



Confirmed Minutes
Burke Shire Council Ordinary Meeting
Thursday 20 November 2025
9.00am Council Chambers

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Signed.....

Inclusion | Integrity | Innovation | Infrastructure

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01. Opening of Meeting

The Chair declared the meeting open at 9.11am.

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; Manager Project Management Office
Chelsea Nelson; People and Culture Manager
Jordan Marshall; Executive Assistant (Minutes)
Kimberly Chan; Economic and Community Development Manager
Leonard Locke; Graduate Engineer
Madison Marshall; Corporate Services and Governance Manager
Sarath Jayasekara; Infrastructure Engineer
Shannon Moren; Environmental Health, Local Laws and Facilities Manager
David Lopez; Assistant Finance Manager**

**Apologies –
Ben Stephen; Works 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 person/s to participate in the meeting by audio link or visual audio link:

- Amir Akrami; Manager Project Management Office**
- Chelsea Nelson; People and Culture Manager**
- David Lopez; Assistant Finance Manager**
- Madison Marshall; Corporate Services and Governance Manager**
- Sarath Jayasekara; Infrastructure Engineer**
- Shannon Moren; Environmental Health, Local Laws and Facilities Manager**

Moved: Cr Camp

Seconded: Cr Poole

Carried 251120.01 5/0

03. Prayer

Led by Cr Clarke.

04. Consideration of applications for leave of absence

That Council notes no application for leave of absence were received.

05. Confirmation of minutes of previous meeting(s)

05.01 Ordinary Meeting Wednesday 15 October 2025

That the Minutes of the Ordinary Meeting of Council held on Wednesday 15 October 2025 as presented be confirmed by Council.

Moved: Cr Yanner

Seconded: Cr Clarke

Carried 251120.02 5/0

06. Condolences

Council notes the passing of Valentina Veloso and Kenny Trindle Snr and expresses their condolences to the families.

07. Declaration of Interests

That Council notes no declarations of interest were received 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 there were no notices of motion or petitions received for the meeting.

Attendance

Dan McKinlay left the meeting from 9.16am to 9.18am.

10. Engineering Services Reports

10.01 Engineering Department Monthly Report

| | |
|-------------------------|--|
| DEPARTMENT: | Engineering Services |
| RESPONSIBLE OFFICER: | Chris Wilson; Director of Engineering/Deputy CEO |
| PREPARED BY: | Chris Wilson; Director of Engineering/Deputy CEO |
| DATE REPORT PREPARED: | 11 November 2025 |
| LINK TO COUNCIL PLAN/S: | Corporate Plan 2025-30 |

1. PURPOSE

This report is provided to Councillors for information and outlines the works carried out by the Engineering Department for the month of October 2025 and proposed works for the month ahead.

2. SUMMARY

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

2.1 Parks, Gardens and Cemetery

- Cleaning council facilities the BBQ area at the wharf is time consuming, the area is quite often left dirty.
- Cleaning up council blocks.
- Cleaning council units for staff coming in and out of town also contractors are using these units.
- Weekly trips to Gregory doing the skip bins and rubbish collection.
- Weekly pump out at the public toilets at Gregory.
- Weekly tidy up of landfill area.
- Repair of fencing at the cemetery.
- Community garden is be maintained.
- Cleanup and maintenance of property in Burketown.
- Assisted with Rex duties.
- Assisted road crew due to staff absences.
- Skip bins at Gregory crossing and Floraville emptied weekly.
- Removal of dead animals in and around town.
- Mowing council facilities.
- Running stores during staff annual leave.
- Cleanup old bus shelter and relocate food van.

2.2 Roads Crew

Hells Gate:

- Cleaning gravel pit 52, carting rubbish back to Burketown 1 load a day.

Town:

- Assist with council's table and chairs for In-kind service (Market fair).
- Assist Airport Supervisor with fire breaks with Grader and control burn of airport.
- Cleaning drains on Floraville Rd and fixing the road from town to Albert bridge.

2.3 RMPC

Wills Development Road and 6801:

- Inspections – Logging of defects and entering data onto system. (Ongoing)
- Jacks Gully Rock Placement – placing of rocks on to topside of causeway for protection.
Photos Attached
- Guidepost installations (Ongoing)
- Pothole patching (Ongoing)
- Surface Corrections (Ongoing)

Local Roads:

- Doomadgee West RD inspections and signs maintenance
- Doomadgee East RD inspections and signs maintenance
- Floraville RD Inspections and signs maintenance
- Gregory/lawn hill RD inspections & pothole patch in multiple sections including Macadams Creek.

General Maintenance:

- Burketown Dump Maintenance
- Town Streets (snap, send, solve) – Multiple Places including Hospital RD, Gregory St, Burke St

2.4 Airport

Burketown Airport:

- Daily inspections – record and submit on safety champion.
- Ongoing monitoring of surface integrity.
- Weather Broadcast Unit "AWIS" has radio frequency issues 123.050 scattered not clear:
 - Call up by phone 07 3564 3707 all clear, we are in talks with Technician to fix issues.
- RWY exits all completed.

Gregory Airport:

- Weekly inspections.
- Undertake maintenance:
 - Perimeter fence line to be trimmed all along when crews are available.
 - Fire breaks introduced.
 - Grader to clear along perimeter fence line inside and out.
 - Fire hazard reduction burn is planned needed "Permit and Crews" to reduce weed/plant growth.
 - Gregory crew are managing with limited resources, thanks to Kym and Zayne.
- Record and complete reports on safety champion.

2.5 Workshop and Fleet

- Gregory GENSETS – Servicing
- 527 – MGP GENSET – Service / Coolant replacement / refuel
- 811 – Gregory Depot GENSET – Electrical fault repairs / Fuel issue repairs
- 607 – Gregory Depot GENSET – Electrical fault repairs / Fuel issue repairs
- 589 – RMPC Truck – PTO fault repairs / Crane troubleshooting and repairs
- 601 – Float – Check over / Grease / Taillight repairs / Tyres
- 583 – 950K Loader – Check over and grease
- 600 – Workshop Truck – Crane troubleshooting and repairs
- 602 – WTP Truck – Crane troubleshooting and repairs / Tyres / Check over
- 604 – Gregory Zero-turn – Battery replacement / Belt replacement
- 546 – Tractor – Attachment swap overs
- 588 – 10T Truck – PTO handpiece fault – New one to arrive
- 534 – P&G Car – Service
- 610 – Ride on mower – Transmission leak
- 551 – Prime Mover – Air leaks repairs
- 548 – Excavator – A/C Fault repairs
- 480 – Western Star Prime Mover (Repairs nearing completion)
- 523 – CAT Grader 140M (Repairs in progress)
- 522 – CAT Grader 140M (Repairs in progress)

2.6 Stores

- Ongoing freight goods/items receival
- Plan orders of store items accordingly
- Issuing of staff PPE (on wear/tear basis)

2.7 Waste Management

- Weekly collection service ongoing
- Rubbish Truck Camera installation completed.

2.8 Water and SewerageWater Network Production:

| Monthly Reading WTP Burketown | | |
|-------------------------------|---------------|------------|
| Previous Month | Current Month | Difference |
| Provided at meeting | | |

| Monthly Reading WTP Gregory | | |
|-----------------------------|---------------|------------|
| Previous Month | Current Month | Difference |
| Provided at meeting | | |

Burketown & Gregory Projects:

- De-silting of lagoons completed.

Water Samples:

- Burketown and Gregory Monthly water samples have been completed with less than 1 E-coli detected in the Drinking water system.
- Starting the new testing requirements on the Drinking Water as per DWQMP in both Gregory and Burketown in September.

Burketown Sewerage:

- Sewer Samples are continuously failing due to high pH and Suspended solids. pH needs to be below 8 for irrigation to land. Current pH test >9 – 10 ph. Ongoing. MBS Water investigating with new sewer test regime being done weekly. This is so that we can design the Blivet to suit our effluent treatment process.

Burketown Water Treatment Plant:

- SOPs will be finalised when SCADA project is completed. Ongoing. MBS has visited the site. Found that the SCADA issues need to be repaired. P&ID needs to be fixed. Ongoing.

Burketown Reticulation:

- Due to Staff shortages and higher priorities we had to concentrate on both Water Treatment Plant issues and have been repairing when we can or in Emergencies.
- Repairs to water leaks Ongoing.
- Repairs to sprinkler system in MG Park ongoing. Parts have arrived and we are fixing when we have time. Repaired 6 with 6 more to be repaired.

Sewerage Treatment Plant:

- STP Blivet Upgrade. Currently working with MBS Water.
- Total flow for the month of August unavailable due to upgrade works being carried out on Sewer Station 3.
- Sewer samples are continuously failing due to high pH and Suspended solids. pH needs to be below 8 for irrigation to land. Current pH test >9 – 10 ph. Ongoing. MBS Water looking at solutions.
- Vegetation removal around the Lagoons has been completed. We need to poison weeds and vegetation.
- Sewerage Irrigation will need to replacement pump. Currently bearing issue with one and the other is making screeching noises. Ordered pumps and will replace as soon as they arrive.

Gregory WTP:

- We will need to formalise training for the new starter.
- GWTP Filtration and Raw Reservoir upgrades are planned. MBS Water.
- SOPs will be finalised when SCADA project is completed. MBS Water to complete with site visit. MBS visit for further training. This is ongoing as the defects have not been fixed.

Gregory Reticulation:

- Repairs to water leaks ongoing.
- Testing and flushing training to be completed when schedule allows.

3. PHOTOS



Figure 1: Jacks Gully



Figure 2: Macadams Creek



Figure 3: Macadams Creek



Figure 4: Macadams Creek



Figure 5: Burketown Dump Maintenance



Figure 6: Hospital Road



Figure 7: Hospital Road

4. OFFICER'S RECOMMENDATION

That Council receive and note the Engineering Department monthly report for October 2025.

10.01 Engineering Department Monthly Report

That Council receive and note the Engineering Department monthly report for October 2025.

Moved: Cr Camp

Seconded: Cr Yanner

Carried 251120.03 5/0

10.02 Capital Works Projects Status Update Report

| | |
|-------------------------|---|
| DEPARTMENT: | Engineering Services |
| RESPONSIBLE OFFICER: | Chris Wilson; Director of Engineering /Deputy CEO |
| PREPARED BY: | Amir Akrami; Manager Project Management Office |
| DATE REPORT PREPARED: | 10 November 2025 |
| 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. |

1. PURPOSE

This report seeks to inform Council of the progress of the Shire's 2025/26 Capital Works Program, from 1 to 31 October 2025.

2. SUMMARY

The total 25-26 FY Capital Works Program budget is \$82,124,000. The lifetime budget for Capital Works program including the WIP for the carryover projects and 25-26 FY budget is \$86,566,000 including \$52,916,000 funding of carry over projects.

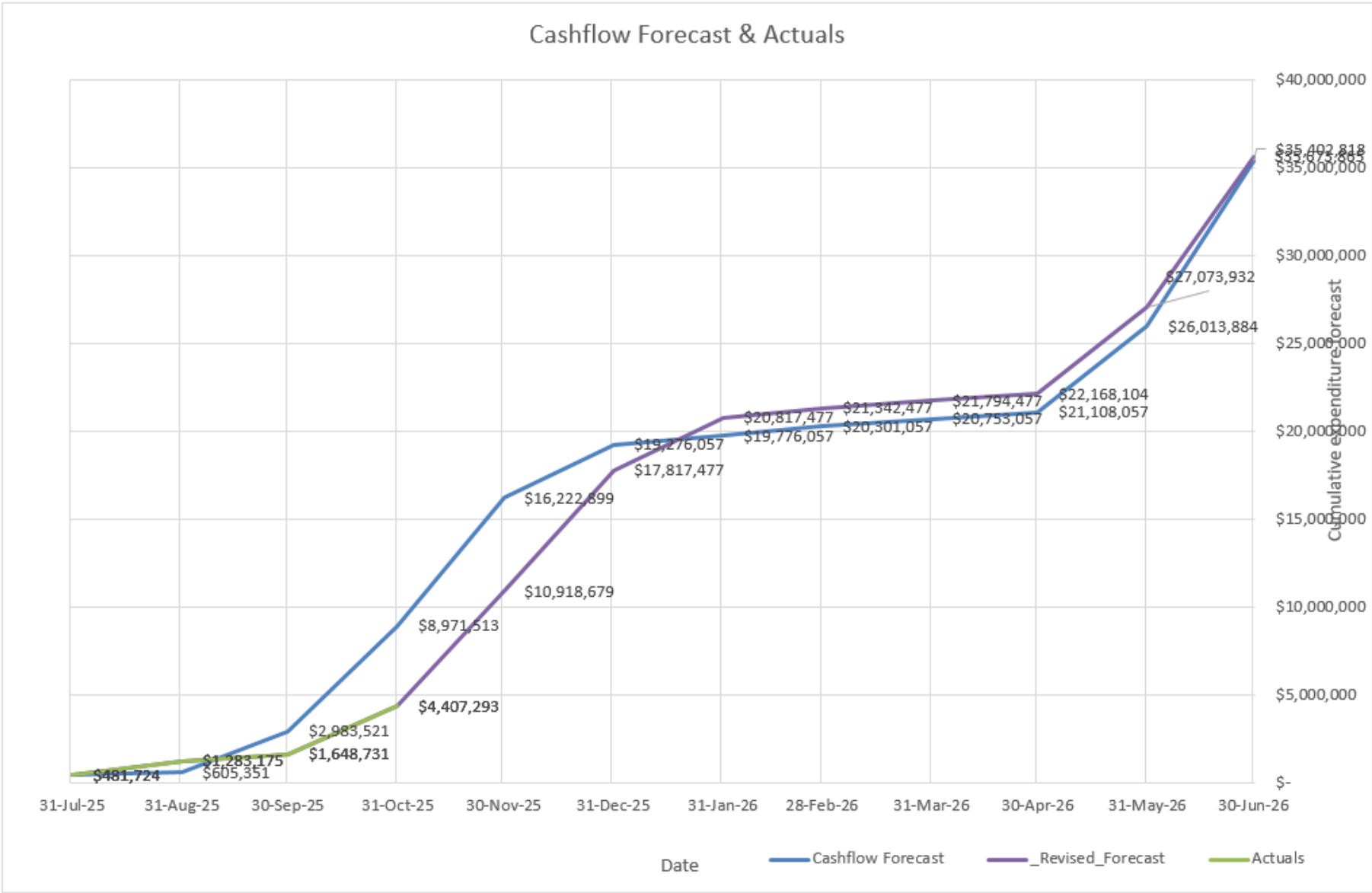
Below please find the summary of the Project and Financial progresses.

- Average Capital Works Program Progress: 49%
- Average Capital Works Financial Progress: 52%

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, Actuals, and the revised forecast for this financial year. The revised forecast is \$35,673,000 expenditure for 25-26 FY. The actual expenditure for the month of October is approximately \$4.5m less than the baseline. This was expected and raised in the previous report. The revised forecast reflected the revised expenditure forecast of the Airport Runway Project and Concrete Mattresses Project, which are the main sources of this gap. This gap is expected to get greater in the next month and get closed in January 2026.



4. CAPITAL WORKS PROGRAM HIGHLIGHTS

- Burketown Health & wellbeing, Stage 1, Splash Park Development Project
 - Construction of Plant Room and concrete slab, footpaths and ramps are completed
 - Fit-out of wet area is in Progress
 - Target completion is still the end November 25 and opening function planned for 05 December 25



Figure 1: Playground with new equipment

- Burketown Community Housing Program
 - The contractor is planning to deliver the homes before shutting down this December.
 - The Earthworks and services connections to 15 Firefly are to commence on 17 Nov.
 - The house kits are being manufactured.



Figure 2: The two bedroom house kit that is being manufactured for installation in Burketown Musgrave Street

- Sloman St Staff Accommodation Provisions
 - The new deck and awning for both units have been installed.



Figure 3: The deck and awning of dongas

5. OFFICER'S RECOMMENDATION

That Council notes the Capital Works Projects Report for the progress of Capital Works Program during the month of October 2025.

10.02 Capital Works Projects Status Update Report

That Council notes the Capital Works Projects Report for the progress of Capital Works Program during the month of October 2025.

Moved: Cr Murray

Seconded: Cr Yanner

Carried 251120.04 5/0

10.03 DRFA Works Project Status Report

| | |
|-------------------------|---|
| DEPARTMENT: | Engineering Services |
| RESPONSIBLE OFFICER: | Chris Wilson; Director of Engineering/Deputy CEO |
| PREPARED BY: | Amir Akrami; Manager Project Management Office |
| DATE REPORT PREPARED: | 12 November 2025 |
| 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. |

1. PURPOSE

This report seeks to inform Council of the progress of the Shire's ongoing Disaster Recovery Funding Arrangement (DRFA) Works Program.

2. SUMMARY

This report details the progress to date and forecasted cash flow for both 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. AWARDED FUNDING

3.1 2023 PROGRAM – Northern Queensland Monsoon and Flooding, 20 December 2022 – April 2023

Burke Shire Council's approved restoration funding (REPA) for the 2022/2023 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 multiple packages with Council crews also undertaking work. Eleven of the packages have been awarded to contractors.

Burke Shire Council has reported approximately **\$82.77 million** in program expenditure to date for the delivery of the 2023 DRFA works, and scope rolled over from previous years.

Where required, Extensions of Time request has been made to QRA for all 2023 DRFA scopes to be completed by 30/06/2026; **EOT's, where required, have been granted for relevant submissions.**

3.2 2024 PROGRAM – Northern and Western Queensland Monsoon, January 2024

Burke Shire Council's approved restoration funding (REPA) for the Northern and Western Queensland Monsoon, January 2024 event is \$157,126,000

The works are divided into multiple packages with Council crews also undertaking work. Four of the packages have been awarded to contractors.

Burke Shire Council has reported approximately **\$15.18m** in program expenditure for the delivery of the 2024 DRFA works.

4. AWARDED CONTRACTS ONGOING, OR COMPLETE THIS MONTH

4.1 2023 Program Contracts (Ongoing)

2023 – Package 11 – Durack Civil – Floraville Road 1a, 2, 3, 4

Contract 5601-2000-0011 includes Stages 1a, 2, 3 and 4 of the restoration works on Floraville Road. The contract value is \$42,340,760. The contract was awarded at the 31st March 2025 Special Meeting to Durack Civil, with \$34,919,395.62 in expenditure claimed to date.

- The project is complete. The contractor has completed the works ~3 weeks ahead of schedule.
- Practical Completion was issued on 3rd November 2025.
- The contractor will issue a final progress claim on 21st November to close the project out.
- EOT Approved with QRA for this submission through to December 2026.

2023 – Betterment Project 1 – Lohman's Contracting

Contract 5601-3000-0003 includes betterment works on Gregory – Lawn Hill Road, including concrete mattress reconstruction and new concrete road pavement floodways. The contract value is \$5,976,773.00, with \$2,288,730.93 in expenditure to date.

- Works are progressing well at night, the contractor continues to undertake concreting to take advantage of the cooler tenders.
- Project remains on track for completion later this year – however, some weather effects are starting to impact program.
- EOT Approved with QRA through to December 2026 for this submission.

2023 – Betterment Project 2 – Burketown Airport Remediation

Contract 0280-4613-0001 includes betterment works on the Burketown Airport, including full reconstruction of the main Runway and Aprons. The contract was awarded to Durack Civil at the 27th August 2025 council meeting. The contract value is \$27,398,189.58, with nil expenditure to date.

- Gravel Import works continue onsite to pre-position material for rapid construction next year.
- ~12,000T of material has been delivered to site, with deliveries continuing to ramp up. The target is to import 2,500T – 3000T per day.
- Imports will continue for the remainder of the year. Pending weather, all material should be delivered by the second week of December.
- EOT Approved with QRA through to December 2026 for this submission.

4.2 2024 Program Ongoing Contracts

2024 – Package 1 – Kenglen Civil

Contract 5603-3000-0001 includes flood recovery works on Gregory – Lawn Hill Road, Bowthorn Road and Doomadgee – Lawn Hill Road. Works include gravel resheeting and formation grading. The contract value is \$3,001,191. The contract was awarded at the 25th March 2025 Council Meeting to Kenglen Civil Pty Ltd.

- The contractor is nearly complete, finalising the final section of the road. Expected completion date is 20th of November 2025.
- No QRA EOT required, Approved QRA completion date June 2026

Forecast Cashflow for Awarded Contracts

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

Figure 1 – Monthly expenditure with cumulative costs

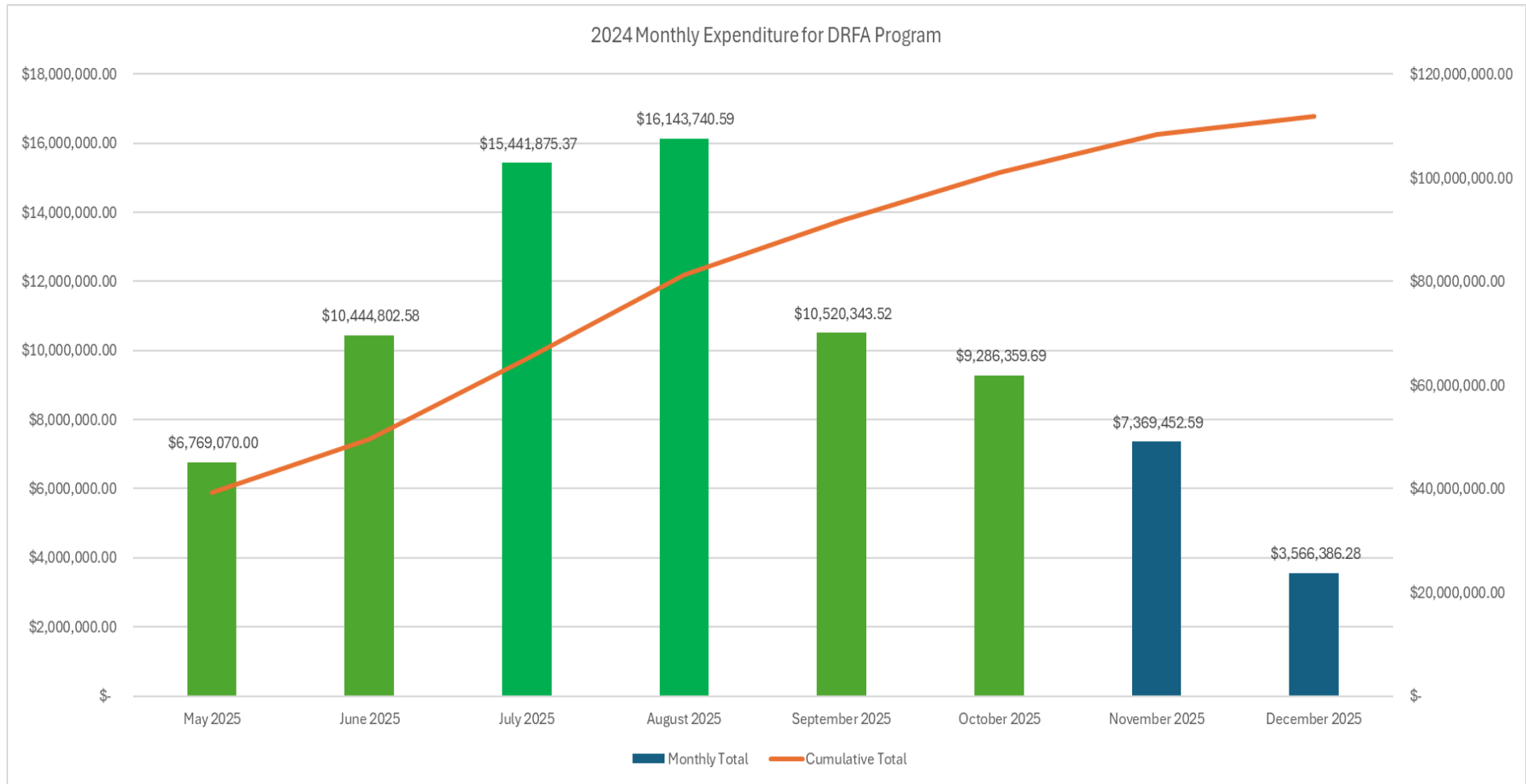
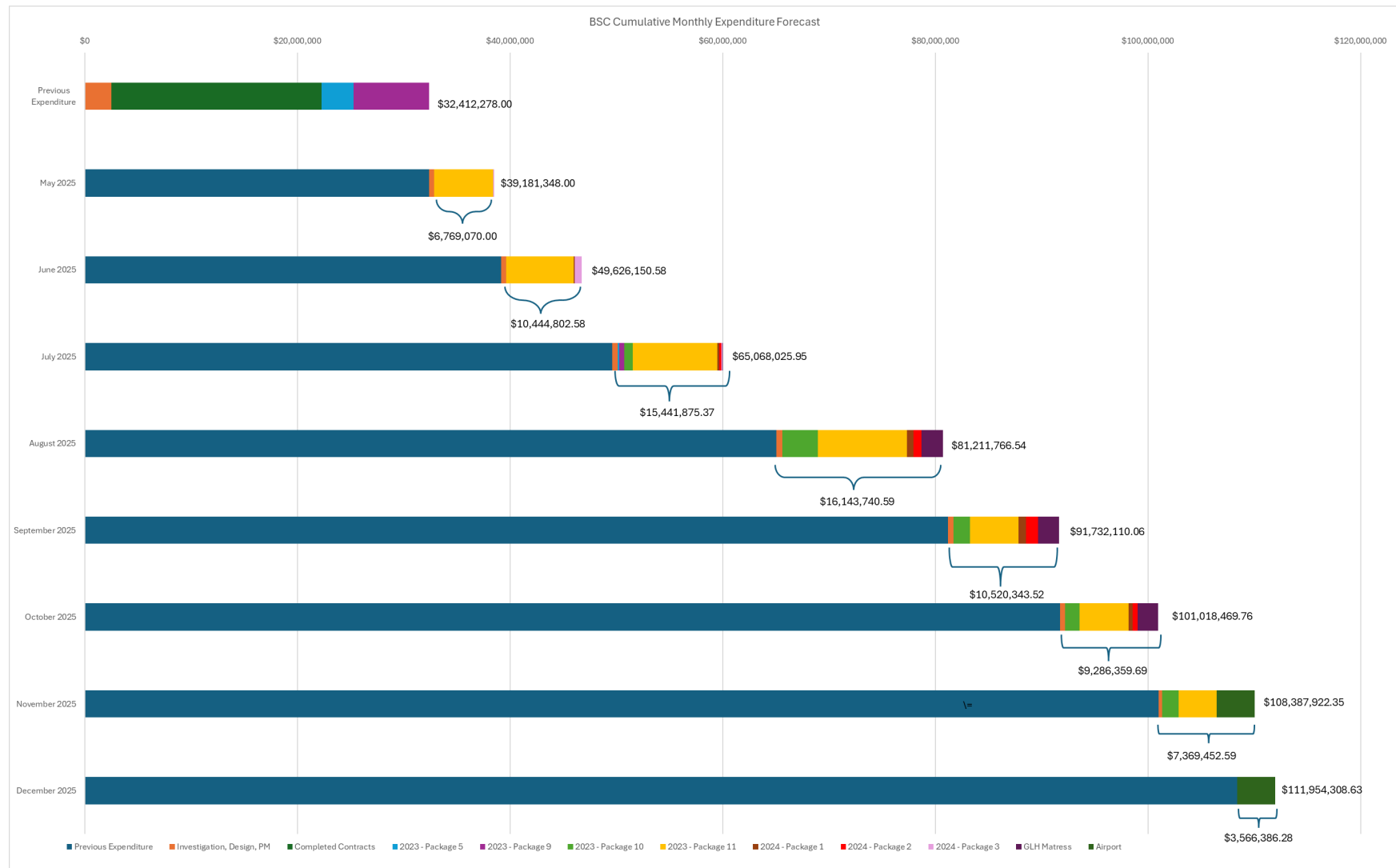


Figure 2 - Forecast monthly cashflow



5. PRE-AWARD CONTRACTS

2023/2024/2025 DRFA Contracts

There are several contracts yet to be put to market for 2023 and 2024 programs.

Betterment Project 3: Lawn Hill Creek North Crossing Raised Causeway

The Lawn Hill Creek North Crossing has been approved for betterment funding.

- Design and development of the proposed culvert structure is underway.
- Development Application has been lodged in November.
- **Goal to get the works to Tender in Q4 2025** for delivery in 2026.

Upcoming Project: Floraville – Stages 4a, 5, 6, 7

The final stage of the Floraville Project has been published to market, with tenders received and assessment underway. The tender award report will be included in the December council meeting agenda for approval.

The project will complete the full reconstruction of Floraville Road, with the final section to include the works between Armraynald Pit and Burketown.

- EOT Approved with QRA through to December 2026 for this submission.

Upcoming Project: Gregory River Crossing

The Gregory River Crossing project will be published to market in Q1 2026, for construction in 2026 and 2027. The project includes the construction of a new ~200m long bridge over the Gregory River near Tirranna Springs Roadhouse.

The project is currently under detailed design development

- EOT Approved with QRA through to September 2027 for this submission.
- An additional EOT will likely be required through to December 2027 – QRA agreed that council should apply for this final EOT only after the works have been published to market, and there is a program from the successful contractor.

Upcoming Project: 2025 QRA Program

Burke Shire Council has been activated under the Western Queensland Surface Trough and Associated Rainfall and Flooding 21 March - 19 May 2025 event.

Council has complete damage pickup across the entire shire, with the first two of an expected five submissions issued to QRA for approval. Funding details will be provided upon approval from QRA.

Approximate program value is ~\$18.7m, pending QRA approval.

6. PHOTOS



Figure 1: Floraville Road – Final Proof Roll



Figure 2: Floraville Road – Completed Works

7. OFFICER'S RECOMMENDATION

That Council notes the Disaster Recovery Funding Arrangement (DRFA) Status Update Report for the progress during the month of October 2025.

10.03 DRFA Works Project Status Report

That Council notes the Disaster Recovery Funding Arrangement (DRFA) Status Update Report for the progress during the month of October 2025.

Moved: Cr Clarke

Seconded: Cr Yanner

Carried 251120.05 5/0

11. Chief Executive Officer Reports

11.01 Status Report

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. Further briefing to Council. Ongoing.

Resolution Number – 250625.06 – Assessment of Organic Waste Management Options at the Burketown Waste Facility

That Council:

1. Advise both proponents of the preferred proponent and enter a MOU arrangement with Finn Biogas
2. Confirm costs with Finn Biogas
3. Proceed with finding funding sources

Status

Ongoing.

Resolution Number – 250625.14 – 2025/26 Donation Requests

1. That Council note the contents of the report; and
2. That Council approves the donation requests for the 2025/26 financial year as follows:

Schedule of Recommended Donations 2025-2026

| Group/ Organisation | Event Details & Date | Cash Donation/ Community Grant Request Received | In-Kind Donation Community Grant Request Received | Total of Cash Donations/ Community Grant + In- kind Donations Requested for 2025/2026 | In-Kind Donation/ Community Grant Request Particulars | Donation/ Community Grant and/or In-Kind Recommend ed to Council for Endorsement |
|---|---|--|--|---|--|---|
| Burketown Childcare and Family Hub | Miscellaneous fundraising events | \$15,000.00 | \$1,000.00 | \$16,000.00 | <ul style="list-style-type: none"> • Printing as needed • Matched donations for cash for cans up to \$10,000.00 | \$16,000.00 |
| Moungibi Housing Co- operative Society Limited - Sports Club | Host Battle of the Gulf Football Cluster 12 July 2025, General use of Phillip Yanner Sports Oval Facilities Football Presentation and Fundraising Activities | NIL | \$10,000.00 | \$10,000.00 | <p><i>Battle of the Gulf Cluster (Burketown)</i></p> <ul style="list-style-type: none"> • Skip bin and 8 wheely bins • 2 x portable toilets • Use of showground/ rodeo ground area. (Toilets and bar shelter for camping) • 130 Chairs • Burke Shire Marquees • Rubbish Collection • 5 plastic folding tables • PA system and speakers <p><i>General use of Phillip Yanner Sports Oval Facilities (01.07.2025 – 30.06.2026)</i></p> <ul style="list-style-type: none"> • Use of ground facilities including toilets, shower, kitchen area and lights. <p><i>Fundraising events/presentation night</i></p> <ul style="list-style-type: none"> • Use of Nijinda Durlga Hall facilities | \$10,000.00 |

| | | | | | | |
|--|--|------------|------------|------------|---|------------|
| Burketown Rodeo & Sporting Association | Burketown Campdraft and Rodeo 18 th – 20 th July 2025 | \$5,000.00 | \$3,000.00 | \$8,000.00 | <ul style="list-style-type: none"> • Amenities cleaned • Skip Bin use • Use of Council machinery • Printing flyers/programs • Advertising on Councils media platforms • Rubbish collection | \$8,000.00 |
| Moungibi Housing Co-operative Society Limited | Community Market & Fair Aims to feature a variety of market stalls from locals and businesses that want to sell their wares, concluding with an evening of meals and live entertainment. Saturday 16 August 2025 4pm – 10pm | \$3,000.00 | \$4,000.00 | \$7,000.00 | <ul style="list-style-type: none"> • Road closure (front of pub) - street barricades with netting and appropriate signage. • 130 chairs • 20 tables • Skip bin & 8 wheely bins • 1 porta loo • BSC Marquees • Support letter for the consumption of alcohol in the designated road closure area • Support to compile event programs • Rubbish collection | \$7,000.00 |

| | | | | | | |
|--|--|------------|------------|------------|--|------------|
| QCWA Gregory Branch | Gregory QCWA Horse Sports & Family Fun Day Date TBC - September 2024 | \$2,500.00 | \$500.00 | \$3,000.00 | <ul style="list-style-type: none"> • Rubbish Collection • Erect Street Banners | \$3,000.00 |
| Burketown Barramundi Fishing Organisation | World Barramundi Fishing Championships 3 rd – 5 th April (Easter weekend) | \$5,000.00 | \$2,500.00 | \$7,500.00 | <ul style="list-style-type: none"> • Hall Hire • Printing • Rubbish collection | \$7,500.00 |
| Gregory Downs Jockey Club | Gregory Saddles & Paddle 2 May 2026 | \$6,000.00 | \$3,000.00 | \$9,000.00 | <ul style="list-style-type: none"> • Printing of Booklets & Program • Slashing of Grounds • Rubbish Collection | \$9,000.00 |
| North West Canoe Club | Gregory Saddles and Paddles 3 May 2026 | NIL | \$2,500.00 | \$2,500.00 | <ul style="list-style-type: none"> • Rubbish Bins/Skip bins - top bank at Mellish Park, little bridge, and one next to portaloo • Rubbish collection • Portaloo use | \$2,500.00 |
| Gregory District Sporting Association | Gregory Campdraft 19 th – 21 st June 2025 | \$3,000.00 | \$2,000.00 | \$5,000.00 | <ul style="list-style-type: none"> • Use of portaloo • Skip Bin use • Rubbish collection | \$5,000.00 |

| | | | | | | |
|---------------------------------|--|--------------------|--------------------|--------------------|---|--------------------|
| Royal Flying Doctors | Contribution decided by Council | \$5,000.00 | NIL | \$5,000.00 | NIL | \$5,000.00 |
| LifeFlight | Contribution decided by Council | \$5,000.00 | NIL | \$5,000.00 | NIL | \$5,000.00 |
| Mt Isa School of the Air | Magazine page sponsorship School camps | \$350.00 | \$2,000.00 | \$2,350.00 | 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. | \$2,350.00 |
| Sundry Donations | Donations requests to be approved at Council discretion – funerals, event support etc. | \$5,000.00 | NIL | \$5,000.00 | NIL | \$5,000.00 |
| TOTAL | | \$54,850.00 | \$30,500.00 | \$85,350.00 | - | \$85,350.00 |

Status

Ongoing.

Resolution Number – 250731.08 – Combined Application for Preliminary Approval to Vary the Planning Scheme and Development Permit for a Transport Depot and Warehouse

That Council resolves:

In accordance with the Planning Act 2016, the applicant be notified that the Combined Application for:

- Preliminary Approval to Vary the Planning Scheme, to assess a development for a Transport Depot and a Warehouse against the relevant provisions of the Planning Scheme and, in particular the Township Zone Code, as if the site was not designated Residential Precinct; and
- Material Change of Use for a Development Permit for a Transport Depot and Warehouse.

on land located at 22 Gleeson Avenue and 56/57 Clarke Street, Gregory, and described as Lots 55, 56 & 57 RP743009, is approved subject to the conditions detailed below.

A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)**Variation of Local Planning Instrument – Preliminary Approval**

1. Pursuant to Section 61(3)(a) of the Planning Act 2016, this Variation Request- Preliminary Approval varies the effect of the Burke Shire Planning Scheme 2020 for the assessment of a Transport Depot and Warehouse development on the site, by designating the site, Township Zone - (No Precinct).
2. The Variation Approval is a Preliminary Approval and only applies to the assessment of the Material Change of Use (Development Permit) (MCU-DP) component of this Combined Application and does not apply to any other development proposed for the site.
3. Should the development of a Transport Depot and Warehouse on the site not proceed, within a Currency Period of 4 years, or if the MCU-DP of the Combined Application is formally withdrawn within the 4-year Currency Period, the Variation Request – Preliminary Approval lapses and the original Planning Scheme mapping designations on the site, of Township Zone – Residential Precinct, apply.

Material Change of Use – Development Permit**General**

1. The development shall be undertaken substantially in accordance with the Amended Site Plan, except as modified by this approval, to the satisfaction of the Chief Executive Officer or delegate:

Amended Site Plan, dated 22/4/2025, prepared by Gilvear Planning – Job No: J001724

2. An Amended Final Site Plan is to be lodged with Council and endorsed, prior to the issue of a Building Permit for the development. In particular, the Amended Final Site Plan shall show:
 - a. The resisting of the internal driveway site access boundary closest to both intersections, setback 6.0 metres from the truncation of Gleeson Avenue and the truncation of Clarke Street;
 - b. The location and width of internal driveways accesses to the Equipment Shed and the Bus Shed;

- c. A hard stand connection between the shed driveways and the adjacent designated car parking areas;
- d. The location of the septic tank and trenches on the site, in compliance with Condition 3, below;
- e. The location of the office and ablution facilities in one of the sheds;
- f. Landscaping and fencing/gates along all three (3) street frontages (excluding driveway accesses) in compliance with Conditions 12 & 13, below.

To the satisfaction of the Chief Executive Officer or delegate.

- 3. An Effluent Disposal Report, including a Site Plan showing the location of the septic tank and trenches, site 2.0 metre clear of any site boundary, is to be submitted and approved by Council, with the Amended Final Site Plan (Condition 1 above).

AND

Any future plumbing and building work on the site shall be carried out generally in accordance with any relevant Council's requirements and all regulatory controls, to the satisfaction of the Chief Executive Officer or delegate.

- 4. This development approval lapses four (4) years after the day that the development approval takes effect, unless extended under the Planning Act 2016.
- 5. Any re-profiling of the site to accommodate the buildings shall ensure stormwater and runoff from the site is drained to a street frontage, in such a way that it does not concentrate flow on any abutting properties or the roadway, nor does it create ground erosion problems on abutting properties or the roadway, to the satisfaction of the Chief Executive Officer or delegate.
- 6. Supply and install water service infrastructure to the development and/or meet the cost of any alterations to public utility mains, existing mains, services or installations and external road works required in connection with the approved development, to the satisfaction of the Chief Executive Officer or delegate
- 7. Prior to the issue of a Building Permit, provide written confirmation from Ergon Energy and Telstra that connections can be provided to the site; and provide the connections and/or meet the cost of any alterations to public utility services or installations and external road works required in make the connection, prior to commencement of the use, to the satisfaction of the Chief Executive Officer or delegate.
- 8. Two (2) Industrial crossovers are to be designed in accordance with the FNQROC Development Manual and sited in the location shown on the Amended Site Plan, to provide vehicular access to the development, to the satisfaction of the Chief Executive Officer or delegate.
- 9. Internal driveways and car parking areas, as shown on the Amended Final Site Plan, are required to be profiled to avoid ponding, hardstand and regularly maintained to minimise dust, to the satisfaction of the Chief Executive Officer or delegate.
- 10. Should any of the Council's assets be damaged during the construction of any new infrastructure or associated works, the cost of the reinstatement of all such assets shall be met by the applicant/proponent and to the satisfaction of the Chief Executive Officer or delegate.

11. The three (3) groups of two (2) car parking spaces are to be designated on site with coppers logs or similar and delineated and maintained with hard-stand material, to the satisfaction of the Chief Executive Officer or delegate.

AND

Should additional car parking spaces be required on site in the future, they are to be constructed to the same standard and sited clear of any site boundary by a distance of three (3.0) metres, to the satisfaction of the Chief Executive Officer or delegate.

12. Landscaping is required to be provided within the setback to all street frontages, excluding vehicle access ways, prior to commencement of the use. 1.0-metre-high trees at time of planting and 0.5-metre-high shrubs at time of planting, native/endemic to the local area are to be planted; with trees at 2.0 metre centres, with shrubs in between, to the satisfaction of the Chief Executive Officer or delegate.
13. 1.8-metre-high security fencing and gates are to be erected around the site, with the fence adjoining land in the Township Zone Residential Precinct being a 1.8 metre high screen fence, prior to commencement of the use, to the satisfaction of the Chief Executive Officer or Delegate.
14. The applicant shall ensure the site is maintained in a clean and tidy condition at all times to the satisfaction of the Chief Executive Officer or delegate.
15. Any signage proposed to identify the premises is limited to:
- a. a non-illuminated wall sign with a maximum face area of 1.0m²; and
 - b. attached to the perimeter fence, in proximity to the main entrance gate.
- Any signage is to be erected prior to commencement of the use, to the satisfaction of the Chief Executive Officer or delegate.
16. An Application of Operational Work is to be lodged and approved by Council for all civil and site infrastructure works (e.g. stormwater, earthworks, access and services) to the satisfaction of the Chief Executive Officer or Delegate.
17. The Applicant is required to contribute, prior to commencement of the use, to the infrastructure upgrading works scheduled by Council for Gregory, in accordance with the Council's Infrastructure Charging Framework for Gregory, to the satisfaction of the Chief Executive Officer or delegate.
18. The three (3) lots that comprise the development site are to be amalgamated. A copy of the Plan of Survey creating the new lot is to be lodged with Council for endorsement, and lodged for registration in the State Titles Office, prior to the issue of building/plumbing permits, to the satisfaction of the Chief Executive Officer or delegate.

Status

Applicant advised.

Matter closed.

Resolution Number – 250731.17 – Closed Session – License to Occupy Agreement Between Burke Shire Council and Wilson Mobile Contracting Unit Trust – Part of Lot 54 – SP280661

That Council:

- A. Note the report
- B. Approve the issuing of a Temporary Licence to Occupy to Wilson Mobile Contracting Unit Trust as per the draft Licence to Occupy Agreement attached under Appendix 1.
- C. Delegate authority to the Chief Executive Officer in accordance with the Local Government Act 2009, to negotiate the finalisation of the Licence to Occupy Agreement.

Status

In progress.

Resolution Number – 251015.09 – Queensland Scheme Supply Fund Project

That:

1. To commence the Queensland Scheme Supply Fund project, Council resolve to undertake a Planning Scheme Amendment in accordance with Section 18 of the Planning Act 2016; and the Chief Executive Officer be delegated authority to give notice of the Planning Scheme Amendment to the Chief Executive in accordance with section 18(2) of the Planning Act 2016; and
2. The Chief Executive Officer be delegated authority to enter into any necessary contracts/agreements to procure the services of suitable consultants to progress the Queensland Scheme Supply Fund project to an expedient and satisfactory conclusion.

Status

Ongoing.

Resolution Number – 251015.10 – 15 Firefly Earthworks and Service Connections – 0280-4210-0002

That Council:

1. Receive and note the contents of this report, and
2. Awards Contract 15 Firefly Earthworks and Service Connections- 0280-4210-0002 to Gulf Civil Pty Ltd for \$326,637 (ex GST), and
3. Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with executing the Contract to the extent that the contract is not materially changed.

Status

Contract awarded.

Matter closed.

1. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of the Status Report as at 20 November 2025.

11.01 Status Report

That Council receives and notes the contents of the Status Report as at 20 November 2025.

Moved: Cr Camp

Seconded: Cr Poole

Carried 251120.06 5/0

Attendance

Madison Marshall left the meeting at 9.57am.

Cr Camp left the meeting from 10.26am to 10.28am.

11.02 Chief Executive Officer Report

| | |
|-------------------------|--|
| DEPARTMENT: | Office of the Chief Executive Officer |
| RESPONSIBLE OFFICER: | Dan McKinlay; Chief Executive Officer |
| PREPARED BY: | Dan McKinlay; Chief Executive Officer |
| DATE REPORT PREPARED: | 10 November 2025 |
| LINK TO COUNCIL PLAN/S: | Goal – Good Governance 1. Council develops implements and maintains an effective and compliant governance framework (governance, finance, risk). |

1. PURPOSE

To summarise the key actions and updates within the Office of the CEO for the month of October 2025.

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. Seven houses now sold to staff and one approved, plus one house sold in Gregory. I have one mortgage remaining.

Mayor, Cr Poole and Councillor Murray attended the LGAQ Annual Conference on the Gold Coast along with Deputy CEO-Chris Wilson. During that visit they met with Minister Leahy and the LG Federal Grant Committee.

Various meetings as follows:

- Various staff issues
- Discussions Burketown Bore and also funding application.
- New CEO-Discussions with Councillors
- Community Development Workshop and Planning
- Burke Shire Council and NWQROC update
- Internal Grants meeting
- Family Hub Meeting
- NWQROC-Housing priorities
- October Council meeting
- HR Training Session
- EMT meetings

- Burke Shire Council and QRA Monthly check-in
- Burketown CAG meeting
- Emergency Services Facilities meeting
- GSD Meeting Burketown-Recovery Officers
- GSD Board Meeting
- WHS & HSR Committee Meeting
- Energy Queensland Meeting
- North Queensland-Queensland Freight Delivery Plan Consultation workshop
- EBA Meetings
- Meeting Water Park
- Audit Committee Meeting
- Community Recovery Visit
- Meeting to discuss Regional Tourism Infrastructure Fund

Financial Services and Information Technology

Major focus in October 2025 for Financial Services was as follows:

- RoPS finalised and in place.
- Commencing incremental RoPS refresh.
- Financial Statements finalised and signed 28th October 2025
- Commencement of review of payroll function of council planned for October/November 2025
- Audit committee held for 28 October 2025
- Commenced Q1 budget review.
- Commenced work on Annual Report 2025.
- Commenced consolidated data return to the Department of Local Government.

Major focus in October 2025 for Technology Services was as follows:

- Pressing contractor to implement Burketown Wifi Project
- Attentis Smart AI Weather and Environmental Monitoring Stations workshopped with councillors; finalising placement with contractor – 3 week delay noted. End for November 2025 installation.
- Inspected Starlink delivery on Scada sites; Gregory is now online; Burketown Scada to be linked in at next available date by Shaun
- Continuing reviewing project scoping for 2025/2026 delivery priorities
- Govt Frameworks Project Management Software delivery – project management – in progress
- \$50k grant award for AI CCTV solution from the IDF (LGAQ) – in progress
- Implementation of additional security layers over cloud servers – completed

People and Culture

EBA related

- The EBA Negotiations meeting was held on 27 October with the next one scheduled for 18 November.

Policies

- Leave Policy
- Clothing and Uniform Policy

Positions advertised

- CEO
- Labourer/Machine Operator
- Water Operator
- Administration Officer
- Works and Services Administrator
- Town and Rural Services - Gregory

New employees

- Leonard Locke – Graduate Engineer
- Lahleejah Yanner – Casual Administration Officer

Terminations

- Kym Schafer
- Zayne Dyba

Training and Professional Development

- Change Management training
- HR Induction Training
- Excel Training
- HR training session with workforce
- Business Writing

Economic and Community Development

Grants

Grants currently pursuing:

| <i>Grant Name</i> | <i>Project Name</i> | <i>Amount of Funding Requested</i> |
|--------------------------------------|---|------------------------------------|
| Regional Tourism Infrastructure Fund | Burketown to Wharf Footpath Stage 1 | \$300,000.00 |
| SES Funding 2026 – 2027 | Upgrades to Burketown SES Area – access to shed, generator fence etc. TBC | TBC |

Awaiting Outcome:

| Grant Name | Project Name | Amount of Funding Requested |
|--|--|------------------------------------|
| DRF Round 3 | Emergency cyclone shelter planning | ~\$500,000.00 |
| DRF Round 3 | Burketown Airport Access Road Pavement and Alignment Upgrade Project | TBC |
| Community Energy Upgrade Fund Round 2 | Burketown Water and Sewerage Treatment Plant Solar Upgrades | \$168,663.00 |
| Gambling Community Benefit Fund | Rodeo Grounds Amenities Block | \$100,000.00 |
| Resource Recovery Boost Fund - Stream 1 Small Projects | Burketown Waste Transfer Station | TBC |
| Great Artesian Basin Rehabilitation Program | Burketown Bore Project | \$515,492.56 |

Recently Successful

| Grant Name | Project Name | Amount of Funding Requested |
|---|--|---|
| Australia Day National Committee Grants | Burke Shire Australia Day Celebrations | \$2,000.00 |
| Remote Airport Upgrade Program Round 11 | Gregory Airport Reseal | \$985k (50% co-contribution required, but 25% co-contribution case submitted) |

Currently Holding Funding:

| Grant Name | Project Name | Amount of Funding |
|-----------------------------------|---|---------------------------|
| Betterment Funding | <ul style="list-style-type: none"> Gregory Lawn Hill Road Concrete Running Surface site 4 and 7 Airport runway pavement remediation Lawn Hill Creek Betterment – raised culvert crossing | \$18,000,000.00 |
| LGGSP Infrastructure Project | Burke Shire Housing Project | \$2.04 million in funding |
| Residential Activation Fund | Firefly Street Servicing | \$6.5 million in funding |
| Supply Scheme Fund | Planning Scheme Review | \$100,000.00 |
| 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 |

| Grant Name | Project Name | Amount of Funding |
|---|---|---|
| Tackling Regional Adversity through Connected Communities | Burke Shire Mental Health Events | \$66,000.00 |
| 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 |
| Local Government Grants and Subsidies Program (LGGSP) 24-28 - PLANNING STREAM | Burketown Industrial Estate – Planning and Design | \$519,000.00 funded (total project cost \$650,000.00) |
| GRP Round 2 | Health and Wellbeing Precinct Stage 1 | \$4,096,737 |
| NWQMP Tourism Infrastructure Grant | Progressing | \$200,000.00 |
| Age-friendly community development program | Grey legends funding | \$35,000.00 |
| Northwest Queensland Tourism Signage Program | Burke Shire Tourism Signage Program | \$71,875.00 |

Community Projects:

| Project Name | Status | Funding Amount |
|--|---|-----------------------|
| SES Support Grant 2024-25 Gregory SES Administration and Training Building | Building fabrication commenced. Extension to be requested. | \$85,000.00 |
| Active Women's and Girls Program Boxing and Fitness Sessions | Planning for program over wet seas | \$25,000.00 |
| Local Government Sun Safety Grant Sun Safety Incentive | Progressing – with WHS | \$5,000.00 |
| Tackling Regional Adversity through Connected Communities Burke Shire Mental Health Events | Acquittal date extended until the end of 2025 – health days complete, funding splash park opening and Additional resin workshop | \$66,000.00 |
| Move it NQ Program – Gregory Move it Program | Three sessions scheduled for the end of the year. | \$7,000.00 |
| FRRR Strengthening Rural Communities Community Garden for Burketown Residents | Acquittal to be completed. Project complete | \$25,000.00 |
| RADF 2024 – 2025 | Jally Entertainment performance complete. Clinic project progressing. Burketown Childcare and Family Hub contract out for signing. Plans to use the funds in line with the Community Christmas Party. | \$15,000.00 |
| Age-friendly community development program - Grey legends funding | Sweers Island trip completed 15 attendees – positive feedback. Planning movement sessions with Taren. Planning trips for next year. | \$35,000.00 |

- 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.
- Business digital uptake policy and Business façade improvement policy No new applications.

Tourism

- Signage audit underway.
 - Currently looking at putting in a new welcome to Burketown Sign at the airport and Hell's Gate Roadhouse – Action Graphics working on this – currently with designer
 - Working on funding received from State Development ~\$72k. Project plan approved.
 - Burketown Airport Sign
 - Information Bays – Burketown and Gregory
 - Bird information signage in the park x10
- Tourism Data (Provided by the Visitor Information Centre) No data provided.
- Order for new banners finalised.

Economic Development

- Currently focusing on tourism related action items.

Events

Council Events:

- Senior's monthly meetings occurring. 9 attendees. Sweers trip completed 8th October.
- Photo comp Judging completed.
- Kids bean competition judging completed.
- Tidy yards competition judging completed.
- Health and Wellbeing afternoons completed.
- Kid's Spinderella stage play – 26 attendees.
- Events schedule for the remaining year:

| November 2025 | |
|-----------------------------------|--|
| Tuesday 11 th November | Remembrance Day |
| 21 st November | First Five Forever – outreach sessions Burketown and Gregory |
| 22 nd November | Resin Workshop |
| Friday 28 th November | Gregory Community Christmas Party |
| December 2025 | |
| Friday 5 th December | Burketown Community Christmas Party and Splash Park Opening |
| Saturday 6 th December | Air show - TBC |
| Friday 12 th December | Staff Christmas Party |

| January 2026 | |
|---------------------------------|---------------|
| Monday 26 th January | Australia Day |

Community Events:

- Burketown Fishing Competition

DonationsCompleted Donations:

| Group/Organisation | Donation and Date |
|---|--|
| Moungibi Housing Co-operative Society Ltd (Football Club) – Battle of the Gulf Football Cluster | 12 th July 2025 In kind – chairs, toilets, bins and rubbish collection, use of marquees, use of rodeo ground facilities, portable toilets |
| Burketown Rodeo and Sporting Association – Burketown Rodeo and Campdraft | 18 – 20 July 2025 Cash - \$5,000.00 In kind – bins and rubbish collection, printing, cleaning of bathrooms, marquees, use of Council machinery |
| Burketown Kindy Incorporated | \$5,000.00 cash donation (cash for cans matching and printing ongoing) |
| Moungibi Housing Co-operative Society Ltd Community Market and Fair | 16 th August 2025 4pm – 10pm Road closure at front of pub, chairs and tables, bins and rubbish collection, portaloo use, BSC marquees, letter of support for alcohol consumption, support to compile event programs, rubbish collection |
| Mount Isa School of the Air | Cash \$350.00 Hall hire and rubbish collection for mini school. |
| Carpentaria Land Council – DAFF Ranger Forum | <ul style="list-style-type: none"> • General use of football oval and facilities • Use of rodeo ground covered area for dinners • Portaloo's x 2 for dinner on salt pans • Septic pump out of rodeo grounds, football ground, Portaloo's, and trailer toilets as needed. • Water truck and operator to water road on salt pan and roads to football grounds • Hall Hire 9 days (includes 4 days prior to event and 2 days after event for set up and take down) – a bond for hall hire must be paid prior to event • PA system hire 3 days • Lights and amenities use at Oval and Rodeo for four days • BSC tables and chairs • Water line marking • Use of marquees x 3 • Rubbish collection • Skip bin and ten rubbish bins |
| QCWA Gregory Branch Date 21 September 2025 | Cash \$2,500. Rubbish Collection, Erect street banners |

| Group/Organisation | Donation and Date |
|--|---|
| Burketown Barramundi Fishing Organisation (October 2025 – donation carried over from 2024 - 2025) | 3 rd – 5 th October – \$5,000.00 cash. Hall Hire, Printing, rubbish collection |

Actual Spend on Donations:

| Group/Organisation | Donation and Date | Budgeted spend | Actual spend | Notes |
|---|---|---|--|--|
| Moungibi Housing Co-operative Society Ltd (Football Club) – Battle of the Gulf Football Cluster | 12 th July 2025 <ul style="list-style-type: none"> In kind – chairs, toilets, bins and rubbish collection, use of marquees, use of rodeo ground facilities, portable toilets General use of facilities Use of Nijinda Durlga hall for presentation | <ul style="list-style-type: none"> \$10,000.00 in kind | <ul style="list-style-type: none"> ~\$4,500.00 for the football cluster | <ul style="list-style-type: none"> Unable to obtain the cost of lights for the football general use. Have not yet done a football presentation |
| Burketown Rodeo and Sporting Association – Burketown Rodeo and Campdraft | 18 – 20 July 2025 Cash - \$5,000.00 In kind – bins and rubbish collection, printing, cleaning of bathrooms, marquees, use of Council machinery | <ul style="list-style-type: none"> \$5,000.00 Cash \$3,000.00 In kind | <ul style="list-style-type: none"> \$5,000.00 cash payment made ~\$4,100.00 in kind work completed | <ul style="list-style-type: none"> May need to increase the in-kind budget for next year. |
| Burketown Kindy Incorporated | \$5,000.00 cash donation (cash for cans matching and printing ongoing) | <ul style="list-style-type: none"> \$5,000.00 Cash Up to \$10,000 for cash for cans | <ul style="list-style-type: none"> \$5,000.00 Cash \$1,027.90 cash for cans | <ul style="list-style-type: none"> Printed around 400 pages - \$55.68 |
| Moungibi Housing Co-operative Society Ltd Community Market and Fair | 16 th August 2025 4pm – 10pm Road closure at front of pub, chairs and tables, bins and rubbish collection, portaloo use, BSC marquees, letter of support for alcohol consumption, support to compile event programs, rubbish collection | <ul style="list-style-type: none"> \$3,000.00 Cash \$4,000.00 In-kind | <ul style="list-style-type: none"> \$3,000.00 Cash ~\$2,500.00 In kind | <ul style="list-style-type: none"> Can maybe drop the in-kind costs |

| Group/Organisation | Donation and Date | Budgeted spend | Actual spend | Notes |
|--|---|---|---|---|
| Carpentaria Land Council – DAFF Ranger Forum | <ul style="list-style-type: none"> • General use of football oval and facilities • Use of rodeo ground covered area for dinners • Portaloo's x 2 for dinner on saltpans • Septic pump out of rodeo grounds, football ground, Portaloo's, and trailer toilets as needed. • Water truck and operator to water road on salt pan and roads to football grounds • Hall Hire 9 days (includes 4 days prior to event and 2 days after event for set up and take down) – a bond for hall hire must be paid prior to event • PA system hire 3 days • Lights and amenities use at Oval and Rodeo for four days • BSC tables and chairs • Water line marking • Use of marquees x 3 • Rubbish collection • Skip bin and ten rubbish bins | <ul style="list-style-type: none"> • \$22,900.00 | <ul style="list-style-type: none"> • \$7,848.75 + hall hire (air con not operational for a couple of days) | <ul style="list-style-type: none"> • Some high staff charging. Additional cleaning not included. |
| QCWA Gregory Branch Date 21 September 2025 | Cash \$2,500. Rubbish Collection, Erect street banners | <ul style="list-style-type: none"> • \$3,000.00 | <ul style="list-style-type: none"> • \$2,208.00 Works + \$2,500.00 Cash | <ul style="list-style-type: none"> • 24hrs charged payroll – likely overcharged. |

| Group/Organisation | Donation and Date | Budgeted spend | Actual spend | Notes |
|---|--|----------------|-----------------------------------|---|
| Burketown Barramundi Fishing Organisation (October 2025 – donation carried over from 2024 - 2025) | 3 rd – 5 th October – \$5,000.00 cash. Hall Hire, Printing, rubbish collection | • \$5,500.00 | • \$1,500.00 works +\$5,000.00 | • Predominantly cleaning – no septic pump for rodeo grounds charged. Minor use of hall. |

2025 Donations (to be completed):

| Group/Organisation | Donation and Date |
|--|--|
| Burketown Barramundi Fishing Organisation – World Barramundi Fishing Championships | 3 rd – 5 th April (Easter Weekend) \$5,000.00 cash. Hall hire, printing, rubbish collection |
| Gregory Downs Jockey Club – Gregory Saddles and Paddles | 2 nd May 2026 \$6,000.00 cash Printing of booklets and program Slashing of grounds Rubbish collection |
| Northwest Canoe Club – Gregory Saddles and Paddles | 3 rd May 2026 Cash \$2,500.00 cash Rubbish bins/skip bins, rubbish collection, portaloos use |
| Gregory District Sporting Association – Gregory Campdraft | 19 th – 21 st June 2026 Cash \$3,000.00 Use of portaloos, skip bin use, rubbish collection |
| Royal Flying Doctors | \$5,000.00 cash |
| LifeFlight | \$5,000.00 cash |

Community General

- Community development online training
- Attended economic development practitioners' group meeting
- GSD Meetings with recovery officers
- Meeting with community recovery team from Mount Isa

Environmental Health, Locals Laws, and Facilities**Building, Facilities and Maintenance**

- Property Summary:
 - Sloman Street Units – Currently booked by staff & contractors.
 - Unit 6, 172 Musgrave St Burketown – Vacant.
 - House 9, Gregory – Vacant.

- Maintenance:
 - Quotes received to finalise repairs to House 2, Lot 170 Sloman Street Burketown in preparation for sale.
 - Addressing reported maintenance issues.
 - Quote received for back-up generator – Comms Hut. Sourcing funding.
 - Nijinda Durlga Hall – New generator required. Proceeding with procurement.
 - Outback Pest Control engaged to carry out annual treatment/inspections. Scope being finalised for tree loppers.

Local Laws

- Developing a suite of templates/procedures (animal management) and onsite/offsite training for Local Laws Officer with Mt Isa City Council.
- 1080 Baiting Program complete.
- Illegal Dumping –GP 52 on 1 SP217472 (Westmoreland Rd) has been completed. \$143.5k total cost of clean up which was carried out by Burke Shire Council Road Crew.
- Dog Registrations have significantly increased. 95 dogs registered in the Shire. Multiple complaints received in relation to roaming dogs. 2 written warnings issued.
- 12 households have registered for the 2025 Cyclone Clean Up to date.
- Clean Up carried out on 2 overgrown allotments - 161 B1364 (13 Burke Street) & 169 B1364 (52 Sloman Street)
- Burke Shire Council vacant allotment clean ups progressing.
- Liaising with Department of Housing in relation to repair/replacement of fencing to assist with Responsible Pet Ownership.
- Focus for November – Abandoned vehicles.
- Illegal Dumping Induction & Training complete – Dept of Environment, Tourism, Science and Innovation.

Environmental Health

- Food Business Licences – follow up inspection carried out, Gregory Hotel, 1st October 2025. Provisional licence in place. Re-inspection to occur on 10th January 2026.

Planning & Building

- Onsite visit with Liz Taylor & Patrick Clifton Monday 10th November to Thursday 13th November 2025. Gregory & Burketown inspections to be carried out.
- Plumbing Permit Application processed Boodjamulla National Park. Mark Samblebe, MBS Water engaged to assist with assessment.

Other

- Investigating property/maintenance management app.
- Currently working on Pest Bounty Policy.
- Playground Safety Inspector Certification received.
- Chemical Contained has arrived onsite.

Corporate Services and Governance**Library**

- Library information stall at the health and wellbeing days, promoting the services offered by State Library.
- First 5 Forever outreach planned for Burketown on 21 November.

Get Ready/Disaster Management

- Information stall as part of the Mental Health and Wellbeing afternoons.
- Currently working through Council's internal disaster preparedness checklist. Update will be provided to the wider LDMG at the LDMG meeting in November.

REX

- Trainer onsite on 30 November to revalidate staff and complete disabled passenger lift training/sign off.
- Planning another visit in November or December to complete more sign offs.

Staff

- Lahleejah Yanner has started with us as a casual administration officer.

3. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of the Chief Executive Officer's Report for October 2025.

11.02 Chief Executive Officer Report

That Council receives and notes the contents of the Chief Executive Officer's Report for October 2025.

Moved: Cr Clarke
Seconded: Cr Yanner

Carried 251120.07 5/0

Adjournment

That Council adjourned the meeting from 10.35am to 11.15am for morning tea, all were present at resumption.

11.03 Finance Monthly Update Report

| | |
|-------------------------|---|
| DEPARTMENT: | Chief Executive Officer |
| RESPONSIBLE OFFICER: | Dan McKinlay; Chief Executive Officer |
| PREPARED BY: | Shaun Jorgensen; Finance and Technology Manager |
| DATE REPORT PREPARED: | 6 November 2025 |
| LINK TO COUNCIL PLAN/S: | Operational Plan 2025-26 Council Budget 2025-26 |

1. PURPOSE OF REPORT

This report has been constructed to provide a snapshot of the progress of council's operations (financial) against budget targets at 30 June 2026 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 October 2025.

2. SUMMARY

Council's cash was up by \$6.98mill by the end of October 2025.

Overall council's reporting shows a budget position of 43.05% expended to date; this is above budget expectations overall by 9.71%. Note that significant flood damage works has been completed to date which skews this result significantly; it is expected this over budget percentage to normalise as the year continues.

Another note should be made in relation to unrestricted cash as it has decreased largely due to own source spend of funds to seed capital projects. At this stage finance and projects staff are looking to ensure claims for in excess of \$1.6mil+ are made within the month as well as conducting a quarterly review of the balance of unearned revenue to re-correct this balance however this does represent the risk that a large capital budget along with significant flood damage works poses for Burke SC.

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 2026.

| Overall Financial Performance | Note Ref | Year To Date Actual | Annual Budget (Target) | YTD Progress % |
|---------------------------------------|----------|---------------------|------------------------|----------------|
| Operating Revenue | (1) | 44,661,328 | 103,715,000 | 43% |
| Operating Expenses | (2) | 45,759,940 | 106,304,700 | 43% |
| Operating Result (Profit/Loss) | - | 1,098,612 | - 2,589,700 | 42% |
| Capital Revenue | (3) | 194,550 | 76,650,000 | 0% |
| Net Result | - | 904,062 | 74,060,300 | -1% |

| Assets & Liabilities | | Year To Date Actual | Annual Budget (Target) |
|-----------------------------|-----|---------------------|------------------------|
| Cash & Cash Equivalents | (4) | 53,635,310 | 45,794,426 |
| Other Current Assets | (5) | 4,431,682 | 1,402,000 |
| Non Current Assets | (6) | 172,011,975 | 247,495,054 |
| Total Assets | | 230,078,967 | 294,691,480 |
| Liabilities (Current) | (7) | 49,272,606 | 40,190,000 |
| Liabilities (Non Current) | (8) | 1,111,870 | 957,710 |
| Total Liabilities | | 50,384,476 | 41,147,710 |
| Net Community Assets | | 179,694,491 | 253,543,770 |

Sustainability Outlook¹

| *Financial Sustainability Ratios and Measures of Sustainability | Target | Current Month YTD | Prior Month |
|---|--------------------|-------------------|-------------|
| ¹ Operating Surplus Ratio (%) | Between 0% and 10% | -2% | -5% |
| ² Working Capital Ratio | Greater than 1:1 | 1.2 | 1.2 |
| ³ Net Financial Liabilities Ratio | Less than 60% | -20% | -45% |

*Ratios are currently distorted as accruals represent significant distortions in reporting figures.

Notes:

(1) Operating Revenues - Noted that \$21.47mil of DRFA revenue has been recognised for the month ended October 2025 for the 2022-2023 DRFA REPA - this is due to significant works being completed year to date and due to arrears in revenue owed to council from the QRA now being resolved.

(2) Operating Expenses – Noted a majority of expenditure was incurred for DRFA flood damage works; this has slightly pushed council above its general expense pro-rata expectations on the basis of the amount of works being material when compared to all other operating expenditure of council. All accruals have now been process and expenditure is free from material timing distortions.

(3) Capital Revenue - \$187k was recognised for Growing Regions Round 2 during the month. Further claim is required to recover funds spent

(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.

¹Definitions

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

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

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

4. STATEMENT OF CASH FLOWS

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

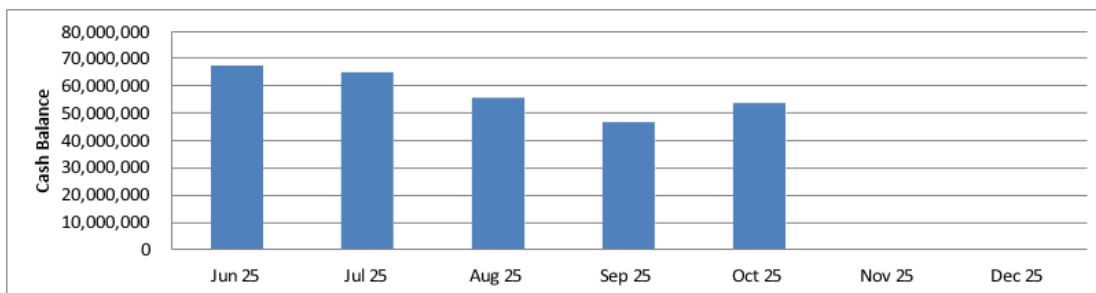
For the month ended 31 October 2025

| | Note | 31 October 2024 | 31 October 2025 | 2025-26 Annual Budget | YTD Progress |
|--|------|---------------------|---------------------|-----------------------|--------------|
| | | \$ | \$ | \$ | % |
| Cash flows from operating activities: | | | | | |
| Receipts from customers | (1) | 438,955 | 2,730,266 | 6,177,219 | 44% |
| Payments to suppliers and employees | (2) | (12,397,249) | (65,964,482) | (141,029,508) | 47% |
| | | (11,958,294) | (63,234,215) | (134,852,289) | 47% |
| Rental Income | (3) | 74,970 | 66,446 | 218,000 | 30% |
| Interest Received | (4) | 984,884 | 851,246 | 1,688,000 | 50% |
| Operating Grants and Contributions | (5) | 14,045,701 | 31,858,174 | 96,574,000 | 33% |
| Finance Costs | | 0 | 0 | - | 0% |
| Net cash inflow (outflow) from operating activities | | 3,147,262 | (30,458,349) | 98,480,000 | -31% |
| Cash flows from investing activities: | | | | | |
| Payments for Property, Plant and Equipment | (6) | (1,444,300) | (3,741,648) | (82,124,000) | 5% |
| 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) | 669,210 | 194,550 | 76,610,000 | 0% |
| Net cash inflow (outflow) from investing activities | | (775,090) | (3,547,098) | (5,474,000) | 65% |
| Cash flows from financing activities: | | | | | |
| Proceeds from Borrowings | | - | - | - | 0% |
| Repayment of Borrowings | | - | - | - | 0% |
| Net cash inflow (outflow) from financing activities | | - | - | - | 0% |
| Net increase (decrease) in cash held | (8) | 2,372,172 | (34,005,447) | (41,846,289) | 81% |
| Cash at beginning of reporting period | | 54,749,881 | 87,640,757 | 87,640,715 | 100% |
| Cash at end of reporting period | (8) | 57,122,053 | 53,635,310 | 45,794,425 | 117% |

Cash and Cash Equivalents Summary

| Cash & Cash Equivalents | Effective Interest Rate | YTD Interest Earnings | Cash Balance |
|------------------------------|-------------------------|-----------------------|-------------------|
| QTC Cash Fund | 4.21% | 851,246 | 50,142,537 |
| Westpac General Fund - Trust | - | - | 3,492,489 |
| Cash Floats | - | - | 283 |
| Total | | | 53,635,310 |

Cash and Cash Equivalents Movement Comparison Chart



Cash and Cash Equivalents - Restricted Cash (IAS 7)

| | | |
|---|-------------------------|---------------------------------------|
| Total Cash on hand | \$ 53,635,309.53 | % |
| Restricted Cash - DRFA Operating Grants | \$ 32,273,042.75 | 60.17% |
| Restricted Cash - Non-DRFA Operating Grants | \$ 367,426.01 | 0.69% |
| Restricted Cash - Capital Grants | \$ 15,615,930.66 | 29.12% |
| GST Payable | \$ 293,321.16 | 0.55% |
| Unrestricted Cash | \$ 5,085,588.95 | 9.48% |
| Contract Assets - Cash to be received by 30 June 2025 | | |
| QRA Funds to be received for 22-23 | \$ - | <i>Resolved for October with QAO.</i> |
| LRCI 2 and 3 | \$ 323,000.00 | <i>With QAO to finalise</i> |
| Insurance | \$ 250,000.00 | <i>In query with LGM</i> |
| Projected Unrestricted Cash | \$ 5,658,588.95 | |
| Prior Month Unrestricted Cash Balance | \$ 12,507,083.64 | |
| Explanation for Movement: | -\$ 7,421,494.69 | |
| <p>Noted movement between months is quite large (approximately \$4mil) not including DRFA distortion from September 2025. This is due to a significant level of capital spend and the correction of unpaid DRFA 2022-2023 REPA funds being deposited to council during the month.</p> <p>It should be noted that there is \$1.6mil to be claimed on the Splash Park from Department at this stage with an additional \$900k to either be allocated from restricted cash balances or to be claimed from funding departments. Elevated RMPC works for TMR for REPA has also increased with another \$2mil due to be claimed year to date.</p> <p>This would place restricted cash at a re-forecasted position of \$10mil approximately, taking into account all of these movements.</p> <p>This temporary impost to own source cash represents the risks born from a large capital budget for a small council. Finance has discussed this with Projects staff and we are currently working together to ensure we can submit the relevant claims to regenerate the capital cash as soon as possible in accordance with the funding milestones. We will conduct and review during November as well to tidy up any other restricted cash balances as well.</p> | | |

Notes to the Statement of Cashflows:

- (1) **Receipts from customers** – On track with budget.
- (2) **Payments to suppliers and employees** – Significant amounts spend on DRFA funded works during the month for the 22/23 and 23/24 flood damage program makes up the predominant amount of the monthly movement.
- (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 (4.21%). Decrease from 4.12% in September 2025. This shows council will become progressively less reliant on surplus bank interests over time to fund shortfalls; this has been anticipated as part of the annual budget planning conducted.
- (5) **Operating Grants and Contributions** – Noted that \$21.47mil of DRFA revenue has been recognised for the month ended October 2025 for the 2022-2023 DRFA REPA - this is due to significant works being completed year to date and due to arrears in revenue owed to council from the QRA now being resolved.
- (6) **Payments for Property, Plant and Equipment** – Noted an increase in expenditure by approximately \$2.498mil for the month of October 2025. This has placed significant strain on the bottom-line reserve of council and finance and projects are currently managing milestone claims with funding providers to ensure these funds can be recouped in a reasonable timeframe.
- (7) **Capital Grants and Subsidies** – Minimal movements for the month.
- (8) **Net Cash Movement** – Council's cash holdings were up by \$6.983mil by the end of October 2025. This is due to budgeted spend on DRFA flood damage works.

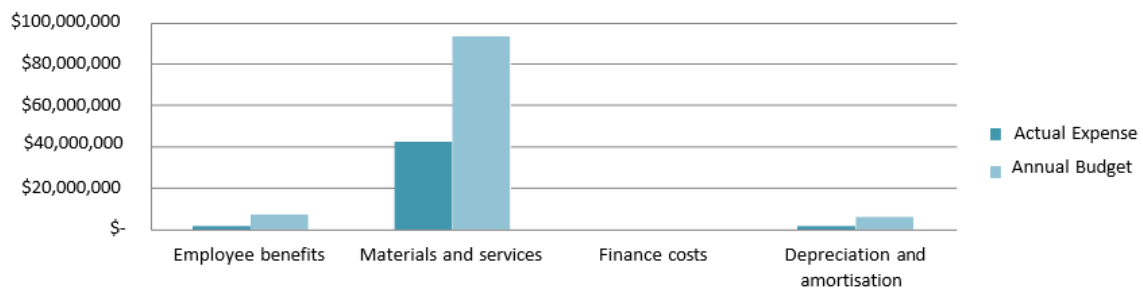
5. STATEMENT OF INCOME AND EXPENDITURE

The below statement shows a comparison between the income and expense statement of October 2024 in the previous year v October 2025 actuals v the budgeted income and expenditure for 30 June 2026.

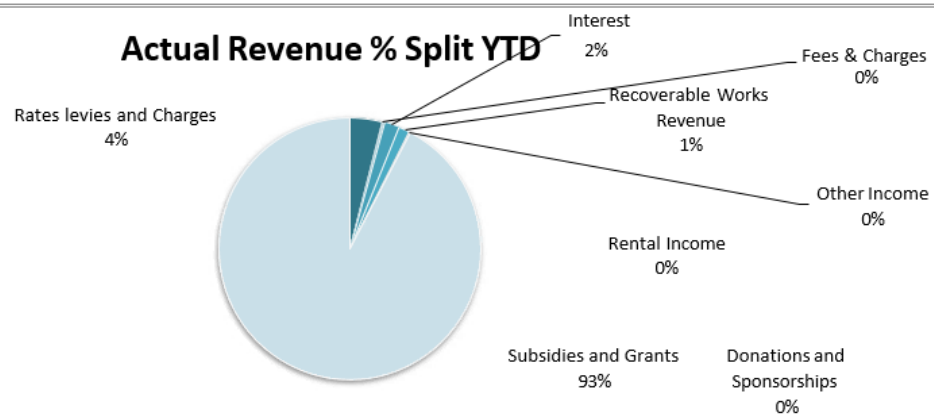
For the month ended 31 October 2025

| | Note | 31 October 2024 | 31 October 2025 | 2025-26 Annual Budget | YTD Progress |
|---------------------------------|------|---------------------|---------------------|-----------------------|--------------|
| | Ref | \$ | \$ | \$ | % |
| Recurrent Revenue | | | | | |
| Rates levies and Charges | | 1,760,673 | 1,804,612 | 3,628,000 | 50% |
| Fees & Charges | (1) | 26,987 | 48,303 | 147,000 | 33% |
| Rental Income | (2) | 74,970 | 66,446 | 218,000 | 30% |
| Interest | (3) | 984,884 | 851,246 | 1,688,000 | 50% |
| Recoverable Works Revenue | (4) | 333,608 | 614,120 | 1,151,000 | 53% |
| Other Income | (5) | 41,191 | 17,905 | 304,000 | 6% |
| Donations and Sponsorships | (12) | - | 245 | 5,000 | 5% |
| Developer Contributions | | - | - | - | 0% |
| Subsidies and Grants | (6) | 11,923,621 | 41,258,451 | 96,574,000 | 43% |
| Total Recurrent Revenue | | 15,145,934 | 44,661,328 | 103,715,000 | 43% |
| Capital Revenue | | | | | |
| Sale of non-current assets | (13) | - | - | 40,000 | 0% |
| Contributions | | - | - | - | 0% |
| Subsidies and Grants | (7) | 669,210 | 194,550 | 76,610,000 | 0% |
| Total Capital Revenue | | 669,210 | 194,550 | 76,650,000 | 0% |
| TOTAL INCOME | | 15,815,144 | 44,855,878 | 180,365,000 | 25% |
| Recurrent Expenses | | | | | |
| Employee benefits | (8) | - 1,766,219 | - 1,789,366 | - 7,245,409 | 25% |
| Materials and services | (9) | - 8,445,897 | - 42,127,694 | - 92,891,291 | 45% |
| Finance costs | (10) | - 23,762 | - 24,378 | - 70,000 | 35% |
| Depreciation and amortisation | (11) | - 1,864,353 | - 1,818,502 | - 6,098,000 | 30% |
| TOTAL RECURRENT EXPENSES | | - 12,100,230 | - 45,759,940 | - 106,304,700 | 43% |
| NET RESULT | | 3,714,914 | - 904,062 | 74,060,300 | -1% |

Expenditure Actual v Budget



Actual Revenue % Split YTD



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 (4.21%). Decrease from 4.12% in September 2025. This shows council will become progressively less reliant on surplus bank interests over time to fund shortfalls; this has been anticipated as part of the annual budget planning conducted.
- (4) **Recoverable Works Revenue** – Currently a pending claim of \$2mil is due to be lodged with TMR for RMPC works. This will place the recovery over budget.
- (5) **Other Income** – Minimal movement to report for the month.
- (6) **Subsidies and Grants (operating)** – Noted that \$21.47mil of DRFA revenue has been recognised for the month ended October 2025 for the 2022-2023 DRFA REPA - this is due to significant works being completed year to date and due to arrears in revenue owed to council from the QRA now being resolved.
- (7) **Subsidies and Grants (capital)** – Minimal movement to report for the month.
- (8) **Employee benefits** – In relation to employee benefits costs against the budget, we have currently expended \$1.789 mil against a budget of \$7.245 mil for the year; this is an actual spend of 24.70% 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** – On track with budget.
- (11) **Depreciation and amortisation** – On track with budget.
- (12) **Donations and Sponsorship Revenue** – No movement year to date.
- (13) **Sale of non-current assets** – No movement year to date.

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 October 2025 33.33%

% 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 October 2024 | 31 October 2025 | 2025-26 Annual Budget | YTD Progress | | |
| \$ | \$ | \$ | % | | |
| Recurrent Expenses | | | | | |
| Corporate Governance Costs | 278,088 | 362,776 | 1,219,000 | 29.76% | On track with budget. |
| Administration Costs | 1,296,563 | 1,250,422 | 4,414,900 | 28.32% | On track with budget. |
| Recoverable Works Expenses | 312,381 | 482,943 | 925,000 | 52.21% | Council is currently doing significantly elevated REPA works for TMR. This increase in cost also translates into increased recoverable works revenue with a \$2mil claim expected to be made within the month of November 2025. |
| Engineering Services | 7,906,581 | 41,235,992 | 90,841,000 | 45.39% | Pro-rata target exceeded due to significant DRFA works for 2022-2023 REPA program during the month. |
| Utility Services Costs | 234,993 | 342,390 | 994,000 | 34.45% | Monitoring; slightly above budget but within the margin of low risk. |
| Net Plant Operating Costs | - | 472,167 | 565,000 | 51.78% | This balance is expected to fluctuate during the year based on works completed. Behaves similarly to PY comparative. |
| Planning and Environmental Expenses | 35,416 | 23,821 | 458,000 | 5.20% | On track with budget. |
| Community Services Costs | 620,260 | 511,271 | 1,849,800 | 27.64% | On track with budget. |
| Finance Costs | 23,762 | 24,378 | 70,000 | 34.83% | Monitoring; slightly above budget but within the margin of low risk. |
| Depreciation | 1,864,353 | 1,818,502 | 6,096,000 | 29.82% | On track with budget. |
| Other Expenses | - | - | - | 0.00% | On track with budget. |
| TOTAL RECURRENT EXPENSES | 12,100,230 | 45,759,340 | 106,304,700 | 43.5% | On track with budget. |
| | | | | | |
| Capitalised Wages | - | 129,867 | 501,000 | 26% | On track with budget. |

7. STATEMENT OF FINANCIAL POSITION

For the month ended 31 October 2025

| | 31 October 2025 | 2025-26 Annual Budget |
|--|--------------------|-----------------------|
| | \$ | \$ |
| Current Assets | | |
| Cash and cash equivalents | 53,635,310 | 45,794,426 |
| Trade and other receivables | 3,774,144 | 1,000,000 |
| Inventories | 492,534 | 300,000 |
| Other financial assets | 165,004 | 102,000 |
| Non-current assets classified as held for sale | - | - |
| Total current assets | 58,066,992 | 47,196,426 |
| Non-current Assets | | |
| Receivables | - | - |
| Property, plant and equipment | 294,918,978 | 372,930,519 |
| Accumulated Depreciation | - 122,907,003 | - 125,435,465 |
| Intangible assets | - | - |
| Total non-current assets | 172,011,975 | 247,495,054 |
| TOTAL ASSETS | 230,078,967 | 294,691,480 |
| Current Liabilities | | |
| Trade and other payables | 49,030,037 | 40,000,000 |
| Borrowings | - | - |
| Provisions | 242,569 | 190,000 |
| Other | - | - |
| Total current liabilities | 49,272,606 | 40,190,000 |
| Non-current Liabilities | | |
| Trade and other payables | 27,705 | 27,710 |
| Interest bearing liabilities | - | - |
| Provisions | 1,084,165 | 930,000 |
| Other | - | - |
| Total non-current liabilities | 1,111,870 | 957,710 |
| TOTAL LIABILITIES | 50,384,476 | 41,147,710 |
| NET COMMUNITY ASSETS | 179,694,492 | 253,543,770 |
| Community Equity | | |
| Shire capital | 39,529,889 | 116,179,889 |
| Asset revaluation reserve | 103,541,131 | 103,541,131 |
| Retained surplus/(deficiency) | 36,623,469 | 33,822,750 |
| Other reserves | - | - |
| TOTAL COMMUNITY EQUITY | 179,694,492 | 253,543,770 |

8. RATING ARREARS SUMMARY

The below report shows the outstanding aged rating arrears as at 6 November 2025.

| Rating Type | 366+ DAYS | 181-365 DAYS | 31-180 DAYS | 1-30 DAYS | Total |
|------------------------|----------------|---------------|----------------|--------------|----------------|
| | \$ | \$ | \$ | \$ | \$ |
| GENERAL | 101,913 | 24,714 | 60,902 | 1,119 | 188,648 |
| SEWERAGE | 9,805 | 4,324 | 52,455 | 130 | 66,714 |
| GARBAGE | 9,049 | 4,130 | 40,941 | 119 | 54,239 |
| WATER | 122,829 | 22,648 | 143,356 | 1,275 | 290,109 |
| WATER CONSUMPTION | 156,264 | 6,323 | 11,773 | 1,321 | 175,682 |
| STATE GOVT EMERGENCY | 5,543 | 1,650 | 11,954 | 63 | 19,211 |
| LEGAL FEES | 4,928 | - | - | - | 4,928 |
| Rating Sale Adjustment | - 39,346 | - | - | - | - |
| Total | 370,985 | 63,789 | 321,381 | 4,029 | 760,185 |

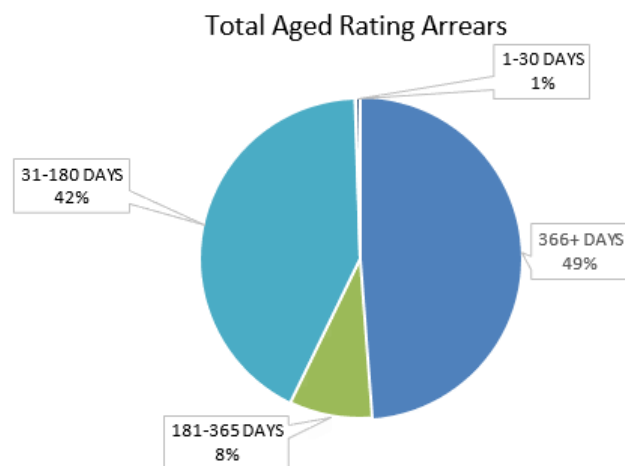
| | | | | | |
|--------------------------------|----------------|---------------|---------------|--------------|----------------|
| Prior Month (September) | 384,838 | 62,670 | 79,224 | 2,873 | 529,605 |
| Movt \$ | - 13,852 | 1,120 | 242,157 | 1,156 | 230,580 |
| Movt % | -3.60% | 1.79% | 305.66% | 1 | 43.54% |

Debt Collection Actions Executed for September 2025:

| | Number of assessments | Amount Outstanding | Previous Month | Movement |
|--|-----------------------|----------------------|----------------------|----------------------|
| <i>Ratepayers subject to further legal rectification</i> | 1 | \$ 216,436.59 | \$ 214,740.16 | \$ 1,696.43 |
| <i>Assessments in Active legal resolution progress</i> | 1 | \$ 34,808.57 | \$ 49,438.70 | -\$ 14,630.13 |
| <i>Assessments to progress to Rating Sale</i> | 2 | \$ 49,492.28 | \$ 49,135.89 | \$ 356.39 |
| (\$) Sum of Debt Actions in progress | | \$ 300,737.44 | \$ 313,314.75 | -\$ 12,577.31 |
| (%) of Total Rating Arrears | | 40% | 39% | 0.21% |

**Remaining Arrears
Adjusted for On-going
Matters**

\$ 459,447.44



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 October 2025 be received and noted.

11.03 Finance Monthly Update Report

That the financial report for the 31 October 2025 be received and noted.

Moved: Cr Camp

Seconded: Cr Clarke

Carried 251120.08 5/0

11.04 Budget Review for the 4 months to the end of 31 October 2025

| | |
|-------------------------|---|
| DEPARTMENT: | Office of the Chief Executive Officer |
| RESPONSIBLE OFFICER: | Dan McKinlay; Chief Executive Officer |
| PREPARED BY: | Shaun Jorgenson; Finance and Technology Manager |
| DATE REPORT PREPARED: | 10 November 2025 |
| LINK TO COUNCIL PLAN/S: | Operational Plan/Budget |

1. PURPOSE

The purpose of the following budget review is to establish any significant or tentative deviations of actuals costs against the original budget set for the 2025/26 financial year and to advise of any amendments to its budget pursuant to section 170(1) of the Local Government Regulation 2012. These review items will be separated into the categories of 'Operating' and 'Capital'.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council adopted the budget for the 2025/26 financial year on the 16th of July 2025. Council's actual year to date revenue and expenditure is reviewed on a monthly basis. Any significant variances between year-to-date financial performance and budget estimates are investigated and reported. Section 170 (3) of the Local Government Regulation 2012 provides that a Local Government may by resolution amend the budget for the financial year at anytime before the end of the financial year. Year to date financial performance has been assessed against original budget estimates and the follow review will outline any amendments required in accordance to the Local Government Regulation 2012.

3. PROPOSAL

That Council acknowledges and endorses revised changes to the 2025/26 Budget. Please note these changes per the below table:

| | | | |
|--|-----------------|-----------------|--------------------|
| Summary of Proposed Budget Amendments | | | |
| To the end of October 2025 | | | |
| Proposed Amendments | | | |
| | Oct Movt | Oct Movt | Total |
| | \$ | \$ | \$ |
| Opening 2025/2026 Budget Surplus | | | |
| | | | 352,300.00 |
| Income | | | |
| Nil | | | |
| Total Income | | | |
| | | | - |
| Capital Expenses | | | |
| Burketown Main Hall Generator | (71,000.00) | | |
| | | (71,000.00) | |
| Total Expenses | | | |
| | | | (71,000.00) |
| October 2025 Budget Proposed Amendments (Deficit) | | | |
| | | | (71,000.00) |
| Closing 2025/2026 Budget Surplus | | | |
| | | | 281,300.00 |

4. FINANCIAL & RESOURCE IMPLICATIONS

This recommendation requires changes to the current year budget as follows:

Capital Expenses

Burketown Main Hall Generator – this is for the full replacement and upgrade of the main hall generator ahead of the flood season. It is noted that approximately \$71k in funds have been held as restricted since the 2023 flood event from the Mt Isa Emergency relief fund. As such we are recommending the use of these funds to replace this generator to mitigate the risk of faulty equipment impacting continuity of services to community should another large flooding event eventuate in the future.

Other budget areas to note:

- A review of plant costs indicates the budget is on track for this year with no expected outlier costs to note to date.
- Roads and streets maintenance costs are expended up to 51%.
- DRFA funded works is 45.8% expended against budget. No amendment was noted from Northlane for these works and currently this line item acts to distort the overall budget average movement year to date. At this stage we consider there are no issue with this balance or expenditure to date with council tracking slightly ahead for the year ahead of the flood season.
- Water maintenance, sewer maintenance and garbage collection costs are running slightly higher than expected and management is currently closely monitoring these movements.
- Legal costs are also running higher than expected due to a number of property matters being addressed along with other matters.
- Governance costs are also slightly higher than expected at 56.46% expended to date; however this is due to one off memberships being paid earlier in the year.
- RMPC revenue is expected to also increase on the basis of TMR engaging Burke SC to conduct REPA works. This will be revised further in the Q2 budget review at this stage – associated costs will be expected to increase as well.

5. POLICY & LEGAL IMPLICATIONS

Compliance with the Local Government Act 2009 and Section 170 of the Local Government Regulation 2012.

6. CRITICAL DATES & IMPLICATIONS

Section 170 (3) of the Local Government Regulation 2012 defines Council's ability to amend its budget. The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

7. CONSULTATION

- Executive Management Team; and
- Council.

8. CONCLUSION

A total surplus of \$281k will be reported for the year up to 31 October 2025 as a result of savings identified in the capital works program.

9. OFFICER'S RECOMMENDATION

That the following resolutions be endorsed by council:

1. In accordance with section 170(3) of the Local Government Regulation 2012, council is to revise and amend the Burke Shire Council budget adopted for the financial year 2025/2026 as follows.

| | | | |
|---|------------------------|------------------------|---------------------|
| Summary of Proposed Budget Amendments To the end of October 2025 | | | |
| Proposed Amendments | | | |
| | Oct Movt \$ | Oct Movt \$ | Total \$ |
| Opening 2025/2026 Budget Surplus | | | 352,300.00 |
| <u>Income</u> | | | |
| Nil | | | |
| Total Income | | | - |
| <u>Capital Expenses</u> | | | |
| Burketown Main Hall Generator | (71,000.00) | | |
| | | (71,000.00) | |
| Total Expenses | | | (71,000.00) |
| October 2025 Budget Proposed Amendments (Deficit) | | | (71,000.00) |
| Closing 2025/2026 Budget Surplus | | | 281,300.00 |

11.04 Budget Review for the 4 months to the end of 31 October 2025

That the following resolutions be endorsed by council:

1. In accordance with section 170(3) of the Local Government Regulation 2012, council is to revise and amend the Burke Shire Council budget adopted for the financial year 2025/2026 as follows.

| | | | |
|--|-----------------|-----------------|--------------------|
| Summary of Proposed Budget Amendments | | | |
| To the end of October 2025 | | | |
| Proposed Amendments | | | |
| | Oct Movt | Oct Movt | Total |
| | \$ | \$ | \$ |
| Opening 2025/2026 Budget Surplus | | | 352,300.00 |
| Income | | | |
| Nil | | | |
| Total Income | | | - |
| Capital Expenses | | | |
| Burketown Main Hall Generator | (71,000.00) | | |
| | | (71,000.00) | |
| Total Expenses | | | (71,000.00) |
| October 2025 Budget Proposed Amendments (Deficit) | | | (71,000.00) |
| Closing 2025/2026 Budget Surplus | | | 281,300.00 |

Moved: Cr Poole

Seconded: Cr Yanner

Carried 251120.09 5/0

11.05 Annual Report for the Year Ended 30 June 2025

| | |
|-------------------------|---|
| DEPARTMENT: | Office of the Chief Executive Officer |
| RESPONSIBLE OFFICER: | Dan McKinlay; Chief Executive Officer |
| PREPARED BY: | Shaun Jorgensen; Finance and Technology Manager |
| DATE REPORT PREPARED: | 17 November 2025 |
| LINK TO COUNCIL PLAN/S: | Operational Plan – Good Governance |

1. PURPOSE

To adopt Burke Shire Council's Annual Report year ended 30 June 2025.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Under Chapter 5 Part 3 Division 3 Section 182 of the Local Government Regulation 2012, Council is required to adopt the Annual Report for each financial year.

The annual report for the financial year has been prepared for consideration in accordance with the relevant legislative provisions. The report documents Council's financial performance and operational progress for the financial year, presents reports from the Mayor and CEO, and includes background information about Burke Shire and its councillors.

3. PROPOSAL

That Council adopts the 2024-2025 Annual Report.

4. FINANCIAL & RESOURCE IMPLICATIONS

The CEO and Finance and Technology Manager have briefed Council on the key financial ratios and broader financial statements for the 2024-2025 financial year.

The Audit Committee also reviewed the financial statements and ratios as of the 28 October 2025.

5. RISK

Not applicable concerning acceptance of this Report.

6. POLICY & LEGAL IMPLICATIONS

| Instrument | Detail | Comment |
|--|--|--|
| Corporate Plan 2019-2024 Operational Plan for reporting year | Corporate Planning Framework | The annual report is a key record of Council's performance for the year against the operational plan and the budget. |
| Local Government Regulation 2012 Chapter 5 Part 3 Division 3 Annual Report | <p>(1) A local government must prepare an annual report for each financial year.</p> <p>(2) The local government must adopt its annual report within 1 month after the day the auditor general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government.</p> <p>(3) However, the Minister may, by notice to the local government, extend the time by which the annual report must be adopted.</p> <p>(4) The local government must publish its annual report on its website within 2 weeks of adopting the annual report.</p> | <p>Division 3 explains what an annual report for a local government must contain including particulars relating to:</p> <p>Financial statements (s183) Community financial report (s184) Particular resolutions (s185) Councillor information (s186) Administrative action complaints (s187) Overseas travel (s188) Expenditure on grants to community orgs (s189) Other contents e.g.: progress towards the outcomes of the corporate and operational plans; internal audit report; registers; concessions for rates and charges; invitations to change tenders etc. (s190)</p> |
| Australian Accounting Standard ASA 720 'Other information' | Annual report finalisation and auditing standard – auditor to consider the final version of the annual report before it is tabled. | The aim is to avoid misalignment between the annual report prepared by management and the audited financial report in order to avoid material inconsistencies that could reduce reader confidence and affect credibility of management and auditor. |

7. CRITICAL DATES & IMPLICATIONS

The Annual Report must be adopted within one month after the day the Auditor General gives the Auditor-General's Audit Report about the Local Governments financial statements for the financial year. Council signed it'.

8. CONSULTATION

Mayor and Councillors

CEO

Managers

Queensland Audit Office

9. CONCLUSION

The Annual Report reflects the Corporate Plan for 2019–2024. The Annual Report is the formal reporting mechanism to the community, respective Government Agencies and other stakeholders.

10. OFFICERS RECOMMENDATION

1. That Council note the contents of the report; and
2. That in accordance with section 182 (1) and (2) of the Local Government Regulation, Council adopts the Burke Shire Council annual report as presented for the financial year ended 30 June 2025; and
3. That the annual report so adopted will be published on Council's website within 2 weeks of this decision, in accordance with section 182 (4) of the Local Government Regulation 2012.

11.05 Annual Report for the Year Ended 30 June 2025

- 1. That Council note the contents of the report; and**
- 2. That in accordance with section 182 (1) and (2) of the Local Government Regulation, Council adopts the Burke Shire Council annual report as presented for the financial year ended 30 June 2025; and**
- 3. That the annual report so adopted will be published on Council's website within 2 weeks of this decision, in accordance with section 182 (4) of the Local Government Regulation 2012.**

Moved: Cr Camp

Seconded: Cr Clarke

Carried 251120.10 5/0

11.06 Audit Committee Meeting Minutes September 2025

| | |
|-------------------------|--|
| DEPARTMENT: | Office of the Chief Executive Officer |
| RESPONSIBLE OFFICER: | Daniel McKinlay; Chief Executive Officer |
| PREPARED BY: | Shaun Jorgensen; Finance and Technology Manager |
| DATE REPORT PREPARED: | 3 November 2025 |
| LINK TO COUNCIL PLAN/S: | Corporate Plan. Good Governance - external, internal audit and Audit Committee requirements are satisfied. |

1. PURPOSE

The purpose of this report is to recommend the adoption of the Burke Shire Council Audit Committee meeting minutes for the September 2025 Audit Committee meeting.

2. BACKGROUND

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

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

The committee convened on the 30th September 2025 to facilitate council's audit committee function as outlined by the Local Government Regulation 2012 to discuss the following matters:

- Internal Audit Plan - 2024-25-26-27
- Burke Shire Council Interim Report 2025
- Burke 2025 Annual Financial Statements
- Asset Valuation Position Paper
- GT/QAO Update on External Audit Progress
- Finance Report for 31 August 2025
- 2025-26 Budget and Long Term Financial Forecast
- Report from CEO to Audit Committee

These minutes were approved at the Audit Committee meeting on the 28th October 2025.

3. FINANCIAL & RESOURCE IMPLICATIONS

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

4. POLICY & LEGAL IMPLICATIONS

| Instrument | Reference | Details |
|-----------------------------------|-------------|---|
| Local Government Regulation 2012. | Section 211 | <p>(1) The audit committee of a local government must—</p> <p>(a) meet at least twice each financial year; and</p> <p>(b) review each of the following matters—</p> <ul style="list-style-type: none"> (i) the internal audit plan for the internal audit for the current financial year; (ii) the internal audit progress report for the internal audit for the preceding financial year including the recommendations in the report and the actions to which the recommendations relate; (iii) a draft of the local government's financial statements for the preceding financial year before the statements are certified and given to the auditor-general under section 212; (iv) the auditor-general's audit report and auditor-general's observation report about the local government's financial statements for the preceding financial year; and <p>(c) as soon as practicable after a meeting of the committee, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.</p> |
| Audit Committee Charter | | These minutes must comply with the Audit Committee Charter. |

5. RISK

| Risk Type | What could happen | Possible Consequences |
|-----------|------------------------------------|---|
| Financial | The audit committee does not meet. | There is no oversight of internal and external audit functions of council by key representatives to ensure the transparency and review of such functions. |

6. CRITICAL DATES & IMPLICATIONS

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

7. CONSULTATION

Tony Walsh (Chairman Audit Committee).

Mayor.

Chief Executive Officer.

Finance and Technology Manager.

8. CONCLUSION

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

9. OFFICER'S RECOMMENDATION

That Council receive, accept and acknowledge the Minutes from the Audit Committee Meeting held on 30 September 2025.

11.06 Audit Committee Meeting Minutes September 2025

That Council receive, accept and acknowledge the Minutes from the Audit Committee Meeting held on 30 September 2025.

Moved: Cr Yanner

Seconded: Cr Murray

Carried 251120.11 5/0

11.07 Queensland Audit Office 2025 Financial Statements and Audit Reports

| | |
|-------------------------|---|
| DEPARTMENT: | Office of the Chief Executive Officer |
| RESPONSIBLE OFFICER: | Dan McKinlay; Chief Executive Officer |
| PREPARED BY: | Shaun Jorgensen; Finance and Technology Manager |
| DATE REPORT PREPARED: | 3 November 2025 |
| LINK TO COUNCIL PLAN/S: | Corporate Plan. Good Governance- external, internal audit and Audit Committee requirements are satisfied. |

1. PURPOSE

The purpose of this report is to present the 2025 Financial Statements, 2025 Final Management Letter, 2025 Representation Letter, 2025 Management Letter and 2025 Audit Closing Management Report to council as reviewed and certified by the Queensland Audit Office.

2. BACKGROUND

Under section 213 of the Local Government Regulation 2012 a copy of the Auditor General's observation report of a local government's financial statements is to be presented to Council.

The attached reports provide details of audit matters and other information related to the audited financial statements 2025. Management notes that whilst some matters remain in-progress for resolution by management for 30 June 2025, Burke Shire Council has maintained an unmodified opinion upon its control environment and finances for the 2024-2025 financial year.

Management also notes that the financial statements and management representations were reviewed by the Audit Committee and signed on the 28 October 2025.

3. FINANCIAL & RESOURCE IMPLICATIONS

Having good internal financial controls in place will improve council's financial efficiencies.

4. POLICY & LEGAL IMPLICATIONS

| Instrument | Reference | Details |
|-----------------------------------|-------------|---|
| Local Government Regulation 2012. | Section 213 | This section states that a copy of the Auditor General's observation report of a local government's financial statements is to be presented to council. |

5. RISK

| Risk Type | What could happen | Possible Consequences |
|-----------|---|---|
| Financial | Inadequate internal financial controls. | Financial implications and organisation inefficiencies. |

6. CRITICAL DATES & IMPLICATIONS

The Queensland Audit Office Closing Management Report 2025 and associated audit deliverables 2025 are presented at the next ordinary/special meeting of Council after it is received.

7. CONSULTATION

Audit Committee

CEO

Management

External Auditors

8. CONCLUSION

In accordance with section 213 of the Local Government Regulation 2012, the 2025 Financial Statements, 2025 Representation Letter and 2025 Audit Closing Management Report are now presented to Council:

9. OFFICER'S RECOMMENDATION

That the Queensland Audit Office 2025 Financial Statements, Representation Letter, 2025 Management Letter and 2025 Audit Closing Management Report are now presented to Council to be received.

11.07 Queensland Audit Office 2025 Financial Statements and Audit Reports

That the Queensland Audit Office 2025 Financial Statements, Representation Letter, 2025 Management Letter and 2025 Audit Closing Management Report are now presented to Council to be received.

Moved: Cr Camp

Seconded: Cr Yanner

Carried 251120.12 5/0

11.08 Operational Plan 2025-2026 – July to September 2025 Quarter Review

| | |
|-------------------------|---|
| DEPARTMENT: | Office of the Chief Executive Officer |
| RESPONSIBLE OFFICER: | Dan McKinlay; Chief Executive Officer |
| PREPARED BY: | Dan McKinlay; Chief Executive Officer |
| DATE REPORT PREPARED: | 14 November 2025 |
| LINK TO COUNCIL PLAN/S: | Goal-Good Governance-Council develops, implements and maintains an effective and compliant governance framework (Governance, finance, risk) |

1. PURPOSE

To provide Council with an outline of progress made through the September 2025 Quarter towards the achievement of Council's 2025/2026 Operational Plan.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

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

The Operational Plan identifies planned activities for the organisation, consistent with the new Corporate Plan 2025-2030 and the annual Budget.

Attached is the update for the September 2025 quarter review of progress against Council's 2025/2026 Operational Plan for Council consideration.

3. PROPOSAL

That Council receives and notes the contents of the September 2025 quarter review report of progress towards implementation of the 2025/2026 Operational Plan.

4. FINANCIAL & RESOURCE IMPLICATIONS

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

5. RISK

| Risk Type | What could happen | Possible consequence |
|-------------------------------------|--|--|
| Strategic and operational alignment | <ul style="list-style-type: none"> Non-alignment between Corporate Plan, Operational Plan and Budget. | <ul style="list-style-type: none"> Ineffective, inefficient and non-compliant operations. |
| Compliance | <ul style="list-style-type: none"> Content requirements of Operational Plan 2022-23 not met. | <ul style="list-style-type: none"> Compliance |

6. POLICY & LEGAL IMPLICATIONS

| Instrument | Reference | Details |
|----------------------------------|--|---|
| Local Government Act 2009 | Section 104 Financial Management systems | <p>5) (a) (v) The system of financial management established by a local government must include an annual operational plan.</p> <p>(5) (b) (vi) financial accountability documents must include a report on the results of an annual review of the implementation of the annual operational plan.</p> <p>(7) A local government must carry out a review of the implementation of the annual operational plan annually.</p> |
| Local Government Regulation 2012 | Division 4 Annual Operational Plan | <p>Section 174 Preparation and adoption of the annual operational plan</p> <p>(1) A local government must prepare and adopt an annual operational plan for each financial year.</p> <p>(2) The local government may, but need not, adopt the annual operation plan for a financial year at the same time the local government adopts its budget for the financial year.</p> <p>(3) The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.</p> <p>(4) A local government may, by resolution, amend its annual operational plan at any time before the end of the financial year.</p> <p>(5) A local government must discharge its responsibilities in a way that is consistent with its annual operational plan.</p> |
| Local Government Regulation 2012 | Division 4 Annual Operational Plan | <p>Section 175 Annual operational plan contents</p> <p>(1) The annual operational plan for a local government must—</p> <ul style="list-style-type: none"> a. be consistent with its annual budget; and b. state how the local government will— <ul style="list-style-type: none"> i. progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and ii. manage operational risks |

7. CRITICAL DATES & IMPLICATIONS

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

8. CONSULTATION

The Executive Management Team have contributed to the update of the September Quarter Operational Plan.

This report highlights Council's implementation of the 2025/2026 Operational Plan actions/projects for the September 2025 Quarter of the 2025/2026 Financial Year. Reasonable progress has occurred for the September Quarter.

9. CONCLUSION

This report highlights Council's implementation of the 2025/2026 Operational Plan actions/projects for the September 2025 quarter of the 2025/2026 Financial Year. Reasonable progress has occurred in meeting KPI targets for the financial year to the September Quarter.

10. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of this report and attachments regarding Council's progress towards the implementation of the 2025/2026 Operational Plan for the September 2025 Quarter.

11.08 Operational Plan 2025-2026 – July to September 2025 Quarter Review

That Council receives and notes the contents of this report and attachments regarding Council's progress towards the implementation of the 2025/2026 Operational Plan for the September 2025 Quarter.

Moved: Cr Yanner

Seconded: Cr Murray

Carried 251120.13 5/0

11.09 Sport and Recreation Strategy 2025-2030 –September 2025 Quarter Update

| | |
|-------------------------|---|
| DEPARTMENT: | Office of the Chief Executive Officer |
| RESPONSIBLE OFFICER: | Dan McKinlay; Chief Executive Officer |
| PREPARED BY: | Dan McKinlay; Chief Executive Officer |
| DATE REPORT PREPARED: | 14 November 2025 |
| LINK TO COUNCIL PLAN/S: | Burke Shire Council Sport and Recreation Strategy 2025-30 |

1. PURPOSE

To provide the September 2025 Quarter Update on the implementation of the Burke Shire Council Sport and Recreation Strategy 2025-30.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council is required to do a quarterly update on the new 5 year Sports and Recreation Strategy that was adopted by Council 25 June 2025.

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

3. PROPOSAL

Continue quarterly update of strategy.

4. FINANCIAL & RESOURCE IMPLICATIONS

Many of the items listed for delivery in the Sport and Recreation Strategy are yet to be funded which is an ongoing process.

5. RISK

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

6. POLICY & LEGAL IMPLICATIONS

| Instrument | Reference | Details |
|-------------------------------|------------|---|
| Corporate Plan 2019-24 | Goals | Community: Council acts, directly or through facilitation or advocacy, to promote healthy, inclusive and sustainable communities in the Burke Shire. |
| Corporate Plan 2019-24 | Strategies | <p>Community</p> <ol style="list-style-type: none"> 1. Council provides facilities, spaces, services, events and activities that promote and support community engagement, health, well-being and sustainability. 2. Council supports and/or partners with organisations, services, events and activities that promote and support community engagement, health, well-being and sustainability. 3. Council acts (directly or through facilitation, advocacy or partnerships) to address accommodation issues that impact on community well-being and sustainability. |

7. CRITICAL DATES & IMPLICATIONS

The Sport and Recreation Strategy 2025-30 allocates completion timeframes for particular activities. Council's ability to fund these activities is often dependent on receipt of external funding, so these timeframes are, in many cases, aspirational.

8. CONSULTATION

Periodic consultation is taking place between Council and Club and Association representatives:

9. CONCLUSION

Monitoring the implementation of the Sport and Recreation Strategy 2025-30 helps Council to progress key goals and strategies in the Corporate Plan 2025-30, particularly as these relate to community health, wellbeing and sustainability.

10. OFFICER'S RECOMMENDATION

That Council note and receive the Sport and Recreation Strategy 2025-30 update for the period July to September 2025.

11.09 Sport and Recreation Strategy 2025-2030 –September 2025 Quarter Update

That Council note and receive the Sport and Recreation Strategy 2025-30 update for the period July to September 2025.

Moved: Cr Camp

Seconded: Cr Yanner

Carried 251120.14 5/0

11.10 Nomination of Mayor Ernie Camp as Chairperson of Gulf Savannah Development Inc.

| | |
|-------------------------|--|
| DEPARTMENT: | Office of the Chief Executive Officer |
| RESPONSIBLE OFFICER: | Dan McKinlay; Chief Executive Officer |
| PREPARED BY: | Dan McKinlay; Chief Executive Officer |
| DATE REPORT PREPARED: | 14 November 2025 |
| LINK TO COUNCIL PLAN/S: | Goal-Good Governance- No 7- Council is a strong advocate for the Shire and the region. KPI: organisational memberships and advocacy |

1. PURPOSE

The purpose of this report is to recommend that Mayor Ernie Camp continues as Chairperson of Gulf Savannah Development Inc.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Gulf Savannah Development Inc AGM is to be held on Thursday 27th November 2025, in Cairns. A key action of the meeting is the appointment of the Chairperson.

Mayor Ernie camp is seeking re- nomination as Chairperson. Mayor Camp has represented Burke Shire Council on GSD since 2010 and has been Chairperson since 2012 (13 years).

Additionally, Floraville became a member in 2022 when it purchased a vehicle for GSD, which at that time was without a vehicle due to the previous vehicle being returned to Pacific Toyota by a former employee without consultation with the Board. The vehicle purchased by Floraville is the one currently in use by the CEO of Gulf Savannah Development Inc.

3. PROPOSAL

Burke Shire Council nominate Mayor Ernie Camp as Chairperson of Gulf Savannah Development Inc.

4. FINANCIAL & RESOURCE IMPLICATIONS

Mayor Ernie does not receive any compensation for his Chairperson role. As noted, he supplied the Vehicle utilised by GSD.

There are limited travel costs involved as all meetings, apart from the AGM in Cairns, are held by Teams Meeting.

5. RISK

Nil for this report.

6. POLICY & LEGAL IMPLICATIONS

Nil for this report.

7. CRITICAL DATES & IMPLICATIONS

The Appointment of Chairperson will occur at the AGM to be held in Cairns on Thursday 27 November 2025.

8. CONSULTATION

Mayor

CEO - Gulf Savannah Development Inc.

9. CONCLUSION

Mayor Ernie camp has made a very significant contribution to Gulf Savannah Development Inc and brings many years of valued experience, having represented Burke Shire Council on GSD since 2010 and served as Chairperson for 13 years.

10. OFFICER'S RECOMMENDATION

That Mayor Ernie Camp be nominated as the Chairperson of Gulf Savannah Development Inc.

11.10 Nomination of Mayor Ernie Camp as Chairperson of Gulf Savannah Development Inc.

That Mayor Ernie Camp be nominated as the Chairperson of Gulf Savannah Development Inc.

Moved: Cr Yanner

Seconded: Cr Clarke

Carried 251120.15 4/0

Cr Camp abstained from voting.

Attendance

Cr Yanner left the meeting at 11.53am.

12. Closed Session Reports

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

(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;

(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;

Council moved into closed session at 11.54am.

Moved: Cr Camp

Seconded: Cr Clarke

Carried 251120.16 4/0

Move into Open Session

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

Council resumed open session at 12.00pm.

Moved: Cr Camp

Seconded: Cr Poole

Carried 251120.17 4/0

12.01 Closed Session Report – Approval for Council to Sell Land for Overdue Rates or Charges

That this report lay on the table for further investigation.

Moved: Cr Camp

Seconded: Cr Murray

Carried 251120.18 4/0

12.02 Closed Session Report – Memorandum of Understanding between Finn Biogas Pty Ltd and Burke Shire Council Regarding Burketown Waste Management System

That Council approves the Memorandum of Understanding between Finn Biogas Pty Ltd and Burke Shire Council regarding the investigation and design phases of the proposed waste transfer station.

Moved: Cr Clarke

Seconded: Cr Murray

Carried 251120.19 4/0

13. Mayoral Report

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

Moved: Cr Poole

Seconded: Cr Clarke

Carried 251120.20 4/0

14. Councillor Reports

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

Moved: Cr Camp

Seconded: Cr Poole

Carried 251120.21 4/0

Attendance

Kimberly Chan left the meeting at 12.18pm.

15. Late Business

That Council notes no late business received for the meeting.

16. Deputations and presentation scheduled for meeting

That Council notes no deputations or presentations were scheduled for the meeting.

17. Closure of meeting

The Chair declared the meeting closed at 12.19pm.

I hereby certify that these pages numbered 1 to 77 – constitute
the Confirmed Ordinary minutes of the Council Meeting of Burke
Shire Council held on Thursday 20 November 2025.

Mayor Cr Ernie Camp