



Confirmed Minutes
Burke Shire Council Special Meeting
Thursday 29 July 2021
9.00am Council Chambers

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01. Opening of Meeting

The Chair declared the meeting open at 9.07am.

02. Record of Attendance

Cr Ernie Camp; Mayor (Chair)
Cr Tonya Murray; Deputy Mayor
Cr John Clarke
Cr John Yanner
Cr Rosita Wade

Dan McKinlay; Chief Executive Officer
Graham O’Byrne; Director of Engineering - as indicated
Shaun Jorgensen; Finance and Technology Manager
Madison Marshall; Corporate Services and Governance Manager (Minutes)

02.01 LGR 2012 Section 254K – Participating in meetings by audio link or visual audio link

That Council, in accordance with section 254K of the Local Government Regulation 2012, allows the following person/s to participate in the meeting by audio link or visual audio link:

- **Cr Tonya Murray**
- **Cr John Clarke**
- **Graham O’Byrne, Director of Engineering**
- **Shaun Jorgensen, Finance and Technology Manager**

Moved: Cr Camp

Seconded: Cr Wade

Carried 210729.01 5/0

03. Declaration of Interests

No declarations of interests were noted for the meeting.

04. Executive Management Reports

04.01 Statement of Estimated Financial Position 2020/21

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Dan McKinlay; Chief Executive Officer
PREPARED BY:	Shaun Jorgensen; Finance and Technology Manager
DATE REPORT PREPARED:	26 July 2021
LINK TO COUNCIL PLAN/S:	Corporate Plan, Good Governance- Council decision –making promotes financial and asset sustainability.

1. PURPOSE

To present a statement of estimated financial position for 2020/21 in accordance with section 205 of the Local Government Regulation 2012 (the Regulation).

2. BACKGROUND

In accordance with the Regulation, the Chief Executive Officer must present the local government's annual budget meeting with a statement of estimated financial position for the previous financial year. The statement provides a comparison between the original budget, amended budget and the estimated actual result for the financial year.

The original budget for the 2020/21 financial year was adopted by Council on 29 July 2020.

Following adoption, four budget reviews were undertaken to allow revisions across financial categories where operational and capital expenditure variances had been identified. The result of these revisions to the original budget became Council's amended budget. This included the impacts of COVID 19, in the last budget review.

The original budget forecast an operating deficit before capital income of \$4,330,000. Budget revisions through the year; ultimately saw this revised to a \$4,491,000 deficit.

Operating Revenue

The original budget forecast operating revenue of \$12.94M. Revisions to the original budget saw this increased to \$13.98M. The increase to the amount was due to an expected increase to recoverable works revenue during the year and DRFA flood damage revenue.

Current forecasts estimate that operating revenue will achieve \$13.2M at 30 June 2021, \$770k lower than amended budget for 30 June 2021. This is largely the result of changes to the AASB 15 revenue standard impacts on revenue throughout the year regarding recognition of revenues along with amounts still being due to be accrued back after 30 June 2021 due to timing. We expect year end adjustments to be processed as part of the financial year end process to impact on this figure i.e. the reconciliation of unearned revenues now recorded by council under the AASB changes.

Operating Expenses

The original budget forecast operating expenses at \$17.27M. Revisions to the budget during the year saw this amount increased to \$18.47M. This movement largely reflected considerations made in

relation to total costs for Engineering Services predominantly based on QRA works being performed by council up to 30 June 2021.

Estimates to 30 June 2021, indicate that operating expenditure will likely achieve \$18.46M; \$12k less than the amended budget. This figure may be subject to further change pending year end accruals adjustments due to be completed by 13 September 2021.

Operating Result

The original budget forecasted an operating deficit (before capital revenues) of \$4.330M. Through budget revisions, this result was revised to an amended deficit position of \$4.491M. Based on current projections for 30 June 2021, it is anticipated that the operating deficit before capital revenue will \$5.254M. Note that as part of the 30 June reconciliation process we expect to make some adjustments for items such as QRA unearned revenues that will adjust the variance further. Also note that we expect operating grant revenues not received in 2020-21 for flood damage works etc. to be received in the 2021-22 financial year at this stage.

Capital Revenue

The original budget forecasted capital income of \$6.640M. Revisions to the budget during the year saw this amount increased to \$7.417M. This was due to changes in projects scopes, costs and availability of funding. Based on the actual grants received, council came in 2.496M less than anticipated. This was largely the result of delays in project completion due to COVID as well as payment timing delays from departments.

Council Projects Expenditure

The original budget for council projects expenditure was \$7.754M. There were fluctuations in these amounts as variances were identified and brought to account via budget reviews through the year. Ultimately, these movements saw the capital expenditure budget revised to \$8.364M to the end of June.

Impact on Current and Future Budgets

The original budget forecast an operating deficit (before capital revenue) of \$4.330M. Budget revisions through the year ultimately saw this amount revised to a deficit of \$4.491M. The estimated final position is currently forecast as a \$5.254M deficit before capital revenues, not accounting for further year end adjustments to be posted for 30 June 2021 as part of the council and external audit process.

Consistent with prior years, the 2021/22 budget has been established using the 2020/21 amended budget as the estimated opening balance. While the Statement of Estimated Financial Position has been prepared using the best information available at the date of compilation, the actual final position may vary. This will be presented in Burke Shire Council's Annual Financial Statements by October 2021. Variances between the 2020/21 revised budget and the actual result will be brought to account in the first budget review following receipt of the Independent Auditor's Report.

3. FINANCIAL & RESOURCE IMPLICATIONS

Council's future budget estimates are based on achieving the amended budget result in the current year. Any variance between amended budget and the actual result, will impact the long-term financial forecast.

4. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Local Government Regulation	Section 205	Estimated financial position 2020-2021

5. RISK

Risk Type	What could happen	Possible Consequences
Financial	Actual 2020/2021 result not in line with estimate.	Could impact opening 2021-2022 financial position

6. CRITICAL DATES & IMPLICATIONS

Must be adopted as part of 2021-2022 Budget.

7. CONSULTATION

Chief Executive Officer;

Director of Engineering Services; and

Finance and Technology Manager.

8. CONCLUSION

An operating deficit of \$5.254M (pre-capital revenue) and \$436k (including capital revenue) is predicted for the period ended 30 June 2021, based on known information available at the time of compilation of this report excluding further year and adjustments contingent to the end of financial year review of council accounts. The Statement of Estimated Financial Position has been prepared using actual results to the end of June 2021 with some predictions made to the end of June 2021. Once the final actual result is determined, any variances will be brought to account through a budget review and the impacts on future years will be recognised in the long-term financial forecast.

9. OFFICER'S RECOMMENDATION

1. THAT the Statement of Financial Position 2020/21 be received; and
2. THAT the Statement of Income and Expenses 2020/21 and Council Projects Expenditure 2020/21 are noted.

04.01 Statement of Estimated Financial Position 2020/21

1. THAT the Statement of Financial Position 2020/21 be received; and
2. THAT the Statement of Income and Expenses 2020/21 and Council Projects Expenditure 2020/21 are noted.

Moved: Cr Camp
Seconded: Cr Yanner

Carried 210729.02 5/0

04.02 Operational Plan 2021-22

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Dan McKinlay; Chief Executive Officer
PREPARED BY:	Dan McKinlay; Chief Executive Officer
DATE REPORT PREPARED:	27 July 2021
LINK TO COUNCIL PLAN/S:	Corporate Plan.

1. PURPOSE

To adopt the Operational Plan for 2021/2022.

2. BACKGROUND

Council prepares an Operational Plan for each financial year. The Operational Plan is consistent with the corporate Plan 2019-2024.

3. FINANCIAL & RESOURCE IMPLICATIONS

In accordance with the Section 175 of the Local government Regulation 2012 the Operational Plan must be consistent with the annual budget.

4. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Local Government Act 2009.	Section 104 Financial management systems.	<p>(5) (a) (v) The system of financial management established by a local government must include an annual operational plan.</p> <p>(5) (b) (vi) financial accountability documents must include a report on the results of an annual review of the implementation of the annual operational plan.</p> <p>(7) A local government must carry out a review of the implementation of the annual operational plan annually.</p>
Local Government regulation 2012.	Division 4 Annual Operational Plan	<p>Section 174 Preparation and adoption of the annual operational plan</p> <p>(1) A local government must prepare and adopt an annual operational plan for each financial year.</p> <p>(2) The local government may, but need not, adopt the annual operation</p>

		<p>plan for a financial year at the same time the local government adopts its budget for the financial year.</p> <p>(3) The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.</p> <p>(4) A local government may, by resolution, amend its annual operational plan at any time before the end of the financial year.</p> <p>(5) A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.</p> <p>Section 175 Annual operational plan contents</p> <p>(1) (1)The annual operational plan for a local government must—</p> <p>a. be consistent with its annual budget; and</p> <p>b. state how the local government will—</p> <p>i. progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and</p> <p>ii. manage operational risks</p>
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5. RISK

Risk Type	What could happen	Possible Consequences
Strategic and operational alignment	Non-alignment between Corporate Plan, Operational Plan and Budget.	Ineffective, inefficient and noncompliant operations.
Compliance	Content requirements of Operational Plan 2021-22 not met	Plan prepared with reference to regulatory requirements

6. CRITICAL DATES & IMPLICATIONS

A local government must prepare and adopt an annual operational plan for each financial year and may choose to adopt the annual operation plan at the same time as the budget.

7. CONSULTATION

Consultation on the Operational Plan 2021-22 has been held with both the Executive Team and Councillors as part of the 2021-20221 budget considerations.

8. CONCLUSION

The Operational Plan has been developed with reference to the objectives, strategies and key performance indicators of the Corporate Plan.

9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council adopts the Operational Plan 2021-22 as presented.
3. That Council publishes the Operational Plan 2021-22 on Council's website.

04.02 Operational Plan 2021-22

- 1. That Council note the contents of the report; and**
- 2. That Council adopts the Operational Plan 2021-22 as presented.**
- 3. That Council publishes the Operational Plan 2021-22 on Council's website.**

Moved: Cr Wade

Seconded: Cr Yanner

Carried 210729.03 5/0

04.03 Review of Annual Policies

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Dan McKinlay; CEO
PREPARED BY:	Dan McKinlay; CEO
DATE REPORT PREPARED:	23 July 2021
LINK TO COUNCIL PLAN/S:	Corporate Plan –Council develops, implements and maintains an effective and compliant governance framework (governance, finance, risk)

1. 1. PURPOSE

The purpose of this report is to adopt a range of Annual Policies. A number of these are linked To Councils 2021/2022 Budget.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

In accordance with the Local Government Regulation 2012, Council is required to maintain a range of policies to guide Council's behaviours and activities.

For the 2021-2022 financial year Council has reviewed the following policies with a view to adopting these policies as part of the 2021/2022 budget.

The policies included for adoption are:

- Business Activity Policy
- Debt Policy;
- Debt Recovery Policy;
- Financial Hardship Policy;
- Investment Policy.

3. PROPOSAL

Comments on the various policies to be adopted as per the Local Government Regulation 2012 arte as follows:

Business Activity Policy

Each year Council is required to identify those activities that are business activities and determine whether competition reform needs to be applied to assist in removing anti-competitive conduct, encourage greater transparency in the operation of such activities and improve the allocation of Council's limited resources.

No business activities have been identified for 2021-2022.

Debt Policy

This Debt policy establishes the principles and set the level of borrowings for the 2021/2022 financial year and also the anticipated levels of borrowing for the following nine (9) financial years.

Under the Local Government Regulation 2012, s192 (2) a Policy about borrowing must be prepared for a financial year and must state the following:

- New borrowings; and
- The period over which existing and new borrowings are planned to be repaid.

It is noted that Council has no planned borrowings for the 2021/2022 financial year, or the following nine years.

Debt Recovery Policy

This policy guides the administration process to be used in the collection of overdue rates, charges and debts. The management and recovery of outstanding revenue is an important aspect of Council's financial management function.

Financial Hardship Policy

This policy details the manner in which Council will provide relief to ratepayers who are unable to pay their rates and charges due to genuine financial difficulties or hardship. It enables Council to provide concessions to property and business owners where the payment of rates and charges will cause hardship to the property or business owner.

Investment Policy

Under Section 191 of the Local Government Regulation 2012, Council is required to have an Investment Policy. This policy is based on an assessment of financial risk within the legislative framework of the *Statutory Bodies Financial Arrangements Act 1982 (the Act)* and its regulation.

The policy outlines Burke Shire Council's investment policy and guidelines regarding the investment of surplus funds, with the objective to maximise earnings within approved risk guidelines and to ensure the security of funds.

Section 104(5) of the *Local Government Act 2009* requires a local government to have an Investment Policy as part of its financial management system.

Section 191 (1) of the *Local Government Regulation 2012* requires that a local government must prepare and adopt an investment policy.

191(2) The investment policy must outline—

- (a) the local government's investment objectives and overall risk philosophy; and
- (b) procedures for achieving the goals related to investment stated in the policy.

Part 6 (Division 1, section 42) of the *Statutory Bodies Financial Arrangement Act 1982* regulates Council's ability to invest. Schedule 3 of the *Statutory Bodies Financial Arrangement Regulation 2007* provides that Council may pursue Category 1 investments only.

4. FINANCIAL & RESOURCE IMPLICATIONS

Not applicable concerning adoption of this Report

5. RISK

The annual review of these policies is a risk mitigation activity ensuring the currency of Council policies.

6. POLICY & LEGAL IMPLICATIONS

Not applicable concerning adoption of this Report

7. CRITICAL DATES & IMPLICATIONS

These policies apply for the 2021/2022 financial year.

8. CONSULTATION

Councillors

Executive management Team

9. CONCLUSION

The policies to be adopted are either required to be adopted annually under the Local Government Act 2009 or are considered best practice to be adopted as part of the budget process.

10. OFFICER'S RECOMMENDATION

That Council adopt the following Policies as part of the 2021-2022 Budget process.

- Business Activity Policy;
- Debt Policy;
- Debt Recovery Policy;
- Financial Hardship Policy;
- Investment Policy.

04.03 Review of Annual Policies

That Council adopt the following Policies as part of the 2021-2022 Budget process.

- **Business Activity Policy;**
- **Debt Policy;**
- **Debt Recovery Policy;**
- **Financial Hardship Policy;**
- **Investment Policy.**

Moved: Cr Camp

Seconded: Cr Yanner

Carried 210729.04 5/0

Attendance

Graham O'Byrne entered the meeting at 9.32am.

04.04 Adoption of 2021-22 Budget and Associated Documents

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Dan McKinlay, Chief Executive Officer
PREPARED BY:	Dan McKinlay, Chief Executive Officer
DATE REPORT PREPARED:	27 July 2021
LINK TO COUNCIL PLAN/S:	Operational Plan, Corporate Plan, Revenue Policy, Revenue Statement, Borrowing Policy, Investment Policy.

1. PURPOSE

To present the 2021-2022 Budget and associated documentation to Council for adoption.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council has undertaken a number of 2021/2022 budget workshops leading up to the adoption of the budget. This involved a rigorous review of detailed operating expenditure and income. There was also a significant review of proposed capital expenditure and sources of funding.

Operational and capital revenues have been determined by reference to executed funding agreements and best available data and information on grants that council is eligible for. Capital projects for the 2021-2022 financial year have been considered and modelled around Councils 5 year roads program, capital funding programs and asset management requirements.

Operational expenditure has been determined by reference to council's operational plan, service requirements and availability of funding.

3. PROPOSAL

Council considers and adopts the 2021-22 Budget, 2021-22 Revenue Statement and associated documentation.

4. FINANCIAL & RESOURCE IMPLICATIONS

The Budget outlines the financial and resource implications of Council's projected capital and operational expenditure in 2021-2022 in accordance with the Local Government Regulation 2012.

5. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
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Instrument	Reference	Details
Local Government Regulation 2012	Section 170	<p>Adoption and amendment of budget</p> <p>(1) A local government must adopt its budget for a financial year-</p> <ul style="list-style-type: none"> (a) after 31 May in the year before the financial year; but (b) before— <ul style="list-style-type: none"> (i) 1 August in the financial year; or (ii) a later day decided by the Minister. <p>(2) If the budget does not comply with section 169 when it is adopted, the adoption of the budget is of no effect.</p>
Local Government Act 2009	Section 170A	<p>Approval of budget</p> <p>(1) A local government must consider the budget presented by the mayor and, by resolution, adopt the budget with or without amendment.</p> <p>(2) The local government must adopt a budget before 1 August in the financial year to which the budget relates.</p>
Local Government Regulation 2012	Section 193(3)	<p>Revenue Policy</p> <p>A local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.</p> <p>Council adopted the Revenue Policy for the 2019-20 financial year at the June 2020 Ordinary Council meeting.</p>
Local Government Regulation 2012	Section 169	<p>Preparation and content of budget</p> <p>(1) A local government's budget for each financial year must—</p> <ul style="list-style-type: none"> (a) be prepared on an accrual basis; and (b) include statements of the following for the financial year for which it is prepared and the next 2 financial years— <ul style="list-style-type: none"> (i) financial position; (ii) cash flow; (iii) income and expenditure; (iv) changes in equity. <p>(2) The budget must also include—</p> <ul style="list-style-type: none"> (a) a long-term financial forecast; and (b) a revenue statement; and (c) a revenue policy. <p>(3) The statement of income and expenditure must state each</p>

Instrument	Reference	Details
		<p>of the following—</p> <ul style="list-style-type: none"> (a) rates and utility charges excluding discounts and rebates; (b) contributions from developers; (c) fees and charges; (d) interest; (e) grants and subsidies; (f) depreciation; (g) finance costs; (h) net result; (i) the estimated costs of— <ul style="list-style-type: none"> (I) the local government’s significant business activities carried on using a full cost pricing basis; and (ii) the activities of the local government’s commercial business units; and (iii) the local government’s significant business activities. <p>(4) The budget must include each of the relevant measures of financial sustainability for the financial year for which it is prepared and the next 9 financial years.</p> <p>(5) The relevant measures of financial sustainability are the following measures as described in the financial management (sustainability) guideline—</p> <ul style="list-style-type: none"> (a) asset sustainability ratio; (b) net financial liabilities ratio; (c) operating surplus ratio. <p>(6) The budget must include the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget.</p> <p>(7) For calculating the rates and utility charges levied for a financial year, any discounts and rebates must be excluded.</p> <p>(8) The budget must be consistent with the following documents of the local government—</p> <ul style="list-style-type: none"> (a) its 5-year corporate plan; (b) its annual operational plan.
Local Government Regulation 2012	Section 171	<p>Long-term financial forecast</p> <p>(1) A local government’s long-term financial forecast is a forecast, covering a period of at least 10 years, of the following for each year during the period of the forecast—</p>

Instrument	Reference	Details
		<p>(a) income of the local government;</p> <p>(b) expenditure of the local government;</p> <p>(c) the value of assets, liabilities and equity of the local government.</p> <p>(2) The local government must—</p> <p>(a) consider its long-term financial forecast before planning new borrowings; and</p> <p>(b) review its long-term financial forecast annually.</p>

6. CRITICAL DATES & IMPLICATIONS

Section 170 of the Local Government Regulation 2012

Adoption and amendment of budget

(1) A local government must adopt its budget for a financial year—

(a) after 31 May in the year before the financial year; but

(b) before—

(i) 1 August in the financial year; or

(ii) a later day decided by the Minister.

Section 170(3) defines Council's ability to amend its budget:

The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

7. CONSULTATION

Consultation has taken place between Councillors, Executive Management Team, and Senior Management as appropriate.

8. CONCLUSION

The 2021-22 budget is compliant with the requirements of the Local Government Regulation 2012. Accordingly, its adoption by Council will be a valid exercise of Council's authority.

Sustainability is a big ongoing challenge for smaller councils like Burke Shire Council which has a limited rates base and a significant reliance on grant and subsidy funding.

9. OFFICER'S RECOMMENDATION

Adoption of Revenue Statement, rates and associated matters 2021-22

1. That Council:

(a) Adopts, in accordance with section s169 (2) and 172 of the *Local Government Regulation 2012*, the Revenue Statement 2021-2022;

(b) Adopts, in accordance with section 81 of the *Local Government Regulation 2012*, the categories in to which rateable land is categorised and the description of those categories,

as per the first and second columns of the table appearing at section 4.3 of the Revenue Statement 2021-2022;

- (c) Delegates to the Chief Executive Officer the power, pursuant to sections 81(4) and 81(5) of the *Local Government Regulation 2012*, to identify the rating category to which each parcel of rateable land belongs;
- (d) Adopts, in accordance with section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, the differential general rate to be made and levied for each differential general rate category and, pursuant to section 77 of the *Local Government Regulation 2012*, the minimum general rate to be made and levied for each differential general rate category. This is as per the schedule below;

Residential Categories			
Differential Category	Category Description	Rate in the \$	Minimum General Rate
1 – Residential – Burketown <0.8 Ha	Land used, or capable of being used, in whole or in part for residential purposes within the township of Burketown which has an area of less than 0.8 Hectares.	2.03848	\$ 1,138.78
2 – Residential – Gregory <0.8 Ha	Land used, or capable of being used, in whole or in part for residential purposes within the township of Gregory which has an area of less than 0.8 Hectares.	5.62733	\$ 1,138.78
3 – Other Land 0.8Ha <10 Ha- (All Areas)	Land used , or capable of being used, in whole or in part for rural or residential purposes with an area of between 0.8 hectares or more but less than 10 Hectares that is not otherwise categorised.	2.03988	\$ 1,172.60
4 – Multi Residential (All Areas)	Land used, or capable of being used, in whole or in part for the purpose of multi-unit dwellings, including flats or units, guest houses and private hotels.	1.82645	\$ 1,138.78
Commercial and Industry Categories			
Differential Category	Category Description	Rate in the \$	Minimum General Rate
10 – Commercial – Burketown	Land used, or capable of being used, in whole or in part for commercial purposes within the township of Burketown.	2.07224	\$ 1,206.44
11 – Commercial – Gregory	Land used, or capable of being used, in whole or in part for commercial purposes within the township of Gregory.	6.15315	\$ 1,206.44
12 - Commercial - Other	Land used, or capable of being used, in whole or in part for commercial purposes outside the townships of Burketown and Gregory.	2.68043	\$ 1,206.44
13 – Clubs and Not for Profit (All Areas)	Land used, or capable of being used, in whole or in part for the purposes of a club, sporting organisation or religious institution.	1.18624	\$ 1,206.44
14 – Transformer Sites (All Areas)	Land used, or capable of being used, in whole or in part for the purpose of a transformer.	3.23799	\$1,383.76
15 – Commercial – Rural Tourism	Land used, or capable of being used, in whole or in part for commercial tourism purposes located outside of a township.	9.43097	\$ 1,205.40
16 – Industry – Burketown	Land used, or capable of being used, in whole or in part for industry purposes within the township of Burketown.	1.65350	\$ 1,206.44
17 – Industry – Gregory	Land used, or capable of being used, in whole or in part for industry purposes within the township of Gregory.	6.27260	\$ 1,206.44
Rural Categories			

Differential Category	Category Description	Rate in the \$	Minimum General Rate
20 – Rural Land 10 - <1,000 Ha	Land used, or capable of being used, in whole or in part for rural residential or rural grazing purposes which is 10 Hectares or more but less than 1,000 Hectares.	1.60282	\$ 1,242.30
21 – Rural Land 1000 -<300,000 Ha (Grazing Land)	Land used, or capable of being used, in whole or in part for rural grazing purposes which is 1,000 Hectares or more but less than 300,000 Hectares.	1.21048	\$ 1,242.30
22 – Rural Land 300,000 -<500,000 Ha (Grazing Land)	Land used, or capable of being used, in whole or in part for rural grazing purposes which is 300,000 Hectares or more but less than 500,000 Hectares.	2.15451	\$ 1,242.30
23 – Rural Land >=500,000 Ha (Grazing Land)	Land used, or capable of being used, in whole or in part for rural grazing purposes which is 500,000 Hectares or more.	1.65190	\$ 1,242.30
24 – Rural Land >=10Ha (Cropping Cultivation)	Land used, or capable of being used, in whole or in part for rural cropping purposes which is 10 Hectares or more.	2.89838	\$ 1,242.30
Intensive Business and Industry Categories			
Differential Category	Category Description	Rate in the \$	Minimum General Rate
30 – Rateable Prospecting	Land with a prospecting permit.	348.51206	\$ 3,010.44
31 – Mining Lease less than 100 Ha	Land used as a mine (pursuant to a Mining Lease issued pursuant to the <i>Mineral Resources Act 1989</i>) for the mining or large scale reprocessing of minerals, with an area of less than 100 Hectares.	348.51206	\$ 3,010.44
32 – Mining Lease 100 -<1,000Ha	Land used as a mine (pursuant to a Mining Lease issued pursuant to the <i>Mineral Resources Act 1989</i>) for the mining or large scale reprocessing of minerals, with an area of 100 Hectares or more but less than 1,000 Hectares.	348.51206	\$ 30,101.18
33 – Mining Lease 1000 -<10,000Ha	Land used as a mine (pursuant to a Mining Lease issued pursuant to the <i>Mineral Resources Act 1989</i>) for the mining or large scale reprocessing of minerals, with an area of 1,000 Hectares or more but less than 10,000 Hectares.	348.51206	\$ 301,008.68
34 – Mining Lease 10,000 - <20,000Ha	Land used as a mine (pursuant to a Mining Lease issued pursuant to the <i>Mineral Resources Act 1989</i>) for the mining or large scale reprocessing of minerals, with an area of 10,000 Hectares or more but less than 20,000 Hectares.	348.51206	\$ 602,017.36
35 – Mining Lease >=20,000Ha	Land used as a mine (pursuant to a Mining Lease issued pursuant to the <i>Mineral Resources Act 1989</i>) for the mining or large scale reprocessing of minerals, with an area of 20,000 Hectares or more.	1103.81953	\$ 2,646,714.00
37 – Mining Rehabilitation 100 - <250 employees and/ or contractors	Land that is the subject of a mining lease (issued pursuant to the <i>Mineral Resources Act 1989</i>) previously used for large scale mining which employed, at its peak, 100 or more employees and/or contractors, but less than 250 employees and/or contractors, presently being rehabilitated.	348.51206	\$ 301,008.68

38 – Mining Rehabilitation 250 - <500 employees and /or contractors	Land that is the subject of a mining lease (issued pursuant to the <i>Mineral Resources Act 1989</i>) previously used for large scale mining which employed, at its peak, 250 or more employees and/or contractors, but less than 500 employees and/or contractors, presently being rehabilitated.	348.51206	\$ 602,017.36
39 – Mining Rehabilitation > = 500 employees and /or contractors	Land that is the subject of a mining lease (issued pursuant to the <i>Mineral Resources Act 1989</i>) previously used for large scale mining which employed, at its peak, 500 or more employees and/or contractors, presently being rehabilitated.	348.51206	\$ 1,204,034.70
40 - Mining Rehabilitation with incidental activity 100 - <250 employees and /or contractors	Land that is the subject of a mining lease (issued pursuant to the <i>Mineral Resources Act 1989</i>) previously used for large scale mining which employed, at its peak, 100 or more employees and/or contractors, but less than 250 employees and/or contractors, partly being rehabilitated and partly being used for incidental new mining, reprocessing or other activity.	348.51206	\$ 350,689.40
41 - Mining Rehabilitation with incidental activity 250 - <500 employees and /or contractors	Land that is the subject of a mining lease (issued pursuant to the <i>Mineral Resources Act 1989</i>) previously used for large scale mining which employed, at its peak, 250 or more employees and/or contractors, but less than 500 employees and/or contractors, partly being rehabilitated and partly being used for incidental new mining, reprocessing or other activity.	348.51206	\$ 701,378.80
42 - Mining Rehabilitation with incidental activity > = 500 employees and/or contractors	Land that is the subject of a mining lease (issued pursuant to the <i>Mineral Resources Act 1989</i>) previously used for large scale mining which employed, at its peak, 500 or more employees and/or contractors, partly being rehabilitated and partly being used for incidental new mining, reprocessing or other activity.	348.51206	\$ 1,402,758.64
43 - Petroleum Lease < 10000Ha	Petroleum Lease issued with an area less than 10,000 Hectares.	348.51206	\$ 24,080.34
44 - Petroleum Lease 10000 <20000Ha	Petroleum Lease issued with an area of 10,000 hectares or more but less than 20,000 Hectares.	348.51206	\$ 48,161.68
45 - Petroleum Lease > 20000Ha	Petroleum Lease issued with an area 20,000 Hectares or more.	348.51206	\$ 96,322.34
46 - Work Camps 15 - <50	Land used, or capable of being used, in whole or in part for the purpose of an accommodation work camp with 15 or more accommodation units but less than 50 accommodation units.	1.67987	\$ 6,622.54
47 - Work Camps 50 - <100	Land used, or capable of being used, in whole or in part for the purpose of an accommodation work camp with 50 or more accommodation units but less than 100 accommodation units.	1.67987	\$ 22,575.64
48 - Work Camps 100 - <200	Land used, or capable of being used, in whole or in part for the purpose of an accommodation work camp with 100 or more accommodation units but less than 200 accommodation units.	1.67987	\$ 45,151.26
49 - Work Camps 200 +	Land used, or capable of being used, in whole or in part for the purpose of an accommodation work camp with 200 or more accommodation units.	1.67987	\$ 90,302.50

(e) Adopts, in accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, the waste management utility charges to be made

and levied, for the supply of waste management services by the Council, as per section 5.1 of the Revenue Statement 2021-2022.

- (f) Adopts, in accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, the sewerage utility charges to be made and levied, for the supply of sewerage services by the Council, as per section 5.2 of the Revenue Statement 2021-2022
- (g) Adopts, in accordance with section 94 of the *Local Government Act 2009* and sections 99 and 101 of the *Local Government Regulation 2012*, the water utility and consumption charges to be made and levied, for the supply of water services by the Council, as per section 5.3 of the Revenue Statement 2021-2022;
- (h) Resolves, pursuant to section 102(2) of the *Local Government Regulation 2012*, that a water meter is taken to have been read during the period that starts 2 weeks before, and ends 2 weeks after, the day on which the meter is actually read;
- (i) Adopts, pursuant to section 130 of the *Local Government Regulation 2012*, that the differential general rates made and levied shall be subject to a discount as specified in, and subject to the conditions stated in, section 7.3 of the Revenue Statement 2021-2022;
- (j) Resolves, pursuant to section 133 of the *Local Government Regulation 2012*, that interest be charged on all overdue rates and charges at the rate of 8.03% per annum, calculated on daily rests as compound interest.
- (k) Resolves, pursuant to section 107 of the *Local Government Regulation 2012* that, Council's rates and charges be levied:
 - (i) for the half year 1 July 2021 to 31 December 2021 - in August/ September 2021; and
 - (ii) for the half year 1 January 2022 to 30 June 2022 - in February/March 2022;
- (l) Resolves, pursuant to section 118 of the *Local Government Regulation 2012*, that Council's rates and charges be paid within 30 days of the date of the issue of the rate notice;
- (m) Adopts, pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, the concessions as detailed in section 8 of the Revenue Statement 2021-2022;

Adoption of Budget and associated matters 2021-22

2. That Council:

- (a) Adopt, pursuant to section 107A of the *Local Government Act 2009* and sections 169 and 170 of the *Local Government Regulation 2012*, Council's Budget for the 2021/2022 financial year, incorporating:
 - a. The statement of Income and Expenditure;
 - b. The statement of Financial Position;
 - c. The Statement of Cashflow
 - d. The statement of changes in equity;
 - e. Project Expenditure 2021-2022
 - f. The long-term Financial forecast;
 - g. Sustainability Ratios
 - h. The Revenue Policy 2021/2022 (adopted by Council resolution on 24th June)
 - i. The Revenue Statement 2021/2022 (adopted by Council resolution earlier in this meeting);

- j. The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget, as tabled.

04.04 Adoption of 2021-22 Budget and Associated Documents

Adoption of Revenue Statement, rates and associated matters 2021-22

1. That Council:

- (a) Adopts, in accordance with section s169 (2) and 172 of the *Local Government Regulation 2012*, the Revenue Statement 2021-2022;
- (b) Adopts, in accordance with section 81 of the *Local Government Regulation 2012*, the categories in to which rateable land is categorised and the description of those categories, as per the first and second columns of the table appearing at section 4.3 of the Revenue Statement 2021-2022;
- (c) Delegates to the Chief Executive Officer the power, pursuant to sections 81(4) and 81(5) of the *Local Government Regulation 2012*, to identify the rating category to which each parcel of rateable land belongs;
- (d) Adopts, in accordance with section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, the differential general rate to be made and levied for each differential general rate category and, pursuant to section 77 of the *Local Government Regulation 2012*, the minimum general rate to be made and levied for each differential general rate category. This is as per the schedule below;

Residential Categories			
Differential Category	Category Description	Rate in the \$	Minimum General Rate
1 – Residential – Burketown <0.8 Ha	Land used, or capable of being used, in whole or in part for residential purposes within the township of Burketown which has an area of less than 0.8 Hectares.	2.03848	\$ 1,138.78
2 – Residential – Gregory <0.8 Ha	Land used, or capable of being used, in whole or in part for residential purposes within the township of Gregory which has an area of less than 0.8 Hectares.	5.62733	\$ 1,138.78
3 – Other Land 0.8Ha <10 Ha- (All Areas)	Land used , or capable of being used, in whole or in part for rural or residential purposes with an area of between 0.8 hectares or more but less than 10 Hectares that is not otherwise categorised.	2.03988	\$ 1,172.60
4 – Multi Residential (All Areas)	Land used, or capable of being used, in whole or in part for the purpose of	1.82645	\$ 1,138.78

	multi-unit dwellings, including flats or units, guest houses and private hotels.		
Commercial and Industry Categories			
Differential Category	Category Description	Rate in the \$	Minimum General Rate
10 – Commercial – Burketown	Land used, or capable of being used, in whole or in part for commercial purposes within the township of Burketown.	2.07224	\$ 1,206.44
11 – Commercial – Gregory	Land used, or capable of being used, in whole or in part for commercial purposes within the township of Gregory.	6.15315	\$ 1,206.44
12 - Commercial - Other	Land used, or capable of being used, in whole or in part for commercial purposes outside the townships of Burketown and Gregory.	2.68043	\$ 1,206.44
13 – Clubs and Not for Profit (All Areas)	Land used, or capable of being used, in whole or in part for the purposes of a club, sporting organisation or religious institution.	1.18624	\$ 1,206.44
14 – Transformer Sites (All Areas)	Land used, or capable of being used, in whole or in part for the purpose of a transformer.	3.23799	\$1,383.76
15 – Commercial – Rural Tourism	Land used, or capable of being used, in whole or in part for commercial tourism purposes located outside of a township.	9.43097	\$ 1,205.40
16 – Industry – Burketown	Land used, or capable of being used, in whole or in part for industry purposes within the township of Burketown.	1.65350	\$ 1,206.44
17 – Industry – Gregory	Land used, or capable of being used, in whole or in part for industry purposes within the township of Gregory.	6.27260	\$ 1,206.44
Rural Categories			
Differential Category	Category Description	Rate in the \$	Minimum General Rate

20 – Rural Land 10 - <1,000 Ha	Land used, or capable of being used, in whole or in part for rural residential or rural grazing purposes which is 10 Hectares or more but less than 1,000 Hectares.	1.60282	\$ 1,242.30
21 – Rural Land 1000 - <300,000 Ha (Grazing Land)	Land used, or capable of being used, in whole or in part for rural grazing purposes which is 1,000 Hectares or more but less than 300,000 Hectares.	1.21048	\$ 1,242.30
22 – Rural Land 300,000 - <500,000 Ha (Grazing Land)	Land used, or capable of being used, in whole or in part for rural grazing purposes which is 300,000 Hectares or more but less than 500,000 Hectares.	2.15451	\$ 1,242.30
23 – Rural Land >=500,000 Ha (Grazing Land)	Land used, or capable of being used, in whole or in part for rural grazing purposes which is 500,000 Hectares or more.	1.65190	\$ 1,242.30
24 – Rural Land >=10Ha (Cropping Cultivation)	Land used, or capable of being used, in whole or in part for rural cropping purposes which is 10 Hectares or more.	2.89838	\$ 1,242.30
Intensive Business and Industry Categories			
Differential Category	Category Description	Rate in the \$	Minimum General Rate
30 – Rateable Prospecting	Land with a prospecting permit.	348.51206	\$ 3,010.44
31 – Mining Lease less than 100 Ha	Land used as a mine (pursuant to a Mining Lease issued pursuant to the <i>Mineral Resources Act 1989</i>) for the mining or large scale reprocessing of minerals, with an area of less than 100 Hectares.	348.51206	\$ 3,010.44
32 – Mining Lease 100 - <1,000Ha	Land used as a mine (pursuant to a Mining Lease issued pursuant to the <i>Mineral Resources Act 1989</i>) for the mining or large scale reprocessing of minerals, with an area of 100 Hectares or more but less than 1,000 Hectares.	348.51206	\$ 30,101.18

33 – Mining Lease 1000 - <10,000Ha	Land used as a mine (pursuant to a Mining Lease issued pursuant to the <i>Mineral Resources Act 1989</i>) for the mining or large scale reprocessing of minerals, with an area of 1,000 Hectares or more but less than 10,000 Hectares.	348.51206	\$ 301,008.68
34 – Mining Lease 10,000 -<20,000Ha	Land used as a mine (pursuant to a Mining Lease issued pursuant to the <i>Mineral Resources Act 1989</i>) for the mining or large scale reprocessing of minerals, with an area of 10,000 Hectares or more but less than 20,000 Hectares.	348.51206	\$ 602,017.36
35 – Mining Lease >=20,000Ha	Land used as a mine (pursuant to a Mining Lease issued pursuant to the <i>Mineral Resources Act 1989</i>) for the mining or large scale reprocessing of minerals, with an area of 20,000 Hectares or more.	1103.81953	\$ 2,646,714.00
37 – Mining Rehabilitation 100 - <250 employees and/ or contractors	Land that is the subject of a mining lease (issued pursuant to the <i>Mineral Resources Act 1989</i>) previously used for large scale mining which employed, at its peak, 100 or more employees and/or contractors, but less than 250 employees and/or contractors, presently being rehabilitated.	348.51206	\$ 301,008.68
38 – Mining Rehabilitation 250 -<500 employees and /or contractors	Land that is the subject of a mining lease (issued pursuant to the <i>Mineral Resources Act 1989</i>) previously used for large scale mining which employed, at its peak, 250 or more employees and/or contractors, but less than 500 employees and/or contractors, presently being rehabilitated.	348.51206	\$ 602,017.36
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40 - Mining Rehabilitation with incidental activity 100 - <250 employees and /or contractors	Land that is the subject of a mining lease (issued pursuant to the <i>Mineral Resources Act 1989</i>) previously used for large scale mining which employed, at its peak, 100 or more employees and/or contractors, but less than 250 employees and/or contractors, partly being rehabilitated and partly being used for incidental new mining, reprocessing or other activity.	348.51206	\$ 350,689.40
41 - Mining Rehabilitation with incidental activity 250 - <500 employees and/ or contractors	Land that is the subject of a mining lease (issued pursuant to the <i>Mineral Resources Act 1989</i>) previously used for large scale mining which employed, at its peak, 250 or more employees and/or contractors, but less than 500 employees and/or contractors, partly being rehabilitated and partly being used for incidental new mining, reprocessing or other activity.	348.51206	\$ 701,378.80
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46 - Work Camps 15 - <50	Land used, or capable of being used, in whole or in part for the purpose of an accommodation work camp with 15 or more accommodation units but less than 50 accommodation units.	1.67987	\$ 6,622.54

47 - Work Camps 50 - <100	Land used, or capable of being used, in whole or in part for the purpose of an accommodation work camp with 50 or more accommodation units but less than 100 accommodation units.	1.67987	\$ 22,575.64
48 - Work Camps 100 - <200	Land used, or capable of being used, in whole or in part for the purpose of an accommodation work camp with 100 or more accommodation units but less than 200 accommodation units.	1.67987	\$ 45,151.26
49 - Work Camps 200 +	Land used, or capable of being used, in whole or in part for the purpose of an accommodation work camp with 200 or more accommodation units.	1.67987	\$ 90,302.50

- (e) Adopts, in accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, the waste management utility charges to be made and levied, for the supply of waste management services by the Council, as per section 5.1 of the Revenue Statement 2021-2022.
- (f) Adopts, in accordance with section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, the sewerage utility charges to be made and levied, for the supply of sewerage services by the Council, as per section 5.2 of the Revenue Statement 2021-2022
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- (i) Adopts, pursuant to section 130 of the *Local Government Regulation 2012*, that the differential general rates made and levied shall be subject to a discount as specified in, and subject to the conditions stated in, section 7.3 of the Revenue Statement 2021-2022;
- (j) Resolves, pursuant to section 133 of the *Local Government Regulation 2012*, that interest be charged on all overdue rates and charges at the rate of 8.03% per annum, calculated on daily rests as compound interest.
- (k) Resolves, pursuant to section 107 of the *Local Government Regulation 2012* that, Council's rates and charges be levied:
- (i) for the half year 1 July 2021 to 31 December 2021 - in August/ September 2021; and
 - (ii) for the half year 1 January 2022 to 30 June 2022 - in February/March 2022;
- (l) Resolves, pursuant to section 118 of the *Local Government Regulation 2012*, that Council's rates and charges be paid within 30 days of the date of the issue of the rate notice;
- (m) Adopts, pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, the concessions as detailed in section 8 of the Revenue Statement 2021-2022;

Adoption of Budget and associated matters 2021-22**2. That Council:**

- (a) Adopt, pursuant to section 107A of the *Local Government Act 2009* and sections 169 and 170 of the *Local Government Regulation 2012*, Council's Budget for the 2021/2022 financial year, incorporating:
- a. The statement of Income and Expenditure;
 - b. The statement of Financial Position;
 - c. The Statement of Cashflow
 - d. The statement of changes in equity;
 - e. Project Expenditure 2021-2022
 - f. The long-term Financial forecast;
 - g. Sustainability Ratios
 - h. The Revenue Policy 2021/2022 (adopted by Council resolution on 24th June)
 - i. The Revenue Statement 2021/2022 (adopted by Council resolution earlier in this meeting);
 - j. The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget, as tabled.

Moved: Cr Camp

Seconded: Cr Yanner

Carried 210729.05 5/0

05. Closed Session Reports

That Council will move into a closed session to discuss confidential items as defined in the Local Government Regulation 2012 in Chapter 8 Administration, Part 2 Local government meetings and committees, under Sections 254 J (3) (b).

(b) industrial matters affecting employees.

Council moved into closed session at 9.35am.

Moved: Cr Camp

Seconded: Cr Wade

Carried 210729.06 5/0

Move into Open Session

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

Council resumed open session at 9.37am.

Moved: Cr Camp

Seconded: Cr Wade

Carried 210729.07 5/0

05.01 Closed Session - Organisation Restructure

THAT in accordance with section 196 (1) of the Local Government Act 2009, Council adopts the proposed revised organisation structure detailed in Attachment One.

Moved: Cr Camp

Seconded: Cr Yanner

Carried 210729.08 5/0

06. Closure of meeting

The Chair declared the meeting closed at 9.37am.

I hereby certify that these pages numbered 1 to 27 – constitute
the Confirmed minutes of the Special Council Meeting of Burke
Shire Council held on Thursday 29 July 2021.

Mayor Cr Ernie Camp