



Confirmed Minutes  
 Burke Shire Council Ordinary Meeting  
 Wednesday 18 September 2024  
 9.00am Council Chambers

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01. Opening of Meeting .....	3
02. Record of Attendance .....	3
02.01 LGR 2012 Section 254K – Participating in meetings by audio link or visual audio link.....	3
03. Prayer .....	3
04. Consideration of applications for leave of absence .....	3
05. Confirmation of minutes of previous meeting(s) .....	4
05.01 Ordinary Meeting Wednesday 28 August 2024.....	4
06. Condolences.....	4
07. Declaration of Interests .....	4
08. Registers of Interests .....	4
09. Consideration of Notice(s) of Motion and Petitions.....	4
09.01 Notices of Motion .....	4
09.02 Petitions .....	4
10. Engineering Services Reports.....	5
10.01 Engineering Department Monthly Report .....	5
10.02 Capital Works Projects Status Update Report .....	8
10.03 DRFA Works Project Status Report .....	11
10.04 Gregory Public Amenities 0280-4305-0000 .....	28
10.05 Airport Runway – Gravel Haulage Council Report.....	31
11. Chief Executive Officer Reports .....	37
11.01 Status Report .....	37
11.02 Acting Chief Executive Officer Report.....	48
11.03 Finance Monthly Update Report .....	57
11.04 Aboriginal Cultural Heritage Protection Agreement.....	67
11.05 Disposal of Defective Council Plant and Vehicles .....	70

12. Closed Session Reports ..... 74

13. Mayoral Report ..... 74

14. Councillor Reports..... 75

15. Late Business..... 75

16. Deputations and presentation scheduled for meeting ..... 75

17. Closure of meeting..... 75

## 01. Opening of Meeting

**The Chair declared the meeting open at 9:05am.**

## 02. Record of Attendance

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

**Dan McKinlay; Chief Executive Officer**  
**Chris Wilson; Director of Engineering/ Deputy CEO**  
**Amir Akrami; Senior Engineering Manager**  
**Chelsea Nelson; People, Performance and Culture Manager**  
**Kimberly Chan; Economic and Community Development Manager**  
**Jordan Marshall; Executive Assistant (Minutes)**  
**Madison Marshall; Corporate Services and Governance Manager**  
**Shaun Jorgensen; Finance and Technology 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 persons to participate in the meeting by audio link or visual audio link:**

- **Amir Akrami; Senior Engineering Manager**
- **Chelsea Nelson; People, Performance and Culture Manager**
- **Shaun Jorgensen; Finance and Technology Manager**

**Moved: Cr Clarke**

**Seconded: Cr Murray**

**Carried 240918.01 5/0**

## 03. Prayer

**Cr Yanner led Council in prayer.**

## 04. Consideration of applications for leave of absence

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

## 05. Confirmation of minutes of previous meeting(s)

### 05.01 Ordinary Meeting Wednesday 28 August 2024

**That the Minutes of the Ordinary Meeting of Council held on Wednesday 28 August 2024 as presented be confirmed by Council.**

**Moved: Cr Camp**

**Seconded: Cr Yanner**

**Carried 240918.02 5/0**

## 06. Condolences

**Council notes the passing of Janet Bishop and expresses their condolences to the family.**

## 07. Declaration of Interests

**No declarations of interests were noted for the meeting.**

## 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

### 09.02 Petitions

**That Council notes no notices of motion or petitions were received for the meeting.**

## 10. Engineering Services Reports

### 10.01 Engineering Department Monthly Report

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DEPARTMENT:	Engineering Services
RESPONSIBLE OFFICER:	Chris Wilson - Acting Chief Executive Officer
PREPARED BY:	Chris Wilson - Acting Chief Executive Officer
DATE REPORT PREPARED:	10 September 2024
LINK TO COUNCIL PLAN/S:	Corporate Plan 2019-24

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#### 1. PURPOSE

This report is provided to Councillors with information and outlines the works carried out by the Engineering Department for the month of August 2024 and proposed works for the month ahead.

#### 2. SUMMARY

The key items for noting are provided below with associated background detail.

The acting Works Manager resigned in early August.

The Water Supply Regulator conducted an audit of the Burketown WTP in August.

The CASA inspector will be conducting an audit of the Burketown Airport in September.

Repainting of existing road linemarking and new school-zone linemarking and town-entry zone linemarking is planned for October.

Inspection and core testing of the concrete structure at Tirranna Crossing is planned for mid-September.

Regular inspection and repair of the main bitumen roads is planned to commence before the end of the month targeting damage from the two major previous floods, plus an ongoing regular inspection of the entire bitumen network will commence in October.

#### 2.1 Parks, Gardens and Cemetery

##### Burketown:

Parks and Gardens have had a very busy month with a number of back-to-back events;

- Order of the outback Ball
- Gregory school of the air
- CLCAC Gulf Forum and 40<sup>th</sup> Anniversary
- Rex
- Exit cleans of council houses and units.
- P&G officer has taken responsibility for operating stores, and this is going well.
- Working very hard to keep up with the weekly routine.

Gregory:

- Maintaining and mowing parks and town streets
- Clean up in and around the township for the Melbourne Cup visit.
- Slashing of the Airport continues.
- A few issues with the water treatment plant, which the town officers have sorted with the W&S supervisor.
- On going problems with the power switching off at the depot. Officers have been dealing with this.
- Tourist numbers have started to drop off a little, so the cleaning of the toilets and rubbish collection is winding down slowly.
- Weekly rubbish collection

**2.2 Roads**Council:

- 2023/24 RMPC Schedule 1A Heavy Shoulder Grading Wills Developmental Road (78A)

RMPC:

- Gregory-Camooweal Rd
  - Re-install and install new signs; i.e., Road Subject to Flooding, Crest Sign, Curves Signs.
  - Erect new guideposts and re-erect old ones.
- Doomadgee East Rd
  - Road slashing; starting from turn-off to cattle grid around 40km mark.
  - Patch bitumen potholes with asphalt from turn-off to Nicolson Crossing.
  - Install and reinstall guidepost markers.
- Floraville Rd
  - Install new guidepost markers.
  - Patch various dangerous bitumen potholes with gravel as interim measure.
  - Bitumen potholes patching with asphalt.

**2.3 Water and Sewerage**Burketown:

- Water usage – 11,611kl.
- Ongoing investigation into causes for low flow rate delivery at GWTP.
- Upgrade to sewer pump stations 1 and 2 in progress.
- Burketown and Gregory chlorine dosing pumps locking-out – investigation in progress.
- Attend to several minor leaks in town.
- Grounds maintenance at the STP and vegetation removal.
- Continuing investigations into high pH readings. Consultant will be onsite in September to investigate issue.

Gregory:

- Water usage – 3,948kl.
- Contractor replaced leaking reservoir liner at Gregory.
- Ongoing investigation into raw water pipework.

**2.4 Airports**

- Multiple minor runway repairs were completed, and monitoring continues.
- Daily airport inspections completed.
- Slashing and mowing maintenance continues.
- Temporary fence being installed adjacent to damaged fence to prevent wildlife entering airside.

**2.5 Waste Management**

- Doomadgee Council continued to undertake the weekly rubbish collection; however, council's rubbish truck is now operating again.
- Council website information has been updated.

**2.6 Workshop and Fleet**Repairs and Maintenance

- Western star prime mover.
- Workshop truck.
- RMPC truck.

Other

- Hydraulic hose inspection and replacement schedule in progress.
- Waiting delivery of new shelving for spare parts rather than storing on the floor.
- Temporary solution for Gregory backup generator.
- Generator inspection and replacement schedule in progress.
- Staff continue with the audit of plant and equipment and further reports to council in progress.
- Cleanup of the workshop and depot continues.

**3. OFFICER'S RECOMMENDATION**

That Council receive and note the Engineering Department monthly report for August 2024.

**10.01 Engineering Department Monthly Report**

**That Council receive and note the Engineering Department monthly report for August 2024.**

**Moved: Cr Murray**

**Seconded: Cr Yanner**

**Carried 240918.03 5/0**

## Attendance

Dan McKinlay left the meeting from 9:19am to 9:20am.

## 10.02 Capital Works Projects Status Update Report

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DEPARTMENT:	Engineering Services
RESPONSIBLE OFFICER:	Chris Wilson - Acting Chief Executive Officer
PREPARED BY:	Amir Akrami - Acting Director of Engineering
DATE REPORT PREPARED:	4 September 2024
LINK TO COUNCIL PLAN/S:	Goal- Asset Sustainability. Council makes appropriate infrastructure investments (operations, maintenance, renewals, upgrades, acquisitions, disposals) to ensure the delivery of appropriate levels of service. These decisions are made with reference to financial, asset and community sustainability.

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### 1. PURPOSE

This report seeks to inform Council of the progress of the Shire's 2024/25 Capital Works Program, from 1 to 31 August 2024.

### 2. SUMMARY

The total 24-25 FY Capital Works Program budget is \$38,308,000. The total funding for Capital Works program including the WIP for the carryover projects and 24-25 FY budget is: \$40,019,310.00 including \$11,437,310 funding of carry over projects.

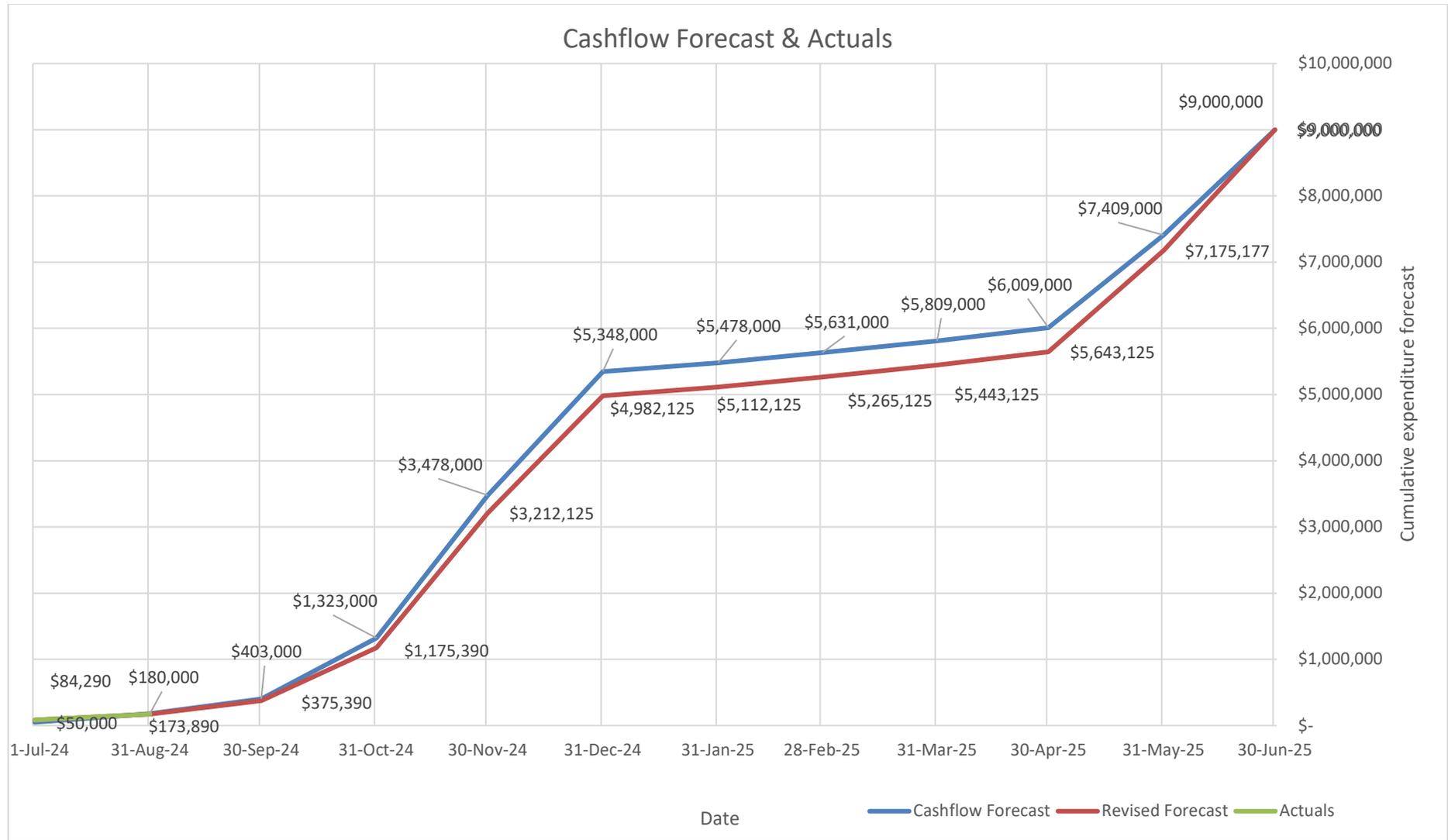
Below please find the summary of the Project and Financial progresses:

- Average Capital Works Program Progress: 21%
- Average Capital Works Financial Progress: 7%

Attached please find a list of Capital Works Projects including details such as the description and status of each project.

### 3. CASHFLOW

Below please find the Cashflow Forecast baseline (the blue line), for this financial year. The actuals are very close to the forecast for this month. Moving forward it's expected that expenditure will decrease compared to the baseline. However, this gap is expected to have closed by the end of the financial year. The main reason for this decrease is moving the expenditure forecast for the GWTP and SCADA projects to next year's dry season.



## 4. CAPITAL WORKS PROGRAM HIGHLIGHTS

- Burketown Revitalisation Project
  - Construction funding application is being prepared to be submitted by 30th Sept.
  - TMR is currently reviewing design drawings, expect by the end of Sept.
  - Electrical designer plans to visit Burketown by mid-Sept. It's expected the Electrical design is completed in October.
- Burketown Wharf Recreational Grounds
  - The construction works have commenced. Progress includes erosion rock mattresses, site setout, site fence, and procurement of the shade structure and toilet block.
  - The contractor has commenced working on the carpark and excavation of the shade structure footings.
- Burketown Airport Rd Culvert Replacement
  - The side track construction is in progress.
  - The Cultural Heritage Monitor has been on site as per the CH permit condition.
- Burketown Truganini Culvert Upgrade Project
  - The contractor has mobilised to the site.
  - A two-day closure notice for 18-20 Sept has been issued for installation of the elevated platform. Works are expected to be completed by the end of November.

## 5. OFFICER'S RECOMMENDATION

That Council accepts and notes the Capital Works Projects Report for August 2024.

**10.02 Capital Works Projects Status Update Report**

**That Council accepts and notes the Capital Works Projects Report for August 2024.**

**Moved: Cr Camp**

**Seconded: Cr Yanner**

**Carried 240918.04 5/0**

## 10.03 DRFA Works Project Status Report

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DEPARTMENT:	Engineering and Infrastructure Services
RESPONSIBLE OFFICER:	Chris Wilson - Acting Chief Executive Officer
PREPARED BY:	Amir Akrami - Acting Director of Engineering
DATE REPORT PREPARED:	11 September 2024
LINK TO COUNCIL PLAN/S:	Goal – Asset Sustainability.  Council makes appropriate infrastructure investments (operations, maintenance, renewals, upgrades, acquisitions, disposals) to ensure the delivery of appropriate levels of service. These decisions are made with reference to financial, asset and community sustainability.

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### 1. PURPOSE

This report seeks to inform Council of the progress of the Shire’s 2023/24 Disaster Recovery Funding Arrangement (DRFA) Works Program, from 1 to 31 August 2024.

### 2. SUMMARY

This report details the progress to date and forecasted cash flow for the 2023/2024 DRFA restoration program for Northern Queensland Monsoon and Flooding 20 December 2022 – April 2023 and the Northern and Western Queensland Monsoon trough in January 2024.

Please note: All values described in this report are exclusive of GST unless specifically stated.

### 3. 2023 DRFA RESTORATION WORKS

Burke Shire Council’s approved restoration funding (REPA) for the Northern Queensland Monsoon and Flooding event from December 2022 to April 2023, is \$158,793,000 with an additional \$40,138,000 in Betterment funding approved.

The works are divided into nine Packages with Council crews also undertaking work. Eight of the packages have been awarded to contractors. Package 9 has been divided into two stages, Stage 1 includes the first 6km and Stage 2 includes the remaining 64km; Stage 1 has recently been awarded and Stage 2 is in the design phase. Burke Shire Council has reported \$10,647,036.96 in program expenditure to date for the delivery of the 2023 DRFA works and scope rolled over from previous years.

An Extension of Time request has been made to QRA for all 2023 DRFA scopes to be completed by 30/06/2026; EOT’s have been granted for submissions 40 – 45.

The 2023 DRFA Program of works is tabulated below:

Table 1: 2023 DRFA Program of Works

Type	Submission Description	Works Location	Submission Value
REPA	32	Gregory Lawn Hill Road (Gravel)	\$4,531,000
		Lawn Hill National Park Road (Gravel)	
		Riversleigh Road	
	34	Bowthorn Road	\$6,874,000
		Doomadgee West Road (Gravel)	
		Morella Road	
		Nugaburra Road	
	35	FWIN Cameras	\$202,000
	36	Burketown Streets	\$4,291,000
		Gregory Town Streets	
		Airport Road (Burketown)	
		Cemetery Road	
		Doomadgee Lawn Hill Road	
		Escott Road	
		Five Mile Road	
		Gregory Pump Station Road	
		Mellish Park Road	
	Truganini Road		
	Utilities Road		
	38	Holding Works various roads	\$1,102,000
40	Burketown Airport Runway	\$0	
41	Lawn Hill National Park Road (Sealed)	\$18,064,000	
	Gregory Lawn Hill Road (Sealed)		
	Doomadgee West Road (Sealed)		
42	Lawn Hill Creek North Crossing	\$0	
43	Doomadgee East Road	\$15,790,000	
44	Floraville Road	\$94,967,000	
45	Gregory Lawn Hill Road Concrete Mattresses	\$9,319,000	
Betterment	50	Burketown Airport – Betterment	\$20,807,000
		Burketown Airport - REPA	\$3,653,000
	51	Doomadgee Lawn Hill Road - LAWN HILL CREEK FLOODWAY RECTIFICATION	\$7,992,000
	52	Gregory Lawn Hill Road – CONCRETE MATTRESS UPGRADE	\$11,339,000
<b>Total Program Funding</b>			<b>\$198,931,000</b>

#### 4. AWARDED CONTRACTS

##### **Council Crew**

Council work crews have been assigned works throughout Burke Shire including restoration works for Escott Road, Five Mile Road, Mellish Park Road, and Gregory Lawn Hill Creek.

The Council crew have focused on the 2024 DRFA emergency repair works to facilitate the ongoing delivery of the 2023 DRFA program. The crew's efforts will be directed to RMPC works before returning to complete the 2023 DRFA scope.

##### **Package 1**

Contract: 5601-3000-0001 was awarded to Halloran & Sons Earth Moving Pty Ltd in July 2023. The package included restoration works on the unsealed sections of Gregory Lawn Hill Road. Works commenced on 26/07/2023 and achieved 100% completion on 13/12/2023. The final expenditure on the construction works for Package 1 was \$2,113,561.85.

##### **Package 2**

Contract: 5601-5000-0001 was awarded to Gulf Civil Pty Ltd in July 2023. The package included restoration works on the unsealed sections of Doomadgee West Road. Works commenced on 01/08/2023 and achieved 100% completion on 27/11/2023. The final expenditure on the construction works for Package 2 was \$1,617,609.41.

##### **Package 3**

Contract: 5601-3000-0001 was awarded to K & G Booth Pty Ltd in July 2023. The package included restoration works on Bowthorn Road. Works commenced on 31/07/2023 and were impacted by additional damage during construction, consequently, the balance of the scope under this Contract has been rolled over into Package 5.

##### **Package 4**

Contract: 5601-3200-0001 has been awarded to Stabilised Pavements of Australia Pty Ltd. The package includes restoration works on Burketown Streets, Gregory Streets, Truganini Road and the sealed sections of Lawn Hill National Park Road. The contract value is \$2,870,393.95 with an additional \$322,123.07 in approved variations. There has been \$849,635.50 in expenditure certified to date. The Contractor's claim for August 2024 is for the value of \$1,776,936.19 and is currently under assessment.

Some notable highlights as we progress with construction include:

- The works are nearing completion with inspections planned for the coming weeks as the SPA crew shifts to Package 8.
- Access works for the creek crossing on Lawn Hill National Park Road have been approved as a \$19.8k variation. Works have since been completed.
- The Contractor is ahead of Practical Completion:
  - Separable Portion 1 was completed on schedule, and
  - Separable Portion 2 is on track for completion by early September, the Date for Practical completion is 31<sup>st</sup> October 2024.

**Package 5**

Contract: 5601-4250-0001 has been awarded to Kenglen Civil Pty Ltd. The package includes restoration works on Doomadgee Lawn Hill Rd and the remaining scope of Bowthorn Rd. Kenglen has been awarded a variation to complete 2024 DRFA emergency works to chainage 37-53km along Bowthorn Rd, before returning to the delivery of the 2023 DRFA scope. The contract value is \$2,841,391.68 excluding GST, with \$404,951.40 in expenditure claimed to date.

Some notable highlights as we progress with construction include:

- Contract works in Bowthorn Rd are nearing completion and Doomadgee Lawn Hill Rd to be completed by the end of October 2024. Practical Completion is not required until 31st October 2025.
- The need for further material testing is being reviewed for the works on Doomadgee Lawn Hill Road.
- The Contractor's crew are currently on break and are returning to work next week.

**Package 6**

Contract: 5601-3250-0001 has been awarded to Halloran & Sons Earth Moving Pty Ltd. The package includes restoration works on Riversleigh Rd and the unsealed sections of Lawn Hill National Park Rd. Preliminary works have commenced with Contract works starting in the next few weeks and a practical completion date of 31/10/2024. The contract value is \$1,754,649.40 excluding GST. There has been \$140,115.64 in expenditure claimed to date.

Some notable highlights as we enter into construction include:

- Possession of site has been issued.
- Reinstatement works for the Louie Creek Crossing are approved
- Gravel production in Riversleigh Pit #1 is now underway in new expansion area.
- Commenced full-scale works on Lawn Hill National Park Rd
- Variation for increase in scour issued to Council for sign off

**Package 7**

Contract 5601-6800-0001 has been awarded to Durack Civil Pty Ltd. This package includes restoration works on Morella Road and Nugaburra Road. Works commenced on Morella Road earlier this month. The date for Practical Completion is 31 October 2024. The contract also contains a separable portion of works funded under the 2021 DRFA, with a completion date of no later than 30/06/2024. The contract value is \$2,078,496.81, with an additional \$133,750.47 in approved variations. There has been \$1,210,296.41 in expenditure claimed to date.

Some notable highlights as we progress with construction include:

- Morella Road has been completed. Northlane has completed a final inspection and all works have been accepted.
- Nugaburra Road is progressing at an acceptable pace;
  - Material Stockpiling is underway
  - Grading work starting in the next week
- There are no foreseeable issues with the Contractor reaching Practical Completion before 31st October 2024.

**Package 8**

Contract 5601-5000-0002 has been awarded to Stabilised Pavements of Australia Pty Ltd. This package includes restoration works on Doomadgee West Road with additional VFM scope. Works are scheduled to begin in August when the Contractor begins transitioning resources in stages as the Package 4 works are completed. The date for Practical Completion is 31 October 2024. The contract value is \$6,841,553.55, excluding GST, with nil expenditure received to date.

Some notable highlights as we enter into construction include:

- Possession of Site has been awarded.
- A variation for unsafe potholes on Doomadgee West Rd has been ordered and completed.
- A variation for unsafe scouring on the roadside has been ordered and the Contractor is planning to mobilise to the site this week to complete the works.
- A variation to patch the Nicholson River concrete crossing has been ordered and is expected to commence early next week.
- Haulage and stockpiling of gravel have been underway for the last few weeks.

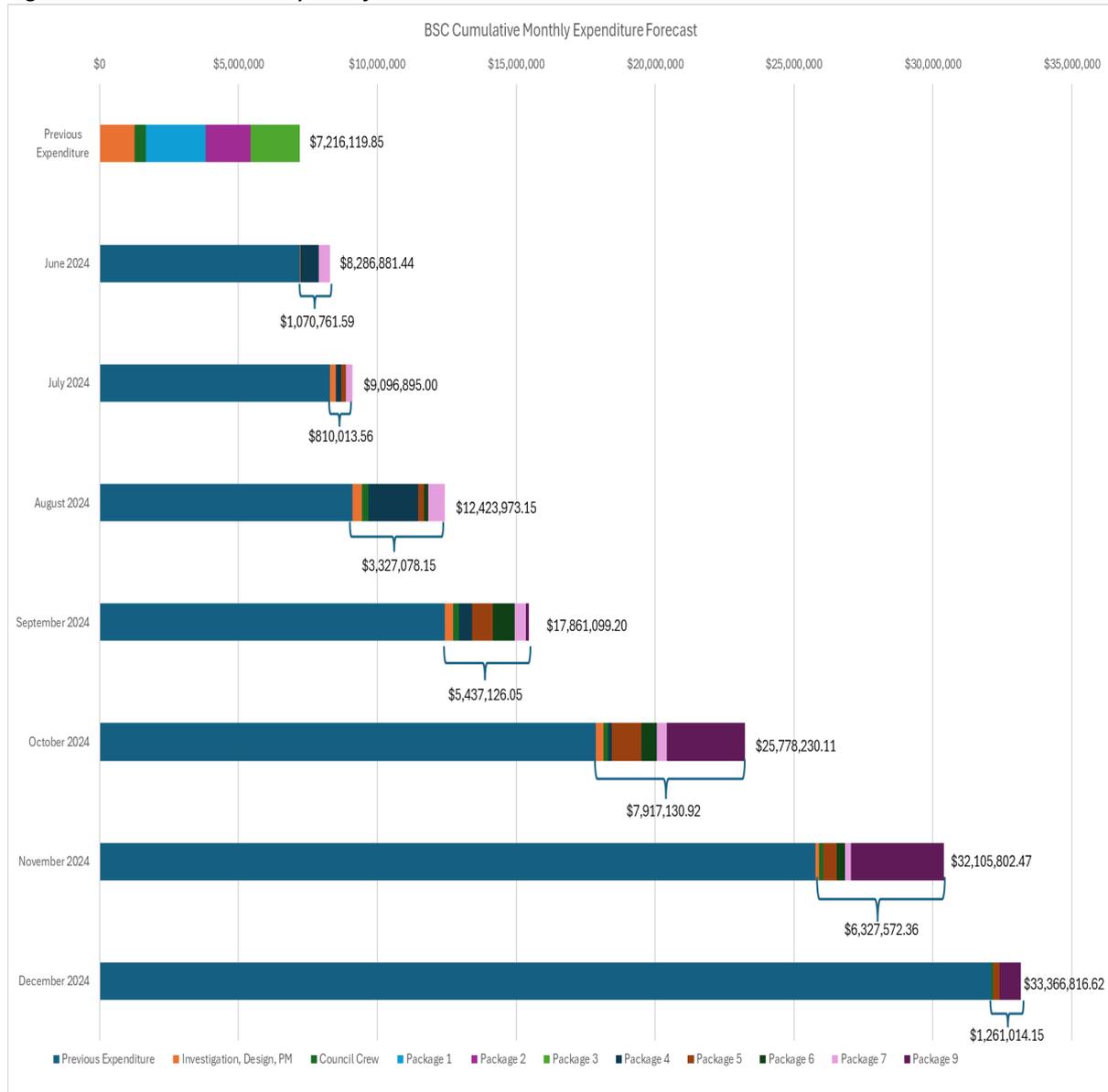
**Package 9**

Contract 5601-2000-0002 includes Stage 1 of the restoration works on the first 6km of Floraville Rd was awarded to Durack Civil on 28<sup>th</sup> August 2024. Mobilisation is expected to begin on 19<sup>th</sup> September 2024; the date for Practical Completion is 30<sup>th</sup> November 2024. The contract value is \$7,032,998.24 with nil expenditure received to date.

**Forecast Cashflow for Awarded Contracts**

The expenditure to date and the forecasted monthly program cash flow for the 2023 DRFA works are shown in Figure 1. This figure displays the contract values for all packages currently awarded or completed under the 2023 DRFA funding.

Figure 1 – Forecast monthly cashflow – 2023 DRFA



The forecasted monthly spending for the whole program is shown in Figure 2.

Figure 2 – Monthly expenditure with cumulative costs

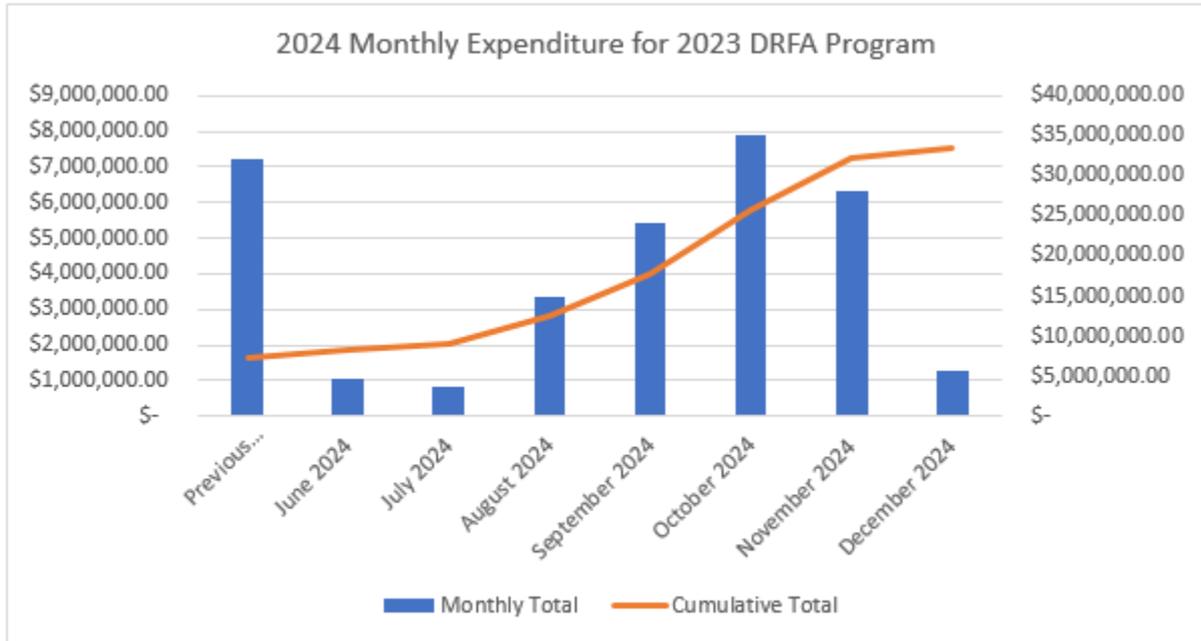


Figure 3 shows the progress made on each package as a percentage.

Figure 3 - Physical Completion of Works by Contract

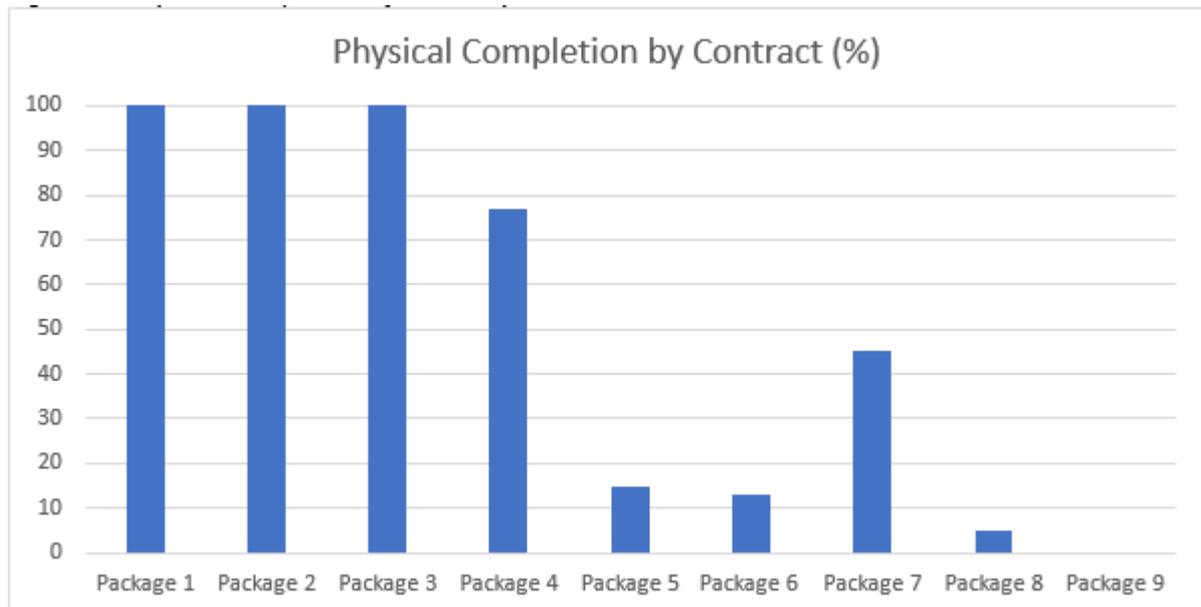
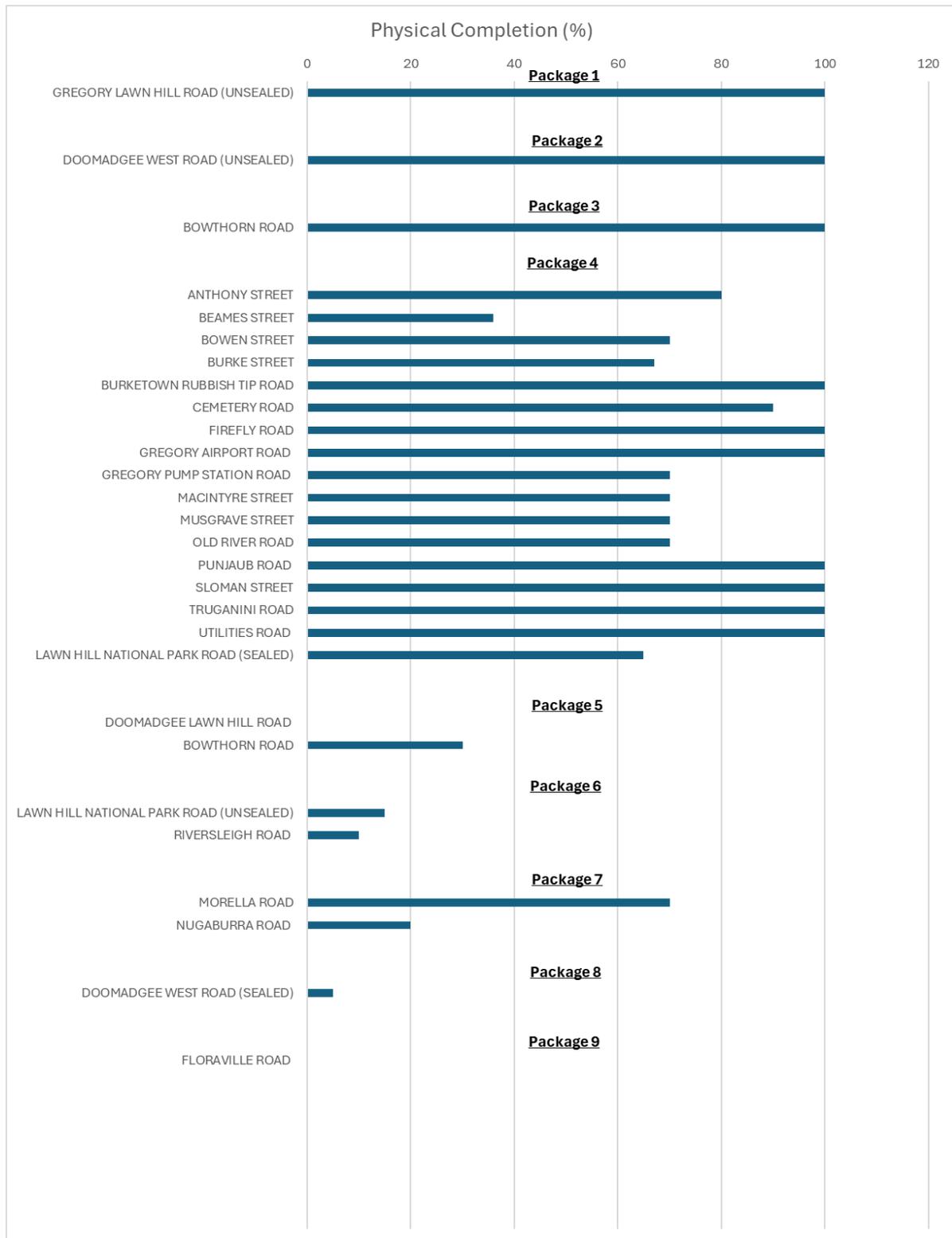


Figure 4 shows the progress made on each asset within the designated package.

Figure 4 – Physical Completion of Works by Asset



## 5. PRE-AWARD CONTRACTS

**Betterment Project 1: Burketown Airport Runway**

The Burketown Airport Runway submission has been approved for \$24,460,087.1 funding under DRFA. From this amount, the REPA funding approved by QRA is \$16,092,419.53 including \$12,439,419.53 for the Runway works, \$3,653,000 for the Albert Riverbank Erosion Rectification. The balance of the approved funds is related to Betterment funding and Council contribution. In summary, funding breakdown is as follows:

- 2023 DRFA REPA with associated Betterment for Airport Runway - \$12,439,419
- 2023 DRFA REPA with associated Betterment for Airport Runway for Albert Riverbank Erosion Rectification - \$3,653,000
- 2022-23 QLD Betterment Fund - \$7,967,667
- Council Contribution - \$400,000

**Betterment Project 2: Lawn Hill Creek North Crossing Raised Causeway**

The Lawn Hill Creek North Crossing has been approved for \$7,991,954 in funding, the funding sources is split between 2023 DRFA and Council co-contribution as below:

- 2023 DRFA REPA with associated Betterment - \$1,106,997
- 2022-23 QLD Betterment Fund - \$6,557,101
- Council Contribution - \$327,855

**Betterment Project 3: Gregory Lawn Road Concrete Mattresses**

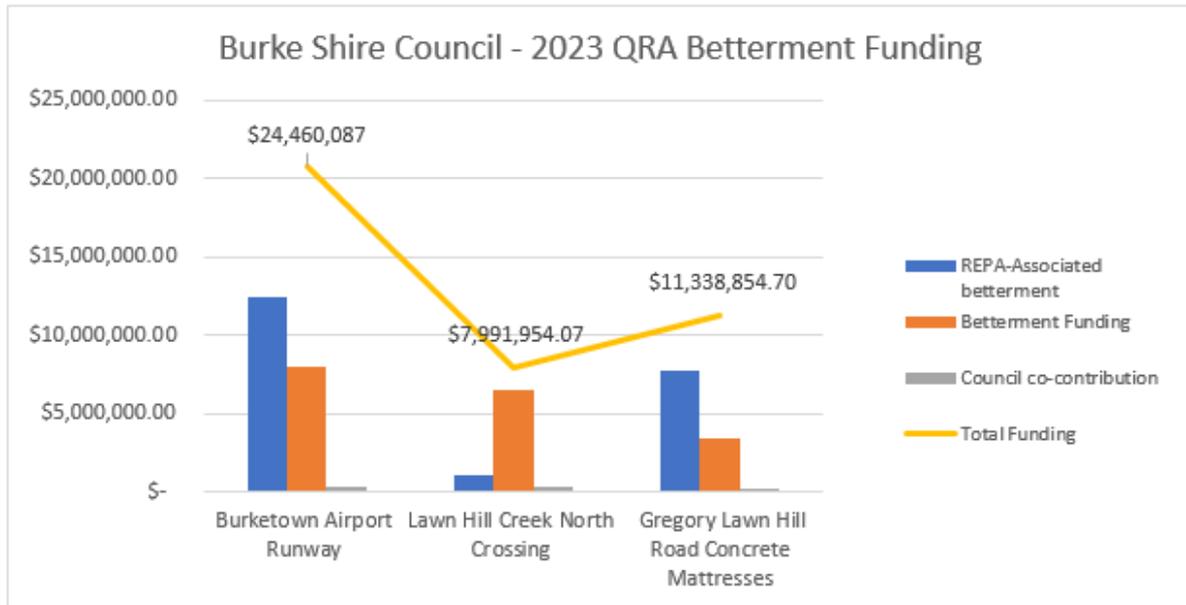
The Gregory Lawn Hill Road concrete mattresses Betterment submission is in the final stages of approval by QRA for \$11,338,854.69 (DRFA submission number 52). Please note that there is a separate submission (DRFA submission number 45) approved for 9,319,467 in REPA funding under the 2023 DRFA for this road, which is separate from the Betterment submission. The funding breakdown for the Betterment submission (DRFA submission number 52) is as follows:

- 2023 DRFA REPA with associated Betterment - \$7,486,813
- 2022-23 QLD Betterment Fund - \$3,657,041
- Council Contribution - \$195,000

**Betterment Project Funding**

The breakdown of funding for the Betterment projects is shown in Figure 5.

Figure 5 – Funding breakdown for 2023 QRA Betterment projects



**Appendix A – Project Photos**



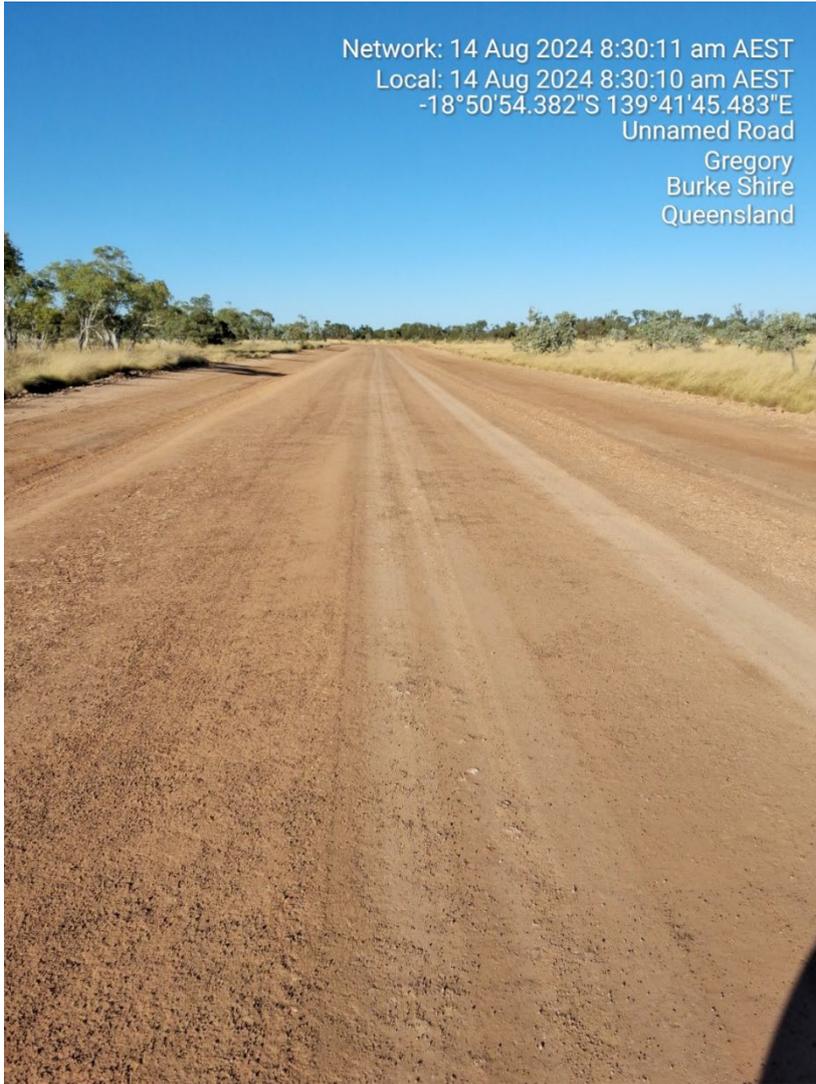
*Image 1 – Lawn Hill Creek Crossing – Package 4 Variation - Completion*



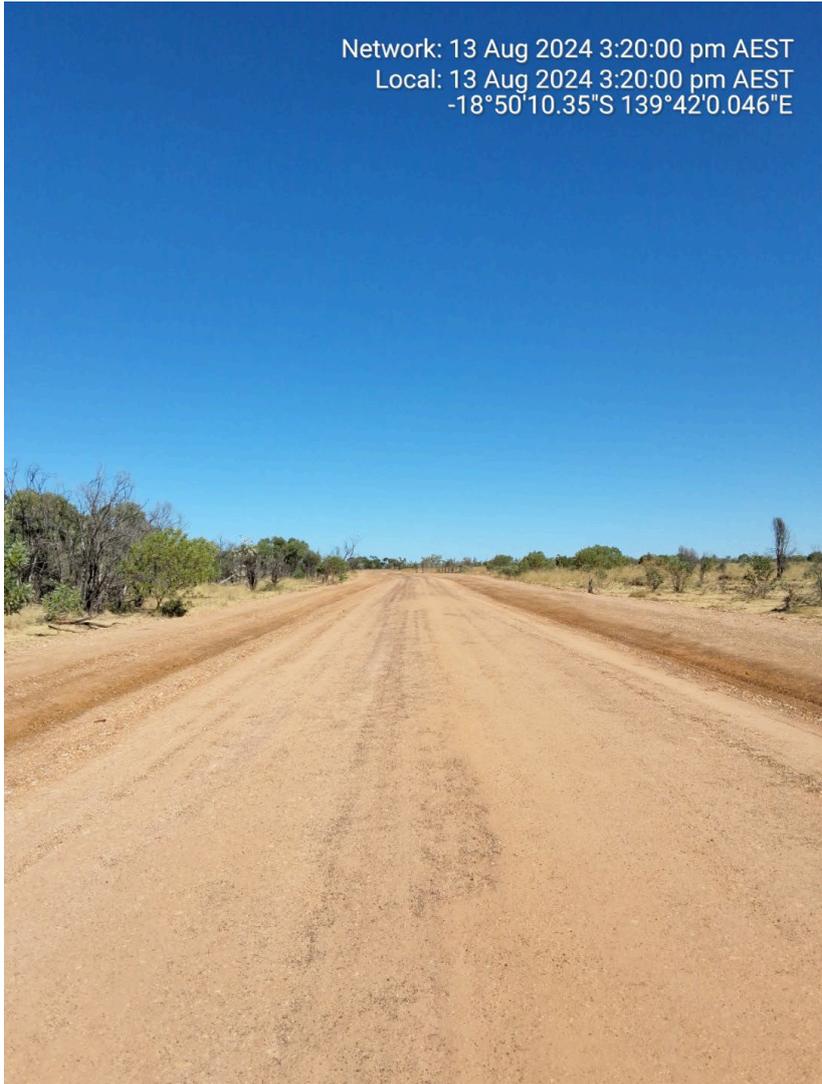
*Image 2 – Lawn Hill National Park Road – Geogrid installation - Progress*



*Image 3 – Doomadgee West Road - Emergent Works Pothole - Completion*



*Image 4 – Morella Road - Completion*



*Image 5 – Morella Road - Completion*



*Image 6 – Bowthorn Road - Completion*



*Image 7 – Bowthorn Road - Completion*



*Image 8 – Louie Creek Crossing - Progress*

6. OFFICER’S RECOMMENDATION

That Council accepts and notes the Disaster Recovery Funding Arrangement (DRFA) Status Update Report for August 2024.

**10.03 DRFA Works Project Status Report**

**That Council accepts and notes the Disaster Recovery Funding Arrangement (DRFA) Status Update Report for August 2024.**

**Moved: Cr Clarke**

**Seconded: Cr Poole**

**Carried 240918.05 5/0**

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**10.04 Gregory Public Amenities 0280-4305-0000**

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DEPARTMENT:	Engineering Services
RESPONSIBLE OFFICER:	Chris Wilson - Acting Chief Executive Officer
PREPARED BY:	Wendy van der Wolf - Contracts & Procurement Coordinator
DATE REPORT PREPARED:	11 September 2024
LINK TO COUNCIL PLAN/S:	Corporate Plan - Goals, Strategies and Performance Indicators: Assets

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**1. PURPOSE**

This report provides Council with recommendations to apportion \$25,000 from the auction of the replaced public toilet asset to Gregory Public Amenities Project.

**2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**

The Gregory Public Amenities project had a budget of \$50,000 in the 2023-24 budget. A near new, second-hand replacement public toilet building was found and purchased as a replacement for \$43,958.58.

Upon removal of the replaced building, some decking boards and guard rails required to be removed. This identified that the existing decking boards were unsafe, and that new decking and reinstatement of the handrail is required to enable the safe opening of the new toilet building.

The replaced toilet building was successfully auctioned for \$25,000.

**3. PROPOSAL**

That Council approves the allocation of the funds achieved with the auction of the replaced toilet building to the 2024-25 budget for this project, to allow the deck to be replaced and the handrail to be reinstated.

**4. FINANCIAL & RESOURCE IMPLICATIONS**

The Gregory Public Amenities project budget will be increased to \$75,000 by transferring the funds from the auction of the old toilet block. This will allow the additional work to be completed. So far, the actual costs plus committed costs are around \$60,500. To complete the project, an additional \$14,000 in costs is expected, including the following items:

- \$4,000 materials
- \$6,000 labour
- Approximately \$4,000 project management/staff.

## 5. RISK

Risk Type	What could happen	Possible Control
Allocation of \$25,000 to cover shortfall in project budget	<ul style="list-style-type: none"> <li>▪ Project requires additional funding</li> </ul>	<ul style="list-style-type: none"> <li>▪ Use of Council resources to finish project on budget</li> </ul>
Delays to work due to operational work required by Council Resources	<ul style="list-style-type: none"> <li>▪ Negative community perception</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor progress closely with Project Management               <ol style="list-style-type: none"> <li>1. Agree committed timeframe with operational staff and management.</li> </ol> </li> </ul>

## 6. POLICY &amp; LEGAL IMPLICATIONS

The Council must also meet all relevant local government procurement requirements outlined in the Local Government Act 2009, Local Government Regulation 2012 and in Council's Procurement Policy. These requirements have been met through the tender process involved with this project.

Instrument	Reference	Details
<i>Local Government Act 2009</i>	Sections 12 and 13 – responsibilities of councillors and employees	Section 12 charges councillors with ensuring the local government achieves its corporate plan. Section 13 charges council employees with carrying out their duties in a way that ensures the local government achieves its corporate plan.
<i>Local Government Act 2009</i>	Section 257	Council authorises the CEO to incur certain expenditure on behalf of Council by way of a delegation made by Council resolution.
<i>Local Government Regulation 2012</i>	Sections 228-238 – Default Contracting Procedures	These Sections in the Regulation provide the requirements for Procurement for contracts valued at \$200,000 and above.
Burke Shire Council Procurement Policy 2023		Regulate and guide All Council procurement and contracting activities from external parties.

## 7. CRITICAL DATES &amp; IMPLICATIONS

Project finalisation before 30 November (on-set of Monsoon Season) in preparation for 2025 sporting calendar and tourist season.

## 8. CONSULTATION

Consultation has taken place with:

- Christopher Wilson, Director of Engineering
- Amir Akrami, Manager Project Management Office
- Glenda Booth, Parks & Gardens Supervisor
- Kym Schafer, Town & Rural Services Team Leader

## 9. CONCLUSION

Allocate the \$25,000 from the auction of the replaced Gregory toilet building to Gregory Public Amenities project.

## 10. OFFICER'S RECOMMENDATION

That Council:

- a) accepts and notes the contents of the report and relevant attachments; and
- b) approves the transfer of \$25,000 from the auction of the replaced toilet building in Gregory to the Gregory Public Amenities project for the new toilet building.

**10.04 Gregory Public Amenities 0280-4305-0000**

**That Council:**

- a) accepts and notes the contents of the report and relevant attachments; and**
- b) approves the transfer of \$25,000 from the auction of the replaced toilet building in Gregory to the Gregory Public Amenities project for the new toilet building.**

**Moved: Cr Camp**

**Seconded: Cr Murray**

**Carried 240918.06 5/0**

## Attendance

Kimberly Chan left the meeting from 9:46am to 9:47am.

## 10.05 Airport Runway – Gravel Haulage Council Report

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DEPARTMENT:	Engineering Services
RESPONSIBLE OFFICER:	Chris Wilson - Director of Engineering/ Deputy CEO
PREPARED BY:	Amir Akrami - Senior Engineering Manager
DATE REPORT PREPARED:	07 November 2024
LINK TO COUNCIL PLAN/S:	CORPORATE PLAN Goals, Strategies and Performance Indicators: Assets

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### 1. PURPOSE

This report seeks Council support to accept the purchase of approximately 40,000t of type 2.1 pavement material from QCrush for the Burketown Airport Runway project through LocalBuys contract for Quarry Products, Geo, Landscaping (NQ) -LBR290 and delegate financial authority to the CEO.

### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Airport Runway Pavement Remediation project has received funding approval from QRA for both REPA and Betterment works, with funding sources and project budget allocations summarised as follows:

(Please note, all values in this report are excluding GST and rounded to the nearest dollar).

REPA	Betterment	Council Contribution	Total
\$7,967,667	\$12,439,419	\$400,000	\$20,807,087

*Table 2 - Funding Sources*

Direct Costs	Project Management	Contingency	Total
\$16,448,290	\$2,467,243	\$1,891,553	\$20,807,087

*Table 3 - Project Budget Allocation*

Whilst it is clearly acknowledged that no concept design has been presented to Council or a final design approved, the betterment funding project scope approved by QRA aims to improve the flood resilience of the asset.

#### High Level Overview:

- Reconstruct and elevate the current runway, apron, and related infrastructure.
- Ensure the new elevation surpasses the highest recorded flood levels from recent events, resulting in a significantly more flood-resistant aviation facility.

- Ensure the reconstructed runway is constructed to current design standards to achieve a more resilient asset.

General Overview of the Treatment Approved by QRA:

- Pulverise existing runway / apron pavement, add cement to existing gravel and compact to form a new stabilised subgrade
- Import additional gravel to lift the runway above the flood levels
- Import fill for shoulders to meet CASA requirements.
- Adjust lighting to suit new finished levels
- Double/Double Seal and Linemarking

Regardless of the final design’s fine detail, to achieve this outcome, it will still require approximately 40,000t of Type 2.1 pavement material to be delivered to site before the end of Q4 2024. The use of Type 2.1 pavement necessitates the procurement of a manufactured material, for which there are only two suppliers in the region; QCrush in Gregory and Wagners’ in Cloncurry.

Available Suppliers

Operating under the assumption that the cost of material production and haulage rates offered by both suppliers are competitive (i.e., very similar based on rates from the current ROPS), the governing factor in the price of supplying the material becomes the haulage distance. Below is a comparative estimate of haulage costs for the two eligible suppliers.

Item	QCrush	Wagners
Haulage Distance (round trip, approximate)	240km	900km
Estimated haulage hours (75t/triple tipper for approx. 40,000t material)	1,600hr	5,870hr
Estimated haulage cost @ \$340/hr	\$544,000	\$1,995,800

It is reasonable to accept that carting anything a longer distance is going to cost more. Based on the above assumptions, Council would anticipate savings of approximately \$1,451,800 or \$36.30/t through procuring the material from QCrush. The \$340/hr haulage cost is a guideline figure taken from the current ROPS rates.

Accordingly, it can be reasonably concluded that obtaining the pavement material from QCrush would provide value for money compared to other alternative options.

Project Timeline Impacts

The concept construction program assumes a construction phase of 40 weeks. Failure to commence construction on time presents a significant project risk. Delivery of the material required for lifting the runway and apron prior to commencement of construction and having the material onsite and ready for when construction begins will reduce this risk considerably. As the construction works will need to commence as soon as practicable at the conclusion of the 24/25 wet season, the delivery of gravel will need to be completed prior to the onset of the 24/25 wet season.

QCrush have provided an informal estimated delivery rate of 1,125t per day, resulting in 35 haulage days. Assuming the same resource allocation from Wagners would equate to 95 haulage days. To

achieve a similar timeframe, Wagners would have to allocate triple the resources (equivalent to 15 triple side-tippers operating each day).

If haulage were to start in early October, it is anticipated that QCrush would be able to complete the delivery of the material to the stockpile location prior to the anticipated onset of the 24/25 wet season, whilst Wagners would likely not be able to achieve this.

Supplier	Haulage Start Date	Haulage Days (no rain days)	Haulage Completion	Haulage Days (with Contingency)	Haulage Completion
QCrush	01/10/2024	35	18/11/2024	10%	25/11/2024
Wagner's*	01/10/2024	95	10/04/2025	10%	24/04/2025

\*Includes 60 days of delay for cessation of haulage during the 24/25 wet season

*Table 4 - Comparison of Expected Haulage Timeframes (assuming equal haulage resource allocation)*

### Other Considerations

The Floraville Rd Project is scheduled to commence construction at the conclusion of the 24/25 wet season and will require haulage of manufactured material on a route that partly coincides with the haulage route that both suppliers, QCrush and Wagner's, would utilise for the supply of pavement material to the Airport Runway project.

Failure to complete the delivery of the pavement material prior to the onset of the 24/25 wet season will result in an increased burden to part of Burke Shire's Transport Network from the end of Q1 2025, potentially through to the beginning of Q3 2025.

QCrush have advised that they have sufficient material stockpiled to meet the quantity required and area able to start hauling at Council's earliest convenience. The critical nature of the delivery timeframe would require Council's acceptance of this procurement process and sufficient financial delegation authority before the end of September.

### 3. PROPOSAL

That Council, having referenced the LocalBuy contract; Quarry Products, Geo, Landscaping (NQ)-LBR290, endorses the recommendations contained within this report for the supply of approximately 40,000t of Type 2.1 Pavement Material, and delegating authority to the CEO up to the amount of \$3,002,000 (Excl. GST).

### 4. FINANCIAL & RESOURCE IMPLICATIONS

The allocated project budget for the Airport Runway project is \$20,807,087 including contingency allowances and project management. The project budget for direct costs is \$16,448,290. The gravel haulage constitutes \$3,002,000 of this direct cost.

## 5. RISK

Risk Type	What could happen	Possible consequence
Delays to works – material supply	<ul style="list-style-type: none"> <li>▪ Not meeting the funding requirements</li> <li>▪ Works not completed by the 25/26 wet season</li> </ul>	<ul style="list-style-type: none"> <li>▪ Monitor progress closely with Project Management “on the ground” overview</li> <li>▪ Seek time extension from funding authority if necessary</li> </ul>
Asset Damage	<ul style="list-style-type: none"> <li>▪ Concurrent significant haulage along coinciding routes</li> </ul>	<ul style="list-style-type: none"> <li>• Damage to Council managed transport Infrastructure</li> </ul>

## 6. POLICY &amp; LEGAL IMPLICATIONS

The Council must also meet all relevant local government procurement requirements outlined in the Local Government Act 2009, Local Government Regulation 2012 and in Council's Procurement Policy. These requirements will be met should Council form a resolution for the proposal contained within this report.

Instrument	Reference	Details
<i>Local Government Act 2009</i>	Sections 12 and 13 – responsibilities of councillors and employees	Section 12 charges councillors with ensuring the local government achieves its corporate plan. Section 13 charges council employees with carrying out their duties in a way that ensures the local government achieves its corporate plan.
<i>Local Government Act 2009</i>	Section 257	Council authorises the CEO to incur certain expenditure on behalf of Council by way of a delegation made by Council resolution.
<i>Local Government Regulation 2012</i>	Sections 228-238 – Default Contracting Procedures	These Sections in the Regulation provide the requirements for Procurement for contracts valued at \$200,000 and above.
Burke Shire Council Corporate Plan 2019/2024	Vision, Mission, Values	Local Government Principles and Sound Contracting Principles
Burke Shire Council Procurement Policy 2023		Regulate and guide All Council procurement and contracting activities from external parties.

## 7. CRITICAL DATES &amp; IMPLICATIONS

Quote sought via LocalBuy contact LBR290 - September 23<sup>rd</sup>, 2024

Required Commencement Date – October 1<sup>st</sup>, 2024

Any delay in the initiation of the procurement process and granting the financial delegation authority to the CEO will increase the project risk profile and potentially delay commencement of construction.

#### 8. CONSULTATION

Consultation has taken place with:

- NorthLane Consulting Engineers Pty Ltd
- LocalBuy
- Procurement and Contract Coordinator
- Manager Project Management Office
- Director of Engineering

#### 9. CONCLUSION

That Council, having referenced the LocalBuy contract; Quarry Products, Geo, Landscaping (NQ)-LBR290, endorses the recommendations contained within this report for the supply of approximately 40,000t of Type 2.1 Pavement Material, and delegating authority to the CEO up to the amount of \$3,002,000 (Excl. GST).

It can be reasonably concluded that obtaining the pavement material from QCrush would provide value for money compared to other alternative options.

#### 10. OFFICER'S RECOMMENDATION

That Council:

- a) Accepts and notes the contents of the report; and
- b) Approves the purchase of approximately 40,000t of Type 2.1 pavement material from QCrush Resources through LocalBuy contact number LBR290; and
- c) Delegates financial authority to the CEO to enter into negotiations regarding any and all matters associated with executing the Contract to the maximum value of the Project Budget of \$3,002,000 (excl. GST).

**10.05 Airport Runway – Gravel Haulage Council Report**

**Officer’s Recommendation**

**That Council:**

- a) **Accepts and notes the contents of the report; and**
- b) **Approves the purchase of approximately 40,000t of Type 2.1 pavement material from QCrush Resources through LocalBuy contact number LBR290; and**
- c) **Delegates financial authority to the CEO to enter into negotiations regarding any and all matters associated with executing the Contract to the maximum value of the Project Budget of \$3,002,000 (excl. GST).**

**Councillors Recommendation**

**That the report be deferred to a special meeting within the next two weeks, with further information to be brought back to Council.**

**Moved: Cr Camp**

**Seconded: Cr Murray**

**Carried 240918.07 5/0**

## 11. Chief Executive Officer Reports

### 11.01 Status Report

**Resolution Number – 221025.08 – Burke Shire Council Economic Development Strategy**

That:

- 1) Council note the contents of the report;
- 2) Endorses the Burke Shire EDS Project Plan timeframes, and community consultation process; and
- 3) Endorses the commencement of the development of the Burke Shire ED

**Status**

Community consultation has occurred in Burketown and Gregory. Economic Development Strategy currently being developed.

Ongoing.

**Resolution Number – 221209.05 – Burketown Speed Limit Reduction**

That the speed limit be reduced from 60 to 30 km per hour when the Beames and Musgrave St Upgrade and Cycleway project is constructed:

1. On Beames St between Sloman St and Marshall Lane, and
2. On Musgrave St between Burke St and Beames St

**Status**

Matter will be resolved when the Beames and Musgrave Street Upgrade and Cycleway design is finalized.

Discussion with DTMR had confirmed that a posted 30 km per hour speed limit is not required.

Ongoing.

**Resolution Number – 231208.06 – Addition of Doomadgee West Rd as the western primary access (from Northern Territory side) to Doomadgee**

1. That Council endorse the addition of Doomadgee West Rd as the primary access from the western (Northern Territory) side to Doomadgee township.
2. That Council endorse that there be further investigation into options of that road becoming state controlled.

**Status**

Continues to be investigated.

A further report to be presented to council to ratify or otherwise point 2.

**Resolution Number – 240129.14 – Closed Session Report – Sale of Council Property to Ergon - Lot 55 on SP280661 Wills Developmental Rd Burketown**

1. That Council note the contents of the report; and:
2. Council accepts the sale price of \$55,000 excluding GST for the sale of Lot 55 SP280661, Wills Development Road, Burketown to Ergon Energy Corporation Limited.
3. That the CEO be delegated to sign the Contract of sale.
4. That the proceeds of \$55,000, excluding GST, be constrained for the installation of Solar Panels on the Council Depot Roof. This project to be progressed by the CEO, Director of Engineering and the Economic Development Manager and then reported back to Council.

**Status**

Draft contract in place. Reviewing recommendations.

**Resolution Number – 240424.13 – Burketown Health & Wellbeing Precinct Stage 1 – Splash Park & Playground Contract No.: 0280-4201-0005**

That Council:

- a) Receive and note the contents of the report and relevant attachments; and
- b) Awards the construction contract to Swimplex to the maximum value of \$3,001,000 (ex. GST) subject to a successful funding application and availability of sufficient budget; and
- c) Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with executing the Contract for the Burketown Health & Wellbeing Precinct to the maximum budget value of \$4,552,000 (ex. GST)

**Status**

Officers continue to seek suitable grant funding opportunities.

Awaiting funding outcome.

Ongoing.

**Resolution Number – 240619.17 – 2024/2025 Donation Requests**

1. That Council note the contents of the report; and
2. That Council approves the donation requests for the 2024/25 financial year as follows:

Schedule of Recommended Donations 2024- 2025

<b>Group/ Organisation</b>	<b>Event Details Date</b>	<b>Cash Donation/ Community Grant Request Received</b>	<b>In-Kind Donation / Community Grant Request Received</b>	<b>Total of Cash Donations/ Community Grant + In-kind Donations Requested for 2024/2025</b>	<b>In-Kind Donation/ Community Grant Request Particulars</b>	<b>Donation/Community Grant and/or In-Kind Recommended to Council for Endorsement</b>
<b>Burketown Rodeo &amp; Sporting Association</b>	Burketown Campdraft  19-21 July 2024	\$5,000.00	\$2,500.00	\$7,500.00	One large skip bin and rubbish collection  Cleaning and use of bathrooms  Advertising and printing of flyers and programs  Use of Council machinery	\$6,500.00
<b>Burketown Rodeo &amp; Sporting Association</b>	Burketown Rodeo & Gymkhana  Date TBC	\$3,500.00	\$2,500.00	\$6,000.00	Printing of program (5 x A3 approx. \$13)  Use of Council machinery  Skip Bin & green bins  Cleaning of bathrooms and provision of supplies for use.	\$5,000.00

<b>QCWA Gregory Branch</b>	Gregory QCWA Horse Sports & Family Fun Day  Date TBC - September 2024	\$2,500.00	\$300.00	\$2,800.00	Erect the street banners to advertise the event  Rubbish Collection	\$2,800.00
<b>Burketown Barramundi Fishing Organisation</b>	World Barramundi Fishing Championships  Easter Weekend	\$5,000.00	\$500.00	\$5,500.00	Rubbish collection  Banner Signage	\$5,500.00
<b>Gregory District Sporting Association</b>	Gregory Camp draft & Children's Horse Sports  21-22 June 2025	\$3,000.00	\$2,000.00	\$5,000.00	Use of portaloo  Skip Bin use	\$5,000.00
<b>Gregory Downs Jockey Club</b>	Gregory Saddles & Paddles  Date TBC	\$6,000.00	\$2,500	\$8,500.00	Printing race books & program  Support to slash the grounds	\$8,500.00

<p><b>Moungibi Housing Co-operative Society Ltd-Football Club</b></p>	<p>Host Battle of the Gulf Football Cluster 27 July 2024, General use of Phillip Yanner Sports Oval Facilities</p>	<p>NIL</p>	<p>\$10,000.00</p>	<p>\$10,000.00</p>	<p><i>Battle of the Gulf 27 July 2024</i> 130 chairs Skip bin and 8 wheely bins 2 x portable toilets Use of Council marquees Use of showground/ rodeo ground area. <i>General use of Phillip Yanner Sports Oval Facilities</i> Use of ground facilities including toilets, shower, kitchen area and lights.</p>	<p>\$10,000.00</p>
<p><b>Mt Isa School of the Air</b></p>	<p>Magazine page sponsorship Annual contribution</p>	<p>NIL</p>	<p>\$2,350.00</p>	<p>\$2,350.00</p>	<p>No request received however, based on previous figures, and events run by Mt Isa School of the Air from 2023/2024 financial year an estimation of costs have been calculated. Hall hire for annual school camps in Burketown and Gregory. Rubbish collection</p>	<p>\$2,350.00 (Pending Application to be received)</p>
<p><b>Royal Flying Doctors</b></p>	<p>Contribution decided by Council previous years</p>	<p>\$5,000.00</p>	<p>NIL</p>	<p>\$5,000.00</p>	<p>NIL</p>	<p>\$5,000.00</p>

<b>North West Canoe Club</b>	Gregory Saddles and Paddles Date TBC	NIL	\$2,500.00	\$2,500.00	No request received for 2024/2025 however in-kind estimation is based on previous years.  3 skip bins – Check point 3, 4 and at finish line  Portaloo use	\$2,500.00
<b>Burketown Kindergarten</b>	Miscellaneous events	NIL	\$400.00	\$400.00	No request received for 2024/2025 however in-kind estimation is based on previous years.  Printing as needed.	\$400.00
<b>Burketown State School</b>	School activities	NIL	\$4,000.00	\$4,000.00	No request received for 2024/2025 however in-kind estimation is based on cost of waterslide use.  Use of the Water slide four times a year.	\$4,000.00
<b>Sundry Donations</b>	Donations requests to be approved at Council discretion – funerals, event support etc.	\$5,000.00	NIL	\$5,000.00	NIL	\$5,000.00

<b>CareFlight</b>	Contribution decided by Council	\$1,500.00	NIL	\$1,500.00	NIL	\$1,500.00
<b>TOTAL</b>		\$36,500.00	\$29,550.00	\$66,050.00	-	\$66,050.00

**Status**

Ongoing

**Resolution Number – 240725.07 – Sale of Brush Cutter**

That Council:

- a. Notes and accepts the contents of the report; and
- b. Acknowledges this item is being disposed in a manner not covered in Council's procurement and disposal policies; and
- c. Instructs the Chief Executive Officer to enter into negotiations for the sale of the brush cutter, facilitated by Hastings Deering; and
- d. Delegates authority to the Chief Executive Officer to enter into negotiations for any and all matters associated with executing the sale of the brush cutter for the best negotiable price.

**Status**

Officers continue to seek suitable offers for the item.

In progress.

**Resolution Number – 240725.17 – Lease of Property by Council – Lot 601 B1361 – 21 Sloman Street Burketown**

That:

1. A lease be prepared with E and K Camp for the lease of Lot 601 B1361-21 Sloman Street Burketown for ten years, with an option to purchase clause.
2. Delegate authority to the Chief Executive Officer in accordance with the Local Government Act 2009 to enter into finalising and executing any and all matters associated with, or in relation to the Lease.

**Status**

In progress.

**Resolution Number – 240828.07 - Floraville Road Remediation Stage 1 (Contract No.: 5601-2000-0002)**

That Council:

- a) Receives and notes the contents of the report and relevant attachments; and
- b) Awards the Contract to Durack Civil Pty Ltd to the maximum amount of \$7,032,999.00 excl GST; and
- c) Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with executing the Contract to the maximum value of \$8,087,948.00 excl GST.

**Status**

Letter of Award issued to contractor.

Pre-start meeting completed.

Work due to commence late September.

In progress.

**Matter Closed.**

**Resolution Number – 240828.11 - Disposal of Defective Council Yellow Plant**

That Council:

- a. Notes and accepts the contents of the report; and
- b. Acknowledges one or both of these items may be disposed in a manner not covered in Council's procurement and disposal policies; and
- c. Instructs the Chief Executive Officer to arrange the sale of plant items 519 and 547; and
- d. Delegates authority to the Chief Executive Officer to enter into negotiations for any and all matters associated with executing the sale of these plant items for the best negotiable price.

**Status**

Officers investigating a suitable method for disposal.

In progress.

**Resolution Number – 240828.12 – Adoption of New Organisational Structure**

That Council:

- 1) receives and notes the contents of the report; and
- 2) adopts the revised organisational structure as submitted.

**Status**

The new structure has been implemented.

**Matter Closed.**

**Resolution Number – 240828.13 – 2024/25 Donation Requests**

That Council:

- 1) Receives and notes the contents of the report; and
- 2) Approves the donation request from Carpentaria Land Council Aboriginal Corporation for the 2024/25 financial year as follows:

<b>Group/ Organisation</b>	<b>Event Details &amp; Date</b>	<b>Total of Cash Donations/ Community Grant Requested for 2024/2025</b>	<b>In-Kind Donation/Community Grant Request Particulars Requested for 2024/2025</b>
<p><b>Carpentaria Land Council Aboriginal Corporation (CLCAC)</b></p>	<p>Gulf Connect 2024 Forum – Green Economics and Economic Development Forum and 40<sup>th</sup> Year Celebrations  3<sup>rd</sup> and 4<sup>th</sup> September 2024</p>	<p>NIL</p>	<ul style="list-style-type: none"> <li>• Two portable toilets for dinner at night on star gazing site on salt pans (3<sup>rd</sup> September)</li> <li>• Wheelie bins and one large steel bin to be placed at the rodeo grounds. Steel bin to be emptied as required.</li> <li>• Use of rodeo ground facilities</li> <li>• Daily use of sewerage truck to empty trailer units as required.</li> <li>• Use of amenities and area to set up tent city at football grounds (Phillip Yanner Memorial Oval).</li> <li>• Use of Nijinda Durlga Hall including use of toilets, kitchen, part of portable stage and board/meeting rooms.</li> <li>• Use of Burke Shire chairs and tables, portable PA system for forum in the hall.</li> <li>• Use of Burke Shire Marquees</li> <li>• Provision of toilet paper for toilets at hall, rodeo ground and football oval</li> <li>• Water line marking for marquee pegs</li> </ul>

**Status**

The event has occurred.

**Matter Closed.**

**Resolution Number – 240828.16 – Closed Session Report - Waste Management Utility Charges Write-Off**

That Council approves the write-off of the rates waste management utility charges owed to Council of \$2,531.29.

**Status**

Completed.

**Matter Closed.**

**Resolution Number – 240828.17 - Closed Session Report - Rating Sales Approval to Proceed and Authority for CEO to Negotiate Transfer for Land**

That Council:

1. Delegates authority to the CEO to negotiate on behalf of council the transfer of land in return for the consideration of write-off of outstanding rating arrears for the assessments listed in the report.
2. Must obtain valuations for each of the listed assessments and council determine the fair value of each in accordance with section 137 of the Local Government Regulation.
3. Proceed with rating sale in accordance with the council Debt Recovery Policy and section 135 of the Local Government Regulation and in accordance with the advice provided by external debt collectors (Collection House) for the assessment listed in the report.
4. Ensure this rating sales process is carried out in accordance with section 140, section 141, section 142, section 143, section 145, and section 146 of the Local Government Regulation.

**Status**

In progress.

## 1. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of the Status Report as of 18 September 2024.

**11.01 Status Report**

**That Council receives and notes the contents of the Status Report as of 18 September 2024.**

**Moved: Cr Poole**

**Seconded: Cr Yanner**

**Carried 240918.08 5/0**

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## 11.02 Acting Chief Executive Officer Report

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DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Chris Wilson - Acting Chief Executive Officer
PREPARED BY:	Chris Wilson - Acting Chief Executive Officer
DATE REPORT PREPARED:	12 September 2024
LINK TO COUNCIL PLAN/S:	Goal – Good Governance 1. Council develops implements and maintains an effective and compliant governance framework (governance, finance, risk).

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### 1. PURPOSE

To summarise the key actions and updates within the Office of the CEO for the month of August 2024.

### 2. UPDATES

#### Chief Executive Officer

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 in regard to the Visitor Information Centre.

The Housing Strategy implementation is progressing. Five houses now sold to staff plus one house sold in Gregory. Final four are being progressed.

Various meetings as follows:

- EMT meetings.
- Annual Valuation Meeting.
- Special Council Meeting – Tenders.
- Balloon Festival discussion.
- Works Manager Interviews.
- Cultural Heritage Policy discussion.
- Council briefings.
- NWQROC-Zoom meeting.
- Internal Grants meeting.
- GSD board meetings, including catchup
- Meeting at Bidunggu, Robbie Katter and various State Govt Dept representatives. Cr Clarke and Cr Poole also attended.
- Special Budget meeting.

- Burketown CAG meeting.
- Town Planning Session.
- LDMG Briefing
- Elected Members Update.
- Meeting Contractors.

### Financial Services and Information Technology

#### Major focus in August 2024 for Financial Services was as follows:

- Working to finalise the final component of the LGM 2023 Flood insurance claim; \$250k pending, to be paid to council once signed off; this is a high priority for 2024/2025.
- Working to finalise the final acquittal of the March 2023 Counter Disaster Operations (CDO) flood claim as well as an additional CDO claim for the 2024 flooding event with the QRA. Extension received to 30 September 2024 at this stage.
- Financial statements issued to external audit by the agreed due date for EOM August 2024.
- External audit is currently underway with auditors on site in Cairns currently performing testing.
- Asset indexations have been reviewed for 30 June 2024 and accepted by council. No adoption of the indexes is required as they are < 5%/Asset materiality in accordance with the BSC NCA Policy.
- Final PAYG STP exports were completed on time with the ATO; issues have now been resolved and staff have been able to lodge their Tax returns successfully.
- Rates levied for August 2024. A public notice was issued to inform community.
- R2R Annual Report is in progress.

#### Major focus in August 2024 for Technology Services was as follows:

- Starlink redundancy to council main office project has been installed to the admin building, RMT are currently configuring the new SD WAN implementation. Implementation 1 failed, a second implementation is scheduled for 11 September 2024.
- Council is participated in an audit review conducted by the Commonwealth Government regarding TV and Radio service coverages across the region. A final report is currently pending.
- Multi Factor Authentication (MFA) deployment finalized in August 2024.
- Funding approvals received:
  - Aqura Telstra Wifi Hubs – Gregory township – no approved.
  - Attentis Smart AI Weather and Environmental Monitoring Stations – approved.

### People and Culture

#### EBA related

- JCC meeting scheduled for 23 September

#### Policies

- Nil

**Positions advertised**

- Water Operator
- Machine Operators / Labourers
- Works Manager
- Administration Officer
- Trainee Project Support Officer
- Works and Services Operations Supervisor

**New employees**

- Nil

**Terminations**

- Lawrence Hinrichs
- Trent Lyons

**Training and Professional Development**

- LGMA Conference Roads Pavements Visual Condition Assessment and Asset Management Training
- Time Management webinar
- Learning and Development Village Exchange

**Other**

- Health and wellbeing
  - Move it Burke: bootcamp held on 17 August with 9 attendees in total.

**Economic and Community Development****Grants**Awaiting Outcome:

<i>Grant Name</i>	<i>Project Name</i>	<i>Amount of Funding Requested</i>
Regional Precincts and Partnerships Program Stream One	Industrial Estate Planning and Design	\$793,200.00
Regional Precincts and Partnerships Program Stream two	Health and Wellbeing Precinct Stage 1	\$5,121,068.00 (10% co-contribution)
Housing Support Program – Community Enabling Infrastructure	Crimson Edge Servicing	~\$3,600, 000.00
NWQ Economic Diversification Strategy Implementation Plan	Town Entry Statements	\$100,000.00
NAB Community Grants	Upgrade comms in Nijinda Durlga	\$25,000.00

Recently Successful

<b>Grant Name</b>	<b>Project Name</b>	<b>Amount of Funding</b>
Disaster Resilience Funding NEMA	Attentis Disaster Ready Intelligence Network	\$224,000.00
Disaster Ready Fund 24-25	Disaster Resilience Master Planning Report	\$100,000.00

Currently Holding Funding:

<b>Grant Name</b>	<b>Project Name</b>	<b>Amount of Funding Requested</b>
Building Bush Tourism	Wharf Recreational Precinct Footpath	\$200,000.00
Disaster Ready Fund	Wifi hub Gregory Township	\$530,494.00
QRRRF 2023-24	Truganini Road - Stormwater IS Replacement	\$1,083,638.63
Betterment Funding	<ul style="list-style-type: none"> <li>• Gregory Lawn Hill Road Concrete Running Surface site 4 and 7</li> <li>• Airport runway pavement remediation</li> <li>• Lawn Hill Creek Betterment – raised culvert crossing</li> </ul>	\$18,000,000.00
Building Sustainable Communities Grant Round 2	Burketown Wharf Precinct Area	\$120,000.00
Move it NQ Program	Gregory Move it Program	\$7,000.00
FRRR Strengthening Rural Communities	Community Garden for Burketown Residents	\$25,000.00
Service Investment Fund	Azure Accelerate – Professional Services	\$10,800.00
Industry Development Fund	Vendor Simplification Project for Remote Councils	\$59,390.00
SES Support Grant 2024-25	Gregory SES Administration and Training Building	\$85,000.00
Active Women's and Girls Program	Boxing and Fitness Sessions	\$25,000.00
Local Government Sun Safety Grant	Sun Safety Incentive	\$5,000.00
Queensland Seniors Month 2024	Burke Shire Seniors Day Event 2024	\$2,000.00
Get Ready Queensland 24-25	Get Ready Preparedness Events	\$4,800.00
Tackling Regional Adversity through Connected Communities	Burke Shire Mental Health Events	\$66,000.00

Unsuccessful Grants

<b>Grant Name</b>	<b>Project Name</b>	<b>Amount of Funding Requested</b>
Play Our Way Program Stream 1 – Facilities	Replace playing surface – multipurpose courts. Gregory and Burketown	\$1,717,000.00
Disaster Resilience Funding NEMA	<ul style="list-style-type: none"> <li>Aqura Self Contained Low Orbit Solar Satellite Internet Hub for Gregory</li> </ul>	~\$200K

Community Projects:

<b>Project Name</b>	<b>Status</b>	<b>Funding Amount</b>
SES Support Grant 2024-25 Gregory SES Administration and Training Building	Planning ongoing. Working with SES coordinator	\$85,000.00
Active Women's and Girls Program Boxing and Fitness Sessions	Taren to begin 8-week program from October.	\$25,000.00
Local Government Sun Safety Grant Sun Safety Incentive	Progressing – with WHS	\$5,000.00
Queensland Seniors Month 2024 Burke Shire Seniors Day Event 2024	A few ideas - Gym session, trivia, Q and A with councillors, lunch	\$2,000.00
Get Ready Queensland 24-25 Get Ready Preparedness Events	Planning to commence shortly along with Disaster Management Officer.	\$4,800.00
Tackling Regional Adversity through Connected Communities Burke Shire Mental Health Events	<p>Planning for various events underway for this year. Looking at ways to engage stations and tying in mental health month (October)</p> <p>Allocation of \$10k to be put towards events at Hell's Gate. Remaining funds to be target towards Burketown and Gregory.</p> <p>Ladies Day at Hell's Gate complete. Resin Workshops scheduled for October to be subsidised by grant funding. Free art workshop to also be planned.</p>	\$66,000.00
Move it NQ Program – Gregory Move it Program	Commenced. Second session complete. Difficulties with numbers but working on it. Next session scheduled for early October	\$7,000.00
FRRR Strengthening Rural Communities Community	Planning ongoing	\$25,000.00

<b>Project Name</b>	<b>Status</b>	<b>Funding Amount</b>
Garden for Burketown Residents		

- Council Website now updated with community grants. To be updated monthly – ongoing.

**Small Business**

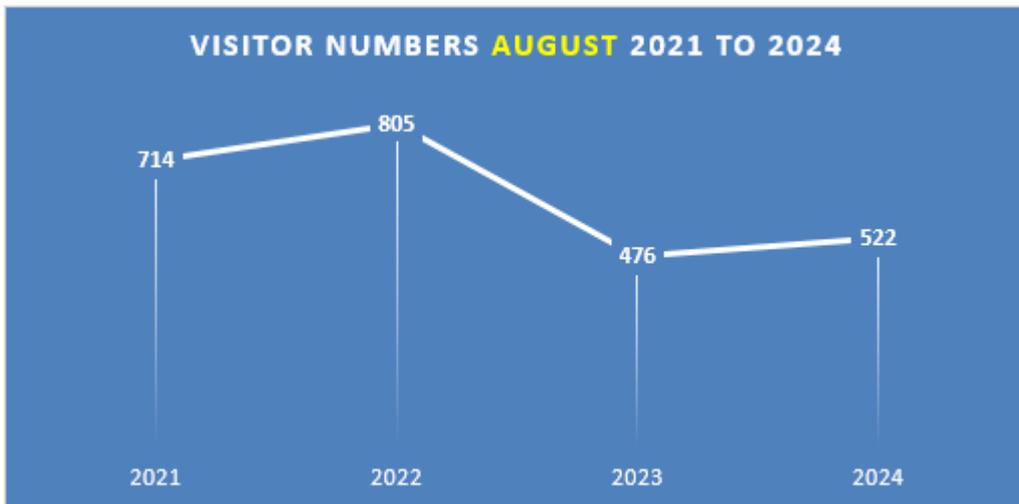
- Drafting a business investment prospectus document to entice people to come to the shire and start a business – ongoing. Awaiting industrial land to be finalised.
- Drafting of business event incentive scheme – ongoing.
- Drafting of business façade improvement policy.
- Hell’s Gate visit 21<sup>st</sup> August 2024 – complete. Signage and roads are ongoing issues.
- Digi roadshow programs sent out to small businesses. Plans for their visit to occur in September.
- QRIDA visit 7<sup>th</sup> August for primary producers – complete.

**Tourism**

- Signage audit underway. Due to apply for funding for signage ongoing.
  - Currently looking at putting in a new welcome to Burketown Sign at the airport and Hell’s Gate Roadhouse – prioritised. Working with state development to see if the digital files may be available.
- Tourism banners being scoped for signs in Burketown and Gregory – delivered – will be put up after the outback ball.
- Tourism Data (Provided by the Visitor Information Centre) –

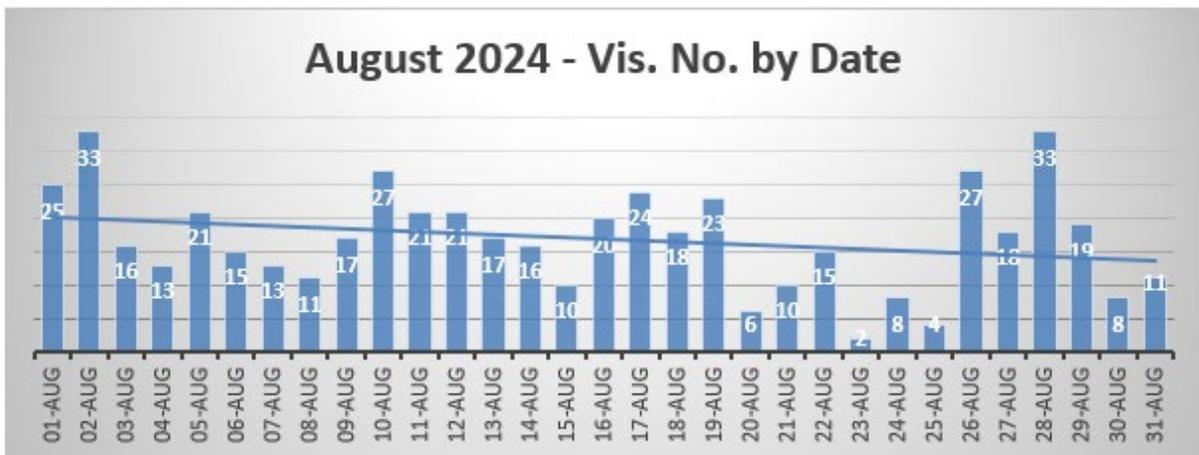
## BVIC MONTHLY REPORT – August 2024

August continued the slight upward trend over last year in Visitor Numbers





August 2024 represented an average of 17 visitors per day through at the VIC



Whilst QLD still provides the largest contribution of visitors, it has slipped from the high 30 percentile in previous years to low 30’s and NSW has grown from low 20’s.

**Economic Development**

- Draft Economic Development Strategy finalised. Draft Completed. To be presented to new council.

**Wet Season**

- Temporary housing - dongas demobilization complete. Dongas are now on Sloman Street.

**Events**

Council Events:

- Order of the outback ball 31 August – event was a success with Frankie Shadforth in attendance to accept the award.
- Photo competition Notice released. Closes mid-September

### Community Events:

- Burke Rodeo and Gymkhana 21<sup>st</sup> September 2024. Donations associated Ongoing planning.
- Gregory Horse sports 15<sup>th</sup> September. Donations associated

### **Donations**

- Ongoing – as outlined above upcoming donations for events are being organized.

### **Community General**

- Survey for event suggestions released – no responses. Looking at extending the date and distribution of hard copies
- Ongoing talks with Services Australia and Australia Post.
- Organization for events during October Mental Health Month and Seniors Day ongoing.
- Investigation and scoping of new amenities at the Burketown Rodeo Grounds. Temporarily linking toilet donga block to main septic line to reduce septic pump out requirements.
- REX Aviation went into receivership however flights to Burketown continue.

## **Environmental Health, Locals Laws, and Facilities**

### **Building, Facilities and Maintenance**

- Vacant properties –Unit 4 & Unit 7, Seniors Complex are currently vacant. Plans are currently being drafted for Units on Sloman St and pricing sourced for installation of decks and carports. Works Manager (Marshall Lane) house is currently vacant until position is filled.
- 1 Housing application received this month.
- MPDT Tree Lopping will be onsite week commencing 23<sup>rd</sup> September to complete boring works, removal and trimming of trees from Airports – Burketown and Gregory and the Gregory bridge.
- Gregory Cemetery – Water connection to be installed. Due to staff shortages, this has been delayed.
- Burketown Rodeo/Show Ground Amenities – Contractor has been engaged to carry out repairs as a temporary measure to ensure facilities are functional for upcoming Rodeo. Sourcing quotes for replacement of 'OLD' Amenities and upgrades to electrical network.
- Service Agreements currently being drafted for contractors to carry out maintenance works, minimum 2 years – Bulk fuel, building, plumbing, electrical, tree lopping, pest control etc.

Sand for playground will be delivered on 14<sup>th</sup> September and expected opening of park will be 20<sup>th</sup> September 2024.

4 staff members will be completing Operational Playground Safety Inspectors course in November.

### **Local Laws**

- We have found a suitable candidate for this position and are currently in negotiations with her in relation to this role.
- In final stages on procurement for ranger vehicle and equipment required for position.

**Environmental Health**

- Food Licensing – We have managed to secure an EHO (based in Cairns) who is scheduled to conduct food business inspections and water sampling (for business not hooked up to town water) from 4<sup>th</sup> to 7<sup>th</sup> November 2024.

We will be looking at setting up a 3-year Service Agreement following his first visit.

**Other**

- Currently completing Certificate IV in Government Investigations
- Lease of Lot 51 SP181721 (Department of Defence) is due to expire on 22<sup>nd</sup> November 2024. Report to be presented to Council at the October meeting.

**Corporate Services and Governance**

- Business as usual.

**3. OFFICER'S RECOMMENDATION**

That Council receives and notes the contents of the Acting Chief Executive Officer's Report for August 2024.

**11.02 Acting Chief Executive Officer Report**

**That Council receives and notes the contents of the Acting Chief Executive Officer's Report for August 2024.**

**Moved: Cr Poole**

**Seconded: Cr Murray**

**Carried 240918.09 5/0**

**Adjournment**

That Council adjourned the meeting from 10:47am to 11:08am for morning tea, all were present except Madison Marshall.

**Attendance**

Madison Marshall entered the meeting at 11:11am.

### 11.03 Finance Monthly Update Report

DEPARTMENT:	Chief Executive Officer
RESPONSIBLE OFFICER:	Daniel McKinlay, CEO
PREPARED BY:	Shaun Jorgensen; Finance and Technology Manager
DATE REPORT PREPARED:	16 September 2024
LINK TO COUNCIL PLAN/S:	Operational Plan 2024-25   Council Budget 2024-25

#### 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 2025 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 month ended August 2024.

#### 2. SUMMARY

Council's cash holdings were down by \$1.451mil by the end of August 2024.

Overall council is under budget by 7.14% when compared with the 30 June 2024 target. We do note it is the second month of operations for the financial year.

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

1. Overall Operating Summary (Actual v Budget)
2. Statement of Cash Flows
3. Statement of Income and Expenditure
4. Organisational Services Performance
5. Statement of Financial Position
6. Rating Arrears Summary
7. Exercise of Delegations
8. 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 for the 30 June 2025.

Overall Financial Performance	Note Ref	Year To Date Actual	Annual Budget (Target)	YTD Progress %
Operating Revenue	(1)	9,325,500	30,165,595	31%
Operating Expenses	(2)	3,137,993	32,933,300	10%
<b>Operating Result (Profit/Loss)</b>		<b>6,187,507</b>	<b>2,767,705</b>	<b>-22%</b>
Capital Revenue	(3)	112,500	33,953,000	10%
<b>Net Result</b>		<b>6,300,007</b>	<b>31,185,295</b>	<b>10%</b>

Assets & Liabilities		Year To Date Actual	Annual Budget (Target)
Cash & Cash Equivalents	(4)	63,331,368	38,309,470
Other Current Assets	(5)	5,821,730	1,402,000
Non Current Assets	(6)	167,434,351	199,998,924
<b>Total Assets</b>		<b>236,587,449</b>	<b>239,710,394</b>
Liabilities (Current)	(7)	57,714,153	36,655,000
Liabilities (Non Current)	(8)	957,833	1,485,415
<b>Total Liabilities</b>		<b>58,671,986</b>	<b>38,140,415</b>
<b>Net Community Assets</b>		<b>177,915,463</b>	<b>201,569,979</b>

### Sustainability Outlook

Financial Sustainability Ratios and Measures of Sustainability	Target	Current Month YTD	Prior Month
<sup>1</sup> Operating Surplus Ratio (%)	Between 0% and 10%	66%	85%
<sup>2</sup> Working Capital Ratio	Greater than 1:1	1.2	1.2
<sup>3</sup> Net Financial Liabilities Ratio	Less than 60%	-123%	-132%

1

### Notes:

- (1) **Operating Revenues** - Major movement for the month consists additional FA grant payment amounts received during the month for the quarterly grant instalment for 2024-2025.
- (2) **Operating Expenses** - operating expense have increased during the month due to works increasing for DRFA funded flood damage and RMPC works being carried out on state roads for the month.
- (3) **Capital Revenue** - Noted approximately \$5.2mil has been received for QRA betterment projects to the balance of cash however these works have not yet commenced and cannot be recognised as revenue yet. For August 2024 \$112k in grant revenue was recognised as capital revenue. We expect this to increase as further project work is carried out during the year.

**(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.

## 4. STATEMENT OF CASH FLOWS

The below statement shows a comparison between the cashflow of August 2023 in the previous year v August 2024 actuals v the budgeted estimated cashflow for 30 June 2025.

### Definitions

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

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

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

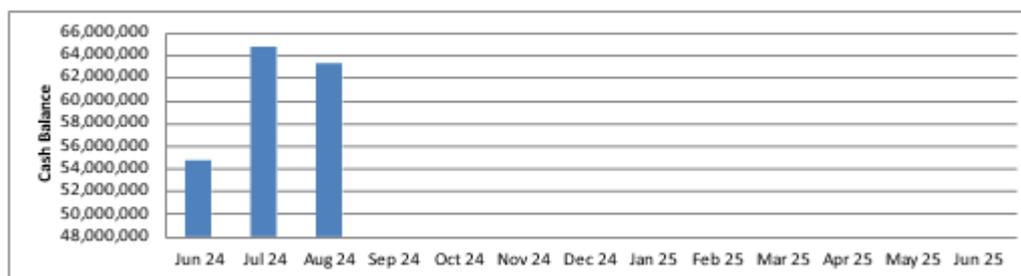
For the month ended 31 August 2024

	Note Ref	31 August 2023 \$	31 August 2024 \$	2024-25 Annual Budget \$	YTD Progress %
<b>Cash flows from operating activities:</b>					
Receipts from customers	(1)	(1,236,884)	(223,890)	5,258,079	-4%
Payments to suppliers and employees	(2)	(4,188,663)	(4,285,406)	(43,113,896)	10%
		<b>(5,425,547)</b>	<b>(4,509,296)</b>	<b>(37,855,817)</b>	<b>12%</b>
Rental Income	(3)	36,726	39,538	210,000	19%
Interest Received	(4)	181,137	521,616	1,533,706	34%
Operating Grants and Contributions	(5)	766,242	12,708,793	23,526,700	54%
Finance Costs		0	0	-	0%
<b>Net cash inflow (outflow) from operating activities</b>		<b>(4,441,442)</b>	<b>8,760,651</b>	<b>25,270,406</b>	<b>35%</b>
<b>Cash flows from investing activities:</b>					
Payments for Property, Plant and Equipment	(6)	(766,043)	(291,664)	(38,308,000)	1%
Net movement on loans and advances		-	-	-	0%
Proceeds from Sale of Property, Plant and Equipment		0	0	40,000	0%
Capital Grants and Subsidies	(7)	508,140	112,500	33,913,000	0%
<b>Net cash inflow (outflow) from investing activities</b>		<b>(257,903)</b>	<b>(179,164)</b>	<b>(4,355,000)</b>	<b>4%</b>
<b>Cash flows from financing activities:</b>					
Proceeds from Borrowings		-	-	500,000	0%
Repayment of Borrowings		-	-	-	0%
<b>Net cash inflow (outflow) from financing activities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Net increase (decrease) in cash held</b>	(8)	<b>(4,699,345)</b>	<b>8,581,488</b>	<b>(16,440,411)</b>	<b>-52%</b>
Cash at beginning of reporting period		24,460,577	54,749,881	54,749,881	100%
<b>Cash at end of reporting period</b>	(8)	<b>19,761,232</b>	<b>63,331,368</b>	<b>38,309,469</b>	<b>165%</b>

**Cash and Cash Equivalents Summary**

Cash & Cash Equivalents	Effective Interest Rate	YTD Interest Earnings	Cash Balance
QTC Cash Fund	5.19%	521,616	59,048,900
Westpac General Fund - Trust	-	-	4,282,185
Cash Floats	-	-	283
<b>Total</b>			<b>63,331,368</b>

**Cash and Cash Equivalents Movement Comparison Chart**



**Cash and Cash Equivalents - Restricted Cash (IAS 7)**

Total Cash on hand	\$ 63,331,368.25	%
Restricted Cash - DRFA Operating Grants	\$ 47,516,851.50	75.03%
Restricted Cash - Non-DRFA Operating Grants	\$ 226,087.98	0.36%
Restricted Cash - Capital Grants	\$ 6,917,363.90	10.92%
GST Liability	\$ 360,205.66	0.57%
Unrestricted Cash	\$ 8,310,859.21	13.12%
Contract Assets - Cash to be received by 30 June 2024		
LRCI 2 and 3	\$ 323,000.00	<i>Pending final <del>acquit</del> approval</i>
Insurance	\$ 250,000.00	<i>Pending finalisation with assessor</i>
Projected Unrestricted Cash	\$ 8,883,859.21	
Prior Month Unrestricted Cash Balance	\$ 8,570,373.86	
Explanation for Movement:	-\$ 259,514.65	
Minimal movement in unrestricted cash for the month.		

**Notes to the Statement of Cashflows:**

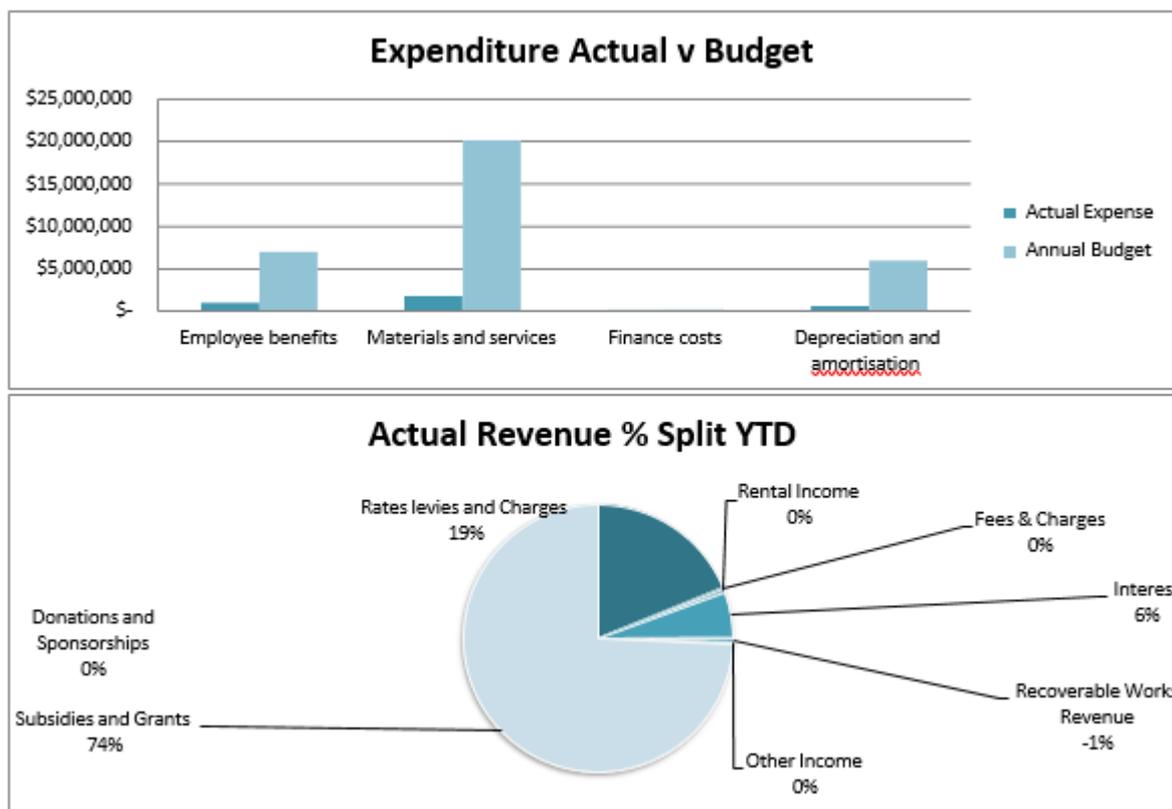
- (1) **Receipts from customers** - On track with budget. Impacted by the movement of rates levying; we expected this to correct as rates amounts are paid to council during the course of the next 2-6 months.
- (2) **Payments to suppliers and employees** - On track with budget.
- (3) **Rental Income** - Rental income is on track with budget.
- (4) **Interest Received** - Interest is on track with budget with an effective interest rate provided by the QTC (5.19%). This is down from 5.41% in July 2024.
- (5) **Operating Grants and Contributions** - Major movement for the month consists additional FA grant payment amounts received during the month for the quarterly grant instalment for 2024-2025.
- (6) **Payments for Property, Plant and Equipment** - No major movement noted for July 2024 as it is the first month of operations for the financial year.
- (7) **Capital Grants and Subsidies** - No major movement noted for July 2024 as it is the first month of operations for the financial year. It should be noted that QRRRF 24-25 funding has been received but it pending allocation to capital grant funded works under AASB15 for when works are completed.
- (8) **Net Cash Movement** - Council's cash holdings were down by \$1.451mil by the end of August 2024.

## 5. STATEMENT OF INCOME AND EXPENDITURE

The below statement shows a comparison between the income and expense statement of August 2023 in the previous year v August 2024 actuals v the budgeted income and expenditure for 30 June 2025.

*For the month ended 31 August 2024*

	Note Ref	31 August 2023 \$	31 August 2024 \$	2024-25 Annual Budget \$	YTD Progress %
<b>Recurrent Revenue</b>					
Rates levies and Charges		1,725,262	1,772,525	3,496,000	51%
Fees & Charges	(1)	13,982	18,123	145,400	12%
Rental Income	(2)	36,726	39,538	210,000	19%
Interest	(3)	181,137	521,616	1,335,000	39%
Recoverable Works Revenue	(4)	30,142	58,080	1,129,895	-5%
Other Income	(5)	319	6,085	317,600	2%
Donations and Sponsorships	(12)	-	11,136	5,000	223%
Developer Contributions		-	-	-	0%
Subsidies and Grants	(6)	53,368	7,014,557	23,526,700	30%
<b>Total Recurrent Revenue</b>		<b>1,980,015</b>	<b>9,325,500</b>	<b>30,165,595</b>	<b>31%</b>
<b>Capital Revenue</b>					
Sale of non-current assets	(13)	-	-	40,000	0%
Contributions		-	-	-	0%
Subsidies and Grants	(7)	508,140	112,500	33,913,000	0%
<b>Total Capital Revenue</b>		<b>508,140</b>	<b>112,500</b>	<b>33,953,000</b>	<b>0%</b>
<b>TOTAL INCOME</b>		<b>2,488,155</b>	<b>9,438,000</b>	<b>64,118,595</b>	<b>15%</b>
<b>Recurrent Expenses</b>					
Employee benefits	(8)	1,007,198	899,277	6,893,207	13%
Materials and services	(9)	759,470	1,738,415	20,150,093	9%
Finance costs	(10)	4,391	12,134	32,000	38%
Depreciation and amortisation	(11)	989,226	488,167	5,858,000	8%
<b>TOTAL RECURRENT EXPENSES</b>		<b>2,760,284</b>	<b>3,137,993</b>	<b>32,933,300</b>	<b>10%</b>
<b>NET RESULT</b>		<b>272,129</b>	<b>6,300,007</b>	<b>31,185,295</b>	<b>20%</b>



**Notes to the Statement of Income and Expenditure:**

- (1) **Fees & Charges** - This amount is on track with budget.
- (2) **Rental Income** - Rental income is on track against budget.
- (3) **Interest** - Interest is on track with budget with an effective interest rate provided by the QTC (5.19%). This is down from 5.41% in July 2024.
- (4) **Recoverable Works Revenue** - it should be noted financial is currently finalising 30 June accounts for audit and this balance will be subject to some minor carry forward changes and will be adjusted for the September 2024 report to council.
- (5) **Other Income** - Minimal movement to report for the month.
- (6) **Subsidies and Grants (operating)** - Major movement for the month consists additional FA grant payment amounts received during the month for the quarterly grant instalment for 2024-2025.
- (7) **Subsidies and Grants (capital)** - Noted approximately \$5.2mil has been received for QRA betterment projects to the balance of cash however these works have not yet commenced and cannot be recognised as revenue yet. For August 2024 \$112k in grant revenue was recognised as capital revenue. We expect this to increase as further project work is carried out during the year.
- (8) **Employee benefits** - In relation to employee benefits costs against the budget, we have currently expended \$899k against a budget of \$6.893 mil for the year; this is an actual spend of 13% year to date.
- (9) **Materials and services** - Refer to the cost disaggregation in the operating statement. Currently on track with budget overall.

- (10) **Finance costs** - This amount is on track with budget.
- (11) **Depreciation and amortisation** - Amount is inline with the expected depreciation spend by 31 August 2024.
- (12) **Donations and Sponsorship Revenue** - This is made up of revenue received from sponsorship for the Order of the Outback Ball which was held in August 2024.
- (13) **Sale of non-current assets** - Nil movements noted at this stage.

6. BURKE SHIRE COUNCIL FINANCIAL PERFORMANCE

The 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 August 2024 16.67%

**% 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					Comments
	31 August 2023	31 August 2024	2024-25 Annual Budget	YTD Progress %	
<b>Recurrent Expenses</b>					
Corporate Governance Costs	152,819	148,888	1,046,000	14.23%	On track with budget.
Administration Costs	599,028	585,833	4,293,400	13.64%	On track with budget.
Recoverable Works Expenses	122,701	236,641	934,000	25.34%	Works are on track with crews employed to complete them more productively when compared to previous years.
Engineering Services	703,908	1,799,401	17,524,500	10.04%	On track with budget.
Utility Services Costs	225,154	98,913	1,028,000	9.62%	On track with budget.
Net Plant Operating Costs	-	339,354	750,000	44.66%	This amount will adjust overtime as predicted inline with budget. Management will monitor at this stage.
Planning and Environmental Expenses	10,288	9,730	352,000	2.76%	On track with budget.
Community Services Costs	262,123	133,241	2,615,400	5.09%	On track with budget.
Finance Costs	4,391	12,134	32,000	37.92%	Distorted due to percentage approach to reporting. Value is low and has increased due to significant increases to council QTC interest returns for 2024/2025 as the balance of cash held is higher than expected at current.
Depreciation	589,226	488,167	5,858,000	8.33%	On track with budget.
Other Expenses	-	-	-	0.00%	On track with budget.
<b>TOTAL RECURRENT EXPENSES</b>	<b>2,760,284</b>	<b>3,187,888</b>	<b>32,833,300</b>	<b>9.53%</b>	On track with budget.
Capitalised Wages	-	31,629	217,000	15%	On track with budget.

## 7. STATEMENT OF FINANCIAL POSITION

*For the month ended 31 August 2024*

	31 August 2024 \$	2024-25 Annual Budget \$
<b>Current Assets</b>		
Cash and cash equivalents	63,331,368	38,309,470
Trade and other receivables	5,255,503	1,000,000
Inventories	521,137	300,000
Other financial assets	45,090	102,000
Non-current assets classified as held for sale	-	-
<b>Total current assets</b>	<b>69,153,098</b>	<b>39,711,470</b>
<b>Non-current Assets</b>		
Receivables	-	-
Property, plant and equipment	282,519,512	295,443,386
Accumulated Depreciation	- 115,085,161 -	95,444,462
Intangible assets	-	-
<b>Total non-current assets</b>	<b>167,434,351</b>	<b>199,998,924</b>
<b>TOTAL ASSETS</b>	<b>236,587,449</b>	<b>239,710,394</b>
<b>Current Liabilities</b>		
Trade and other payables	57,439,622	36,465,000
Borrowings	-	-
Provisions	274,531	190,000
Other	-	-
<b>Total current liabilities</b>	<b>57,714,153</b>	<b>36,655,000</b>
<b>Non-current Liabilities</b>		
Trade and other payables	55,410	55,415
Interest bearing liabilities	-	-
Provisions	902,423	930,000
Other	-	500,000
<b>Total non-current liabilities</b>	<b>957,833</b>	<b>1,485,415</b>
<b>TOTAL LIABILITIES</b>	<b>58,671,986</b>	<b>38,140,415</b>
<b>NET COMMUNITY ASSETS</b>	<b>177,915,463</b>	<b>201,569,979</b>
<b>Community Equity</b>		
Shire capital	39,529,889	73,482,889
Asset revaluation reserve	103,541,131	103,541,131
Retained surplus/(deficiency)	34,844,442	24,545,959
Other reserves	-	-
<b>TOTAL COMMUNITY EQUITY</b>	<b>177,915,463</b>	<b>201,569,979</b>

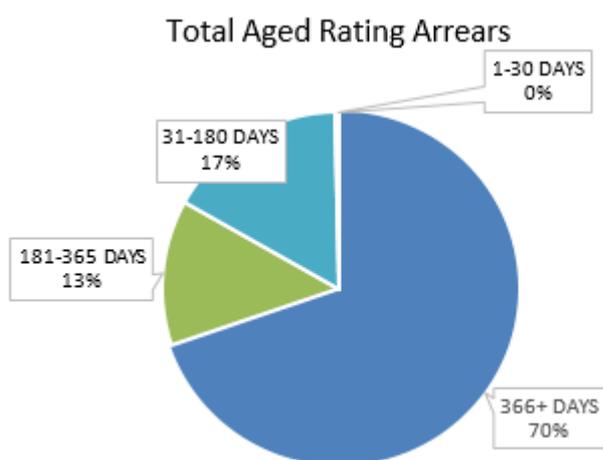
8. RATING ARREARS SUMMARY

The below report shows the outstanding aged rating arrears as at 16 September 2024.

Rating Type	366+ DAYS	181-365 DAYS	31-180 DAYS	1-30 DAYS	Total
	\$	\$	\$	\$	\$
GENERAL	99,067	24,422	41,293	635	165,417
SEWERAGE	8,893	4,107	5,257	55	18,313
GARBAGE	4,141	2,361	4,907	44	11,453
WATER	112,016	20,252	26,439	597	159,304
WATER CONSUMPTION	127,858	17,063	5,424	593	150,937
STATE GOVT EMERGENCY	5,460	1,367	2,539	35	9,401
LEGAL FEES	6,376	-	-	-	6,376
<b>Total</b>	<b>363,811</b>	<b>69,571</b>	<b>85,859</b>	<b>1,959</b>	<b>521,200</b>

Debt Collection Actions Executed for August 2024:

	Number of assessments	Amount Outstanding
<i>Rate Payers individually contacted by council</i>	19	\$ 54,813.74
<i>Rate Payers referred to Debt Collection</i>	16	\$ 139,733.51
<i>Ratepayers subject to further legal rectification</i>	2	\$ 234,189.53
<i>Assessments to progress to Rating Sale</i>	1	\$ 32,498.14
<b>(Sum of Debt Actions in progress)</b>		<b>\$ 461,234.92</b>
<b>(%) of Total Rating Arrears</b>		<b>88%</b>



9. 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 > \$1,000**

Nil

10. OFFICER’S RECOMMENDATION

That the financial report for the 31 August 2024 be received and noted.

**11.03 Finance Monthly Update Report**

**That the financial report for the 31 August 2024 be received and noted.**

Moved: Cr Camp

Seconded: Cr Poole

Carried 240918.10 5/0

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## 11.04 Aboriginal Cultural Heritage Protection Agreement

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DEPARTMENT:	Engineering
RESPONSIBLE OFFICER:	Chris Wilson - Acting Chief Executive Officer
PREPARED BY:	Chris Wilson - Acting Chief Executive Officer
DATE REPORT PREPARED:	20 August 2024
LINK TO COUNCIL PLAN/S:	Corporate Plan

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### 1. PURPOSE

The purpose of this report is to obtain Council's agreement to adopt the Aboriginal Cultural Heritage Protection Agreement between the Burke Shire Council and the Gangalidda and Garawa Native Title Aboriginal Corporation.

### 2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council officers and representatives of the Gangalidda and Garawa Native Title Aboriginal Corporation have been negotiating the terms and conditions for a mutually agreeable Aboriginal Cultural Heritage Protection Agreement.

An agreement has now been reached and Council Officers are now seeking Council's adoption of the agreement.

A copy of the agreement is available as **Attachment A** for Councillors reference.

The purpose of the agreement is to:

- a) *record how the Native Title Groups and the Council will work together;*
- b) *develop clear procedures about how future activities of the Council can comply with the Aboriginal Cultural Heritage Act and comply with the Cultural Heritage Duty of Care;*
- c) *establish a work area clearance and Aboriginal Cultural Heritage avoidance, protection, and management protocol acceptable to the Parties; and*
- d) *ensure the protection, avoidance of harm and management of any Aboriginal Cultural Heritage within the Agreement Area of significance to the Native Title Groups in accordance with their respective traditional laws and customs.*

The adoption of an agreement will set a formal framework so both parties are fully aware of their responsibilities and the process for dealing with any issues that may arise in the future.

### 3. PROPOSAL

It is recommended that Council adopt the Aboriginal Cultural Heritage Protection Agreement. The agreement has an initial term of ten years from the commencement date or amendment by mutual agreement of the parties in writing, or if GGNTAC ceases to be the Aboriginal Party under the Aboriginal Cultural Heritage act.

#### 4. FINANCIAL & RESOURCE IMPLICATIONS

The financial implications are clearly stated in the agreement within *Schedule 4* of the agreement.

Price increases are detailed in *Part 10. CPI Increases*.

The costs for individual projects would be borne by the project in the same way as any other fee or charge.

#### 5. RISK

<b>Risk Type</b>	<b>What could happen</b>	<b>Possible consequence</b>
Unawareness of the Aboriginal Cultural Heritage Act 2003 obligations	Breach of the Aboriginal Cultural Heritage Act 2003 Breach of the Native Title Act 1993	Fines Costs to reinstate breaches or disturbances. Reputational damage
Disturbance of Cultural Heritage Finds	Breach of the Aboriginal Cultural Heritage Act 2003 Breach of the Native Title Act 1993	Fines Costs to reinstate breaches or disturbances. Reputational damage
Disturbance of Human Remains	Breach of the Aboriginal Cultural Heritage Act 2003 Breach of the Native Title Act 1993	Fines Costs to reinstate breaches or disturbances. Reputational damage Desecration of a burial site

#### 6. POLICY & LEGAL IMPLICATIONS

The agreement meets the requirements and intent of the Aboriginal Heritage Act 2003.

#### 7. CRITICAL DATES & IMPLICATIONS

The agreement takes effect from the *Commencement Date* which is the date the last party signs the document, with an initial term of ten years from the commencement date or amendment by mutual agreement of the parties in writing, or if GGNTAC ceases to be the Aboriginal Party under the Aboriginal Cultural Heritage Act 2003.

#### 8. CONSULTATION

Consultation was undertaken with;

- Dan McKinlay, CEO,
- Chris Wilson, Director of Engineering,
- Representatives of the Gangalidda and Garawa Native Title Aboriginal Corporation,

**9. CONCLUSION**

That the adoption by Council of the Aboriginal Cultural Heritage Protection Agreement provides Council and staff with an agreement that details a clear path and process for dealing with the obligations of the Aboriginal Cultural Heritage Act 2003 and provides a mechanism for staff to receive the appropriate training to ensure they know and understand the obligations of the act and how it may affect their working practices.

**10. OFFICER'S RECOMMENDATION**

That Council approves the adoption of the proposed Aboriginal Cultural Heritage Protection Agreement, and instructs the CEO to sign the agreement on behalf of council

**11.04 Aboriginal Cultural Heritage Protection Agreement**

**That Council approves:**

- 1. The adoption of the proposed Aboriginal Cultural Heritage Protection Agreement, and instructs the CEO to sign the agreement on behalf of Council.**
- 2. The CEO be delegated to organise appropriate training with Councillors and Council staff, this will include the current Burketown ILUA and proposed Gregory ILUA.**

**Moved: Cr Camp**

**Seconded: Cr Yanner**

**Carried 240918.11 5/0**

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## 11.05 Disposal of Defective Council Plant and Vehicles

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DEPARTMENT:	Office of CEO
RESPONSIBLE OFFICER:	Chris Wilson - Acting Chief Executive Officer
PREPARED BY:	Chris Wilson - Acting Chief Executive Officer
DATE REPORT PREPARED:	12 September 2024
LINK TO COUNCIL PLAN/S:	Goal – Asset Sustainability - Council operates, maintains, and utilises Council assets to deliver efficient and cost-effective services to the community.

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### 1. PURPOSE

This report assesses the economic viability of multiple pieces of council plant and seeks council's approval for the disposal or sale of old, unused, and severely defective plant and vehicles currently held by the Burke Shire Council.

### 2. BACKGROUND and PREVIOUS COUNCIL CONSIDERATION

As part of an ongoing assessment programme, a review of the existing council fleet and plant was carried out with the assistance of the Workshop Supervisor of the Burke Shire Council. As part of this review, it was identified that the follow plant and vehicle should be considered for disposal in accordance with FIN-POL-014 (Non-current Asset Disposal Policy):

#### **Plant 593 – Isuzu Road Crew Dual Cab Truck**

##### **BSC Workshop Supervisor's Commentary:**

*The Isuzu Road Crew Dual Cab Truck plant number 593 is considered uneconomical to repair due to several factors. The machine has been left idle for years. It had major transmission issues many years ago and since then parts have been removed from the truck to service other vehicles. The transmission fault remains unrepaired, half of the dashboard is missing, and the right-hand side rear brake assembly is missing.*

*The repair work costs to restore this truck to an operational condition are unknown at this stage.*

*The total labour and parts costs make repairing the truck financially impractical.*

It should also be noted that this piece of plant has not been used since 2020.

#### **Plant 522 – Road Grader**

##### **BSC Fleet Supervisor's Commentary:**

*The road grader plant number 522 is deemed uneconomical to repair. The unit was struck by lightning and Caterpillar subsequently inspected it and could not repair the electrical faults that presented as a result of the lightning strike.*

*The machine would essentially need to be rewired from front to back and all electrical components including engine and implement computers replaced. The cost involved in doing*

*so would far outweigh the value of the machine. Also, this work would still not guarantee the grader to be free from issues moving forward.*

*The grader has also been picked for parts while sitting in the depot and is missing numerous components from the engine and machine exterior.*

*It is recommended council sell this machine as-is with full disclosure about its condition and history.*

The funds required to repair this machine would be better spent on maintaining the existing road graders.

3. PROPOSAL

Council management recommends that the commentary provided by the Workshop Supervisor be followed in relation to the condition assessment of plant item 522 and 593 carried out and in accordance with the Burke Shire Council Non-current Asset Disposal Policy (FIN-POL-014) section 5.1; both of the above plant should be disposed of/sold off as is.

4. FINANCIAL and RESOURCE IMPLICATIONS

Financial implications as noted above by the fleet supervisor’s commentary are noted below:

**Plant 593**

- The estimated cost to commence repairs is \$50,000 with no quantifiable limit to the final cost.
- All of the above makes this plant un-economical to repair.
- This piece of plant has not been used since approximately 2020 and with no foreseeable future use.

**Plant 522**

- The minimum estimated cost to begin to repair the road grader would be \$50,000 with no quantifiable limit to the final cost.
- Approximately \$15,000 has already been spent on repair work with no measurable progress.

5. RISK

Risk Type	What could happen	Possible consequence
Repairing heavily defected plant	<ul style="list-style-type: none"> <li>▪ Funds spent on plant that would otherwise be more economically viable to simply replace instead of repairing</li> </ul>	<ul style="list-style-type: none"> <li>▪ Excessive council funds spent repairing plant with no clear result as to whether the plant will operate better and cheaper than if council were to simply replace the plant.</li> <li>▪ Further undiagnosed problems presenting themselves which will incur further costs.</li> </ul>

## 6. POLICY and LEGAL IMPLICATIONS

Instrument	Reference	Details
<i>FIN-POL-014</i>	Section 5.1	<p>Recommend to Dispose.</p> <p>Before any asset is disposed of, it is necessary to determine that it is appropriate for disposal. In deciding and recommending an asset for disposal, employees must consider the following common criteria for determining whether assets may be suitable for disposal:</p> <ul style="list-style-type: none"> <li>a) No longer required;</li> <li>b) Unserviceable or beyond economic repair;</li> <li>c) Technologically obsolete;</li> <li>d) Operationally inefficient;</li> <li>e) Surplus to current or immediately foreseeable needs;</li> <li>f) Part of an asset replacement program; and/or</li> <li>g) Contains any environmentally sensitive or hazardous material.</li> </ul> <p>In deciding and recommending an asset for disposal, senior managers should consider the needs of all Council programs. This could take the form of a notice communicating surplus assets.</p>

## 7. CRITICAL DATES and IMPLICATIONS

It is recommended the plant noted in the above report be disposed of immediately.

## 8. CONSULTATION

Acting CEO  
Fleet Supervisor

## 9. CONCLUSION

In conclusion, based on the recommendation of qualified officers of council as well as the observation of management, it would be more economically responsible for council to dispose of these items as-is due to the cost than to repair these plant items based on their current conditions.

## 10. OFFICER'S RECOMMENDATION

That Council:

- a. Notes and accepts the contents of the report; and
- b. Acknowledges one or both of these items may be disposed in a manner not covered in Council's procurement and disposal policies; and
- c. Instructs the Chief Executive Officer to arrange the sale of plant items 522 and 593; and
- d. Delegates authority to the Chief Executive Officer to enter into negotiations for any and all matters associated with executing the sale of these plant items for the best negotiable price.

**11.05 Disposal of Defective Council Plant and Vehicles**

**That Council:**

- a. Notes and accepts the contents of the report; and**
- b. Acknowledges both of these items may be disposed in a manner not covered in Council's procurement and disposal policies; and**
- c. Instructs the Chief Executive Officer to arrange the sale of plant items 522 and 593; and**
- d. Delegates authority to the Chief Executive Officer to enter into negotiations for any and all matters associated with executing the sale of these plant items for the best negotiable price.**

**Moved: Cr Yanner**

**Seconded: Cr Murray**

**Carried 240918.12 5/0**

## 12. Closed Session Reports

**That Council notes no closed session reports were received for the meeting.**

## 13. Mayoral Report

I attended the following:

- WQAC in Mt Isa with Cr Clarke, Murray and ACEO Chris Wilson – discussions around election priorities
- Informal catchup with President LGAQ Cr Matt Burnett, Mayor Gladstone Shire Council, re challenges and needs in Burke Shire – with Cr Clarke (at WGAC)
- Dinner with Sen Anthony Chisholm, Federal Ass Min for Education, Regional Development and Agriculture, Forestry and Fisheries - - with other WQAC Mayors
- Gulf Regional Water Assessment Work Group Meeting
- NWMP SAC Meeting in Mt Isa – day prior to WQAC – discussed Regional Transformation Strategy
- CAG Meeting Waanyi PBC
- Order of the Outback Ball – hosted special guests – Mr Rob Katter, Member for Traeger, Mayor Richard Sewter, Mornington Island and his partner, Yvonne Tunney, LNP Candidate for Traeger, Nat Trigwell representing NEMA and Frankie and Clarry Shadforth. It was an absolute pleasure to present the Order of the Outback Award to Frankie on behalf of indigenous stockmen (and women as we both acknowledged in our speeches). It was a great night, the hall looked fantastic and the food and band were equally as fantastic. I'd like to thank the Committee and Council staff who worked tirelessly to make this event the success it was.
- Meeting with ACEO as required
- Interview with ABC North West whilst they were live in Burketown

### GSD

- Board Meeting, informal catchups held regularly
- Signed another funding agreement with others pending
- Looking to employ additional staff to deliver projects, assist with administration tasks
- Focus going forward will be on projects, website consolidation and amalgamation and membership growth

**That Council notes the contents of the report provided by Councillor Camp.**

**Moved: Cr Yanner**

**Seconded: Cr Poole**

**Carried 240918.13 5/0**

### 14. Councillor Reports

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

**Moved: Cr Camp**

**Seconded: Cr Murray**

**Carried 240918.14 5/0**

### 15. Late Business

**That Council notes no late business was received.**

### 16. Deputations and presentation scheduled for meeting

**That Council notes deputations or presentations were scheduled for the meeting.**

### 17. Closure of meeting

**The Chair declared the meeting closed at 11:53am.**

I hereby certify that these pages numbered 1 to 75 – constitute the Confirmed Ordinary Meeting minutes of the Council Meeting of Burke Shire Council held on Wednesday 18 September 2024.

Mayor Cr Ernie Camp .....