



Unconfirmed Minutes
 Burke Shire Council Ordinary Meeting
 Friday 29 May 2026
 9.00am Council Chambers

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01. Opening of Meeting

The Chair opened the meeting at 8.59am.

02. Record of Attendance

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

**Zachary Revere; Chief Executive Officer
Chris Wilson; Director of Engineering/Deputy CEO
Shaun Jorgensen; Director of Finance and Technology
Amir Akrami; Manager Project Management Office
Ben Stephen; Works Manager
Chelsea Nelson; People and Culture Manager
Jordan Marshall; Executive Assistant (Minutes)
Madison Marshall; Corporate Services and Governance Manager
Sarath Jayasekara; Infrastructure Engineer
Shannon Moren; Environmental Health, Local Laws and Facilities Manager
Aidan El Majda; Project Admin & Support Officer – as indicated
Gert Strydom; Project Engineer – as indicated
James Bell; Project Manager – as indicated
Leonard Locke; Graduate Engineer – as indicated
Jacob Landers; Northlane Consulting Engineers – as indicated**

Apologies:

Cr Clinton Murray – leave of absence granted

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**
- **Gert Strydom; Project Engineer**
- **Leonard Locke; Graduate Engineer**
- **Sarath Jayasekara; Infrastructure Engineer**
- **Shannon Moren; Environmental Health, Local Laws and Facilities Manager**

Moved: Cr Camp

Seconded: Cr Poole

Carried 260529.01 4/0

03. Prayer

Led by Cr Yanner.

04. Consideration of applications for leave of absence

That Council accepts the apology from Cr Murray for the May 2026 Ordinary meeting of Council and grants a leave of absence.

Moved: Cr Yanner

Seconded: Cr Camp

Carried 260529.02 4/0

05. Confirmation of minutes of previous meeting(s)

05.01 Ordinary Meeting Wednesday 22 April 2026

That the Minutes of the Ordinary Meeting of Council held on Wednesday 22 April 2026 as presented be confirmed by Council.

Moved: Cr Poole

Seconded: Cr Clarke

Carried 260529.03 4/0

06. Condolences

That Council notes that no condolences were received for the meeting.

07. Declaration of Interests

08. Registers of Interests

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

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

09.01 Notices of Motion

09.02 Petitions

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

Attendance

Jacob Landers (Northlane Consulting Engineers) entered the meeting at 9.16am.

10. Engineering Services Reports

10.01 Engineering Department Monthly Report

DEPARTMENT:	Engineering Services
RESPONSIBLE OFFICER:	Ben Stephen; Works Manager
PREPARED BY:	Ben Stephen; Works Manager
DATE REPORT PREPARED:	20 May 2026
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 April 2026 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

- Morning Glory Park
- Town Streets
- Council Units
- Cemetery
- Rodeo Grounds
- PYMO Football Oval
- Depot
- Assisted with airport maintenance.
- Community garden (replaced some of the sprinkler system around fruit tree)
- Vacant council houses
- Airport
- School oval
- Old swimming pool
- Water treatment yard
- Tennis court
- Slashed around the wharf
- Comms hut
- Cleaning all council facilities and public amenities/bond clean of council units and houses
- Replace skip bins at wharf and installed wheelie bins which are chained to post. (Bins checked daily as discarded fish frames and foods scraps were placed into skip bins)
- Assisted with Stores – Officer away on leave
- Assisted in events – Anzac Day
- Weekly rubbish collection in Gregory and Burketown – Rubbish tip closed once a week for maintenance
- Conducting weekly septic pump outs at Gregory and Burketown

2.2 Roads Crew

Emergent Works:

- Doomadgee East Rd
- Doomadgee West Rd
- Gregory – Lawn Hill Rd
- Riversleigh Rd
- Lawn Hill National Park Rd

Open Grades:

- Doomadgee West Rd
- Reopen Floraville Road

Airport – Burketown:

- Patching runway on airport twice a week

General:

- Assist other teams where necessary.

2.3 RMPC

Wills Development Road:

- Inspections – Logging of defects and entering data onto Civica Reflect software. (Ongoing)
- Pothole patching (Ongoing)

Local Roads:

- Road Inspections
- Maintenance including whipper snipping around guideposts
- Installing guideposts/floodway guideposts
- Replacing old/missing signs
- Pothole patching
- Surface corrections
- Clearing of debris and silt

General Maintenance:

- Assisting with repairs on the Burketown Airstrip (ongoing almost weekly)
- Town streets: Cleaning of drains, whipper snipper of drainages
- Finalising of the cyclone cleanup

2.4 Airport

Burketown Airport:

- Conduct daily airport serviceability inspections
- Assist with ARO duties for Airport Reconstruction
- Weather station to have a start date – Weather permitting

Gregory Airport:

- Gregory airstrip manual in process
- Slashing and mowing planned works for delivery (in house/contractor)
- Sorting out issues with locks on main gate – Pending

2.5 Workshop and Fleet

- 520 – NRPS genset – Check over
- 503 – Airport genset – Check over
- WTP genset – Check over
- MGP genset – Check over
- 615 – 150M grader – Spare wheel mount weld repairs, recovered from bog at Hells Gate and check over, blade replacement, Air- con fault repair
- 523 – 140M grader – Replaced blades, 3 new tyres, fit spare tyre, check over
- 583 – 950K loader – Repaired auto grease container, service, fit new wear plates to bucket, replaced outside adapters on bucket
- 589 – RMPC truck – Repaired PTO fault, auto electrician repair and diagnose a/c faults, crane faults and PTO wiring faults
- 548 – Excavator – Service, grease line repairs, Hyd hose repairs
- 546 – Tractor – Swapped deck over, topped up trans oil, replaced coolant, greased, fire damage
- 592 – Isuzu water truck – 2 new batteries, auto electrician carried out evaporator replacement and a/c recharge
- Workshop meeting
- 585 – road crew truck - Replaced 2 rear tyres
- 554– Road train assembly – adjusted brakes, replaced and greased bearings, clearance lights replaced, air valves replaced, air lines cleaned, remounted air tank, hyd lines and air lines re organised and secured, replaced 4 tyres, replaced hyd cylinder on last trailer door, replaced dolly turn table mounts, replaced Teflon pads on turn table, greased legs
- 551 – Prime mover – Service, 2 new steer tyres, Teflon pads replaced, greased, fixed lights, annual inspection, 8 new drive tyres
- 480 – prime mover – Check over, grease, 2 new steer tyres
- 614 – zero turn ride on – Unblocked radiator and topped up coolant
- 589, 602, 585,572,592,587,469, 564 – Auto electrician carried out aircon repairs and repaired electrical faults and diagnosed issues with cranes to be repairs
- Sasha private works – service, tensioner pulley replacement
- Darryl private works – replaced brakes and serviced a/c
- Workshop cleaning and preparation

2.6 Stores

- Receiving goods and material on transport trucks
- Ongoing orders of various store items and equipment for work crew and workshop.
- Ongoing issuing of Items, PPE, materials etc

2.7 Waste Management

- Weekly collection service ongoing

2.8 Water and Sewerage

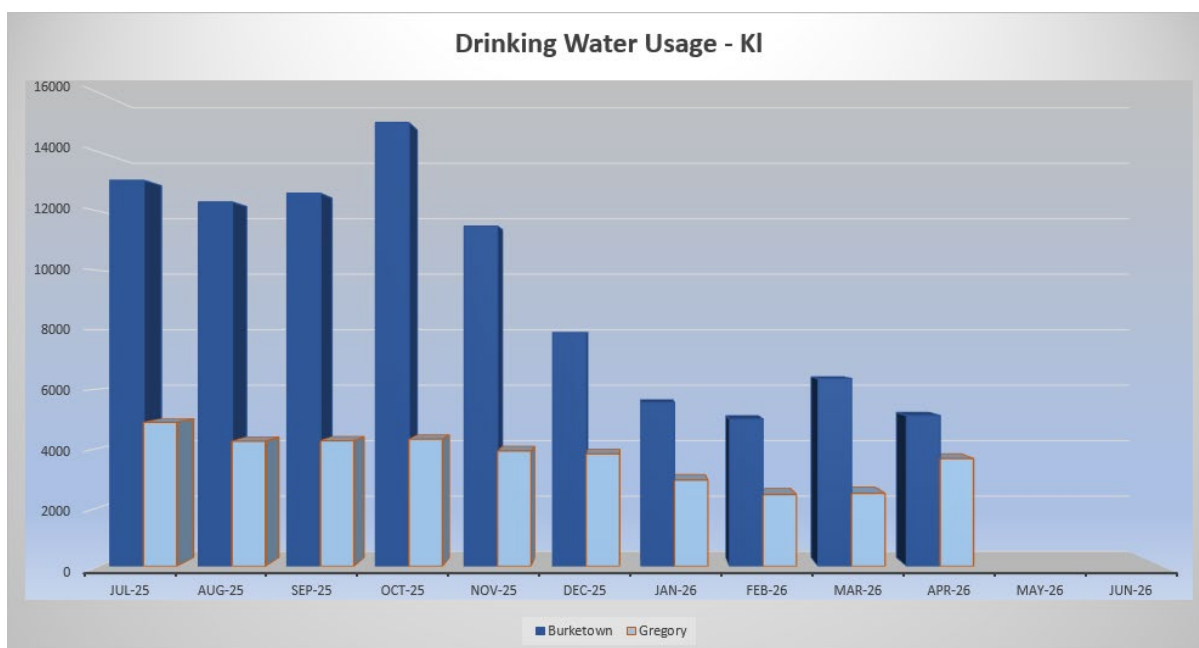
Staff Movements:

- Gregory currently has no staff. Working from Burketown.

Water Network Production:

Monthly Reading WTP Burketown		
Previous Month	Current Month	Difference
Mar – 6342 kl	Apr – 5095 kl	- 1247 kl

Monthly Reading WTP Gregory		
Previous Month	Current Month	Difference
Mar – 2464 kl	Apr – 3641 kl	+ 1177 kl



Burketown & Gregory – High Priority Works:

- Scada defect list: MBS Water and Austek working on it.
- STP Blivet upgrade. Currently working with MBS Water – Ongoing
- GWTP Filtration and Raw Reservoir upgrades are planned. MBS water. Progressing now clarifier onsite.
- MBS Water to update SOPs – Ongoing.

Burketown & Gregory Projects:

- Planning for de-silting of lagoons for 2025 – 26 under way. Collaboration with QWRAP members - Ongoing.
- Extension letter to Water Regulators was by DOE.

Water Samples:

- Burketown and Gregory Monthly water samples:
 - Samples were taken on the 21st April with results received on the 27th April 2026. All sample were good.
 - Failures on the NRPS, BWTP settling pond and Gregory intake well.
 - Raw water samples at the following locations (Please not the Raw water samples are not reportable failure)
 - NRPS, BWTP and Gregory Raw water intake well. These samples are being taken to monitor and establish data for the network throughout the year.

- Quarterly drinking water sample taken on the 21-04-2026 had failures on GWTP and BWTP testing sites.
- We have removed the day tank operations and are now dosing from the IBCs and 200ltr Drums as the Chlorates are generally caused by old or contaminated HYPO 10.
 - GGY WTP Chlorate - 1.26mg/L
 - GGY Pub Chlorate - 1.33 mg/L
 - GGY Depot Chlorate - 1.2 mg/L
- GGY WTP Aluminium – 1.02 vs 0.3 guideline value. High Al in treated water likely due to overdosing coagulant since the raw water was at 0.71mg/L so more Al was added in the process. Extra monitoring and testing of reticulation systems were completed due to Noncompliance – Drinking water with no parameters. Extra testing has now been done monthly for Chlorates with the monthly E coli samples on the Drinking water.
 - BKT WTP Chlorate - 5.39 mg/L
 - BKT Bowen St res Chlorate - 5.62 mg/L
 - BKT Marshall St Res Chlorate - 5.45 mg/L these are significantly above the guideline of 0.8 (X 6.85 on average)

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 Blivet design.

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.
- ACDC license to be completed for weed management around WTP/NRPS/STP sites. Ongoing. Waiting for HR to organise training.
- Plant operating good
- Extra testing has now been done monthly for Chlorates with the monthly E coli samples on the Drinking water.
- Burketown WTP Generator had a generator replacement which is not compatible/ large enough to handle the load when power goes out to plant.
 - Old generator was 60kva
 - Current (New) generator is a 46kva. Genset struggles when filter feed pumps and town VSD are operating.

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. Local buy contractor engaged to complete some of the water leaks.
- Repairs to water leaks Ongoing.
- High priority:
 1. Internal E-coli samples to be taken – Completed.
 2. Extra NATA samples to be sent in March for each plant - Completed.
 3. NATA E coli Samples and in-house testing were completed for Gregory with <1 for all samples.
 4. Extra monitoring and testing of reticulation systems were completed due to non-compliance drinking water with no parameters.

Sewerage Treatment Plant:

- STP Blivet Upgrade. Currently working with MBS Water.
- Upgrade works being carried out by Local Contractor on Sewer Station 3. Ongoing as they are waiting Parts to arrive. Ladder needs to be installed.
- Caution Hot Surface signs need to be installed as Staff had burnt his hand on the stainless-steel lid. WHS officer was ordering – Ongoing
- Unwanted weeds and vegetation management needed – ACDC training to be organised by HR.
- Sewerage Irrigation pumps have arrived and need to be installed. Currently too wet to access with a vehicle. Ongoing.
- STP mowed - Ongoing.
- Sewer station 3 – No Scada at the moment.

Gregory WTP:

- External samples were sent early February with the results <1. Boiled water notice removed for Gregory.
- SWTP Supervisor to formalise training for the new starter as we have now implemented the new Spreadsheets for GWTP and Reticulation.
- A Contractor have started with the Water department.
- Staff was transferred to site to manage and has done an excellent job to get the water quality back on track with JAR Testing, Chlorine Testing and maintenance.
- GWTP Filtration and Raw Reservoir upgrades are planned MBS Water.
- Maintenance on the GWTP:
 1. Calibrating equipment.
 2. Clarifier Maintenance.
 3. Chlorine pump maintenance.
 4. Acid Bund Maintenance- and Acid Pump Maint.
 5. New ABLE generator not compatible with the GWTP solar. Matt Brewster was finalising report into the issues.
 6. One Solar Bank currently down. Matt Brewster was finalising report and quote to repair was sent to the Quality and System Officer.

Gregory Reticulation:

- External samples were sent early March when roads reopened with the results <1. Boiled water notice removed for Gregory.
- Internal E-coli samples have been taken results <1.

Burketown Splash Park:

- Chlorine readings are good when park not being used. Once the park equipment has started the chlorine continuously rises – Swimplex contractor arrived onsite to rectify troubleshooting before the school holidays.
- Ongoing Issues:
 1. Power outages have been quite frequent here in Burketown and we have been attending site to reset the fault. Low balance fault.
 2. Low balance tank fault – Swimplex have been notified
 3. Level Sensor Junction Box has fallen into water causing the 24v wires to corrode. Temporary repair with the replacement JB to be fixed when their electrician is back on site.
 4. Jet Nozzles are still blocking up. Takes roughly a 30mins to remove, clean and test – Ongoing maintenance.

5. Chlorine readings are still reading at times 0.50 ppm out.
 6. Slides have cracks in the surface. I have taken photos and reported it to Gert. Unsure if it's a fibre glass issue but most of the attachment segment have them.
 7. Children entering Park without adult supervision.
 8. Scooters have been driven of splash park wet areas. Skid marks from the electric scooter are on the concrete.
3. OFFICER'S RECOMMENDATION
- That Council receive and note the Engineering Department Works and Services monthly report for April 2026.

10.01 Engineering Department Monthly Report

That Council receive and note the Engineering Department Works and Services monthly report for April 2026.

Moved: Cr Poole

Seconded: Cr Yanner

Carried 260529.04 4/0

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:	13 May 2026
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 30 April 2026.

2. SUMMARY

The total 25-26 FY Capital Works Program budget is \$78,582,058. The lifetime budget for Capital Works program including the WIP for the carryover projects and 25-26 FY budget is \$82,233,368 including \$45,507,000 funding of carry over projects.

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

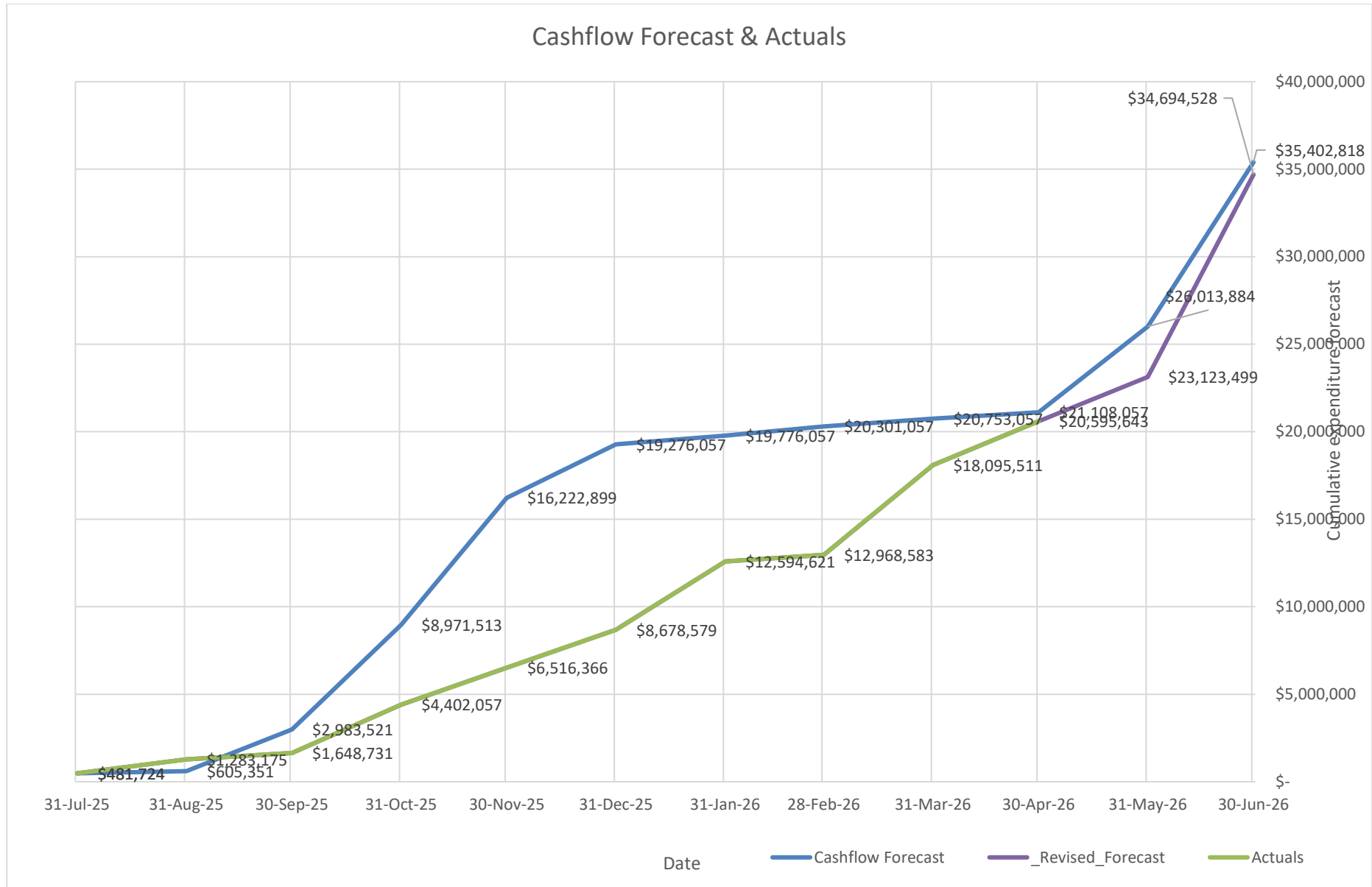
- Average Capital Works Program Progress for Carry over projects: 60%
- Average Capital Works Program Progress for 25-26 added projects (excluding projects awaiting funds): 43%
- Average Capital Works Financial Progress for Carry over projects: 50%
- Average Capital Works Financial Progress for 25-26 added projects (excluding projects awaiting funds): 38%

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 \$34,695,000 (rounded up) expenditure for 25-26 FY.

The actual expenditure for the month of April is approximately \$1.1m less than the baseline, which was improved compared to the revised forecast prepared in the last month. The revised actual expenditure is expected to stay below the baseline in June 2026.



4. CAPITAL WORKS PROGRAM HIGHLIGHTS

- Burketown Archive Container Project
 - The archival containers have been installed on site by the contractor, final steps include the power connection to the aircon's and the decking to connect to the admin building.
 - Contractors were delayed for 2 weeks due to losing an essential container lock for the containers but are now back on track.



Figure 1: The two archive containers

- Burketown Rodeo Amenity Block Upgrade
 - The contract has been executed and the purchase order for the works has been raised.
 - The building will be fabricated while the contractor is mobilizing to the site.



Figure 2: 3D illustration of the proposed Rodeo Amenity Block (note: this doesn't reflect the exact building, and has been provided as an illustrative figure close to the proposal)

- Community Housing Project
 - Fencing for all community housing project properties will start in last week of May.
 - 6 Murray Street house has been finalized and is ready for occupation.



Figure 3: Gregory - Murray Street house

5. OFFICER'S RECOMMENDATION

That Council notes the Capital Works Projects Report for the progress of Capital Works Program during the month of April 2026.

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 April 2026.

Moved: Cr Camp

Seconded: Cr Clarke

Carried 260529.05 4/0

Attendance

James Bell entered the meeting at 9.46am.

Zachary Revere left the meeting from 9.48am to 9.51am.

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:	19 May 2026
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 the following disaster events Burke Shire have activated programs associated under:

- 2023 DRFA – Northern and Central Queensland Monsoon and Flooding, 20 December 2022 - 30 April 2023
- 2024 DRFA – Tropical Cyclone Kirrily, Associated Rainfall and Flooding, 25 January - 26 February 2024
- 2025 DRFA – Western Queensland Surface Trough and Associated Rainfall and Flooding, 21 March - 19 May 2025
- 2026 DRFA – North Queensland Monsoon Trough, Associated Tropical Cyclone Koji and Severe Weather, commencing 24 December 2025

The table below provides a high-level summary of the status of all contracts and procurement activities as at the date of this report. All projects are currently on track.

Contract / Package	Contractor	Value	Expenditure to Date	Completion Forecast	Status
2023 DRFA Burketown Airport Reconstruction	Durack Civil	\$27,398,190	\$7,015,764	Nov 2026	ON TRACK
2023 DRFA Gregory Lawn Hill Road (Sites 1–4)	Lohman's Contracting	\$4,278,978	\$28,651	Nov 2026	ON TRACK

Contract / Package	Contractor	Value	Expenditure to Date	Completion Forecast	Status
2023 DRFA Floraville Road Stages 4a–7	Durack Civil	\$35,566,625	\$983,966	Dec 2026	ON TRACK
2023 DRFA Lawn Hill Creek N. Crossing (Betterment)	Durack Civil	\$10,282,605	Nil	TBC	ON TRACK
2024 DRFA Gregory River Crossing	Out to Tender	TBC - Tenders Close 25/5	—	Dec 2027	TENDER PENDING
2025 DRFA Package 1	Kenglen Civil	\$3,315,427	Nil	Oct 2026	AWARDED
2025 DRFA Package 2	Saw Civil	\$2,022,571	Nil	Oct 2026	AWARDED
2025 DRFA Package 3	GOS Constructions	\$3,561,734	Nil	Oct 2026	AWARDED
2024 DRFA Doomadgee East Rd Ch 0–30	Durack Civil	\$21,493,846	Nil	Nov 2026	AWARDED

3. AWARDED FUNDING

The following table summarises the approved restoration funding across all active DRFA programs:

DRFA Event	Activation Period	Approved REPA	Betterment	Total Approved Funding	Expenditure to Date
2023 DRFA	20 Dec 2022 – 30 Apr 2023	\$158,793,000	\$40,138,000	\$198,931,000	\$95.87m
2024 DRFA	25 Jan – 26 Feb 2024	\$156,862,000	—	\$156,862,000	\$21.6m
2025 DRFA	21 Mar – 19 May 2025	\$18,700,000	—	\$18,700,000	\$5,000
2026 DRFA	From 24 Dec 2025	TBC — Submissions in progress	—	TBC	—

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 packages have been awarded to contractors.

Burke Shire Council has reported approximately \$95.87 million in program expenditure to date for the delivery of the 2023 DRFA works, and scope rolled over from previous years.

Where required, Extension of Time requests have been made to QRA for the 2023 program with overall program completion scheduled for 31/12/2026. EOTs, 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 \$156,862,000.

Burke Shire Council has reported approximately \$21.60 million in program expenditure for the delivery of the 2024 DRFA works.

3.3 2025 PROGRAM – Western Queensland Surface Trough and Associated Rainfall and Flooding, 21 March - 19 May 2025

Burke Shire Council's approved restoration funding (REPA) for the Western Queensland Surface Trough and Associated Rainfall and Flooding 21 March – 19 May 2025 event is \$18,700,000.

The project has been divided into three contract packages for external delivery and one package assigned for Council crew delivery. The three external packages were awarded at the April 2026 Council meeting following a competitive tender evaluation process.

The project delivery team is working with the successful contractors and preliminary documentation is being progressed for all three external packages.

Kenglen Civil (Package 1), Saw Civil (Package 2) and GOS Constructions (Package 3) are finalising preliminary documents, with on-site mobilisation expected later in May 2026.

3.4 2026 PROGRAM – North Queensland Monsoon Trough, Associated Tropical Cyclone Koji and Severe Weather, commencing 24 December 2025

Following the accumulative flooding events commencing from late-December, Burke Shire Council was activated under the associated Tropical Cyclone Koji event.

Northlane has attended site and commenced undertaking extensive assessment of the road network and associated infrastructure. Damage data field collection is now complete, with submission preparation in progress.

4. AWARDED CONTRACTS ONGOING, OR COMPLETE THIS MONTH

4.1 2023 Program Contracts (Ongoing)

2023 – Betterment Project 2 – Burketown Airport Runway Reconstruction

Contract	0280-4613-0001
Contractor	Durack Civil
Contract Value	\$27,398,189.58
Expenditure to Date	\$7,015,764
Forecast Completion	November 2026
EOT Status	EOT Approved with QRA through to December 2026

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 of August 2025 Council meeting.

Progress this month:

- Burketown Airport has now closed. The replacement bus service is now operating to transit passengers through to Doomadgee Airport to link with Rex services.
- The Contractor has continued earthworks and interim runway construction activities throughout May 2026.
- Interim runway topsoil strip is complete; lime stabilisation of interim runway, taxiway and apron is progressing. Base course material placement on the interim runway is underway.
- Lighting installation commenced around the southern node of the main runway is also underway.
- Survey pick-ups of completed works progressing in parallel.
- Approximately 95,600 tonnes of material have been delivered to site to date.



Figure 1 — Padfoot rollers compacting the second pass of lime stabilisation, May 2026



Figure 2 — Specialised plant (MARCO Roller) arriving, May 2026

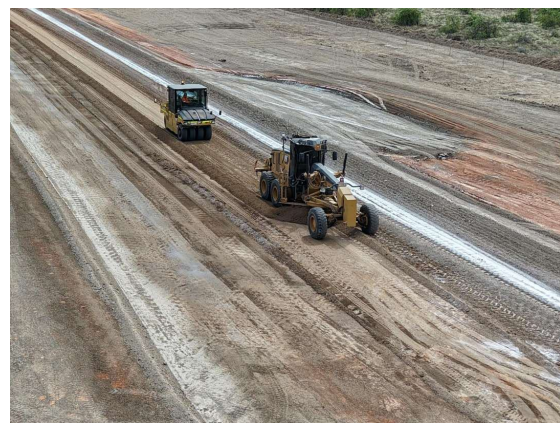


Figure 3 — Trimming and grading, eastern side of the interim runway, May 2026

2023 – Betterment Project 3 – Gregory Lawn Hill Road Concrete Mattresses

Contract	5601-3000-003 and 5601-3000-004
Contractor	Lohman's Contracting
Scope	Replacement of failed concrete betterments and installation of new concrete floodway mattresses
Forecast Completion	November 2026

Contracts 5601-3000-003 and 5601-3000-004 include betterment and REPA works on Gregory–Lawn Hill Road. Works include replacement of failed concrete betterments and installation of new concrete floodway works as part of the betterment project.

Progress this month:

- Sites 8, 7 and 6 are complete.
- Lohman's have remobilised to site. Works are focused on Site 5 (Gregory–Lawn Hill Road).
- Site 5, LHS has been fully rectified — all mesh removed, vegetation and debris cleared, base hard-broomed and cleaned, mesh reinstated to specification.
- RHS rectification works at Site 5 are currently in progress, following the same process.
- A concrete batch plant has been delivered and installed at the laydown area off GLH near Site 5, with the auger and hopper commissioned ready for concrete placement works.



Figure 4 — GLH Site 5: Mesh Installation, LHS in progress, 8 May 2026



Figure 5 — GLH Site 5: Mesh Installation, RHS, 9 May 2026

2023 – DRFA – Floraville Road Stages 4a–7

Contract	5601-2000-12
Contractor	Durack Civil
Scope	Construction of final stages of the Floraville Road project between Armraynald Gravel Pit and Burketown
Forecast Completion	December 2026

Contract 5601-2000-12 includes construction of the final stages of the Floraville Road project. Works are progressing well in May 2026, with two concurrent pavement construction zones now active.

Progress this month:

- Clearing and grubbing (de-grassing) complete across Stage 4A,
- Road excavation (profiling to subgrade) is complete in Zone 1 and commenced in Zone 3.
- Lime stabilisation of subgrade is complete in Zone 1 (Ch 30,700–32,700) — a major construction milestone. 55 tonnes of lime placed.
- Type 2.3 subbase import and spreading now in progress in Zone 1.
- Concrete works are also underway.
- Cultural Heritage monitor (CH) inspections completed prior to clearing and site activities.



Figure 6 — Floraville Road: Zone 1 lime stabilisation underway (May 2026)



Figure 7 — Floraville Road: Gravel stockpile at Armraynald Pit, ready for import (May 2026)



Figure 8 — Floraville Road: Zone 1 Road Excavation (5 May 2026)



Figure 9 — Floraville Road: Culvert Construction (12 May 2026)

4.2 Pre-Construction Contracts

2023/2024 DRFA — Lawn Hill Creek North Crossing Raised Causeway (Durack Civil)

The Lawn Hill Creek North Crossing has been approved for betterment funding. The works include the installation of a new culvert crossing structure over Lawn Hill Creek and associated realignment works. This contract was awarded to Durack Civil at the April Council Meeting. Council are currently obtaining preliminary documents from the contractor, with works due to commence early June.

2025 DRFA — Packages 1, 2 and 3 (Kenglen Civil, Saw Civil, GOS Constructions)

Three construction packages have been awarded under the 2025 DRFA program. All contractors have been formally notified via Notice of Preferred Tender and are completing the standard preliminary documentation and mobilisation requirements.

- Package 1 — Kenglen Civil: Site Possession process underway. Preliminary documentation in progress.
- Package 2 — Saw Civil: Site Possession process underway. Preliminary documentation in progress.
- Package 3 — GOS Constructions: Preliminary documentation in progress. Mobilisation expected later in May.

2024 DRFA — Gregory River Crossing

The Gregory River Crossing project includes the construction of a new ~200m long bridge over the Gregory River near Tirranna Springs Roadhouse.

The project is currently out to tender, with responses due on 25th May 2026.

2024 DRFA — Doomadgee East Road, Chainage 0–30 (Durack Civil)

The Doomadgee East Road Ch 0–30 Km project has been awarded to Durack Civil. Notice of Preferred Tender has been issued, and the contract administration systems are being established. Preliminary documents, insurances and pre-start requirements are in progress. On-site mobilisation is expected later in May 2026.

5. COMMUNITY BENEFIT

The Burke Shire DRFA Works Program delivers significant and tangible community benefits across the following areas.

5.1 Road Safety and Operation

The reconstruction and restoration works being undertaken under the DRFA program deliver immediate and lasting improvements to road safety and network operability across Burke Shire.

- Floraville Road (Stages 4a–7) is a primary road link east of Burketown. Its reconstruction removes an extended section of deteriorated road surface that posed ongoing risks to motorists, freight operators and emergency services.
- The Burketown Airport reconstruction, when complete, will ensure commercial aviation access is reliably available to the Burketown community — a critical lifeline for our remote community dependent on-air services for medical, freight, and passenger connectivity.
- Gregory–Lawn Hill Road betterment works ensure concrete floodway mattresses are restored to withstand future flood events, reducing the frequency of road closures following significant rainfall events.

5.2 Economic

The DRFA program is delivering substantial economic benefit to the Burke Shire region and broader Queensland economy.

- The combined approved funding across all four DRFA programs exceeds \$400 million, representing a significant injection of construction activity into the region.

- Local workforce engagement: Both Floraville Road and Burketown Airport sites are now fully operational with 70+ personnel inducted across both projects. The Contractor’s workforce includes locally engaged staff where possible.
- The recently awarded 2025 DRFA packages (Kenglen Civil, Saw Civil, GOS Constructions, and Doomadgee East Road with Durack Civil) represent an additional construction activity to the region with mobilisation underway in May, primarily awarded to local contractors via the competitive tender process.
- Restored road infrastructure directly enables the pastoral, tourism, and service sectors that underpin our economy.

5.3 Community and Cultural

Council, Northlane and the delivery contractors are committed to respectful engagement with the local Indigenous community and broader Burke Shire community throughout all project works.

- Cultural Heritage (CH) monitors are actively engaged on both Floraville Road and Burketown Airport projects. CH inspections were completed prior to all clearing activities and at new work fronts throughout May, in compliance with the Cultural Heritage Management Plan.
- A site walk with the traditional owner’s representatives was conducted on Floraville Road during gravel extraction and clearing activities, fostering continued positive engagement with Traditional Owners.
- A community Mates Day event was hosted by the Durack crew on 8 May 2026 at Nijinda Durlga (Burketown), with crew members participating in a BBQ event fostering connection between the project team and the Burketown community.
- Council and Northlane are committed to ensuring that road network improvements translate to safer, more reliable access to services, schools, and essential infrastructure for all residents of Burke Shire.



Figure 10 - Mates Day, 8 May — crew on the BBQ in Burketown

6. QUALITY, SAFETY AND ENVIRONMENTAL

6.1 Incidents

Date	Project	Category	Description	Root Cause	Actions
—	—	—	No incidents recorded this month.	—	—

6.2 General Comments

No safety incidents have been recorded across any of the Burke Shire DRFA project sites during the month of May 2026.

The Project Management team is committed to maintaining a zero-harm approach across all projects.

Pre-start meetings, JHAs and daily toolbox talks are conducted on all active sites, in conjunction with the contractor.

Daily quality inspections occur onsite, dedicated quality officers are onsite at all projects across the shire.



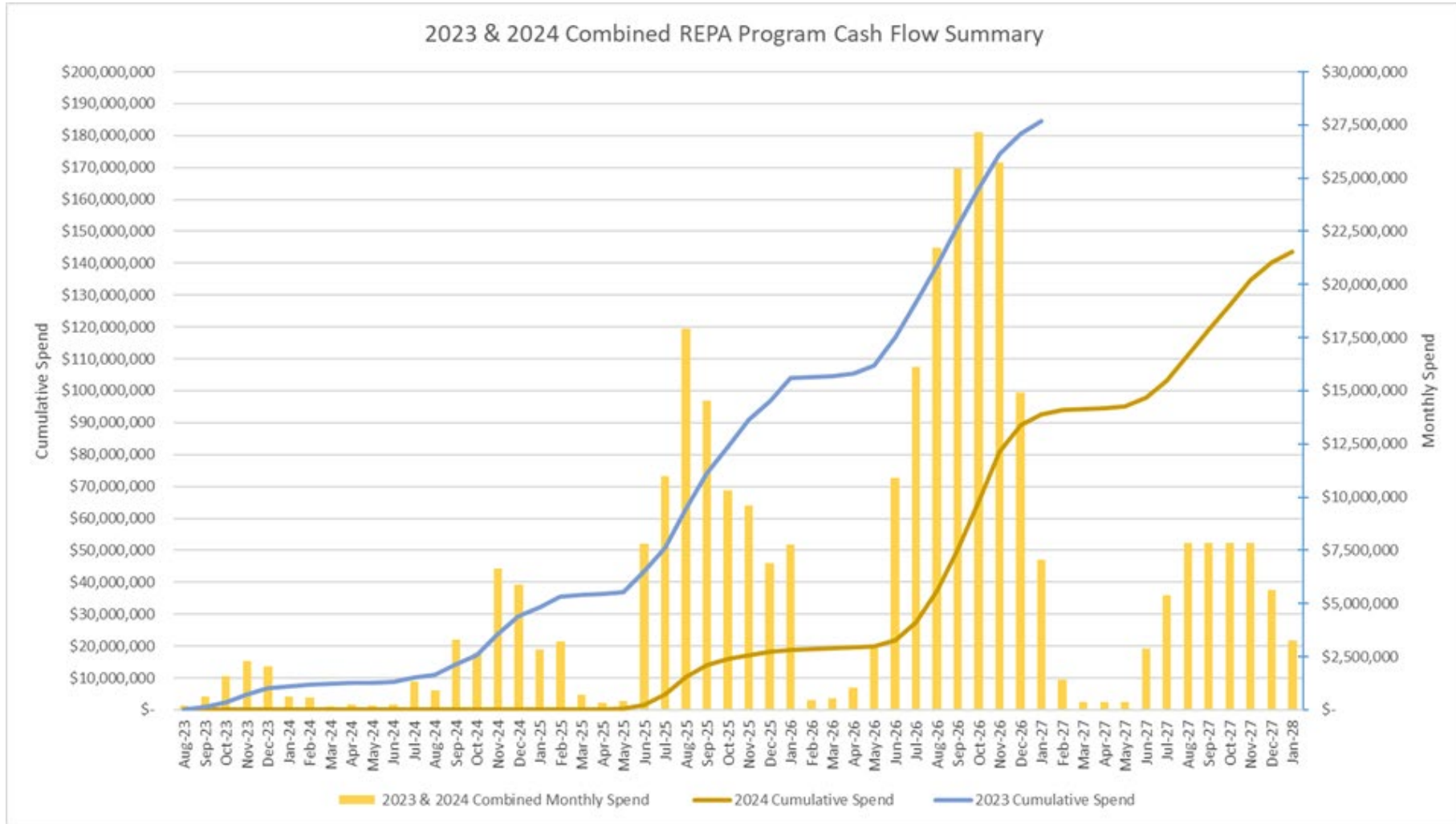
Figure 11 — Floraville Road: Pre-Pour QA Inspection



Figure 12 — Airport: Lighting QA Inspection

7. FORECAST CASHFLOW

The expenditure to date and 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.



8. OFFICER’S RECOMMENDATION

That Council notes the Disaster Recovery Funding Arrangement (DRFA) Status Update Report for the progress during the month of April 2026.

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 April 2026.

Moved: Cr Yanner

Seconded: Cr Camp

Carried 260529.06 4/0

Attendance

Shannon Moren and Jacob Landers left the meeting at 10.01am.

Madison Marshall left the meeting 10.02am.

10.04 0280-4057 – Gregory WTP – UV Installation

DEPARTMENT:	Engineering Services
RESPONSIBLE OFFICER:	Chris Wilson; Director of Engineering/Deputy CEO
PREPARED BY:	James Bell; Project Manager
DATE REPORT PREPARED:	18 May 2026

1. PURPOSE

This report provides Council with the recommendation to engage Aquatec Maxcon to supply and install 'in line' UV systems at both the Burketown Water Treatment Plant (WTP) and the Gregory WTP.

The details of the project budget are provided in **Section 4** – Financial and Resource Implications.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Tender

The Request for Quote (RFQ) for 0280-4057 Gregory WTP UV Supply and Installation, was released via VendorPanel on 10th November 2025 and closed on 15th of December 2025.

Five suppliers were contacted (Aquatec Maxcon to 2 separate contacts):

1. Aquatec Maxcon Pty Ltd
2. Aquatec Maxcon Pty Ltd
3. Austek Pty Ltd
4. FILTEC WATER
5. Microfloc Pty Ltd
6. Xylem Water Solutions Australia Limited

Due to the specialised nature of the work and small market of suppliers the RFQ process for tendering was chosen to suppliers on LocalBuy.

Council only received one quotation which was from Aquatec Maxcon.

Through further discussion and tender clarification negotiations, we requested Aquatec Maxcon to resubmit their split into the 2 separate sites for clarity which they supplied on the 17/3/26.

Due to the nature of the work, the proposal includes an initial site visit to confirm the detailed scope of works, specifically with relation to the pipework and installation which could bring the ceiling price quoted lower.

A Purchase order has been raised for \$15,000ex GST to facilitate early contractor engagement, project management and coordination with our term consultant MBS to define the detailed scope.

Items such as the 'in line' UV systems themselves have a large lead in time – potentially 12 – 16 weeks. The purpose of this paper is to get Councils endorsement for engaging Aquatec Maxcon and proceed with the full value of the quotes and order these 'in line' UV systems, which are a specified component and will not change through the detail design of the installation piping and control systems.

Table No. 1 – Summary of Tender and Responses

Tender Package	Scope of Work	Number of Tenders Received	Non-conforming Tenders
0280-4057 - Gregory WTP UV Supply and Installation RFQ	The supply and installation of 'in line' UV systems at the Burketown and Gregory WTP	1	0

Aquatec Proposal:

Total Value Quoted \$354,049.00 for Supply and Install of 2No 'in line' Swift DO3 units in Burketown and potential spares and 1No 'in line' Swift DO3 units in Gregory and potential spares.

3. PROPOSAL

That Council endorses the recommendation to progress with the quotation presented by Aquatec Maxcon to the limit of the full amounts identified in their quotations.

Town	Quotation
Burketown	\$230,705.00 + GST
Gregory	\$123,344.00 + GST
Total	\$354,049.00 + GST

4. FINANCIAL & RESOURCE IMPLICATIONS

The current project has available funds dependant on total scope – some elements may be dropped to achieve the budget such as the raw water tanks. We are currently still obtaining quotes for elements of the total project, however these 'in line' UV systems are a Regulatory priority and can fit in the project budget.

5. RISK

Risk	Possible Consequence	Mitigation
Contract variation – due to wet weather, latent conditions, fuel and material escalation due to fuel crisis	Increase in Contract Sum	None – over budget. Use contingency included in the Capital Works Program in 26-27 FY.
Delays to the completion of the project	Not meeting the funding requirements	None – over budget. Use contingency included in the Capital Works Program in 26-27 FY.

6. POLICY & LEGAL IMPLICATIONS

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

7. CONSULTATION

Consultation has taken place with:

- The Tender Evaluation Panel

8. OFFICER'S RECOMMENDATION

That Council:

1. Receive and note the contents of this report;
2. Progress with the quotation presented by Aquatec Maxcon to the limit of the full amounts identified in their quotations - \$354,049.00 + GST; and
3. Delegates authority to the Chief Executive Officer to enter into and execute a contract; and approve and execute any necessary variations to the contract, for the supply and installation of the inline UV system, to enable procurement of long lead-time components prior to site mobilisation and support achievement of the required regulatory deadlines.

10.04 0280-4057 – Gregory WTP – UV Installation

That Council:

- 1. Receive and note the contents of this report;**
- 2. Progress with the quotation presented by Aquatec Maxcon to the limit of the full amounts identified in their quotations - \$354,049.00 + GST; and**
- 3. Delegates authority to the Chief Executive Officer to enter into and execute a contract; and approve and execute any necessary variations to the contract, for the supply and installation of the inline UV system, to enable procurement of long lead-time components prior to site mobilisation and support achievement of the required regulatory deadlines.**

Moved: Cr Camp

Seconded: Cr Poole

Carried 260529.07 4/0

Adjournment

That Council adjourned the meeting from 10.18am to 11.02am for morning tea, all were present at resumption including Madison Marshall and Shannon Moren, and with the exception of Ben Stephen.

11. Chief Executive Officer Reports

11.01 Status Report

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. Awaiting funding.

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 – 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 – 251120.18 – Closed Session Report – Approval for Council to Sell Land for Overdue Rates or Charges

That this report lay on the table for further investigation.

Status

Ongoing.

Resolution Number – 251212.14 – Late Business – Closed Session Report – Gregory-Bridge ILUA – Report on Progress

Council resolves as follows:-

1. Council notes the contents of this Report.
2. Council authorises the Chief Executive Officer to make an application to purchase the Old Town Hall Reserve Land in freehold from the State Department of Natural Resources and Mines being Lot 10 on B13620.
3. Council authorises the CEO to obtain desktop valuations for Lots 96 and 88.
4. Council authorises the Mayor and the Chief Executive Officer to enter into ILUA with the Gangalidda and Garawa People to consent to the construction and all other necessary future acts in order to construct the Gregory River Crossing.

Status

Closed in light of Resolution Number – 260422.31 – Late Business – Closed Session Report – Gregory Crossing ILUA.

Matter closed.

Resolution Number – 251212.18 – Late Business – Council Housing

That the CEO review the possibility of funding an additional three bedroom house in Burketown similar to the current houses being constructed by Oly Homes.

Status

Ongoing.

Resolution Number – 260128.21 – Closed Session Report – Northlane Civil Engineering Consultancy - 3 Year (+1) Services Agreement

That Council:

1. Receive and note the contents of this report
2. Approves the renewal of a 3 year service arrangement with Northlane Consulting Engineers Pty Ltd with the possibility of a further 1 year extension from the date of 31 January 2026.
3. Delegates authority to the CEO to enter into negotiations regarding any and all matters associated with executing the Service Agreement Contract.

Status

Progressing.

Resolution Number – 260227.07 – Burketown Rodeo Amenity Block Upgrade Contract No.: 0280-4329-0000

That Council:

1. Receive and note the contents of this report; and
2. Awards the Contract 0280-4329-0000 –Burketown Rodeo Amenity Upgrade to TJ Wilson Construction Pty Ltd up to \$437,057.20 ex GST; and
3. Delegates authority to the CEO to enter negotiations regarding all matters associated with executing the Contract to the maximum value of the Project Budget as follows:
 - a. Burketown Rodeo Amenity Upgrade: \$542,058.00 ex GST + 10% contingency.

Status

Ongoing.

Resolution Number – 260227.11 – Tender for Proposed Sand Extraction Under Quarry Management Allocation QMAN –100674

That Council:

1. note the contents of this report;
2. resolves pursuant to section 227 of the *Local Government Regulation 2012* to invite written tenders for a contract for the proposed sand extraction under Quarry Management Allocation MA-100674;
3. resolves to delegate to the Chief Executive Officer, pursuant to section 257(1)(b) of the *Local Government Act 2009*, the power to negotiate and finalise all matters associated with advertising the request for tender on behalf of Council (including by signing necessary documents on behalf of Council), and otherwise deal with all matters that arise in connection with the request for tender; and
4. ensure the following are finalised as part of the process:
 - a Quarry Management Plan (QMP);
 - Environmental Authority approval through DETSI;
 - Development Approval through SARA, including assistance from Council's Town Planning Consultant.

Status

Ongoing.

Resolution Number – 260227.12 – Council Property to Tender – Lot 607, Block B1361, 22 Gregory Street Burketown (sale as is or alternative option to remove house from block)

- 1) That Council note the contents of the report.
- 2) That Council invite tenders for:
 - the sale Lot 607, block B1361 22 Gregory Street Burketown; or
 - alternatively, the removal of the house from the block.
- 3) That the following Special conditions of sale apply.

Required Works:

- Replacement of veranda structure.
- Installation of compliant balustrades/handrails
- Any other works required to obtain lawful occupation

Certification Requirements:

- Building approval
- Final Inspection Certificate
- Evidence veranda complies with NCC.

In addition, the purchaser to provide a \$40,000 bank guarantee.

Status

Ongoing.

Resolution Number – 260227.13 – Draft User Agreement between Burke Shire Council and the Burketown Rodeo and Sporting Association Inc.Officer's Recommendation

That Council:

1. note the contents of this report.
2. approve the attached user agreement between Burke Shire Council and Burketown Rodeo and Sporting Association Inc.
3. resolves to delegate authority of the Chief Executive Officer the finalisation of the User Agreement between Burke Shire Council and Burketown Rodeo and Sporting Association Inc.

Councillors Recommendation

That the matter be deferred to the March Council Meeting.

Status

Ongoing.

Resolution Number – 260331.07 – Disposal of Defective Council Yellow Plant

That Council:

- a. Accepts and notes the contents of the report; and
- b. Instructs the Chief Executive Officer to arrange the sale of plant items 522 for \$110,000 (excl GST) on an as-is, where-is basis; and
- c. Delegates authority to the Chief Executive Officer to enter into negotiations for any and all matters associated with executing the sale of this plant item for the stated amount in Section 10 b.

Status

In progress.

Matter closed.

Resolution Number – 260331.16 – Council Properties to Tender for Leasing

That Council:

1. Notes the contents of the report and relevant attachments; and
2. Approves the invitation of public tenders for the lease of the following vacant land parcels, subject to the conditions and requirements outlined in the above report and included in the tender documentation (which is to be developed and approved by Council at a future meeting):
 - a. Lot 11 on SP2877787 (Gregory)
 - b. Lot 1 on SP287783 (Gregory)

Status

Ongoing.

Resolution Number – 260422.09 – 2023 DRFA Lawn Hill Creek Crossing Contract No.: 0280-4612-2

That Council:

1. Receive and note the contents of this report;
2. Awards Contract 0280-4612-2 – 2023 DRFA Restoration Works – Lawn Hill Creek Crossing to Durack Civil Pty Ltd for \$10,282,605.57 (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 maximum value of the Project Budget as follows:
 - a. 2023 DRFA Restoration Works – Lawn Hill Creek Crossing: \$10,485,754.86

Status

Ongoing.

**Resolution Number – 260422.11 – 2024/2025 DRFA Restoration Works – Doomadgee East Road
Contract No.: 5603-4000-2**

That Council:

1. Receive and note the contents of this report;
2. Awards Contract 5603-4000-2 – 2024/2025 DRFA Restoration Works – Doomadgee East Road (Stage 2) to Symal Infrastructure Pty Ltd for \$21,403,514.27 (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 maximum value of the Project Budget as follows:
 - a. 2024/2025 DRFA Restoration Works – Doomadgee East Road (Stage 2):
\$23,543,865.70

Amendment to motion

Move amendment to motion.

Moved: Cr Camp

Seconded: Cr Poole

Carried 260422.10 Vote 5/0

The amendment was proposed as:

- i. Council identified that the preferred tenderer demonstrates a stronger contribution to the local economy, a higher level of established operational presence within the region, and had regard to its demonstrated performance under previous contracts and in comparable operating environments.
- ii. Council formed the view that the reduced delivery risk associated with an established contractor with demonstrated performance in comparable conditions, including greater confidence in mobilisation, workforce availability, and continuity of delivery, outweighs the marginal scoring advantage of the alternative tender.
- iii. Council considered the risks associated with delivery of DRFA-funded works, including the importance of timely completion to maintain funding eligibility and minimise exposure to delay and program disruption.
- iv. Council determined that the preferred tenderer represents the lower overall risk when assessed against the sound contracting principles and Procurement Process Conditions.

COUNCILLORS RECOMMENDATION

That Council:

1. Receive and note the contents of this report;
2. Awards Contract 5603-4000-2 – 2024/2025 DRFA Restoration Works – Doomadgee East Road (Stage 2) to Durack Civil Pty Ltd for \$21,493,846.79 (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 maximum value of the Project Budget as follows:

- a. 2024/2025 DRFA Restoration Works – Doomadgee East Road (Stage 2):
\$23,543,865.70

Status

Ongoing.

Resolution Number – 260422.12 – 2025 DRFA Restoration Works – Package 1 Contract No.: 5605-4250-1

That Council:

1. Receive and note the contents of this report;
2. Awards Contract 5605-4250-1 – 2025 DRFA Restoration Works Package 1 to Kenglen Civil Pty Ltd for \$3,014,024.84 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 maximum value of the Project Budget as follows:
 - a. 2025 DRFA Restoration Works Package 1: \$3,315,427.32

Status

Ongoing.

Resolution Number – 260422.13 – 2025 DRFA Restoration Works – Package 2 Contract No.: 5605-6800-1

That Council:

1. Receive and note the contents of this report;
2. Awards Contract 5605-6800-1 – 2025 DRFA Restoration Works Package 2 to Saw Civil Pty Ltd for \$1,838,701.35 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 maximum value of the Project Budget as follows:
 - a. 2025 DRFA Restoration Works Package 2: \$2,022,571.49

Status

Ongoing.

Resolution Number – 260422.14 – 2025 DRFA Restoration Works – Package 3 Contract No.: 5605-5100-1

That Council:

1. Receive and note the contents of this report;
2. Awards Contract 5605-5100-1 – 2025 DRFA Restoration Works Package 3 to GOS Constructions QLD Pty Ltd for \$3,237,940.49 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 maximum value of the Project Budget as follows:
 - a. 2025 DRFA Restoration Works Package 3: \$3,561,734.54.

Status

Ongoing.

Resolution Number – 260422.15 – 0280-4623 Burketown and Gregory Drainage Phase 1 RFT

That Council:

1. Receive and note the contents of this report;
2. Not proceed with any of the current Tenders; and
3. Delegates to the CEO to enter into a contract for the supply of the culvert units for Gregory Drainage Project up to the project budget of \$905,000.

Status

Ongoing.

Resolution Number – 260422.16 – Purchase of Temporary Fuel Tanks for Temporary Runway Burketown Airport - Nowland Engineering

That Council:

1. Receive and note the contents of this report; and
2. Approve, retrospectively, the procurement method adopted.

Status

Completed.

Matter closed.

Resolution Number – 260422.20 – Budget Policy

That the attached revised Budget policy be adopted.

Status

Finalised.

Matter closed.

Resolution Number – 260422.21 – Adoption of Revised Strategic ICT Management Framework

That Council re-adopts the updated Strategic ICT Management Framework and associated following plans for the Burke Shire Council:

- ICT Strategic Management Framework
 - BSC Cyber Incident Response Policy
 - BSC Data Breach Response Policy
 - BSC Ongoing Fleet Replacement (ICT) Plan
 - BSC Three-year ICT Strategic Plan 2026-2027-2028
 - BSC ICT Backup and Restoration Policy

Status

Finalised.

Matter closed.

Resolution Number – 260422.22 – Operational Plan 2025-2026 – March 2026 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 March 2026 Quarter.

Status

Completed.

Matter closed.

Resolution Number – 260422.23 – Sport and Recreation Strategy 2025-2030 – March 2026 Quarter Update

That Council note and receive the Sport and Recreation Strategy 2025-30 update for the March 2026 Quarter.

Status

Completed.

Matter closed.

Resolution Number – 260422.25 – 2025/26 Grants to Community Organisation Request – Gregory Downs Jockey Ablution Block Upgrade

1. That Council note the contents of the report; and
2. That Council approves the additional donation request from the Gregory Downs Jockey Club for the 2025/26 financial year as follows:

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 Recommended to Council for Endorsement
Gregory Downs Jockey Club Incorporated	Construction of more toilets at the Gregory Racecourse and Sports Ground	Cash - \$74,000.00	NIL	Cash - \$74,000.00	NA	\$74,000.00

Status

Finalised.

Matter closed.

Resolution Number – 260422.26 – Adoption of New Organisational Structure

1. That Council note the contents of the report; and
2. That Council adopts the revised organisational structure as submitted.

Status

Finalised.

Matter closed.**Resolution Number – 260422.30 – Closed Session Report – Debtor Write-off – Burial Costs**

That the council approve the write-off of the sundry debt owed to council of \$3,200.00 including GST for invoice 100823 for Burial Costs.

Status

Finalised.

Matter closed.**Resolution Number – 260422.31 – Late Business – Closed Session Report – Gregory Crossing ILUA**

Council resolves as follows:-

1. Council notes the contents of this Report.
2. Council resolves to validate the Gregory Crossing Project by way of an indigenous land use agreement and authorises the Mayor and the Chief Executive Officer to enter into ILUA negotiations with the Gangalidda and Garawa People to consent to the construction and all other necessary future acts in order to construct the Gregory River Crossing.
3. Council agrees subject to negotiations with Gangalidda and Garawa and compliance with the Local Government Regulations, to offer non-monetary compensation to Gangalidda and Garawa People comprising the transfer of Lot 96 on B1364, Lot 88 on B 1364 and 50% of part of Lot 10 on 13620 in return for native title consent for the Project.
4. The Mayor and Chief Executive Officer are authorised to sign the final Gregory Crossing ILUA subject to completion of negotiations with Gangalidda and Garawa on behalf of Council.

Status

Ongoing.

1. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of the Status Report as at 29 May 2026.

11.01 Status Report

That Council receives and notes the contents of the Status Report as at 29 May 2026.

Moved: Cr Poole

Seconded: Cr Yanner

Carried 260529.08 4/0

Attendance

Amir Akrami left the meeting from 11.35am to 11.37am

Amir Akrami left the meeting at 11.41am.

Shannon Moren left the meeting at 11.44am.

Aidan El Majda entered the meeting at 11.53am.

11.02 Chief Executive Officer Report

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Zachary Revere; Chief Executive Officer
PREPARED BY:	Zachary Revere; Chief Executive Officer
DATE REPORT PREPARED:	18 May 2026
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 summarise the key actions and updates within the Office of the CEO for the month of April 2026.

2. UPDATES

Chief Executive Officer

Strategic Advocacy and Regional Collaboration

Planning has commenced for future State, Federal and regional delegations to support advocacy priorities for Burke Shire and the broader Gulf region.

Action Topic	Actions to Date	Status	Next Steps
Canberra Delegation Planning	Discussions commenced regarding a targeted Burke Shire delegation model focused on post-2023 flood recovery advocacy and Federal engagement.	In Progress	Coordinate with Anne Pleash (depending on Lobbying Register), identify priority advocacy matters and confirm strategic delegation participants.
NLGA Canberra and Cross Border Commissioner Breakfast	Position identified that attendance is not supported where the format involves too many voices and limited direct value for Burke Shire advocacy.	Not Proceeding	No further action unless a more targeted advocacy opportunity arises.

Action Topic	Actions to Date	Status	Next Steps
Darwin Delegation	Initial discussions held regarding a delegation involving the Cross Border Commissioner, Gulf Savannah Development, Frank Shadforth from Seven Emu, and relevant Northern Territory local governments regarding Savannah Way and Highway 1 advocacy.	In Progress	Engage relevant stakeholders and develop draft delegation agenda and advocacy objectives.
Federal Senator Engagement	Potential engagement identified with Senator Price and Senator MacDonald to assist with broader delegation facilitation and involvement.	Early Planning	Seek introductory engagement and test support for Savannah Way and cross-border infrastructure advocacy.
Brisbane Delegations Pre-2026/27 Budget	Early planning discussions commenced regarding future State Government engagement opportunities.	In Progress	Engage with relevant stakeholders and develop a delegation schedule aligned priorities.
Brisbane Delegations Pre-2027/28 Budget	Listed for future action.	Not Proceeding	Listed for future action.

Economic Development

Council discussions have focused on long-term regional economic opportunities, tourism activation opportunities and strategic land development considerations.

Action Topic	Actions to Date	Status	Next Steps
Century Mine Engagement	Discussions held regarding a potential future site visit and regional engagement opportunity. Gulf Savannah Development CEO involvement may add value.	In Progress	Consider inclusion within the post-budget regional road trip and clarify intended outcomes from the engagement.
Burketown North Expansion	Initial discussions commenced internally regarding acquisition opportunities in the cemetery area on the western side of the road.	Early Planning	Investigate land tenure, acquisition pathways and strategic development constraints.
Burketown South Development	Discussions commenced internally regarding revisiting development opportunities.	Early Planning	Review previous proposals and test State appetite for development facilitation.

Action Topic	Actions to Date	Status	Next Steps
Burketown Cross-Strip Development	Discussions commenced internally regarding development opportunities, including potential low-impact tourism accommodation such as glamping and caravanning.	Early Planning	Review previous proposals and test State appetite for development facilitation.
Housing and Population Strategy Development	Initial discussions commenced regarding development of a long-term Housing and Population Strategy for Burke Shire. CEO has engaged directly with the relevant State Government department. The assigned departmental officer is currently on leave and is expected to return shortly to assist in coordinating early strategic discussions ahead of the July Budget process.	In Progress	Re-engage with the department on return of the assigned officer, commence preparation of preliminary scoping and quotation documentation, and develop early-stage framework for inclusion in future strategic planning and budget discussions.
Economic Development, Community and Communications Manager Recruitment	Recruitment process has progressed to interview stage, with several high-quality candidates identified through the recruitment process.	In Progress	Undertake in-community interview round and progress appointment process with the intention of commencing the successful candidate as soon as practicable.
Burketown and Gregory Master Planning	Initial works commenced regarding future master planning activities for both Burketown and Gregory to identify future residential, tourism and commercial development opportunities and to better guide long-term infrastructure and land use planning outcomes.	Early Planning	Commence scoping investigations, identify potential funding opportunities, prepare framework for future master planning processes and stakeholder engagement.

Airport and Aviation Operations

Council continues planning for long-term airport sustainability, aviation service delivery and future infrastructure requirements at Burketown and Gregory.

Action Topic	Actions to Date	Status	Next Steps
Burketown Airport Office and Hangars	Discussions commenced regarding future office and hangar infrastructure opportunities.	Early Planning	Seek funding pathways for design, concept development and construction planning.
REX Air Services Agreement	Initial review completed regarding the upcoming July renewal period for the REX air services	In Progress	Notify REX of Council's intention to renegotiate the agreement ahead of renewal, obtain legal

Action Topic	Actions to Date	Status	Next Steps
Renewal and Negotiation	agreement. Early steps include preparing notification to REX, engaging solicitors to identify and prepare preliminary negotiation grounds.		review of the current agreement and commence preliminary negotiations regarding future service arrangements and operational outcomes.

Energy Resilience and Sustainability

Council has continued discussions regarding improving local energy resilience, reducing operational power costs and exploring renewable energy opportunities across Council facilities and communities.

Action Topic	Actions to Date	Status	Next Steps
Solar on Council Assets	Preliminary discussions held regarding rooftop solar opportunities on Council facilities.	Early Planning	Identify priority sites and grant funding opportunities. Inclusion within 2026/27 Budget.
Gregory Power Resilience	Discussions held regarding small-cell solar and community battery options for Gregory.	In Progress	Seek technical advice, identify grant funding opportunities and develop a preliminary concept. Locate archival records and review findings for relevance to current energy and tourism opportunities.
Burketown Community Battery	Community battery opportunity identified for Burketown.	Early Planning	Undertake preliminary investigations and test alignment with energy resilience funding.

Disaster Management and Resilience

Significant focus continues to be placed on strengthening disaster preparedness, flood resilience, supply chain continuity and operational readiness ahead of future wet seasons.

Action Topic	Actions to Date	Status	Next Steps
Albert River Flood Study	Discussions held regarding the need to secure funding for a flood study to consider changes to Albert River approaches to reduce flooding impacts.	Early Planning	Investigate opportunities and define the study scope. Prepare for Bush Council Delegation and future delegation efforts.
River Gauge Technology	Discussions commenced regarding sonar or radar river gauge options, including potential trials on creeks along Floraville Road.	In Progress	Investigate technical feasibility, trial sites and supplier options. LGAQ Innovation Manager potential to be involved.

Action Topic	Actions to Date	Status	Next Steps
DDMG Wet Season Debrief Response	Need identified to understand what did and did not work well during the 2025/26 wet season, including fuel availability for aviation and power generation. Opportunity identified to run a pre-wet season workshop for local businesses and rural properties on how resupply works.	In Progress	Finalise Council feedback and identify practical recommendations for future disaster planning. Work with Ernie as DDMG Chair and develop workshop agenda, stakeholder list and communications plan for workshop.
Gregory Emergency Storage	Need identified for storage at Gregory to support disaster and operational resilience. Cold storage options discussed, noting private business opportunities but also risks associated with energy reliability. Council may be able to seek funding for purchase and solar power to reduce running costs.	Early Planning	Define storage requirements, location options and funding pathways. Investigate feasibility, funding options and operational risks.

Budget and Strategic Planning

Council has continued progressing budget-linked planning, priority project development and post-budget engagement preparations.

Action Topic	Actions to Date	Status	Next Steps
Cliffdale Station Information	Action identified to provide Cliffdale Station information to Sean Dillon MP as raised through LGAQ communication.	In Progress	Prepare and provide relevant information to support advocacy or follow-up.
Post-Budget Road Trip	Post-budget road trip remains a key engagement mechanism following adoption of the 2026/27 Budget.	Planned	Finalise itinerary, community touchpoints and supporting budget communication material.
Priority Projects List 2026-2027	Early draft completed. Project prioritisation tool early stage implemented behind the document.	In Progress	Finalise draft and take to the May Council meeting for councillor input.

Action Topic	Actions to Date	Status	Next Steps
Health and Wellbeing Precinct – Stage 2	Council has commenced reviewing the future staging approach for the Health and Wellbeing Precinct project, including separating the existing Stage 2 concept into revised Stage 2 and Stage 3 delivery phases. Current discussions recognise the gym component as a higher short-term priority, with aquatic infrastructure and pool delivery identified as a longer-term strategic objective requiring separate planning and funding pathways.	In Progress	Finalise revised staging framework, identify priority funding opportunities for gym delivery and commence longer-term planning investigations for future aquatic infrastructure delivery.

Roads and Operational Infrastructure

Operational discussions have continued regarding Floraville Road works, local material utilisation opportunities and road safety improvements.

Action Topic	Actions to Date	Status	Next Steps
Creek and Crossing QR Code Storytelling Initiative	Initial concept discussions commenced regarding the installation of QR codes on creek and crossing name signage throughout Burke Shire to provide historical, cultural and community information explaining how individual creeks, crossings and locations received their names. The initiative is intended to support tourism storytelling, local history preservation and broader visitor engagement across the Shire road network.	Early Planning	Identify priority creek and crossing locations, commence collection of local historical and cultural information, and investigate signage design and QR code implementation opportunities.
Works Depot 6-Month Works Plans - July to December 2026	Early implementation commenced for the development of departmental six-month works plans across Works Depot operations. Supervisors have commenced drafting departmental plans for collation by the Works Manager into a consolidated July to December 2026 Works Plan.	In Progress	Finalise consolidated Works Depot Works Plan and present to Council for review, approval and adoption alongside the 2026/27 Budget process.

Action Topic	Actions to Date	Status	Next Steps
Tirranna Crossing Warning Lights and Road Status Signage	Council has continued operational review of the temporary warning lights and road status signage arrangements at the Tirranna Crossing area following concerns regarding reliability and potential public confusion associated with the automated signage programming and status triggers. Discussions have included ensuring that public-facing road condition information remains accurate and operationally reliable during flood and crossing events.	In Progress	Temporarily disable the automated road status sign until programming and operational testing can confirm the system accurately reflects real-time crossing conditions and reduces the risk of public confusion or misinformation.

Waste Management and Landfill Operations

Council has continued progressing strategic waste management planning, including redevelopment planning for the Gregory Unsupervised Bin Site and preliminary regional waste collaboration discussions with Cloncurry Shire Council.

Action Topic	Actions to Date	Status	Next Steps
Gregory Unsupervised Bin Site Redevelopment	Early redesign and scoping work commenced to transition the site into a formal unsupervised bin site. Initial project management responsibilities assigned to relevant project and operational staff. Early stage quotations, concept designs and planning investigations are underway for future Council consideration and inclusion in the 2026-2027 Budget.	In Progress	Finalise preliminary concepts, quotations and scope of works for future Council presentation and budget consideration.
Cans for Kindy Recycling Initiative	Initial concept discussions commenced regarding a community fundraising initiative involving the installation and branding of recycling bins across the Shire to support local kindergarten fundraising efforts. Early discussions have also included development of a public-facing where to donate map identifying participating recycling bin locations throughout Burke Shire.	Early Planning	Develop campaign branding, identify bin locations and prepare concept materials for rollout and community engagement opportunities.

Organisational Development

Council has commenced a structured response to the organisational culture audit and is progressing steps towards a new organisational culture program.

Action Topic	Actions to Date	Status	Next Steps
Response to Organisational Culture Audit	Attended Audit Committee to respond to the culture audit. Drafted and prepared response report, including an outline of implementation steps for a new organisational culture program.	In Progress	Hold an all-staff meeting to review organisational culture, organisational values and results of the organisational culture review. Present the response report to the June Audit Committee.
Organisational Structure Review and Sustainability Planning	Council has commenced forward planning regarding the future organisational structure of Burke Shire Council, with early discussions identifying inefficiencies and structural overlap within the current operational model. Initial strategic work has focused on developing a more sustainable, efficient and long-term organisational structure capable of supporting operational delivery, workforce retention, leadership accountability and future growth across the organisation. This work is being considered alongside broader organisational culture reforms, operational planning improvements and future workforce capability requirements.	In Progress	Continue organisational structure review, identify opportunities for operational efficiencies and role alignment. Phase 1 amendments to be approved in May Council Meeting. Phase 2 amendments to be approved in June Council Meeting. Development of a long-term organisational structure framework for 2029/30 underway.
Management Team Development and Leadership Upskilling	Early organisational development discussions have identified the need for increased mentoring, leadership development and professional capability building across Council's management team. Initial planning has included consideration of targeted leadership mentoring, executive coaching, operational planning training, governance capability development and broader professional development opportunities to strengthen management performance and organisational culture outcomes.	In Progress	Develop a structured management development and mentoring program, identify suitable external training and leadership development opportunities, and integrate leadership capability building into broader organisational development planning.

Financial Services and Information Technology

Major focus in April 2026 for Financial Services was as follows:

- Currently revising council FBT and updating FBT returns with EIJ Accounting.
- Finalised R2R Annual External Audit. QAO approved report.
- Strategic Procurement Framework in progress – Completion set for May 2026.
- Internal audit 2 completed.
- QAO external audit to commence in May – currently on schedule.
- Asset Val has inspected council assets and valuation report is pending.
- Preparation for 2026/2027 budget – templates rolled and in progress of drafting
- Shell Financial Statements – Completed and provided to QAO for review
- Commenced scoping and implementation planning for migration of accounting and council ERP system due to the information received about the future of PCS from provider – a more detailed overview of the matter will be addressed in due course.
- Early facilitation of external audit with QAO
- Annual Review of all accounting system user completed
- Initial forward year rates modelling completed and in draft
- Review of statutory council policies ahead of new budget completed

Major focus in April 2026 for Technology Services was as follows:

- AI Weather and Environmental Monitoring Stations – relationship terminated with provided via Telstra – alternative solution now be sought and variation to be completed with NEMA. Grant variation to be sought.
- Gregory Starlink SD-WAN deployment in progress.
- Implementing Gearbelt cloud fleet management system/software with a further investigation into Work Department workflow software.
- Scoping grants management software solution using Govt Frameworks with Kim
- \$50k grant award for AI CCTV solution from the IDF (LGAQ) – in progress.
- Review of all ICT Policies and Framework completed.
- Progressing updates for to be provided by Telstra and RMT for:
 - Burketown public wifi project
 - Gregory standalone public wifi project (Apogee system)
 - CCTV review timing for Telstra to attend Burke Shire Council to commence works
- Investigating options for the delivery of an AI readiness Assessment
- Investigating options for further Vendor Cyber-risk training based on QAO prescriptions due to recently reported industry breaches

People and Culture

EBA related

- The first JCC Meeting post EBA negotiations took place on 1 May with 3 Policies presented. Feedback on the three policies has been received and will be implemented prior to rollout.

Policies

- Nil

Positions advertised

- Community, Economic Development and Communications Manager
- Project Manager
- DRFA Project Manager
- General Operators and Labourers
- Parks and Gardens Crew
- Water Operator

New employees

- Nil

Terminations

- Dan McKinlay
- Nathaniel Armstrong-Page

Training and Professional Development

- Introduction to Infrastructure Asset Management
- Contractor Engagement training
- Microsoft Word training
- Microsoft Excel training
- Microsoft Teams training
- Microsoft Office training
- Confined Space Refresher training
- CPR training

Economic and Community Development

Grants

Considering Applications:

<i>Grant Name</i>	<i>Project Name</i>	<i>Amount of Funding Requested</i>
Residential Activation Fund Round 2	Gregory Servicing – sewerage, roads and stormwater	TBD

Awaiting Outcome:

Grant Name	Project Name	Amount of Funding Requested
Resource Recovery Boost Fund – Stream 1 Small Projects	Burketown Waste Transfer Station	\$2million
Great Artesian Basin Rehabilitation Program	Burketown Bore Project	\$515,492.56
SES Funding 2026 – 2027	Upgrades to Burketown SES Area – access to shed, generator fence etc. TBC	\$150,000.00
Queensland Biosecurity Boost Education Grants	Biosecurity Mapping Project for Rural Properties	~\$8,000.00
Seniors Month Grants	Seniors Activities for 2026 – 2027	\$12,000.00
Fighting Illegal Dumping Partnership Program	Burke Shire Council Illegal Dumping Works	\$106,500.00

Unsuccessful:

Grant Name	Project Name	Amount of Funding Requested
Queensland Small Business Month Funding	Small business month activity	\$2,500

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
Local Government Sun Safety Grant	Sun Safety Incentive	\$5,000.00
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)

Grant Name	Project Name	Amount of Funding
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
Remote Airport Upgrade Program Round 11	Gregory Airport Reseal	\$985k (50% co-contribution required, but 25% co-contribution case submitted)
DRF Round 3	Emergency cyclone shelter planning	~\$414,000.00
Community Energy Upgrade Fund Round 2	Burketown Water and Sewerage Treatment Plant Solar Upgrades	~\$85k
Gambling Community Benefit Fund	Burketown Rodeo Ground Amenities Block	\$100,000.00

Community Projects:

Project Name	Status	Funding Amount
SES Support Grant 2024-25 Gregory SES Administration and Training Building	Building fabrication commenced. Extension requested and granted.	\$85,000.00
Local Government Sun Safety Grant Sun Safety Incentive	Progressing – with WHS	\$5,000.00
RADF 2026 – 2027	Working on opening community grant funding for 2026 – 2027. Working on expending remaining funds from previous financial year.	\$15,000.00
Age-friendly community development program - Grey legends funding	Seniors' health sessions planning underway. Further digital skills workshops planning underway – supplier found. Hell's gate trip pencilled for May	\$35,000.00

- Council Website 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.
- One digital uptake and one façade improvement application received.
- Business visits completed in Gregory, Burketown, Tirranna and Adel's Grove. Feedback was consolidated and sent to management. Some businesses were not available so will try and go back at a better time if possible. Hell's Gate also on hold. Approximately 14 businesses visited.

Tourism

- Ongoing
 - Working on funding received from State Development ~\$72k. Project plan approved. Working with preferred tendered now.
 - 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. Phones from the information centre have been diverted to the Council Office.
- Banner proposal completed.
- Tourism marketing – businesses in tourism have been engaged to put their advertisement in the new z card.
- Planning to review content of tourism website

Events

Council Events:

- Senior's monthly meeting
- Photography course 17 – 19th April seniors and public (Burketown and Gregory) complete
- Ai, scams and spam course 27th – 28th April for Seniors and public complete (Burketown and Gregory)
- Last ship Screening complete
- ANZAC Day Dawn service complete
- Working on Hell's Gate trip for May
- Planning for the Order of the Outback Ball underway. Second Meeting Scheduled for Early April. Award nominations Open. Dignitary letters sent out. Sponsorship letters to be sent out soon.
- Upcoming events:

May 2026	
Friday 8 th May	Mates Day
- Some additional events to be included (some still in planning):
 - Looking at a couple more art workshops possibly silversmithing/ other craft
 - Barb Wire Workshop – 6th -7th June

Community Events:

No events held in April.

Donations

- Donations closed. Report complete – to go up to June meeting.

Completed 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, portaloos, 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 • Portaloos x 2 for dinner on salt pans • Septic pump out of rodeo grounds, football ground, Portaloos, 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
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
Royal Flying Doctors	\$5,000.00 cash
LifeFlight	\$5,000.00 cash

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, portaloos 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.
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	<ul style="list-style-type: none"> • \$5,500.00 	<ul style="list-style-type: none"> • \$1,500.00 works +\$5,000.00 	<ul style="list-style-type: none"> • Predominantly cleaning – no septic pump for rodeo grounds charged. Minor use of hall.

2025 Donations (to be completed):

Group/Organisation	Donation and Date
Gregory Downs Jockey Club – Gregory Saddles and Paddles – complete awaiting spend to come through system	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 – complete awaiting spend to come through system	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

Community General

- Survey
- Food van – finalising food manual documents. Lawyers have reviewed hire forms. Issues with electrical appliances to be addressed. – with the CEO
- Drafting Community Engagement Framework.

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

- Property Summary:
 - Sloman Street Units – Currently booked by staff
 - House 9, Gregory – James Derrick
 - Emergency Housing – Anthony Street, Burketown
 - New Properties – 2 x 2 Bedroom Units Musgrave St, Burketown, 1 x 3 Bedroom House, Firefly Street, Burketown & 1 x 3 Bedroom House Gregory. Projects yet to be finalised.
- Maintenance:
 - Inspections of Burke Shire Council Housing & Facilities commenced 18th May 2026.
 - MPDT Tree Lopping Onsite – Scope includes:
 - Wills Development Road – Tree Trimming & Herbicide Treatment of Crossings & Grids
 - Doomadgee East – Tree Trimming of Crossings
 - Escott Road & Crossing – Tree Trimming
 - Burketown & Gregory Communities – Tree Trimming & Removal

Local Laws

- Dog Registration renewal notice released for FY 26/27.
- VET Visit – Final stage of procurement. Clinic date to be advised.
- 1 Wandering Dog Report. Final Warning Issued.
- 1 Regulated Dog Declaration Issued. Relevant penalties applied.
- 31 Overgrown Allotment Notices Issued – Burketown and Gregory.
- 6 Abandoned vehicles removed – Gregory Community & Doomadgee East Road. Wills Development Road yet to be completed. 1 Illegal Dumping Report – Anthony Street, Burketown.
- Battery Recycling Campaign to commence July 2026.
- Policies currently in draft/under review – Firearms Policy (brief to be provided July 2026), Cat Bounty Policy (new)
- Grants –
 - Submission on 16th February for the Queensland Biosecurity Boost Education Grant. Awaiting outcome.
 - Application submitted for 'Fighting Illegal Dumping Partnership Program – Round 1A. Awaiting Outcome
 - Southern Gulf NRM Project (22/23 Flood Event) – Weed management and aerial feral pig eradication. To be completed by August 2027.

Environmental Health

- Food Business Licences – Renewal Notices issued for FY 26/27.

Planning & Building

- 2 Potential unlawful developments identified. Further investigation required.

Other

- Ground Penetrating Radar for Grave Site Investigations in Burketown and Gregory Cemeteries will be completed by Chronicle Pty Ltd. Commencement date TBA.
- Lease Agreements:
 - MOU/Lease (Burketown Rodeo & Sporting Association) - in draft
 - Gregory Lease (Lot 1 SP287783) – RFT in draft
 - Expired Lease Agreements
 - Rangers Office, Gregory
 - Visitor Information Centre, Burketown – Negotiation phase
- 21st May - Waste Workshop with Griffith University, Mt Isa
- 26th & 27th May – EDPG Forum, Mt Isa
- 3rd & 4th June – Contract and Procurement Training, Cloncurry
- 26th June – Biosecurity Response Readiness Workshop, Longreach

Corporate Services and Governance**Library**

- Completed some training with state library.

REX

- Involved in meetings in relation to the airport transfer logistics.

Records

- Bek continuing to complete destruction runs and daily filing. Still completing training as required.

Other

- Met with Snap Send Solve account rep as per regularly scheduled catchups.
- Attended a site visit to Adels Grove with Kim as part of Small Business visits.
- Admin team assisted events team as required for Anzac Day, Mates Day and OTOB meetings.

3. OFFICER'S RECOMMENDATION

That Council receives and notes the contents of the Chief Executive Officer's Report for April 2026.

11.02 Chief Executive Officer Report

That Council receives and notes the contents of the Chief Executive Officer's Report for April 2026.

Moved: Cr Poole

Seconded: Cr Yanner

Carried 260529.09 4/0

Attendance

Jordan Marshall left the meeting from 12.17pm to 12.19pm.

11.03 Finance Monthly Update Report

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	21 May 2026
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 April 2026.

2. SUMMARY

Council's cash was up by \$1.26mil by the end of April 2026.

Overall council's reporting shows a budget position of 67.69% expended to date; this is below budget expectations overall by 15.65%. At this stage it appears cost phase has been caught up tentatively year to date however works on QRA REPA has been slowed due to flooding. It is expected this spend will increase by 30 June 2026 as budgeted.

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)	73,179,583	107,674,000	68%
Operating Expenses	(2)	73,259,886	108,233,700	68%
Operating Result (Profit/Loss)	-	80,303	559,700	14%
Capital Revenue	(3)	5,942,976	76,650,000	8%
Net Result		5,862,673	76,090,300	8%

Assets & Liabilities		Year To Date Actual	Annual Budget (Target)
Cash & Cash Equivalents	(4)	60,341,880	47,903,426
Other Current Assets	(5)	4,669,011	1,402,000
Non Current Assets	(6)	176,037,911	247,630,054
Total Assets		241,048,803	296,935,480
Liabilities (Current)	(7)	56,025,784	40,190,000
Liabilities (Non Current)	(8)	1,217,712	957,710
Total Liabilities		57,243,496	41,147,710
Net Community Assets		183,805,307	255,787,770

Sustainability Outlook¹

*Financial Sustainability Ratios and Measures of Sustainability	Target	Current Month YTD	Prior Month
¹ Operating Surplus Ratio (%)	Between 0% and 10%	0%	-1%
² Working Capital Ratio	Greater than 1:1	1.2	1.1
³ Net Financial Liabilities Ratio	Less than 60%	-12%	-12%

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

Notes:

- (1) **Operating Revenues** - Noted that primary grant revenue recognition was from \$1.6mil 2022/2023 DRFA funding recorded and \$856k 2023/2024 DRFA funding recorded during the month (totalling \$2.47mil).
- (2) **Operating Expenses** - Refer to the operational cost dissection per section of this report. Overall council is under budget by 15.65% however this is distorted due to works being under performed in QRA REPA projects due to the recent flooding period. It is expect costs to catch up to budgeted expectations by 30 June 2026.
- (3) **Capital Revenue** - No movement for the month due to claims and progress to be made for May at this stage post the recent regional flood which will see an increase to capital works in line with budgeted expectations.
- (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 April 2025 in the previous year v April 2026 actuals v the budgeted estimated cashflow for 30 June 2026.

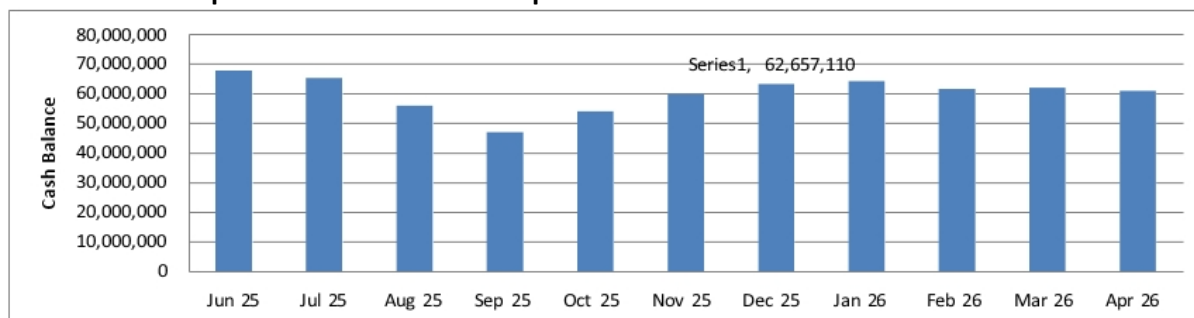
For the month ended 30 April 2026

	Note Ref	30 April 2025 \$	30 April 2026 \$	2025-26 Annual Budget \$	YTD Progress %
Cash flows from operating activities:					
Receipts from customers	(1)	3,444,101	8,857,733	10,136,219	87%
Payments to suppliers and employees	(2)	(39,368,783)	(90,043,839)	(142,958,508)	63%
		(35,924,682)	(81,186,106)	(132,822,289)	61%
Rental Income	(3)	186,351	178,878	218,000	82%
Interest Received	(4)	2,318,288	2,036,918	1,688,000	121%
Operating Grants and Contributions	(5)	36,739,279	58,807,883	96,574,000	61%
Finance Costs		0	0	-	0%
Net cash inflow (outflow) from operating activities		3,319,236	(20,162,427)	98,480,000	-20%
Cash flows from investing activities:					
Payments for Property, Plant and Equipment	(6)	(6,511,459)	(13,079,425)	(82,259,000)	16%
Net movement on loans and advances		0	0	0	0%
Proceeds from Sale of Property, Plant and Equipment		10,483	0	184,000	0%
Capital Grants and Subsidies	(7)	4,855,595	5,942,976	76,680,000	8%
Net cash inflow (outflow) from investing activities		(1,645,381)	(7,136,449)	(5,395,000)	132%
Cash flows from financing activities:					
Proceeds from Borrowings		0	0	0	0%
Repayment of Borrowings		0	0	0	0%
Net cash inflow (outflow) from financing activities		0	0	0	0%
Net increase (decrease) in cash held	(8)	1,673,856	(27,298,876)	(39,737,289)	69%
Cash at beginning of reporting period		54,749,881	87,640,757	87,640,715	100%
Cash at end of reporting period	(8)	56,423,737	60,341,880	47,903,425	126%

Cash and Cash Equivalents Summary

Cash & Cash Equivalents	Effective Interest Rate	YTD Interest Earnings	Cash Balance
QTC Cash Fund	5.03%	2,036,918	58,919,328
Westpac General Fund - Trust	-	-	1,422,270
Cash Floats	-	-	283
Total			60,341,880

Cash and Cash Equivalents Movement Comparison Chart



Cash and Cash Equivalents - Restricted Cash (IAS 7)

Total Cash on hand		\$ 61,602,191.78	%	
Restricted Cash - DRFA Operating Grants		\$ 37,562,994.97	60.98%	
Restricted Cash - Non-DRFA Operating Grants		\$ 321,209.12	0.52%	
Restricted Cash - Capital Grants		\$ 18,146,663.72	29.46%	
GST Payable		-\$ 305,391.48	-0.50%	
Unrestricted Cash		\$ 5,876,715.45	9.54%	
Contract Assets - Cash to be received by 30 June 2026				
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		\$ 6,449,715.45		
Prior Month Projected Unrestricted Cash Balance		\$ 6,047,399.42		
Explanation for Movement:		\$ 402,316.03		
Movement month to month is a result of capital project expenditure & ongoing operation expenditure during the month. Due to flooding in the region, capital spend has been limited.				

Notes to the Statement of Cashflows:

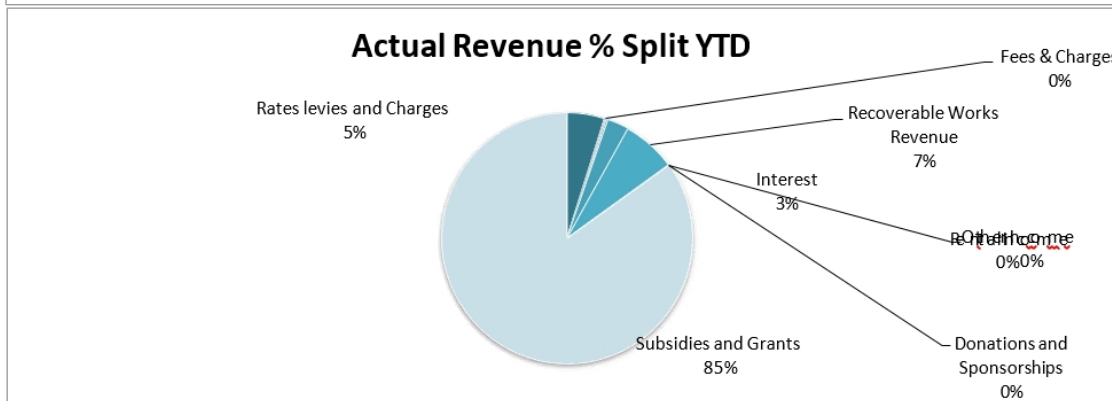
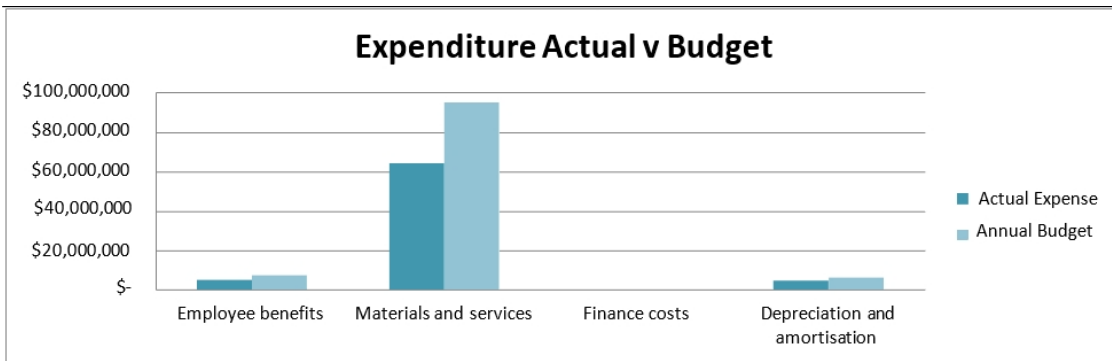
- (1) **Receipts from customers** - On track with budget.
- (2) **Payments to suppliers and employees** - Significant amounts spend on DRFA funded works during the month for the 22/23 and 23/24 flood damage program makes up the predominant amount of the monthly movement.
- (3) **Rental Income** - Rental income is on track with budget.
- (4) **Interest Received** - Interest is on track with budget with an effective interest rate provided by the QTC (5.03%). Increase from 4.22% in March 2026. 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 primary grant revenue recognition was from \$1.6mil 2022/2023 DRFA funding recorded and \$856k 2023/2024 DRFA funding recorded during the month (totalling \$2.47mil).
- (6) **Payments for Property, Plant and Equipment** - Noted an increase in expenditure by approximately \$1mil for the month of April 2026. Projects staff are currently in the process of seeking milestone claims to continue to return this cash to council reserves.
- (7) **Capital Grants and Subsidies** - No movement noted for the month.
- (8) **Net Cash Movement** - Council's cash holdings was down by \$1.26mil by the end of April 2026.

5. STATEMENT OF INCOME AND EXPENDITURE

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

For the month ended 30 April 2026

	Note Ref	30 April 2025 \$	30 April 2026 \$	2025-26 Annual Budget \$	YTD Progress %
Recurrent Revenue					
Rates levies and Charges		3,467,684	3,551,158	3,628,000	98%
Fees & Charges	(1)	99,773	125,741	147,000	86%
Rental Income	(2)	186,351	178,878	218,000	82%
Interest	(3)	2,318,288	2,036,918	1,688,000	121%
Recoverable Works Revenue	(4)	547,273	5,106,692	5,110,000	100%
Other Income	(5)	46,599	32,789	304,000	11%
Donations and Sponsorships	(12)	-	245	5,000	5%
Developer Contributions		-	-	-	0%
Subsidies and Grants	(6)	35,843,244	62,147,162	96,574,000	64%
Total Recurrent Revenue		42,509,212	73,179,583	107,674,000	68%
Capital Revenue					
Sale of non-current assets	(13)	-	-	40,000	0%
Contributions		-	-	-	0%
Subsidies and Grants	(7)	4,423,595	5,942,976	76,610,000	8%
Total Capital Revenue		4,423,595	5,942,976	76,650,000	8%
TOTAL INCOME		46,932,807	79,122,559	184,324,000	43%
Recurrent Expenses					
Employee benefits	(8)	4,885,402	4,942,843	7,245,409	68%
Materials and services	(9)	31,291,025	63,785,135	94,820,291	67%
Finance costs	(10)	56,058	57,485	70,000	82%
Depreciation and amortisation	(11)	4,597,244	4,474,423	6,098,000	73%
TOTAL RECURRENT EXPENSES		40,829,728	73,259,886	108,233,700	68%
NET RESULT		6,103,079	5,862,673	76,090,300	8%



Notes to the Statement of Income and Expenditure:

- (1) **Fees & Charges** - This amount is on track with budget.
- (2) **Rental Income** - Rental income is on track against budget.
- (3) **Interest** - Interest is on track with budget with an effective interest rate provided by the QTC (5.03%). Increase from 4.22% in March 2026. 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** - This amount is on track with budget.
- (5) **Other Income** - Minimal movement to report for the month.
- (6) **Subsidies and Grants (operating)** - Noted that primary grant revenue recognition was from \$1.6mil 2022/2023 DRFA funding recorded and \$856k 2023/2024 DRFA funding recorded during the month (totalling \$2.47mil).
- (7) **Subsidies and Grants (capital)** - No movement noted for the month.
- (8) **Employee benefits** - In relation to employee benefits costs against the budget, we have currently expended \$4.942mil against a budget of \$7.245mil for the year; this is an actual spend of 68.22% 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** - Minimal 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 April 2026 83.33%

% 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
	30 April 2025	30 April 2026	2025-26 Annual Budget	YTD Progress %	
	\$	\$	\$		
Recurrent Expenses					
Corporate Governance Costs	792,282	934,008	1,153,000	81.01%	On track with budget.
Administration Costs	3,375,281	3,524,169	4,474,900	78.75%	On track with budget.
Recoverable Works Expenses	475,380	2,542,337	925,000	274.95%	Council is currently doing significantly elevated REPA works for TMR. This was reflected in the budget review for Q2 however was allocated to Engineering Services; this will be corrected in the May/June 2026 Finance Report.
Engineering Services	30,040,423	59,294,511	92,696,000	63.97%	On track with budget.
Utility Services Costs	720,895	898,701	994,000	90.41%	Currently above budget and subject to Finance and Engineering to investigate.
Net Plant Operating Costs	- 660,069	- 227,038	- 565,000	40.18%	This balance is expected to fluctuate during the year based on works completed with the final recovery being reached by 30 June 2026. This will also be lower due to less plant usage during the recent flood season up to March/April 2026.
Planning and Environmental Expenses	64,992	168,290	458,000	36.74%	On track with budget.
Community Services Costs	1,363,192	1,593,000	1,929,800	82.55%	On track with budget.
Finance Costs	56,058	57,485	70,000	82.12%	On track with budget.
Depreciation	4,597,244	4,474,423	6,098,000	73.38%	On track with budget.
Other Expenses	-	-	-	0.00%	On track with budget.
TOTAL RECURRENT EXPENSES	40,825,678	73,259,886	108,233,700	67.69%	On track with budget however this is distorted by QRA funded works being slowed during the recent flooding period across the Burke Shire region.
Capitalised Wages	-	332,024	501,000	66%	On track with budget.

7. STATEMENT OF FINANCIAL POSITION

For the month ended 30 April 2026

	30 April 2026	2025-26 Annual Budget
	\$	\$
Current Assets		
Cash and cash equivalents	60,341,880	47,903,426
Trade and other receivables	3,603,407	1,000,000
Inventories	506,058	300,000
Other financial assets	559,546	102,000
Non-current assets classified as held for sale	-	-
Total current assets	65,010,892	49,305,426
Non-current Assets		
Receivables	-	-
Property, plant and equipment	304,256,755	373,065,519
Accumulated Depreciation	- 128,218,844 -	125,435,465
Intangible assets	-	-
Total non-current assets	176,037,911	247,630,054
TOTAL ASSETS	241,048,803	296,935,480
Current Liabilities		
Trade and other payables	55,783,216	40,000,000
Borrowings	-	-
Provisions	242,569	190,000
Other	-	-
Total current liabilities	56,025,784	40,190,000
Non-current Liabilities		
Trade and other payables	27,705	27,710
Interest bearing liabilities	-	-
Provisions	1,190,007	930,000
Other	-	-
Total non-current liabilities	1,217,712	957,710
TOTAL LIABILITIES	57,243,496	41,147,710
NET COMMUNITY ASSETS	183,805,308	255,787,770
Community Equity		
Shire capital	39,529,889	116,393,889
Asset revaluation reserve	103,541,131	103,541,131
Retained surplus/(deficiency)	40,734,284	35,852,750
Other reserves	-	-
TOTAL COMMUNITY EQUITY	183,805,308	255,787,770

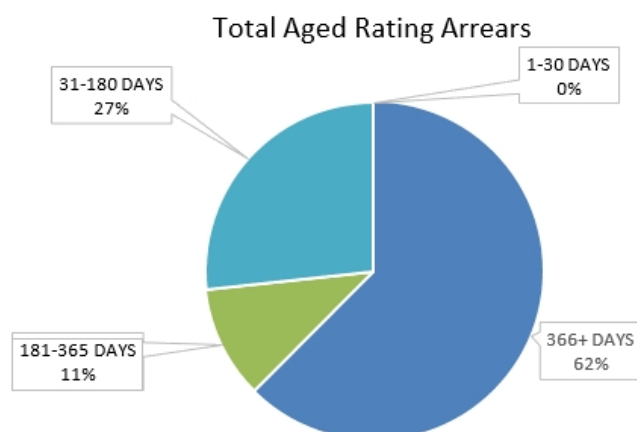
8. RATING ARREARS SUMMARY

The below report shows the outstanding aged rating arrears as at 21 May 2026.

Rating Type	366+ DAYS	181-365 DAYS	31-180 DAYS	1-30 DAYS	Total
	\$	\$	\$	\$	\$
GENERAL	72,693	20,526	46,748	-	139,968
SEWERAGE	11,768	4,644	22,653	-	39,064
GARBAGE	9,109	4,007	12,554	-	25,670
WATER	102,406	19,390	46,839	-	168,635
WATER CONSUMPTION	162,256	6,724	6,009	-	174,989
STATE GOVT EMERGENCY	3,573	1,138	3,802	-	8,512
LEGAL FEES	1,683	-	-	-	1,683
Rating Sale Adjustment	- 39,346	-	-	-	-
Total	324,141	56,429	138,605	-	519,175
Prior Month (March)	324,905	84,982	14,970	201,749	626,606
Movt \$	- 764	- 28,553	123,635	- 201,749	- 107,432
Movt %	0%	-34%	826%	100%	-17%

Debt Collection Actions Executed for April 2026:

	Number of assessments	Amount Outstanding	Previous Month	Movement
<i>Ratepayers subject to further legal rectification</i>	1	\$ 226,204.57	\$ 226,204.57	\$ -
<i>Assessments to progress to Rating Sale</i>	2	\$ 53,897.30	\$ 53,897.30	\$ -
(\$ Sum of Debt Actions in progress)		\$ 280,101.87	\$ 280,101.87	\$ -
(%) of Total Rating Arrears		54%	45%	9%
Remaining Arrears Adjusted for On-going Matters		\$ 239,072.77		



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		

Debt Write off requested > \$1,000

Nil

10. OFFICER’S RECOMMENDATION

That the financial report for the 30 April 2026 be received and noted.

11.03 Finance Monthly Update Report

That the financial report for the 30 April 2026 be received and noted.

Moved: Cr Clarke

Seconded: Cr Yanner

Carried 260529.10 4/0

Adjournment

That Council adjourned the meeting from 12.41pm to 1.23pm for lunch, all were present at resumption including Aidan El Majda, Gert Strydom and Leonard Locke, and with the exception of Madison Marshall.

Attendance

Aidan El Majda left the meeting at 1.26pm.

11.04 General Policy - Accommodation Policy

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Zachary Revere; Chief Executive Officer
PREPARED BY:	Shannon Moren; Environmental Health, Local Laws and Facilities Manager
DATE REPORT PREPARED:	18 May 2026
LINK TO COUNCIL PLAN/S:	Goal-Healthy, Inclusive, Sustainable Communities- Council acts, directly or through facilitation or advocacy, to promote healthy, inclusive and sustainable communities in the Burke Shire.

1. PURPOSE

To approve Council's updated Accommodation Policy.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council manages numerous residential properties in Gregory and Burketown. These range from one bedroom units to three bedroom houses. This Policy provides a framework for the allocation and management of those residential properties in accordance with Council's strategic and operational requirements and the Residential Tenancies Authority (RTA).

The changes to the attached Accommodation Policy includes the following:

- Rental charges reviewed with a 4.2% annual increase for 2026/2027;
- Amendment to 5.11 Expected Behaviour – Units Lot 172 Musgrave Street, Burketown;
- Removal of 7. Related Document (BSC Policies) – QLD Housing Strategy 2021 - 2025 Local Housing Action Plan; and
- Inclusion of 7. Related Document (Legislation/Regulations) – Burke Shire Council Local Law No 3. (Community and Environmental Management) 2013.

3. FINANCIAL & RESOURCE IMPLICATIONS

Council-owned accommodation provided to staff and/or members of the public can result in a range of financial, operational, governance, and asset management implications. These implications should be considered when reviewing or amending accommodation policies, tenancy arrangements, or service delivery models. The extent of impact is determined by; the scale of Council's accommodation portfolio, the condition and age of housing assets, geographical location and demand, workforce attraction and retention, revenue and cost recovery options and level of regulatory compliance required. Rental increases have not been applied since 2023. It is proposed that an increase of 4.2% (CPI) be applied to the current rates.

4. RISK

Risk Type	What could happen	Possible consequence
Cost impact to Council	<ul style="list-style-type: none"> ▪ Expenditure incurred exceeds rental income 	<ul style="list-style-type: none"> ▪ Budget impact
Inadequate maintenance	<ul style="list-style-type: none"> ▪ Deterioration of housing assets. 	<ul style="list-style-type: none"> ▪ Budget impact
Regulatory Compliance Increase	<ul style="list-style-type: none"> ▪ Expenditure increase 	<ul style="list-style-type: none"> ▪ Budget impact

5. POLICY & LEGAL IMPLICATIONS

Legislation	Policies/Procedures
The Residential Tenancies and Rooming Accommodation Act 2008 (Qld)	Code of Conduct
Anti Discrimination Act 1991 (Qld)	Tenancy Agreement
Human Rights Act 2019 (Qld)	
Local Government Act 2009 (Qld)	
Information Privacy Act 2009 (Qld)	
Work Health and Safety Act 2011 (Qld)	
Planning Act 2016 (Qld)	
Disability Discrimination Act 1992 (Cth)	

6. CRITICAL DATES & IMPLICATIONS

Policy amendments will apply from date of the Council's resolution to this report.

7. CONSULTATION

Councillors

Environmental Health, Local Laws and Facilities Manager

Chief Executive Officer

Director of Finance and Technology

8. CONCLUSION

In conclusion, the proposed amendments to the Policy provide for a review of rental charges incorporating a 4.2% increase, update the expected behaviour provisions relating to Units Lot 172 Musgrave Street, Burketown, remove the outdated reference to the Queensland Housing Strategy 2021–2025 Local Housing Action Plan, and include reference to Burke Shire Council Local Law No. 3 (Community and Environmental Management) 2013 to strengthen legislative alignment and policy clarity.

9. OFFICER’S RECOMMENDATION

That Council re-adopts the amended Accommodation Policy.

11.04 General Policy - Accommodation Policy

That Council re-adopts the amended Accommodation Policy.

Moved: Cr Clarke

Seconded: Cr Yanner

Carried 260529.11 4/0

11.05 Small Business Incentive Grants Policy Applications

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Zachary Revere; Chief Executive Officer
PREPARED BY:	Kimberly Chan; Economic and Community Development Manager
DATE REPORT PREPARED:	6 May 2026
LINK TO COUNCIL PLAN/S:	Burke Shire Council Corporate Plan 2025 – 2030 – Goal: Economic Development and Sustainability, Strategy 1. Support the sustainability and growth of local businesses and industry, KPI (f) implement small business façade improvements and digital upgrades grants policy Burke Shire Economic Development Strategy 2025 – 2030

1. PURPOSE

The purpose of this report is to review applications received in application of small business support from council. One application was received from the Tirranna Springs Roadhouse pertaining to the Small Business Façade Improvements and Upgrades Grants Policy, and another application was received from Gregory Downs Hotel under the Digital Incentive Grants Policy.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

In May 2025, Council adopted two new small business policies – the Digital Incentive Grants Policy and the Façade Improvements and Upgrades Policy. Both policies aim to help support the development and growth of our local small business community. The small business programs were rolled out to the public shortly after adoption and subsequently two applications were received in April 2026, one under each small business program. As per the policy, any application must be presented to Council to determine the amount of financial support that will be granted.

3. PROPOSAL

Tirranna Springs Roadhouse submitted an application to install fencing along the front of their roadhouse accommodation. The fencing will be 1800mm high Colourbond fencing aimed to stop dust and provide security for guests and staff. The fencing will also beautify the business as it will directly face the Savannah Way. They have indicated in their application that they plan to paint a mural or similar onto the fence at a later date.

Tirranna Springs Roadhouse provides fuel, food and accommodation to tourists, contractors and locals. They are an important long-standing business in the Burke Shire Community that has endured great adversity during the previous 2023 and 2024 floods. The business is also an important rest stop for those travelling on the Savannah Way especially between Burketown and Doomadgee.

The application from Tirranna Springs Roadhouse is seeking \$3,000.00 from Council, with a total project cost of \$22,008.00. The applicant has indicated they will contribute \$19,008.00 towards the project. The project will include the purchase of fencing materials, labour and concrete.

Gregory Downs Hotel has submitted an application under the digital incentive grants policy to purchase a domain name and website subscription. This will allow them to create a website using base 44 Ai Software. This will enhance their business operations by allowing them to have a digital presence where information about the hotel can be seen by interested tourists.

Gregory Downs Hotel is an important business for the Gregory community. It serves as a place for locals to visit and have a meal but is also extremely important for the many tourists that travel through Gregory. They also provide the only fuel in the township, which is the last fuel for hundreds of kilometres.

The application from Gregory Downs hotel is seeking a 50% contribution to their Base 44 Subscription, which is approximately \$335.00 per annum, with a total project cost of \$670.00. As the service is a US based AI website, the payment will be made with USD. The subscription accepts a lump sum annual subscription which may fluctuate with the exchange rate. With this in mind, it would be sound for council to allow for a \$350 co-contribution to account for the fluctuations in the exchange rate. As the subscription is a lump sum, once approved and paid for, Council can then reimburse the 50%, without further issues with price fluctuations.

4. FINANCIAL & RESOURCE IMPLICATIONS

Council has an allocated budget for our Small Business Incentive Policies which includes the Small Business Façade Improvements and Upgrades Grants Policy and the Digital Incentive Grants Policy.

The Tirranna Springs Roadhouse application has indicated they will contribute \$19,008.00 and are seeking a \$3,000.00 contribution from Council. The minimum project cost for the maximum Council Contribution of \$3,000.00 is a \$6,000.00 project which their project exceeds, and therefore suits the criteria.

The Gregory Downs Hotel is asking for a maximum of \$350 towards their new website subscription, which is also well within the criteria. As there has only been one other application for this financial year submitted under any of the business policies the impact on the budget is minimal.

The total cost to Council for both applications is \$3,350.00.

5. RISK

Risk Type	Consequence	Mitigation
Financial	<ul style="list-style-type: none"> ▪ Possibility of misuse of funds by applicant ▪ Applicant becomes insolvent or ceases trading over the course of funding period 	<ul style="list-style-type: none"> ▪ Ongoing monitoring and open communication with applicant. Evidence of spent funds to be sent to council

6. POLICY & LEGAL IMPLICATIONS

Instrument	Details
GOV-POL-019 Small Business Façade Improvements and Upgrades Grants Policy	Under the policy applicants must not have any outstanding debt or bankruptcy claims. Council will conduct an ASIC Search on applicable companies to ensure no outstanding debts or insolvency issues are current. Council will also ensure there are no outstanding rates or outstanding council invoices owing associated with the applicant.

7. CRITICAL DATES & IMPLICATIONS

The Small Business Façade Improvement and Upgrades Grants Policy application from Tirranna Springs Roadhouse relates to a project that will be completed before the end of 2026. The application under the Digital Incentive Policy from Gregory Downs Hotel pertains to a project that will run over the 2025/26 and the 26/27 financial year. The funding allocated to both projects will be drawn from Council's 2025 – 2026 financial year budget.

8. CONSULTATION

Direct communication with the relevant business will continue to take place throughout the course of the project.

As per the policies, consultation between the Burke Shire CEO, Director of Finance and Technology, and the Economic and Community Development Manager (ECDM) regarding the digital incentive application has occurred. Due to the declared conflict of interest between the ECDM and the façade improvement and upgrades applicant, the ECDM has abstained from voting on the recommendation for the application.

9. CONCLUSION

The implementation and effectiveness of the Small Business Policies depend on allocating funds to projects that comply with policy guidelines and support the policy's objectives. The proposal submitted by both Tirranna Springs Roadhouse and the Gregory Downs Hotel exemplifies initiatives that aligns with the intent of the Small Business Policies. Tirranna Springs Roadhouse is contributing a large amount of money towards the project and the project will improve the façade of the business but also contribute to the improve view along the Savannah Way. The Gregory Downs Hotel website will enhance the visibility of the businesses and allow tourists to seek information about the area.

10. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council approves financial co-contribution of \$3,000.00 under the Small Business Façade Improvements and Upgrades Grants Policy towards the beautification project proposed by Tirranna Springs Roadhouse; and
3. That Council approves the financial contribution up to \$350.00 under the Small Business Incentive Grants Policy towards the Gregory Downs Hotel website and domain subscription.

11.05 Small Business Incentive Grants Policy Applications

- 1. That Council note the contents of the report; and**
- 2. That Council approves financial co-contribution of \$3,000.00 under the Small Business Façade Improvements and Upgrades Grants Policy towards the beautification project proposed by Tirranna Springs Roadhouse; and**
- 3. That Council approves the financial contribution up to \$350.00 under the Small Business Incentive Grants Policy towards the Gregory Downs Hotel website and domain subscription.**

Moved: Cr Clarke

Seconded: Cr Yanner

Carried 260529.12 4/0

11.06 Queensland Audit Office Roads to Recovery Annual Report 2025

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	13 May 2026
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 Roads to Recovery Annual Report and 2024 Representation Letter to council as reviewed and certified by the Queensland Audit Office.

2. BACKGROUND

Under section 6 of the Roads to Recovery 2025 funding terms and conditions, Funding recipients are required to submit an Audited Roads to Recovery Annual Report to the Department by 31 October of each year, in respect of the previous financial year. Annual Reports are initially prepared online in IMS, and then a signed copy of the form (and Audit declaration, as required) must be sent to the Roads to Recovery team.

The report is split into 4 parts:

- Part 1 – the financial statement. Several fields in this part of the report are system generated. This part must be audited by an external auditor. Expenditure is manually entered here and may exceed the amount received in Roads to Recovery funds in any financial year except in the final year of the program.
- Part 2 – statement of accountability. A declaration by the Chief Executive Officer (or General Manager) that the assertions made in the report are accurate and that the funding recipient has met the requirements of the Funding Conditions.
- Part 3 – a statement of expenditure maintenance. A demonstration by the funding recipient that it has expended own source funds where required and in accordance with the requirements of the Funding Conditions. Note – the figures in this Part are pulled from Part 1 of the relevant and historical annual reports
- Part 4 – a statement of outcomes. Declaration by the funding recipients that the projects for which Roads to Recovery funding was received in the financial year achieved the proposed outcome as suggested in the Work Schedule.

The attached reports provide details of audit matters and other information related to the audited Roads to Recovery Annual Report 2025. Burke Shire Council has maintained an unmodified opinion upon its administration of the Roads to Recovery Program of funding for the 2025 financial year.

3. FINANCIAL & RESOURCE IMPLICATIONS

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

4. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Roads to Recovery 2025-2029 Terms and Conditions of Funding	Section 6	<p>Funding recipients are required to submit an Audited Roads to Recovery Annual Report to the Department by 31 October of each year, in respect of the previous financial year. Annual Reports are initially prepared online in IMS, and then a signed copy of the form (and Audit declaration, as required) must be sent to the Roads to Recovery team.</p> <p>The report is split into 4 parts:</p> <ul style="list-style-type: none"> • Part 1 – the financial statement. Several fields in this part of the report are system generated. This part must be audited by an external auditor. Expenditure is manually entered here and may exceed the amount received in Roads to Recovery funds in any financial year except in the final year of the program. • Part 2 – statement of accountability. A declaration by the Chief Executive Officer (or General Manager) that the assertions made in the report are accurate and that the funding recipient has met the requirements of the Funding Conditions. • Part 3 – a statement of expenditure maintenance. A demonstration by the funding recipient that it has expended own source funds where required and in accordance with the requirements of the Funding Conditions. Note – the figures in this Part are pulled from Part 1 of the relevant and historical annual reports • Part 4 – a statement of outcomes. Declaration by the funding recipients that the projects for which Roads to Recovery funding was received in the financial year achieved the proposed outcome as suggested in the Work Schedule.

5. RISK

Risk Type	What could happen	Possible Consequences
Financial	Inadequate management of grant funds.	Council would be required to pay these funds back to department.

6. CRITICAL DATES & IMPLICATIONS

The audited Roads to Recovery Annual Report 2025 is presented and noted by council.

7. CONSULTATION

External Auditors

8. CONCLUSION

The audited Roads to Recovery Annual Report 2025 and 2025 Representation Letter are now presented to Council.

9. OFFICER'S RECOMMENDATION

That the audited Roads to Recovery Annual Report 2025 and 2025 Representation Letter presented to Council be received.

11.06 Queensland Audit Office Roads to Recovery Annual Report 2025

That the audited Roads to Recovery Annual Report 2025 and 2025 Representation Letter presented to Council be received.

Moved: Cr Camp

Seconded: Cr Poole

Carried 260529.13 4/0

11.07 2026-2027 Fees and Charges

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	21 May 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan 2025-2030 Operational Plan 2026-27

1. PURPOSE

The proposed Fees and Charges for 2026/2027 are provided in the attached schedule. The adoption of fees and charges forms an integral part of Council's annual budget process and ensures cost recovery fees and charges reflect the true cost of providing the associated service. Adoption of the register of fees and charges also ensures compliance with Council's legislative obligations.

2. BACKGROUND

A review of fees and charges for 2026/2027 has been carried out by council Managers. In a number of cases a flat increase of 4.2% has been applied over a number of the proposed fees and charges inline with the Council's approach to annual indexation methodology and CPI.

Upon a more detailed review of the Fees and Charges schedule by both Finance and Administration staff, minimal changes were actioned in the new budget year on the basis of significant changes made in previous years with minimal need to change fee structures for council for the 2026/2027 year.

3. PROPOSAL

Cost recovery fees are set at or as close as possible to full cost, with commercial fees set at rates that reflect market and other associated conditions. In general terms, the cost of services should be borne through fees and charges by those customers who benefit from them.

This position reflects the recovery constraints of Section 97 of the Local Government Act 2009 in that a cost recovery fee, other than an application fee, must not be more than the cost to Council of taking the action for which the fee is charged

4. FINANCIAL & RESOURCE IMPLICATIONS

The fees and charges set by the attached schedule forms a part of Council's revenue raising requirements and provide the source of funding and/or contribution to a number of programs delivered by Council.

The price increase parameter for fees and charges has been set in line with Council's long-term financial plan, while recognising the Council Cost Index developed by the Local Government Association of Queensland and Consumer Price Indexing as drivers for establishing a rate of 4.2% indexation for 2026/2027.

The fees and charges are set in conjunction with the Budget each year to ensure appropriate and responsible revenue raising.

5. POLICY & LEGAL IMPLICATIONS

Pursuant to section 97(1) of the Local Government Act 2009, Council may under a local law or a resolution, fix a cost recovery fee.

Sections 172 and 193 of the Local Government Regulation 2012 establish the requirements for Council's Revenue Statement and Revenue Policy in relation to information on fees and charges.

The fees and charges in the schedules can be amended at any time throughout the year in accordance with legislation.

6. CONSULTATION

Councillors

Chief Executive Officer

Executive Management Team

7. CONCLUSION

The Fees and Charges for 2026/2027 are set under the provisions of the Local Government Act and are to be applied from the 1st July 2026. Council is required to make a resolution to adopt all such Fees and Charges. Fees and Charges can be amended during the financial year.

8. OFFICER'S RECOMMENDATION

That Council resolves to adopt the attached Fees and Charges for 2026/2027 with an effective date of 1 July 2026.

11.07 2026-2027 Fees and Charges

That Council resolves to adopt the attached Fees and Charges for 2026/2027 with an effective date of 1 July 2026.

Moved: Cr Poole

Seconded: Cr Clarke

Carried 260529.14 4/0

Attendance

Madison Marshall entered the meeting at 1.48pm.

11.08 Review of Annual Policies 2026 - Statutory

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Shaun Jorgenson; Director of Finance and Technology
PREPARED BY:	Shaun Jorgenson; Director of Finance and Technology
DATE REPORT PREPARED:	16 May 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan –Council develops, implements and maintains an effective and compliant governance framework (governance, finance, risk)

1. PURPOSE

The purpose of this report is to readopt a range of Annual Policies in accordance with the relevant legislation.

2. BACKGROUND

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

The policies included for adoption are:

- ADM-POL-010 Advertising Expenditure Policy
- ADM-POL-011 Grants to Community Organisations Policy
- ADM-POL-012 Entertainment Hospitality Expend Policy

3. PROPOSAL

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

Advertising Expenditure Policy (Statutory) – section 197

This policy applies to any paid advertisement or notice in any media to promote goods or services (including facilities) provided by the Council. The policy also applies to electronic advertising including the use of the internet and any social media platforms.

This policy does not apply to reports published in media where no payment is made for the report. This policy does not apply to Council's social media posts where no money is paid to promote the post.

The policy outlines the following factors to be considered for Advertising Expenditure Items:

- General Restrictions on advertising
- Restrictions during elections
- Advertising Approvals

Grants to Community Organisations Policy (Statutory) – section 194 & 195

The purpose of the Burke Shire Council (Council) Grants to Community Organisations Policy is to provide a structure for making grants to community organisations which is open, transparent, legal, equitable, and furthers the objectives of Council.

The policy outlines the following factors to be considered for the following:

- Direct cash grants to community organisations;
- Assets given to community organisations;
- In-kind assistance given to community organisations;
- Utilisation of Council assets; and
- Concessions (e.g., rates remitted) for community organisations.

Entertainment Hospitality Expend Policy (Statutory) – section 196

When considering whether to incur expenditure for entertainment and hospitality, Councillors and employees must ensure that the expenditure to be incurred is:

- a) for the benefit of the region and in the public interest
- b) for Council-related business
- c) value for money
- d) in accordance with legal, financial, audit and ethical requirements
- e) approved prior to the expenditure being incurred and
- f) provided for in the budget.

4. FINANCIAL & RESOURCE IMPLICATIONS

Not applicable concerning adoption of this Report.

5. POLICY & LEGAL IMPLICATIONS

Reference
Local Government Regulation 2012 – Part 6 Spending, section 197 Advertising spending
Local Government Regulation 2012 - Part 5 of the Community Grants, sections 194 -195 Grants to community organisations.
Local Government Regulation 2012 – Part 6 Spending; Section 196 Entertainment and hospitality

6. RISK

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

7. CRITICAL DATES & IMPLICATIONS

These policies apply until the next respective review date of each policy as defined by either the Act, Regulation or Policy.

8. CONSULTATION

Councillors

Chief Executive Officer

Director of Finance and Technology

9. CONCLUSION

The policies to be adopted are required to be adopted annually under the Local Government Act 2009.

10. OFFICER'S RECOMMENDATION

That Council adopts the following policies as part of the annual review carried out by officers:

- ADM-POL-010 Advertising Expenditure Policy
- ADM-POL-011 Grants to Community Organisations Policy
- ADM-POL-012 Entertainment Hospitality Expend Policy

11.08 Review of Annual Policies 2026 - Statutory

That Council adopts the following policies as part of the annual review carried out by officers:

- **ADM-POL-010 Advertising Expenditure Policy**
- **ADM-POL-011 Grants to Community Organisations Policy**
- **ADM-POL-012 Entertainment Hospitality Expend Policy**

Moved: Cr Poole

Seconded: Cr Yanner

Carried 260529.15 4/0

11.09 Investment Policy 2026/2027

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	5 May 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan –Council develops, implements and maintains an effective and compliant governance framework (governance, finance, risk)

1. PURPOSE

To provide Council with a contemporary investment policy based on an assessment of financial risk within the legislative framework of the Statutory Bodies Financial Arrangements Act 1982 (the Act) and its regulation. The report aims to adopt this policy as is required under the Local Government Act 2009 for the 2026-2027 year.

2. BACKGROUND

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

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

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

191(2) The investment policy must outline—

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

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

3. FINANCIAL & RESOURCE IMPLICATIONS

Not applicable concerning adoption of this report.

4. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Local Government Act 2009	Section 104(5)	(c) the following financial policies of the local government— (i) investment policy
Local Government Regulation 2012	Section 191 (1)	(1) A local government must prepare and adopt an investment policy. (2) The investment policy must outline— (a) the local government’s investment objectives and overall risk philosophy; and (b) procedures for achieving the goals related to investment stated in the policy.

5. RISK

Risk Type	What could happen	Possible Consequences
Governance Compliance	Policy is not adopted for 2026-2027	Council is not compliant with the local Government Act 2009 and Local Government Regulation 2012

6. CRITICAL DATES & IMPLICATIONS

Investment Policy is adopted for the 2026-2027 financial year.

7. CONSULTATION

Councillors

Chief Executive Officer

Director of Finance and Technology

8. CONCLUSION

The Investment policy is to be adopted annually under the Local Government Act 2009.

9. OFFICER’S RECOMMENDATION

That the attached Investment policy be adopted.

11.09 Investment Policy 2026/2027

That the attached Investment policy be adopted.

Moved: Cr Camp

Seconded: Cr Yanner

Carried 260529.16 4/0

11.10 2026/2027 Revenue Policy

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	11 May 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan 2025-30, Operational Plan 2025-30

1. PURPOSE

Council is required under Section 169 of the Local Government Regulation 2012 to include a Revenue Policy in its annual budget.

This report recommends the adoption of the Revenue Policy as part of the 2026/2027 Budget.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Revenue Policy is a key statutory document of Council and is required to be adopted as part of the annual budget. The Revenue Policy is reviewed every year as part of the budget development process.

3. PROPOSAL

Section 193 (3) of the Local Government Regulation 2012 requires Council to review its Revenue Policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

The purpose of the Revenue Policy is to set out the principles used by Burke Shire Council for:

- The levying of rates and charges.
- Granting concessions for rates and charges;
- Recovering overdue rates and charges;
- Rates capping;
- Interest rates and charges on rating arrears;
- Cost recovery fees;
- If the local government intends to grant concessions for rates and charges, the purpose of the concessions; and
- The extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

Council levies rates and charges to fund the provision of valuable services to our community. When adopting its annual budget Council will set rates and charges at a level that will provide for both current and future community requirements.

Council also provides concessions to pensioners to assist property owners to remain in their own homes, and concessions to non-profit community, sporting and cultural groups as they contribute to the health and well-being of the community and to the social cohesion of the region.

The Revenue Policy also sets out the principles that will apply in the management of and recovery of debt. These principles are as follows:

- Fairness and Equity-by ensuring the consistent application of lawful rating and charging principles without bias;
- Transparency by communicating the Council’s charging processes and each ratepayer’s responsibility under the rating system.
- Efficiency by having a rating regime that is cost effective to administer.
- Sustainability – to support the financial strategies for the delivery of infrastructure and services identified in Council’s short, medium and long-term planning; and
- Flexibility within agreed parameters-by providing payment arrangements to assist ratepayers in meeting their rate commitments.

A review of the Revenue Policy 2026/2027 has also been conducted by King & Company Solicitors with no changes being noted for 2026/2027.

4. FINANCIAL & RESOURCE IMPLICATIONS

The adoption of the 2026/2027 Revenue Policy ensures that Council can rate in accordance with the proposed 2026/2027 Budget.

5. POLICY & LEGAL IMPLICATIONS CRITICAL DATES & IMPLICATIONS

The adoption of the Revenue Policy ensures Council’s compliance with the requirements of the Local Government Regulation 2012. Section 169 (2) (c) of the Local Government Regulation 2012 requires Council to include a Revenue Policy in its annual budget.

6. CONSULTATION

Councillors

Chief Executive Officer

Director of Finance and Technology

King & Company Solicitors

7. CONCLUSION

The 2026/2027 Revenue Policy is used in the formulation of Council’s 2026/2027 Revenue Statement and 2026/2027 Budget and must be included in the adoption of the annual budget each financial year.

Council’s annual budget must be consistent with its Revenue Policy.

8. OFFICER’S RECOMMENDATION

That Council resolves to adopt, pursuant to Section 193 of the Local Government Regulation 2012, the 2026/2027 Revenue Policy (Attachment 1) for inclusion in the 2026/2027 Budget.

11.10 2026/2027 Revenue Policy

That Council resolves to adopt, pursuant to Section 193 of the Local Government Regulation 2012, the 2026/2027 Revenue Policy (Attachment 1) for inclusion in the 2026/2027 Budget.

Moved: Cr Clarke

Seconded: Cr Poole

Carried 260529.17 4/0

11.11 Review of Business Activities Policy

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	5 May 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan –Council develops, implements and maintains an effective and compliant governance framework (governance, finance, risk)

1. PURPOSE

The purpose of this report is to re-adopt the Business Activities Policy in accordance with the Local Government Act 2009 and Local Government Regulation 2012.

2. BACKGROUND

This policy is applicable to all Business Activities of Council that are required by the Local Government Act and/or Local Government Regulation to have National Competitive Policy Principles applied to them, and to any business activities that Council chooses to apply the National Competition Principles.

The policy outlines the following factors:

- Activities of Council that might be identified as business activities (criteria)
- Classification and Requirements of Business Activities
- Prescribed Business Activities
- Roads Activities that might be identified as business activities
- Broad Principles for the Operation of All Business Activities
- The Competitive Neutrality Complaints Process

3. FINANCIAL & RESOURCE IMPLICATIONS

Not applicable concerning adoption of this Report.

Instrument	Reference	Details
Local Government Act 2009 Section 48	Competitive neutrality complaints	<p>(1) A local government must adopt a process for resolving competitive neutrality complaints.</p> <p>(2) A competitive neutrality complaint is a complaint that—</p> <p>(a) relates to the failure of a local government to conduct a business activity in accordance with the competitive neutrality principle; and</p> <p>(b) is made by an affected person.</p> <p>(3) An affected person is—</p> <p>(a) a person who—</p> <p>(i) competes with the local government in relation to the business activity; and</p> <p>(ii) claims to be adversely affected by a competitive advantage that the person alleges is enjoyed by the local government; or</p> <p>(b) a person who—</p> <p>(i) wants to compete with the local government in relation to the business activity; and</p> <p>(ii) claims to be hindered from doing so by a competitive advantage that the person alleges is enjoyed by the local government.</p> <p>(4) A regulation may provide for the process for resolving competitive neutrality complaints.</p> <p>(5) A local government does not have to resolve a competitive neutrality complaint relating to a business activity prescribed under a regulation.</p>

5. RISK

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

6. CRITICAL DATES & IMPLICATIONS

This policy will apply until the next respective review date as defined by either the Act, Regulation or Policy.

7. CONSULTATION

Councillors

Chief Executive Officer

Director Finance and Technology

8. CONCLUSION

The Business Activities Policy be re-adopted as is required to be adopted annually under the Local Government Act 2009.

9. OFFICER'S RECOMMENDATION

That Council re-adopts the Business Activities Policy as part of the annual review carried out by officers.

11.11 Review of Business Activities Policy

That Council re-adopts the Business Activities Policy as part of the annual review carried out by officers.

Moved: Cr Yanner

Seconded: Cr Camp

Carried 260529.18 4/0

11.12 Reimbursement of Expenses and Provision of Facilities for Mayor and Councillors Policy

DEPARTMENT:	Finance and Technology
RESPONSIBLE OFFICER:	Shaun Jorgensen; Director of Finance and Technology
PREPARED BY:	Shaun Jorgensen; Director of Finance and Technology
DATE REPORT PREPARED:	5 May 2026
LINK TO COUNCIL PLAN/S:	GOAL – GOOD GOVERNANCE Council is committed to financial, asset, environmental and community sustainability and secures these ends through efficient and effective decision-making processes. This, in turn, promotes community confidence, employee pride and stakeholder satisfaction with the organisation

1. PURPOSE

To review Council's Reimbursement of Expenses and Provision of Facilities for Councillors Policy.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Section 249 of the Local Government Regulation 2012 legislates that the expenses reimbursement policy is a policy providing for:

- payment of reasonable expenses, incurred or to be incurred, by Councillors for discharging their duties and responsibilities as Councillors.
- provision of facilities to the Councillors for that purpose.

Sections 250 of the Local Government Regulation 2012 covers the requirement to adopt an expenses reimbursement policy or amendment.

A local government must adopt an expenses reimbursement policy.

A local government may, by resolution, amend its expense reimbursement policy at any time.

Section 251 of the Local Government Regulation 2012 has a requirement regarding notification, including the need to:

- (a) ensure a copy of the policy may be inspected and purchased by the public at the local government's public office; and
- (b) publish the policy on the local government's website.

3. PROPOSAL

Recommended changes to the policy are highlighted in the track changes version.

4. FINANCIAL & RESOURCE IMPLICATIONS

Provision will be made in the 2026/2027 Council budget for estimated Councillor Expenses.

5. RISK

It is always the aim of Council to ensure that all decisions are legal, ethical and impartial. Such principles are reflected in Section 4 of the Local Government Act 2009 (i.e., the “local government principles”) and section 12 of that Act (the responsibilities of Councillors)

6. POLICY & LEGAL IMPLICATIONS

Modification of existing Policy.

7. CRITICAL DATES & IMPLICATIONS

It is appropriate for council to review this policy annually as this is a Statutory policy.

8. CONSULTATION

Councillors

Council management

9. CONCLUSION

Council’s Reimbursement off Expenses and Provision of Facilities for Councillors Policy is compliant with the Local Government Regulation 2012 and allocates sufficient resourcing for Councillors to discharge all responsibilities and provides sufficient clarity to Councillors and Council staff on expectations in relation to facilities and expenses.

10. OFFICER’S RECOMMENDATION

That Council adopt and implement the amended Burke Shire Council Reimbursement of Expenses and Provision of Facilities for Mayor and Councillors Policy as attached.

11.12 Reimbursement of Expenses and Provision of Facilities for Mayor and Councillors Policy

That Council adopt and implement the amended Burke Shire Council Reimbursement of Expenses and Provision of Facilities for Mayor and Councillors Policy as attached.

Moved: Cr Camp

Seconded: Cr Clarke

Carried 260529.19 4/0

11.13 Adoption of New Organisational Structure

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Zachary Revere; Chief Executive Officer
PREPARED BY:	Chelsea Nelson; People and Culture Manager
DATE REPORT PREPARED:	12 May 2026
LINK TO COUNCIL PLAN/S:	Operational Plan

1. PURPOSE

This report is designed to update Council's organisational structure to accommodate both the imminent introduction of new positions and longer-term changes to be enacted as staff naturally turn over.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council last amended its organisational structure on 22 April 2026 with the following amendments:

- Change to position titles:
 - Economic and Community Liaison Officer
- New / removed positions:
 - Created: DRFA Project Manager

Changes from Current to Proposed Structure:

- Change to position titles:
 - Community, Economic Development and Communication Manager (previously Economic and Community Development Manager)
- Change to reporting line:
 - WHS & Training Officer – reporting to Director of Corporate (previously DoE)
 - Community, Economic Development and Communication Manager – reporting to Director of Corporate (previously CEO)
 - Corporate Services and Governance Manager – reporting to Director of Corporate (previously CEO)
 - Environmental Health, Local Laws and Facilities Manager – reporting to Director of Engineering (previously CEO)
- New / removed positions:
 - Created: Director of Corporate
 - Removed: Economic and Community Liaison Officer
 - Removed: Apprentice Mechanic

3. FINANCIAL & RESOURCE IMPLICATIONS

Role	Change	Saving/ Expense	Notes
Director of Corporate	Created	\$309,521.74	Includes accommodation cost
Economic and Community Liaison Officer	Removed	-\$112,469.99	
Apprentice Mechanic	Removed	-\$100,688.62	
TOTAL COST		\$96,363.13	

**These figures reflect the full budget impact, inclusive of 26/27 oncost rates.*

As per the table above, the proposed changes *have not* been budgeted in the 2025-26 financial year, but will be included in the 26-27 wages budget when adopted.

4. POLICY & LEGAL IMPLICATIONS

As per s196 of the Local Government Act 2009 (the Act):

Appointing other local government employees

- (1) *A local government must, by resolution, adopt an organisational structure that is appropriate to the performance of the local government's responsibilities.*
- (2) *The local government may employ local government employees for the performance of the local government's responsibilities.*

This report is designed to provide an appropriate resolution to satisfy our requirement under S196 (1) of the Act.

Any appointments are to be made in consideration of Council's Recruitment Policy and Council's Equal Employment Opportunity obligations.

This report is not proposing to summarily remove any positions, make any roles redundant or make any staff member any worse off.

5. RISK

Nil for this report.

6. CRITICAL DATES & IMPLICATIONS

Operationally these roles are critical and should be filled as soon as possible. We therefore request that the proposed Organisational Structure be adopted as soon as practicable.

7. CONSULTATION

Councillors

CEO

Executive Management Team

Staff affected by the change in reporting line and change in position title.

8. CONCLUSION

The proposed Organisational Structure seeks to implement a more streamlined organisational structure.

9. OFFICER'S RECOMMENDATION

1. That Council note the contents of the report; and
2. That Council adopts the revised organisational structure as submitted.

11.13 Adoption of New Organisational Structure

1. That Council note the contents of the report; and
2. That Council adopts the revised organisational structure as submitted.

Moved: Cr Camp

Seconded: Cr Clarke

Carried 260529.20 4/0

12. Closed Session Reports

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

13. Mayoral Report

I attended the following:

- NWQROC – virtual meetings
- Anzac Day Dawn Service Burketown – thank you to all staff and volunteers who contributed to what was, once again, a meaningful commemoration of the service of those who have defended our nation and, in some cases, made the ultimate sacrifice in order to preserve our freedoms. A dawn service was also held at Gregory and I'd like to acknowledge the community members who organised and contributed to the event.
- TMR Meet and Greet – with CEO – met the new District Director of TMR
- Road Trip with CEO, NWQROC Executive Officer and Chair and Carpentaria Mayor, Cr Bawden along with IGEM Alister Dawson and members of his team – looking at flood impacts, infrastructure needs and opportunities to boost resilience and recovery post disasters
- NWQROC Face to Face Meeting in Karumba – with CEO, Cr Poole and Murray
- NWQRRTG Face to Face Meeting in Karumba
- NWQRWA Face to Face Meeting in Karumba
- NWQROC Gulf Energy Online Discussion – organised by NWQROC – attended with CEO and Cr Poole – raised issues with Burketown power issues, power at Gregory, community batteries and solar – a face to face session will follow soon to continue discussions
- Budget Workshops
- CEO Catchup
- Bush Councils Convention Longreach – with CEO and Cr Poole – whilst there met with Ministers Leahy, Mickelberg and Last and representatives from their departments as well as Cross Border Commissioner Bob Gee.
- Dept of Transport – discussions re local transport issues

GSD:

- Attended virtual informal catchups as well as board meetings
- New office being outfitted in Cairns, recruitment underway for CRO's for Carpentaria and Doomadgee, upcoming road trip with NNWQRDA mid June

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

Moved: Cr Yanner

Seconded: Cr Clarke

Carried 260529.21 4/0

14. Councillor Reports

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

Moved: Cr Camp

Seconded: Cr Yanner

Carried 260529.22 4/0

15. Late Business

That Council accepts the following late reports:

- **15.01 Late Business – Request for Tender and Lease – Part of Lot 1 on SP287783**
- **15.02 Late Business – LGAQ Annual Conference Delegates and Observers 19-21 October 2026**

Moved: Cr Camp

Seconded: Cr Poole

Carried 260529.23 4/0

15.01 Late Business – Request for Tender and Lease – Part of Lot 1 on SP287783

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Zachary Revere; Chief Executive Officer
PREPARED BY:	Zachary Revere; Chief Executive Officer
DATE REPORT PREPARED:	24 May 2026
LINK TO COUNCIL PLAN/S:	Corporate Plan – Council develops, implements and maintains an effective and compliant governance framework (governance, finance, risk)

1. PURPOSE

The purpose of this report is to seek Council approval to the Request for Tender and Lease documents and to resolve to proceed with a tender process pursuant to section 228 of the Local Government Regulation 2012.

2. BACKGROUND

At its Ordinary Meeting on 31 March 2026, the following Resolution of Council was adopted:

11.09 Council Properties to Tender for Leasing**That Council:**

- 1. Notes the contents of the report and relevant attachments; and**
- 2. Approves the invitation of public tenders for the lease of the following vacant land parcels, subject to the conditions and requirements outlined in the above report and included in the tender documentation (which is to be developed and approved by Council at a future meeting):**
 - a. Lot 11 on SP2877787 (Gregory)**
 - b. Lot 1 on SP287783 (Gregory)**

Moved: Cr Poole

Seconded: Cr Clarke

Carried 260331.16 4/0

3. PROPOSAL

Request for Tender

The RFT document has been prepared on the basis of standard conditions of tendering. The Evaluation Criteria, against which Tender Responses will be received are provided for as follows:

Evaluation Criteria:

Criterion	Weighting (%)
1. Demonstrated ability to meet all financial and other Lease obligations, including paying the required lease fees, and providing a copy of the most recent Tenderer's audited financial statements that show bank balance, assets and liabilities, and profit and loss.	40
2. Interested party's demonstrated ability to work with customers, suppliers, stakeholders and with local community.	5
3. The Proposed Rent	40
4. The Proposed Permitted Use	10
5. Demonstrated ability to engage with the Burketown and surrounds community and offer local employment and economic development.	5

Tenderers are required to submit the following:

- Proposed Rent;
- Proposed Permitted Use;
- Financial History;
- Evidence of insurance;
- Outline of experience and evidence of local supplier;
- Submission regarding ability to engage with Burke Shire Council community to offer local employment and economic development.

Lease

The key terms of the Lease are proposed as follows:

Term:	2 years
Options to Renew:	1 x 1 year
Outgoings:	100%
Rent Review Date:	Annually on each anniversary of the Commencement Date
Rent Review Method:	An increase of 4% to the Rent payable in the previous Rent Year

Insurances to be taken out by Lessee:	Public risk insurance - \$20,000,000.00 per claim Lessee's property and fittings at Premises
Maintenance:	Lessee must keep the Premises clean and tidy and in good condition.
Access:	Permitted to utilise existing access route. Must maintain and extend insurance over this area.
Boundary Fencing:	Within 3 months of the Commencement Date of the Lease construct fencing around the northern and eastern boundaries of the Premises.
Works:	Within 3 months of the Commencement Date: <ul style="list-style-type: none"> - Clear the part of the Land that is not subject to the Lease of vegetation; - Construct a separate access route to the part of the Land that is not the subject of the Lease. All works, including any works on the Premises subject to Council approval

4. FINANCIAL & RESOURCE IMPLICATIONS

The majority of items listed for delivery in the Sport and Recreation Strategy have been fully funded through external grants. A number of these projects are now completed. These included:

Leasing the land will:

- Reduce ongoing maintenance costs associated with vacant land holdings
- Provide a recurring revenue stream to Council
- Support activation of currently underutilised land

5. POLICY & LEGAL IMPLICATIONS

Pursuant to section 228(2)(a) of the Local Government Regulation 2012, the Request for Tender is an invitation for interested parties to submit a written Tender for the lease of the Lots on the terms set out in the Conditions of Tender.

6. RISK

Risk Type	What could happen	Possible consequence
Financial	No tender responses received	<ul style="list-style-type: none"> • Foregone possible future income generation from leased land

7. CONSULTATION

Councillors

Chief Executive Officer

Director of Finance and Technology

Environmental Health, Local Laws and Facilities Manager

8. CONCLUSION

Offering the identified Lot for lease via a public tender process provides Council with a balanced and sustainable approach to managing surplus land assets. It enables activation of underutilised land, and generates ongoing revenue, while maintaining Council ownership and ensuring compliance with legislative requirements and sound contracting principles.

9. OFFICER'S RECOMMENDATION

That Council:

1. Approves the invitation of public tenders for the lease of part of Lot 1 on SP287783 on the terms of the Request for Tender and Lease.
2. Delegates the CEO the power to commence the tender process and invite written tenders in accordance with the Local Government Regulation 2012.

15.01 Late Business – Request for Tender and Lease – Part of Lot 1 on SP287783

That Council:

- 1. Approves the invitation of public tenders for the lease of part of Lot 1 on SP287783 on the terms of the Request for Tender and Lease.**
- 2. Delegates the CEO the power to commence the tender process and invite written tenders in accordance with the Local Government Regulation 2012.**

Moved: Cr Camp

Seconded: Cr Poole

Carried 260529.24 4/0

15.02 Late Business – LGAQ Annual Conference Delegates and Observers 19-21 October 2026

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Zachary Revere; Chief Executive Officer
PREPARED BY:	Zachary Revere; Chief Executive Officer
DATE REPORT PREPARED:	26 May 2026
LINK TO COUNCIL PLAN/S:	<p>Goal- Good Governance -Council is committed to financial, asset, environmental and community sustainability and secures these ends through efficient and effective decision-making processes. This, in turn, promotes community confidence, employee pride and stakeholder satisfaction with the organisation.</p> <p>Strategies & KPI's No 7. Council is a strong advocate for the Shire and the region.</p>

1. PURPOSE

To endorse Burke Shire Council's delegates and observers to attend the 2026 LGAQ Annual Conference to be held in Cairns on Monday 19 October to Wednesday 21 October 2026.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The 2026 LGAQ Annual Conference will be held in Cairns on Monday 19 October to Wednesday 21 October 2026.

This year's theme and venue are yet to be announced. The LGAQ Annual Conference also typically includes an Annual General Meeting, Council Showcases, Gala Dinner, networking opportunities, and a trade exhibition.

As a member of the LGAQ, Council is entitled to be represented at the 2026 Annual Conference by two (2) delegates, at no cost as part of the LGAQ membership. Any further attendance is classified as an 'observer', with a registration fee required.

3. FINANCIAL & RESOURCE IMPLICATIONS

Council receives two complementary registration tickets for delegates as part of the annual LGAQ membership. Council also budgets for conference representation.

4. RISK

Nil identified for this report.

5. POLICY & LEGAL IMPLICATIONS

Instrument	Reference	Details
Local Government Act 2009	Chapter 1- 4 Local government principles underpin this Act	4 (2) The local government principles are— (c) democratic representation, social inclusion, and meaningful community engagement
Reimbursement of Expenses and provision of Facilities for Mayor and Councillors Statutory Policy	Mandatory Professional Development	BSC will reimburse or cover expenses incurred for the following activities: <ul style="list-style-type: none"> • The associated level of approval is as follows: <ul style="list-style-type: none"> ○ Conferences - All conference attendance requires Council resolution regardless of location.

6. CRITICAL DATES & IMPLICATIONS

Registration typically opens in August.

7. CONSULTATION

Councillors

Chief Executive Officer

8. CONCLUSION

As stated earlier in the report, Council is entitled to be represented at the 2026 Annual Conference by two (2) delegates, at no cost as part of the LGAQ membership. Any further attendance is classified as an 'observer', with a registration fee required.

Attendance at the LGAQ Conference is always considered beneficial to Council.

9. OFFICER'S RECOMMENDATION

That Council endorse the following delegates and observers to attend the 2026 LGAQ Annual Conference to be held in Cairns on Monday 19 October to Wednesday 21 October 2026.

Attendance as follows:

- a. Mayor Ernie Camp and Deputy Mayor John Clarke as delegates; and
- b. Cr Clinton Murray, Cr Paul Poole and Chief Executive Officer Zachary Revere as observers.

15.02 Late Business – LGAQ Annual Conference Delegates and Observers 19-21 October 2026

That Council endorse the following delegates and observers to attend the 2026 LGAQ Annual Conference to be held in Cairns on Monday 19 October to Wednesday 21 October 2026.

Attendance as follows:

- a. Mayor Ernie Camp and Deputy Mayor John Clarke as delegates; and
- b. Cr Clinton Murray, Cr Paul Poole and Chief Executive Officer Zachary Revere as observers.

Amendment to motion

Move amendment to motion.

Move: Cr Camp

Second: Cr Yanner

Carried 260529.25 Vote: 4/0

COUNCILLORS RECOMMENDATION

That Council endorse the following delegates and observers to attend the 2026 LGAQ Annual Conference to be held in Cairns on Monday 19 October to Wednesday 21 October 2026.

Attendance as follows:

- a. Mayor Ernie Camp and Deputy Mayor John Clarke as delegates; and
- b. Cr Clinton Murray, Cr John Yanner, Cr Paul Poole and Chief Executive Officer Zachary Revere as observers.

Moved: Cr Camp

Seconded: Cr Poole

Carried 260529.26 4/0

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 2.55pm.