



Agenda and Business Papers

Burke Shire Council Ordinary Meeting

Tuesday 3 May 2022

9.00am Council Chambers

9.00am	Opening of Meeting
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 Tonya Murray; Deputy Mayor Cr John Clarke Cr John Yanner Cr Rosita Wade
Officers	Dan McKinlay; Chief Executive Officer Graham O’Byrne; Director of Engineering Shaun Jorgensen; Finance and Technology Manager Clinton Murray; Works Manager Chelsea Nelson; People, Performance and Culture Manager Shannon Moren; Finance and Technology Manager Madison Marshall; Corporate Services and Governance Manager (Minutes)
On leave	Kimberly Chan; Economic Development Manager

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:

- Graham O’Byrne, Director of Engineering
- Chelsea Nelson; People, Performance and Culture Manager
- Shaun Jorgensen, Finance and Technology Manager

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 Ordinary Meeting Thursday 24th March 2022 and Special Meeting Tuesday 12 April 2022

That the Minutes of the Ordinary Meeting of Council held on 24th March 2022 and the Special Meeting held on Tuesday 12 April 2022 as presented be confirmed by Council.



220324
Unconfirmed Minutes



220412 Special
Meeting Unconfirmed Minutes

06. Condolences

None received at time of agenda preparation.

07. Declaration of Interests

08. Registers of Interests

In accordance with the Local Government Regulation 2012, section 201B (2), The councillor or councillor advisor must, in the approved form, inform the chief executive officer of the particulars required to be included in a register of interests under a regulation for the new interest or the change to the particulars within 30 days after the interest is acquired or the change happens.

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

09.01 Notices of Motion

None received at time of agenda preparation.

09.02 Petitions

None received at time of agenda preparation.

10. Engineering Services Reports

<p>10.01 Works and Services Monthly Update Report 10.02 Capex Projects Monthly Update Report</p>
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Engineering Services Reports

10.01 Works and Services Monthly Update Report

DEPARTMENT:	Engineering and Services
RESPONSIBLE OFFICER:	Graham O’Byrne -Director Engineering Services
PREPARED BY:	Clinton Murray-Acting Director Engineering Services
DATE REPORT PREPARED:	27 April 2022
LINK TO COUNCIL PLAN/S:	Corporate Plan 2019-24 Operational Plan 2020-21

1. PURPOSE

This report is for information of Council and outlines the works carried out by the Engineering and Services Department for the month of March 2022. The Attachment to this report provides detail on routine reporting matters and general information.

2. SUMMARY

The key items for noting are provided below with background detail and matters relating to other business aspects provided in the Attachment to this report.

2.1 General Works (including Parks, Gardens and Cemetery)

- Ramp up maintenance on over grown areas
- Ongoing wharf maintenance
- Slashing of over grown lots
- Clean up over grown lot in Gregory Street ongoing

2.2 Roads

- Post wet season inspections-Capturing Damages
- Programming of Emergent Works
- Auditing of signage especially post flooding
- Ongoing maintenance of Jacks Gully Flood Damage- Complete Assessment for reporting to TMR

2.3 Plant and Fleet

- Ongoing routine maintenance – requirement for a contract mechanic pending unsuccessful attempts at securing a Workshop Manager
- Rubbish Truck – Electrical and Hydraulic issues ongoing-Compactor Unserviceable
- Prime Mover – electrical issues ongoing
- Grader - Electrical faults (possible lightning strike) Cat programmed to repair

2.4 Water & Sewerage

- SOPs workshopped and being finalised for early 2022 - ongoing.
- Robbie Ahwing scheduled for TAFE all of May 2022

Burketown

Water

- Chemical Dosing upgrade works installation completed and commissioned. A few minor repairs to take place once the contractor (QEE) on site.
- QEE repaired concrete where Sulphuric Acid has leaked and damaged the concrete.
- SCADA upgrade scoping finalised and being prepared for tender
- Insurance broker has now revisited the claim and accelerating response for water leak damage during Clear Water Storage project
- Planning for de-silting of lagoons for Mid 2022 underway
- Water meter replacements (damaged ones) being finalised-. We have replaced some of the damaged ones and are planning to complete by end of May 2022.

Sewerage Treatment Plant

- Issue with STP irrigation resolved – loose connection to pump. Currently working on procedures to operate irrigation system. This includes how regular we operate the filter bypass and flushing system.
- Currently investigating the cause of pH failures on the monthly Sewerage Samples. This will continue until we can identify the cause and treat accordingly. Ongoing – testing to be implemented as per MBS Water Solutions Visit. Algae was identified as the main cause which means that Algae counts testing, will be implemented with our next Sewerage testing.
- Irrigation area has now been slashed and mowing regime will be implemented.

Gregory

- Planning for Raw water pump well upgrade completed and scope included in overall SCADA upgrade works. Ongoing.
- Raw Water and Potable Meters planning to be replaced. New Potable water meter has arrived and will be installed after the Gregory Paddles and Saddles week-end.

2.5 Airports

- Final inspection of works completed and Practical completion letter issued to contractor.
- Mowing around lights and the runway strip at both the Gregory and Burketown Airports currently underway. Ongoing – due to Slashers being fixed-
- Burketown has now been slashed out to the Gable Markers.
- Gregory – waiting on Slasher repairs.

2.6 Waste

- Ongoing sorting at Burketown, with Gregory to be conducted early 2022
- Waste Strategy first actions being implemented – organic waste reuse via compost bins

3. OFFICER'S RECOMMENDATION

That Council receives and notes the Engineering and Services report for March 2022.

ATTACHMENTS

1. Background Detail to End of March 2022 - Engineering and Services Report



Attachment 1.docx

Engineering Services Reports

10.02 Capex Projects Monthly Update Report

DEPARTMENT:	Engineering and Infrastructure Services
RESPONSIBLE OFFICER:	Graham O’Byrne
DATE REPORT PREPARED:	18 April 2022
LINK TO COUNCIL PLAN/S:	Corporate Plan Operational Plan Budget

1. PURPOSE

This report provides an update of the overall Capital Expenditure (Capex) Program for 2021/22. The report summarises the status to end of the reporting month.

The progress of grant and funding submissions is also provided.

2. SUMMARY

The Capex program budget for 2021/22 financial year is \$8,198,521. Of this, \$3.2m is new grant funding, with the majority being for multiple culvert replacements. At the end of February, the forecast cost of delivering this program is approximately \$18,000 over budget, \$14,000 decrease from last month, with certainty increasing regarding contract delivery for a number of projects for end of this financial year. The overall Capex program remains on track for delivery within budget.

3. PROJECTS

(new activity/progress for the month’s end is shown in [blue](#))

Project	Description	Update/activity for reporting month
Burketown WTP Upgrade	<ul style="list-style-type: none"> Upgrade of chemical dosing Provision of water testing facility (new lab) Replacement of shed and additional concrete working areas 	<ul style="list-style-type: none"> <i>Practical Completion achieved in December 21 with Chemical Dosing equipment commissioned</i> <i>Extension of time with W4Q COVID & 19-21 have been granted out to June 2022</i> Laboratory building installation delayed now until early March 2022 Training of operators carried out for laboratory equipment

Project	Description	Update/activity for reporting month
Fleet	<ul style="list-style-type: none"> Replacement of fleet 	<ul style="list-style-type: none"> Procurement of replacement vehicles (with trade-ins) underway Overall purchase / replacement /disposal strategy finalised and procurement commenced with dealers currently being locked in – Grader and white fleet Progression of rubbish truck replacement being finalised
Culvert Replacement (multiple roads)	<ul style="list-style-type: none"> Replacement of failed culverts 	<ul style="list-style-type: none"> On-site investigations and designs finalised Two sites (2A & 2B) being completed for end of 21/22 FY Additional sites on Floraville Rd 35, 10, 6, 8 & 11 design underway and to be tendered Trugannini Rd culvert replacement being tendered
Burketown Landfill Cell	<ul style="list-style-type: none"> New landfill cell Stage 1 of a 3 stage 10-year plan 	<ul style="list-style-type: none"> Contract awarded Construction commenced. Contractor demobilized and works suspended due to Cultural Heritage related issues. Current variation costs at circa \$40,000 Re-configuration of waste stockpiles completed Completion date December '21 (W4Q 19-21 project). Extension of Time approval received until June 2022. Department has indicated that no further extensions will be given. Note that recent (March) permission to proceed given by CLCAC. Re-mobilisation underway Samples of clay taken from site for testing - with the intent to be used for pit lining

Project	Description	Update/activity for reporting month
Remote Airport Upgrade Program Round 8	Lighting upgrade/replacement	<ul style="list-style-type: none"> New lights installed for Burketown and Gregory. Final inspection undertaken for final acquittal New line marking completed in conjunction with above
SCADA upgrade works	QWRAP regional review of SCADA. Further to this BSC scope to be finalized and tendered	<ul style="list-style-type: none"> Regional review under QWRAP report finalized and under review by participating councils Final investigation carried out on-site by GHD with final scoping workshop conducted end of January. Tender to be released in May Scope has been split into 2 stages (St1 \$750k & St2 \$250k) due to budget constraints. Stage 2 to be undertaken under further grant program
Water Source Inflow upgrade – Greg & Burketown	Improve inflow monitoring, change locality of pumps for water intake and improve infrastructure resilience. Decrease Opex	<ul style="list-style-type: none"> This project directly related to SCADA scoping with similar timelines Scope development has been finalised in conjunction with above. Tenders in May
Gregory WTP upgrade	Improve resilience and reliability of plant operation with a focus on making it a "remote" plant that doesn't require daily attention. Circa \$40k pa Opex saving	<ul style="list-style-type: none"> Scope development has been finalised for Stage 1 as per above
Disaster and Recovery Generators Management Review/Training	Generator for communications and generator at airport fuel dispense.	<ul style="list-style-type: none"> Sizing and specifications for generators underway
Flood Cameras	Replacement and upgrade of existing cameras	<ul style="list-style-type: none"> Quotes for supply and installment received from Qteq Installation commenced in November and to be completed in February/March depending on road closures

Project	Description	Update/activity for reporting month
FWIN Project	Joint Procurement of Flood Warning infrastructure with ROC councils	<ul style="list-style-type: none"> Contract awarded to Qteq Cultural Heritage matters have been resolved with monitors required on a number of sites. QRA have agreed to finance this variation cost Installation has been delayed slightly due to track access challenges post wet season
Gregory River Pedestrian Bridge	Create a pedestrian bridge on top of the old bridge	<ul style="list-style-type: none"> Risk analysis complete with preliminary costings Workshop/briefing to Council held at October meeting. Resolved to progress with re-instatement of original bridge purpose/categorisation, with “Authorised vehicle access only” Have been unable to secure drawings/design to ease process for re-certification – GHD will be re-designing the bridge for compliance Design check underway
Sewerage Network Assessment	Investigate network and implement a rectification program	<ul style="list-style-type: none"> GHD proposal and scoping agreed Issued notice to community advising access to properties during a specific site visit timeframe by GHD GHD on site inspections conducted with report/recommendations received and reviewed Price being sought for repair works
Asset Management Strategy	Review and re-write of the AMS and AMPs	<ul style="list-style-type: none"> Scoping completed RFT issued through Vendor Panel GHD appointed and work commenced
Raw Water Pipeline	Investigate and implement requirements for roll-out of the Raw Water Supply Agreement	<ul style="list-style-type: none"> Scoping complete RFT being prepared

Project	Description	Update/activity for reporting month
STP Access Rd Upgrade	Upgrade of road and sealing to provide weather proof access	<ul style="list-style-type: none"> Contractor (Gulf Civil) appointed at Council Special Meeting
Gregory Landfill Fencing	Fence around main boundaries to adjacent properties to help prevent windblown rubbish	<ul style="list-style-type: none"> Survey undertaken Exact fence length to be determined to match budget
Health & Wellbeing Precinct Masterplanning	Master planning including community/stakeholder consultation with concept design	<ul style="list-style-type: none"> Tenders being assessed with commencement planned for May
Beames St Upgrade and Cycleway	Beames St enhancement in conjunction with new cycleway/footpaths	<ul style="list-style-type: none"> Finalised briefing for detailed design and documentation Endorsement of Erscon consultant engagement at February Council Meeting Requirement for the BBRF round 6 grant submission Workshop conducted in March with consultants to kick start project design Meeting/workshop with DTMR conducted in March to review compliance requirements for Cycleway. Waiting on feedback from DTMR Stakeholder workshop planned for April 22 in Bkt
Water Reticulation Valves	Install new valves to better manage water reticulation isolation points	<ul style="list-style-type: none"> Hydraulic assessment undertaken Valves being scoped for installation
Wharf Recreational Grounds	Construction of new recreational facilities at the Burketown wharf	<ul style="list-style-type: none"> Appointed Guymer Bailey architects for design Detailed briefing meeting conducted Stakeholder workshop planned for April 22 in Bkt

4. RECENTLY COMPLETED PROJECTS

Project	Description	Update/activity for reporting month
Burketown WTP Chemical Dosing	Upgrade of Chemical Dosing system	<ul style="list-style-type: none"> Practical completion obtained for the new installation

5. GRANT AND FUNDING SUBMISSIONS

TMR Principal Cycle Network	<p>Cycle Way along Beames St & Musgrave St</p> <p>\$125k from BSC possibly required (possibly use the BBRF). This could be linked with a Town Precinct Enhancement project i.e., focused on Beames St as entrance to Burketown. Possible total budget \$2m for overall enhancement (refer below)</p>	<ul style="list-style-type: none"> Project submitted under TMR Principal Cycle Network program (funding approval since obtained – July '21) Further discussions with department to ascertain extent of funding and co-contribution required by Council Approval in principle to fully fund the design (approx. \$150-200k). waiting on final sign-off by TMR. Received formal funding agreement from DTMR
BoR 6	Building Our Regions round 6 is open and due 22 nd November	<ul style="list-style-type: none"> Council agreed to put forward the following projects – Smart Water Meters & Intelligent Water Network, Gregory Water Treatment Plant (Stage 2) & Water Security Strategy: Second stream submission for Water Security Strategy, in conjunction with Doomadgee was submitted by 22 December Submission accepted for the construction projects above, and progressed through the EOI phase. Detailed submissions now being prepared – due 17 May

LRCI Phase 3	Notification received of allocation of \$611,000. Bridges 21/22 to 22/23 financial years	<ul style="list-style-type: none"> Notification received from Commonwealth Gov't Dep't of iNfrastructure Work Schedule to be formally submitted. Projects being put forward: <ul style="list-style-type: none"> Funding of 21/22 TIDS program (circa \$100k) Distribution of remainder prioritised between Airport Erosion project and STP Access Rd upgrade
Preparing Australian Communities Program (PCAP)	Program about disaster resilience and prevention.	<ul style="list-style-type: none"> Burke is nominated in the Risk category for Cyclone but not for flooding – this has been challenged Submission provided for Archie Creek upgrade to a total value of \$3.3m 50/50 con-contribution required. Council's contribution will be through the TIDS program over the remainder of this year and the next 2 years Submission successful
BBRF 6	Building Better Regions Rd 6 – due 10 February 2022	<ul style="list-style-type: none"> Submitted Beames St Upgrade and Cycleway with co-contribution of \$1m from TMR (cycleway) and \$250,00 of BSC revenue spread over 2 financial years (to be included future year's budget)
QRRF 21-22	Qld Resilience & Risk Reduction Fund – due 18 February	<ul style="list-style-type: none"> Consideration for the Burketown airport – flood protection and erosion construction of remedial works SUBMITTED

LGGSP 22-24	Local Government Grants and Subsidies Program – due 4 March	<ul style="list-style-type: none"> Have earmarked the Health and Well Being Precinct detailed design – on the back of the Master planning and concept design funded by the successful NWMP grant – SUBMITTED
NQNDMP	North Qld Natural Disasters Mitigation Program – due 18 February	<ul style="list-style-type: none"> Airport road upgrade planning and design works. SUBMITTED
RRUPP	Remote Road Upgrade Pilot Program	<ul style="list-style-type: none"> Lawn Hill National Pk Rd sealing. SUBMITTED
NFMIP Rd 2	National Flood Mitigation Infrastructure Program Rd 2	<ul style="list-style-type: none"> Submitted Airport scour investigation and design as the priority – EOI process (linked with QRRF 21-22 above)
RAUP 9	Remote Airports grant program	<ul style="list-style-type: none"> Project relating to upgrade of fencing to address issue raised by recent review report – to comply with CASA requirements. SUBMITTED
22-23 ATSI TIDS	TMR Far North District fund	<ul style="list-style-type: none"> Lodgment of Shadforth Creek installment of culvert SUBMITTED

6. OFFICER'S RECOMMENDATION

1. That Council notes the Capex Projects Report for end of March 2022.

11. Chief Executive Officer Reports

- 11.01 Chief Executive Officer Report
- 11.02 Financial Services Monthly Update Report
- 11.03 Audit Committee Meeting Minutes 23rd March 2022
- 11.04 Sport and Recreation Strategy - Update for March 2022 Quarter
- 11.05 Operational Plan 2021-2022 – March 2022 Quarter Review
- 11.06 Reconfiguring a Lot – (15 lots into 7 lots comprising, 5 rural residential lots and 2 public open space lots)

Chief Executive Officer Reports

11.01 Chief Executive Officer Report

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Dan McKinlay; CEO
PREPARED BY:	Dan McKinlay; CEO
DATE REPORT PREPARED:	14 April 2022
LINK TO COUNCIL PLAN/S:	Goal - Good Governance 1. Council develops implements and maintains an effective and compliant governance framework (governance, finance, risk).

1. PURPOSE

To summarise the key actions and updates within the office of the CEO for the month of March 2022.

2. UPDATES

General - CEO

Records management continues to be a focus with planning for destruction runs in line with legislation.

Renewal of Memorandum of Understanding's for Gregory Downs Jockey Club has commenced.

Review of Licence Agreement between Burke Shire Council and Gangalidda and Garawa Services Pty Ltd is well advanced re Visitor Information Centre.

The Housing Strategy implementation is progressing. Three houses now sold. Four further applications have been submitted to Westpac. Two further applications being worked on. Discussion with LGAQ re staff House sales.

Meeting re Regional Biosecurity Draft Plan

Internal Grants meeting

EBA discussions. Agreement well advanced.

Various meetings re Mental Health and Wellbeing planned Expo.

Agforce Discussion re new Land Valuations.

Burketown CAG meeting.

Meetings re proposed Fishing Event Easter.

GSD Management meeting

Small Business Friendly Program Charter signing event.

CEO connect session.

Financial Services and Information Technology

Major focus in March 2022 for Financial Services was as follows:

- Internal audit 2 – Procurement internal audit pending finalisation;
- Completion of internal assets accounting;
- Commencement of Shell financial statements preparation;
- Commencement of year end audit planning with GT and QAO;
- Facilitation of the March 2022 Audit Committee and
- The March State first levy was lodged on time.

Major focus in March 2022 for Technology Services was as follows:

- MS365 is progressing with an on-prem virtual server being scoped;
- Receipt of the first test NUC unit has been achieved and ICT is now in testing phases;
- Cyber risk session was held with management covering off on a number of areas as below;
 - Cyber risk governance
 - Media relation training
 - Network Penetration testing scoping
 - Prelim planning for cyber risk and response policy documents for council
- Council was notified it would be ineligible to apply for the 5G innovation grant; and
- ICT is in progress of signing off of the agility satellite link for Gregory WTP and Depot) with an expected 28-day turnaround (will be completed before year end).

People, Performance and CultureEBA

- Our last EBA Negotiation meeting took place on 9 February. Final wage increase negotiations taking place.

Policies

- Staff Travel Expenses Policy – reviewed
- Higher Duties Policy – reviewed
- Recruitment Policy – reviewed
- Vehicle Policy - reviewed

Positions advertised

- Workshop Manager
- Administration Officer Works and Services
- Machine Operator / Labourer

New employees

- None

Training and Professional Development

- Cert III Parks and Gardens face to face training
- Excel Training
- Supervisor Training
- Effective Delegation workshop
- Public Sector Business Cases workshop
- Venomous Animals Awareness Session

Other Projects

- April Newsletter finalized
- Tourism Brochure drafted
- Progress on Virtual Fitness funding application

Economic Development / Community Projects

Grants

- Several grant applications have been submitted and awaiting outcomes:
 - Festivals Australia Grant – for an Arts and Mental Health Event in the Park. Awaiting outcome
 - Sports Australia Grant – for an athletics Carnival Event to be held in Gregory. Awaiting outcome
 - STAND Evacuation Centre Funding – for the establishment of disaster communications for community evacuation centres.
 - Building our Region Fund final submissions – Gregory WTP, Smart water meter project.
 - Building our Region Fund (Planning Projects EOI) – Regional Water Strategy.
 - SES Support Grant – Facility Upgrades and Motor vehicle.
- Resource Community Infrastructure Fund – new town entry signage application currently being prepared
- Move it NQ – application for sports equipment for the Gregory/Biddungu
- Successful for the Culture, Heritage and Arts Regional Tourism Program – funding for new historical information posters, computer and printer for the Visitor Information Centre \$3000
- Initial planning for a community grants webpage on the new Burke Shire Webpage is being considered.
- Funding for litter signage and Albert River Bridge lighting is currently being executed.

Health and Wellbeing Expo

- Scheduled for the 30th May to 1st June – Burketown Monday to Wednesday, Gregory Thursday
- Currently finalising health care providers/attendees
- Schedule to be finalised shortly and marketing to begin

Small Business

- Burke Shire Business Listing for the new website completed and live
- Planning to visit businesses at the end of wet season to discuss the passport project and how Council may be able to support businesses for 2022.
- Attending Small Business Friendly Conference Friday 29th April in Townsville

Gulf Savannah Development

- The 2021 Project for GSD is currently being finalised which will involve a tourism audit and project investment pipeline that will guide future projects for the various shires in the Gulf – the steering committee will meet on the 21st April to appoint a consultant.

Tourism

- The tourist information centre has reopened.
- Tourism Brochure design has been completed and will go to print.

Community and CommunicationsEvents

Upcoming Community Events:

April 27 th	Burketown State School Healthy Food Gardening Workshop
May 1 st – 2 nd May	Gregory Saddles and Paddles Horse Racing & Gregory Canoe Race
May 2 nd	Southern Gulf NRM Clean Up Day - Gregory
June 18 th – 19 th June	Gregory Campdraft and Horse Sports

Upcoming Council Events:

March 1 st – 12 th May	Burke Shire Tidy Yard Competition
April 21 st – 29 th April	Story Players Workshop
May 2 nd	Clean Up Australia – Gregory
May 6 th	Clean Up Australia – Burketown
May 8 th	Mates Day
May 17 th -21 st	Gulf Vet Services Clinic
May 30 th – 3 rd June	Mental Health and Wellbeing Expo.

Other

- Youth Units are almost ready for divestment. Marwill are currently liaising with Ergon to isolate power to each individual property.
- Demolish Old Town Hall – Wilson's Contracting are currently in process of obtaining appropriate licenses and completing training to allow this project to go ahead. Meeting to be held with CEO to discuss contract and safety requirements. Date to be set for project to be completed.
- Savannah Way Art Trail – Project is well underway and set for completion by November 2022. Project team to visit Burketown 21st February 2022
- Health Expo – Date has been moved to 30th May – 3rd June. Planning is well underway. Looking to present draft schedule to Council at April Council Meeting.
- Works and Services Administration Role Position has been filled and new starter Chelsea Smith has commenced employment

- Call for applications for Donation Requests for 22/23 was released on 2nd March 2022. Applications close 29th April 2022.
- Currently reviewing lease with Telstra in relation to block at Gregory. Looking at increasing the fee. To be finalized by end of April.
- Gulf Vet Services will be in Burketown from 17th May – 21st May. They have already completed 4 dog desex procedures and we currently have 19 registered for their next visit.

Facilities Management

- Due to recent legislative changes to smoke alarms, properties will require inspection and possible replacement to ensure we are meeting our obligations and are compliant. Currently sourcing contractor for this.
- Maintenance works for Nijinda Durlga proceeding
- Service Agreements to be put in place for inspections & servicing of air conditioners and roller doors in Council properties. Both items have proved very costly over the past 12 months and this is partly due to lack of maintenance/servicing. Quotes are currently being sourced.

REX

- REX flights are in full operation as per normal.

EHO

- Unfortunately, we were unable to secure an EHO to perform inspections last year however are currently speaking with Cloncurry Shire Council to engage them this year.
- Notice for renewals/new applications for Food Licenses were sent out on 16th March 2022. Applications/renewals due on 6th May 2022.

Corporate Services and Governance

Governance

- Still undertaking reviews on all Council policies. More than half have been reviewed and are current.

Durlga

- A few external bookings and a number of internal Durlga bookings in March 2022.

Records

- Recordkeeping is continuing as per usual.
- Continuing to work through destruction runs and digitisation disposals.

Library

- Purchased new library furniture – waiting on this to arrive. Once it arrives, we will do a revamp of the library. Hoping to make this space more inviting for kids.
- Purchased resources for the First 5 Forever program. Discussions have been had with Burketown Kindy/Playgroup to see if there are any resources they require and to also plan an activity day.

Rex

- Continuing to assist with training new staff for baggage handling and marshalling.

Training

- Jennifer Kumsing, Brianna Harrison and Shakiah Douglas are still working through their Cert III in Business Administration.
- Madison and Shannon completed Effective Delegation training through Peak Services.

3. OFFICER'S RECOMMENDATION

That the contents of the Chief Executive Officer's Report for March 2022 be noted and received.

ATTACHMENTS

1. Workplace Health and Safety Report for March 2022



WHS Report March
2022.pdf

Financial Services Reports

11.02 Financial Services Monthly Update Report

DEPARTMENT:	Chief Executive Officer
RESPONSIBLE OFFICER:	Dan McKinlay; Chief Executive Officer
PREPARED BY:	Shaun Jorgensen; Finance and Technology Manager
DATE REPORT PREPARED:	9 April 2022
LINK TO COUNCIL PLAN/S:	Operational Plan 2021-22 Council Budget 2021-22

1. PURPOSE

This report has been constructed to provide a snapshot of the progress of council's operations (financial) against budget targets at 30 June 2022 as adopted by the council budget. The below report will focus on providing information to key decision makers in regards to key metrics, trends and actuals for the nine months ended March 2022.

2. SUMMARY

As a review of council's performance over the month of March 2022; Council notes that cash was up by \$797k. It was also noted that comparative to the budget, council operational expenditure was under budget for March

2022 by 0.25%. It should however be noted that in a comparison to February 2022, this is a 2.5% improvement in actuals v budget performance which was expected as the impact of cost phasing slows resulting from the wet season in the Burke region.

The following report will cover off on the following key areas (in order) of the list

- Overall Operating Summary (Actual v Budget)
- Statement of Cash Flows
- Statement of Income and Expenditure
- Organisational Services Performance
- Statement of Financial Position
- Exercise of Delegations
- Officer's Recommendations

3. OVERALL OPERATING SUMMARY (ACTUAL V BUDGET)

The below summary shows a brief snapshot of how council is tracking in the current year against the budget for the year as adopted by council on the 31 March 2022.

Overall Financial Performance	Note Ref	Year To Date Actual	Annual Budget (Target)	YTD Progress %
Operating Revenue	(1)	10,172,591	16,572,234	61%
Operating Expenses	(2)	16,022,474	21,342,784	75%
Operating Result (Profit/Loss)	-	5,849,883	- 4,770,550	123%
Capital Revenue	(3)	1,334,095	6,343,310	21%
Net Result	-	4,515,788	1,572,760	-287%

Assets & Liabilities		Year To Date Actual	Annual Budget (Target)
Cash & Cash Equivalents	(4)	7,339,888	6,833,430
Other Current Assets	(5)	2,887,959	1,290,391
Non Current Assets	(6)	153,745,908	156,192,852
Total Assets		163,973,755	164,316,673
Liabilities (Current)	(7)	6,448,804	3,540,000
Liabilities (Non Current)	(8)	829,102	999,515
Total Liabilities		7,277,906	4,539,515
Net Community Assets		156,695,849	159,777,158

Sustainability Outlook

Financial Sustainability Ratios and Measures of Sustainability	Target	Current Month YTD	Prior Month
¹ Operating Surplus Ratio (%)	Between 0% and 10%	-58%	-46%
² Working Capital Ratio	Greater than 1:1	2	2
³ Net Financial Liabilities Ratio	Less than 60%	-37%	-41%

Notes:

- Operating revenues - Council notes minimal revenue movements for the month of March 2022.
- Operating Expenses - Noted that costs appear to be consistent with budgeted expectations for the month; this was as predicted throughout the year as a result of cost phasing catching up as operations slowed during the wet season. In relation to employee benefits costs against the budget, we have currently expended \$2.289mil against a budget of \$5.717mil for the year. This is an actual spend of 66.67%, Council is currently tracking below the budget target as council has not yet filled the budgeted Director Community, Economic Development and Regulatory Services role and there are other roles pending for filling such as the Workshop Manager at this stage.
- Capital Revenue - Approx. 120k in capital revenue was receipted for the month of March 2022. Finance is currently in the process of assessing unearned revenue balances and will provide further clarification for the following month. In the meantime, Finance and Engineering will continue to review this balance moving into the final quarter of the year where it is expected funds will be dispersed by departments upon the successful completion of council capital projects.

(4,5,6,7,8) - Accounts relate to balance sheet movements, all of which will move in correlation to Council operating movements; as such no items by exception to report at this stage.

Definitions

¹ The working capital ratio: measures council's ability to offset short term obligations with current assets.

² The net financial liabilities ratio: measures council's ability to increase borrowings where necessary.

³ The operating surplus ratio: measures council's ability to cover operational costs through operational revenues.

4. STATEMENT OF CASH FLOWS

The below statement shows a comparison between the cashflow of March 2021 in the previous year v March 2022 actuals v the budgeted estimated cashflow for 30 June 2022.

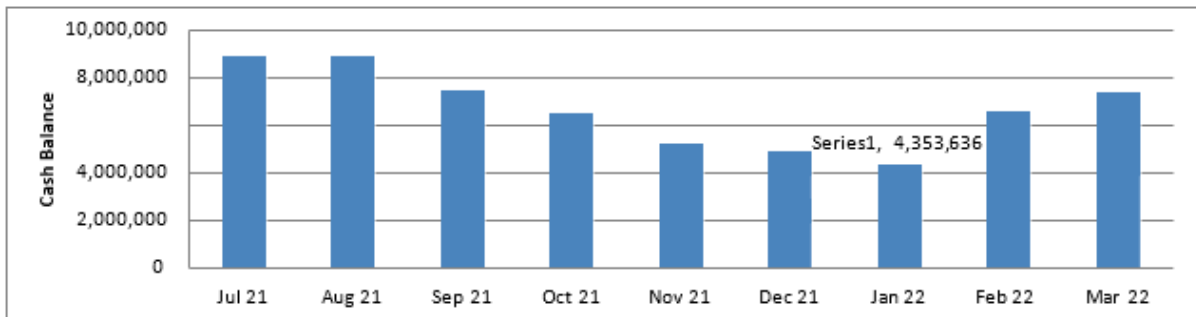
For the month ended 31 March 2022

	Note Ref	31 March 2021 \$	31 March 2022 \$	2021-22 Annual Budget \$	YTD Progress %
Cash flows from operating activities:					
Receipts from customers	(1)	4,220,445	3,517,790	5,016,086	70%
Payments to suppliers and employees	(2)	(11,008,929)	(14,895,034)	(19,430,883)	77%
		(6,788,484)	(11,377,244)	(14,414,797)	79%
Rental Income	(3)	174,513	150,092	222,000	68%
Interest Received	(4)	59,833	45,978	80,000	57%
Operating Grants and Contributions	(5)	10,355,099	9,060,836	11,871,000	76%
Borrowing Costs		-	-	-	0%
Net cash inflow (outflow) from operating activities		3,800,961	(2,120,338)	12,173,000	-17%
Cash flows from investing activities:					
Payments for Property, Plant and Equipment	(6)	(4,391,599)	(2,485,868)	(7,798,521)	32%
Net movement on loans and advances		-	-	-	0%
Proceeds from Sale of Property, Plant and Equipment		-	170,502	40,000	-42%
Capital Grants and Subsidies	(7)	3,075,883	1,586,357	6,303,310	25%
Net cash inflow (outflow) from investing activities		(1,315,716)	(1,070,014)	(1,455,211)	74%
Cash flows from financing activities:					
Proceeds from Borrowings		-	-	-	0%
Repayment of Borrowings		-	-	-	0%
Net cash inflow (outflow) from financing activities		-	-	-	0%
Net increase (decrease) in cash held	(8)	2,485,245	(3,190,352)	(3,697,008)	86%
Cash at beginning of reporting period		7,053,604	10,530,239	10,530,239	100%
Cash at end of reporting period	(8)	9,538,849	7,339,888	6,833,230	107%

Cash and Cash Equivalents Summary

Cash & Cash Equivalents	Effective Interest Rate	YTD Interest Earnings	Cash Balance
QTC Cash Fund	0.78%	45,978	5,616,014
Westpac General Fund	-	-	1,723,591
Cash Floats	-	-	283
Total			7,339,888

Cash and Cash Equivalents Movement Comparison Chart



Cash and Cash Equivalents – Restricted Cash (IA S 7)

Total Cash on hand	7,339,888	
Restricted Cash - DRFA Revenue	5,557,105	Majority of balance relates to DRFA funding - pending reconciliation
Unrestricted Cash	1,782,782	

Notes to the Statement of Cashflows:

- Receipts from customers - It was noted that an influx of rates receipts were received during the month of March which contributed to the uplift in operational cash. We also noted an impact resulting from the movement in the rates receivable captions as having an impact on this balance as well from an accounting perspective.
- Payments to suppliers and employees - Council notes that this amount includes amounts accrued back into the 2021 financial year. As such, there is a minor distortion between the cash paid and the expenses shown in the statement of Income year to date. For March as previously advised to council, there has been a reduction in the level of expenditure during the flooding season which has allowed year to date expenditure to catch up.
- Rental Income - Rental income is on track with budget.
- Interest Received - Interest has increased comparably year on year due to the significant change in the RBA cash rate having an impact on the effective interest rate provided by the QTC (0.78%). This is up from 0.60% in February 2022.
- Operating Grants and Contributions - Approximately \$700k was received from operating grants receipted during the month. These amounts have currently been recognised as unearned revenue and will be recognised once the equivalent works have been completed for these projects.
- Payments for Property, Plant and Equipment - The amount expended relates to payment made towards WIP (capital projects) for the month of March 2022. Minimal movement was noted for the month of March 2022.
- For the proceeds from the sales of PPE; it should be noted that due to the way council's cashflow mapping is executed, this includes accruals accounting impacts that in past years of reporting were not of any impact to council's cashflow reporting. This figure will be revised for 30 June to ensure year end of financial year reporting represents the figure on a cash only basis. The \$170,502 balance represents the value of land/housing sold over the period of time of ownership (being multiple years since purchase date). Based on the current market valuations of the properties sold, we do not consider there be a true cash loss on sale of any asset where there was previously no active market to gauge any such loss against.
- Capital Grants and Subsidies - Approximately 300k in capital grant cash was receipted for the month of March 2022. Finance is currently in the process of assessing unearned revenue balances and will provide further clarification for the following month.
- Net Cash Movement - council's cash holdings was up \$797k, to a total balance of \$7.339mil in the bank/QTC.

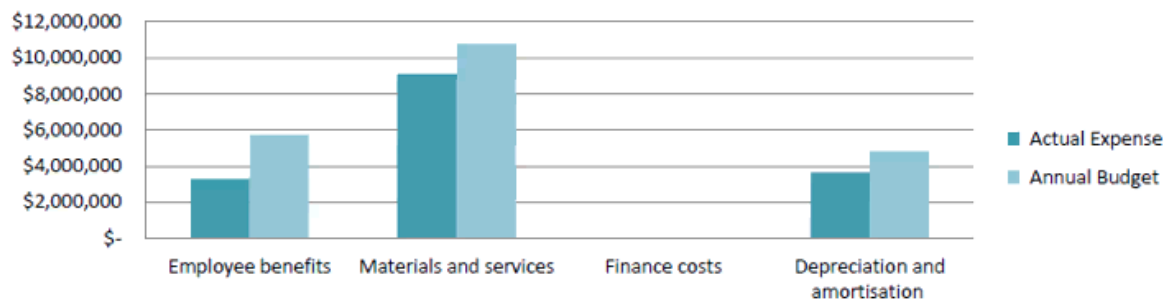
5. STATEMENT OF INCOME AND EXPENDITURE

The below statement shows a comparison between the income and expense statement of March 2021 in the previous year v March 2022 actuals v the budgeted income and expenditure for 30 June 2022.

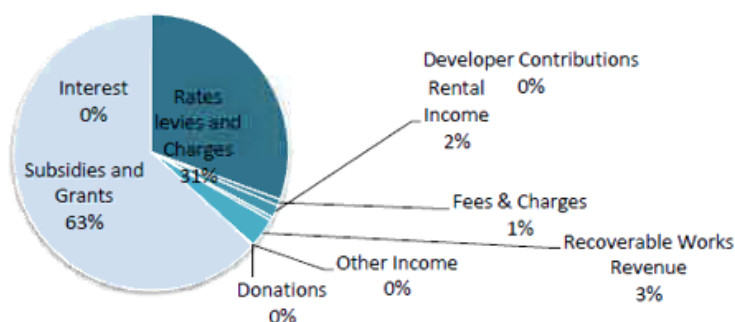
For the month ended 31 March 2022

	Note Ref	31 March 2021	31 March 2022	2021-22 Annual Budget	YTD Progress %
		\$	\$	\$	
Recurrent Revenue					
Rates levies and Charges		3,015,836	3,111,736	3,022,500	103%
Fees & Charges	(1)	45,455	74,242	85,300	87%
Rental Income	(2)	174,513	150,092	222,000	68%
Interest	(3)	59,833	45,978	79,704	58%
Recoverable Works Revenue	(4)	506,958	350,214	1,111,000	32%
Other Income	(5)	92,211	2,107	75,800	3%
Donations	(12)	-	8,000	5,000	160%
Developer Contributions		-	-	-	0%
Subsidies and Grants	(6)	2,470,506	6,430,222	11,970,930	54%
Total Recurrent Revenue		3,349,476	10,172,591	16,572,234	61%
Capital Revenue					
Sale of non-current assets	(13)	-	202,685	40,000	-507%
Contributions		-	-	-	0%
Subsidies and Grants	(7)	-	1,536,780	6,303,310	24%
Total Capital Revenue		-	1,334,095	6,343,310	21%
TOTAL INCOME		3,349,476	11,506,686	22,915,544	50%
Recurrent Expenses					
Employee benefits	(8)	- 3,568,721	- 3,289,575	- 5,717,890	58%
Materials and services	(9)	- 6,989,996	- 9,093,860	- 10,783,794	84%
Finance costs	(10)	- 7,068	- 7,506	- 12,000	63%
Depreciation and amortisation	(11)	- 3,589,871	- 3,631,533	- 4,829,100	75%
TOTAL RECURRENT EXPENSES		- 14,155,656	- 16,022,474	- 21,342,784	75%
NET RESULT		- 10,806,180	- 4,515,788	1,572,760	-287%

Expenditure Actual v Budget



Actual Revenue % Split YTD



Notes to the Statement of Income and Expenditure:

- Fees & Charges - This amount is on track with budget.
- Rental Income - Rental income is on track against budget.
- Interest - Interest has increased comparably year on year due to the significant change in the RBA cash rate having an impact on the effective interest rate provided by the QTC (0.78%). This is up from 0.60% in February 2022.
- Recoverable Works Revenue - No movement for the month.
- Other Income - Minimal movement for the month.
- Subsidies and Grants (operating) - Approximately \$700k was received from operating grants receipted during the month. These amounts have currently been recognised as unearned revenue and will be recognised once the equivalent works have been completed for these projects.
- Subsidies and Grants (capital) - Approx. 120k in capital revenue was receipted for the month of March 2022. Finance is currently in the process of assessing unearned revenue balances and will provide further clarification for the following month. In the meantime, Finance and Engineering will continue to review this balance moving into the final quarter of the year where it is expected funds will be dispersed by departments upon the successful completion of council capital projects.
- Employee benefits - Employee benefits costs against the budget, we have currently expended \$2.289mil against a budget of \$5.717mil for the year. This is an actual spend of 66.67%, Council is currently tracking below the budget target as the council has not yet filled the budgeted Director Community, Economic Development and Regulatory Services role and there are other roles pending for filling such as the Workshop Manager at this stage.
- Materials and services - Refer to the cost disaggregation in the operating statement.
- Finance costs - Are on track against budget.
- Depreciation and amortisation - Is in line with the expected depreciation spend by 31 March 2022.
- Donations Revenue - Council received a \$5,000 donation to be committed against the Young Ambassadors Program for 2021/22 in December 2021.
- Sale of non-current assets - The \$202k balance represents an accruals accounting loss for the sale of land/housing based on the original gross cost of the asset from the date of initial purchase date (many years ago in all cases). Based on the current market valuations of the properties sold, we do not consider there be a true cash loss on sale of any asset where there was previously no active market to gauge any such loss against. This loss represents the explicit accounting for these asset disposals; however it does not take into account the complex nature of the determination of the sales price itself and the process conducted to determine these values (whether by tender or local establishment of reasonable sales prices on an arm's length basis).

6. BURKE SHIRE COUNCIL FINANCIAL PERFORMANCE

below report shows the expenditure split between the various organisational departments of council.

It is expected that movements should be no more than 8.33% month on month (100% divided by 12 months). Benchmark for March 2022 74.97%				% YTD Actual expense v Annual Budget YTD actual v budget is on track YTD actual v budget is unfavourable (1%-5% movement larger than expected) YTD actual v budget requires review (>5% movement larger than expected)	
Organisational Services					
	28 February 2021	28 February 2022	2021-22 Annual Budget	YTD Progress	Comments
	\$	\$	\$	%	
Recurrent Expenses					
Corporate Governance Costs	627,576	619,289	887,700	<div><div></div></div> 70%	Within budget expectation for the month (74.97% movt).
Administration Costs	2,423,312	2,259,155	3,099,900	<div><div></div></div> 73%	Within budget expectation for the month (74.97% movt).
Recoverable Works Expenses	389,655	504,788	790,000	<div><div></div></div> 64%	Within budget expectation for the month (74.97% movt).
Engineering Services	6,302,769	8,243,360	10,466,754	<div><div></div></div> 79%	While costs are still greater than expected (74.97%); the % amount above budget is within an acceptable range of risk and will also be reviewed further as part of the 3rd quarter budget review to be reviewed in the coming month.
Utility Services Costs	562,600	673,936	795,300	<div><div></div></div> 85%	This balance will be reviewed as part of the 3rd quarter budget review to be reviewed in the coming month. We do not expect costs to exceed total budgeted expectations at this stage.
Net Plant Operating Costs	- 657,729	- 827,203	900,000	<div><div></div></div> 92%	This balance will be reviewed as part of the 3rd quarter budget review to be reviewed in the coming month.
Planning and Environmental Expenses	61,714	60,021	163,000	<div><div></div></div> 37%	Within budget expectation for the month (74.97% movt).
Community Services Costs	848,821	850,089	1,299,030	<div><div></div></div> 65%	Within budget expectation for the month (74.97% movt).
Finance Costs	7,068	7,506	12,000	<div><div></div></div> 63%	Within budget expectation for the month (74.97% movt).
Depreciation	3,589,871	3,631,533	4,829,100	<div><div></div></div> 75%	Within budget expectation for the month (74.97% movt).
Other Expenses	-	-	-	0%	Within budget expectation for the month (74.97% movt).
TOTAL RECURRENT EXPENSES	14,155,657	16,022,474	21,442,784	<div><div></div></div> 74.72%	Within budget expectation for the month (74.97% movt).
Capitalised Wages	-	71,260	194,000	<div><div></div></div> 37%	A revision of capitalised wages will be conducted as part of the 3rd quarter budget review to be reviewed in the coming month to re-assess this figure.

7. STATEMENT OF FINANCIAL POSITION

For the month ended 31 March 2022

	31 March 2022	2021-22 Annual Budget
	\$	\$
Current Assets		
Cash and cash equivalents	7,339,888	6,833,430
Trade and other receivables	2,616,347	340,539
Inventories	264,668	300,000
Other financial assets	6,944	649,852
Non-current assets classified as held for sale	-	-
Total current assets	10,227,847	8,123,821
Non-current Assets		
Receivables	-	-
Property, plant and equipment	232,379,514	232,316,643
Accumulated Depreciation	- 78,633,606 -	76,123,791
Intangible assets	-	-
Total non-current assets	153,745,908	156,192,852
TOTAL ASSETS	163,973,755	164,316,673
Current Liabilities		
Trade and other payables	6,296,527	3,414,152
Borrowings	-	-
Provisions	152,277	125,848
Other	-	-
Total current liabilities	6,448,804	3,540,000
Non-current Liabilities		
Trade and other payables	69,757	139,515
Interest bearing liabilities	-	-
Provisions	759,345	860,000
Other	-	-
Total non-current liabilities	829,102	999,515
TOTAL LIABILITIES	7,277,906	4,539,515
NET COMMUNITY ASSETS	156,695,849	159,777,158
Community Equity		
Shire capital	39,529,889	39,529,889
Asset revaluation reserve	93,485,877	93,485,877
Retained surplus/(deficiency)	23,680,080	26,761,392
Other reserves	-	-
TOTAL COMMUNITY EQUITY	156,695,848	159,777,158

8. 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. The following delegations were exercised.

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

Debt Write off requested > \$5,000

Nil

9. OFFICER'S RECOMMENDATION

1. That the financial report for the 31 March 2022 be received and noted.

Chief Executive Officer Reports

11.03 Audit Committee Meeting Minutes 23rd March 2022

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Daniel McKinlay; Chief Executive Officer
PREPARED BY:	Shaun Jorgensen; Finance and Technology Manager
DATE REPORT PREPARED:	9 April 2022
LINK TO COUNCIL PLAN/S:	Corporate Plan. Good Governance - external, internal audit and Audit Committee requirements are satisfied.

1. PURPOSE

The purpose of this report is to recommend the adoption of the Burke Shire Council Audit Committee meeting minutes for meeting held on the 23rd March 2022.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Section 211 of the Local government Regulations 2012 states that the audit committee of a local government must—

(1)(c) as soon as practicable after a meeting of the committee, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.

- The committee convened on the 23 March 2022 to facilitate council's audit committee function as outlined by the Local Government Regulation 2012 to review the following:
- Internal audit findings for the Governance internal audit carried out by Altius Advisors;
- The External Audit Plan for 2021/2022 as prepared by the QAO and Grant Thornton;
- Update the committee on a number of statutory policies since adopted by council for 2021/2022; and
- Discuss updates from the Office of the CEO of Burke Shire Council.

These minutes have not yet been approved by the Audit Committee however have been provided to and confirmed by the audit committee chairman as of the 25 March 2022.

3. FINANCIAL & RESOURCE IMPLICATIONS

That council must ensure compliance with the Local Government Regulation 2012. There are no financial or resource implications associated with this report.

4. RISK

Risk Type	What could happen	Possible consequence
Financial	<ul style="list-style-type: none"> The audit committee does not meet. 	<ul style="list-style-type: none"> There is no oversight of internal and external audit functions of council by key representatives to ensure the transparency and review of such functions.

5. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Local Government Regulation 2012.	Section 211	<p>(1) The audit committee of a local government must—</p> <p>(a) meet at least twice each financial year; and</p> <p>(b) review each of the following matters—</p> <p>(i) the internal audit plan for the internal audit for the current financial year;</p> <p>(ii) the internal audit progress report for the internal audit for the preceding financial year including the recommendations in the report and the actions to which the recommendations relate;</p> <p>(iii) a draft of the local government's financial statements for the preceding financial year before the statements are certified and given to the auditor-general under section 212;</p> <p>(iv) the auditor-general's audit report and auditor-general's observation report about the local government's financial statements for the preceding financial year; and</p> <p>(c) as soon as practicable after a meeting of the committee, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.</p>
Audit Committee Charter		These minutes must comply with the Audit Committee Charter.

6. CRITICAL DATES & IMPLICATIONS

Nil, but minutes should be received and noted by Council on the timely basis.

7. CONSULTATION

Brendan Macrae (Chairman Audit Committee).

Mayor.

Chief Executive Officer.

Finance and Technology Manager.

8. CONCLUSION

It is appropriate for Council to receive, note and acknowledge the recommendations and actions from the Audit Committee.

9. OFFICER'S RECOMMENDATION

2. That Council receive, accept and acknowledge the Minutes from the Audit Committee Meeting held on 23 March 2022.

ATTACHMENTS

1. Audit Committee March 2022



Burke Shire
Council.docx

Chief Executive Officer Reports

11.04 Sport and Recreation Strategy - Update for March 2022 Quarter

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Dan McKinlay; CEO
PREPARED BY:	Dan McKinlay; CEO
DATE REPORT PREPARED:	26 April 2022
LINK TO COUNCIL PLAN/S:	BSC Sport and Recreation Strategy 2019-24

1. PURPOSE

To provide the March 2022 Quarter update on the implementation of the Burke Shire Council Sport and Recreation Strategy 2019-24.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council is required to do a Quarterly update on the Sports and Recreation Strategy that was adopted by Council in July 2019.

The strategy provides Council and the community with a direction on Council's approach to supporting and promoting sport and recreation in the Burke Shire.

3. FINANCIAL & RESOURCE IMPLICATIONS

The majority of items listed for delivery in the Sport and Recreation Strategy have been fully funded through external grants. These included:

- Upgrade to the Phillip Yanner Memorial Oval
- Upgrade to the Gregory Showgrounds:
 - Spectator Facility
 - Bar & Kitchen
 - Judge's Tower
 - Jockeys Room

Funding for the 2021-22 projects and initiatives are largely funded by external grants:

However, there are a number of high-priority projects and initiatives scheduled for delivery in 2021-22 that do not have a budget allocation. These include:

- Swimming pool/water park: progress the concept design for a new swimming pool and associated facilities;
- Burketown Gym: progress the concept/design component for this project;
- Burketown Recreation Precinct: progress the concept/design for a recreational precinct on the School Oval.

4. RISK

Risk Type	What could happen	Possible consequence
Resources and Reputation	<ul style="list-style-type: none"> Council unable to deliver the strategy due to resourcing issues 	<ul style="list-style-type: none"> Dissatisfaction with Council from key stakeholders: community, funding agencies etc.

5. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Corporate Plan 2019-24	Goals	Community: Council acts, directly or through facilitation or advocacy, to promote healthy, inclusive and sustainable communities in the Burke Shire.
Corporate Plan 2019-24	Strategies	<p>Community</p> <ol style="list-style-type: none"> Council provides facilities, spaces, services, events and activities that promote and support community engagement, health, well-being and sustainability. Council supports and/or partners with organisations, services, events and activities that promote and support community engagement, health, well-being and sustainability. Council acts (directly or through facilitation, advocacy or partnerships) to address accommodation issues that impact on community well-being and sustainability.

6. CRITICAL DATES & IMPLICATIONS

The Sport and Recreation Strategy 2019-24 allocates completion timeframes for particular activities. Council's ability to fund these activities is often dependent on receipt of external funding, so these timeframes are, in many cases, aspirational.

7. CONSULTATION

Periodic consultation is taking place between Council and:

- Club and Association representatives:
 - Ongoing engagement with Gregory club representatives in relation to Gregory Showgrounds projects
 - Ongoing engagement with the Burketown Rodeo and Sporting Association in relation to infrastructure and facility management at the Burketown Showgrounds.
- Department of Housing & Public Works (Sport and Recreation).

8. CONCLUSION

Monitoring the implementation of the Sport and Recreation Strategy 2019-24 will help Council to progress key goals and strategies in the Corporate Plan 2019-24, particularly as these relate to community health, wellbeing and sustainability.

9. OFFICER'S RECOMMENDATION

That Council note and receive the Sport and Recreation Strategy 2019-24 update for the March 2022 Quarter.

ATTACHMENTS

1. Sport and Recreation Strategy –Quarterly update-March 2022 Quarter



Sports and
Recreation Strategy.

11.05 Operational Plan 2021-2022 – March 2022 Quarter Review

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Dan McKinlay; CEO
PREPARED BY:	Dan McKinlay; CEO
DATE REPORT PREPARED:	26 April 2022
LINK TO COUNCIL PLAN/S:	Goal-Good Governance-Council develops, implements and maintains an effective and compliant governance framework (governance, finance, risk)

1. PURPOSE

To provide Council with an outline of progress made through the March 2022 Quarter towards the achievement of Council's 2021/2022 Operational Plan.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Under Section 174(3) of the Local Government Regulation 2012 the Chief Executive Officer is required to present a written assessment of the progress made towards implementing the Annual Operational Plan at regular intervals of not more than three months.

Attached is the update for the March 2022 quarter review of progress against Council's 2021/2022 Operational Plan for Council consideration.

3. PROPOSAL

That Council receives and notes the contents of the March 2022 quarter review report of progress towards implementation of the 2021/2022 Operational Plan.

4. FINANCIAL & RESOURCE IMPLICATIONS

The annual Operational Plan is aligned to the annual budget in accordance with the principal of planning and the provisions of Section 104 of the Local Government Act 2009.

5. RISK

Risk Type	What could happen	Possible consequence
Strategic and operational alignment	<ul style="list-style-type: none"> Non-alignment between Corporate Plan, Operational Plan and Budget. 	<ul style="list-style-type: none"> Ineffective, inefficient and non-compliant operations.
Compliance	<ul style="list-style-type: none"> Content requirements of Operational Plan 2020-21 not met 	<ul style="list-style-type: none"> Plan prepared with reference to regulatory requirements.

6. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
<i>Local Government Act 2009</i>	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> <ol style="list-style-type: none"> 1. A local government must prepare and adopt an annual operational plan for each financial year. 2. The local government may, but need not, adopt the annual operation plan for a financial year at the same time the local government adopts its budget for the financial year. 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. 4. A local government may, by resolution, amend its annual operational plan at any time before the end of the financial year. 5. A local government must discharge its responsibilities in a way that is consistent with its annual operational plan. <p>Section 175 Annual operational plan contents</p> <ol style="list-style-type: none"> 1) The annual operational plan for a local government must— <ol style="list-style-type: none"> a) be consistent with its annual budget; and b) state how the local government will— <ol style="list-style-type: none"> i. progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and i. manage operational risks

7. CRITICAL DATES & IMPLICATIONS

The Local Government Regulation 2012 requires the report on progress in implementation of the Operational Plan to be presented to Council at least quarterly

8. CONSULTATION

All Senior Managers have contributed to the compilation of this report.

9. CONCLUSION

This report highlights Council's implementation of the 2021/2022 Operational Plan actions/projects for the March 2022 quarter of the 2021/2022 Financial Year.

Solid progress has occurred with most KPI's for the nine-month period. Where there has been a lack of progress this has been appropriately articulated.

10. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of this report and attachments regarding Council's progress towards the implementation of the 2021/2022 Operational Plan for the March 2022 quarter.

ATTACHMENTS

Burke Shire Council Operational Plan 2021\2022-Progress report for the March 2022 quarter.



Copy of 2021-22
Operational Plan.xls

11.06 Reconfiguring a Lot – (15 lots into 7 lots comprising, 5 rural residential lots and 2 public open space lots)

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Dan McKinlay; CEO
PREPARED BY:	Liz Taylor; Consultant Town Planner
DATE REPORT PREPARED:	21 January 2021
LINK TO COUNCIL PLAN/S:	Planning Scheme

1. INTRODUCTION

To summarise the key actions and updates within the office of the CEO for the month of March 2022.

APPLICANT: Burke Shire Council

C/- AUSNORTH Consultants Pty Ltd
PO Box 38
MACHANS BEACH QLD 4878

APPLICATION: Reconfiguring a Lot – (15 lots into 7 lots comprising, 5 rural residential lots and 2 public open space lots)

ADDRESS: Via Nardoo – Burketown Road, Burketown

REAL PROPERTY DESCRIPTION:

- Lots 6, 7, 8 & 9 B1363;
- Lots 1, 2, 3 & 4 B1365;
- Lots 52, 66 & 67 B1368; and
- Lots 51, 68, 69 & 70 SP287780.

ZONE: Rural Residential

APPENDICES: Appendix 1: Proposal Draft Survey Plan of Reconfiguration

Appendix 2: State Approved Plan of Reconfiguration

In February 2021, an Application for Reconfiguration (RAL) – (15 lot into 7 lots) was lodged with Council. The Application is Code Assessable against the Planning Scheme.

The Application required referral to the State and was ‘properly made’ on 23 July 2021.

A response from the State was received on 01 March 2022 (eight months later) and approved the development, subject to 3 Conditions (however Condition 1 and Condition 3 are the same, so really only 2 Conditions) requiring:

- CONDITIONS 1 & 3 - Development in accordance with AusNorth Plan 17055/ROL/01 Rev. B; and
- CONDITION 2 – Environmental Covenants to be entered into between Burke Shire Council and the State Government.

The Application is reported to Council and recommended for approval, subject to conditions.

2. SITE AND LOCALITY

The area, known as Burketown South is an undeveloped area of 22 Rural Residential lots, established soon after the establishment of Burketown in 1866/67 and totalling an area of over 123 hectares. The area is generally triangular in shape and has extensive frontage to Nardoo Burketown Road to the east, the Albert River to the south and the Burketown Airport is located to the west.

Up until 2015 only 4 of the 22 lots were held in freehold title with the balance, 18 lots, being Unallocated State Land (USL) or Vacant Crown Land.

The Gandalidda and Garawa People No: 2 Land Exchange ILUA was registered in 2015 with ownership of 18 of the 22 lots being transferred to Council (BSC) in freehold title and the remaining 4 lots being transferred to the Carpentaria Land Council (CLC) in freehold title. The BSC owned lots have a total area of 102 hectares and the CLC lots have a total area of 21.6 hectares.

BURKETOWN SOUTH



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The area is heavily constrained with the following State mapping classifications:

- Vegetation – ‘of concern’ and ‘least concern’;
- Wetland of High Ecological Significance;
- Riverine Wetland – ‘of concern’; and
- Coastal Hazard Area - Erosion prone area, Storm tide.

In addition, the area is comprised of many drainage networks and prone to flooding.

Due to the significant site constraints, it is now proposed to reconfigure 15 of the 18 Council owned lots into 5 usable Rural Residential lots, all with Building Envelopes; and 2 lots to be allocated as Public Open Space. The remaining 3 Council owned lots, being Lots 5 & 12 B1365 and Lot 13 SP287780 will remain unchanged.

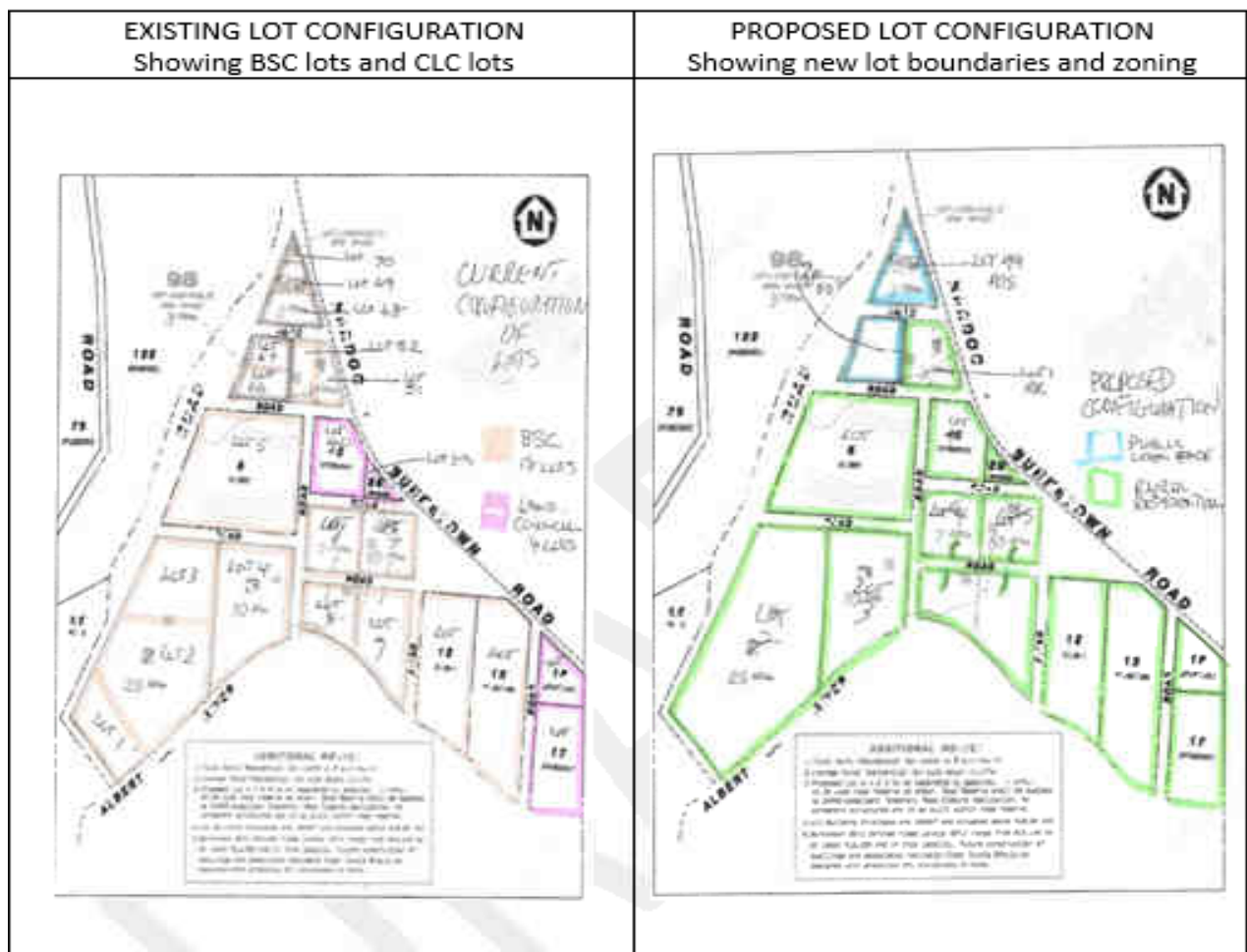
3.0 PROPOSED DEVELOPMENT

It is proposed to develop Burketown South, as follows (north to south):

LOT DESCRIPTION	PROPOSAL	AREA	OWNERSHIP	ZONE
Lots 68, 69 & 70 SP287780	Amalgamate to create Lot 99	3.776 hectares	BSC	Recreation and Open Space
Lots 66 & 67 B1368	Amalgamate to create Lot 98	3.73 hectares	BSC	Recreation and Open Space
Lots 52 B1368 & Lot 51 SP287780	Amalgamate to create Lot 1	3.46 hectares	BSC	Rural Residential
Lot 5 B1365	No change (Not part of this Application)	16.25 hectares	BSC	Rural Residential
Lot 40 SP260551	No change (Not part of this Application)	4.522 hectares	CLC	Rural Residential
Lot 39 SP260551	No change (Not part of this Application)	9,251m ²	CLC	Rural Residential
Lots 6, 7, 8 & 9 B1363	Amalgamate to create Lots 4 & 5	Lot 4 = 7.52 hectares and Lot 5 = 10.16 hectares	BSC x 2	Rural Residential
Lots 1, 2 & 3 B1365	Amalgamate to create Lot 2	25.59 hectares	BSC	Rural Residential
Lot 4 B1365	Increased in area and becomes new Lot 3	10.5 hectares	BSC	Rural Residential
Lot 12 B1365	No change (Not part of this Application)	9.432 hectares	BSC	Rural Residential
Lot 13 SP287780	No change (Not part of this Application)	11.64 hectares	BSC	Rural Residential
Lot 16 SP260551	No change	3.495 hectares	CLC	Rural Residential

	(Not part of this Application)			
Lot 17 SP260551	No change	12.68 hectares	CLC	Rural Residential
	(Not part of this Application)			
TOTAL = 22 LOTS	TOTAL = 14 LOTS	TOTAL = 123.68 HECTARES	TOTAL = 10 BSC LOTS AND 4 CLC LOTS	TOTAL = 2 LOTS ZONED RECREATION AND OPEN SPACE AND 12 LOTS ZONED RURAL RESIDENTIAL

Refer to Annotated Plans below, showing existing configuration and proposed configuration by land ownership and zone.



In summary:

- There are currently a total of 22 lots in Burketown South, all zoned Rural Residential;

4.0 TOWN PLANNING ASSESSMENT

The proposed development requires assessment against Burke Shire Planning Scheme 2020 and the Application triggered referral to the State.

Burke Shire Planning Scheme 2020

Under the Burke Shire Planning Scheme the site is included in the Rural Residential Zone. The Application is Code Assessable against the following Codes:

- Rural Residential Zone Code; and
- Reconfiguring a Lot Code; and
- General Development Code.

An assessment of the proposed development, against the Codes is outlined below.

Rural Residential Zone Code

6.2.3.1 Purpose

The purpose of the code is to provide for:

- (a) residential development on large lots set in a pleasant, semi-rural setting; and
- (b) small scale activities which support economic development, and which remain ancillary to the primary residential use; and
- (c) ensure development maintains the character and amenity of the rural residential locality.

The purpose of the zone will be achieved through the following overall outcomes:

- (a) the zone primarily accommodates dwelling houses on large lots and ancillary structures including small sheds;
- (b) the zone accommodates one tourist accommodation development in the form of a caravan park where it appropriately integrates with the surrounding character and natural hazard constraints;
- (c) the zone appropriately responds to the risk from flooding by ensuring that no further subdivision occurs that will result in the creation of additional lots or smaller lots;
- (d) the re-arranging of lot boundaries and lot amalgamations that reduce the risk from flooding is supported;
- (e) home-based businesses may be appropriate where they do not detract from the primary residential function and amenity of the area or impact on neighbours, having regard to noise, odour, dust and other impacts; and
- (f) development does not diminish water quality and does not intensify impacts on other environmental values including remaining areas of ecological significance within the zone.

The proposed development can comply with the Purpose Statement and Overall Outcomes sought for the Rural Residential Zone and an assessment against the relevant Benchmarks of the Code, is provided below.

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	COMMENT
P01 New development is located to contribute to the rural residential amenity and character of the area.	A01 Buildings and structures are setback 20m from a State-controlled road otherwise 6m from all boundaries.	Complies – all BE's are sited well clear of the 6 metre building setback specified.
P02 Non-residential uses		N/A
P03 Traffic generated by other than a residential use		N/A
P04 Tourist accommodation		N/A

The proposed reconfiguration can comply or can be conditioned to comply with the relevant provisions of the Rural Residential Zone Code.

Reconfiguring a Lot Code

The purpose of the reconfiguring a lot code is to:

- (1) Facilitate the creation of lots to a size and dimension of that allows the zones and precincts to achieve the intended use.
- (2) Ensure that future lots are resilient from the impacts of flood and bushfire.
- (3) Ensure that reconfiguring lots does not adversely impact on the cultural heritage or biodiversity values of an area or water quality.
- (4) Ensure that reconfiguring lots does not adversely impact on the Shire's economy.

The purpose of the code will be achieved through the following overall outcomes:

- (1) Reconfiguration of lots creates safe, functional and suitable lots that are consistent with the existing zone and precinct intent.
- (2) Reconfiguration of lots ensures that development can provide adequate access and services for all new lots.
- (3) Reconfiguration of lots does not lead to a loss of biodiversity and ecological connectivity.
- (4) Reconfiguration ensures the environmental values and quality of Queensland waters are protected and enhanced.
- (5) Development does not conflict with the ongoing efficient and safe use of the stock route network by travelling stock.

The proposed development can comply with the Purpose Statement and Overall Outcomes sought for the Reconfiguring a Lot Code and an assessment against the relevant Benchmarks of the Code, is provided below.

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	COMMENT
<p>P01 The land is physically suitable for the anticipated future land use in terms of flooding hazard, bushfire hazard and practical access.</p>	<p>A01.1 All lots have a flood free access from a constructed road to an area on a site where a building can be constructed.</p> <hr/> <p>A01.2 All lots have a bushfire free access to an area on a site where a building can be constructed.</p> <hr/>	N/A
P02 – State Controlled Road		
<p>P03 The proposed lots are of a size and dimension to meet the outcomes for development in the zones and precincts in respect of:</p> <ul style="list-style-type: none"> • preserving land for agriculture and animal production in the Rural Zone; • achieving a safe and pleasant residential environment in the Residential precinct of the Township zone; • consistent with the nature and layout of existing subdivision patterns; and • providing a variety of lot sizes for residential living, industry and commerce. 	<p>A03 Compliance with Table 7.3.2.2 - Rural Residential – No additional lots or smaller lots</p>	COMPLIES

<p>PO4 The development is planned, designed, constructed and managed to avoid adverse impacts on surrounding development or compromise the natural health and functioning of adjoining waters.</p>	<p>AO4 <i>A site stormwater quality management plan (SQMP) is prepared and implemented, which:</i></p> <ul style="list-style-type: none"> • <i>provides for achievable stormwater quality treatment measures meeting design objectives or current best practice environmental management, reflecting land use constraints, such as:</i> <ul style="list-style-type: none"> i. <i>erosive, dispersive, sodic and/or saline soil types;</i> ii. <i>landscape features (including landform);</i> iii. <i>rainfall erosivity; and</i> • <i>is consistent with any local area stormwater management planning.</i> 	<p>COMPLIES WITH PO4 – no SQMP required</p>
<p>PO5 The creation of new lots avoids significant adverse impacts on the Shire's important biodiversity identified in SPP mapping – Environment and heritage, biodiversity and maintains and enhances ecological connectivity.</p> <p>PO6 – Rural land</p>	<p>AO5 <i>No Acceptable outcome proposed.</i></p>	<p>COMPLIES</p> <p>N/A</p>
<p>PO7 A potable water supply and adequate sewerage services are available to each lot in a development that will be used for residential, commercial or industrial purposes.</p>	<p>A07.1 Township Zone</p> <p>A07.2 All lots within the Rural and Rural Residential zone are connected to a potable water supply and effluent disposal system</p>	<p>N/A</p> <p>COMPLIES</p>

<p>PO8</p> <p>The stock route network identified in SPP mapping – Environment and Heritage, Agriculture, Stock route network is protected from encroachment by sensitive and incompatible land uses and access works are robust, fit-for-purpose and provide for the safe passage of stock traversing the stock route.</p>	<p>A08</p> <p>No new allotments are created within or adjacent to the stock route network.</p>	<p>COMPLIES</p>
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The proposed reconfiguration can comply or can be conditioned to comply with the relevant provisions of the Reconfiguring a Lot Code.

General Development Code

The purpose of the General development code is to ensure that development in the Shire is located, designed and managed in a safe and efficient manner.

The purpose of the code will be achieved through the following overall outcomes:

- (1) Development has a safe and efficient site layout.
- (2) Development does not detract from the Shire's unique building design, is complementary to the scale of neighbouring uses, and contributes to the character of the street and the locality.
- (3) Development on Local heritage register:
 - (a) does not result in the demolition or removal of a local heritage place, unless there is no prudent and feasible alternative;
 - (b) conserves the physical features, fabric and contents that contribute to the cultural heritage significance of the local heritage place; and
 - (c) safeguards archaeology and archaeological potential, and ensures they are appropriately investigated and artefacts appropriately managed.
- (4) The erosion prone area in the coastal management district is maintained as a development free buffer zone unless:
 - (a) the development cannot be feasibly located elsewhere; and
 - (b) it is coastal dependent, or temporary, readily relocatable and/or able to be abandoned;
 - (c) redevelopment of existing permanent buildings is located to avoid or mitigate coastal erosion risks.
- (5) An appropriate level of servicing and infrastructure is provided to new development and is connected to Council infrastructure where available.
- (6) The site layout protects the amenity of the area including residential, industrial and commercial uses, allows sufficient areas for access, parking, manoeuvring and landscaping on the site and safe and efficient access and egress.
- (7) Assets of the Council are protected.
- (8) Any planned earthworks ensure that existing drainage regimes are maintained or improved.
- (9) Development in a natural hazard area is avoided or mitigated to protect people and property and enhance the community's resilience to natural hazards.

The proposed development can generally comply with the Purpose Statement and Overall Outcomes sought for the General Development Code and an assessment against the relevant Benchmarks of the Code, is provided below.

PERFORMANCE OUTCOMES	ACCEPTABLE SOLUTIONS	COMMENT
<p>PO1 Development in flood hazard areas is designed and located to minimise susceptibility to and potential impacts of flooding and does not significantly impede the flow of flood waters through the site or worsen flood flows external to the site.</p>	<p>AO1.1 Where development is located within an area identified as flood hazard on the flood hazard maps (as identified in Schedule 2 – Flood mapping):</p> <ul style="list-style-type: none"> (i) development is sited on part of the site which is outside of the flood hazard area; or (ii) where this cannot be achieved: <ul style="list-style-type: none"> - the finished floor levels of all habitable rooms are a minimum of 300mm above the defined flood level identified in Schedule 6; and - floor levels of all non-habitable rooms (other than class 10 buildings) are above the defined flood level identified in Schedule 6. <p>Editor's note—for Acceptable outcome AO1.1 (ii); where minimum floor levels are not indicated in Schedule 6 a flood study will be required to identify the defined flood level. Development will then become code assessable and require approval from council.</p> <hr/> <p>AO1.2 Development, excluding development in the Rural zone, located in the flood hazard area on the flood hazard maps (as identified in Schedule 2 – Flood mapping) does not involve:</p> <ul style="list-style-type: none"> • filling with a height greater than 150mm; • filling with a height greater than 200mm in the Industrial precinct; or • block or solid walls. 	<p>Compliance with the Burketown Flood Risk Management Study, dated April 2020 will ensure compliance with PO1 and AO1.1</p> <p>Can be conditioned to comply</p>
<p>Infrastructure and Services</p> <p>PO14 The development is supplied with an appropriate level of infrastructure to service the intended use.</p> <hr/> <p>PO15 All development has an adequate supply of potable water and can provide for appropriate treatment and disposal of effluent and other waste water.</p>	<p>AO14 Telecommunications and electricity supplies are designed and installed to supplier standards.</p> <hr/> <p>AO15.1 In the Township zone, all development is connected to Council's reticulated water supply network in accordance with:</p> <ul style="list-style-type: none"> • Water Services Association of Australia (WSAA), 2011, "WSA 03-11 Water Supply Code of Australia" Version 3.1; and • Queensland Department of Energy and Water Supply, 2010, <i>Planning Guidelines for Water Supply and Sewerage</i>. 	<p>N/A</p>

	<p>AO15.2 In the Township zone, all development is connected to Council's reticulated sewerage network.</p>	N/A
<p>PO17 Wastewater discharge to a waterway is avoided or managed in a way that maintains ecological processes, riparian vegetation, waterway integrity, and downstream ecosystem health.</p> <p>Editor's Note—where wastewater discharge to a waterway is unavoidable, compliance with the performance outcome may be able to be demonstrated by the submission of a wastewater management plan (WWMP) which provides a waste management hierarchy that minimises wastewater discharge to waterways by re-use, recycling, recovery and treatment for disposal to sewer, surface water and groundwater. This WWMP is prepared by a suitably qualified person and addresses:</p> <ul style="list-style-type: none"> • wastewater type; • climatic conditions; • water quality objectives (WQOs); and • best-practice environmental management. 	<p>AO17 Wastewater from development is not discharged to a waterway.</p>	All effluent disposal systems will be required to be sited within the Building Envelope in each lot.
<p>PO22 Development in a bushfire prone area as identified on SPP mapping – Natural hazard risk and resilience makes adequate provision of water supply for fire-fighting requirements.</p>	<p>AO22.1 The development is connected to a reticulated water supply where within a reticulated water supply area.</p> <hr/> <p>AO22.2 Where outside reticulated water supply area a water tank is provided within 10m of each building or group of buildings (other than a class 10 building) which:</p> <ul style="list-style-type: none"> • is either below ground level or of non-flammable construction; • has take-off connection at a level that allows the following dedicated, static water supply to be left available for access by 	<p>N/A</p> <p>Can be conditioned to comply</p>

	<p>firefighters:</p> <ol style="list-style-type: none">10,000L for residential buildings;50,000L for industrial, commercial and other buildings volumes specified in AS:2304-2019; <ul style="list-style-type: none">includes shielding of tanks and pumps in accordance with AS:2304-2019;includes a hardstand area (concrete or construction standard gravel) allowing medium rigid vehicle (15 tonne fire appliance) access within 6m of the tank;is clearly identified by directional signage at the street frontage; andis provided with rural Fire Brigade tank fittings (i.e. 50 mm ball valve and male camlock coupling and, if underground, an access hole of 200 mm (minimum) to accommodate suction lines). <p>Editor's note—water storage for fire-fighting purposes does not include water for domestic or other purposes. Water for fire-fighting purposes must be available at all times.</p>	
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<p>P024</p> <p>Development is located and designed to incorporate a bushfire defensible space which achieves separation from bushfire prone areas to facilitate adequate access and operational space for fire-fighting and emergency vehicles, and safe evacuation to reduce risk persons and property.</p>	<p>A024.1</p> <p>No new development is located within the bushfire prone area.</p> <p>Or</p> <p>Buildings or building envelopes are separated from bushfire prone areas defined as medium, high and very high potential bushfire intensity areas by a distance that achieves a radiant heat flux level at any point on the building or envelope respectively that does not exceed:</p> <ul style="list-style-type: none"> • 10kW/m² where involving a vulnerable use; or • 29kW/m² otherwise. <p>Editor's note—the radiant heat levels and separation distances are to be established in accordance with method 2 set out in AS/NZ3959 – 2009 <i>Construction of buildings in bushfire-prone areas</i>. Where a separation distance is proposed to be achieved by utilising existing cleared developed areas external to the site, certainty must be established (through tenure or other means) that the land will remain cleared of hazardous vegetation. For staged developments, temporary separation distances, perimeter roads or fire trails may be absorbed as part of subsequent stages.</p> <p>Vulnerable uses are those involving:</p> <ul style="list-style-type: none"> • the accommodation or congregation of vulnerable sectors of the community such as child care centres, community care centre, detention facilities, rooming accommodation, retirement facilities or residential care facilities, tourist parks; • types of community infrastructure including community uses, hospitals, educational establishments, and emergency services; • the provision of essential services including community uses, utility installation, telecommunications facility, substations and major electricity infrastructure; • hazardous chemical facilities. 	<p>Development is required within the Building Envelopes</p>
	<p>A024.2</p> <p>Buildings or building envelopes are separated from adjacent buildings or building envelopes by 8m or as far as practically possible</p>	<p>Complies</p>

<p>PO27</p> <p>Development provides a constructed perimeter road or a formed, all weather fire trail between the lot or building envelope and the hazardous vegetation and is readily accessible at all times for the type of fire-fighting vehicles servicing the area.</p> <p>Editor's note—for a material change of use fire trails are unlikely to be required where a development site involves less than 2.5ha and alternative access is available.</p>	<p>A027</p> <p>Lot boundaries or building envelopes are separated from hazardous vegetation by a public road or a fire trail which has the following characteristics:</p> <ul style="list-style-type: none"> • a reserve or easement width of at least 20m; • a minimum trafficable (cleared and formed) width of 4 metres and no less than 4.8m vertical clearance, with 3m each side cleared of all flammable vegetation; • no cut or fill embankments or retaining walls adjacent to the 4m wide trafficable path; • capable of accommodating a 10 tonne vehicle; • turning areas and vertical clearances for firefighting appliances in accordance with Queensland Fire and Emergency Services' Fire hydrant and vehicle access guidelines; • a maximum gradient of 12.5 per cent; • a cross-fall of no greater than 10 degrees; • drainage and erosion control devices in accordance with council's standards; • vehicular access at each end, which is connected to the public road network at intervals of no more than 500m; • designated fire-trail signage; • if used, has gates locked with a system authorised by Queensland Fire and Emergency Services; • if a fire trail, has an access easement that is granted in favour of council and Queensland Fire and Emergency Services; and • allows and does not impede access for firefighting and maintenance for firefighting purposes. <p>Editor's note—Table 7.2.1.6 provides guidance on the appliances servicing the Shire.</p>	<p>The BE's are 1000m² in area and clearing can occur with these areas and along access roads and driveways to ensure firefighting equipment can reach any dwelling house.</p>
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<p>PO29 Development minimises exposure of people and property to unacceptable risk from flood hazards.</p>	<p>AO29 Development within an area identified as flood hazard on the flood hazard maps (as identified in Schedule 2 – Flood mapping) is sited and designed so that:</p> <ul style="list-style-type: none"> all new lots contain a building envelope of sufficient size for the final intended purpose: <ul style="list-style-type: none"> outside of the mapped flood area in Schedule 2 – Flood mapping; or have a finished lot level above the defined flood level identified in Schedule 6; and there is at least one (1) evacuation route that achieves safe egress for emergency evacuations during all floods. <p>Editor's note—for Acceptable outcome AO29(i); where minimum floor levels are not indicated in Schedule 6 a flood study will be required to identify the defined flood level.</p>	<p>Refer to comments in PO1 above</p>
<p>PO33 Development provides acceptable storm tide immunity for its purpose that protects people from coastal hazard, creates safe access and evacuation routes, minimises damage to property and services, and provides suitable amenity.</p>	<p>AO33.1 Development in areas subject to Medium and High Storm Tide inundation does not concentrate, intensify or divert floodwater, erosion impacts or cause nuisance ponding onto other premises.</p> <hr/> <p>AO33.2 Development subject to Medium and High storm tide inundation involving the storage or handling of environmentally hazardous material are located in areas not subject to storm tide inundation or can operate during storm tide events without risk of environmental harm.</p> <hr/> <p>AO33.3 Development involving essential community infrastructure are located to maintain function during and immediately after a storm tide event.</p>	<p>Refer to PO1 above</p>
<p>PO34 Natural processes and the protective function of landforms and vegetation along the coastline and riverbanks in the Coastal Management District are maintained.</p>	<p>AO34 No Acceptable outcome provided.</p>	<p>Refer PO1 above</p>

<p>PO37 Development on or adjoining the stock route network (SPP mapping – Economic Growth, Agriculture, Stock Route Network) does not compromise the connectivity and integrity of the network and protects ongoing, efficient and safe use by travelling stock by:</p> <ul style="list-style-type: none"> • maintaining the extent of the stock route network, including where pasturage rights exist • maintaining access to watering facilities and other stock route infrastructure • using access works that are robust and fit-for-purpose, and provide for the safe passage of stock traversing the stock route • where transport or other linear infrastructure crosses a stock route, providing a practical solution to allow stock to move across the infrastructure safely and in a timely manner (for example grade separation). <p>Editor's note—Queensland's Stock Route Network is available via SPP mapping – Economic Growth, Agriculture, Stock Route Network which identifies the dedicated Stock Route and associated reserves (i.e. camping and watering). In addition to the SPP mapping, pasturage rights may exist beyond the dedicated Stock Route as per s432 of the Land Act 1994. This area must also be taken into consideration as part of the Stock Route Network.</p>	<p>AO37 No Acceptable outcome provided.</p>	<p>The number of Rural Residential lots is to be decreased as part of this development.</p>
<p>PO38 Development does not result in encroachment by sensitive land uses and other incompatible uses along the stock route network and uses are setback and buffered from the stock route network to mitigate impacts.</p>	<p>AO38 Development is for a rural activity.</p>	<p>Complies</p>
<p>PO39 Development does not result in a loss of additional values associated with the stock route network including recreational, environmental and heritage values.</p>	<p>AO39 No Acceptable outcome provided.</p>	<p>Complies</p>

<p>PO41 Development:</p> <ul style="list-style-type: none"> identifies matters of state environmental significance as identified in SPP mapping – Environment and heritage, biodiversity; facilitates the protection and enhancement of matters of state environmental significance; and protects and enhances ecological connectivity. 	<p>A041 Where development is located in a zone other than the Township zone, buildings, ancillary structures and all other development are constructed:</p> <ul style="list-style-type: none"> at least 100m from the top bank of all water courses and the full supply level of storages; a minimum of 100m from areas identified as Matters of State Environmental Significance (MSES) in ; and avoids fragmentation of matters of state environmental significance. 	<p>The Application was referred to the State and approval granted subject to conditions attaching to this approval, refer below.</p>
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FLOODING

The Burketown Flood Risk Management Study, April 2020, prepared by Engeny Water Management specifically considered the area of Burketown South. The following extracts from the report are relevant to the consideration of this application.

Filling in Rural Residential Zone

The nine proposed rural residential lots (lots 1 to 7, 12 and 13) shown on the subdivision plan in Appendix G cover an area of approximately 98 ha. The building envelope area of each lot is 1000 m², totalling 0.9 ha and accounts for less than 1 % of the total lot area. The Planning Scheme restricts filling in the rural zone to a maximum of 150 mm (without triggering the Operational Works Code). If filling of building envelopes (per locations presented in section 6.7.2) is proposed as part of development applications to a maximum of 150 mm, and due to the small total building envelope area relative to the total lot area, it is not considered that tangible flood impacts will occur during local flood events or the regional 2011 (DFE) flood event.

AND

6.8.2 South Burketown

Based on review of flood characteristics for local flood events and proposed low lot density, it is not considered that stormwater drainage works such as detention, open channels or levees are relevant or applicable to South Burketown.

AND

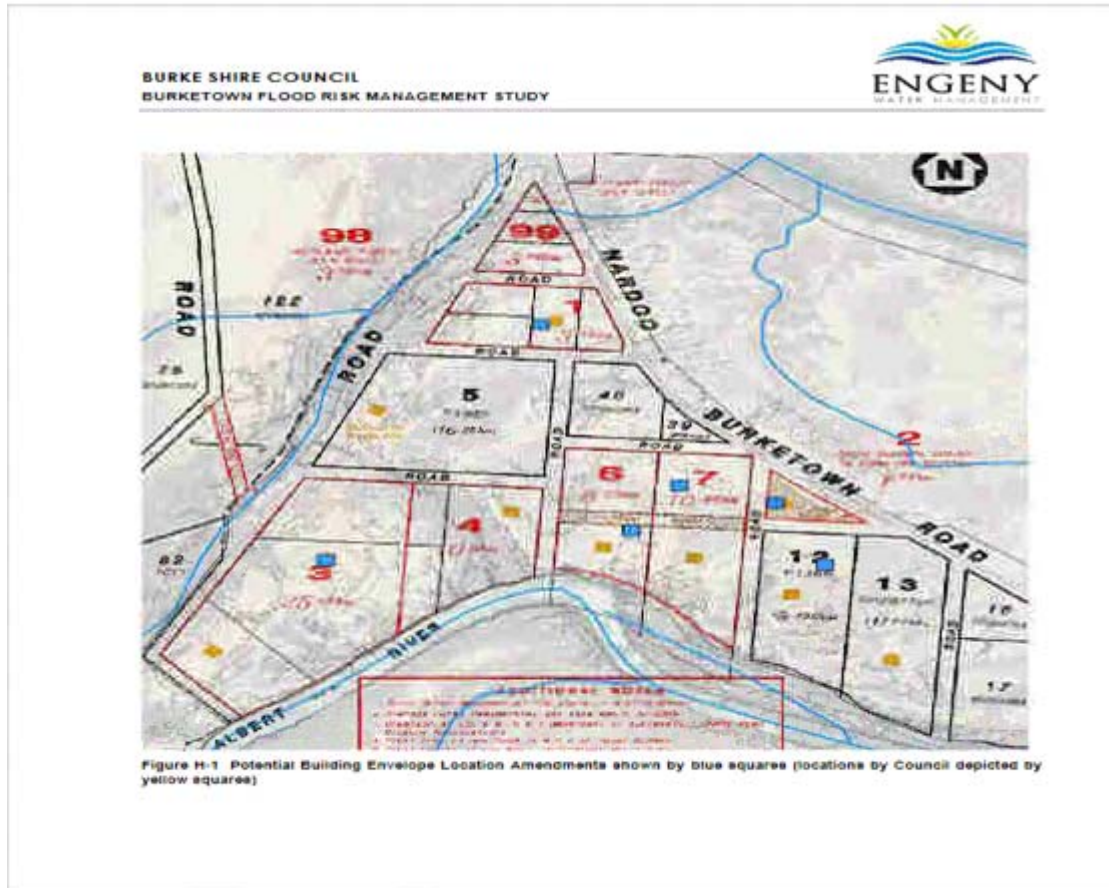
The flood assessment for the proposed development areas found that:

- Rural residential development in South Burketown is acceptable but some proposed building envelope locations require slight relocation to areas of lower flood velocity and/or depth to satisfy Queensland Development Code MP 3.5, and must also satisfy other conditions such as being resistant to flood forces (hydrodynamic action) and erosion/scour.

As a result of the findings of the Report:

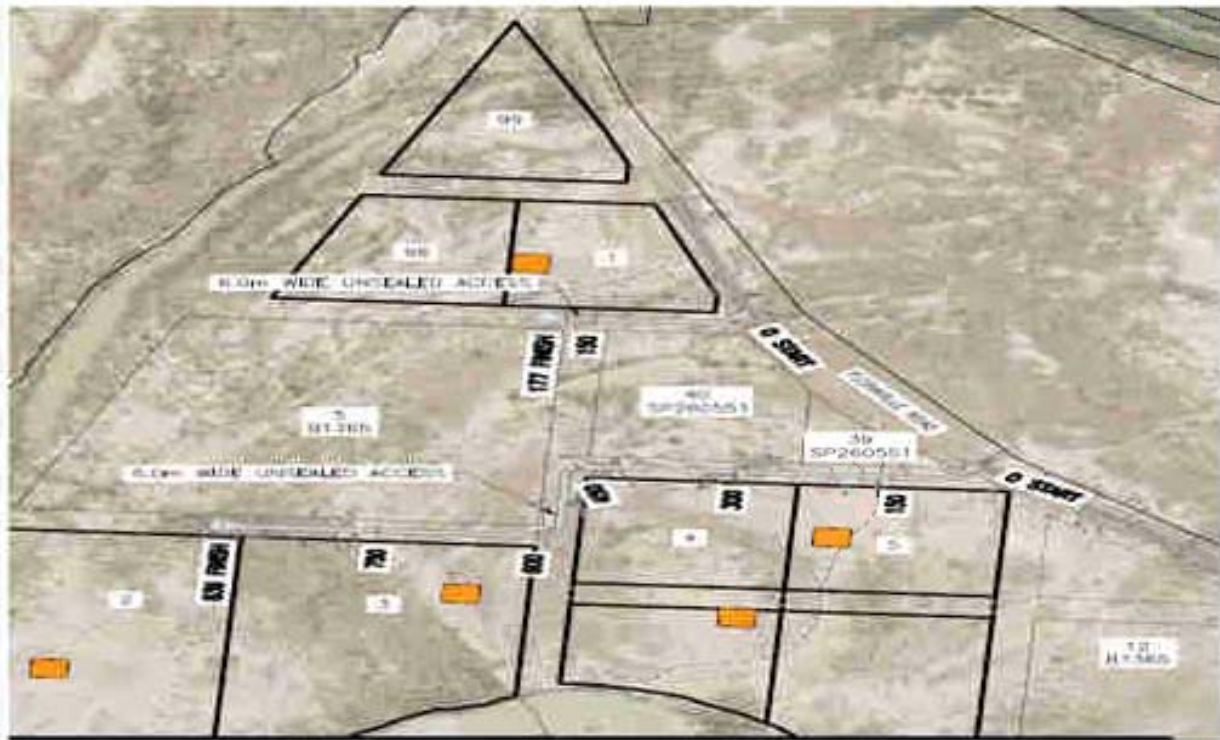
- The filling of BE's for dwelling house pads will be conditioned to limit filling to 150mm, as specified above; and

- The proposed location of the BE's on each new lot was changed and the Plan below shows (in blue) the final locations of the BE's, refer Plan below. The preferred final location of each of the BE's is shown on the submitted Plan by AusNorth and the approved Plan by the State government, refer Appendices 1 & 2.



SERVICES

- The Burketown South Rural Residential area will be, primarily, self-sufficient in terms of urban services, as follows:
- Water tanks, refer, Condition, below.
- Site specific effluent disposal systems, determined following an Effluent Disposal Report and including a soil test; refer Condition below.
- Electricity from solar panels and back- up generators, refer, Condition below.
- Telecommunications – all of South Burketown is located within the local 4G mobile service range, negating the need for reticulated services, refer Condition below.
- Stormwater/drainage is to be direct to a lawful point of discharge and/or contained solely with each lot, refer Condition below.
- New road access will be provided to each new lot, refer Plan extract below, showing the two (2) proposed road accesses to and from Floraville Road and to be designed in compliance with the Erscon Drawing No: 113-046-C03, Revision 1 – Typical Road Pavement Sections and Details, refer Condition below.



FUTURE DEVELOPMENT OF LOTS

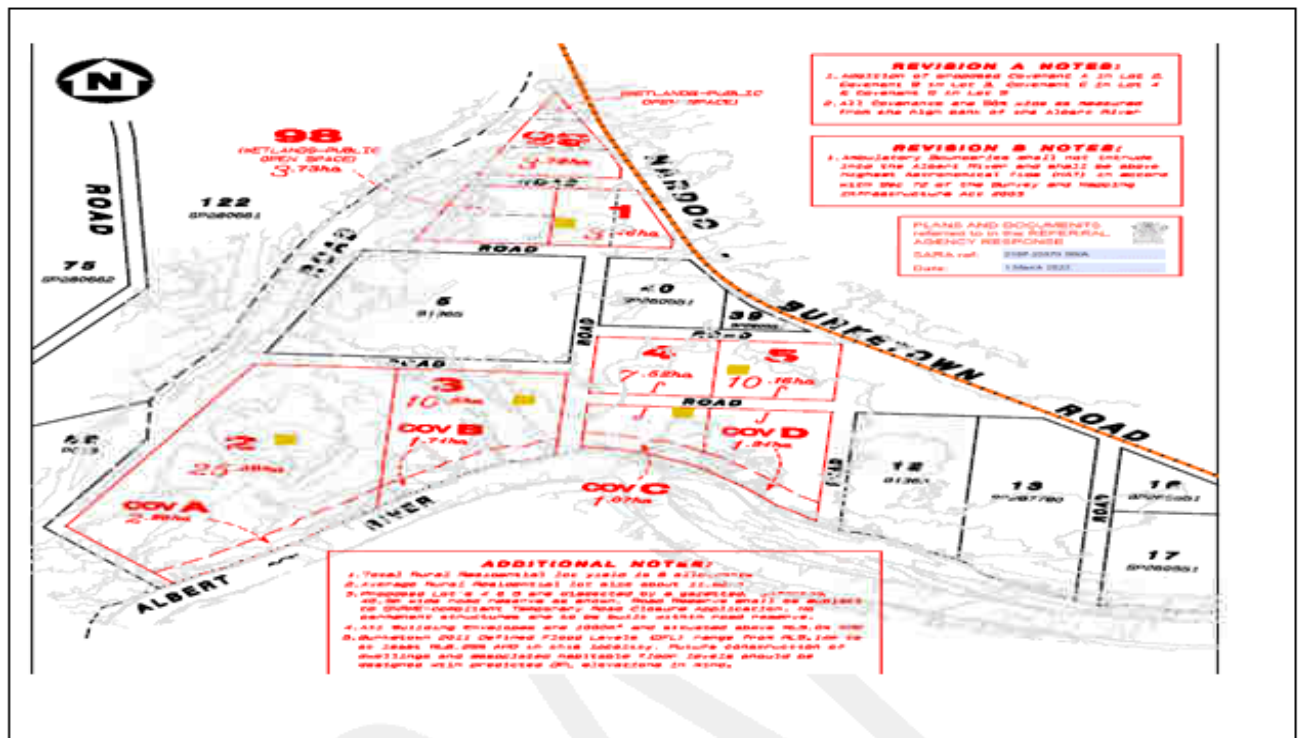
Under the Rural Residential Zone a Dwelling house is “Accepted Development Subject to Requirements”. This means that if the siting and design of the Dwelling house is compliant with the relevant Planning Scheme Codes, the development must be approved.

However, Burketown South has some unique development requirements, in terms of service provision, flooding and environmental constraints so on that basis Conditions will be placed on this approval, which run with the land, and will be required to be included in the Rates Notices of each new lot, so that prospective purchasers are aware of future development requirements.

5.0 STATE REFFERAL

After lengthy negotiations with the State government, the development was approved but has been conditioned to provide a 50 metre wide Environmental Covenant, along the length of the common boundary of proposed Lots 2, 3, 4 and 5 and the Albert River.

A copy of the State approved Proposal Plan of Reconfiguration, below, outlines the proposed subdivision layout, including Covenants. A full copy of the State approval, including a copy of the approved Proposal Plan of Reconfiguration is attached at Appendix 2.



6.0 STATEMENT OF REASONS

The proposed development is recommended for approval as it is compliant, or can be conditioned to comply, with the relevant codes of the Burke Shire Planning Scheme 2020:

- Rural Residential Zone Code; and
- Reconfiguring a Lot Code; and
- General Development Code.

The proposed development results in a contemporary and more sustainable development outcome than the current historical configuration and zoning of the site; as it takes account of the significant site constraints, reduces the number of Rural Residential lots and provides for part of the site to be included in the Recreation and Open Space Zone.

2. CONCLUSION

The proposed development is supported and recommended for approval, subject to reasonable and relevant conditions, outlined below.

3. OFFICER'S RECOMMENDATION

3. That the Council resolve:

In accordance with the Planning Act 2016 as amended, the applicant be notified that the application for a Development Permit for Reconfiguring a Lot – (15 lot into 7 lots comprising, 5 rural residential lots and 2 public open space lots), on a site located Via Nardoo – Burketown Road, Burketown, being Lots 6, 7, 8 & 9 B1363; Lots 1, 2, 3 & 4 B1365; Lots 52, 66 & 67

B1368; and Lots 51, 68, 69 & 70 SP287780, is approved subject to the conditions detailed below.

a) ASSESSMENT MANAGER CONDITIONS (COUNCIL)

1. The development shall be undertaken substantially in accordance with the submitted Plans lodged with the application and the amended Plan required by the State, except as modified by this approval:
 - Proposed Subdivision of Lands – Burketown South Plan, prepared by AusNorth Consulting, Drawing Number: 17055/ROL/01, Rev B; and
 - Erscon Consulting Engineers – Burketown Subdivision – Subdivision Details Overall Layout & Services Plan, Drawing Number: 113-046-C02 & C03 and dated 2 November 2020.
2. Any future building work on any of the lots shall be carried out generally in accordance with any relevant Council requirements and State legislation and to the satisfaction of the Chief Executive Officer or delegate.
3. If unactioned, this development approval lapses six (6) years after the day that the development approval takes effect, unless extended under the Planning Act 2016.
4. Should any of the Council's assets be damaged during the construction of any new infrastructure or associated works the cost of the reinstatement of all such assets shall be met by the applicant/proponent, to the satisfaction of the Chief Executive Officer or delegate.
5. The landowners shall ensure the lots are always maintained in a clean and tidy condition, to the satisfaction of the Chief Executive Officer or delegate.
6. A Building Envelope (BE) Plan with an area of 1,000m², for each new Rural Residential lot, located as shown on approved Plans (1) and (3), is required to be clearly delineated on a BE Plan for each new lot and provided to Council.
7. Each BE is to be pegged by a Licenced Surveyor, with permanent metal pegs/markers that remain in place, prior to the endorsement of the Plan of Survey creating the new lots, and prior to the offering for sale of the new lots, to the satisfaction of the Chief Executive Officer or delegate.
8. Development on each new lot is to be contained within the BE and any filling in the BE is limited to 150mm in depth, in areas to be developed for a dwelling house and ancillary buildings; and all site services are to be located within the BE, to the satisfaction of the Chief Executive Officer or delegate.
9. The minimum requirement for the provision of effluent disposal to a Dwelling house on each new lot, is an Effluent Disposal Report, prepared by a suitably qualified professional, incorporating a soil test and details of an appropriate effluent disposal system, in compliance with the QLD Plumbing & Wastewater Code. The Report must be lodged in association with the Plumbing Application and no Building/Plumbing Permits can be issued until the Effluent Disposal Report is lodged and processed.
10. No reticulated electricity will, at this time, be provided to Burketown South. All future landowners are to be notified that they will be required to install their own solar system and/or (back up) generator to provide power at the time of development.
11. No reticulated telecommunication service will be provided to Burketown South. All future landowners are to be notified that no reticulated services will be provided as Burketown South is located in the local 4G service range.

12. All future landowners are to be advised that the minimum requirement for the provision of water supply for each new lot is a water tank, of 60 kilolitres to be provided within 10 metres of any dwelling house or group of buildings (excluding Class 10 buildings) which:

Is either below ground level or of non-flammable construction;

- Has a take-off connection at a level that allows 10,000 litres of dedicated, static water supply to be left available for access by firefighters;
 - Includes shielding of tank/s in accordance with AS- 2304- 2019;
 - Includes a hardstand area, allowing medium rigid vehicle (15 tonne fire appliance) access to within 6 metres of the tank/s;
 - Is clearly identified by directional signage at the front property access track;
 - Is provided with rural Fire Brigade tank fittings (ie: 50mm ball valve and male camlock coupling, and if underground, an access point of 200mm minimum, is provided to accommodate suction lines.
1. Details of the water tank/s to be provided, in association with the development of a Dwelling house on each lot, must be lodged at Building/Plumbing Application stage and processed as part of those Applications.
 2. Stormwater/drainage resulting from development must be directed to a lawful point of discharge and/or contained wholly within the lot, to the satisfaction of the Chief Executive Officer or delegate.
 3. Unsealed vehicular access, 6-metre-wide formation, must be provided along the site frontage of all new lots, as shown on the Erscon Consulting Engineers – Burketown Subdivision – Subdivision Details Overall Layout & Services Plan, Drawing Number: 113-046-C02 & C03 and dated 2 November 2020, to the satisfaction of the Chief Executive Officer or delegate.
 4. Each lot is to be provide with a graded vehicular access track from the edge of the road formation to the boundary of the Building Envelope for each lot, to the satisfaction of the Chief Executive Officer or delegate.
 5. Council endorsement of the Plan of Survey relies on compliance with Conditions 1, 6, 13 & 14, as outlined above, to the satisfaction of the Chief Executive Officer or delegate.
 6. Following the creation of the five (5) new Rural Residential lots, being proposed Lots 1, 2, 3, 4 and 5, the following notation and a copy of the decision Notice, is to be included on the Council Rates Notice for each lot with the accompanying Building Envelope Plan and provided to any potential purchaser, to the satisfaction of the Chief Executive Officer or delegate:

This lot (*insert new real property description here*) is located within the Rural Residential Zone under the Burke Shire Planning Scheme 2020.

When this Lot (*insert new real property description here*) is developed, development is only permitted within the designated Building Envelope in compliance with the Planning Scheme, as follows:

1. The defined flood level to be achieved for each Building Envelope, being the minimum floor level for non-habitable rooms (other than a Class 10 building) on each lot are:
 - *Proposed Lot 1 - 5.33 Metres AHD;
 - *Proposed Lot 2 – 6.00 metres AHDs;
 - *Proposed Lot 3 - 6.00 metres AHD;
 - *Proposed Lot 4 – 5.95 metres AHD;
 - *Proposed lot 5 – 5.99 metres AHD.
2. The designated finished floor level for any habitable rooms located within a building in the Building Envelope is a minimum of:
 - *Proposed Lot 1 – 5.63 metres AHD;
 - *Proposed Lot 2 – 6.30 metres AHD;
 - *Proposed Lot 3 - 6.30 metres AHD;
 - *Proposed Lot 4 -6.25 metres AHD;
 - *Proposed Lot 5 – 6.29 metres AHD.
3. A Dwelling house must be erected on the lot, prior to any other buildings being erected on the lot.
4. The Dwelling house must be serviced in compliance with Conditions 8, 9, 10, 11 & 12 of the Decision Notice, copy attached.
 - NOTE; only one specified defined floor level (non-habitable) and only one specified floor level (habitable) applies to each Rates Notice Notation for each new lot; to be cross referenced with the approved plan of reconfiguration, which identifies proposed Lots 1 to 5 and the final registered survey plan, which specifies the new real property descriptions (lot descriptions) to ensure correct AHD levels x 2 are specified on each Notice for each lot.

1. Should any permanent proposed road closure be finalised and approved for that section of road reserve currently dividing the two (2) parts of new Lots 4 and 5; Council will endorse a new Plan of Survey amalgamating the sections of road reserve into each of the new registered lots, to the satisfaction of the Chief Executive Officer or delegate.

ATTACHMENTS

Attachment One -Complete Sara Referral.



APPENDIX 2
COMPLETE SARA REI

12. Closed Session Reports

No closed session reports were received for the meeting at the time of agenda preparation.

13. Mayoral Report

Report to be provided to meeting.

14. Councillor Reports

Councillors will provide reports to the meeting.

15. Late Business

Matters referred to Council following close of agenda. Subject to resolution of Council to accept a late report.

16. Deputations and presentation scheduled for meeting

No deputations or presentations were scheduled at time of agenda preparation.

17. Closure of meeting

The next Ordinary Meeting of Burke Shire Council is scheduled for 19th May 2022.