addressed. Final reporting submitted.

Project	Description	Update/activity for reporting month
Waste management: procurement of Dangerous Goods Containers	Purchase of dangerous goods shipping containers to store/transport dangerous goods in Burketown	Containers received and in use
Maturing the Infrastructure Project Pipeline: Raising and Realignment of the Leichhardt River Crossing (Detailed Design)	Detailed design for raising and realigning the Leichhardt River Crossing	Project acquitted.
Flood Monitoring Feasibility Study	DRFA-funded project to audit current Flood Monitoring capabilities and to assess opportunities to enhance these capabilities.	Report submitted and circulated.

3. CURRENT FUNDING SUBMISSIONS

Funding program	Description	Update/activity for reporting month
DRFA Betterment	Transport betterment projects: <ul style="list-style-type: none"> Upgrade to LH National Park Road 	Business Case submitted on 26 November 2019. Funding announcements imminent.
Building Our Regions R05	Detailed Design for the Burketown Mineral Baths Project	Application submitted 27 Sep 2019. Funding for infrastructure category over-subscribed. This will impact on cash available for planning/detailed design.
Regional Recycling Transport Assistance Package	Transportation costs of recyclable waste (tyres)	Application submitted on 29 Nov 2019. Funding announcements expected in April 2020.

4. REGISTERS OF PRE-QUALIFIED SUPPLIERS

Register	Description	Comment
Plant Hire (Wet & Dry)	RFT for ROPS Plant Hire (Wet and Dry) ready for release.	No substantive changes envisioned to new ROPS arrangement

Register	Description	Comment
Trades & Services	ROPS for provision of wide-range of trades and services: 1 st Term: Aug 2019 – Aug 2020	Established on Vendor Panel on 30 Aug 2019

5. CURRENT/RECENT TENDERS

Tender	Description	Opened	Closes	Awarded
2019-39	Coastal Hazard Adaptation Strategy – Phase 3-5	06 Nov 2019	28 Nov 2019	12 Dec 2019
2019-44	2019 DRFA Works – Doomadgee West Road and Nugaburra Road	09 Nov 2019	03 Dec 2019	12 Dec 2019
2019-45	2019 DRFA Works – Bowthorn Road and DMG to Lawn Hill Road	09 Nov 2019	03 Dec 2019	12 Dec 2019
2019-49	Floraville Road Culvert Construction	30 Nov 2019	15 Jan 2020	20 Feb 2020

6. PROJECTS UNDER DEVELOPMENT

Project	Description
Elevated transfer station at BKT Landfill	Design commissioned and completed.
Burketown WTP Shed Replacement	Options analysis progressed. Costings under review.
Burketown Water Storage Project	Design commissioned.
Burke Shire SCADA	Project scope under development.

7. GULF SAVANNAH DEVELOPMENT PROJECTS

RAB PROJECTS 2019-2020

Project	Description	Update for reporting month
Remote Area Board: ▪ Farm Stay Tourism Blueprint	Provision of full “how to” guide to set-up different kinds of farm stay businesses. RFQ released, submissions received, evaluated and recommendations made.	Milestone 1 achieved. Consultancy engaged to deliver project.

Project	Description	Update for reporting month
BBRF Community Investment Stream: ▪ Regional Branding Strategy	Complete Regional Branding Strategy: literature review, regional audit, supply chain logistics, legal and financial dimensions, marketing and commercial, roll-out strategy.	Milestone 1 & 2 achieved. GSD visit scheduled for 1 st week of March 2020.
Doomadgee 4G Feasibility Study	Feasibility Study to define solution to ongoing issue with 4G services in Doomadgee.	Project completed

RAB PROJECTS 2020-21

Project	Description	Update for reporting month
Local Fresh Food Production	Multi-site options analysis / technology analysis in relation to the local production of fresh fruit, vegetables and herbs in the Gulf.	Concept proposal submitted
Indigenous Tourism Products – from retail to wholesale	Explore opportunities and assist businesses to take tourism products from retail (point of sale) into wholesale distribution channels.	Concept proposal submitted
Gulf Academy	Viability analysis into establishing an accredited training facility in the Gulf.	Concept proposal submitted
Digital townships	Blueprint for extracting value from digital connectivity for businesses, residents and local governments in the Gulf.	Concept proposal submitted
Seafood processing facility	Feasibility study into establishing a seafood processing facility in the Gulf.	Concept proposal submitted

8. OFFICER'S RECOMMENDATION

That Council receives the Strategic Projects Report.

ATTACHMENTS

Nil

10. Closed Session Reports

10.01 Closed Session Report - Funded Projects Update

10.02 Closed Session Report - Rates Concession

10.03 Closed Session Report - Floraville Rd Culvert Construction Contract

10.04 Closed Session Report - 5 Year Road Programme

11. Chief Executive Officer Reports

11.01 Chief Executive Officer Report

Chief Executive Officer Reports

11.01 Chief Executive Officer Report

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Clare Keenan, Chief Executive Officer
DATE REPORT PREPARED:	12 February 2020
LINK TO COUNCIL PLAN/S:	Corporate Plan – Administration. Outcome 2.2 Professional administrative interaction with all stakeholders

1. PURPOSE

To provide Council with an update of matters of relevance to Council.

2. MATTERS FOR YOUR INFORMATION

We have had two significant wins for Burke Shire; namely, funding to fix our culverts and Treasury approval for the Queensland Treasury Corporation to assist us with our long-term sustainability.

One-and-a-half million to fix our Culverts

Following Graham O’Byrne and I meeting with David Greene, Senior Advisor to the Hon Mark Bailey, Minister for Transport and Main Roads, and a follow-up email from Mayor Ernie Camp, we have secured 1.2 million in Federal funding for replacement of our culverts, supplemented by 0.3 million from State government. We are immensely grateful for the funding for this unforeseen culvert failure.

Queensland Treasury Corporation

I met with five members of the QTC in Brisbane in the precursor to them working with us to ensure ongoing sustainability and cash management. They have now spent two days in Cairns collecting data and will be analysing and modelling forecasts. We thank Warwick Agnew, Director General at DLGRMA for sponsoring this project and to Frankie Carroll for signing off on this work. It represents tens of thousands of dollars of free financial and asset management assistance to Burke Shire. QTC will be working on our data for six weeks and will come to Burke Shire to present their findings.

Staff

We welcome Clinton Murray as Works Manager.

3. OFFICER’S RECOMMENDATION

That Councillors note the contents of this report.

ATTACHMENTS

Nil

12. Corporate and Community Services

12.01.01 Corporate and Community Services Report
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Corporate and Community Services Reports

12.01.01 Corporate and Community Services Report

A verbal report will be provided to the meeting.

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 Averil Portch – presentation of Community petition

17. Closure of meeting

The next Ordinary Meeting of Burke Shire Council is scheduled for Thursday 19 March 2020.