



*Agenda and Business Papers
Burke Shire Council Ordinary General Meeting
Wednesday 9th February 2011
9.30am Council Chambers*

9.30 am	Opening of meeting
10.30 am – 11.00 am	Morning Tea
12.30 pm to 1.00 pm	Lunch

01 Opening of Meeting 3

02 Record of Attendance..... 3

03 Prayer 3

04 Consideration of applications for leave of absence 3

05 Confirmation of minutes of previous meeting(s)..... 3

 General Meeting 15th December 2010..... 3

06 Condolences..... 4

07 Mayoral Minute and Report 4

08 Councillor Reports 4

09 Consideration of Notice(s) of Motion and Petitions 7

 09.01 Notices of Motion 7

 09.02 Petitions 7



10	Chief Executive Officer Reports	8
	10.01.01 CEO Monthly Report.....	9
	10.01.02 CEO Status report	23
	10.01.03 General Information	46
	10.02.01 Upcoming Meetings	51
	10.02.02 Membership – Riversleigh Community Scientific Advisory Committee	53
	10.02.03 New Pool Safety InspectionSystem.....	55
11	Finance Manager Reports	56
	11.01.01 Monthly Financial Report.....	57
	11.01.02 Status Report.....	58
	11.02.01 Community Housing Purchase	61
	11.02.02 Natural Disasters Policy.....	63
	11.02.03 Motor Vehicle Policy	64
12	Director Engineering Services Reports	65
	12.01.01 Director Engineering Services Works and Services Program Update.....	66
	12.01.02 Director Engineering Services Status Report	72
	12.01.03 Plant Upgrades – Look into options of buying or leasing rather than hiring plant...	93
	12.02.01 Preferred Suppliers Document	95
	12.02.02 Vetinary Clinic for Gregory and Burketown.....	96
	12.02.03 Replace Front Deck Mower	97
13	Consideration of committee recommendations	98
14	Closed session reports	98
	14.01 Application purchase Unallocated State Land	98
	14.02 Rates Burketown Kindergarten.....	98
	14.03 Councilor Remuneration	98
	14.04 GSD CEO position.....	98
	14.05 Gregory Water Treatment Plant.....	98
15	New business of an urgent nature admitted by Council	98
16	Closure of meeting.....	98
17	Deputations and presentation scheduled for meeting	98

01 Opening of Meeting

The Mayor welcomed members and declared the meeting open at

02 Record of Attendance

Members	Cr Annie Clarke, Mayor - Chair Cr Ernie Camp, Deputy Mayor Cr Tracy Forshaw Cr Tonya Murray Cr Bill Olive
Officers	Gary Letts, Chief Executive Officer Jenny Williams, Executive Assistant
Unable to attend	Cr Bill Olive

03 Prayer

Led by Cr Clarke

04 Consideration of applications for leave of absence

None received at close of agenda.

05 Confirmation of minutes of previous meeting(s)

General Meeting 15th December 2010

Recommendation

That the Minutes of the General Meeting of Council held on 15th December 2010 as presented be confirmed by Council.

Attachment – 101215 Confirmed Minutes

06 Condolences

None received at close of agenda.

07 Mayoral Minute and Report

Report to be provided to meeting.

08 Councillor Reports

Councillors will provide reports to the meeting.

Deputy Mayor Ernie Camp

REPORT TO FEBRUARY COUNCIL MEETING 2011

It has been a busy start to the year and a tragic start. I was involved, along with Gary, emergency services, police and other community volunteers, with the search and rescue incident at the Leichhardt Falls. Given that the river was rising, the close proximity of the falls to the incident and the time the incident occurred it is truly fortunate that we were able to avoid a much greater tragedy. My thanks go to those who worked tirelessly during this time and my thoughts go to family and friends.

This incident was subject to a number of debriefs which I attended. Over the course of these debriefs several points were highlighted including the availability of suitably equipped helicopters.

I have also attended several Local disaster Management meetings and District ones on occasion, called in response to cyclone Yasi, wet season preparations, resupply (also attended a community meeting on this) and the flooding in the Gulf.

My thoughts go out to those affected by the recent unbelievable flooding in Toowoomba and the Lockyer Valley, the subsequent flooding in Brisbane, the flooding in Central Qld and those in the path of Cyclone Yasi. They have endured terrifying moments, heartfelt loss and face a mammoth task to rebuild lives and communities.

Mid January I attended, via teleconference, a joint MITEZ/GSD meeting to discuss the planned Beef and Roads forum in Cloncurry tentatively scheduled for April. A further teleconference was scheduled for last week but was cancelled due to the numerous DMG meetings occurring due to Yasi. This forum is being developed in order to progress issues raised at the forum last year in Normanton.

A lot of time went into preparing for Simon Crean's visit to the Shire and coordinating Doomadgee and Council's attendance. A detailed report follows:

GSD MEETING
WITH
SIMON CREAN (Fed Minister for Regional Development, Local Government and the Arts),
SENATOR JAN McLUCAS (ALP Senator for Qld),
BOB KATTER (Local Federal Member for Kennedy)

GREGORY DOWNS 21 JAN 2011

Also in attendance: Rob McAllister (CEO GSD), Fred Pascoe (Mayor Carpentaria shire and GSD Chair), Warren Devlin (Etheridge Mayor), Mal Hansen (CEO Doomadgee Shire), Gary Letts, Ernie Camp, Tracy Forshaw and Bill Olive (Burke Shire CEO and Councillors) and Mrs Crean.

The core group flew to Lorraine to look at an integrated pastoral enterprise and to see the importance of water availability to the success of that integration. Anecdotal evidence obtained that Mr Crean was impressed with what he saw and the progressive methods being undertaken to diversify and consolidate a pastoral enterprise. An aerial tour was taken of the Gregory Hay Farm to highlight another possible diversification.

Party arrived a little late so time was restricted. After initial meet and greet Fred Pascoe started the meeting by speaking of GSD priorities and desired direction.

Mal Hansen welcomed the opportunity to meet with the team. He spoke about not having infrastructure large enough to attract development.

I also thanked team for coming and the Minister for making himself available and stated that BSC supported the GSD priorities esp infrastructure such as roads, power. Highlighted need to upgrade Savannah Way – it was needed to strengthen and advance the commercial and social well being of this regional group, strengthen vital biosecurity and potential national security capabilities and was also vital for the development of Northern Australia. Needs to be made a priority.

Then spoke about what I hoped to come out of this meeting – today we plant seeds of ideas with the Federal government through the Minister and then it was up to GSD to cultivate these ideas because the future success of our region depended upon it. There may have been reasons in the past why our region has not achieved the level of recognition it needed to develop but that is no excuse from today for future success of our region can begin from the seeds planted today.

I then invited other BSC councilors/CEO to give input. Issues raised were:

- solar power/grid power/subsidies,
- access to same,
- the inability of the region to attract businesses to invest in renewable energy by not having access to grid connections,
- the lack of infrastructure, mainly power and roads, to allow the development of commercial businesses in our region,
- process of various Acts/legislation restricting access to material eg gravel for councils which hinders maintenance or upgrade of roads,
- increases cost through having to access materials from points remote to job, puts people's safety at risk and also holds back development,
- acknowledged there is a process but is flawed and needs to be streamlined/simplified,
- also applies to other legislation such as Wild Rivers,
- general discussion re cutting back of red tape which is also holding back our region, health – primary and allied – services,
- need assistance to grow business such as meatworks, feedlots, farming, intensive agriculture-increase regional self sustainable economy of scale – not reliant on outside support to sustain region,
- security of water and land tenure eg Lorraine/Gregory farm is a marvelous example of what development can be done with the will, driving power and investment commitment albeit at 100% self risk (no risk to Australian tax payer) undertaking the task that used to be done by Government

Research stations, however very vulnerable to potential unrealistic water pricing and/or allocations and restrictive legislation/carbon taxes,

- need long term moratorium on water charges, realistic allowable water allocations to ensure this and other potential projects progress and prosper,
- VAST digital tv system,

Simon Crean highlighted the need to work regionally, not just as combined councils, but also with businesses and mining industry to progress and pursue desired outcomes. He gave a commitment to return to the region – to be followed up by GSD.

OTHER FUNCTIONS ATTENDED ON BEHALF OF COUNCIL

I attended Australia Day celebrations in Burketown and was proud to announce that Pam de Joux and Gordon Arnold were recipients of this year's Shire Awards. Pam was announced as Citizen of the Year and Gordon received his as Junior Sportsman of the Year. Congratulations.

As part of my speech I acknowledged the National winners and highlighted the winner of the National Local Hero Award, Mr Ritchie. He did not reinvent the wheel or discover something of life changing importance. All he did was reach out to those in need with a cup of tea, a chat and show them that someone cared. A cup of tea and a chat is nothing special but by doing this ordinary thing he had saved over 160 people from suiciding off the cliffs adjacent to his home – a most extraordinary thing.

To those who think that the ordinary things they do are not that important, this shows that the little everyday things are important and can make a difference, and that you do not have to do great things to receive recognition by your community nor think you that what you do is not deserving of public thanks.

We also were fortunate to have an Australia Day ambassador, Tim Page and his partner Marianne, in attendance. They were both lovely people and enjoyed their time in the Shire. Kylie and I hosted them to an afternoon tea and fossil hunting session here the day prior.

Tim gave an excellent speech prior to the luncheon and also was a jovial compere for the Quiz that evening at the Pub. The Ambassador programme is something I feel that council should continue to participate in.

Thanks to those who worked hard prior to, and on the day, to make it the success it was.

In closing I would like to acknowledge the passing of Alec Carrington in Prosperpine. The Carrington family resided at Planet Downs for over 60 years and contributed greatly to the Gregory community.

Cr Tracy Forshaw

18/1/11 – Local Disaster Management Group (LDMG) – attended via teleconference

19/1/11 – Gregory Downs Jockey Club AGM & General Meeting – The Club has decided to upgrade to Qld Racing conditions and we will be racing again over the May Day Weekend (Saturday 30th April). The Bull Ride has been suspended this year, but the Club will have games, entertainment/music, bar and tea-stall operating on the Sunday afternoon/night.

21/1/11 - Lunch/Discussion at Gregory with visiting Federal MPs Minister Simon Crean Senator Jan McLucas, Bob Katter MP, Mayor Devlin (Etheridge), Mayor Pascoe (Carpentaria), Doomadgee CEO as well our Councillors Clarke & Olive and CEO Gary Letts

- Minister Crean portfolios include Local Government, Chair of the Northern Australia Ministerial Forum which includes a Beef Industry Working Group and implementation of North Australia Land and Water Task Force report, RDA Committees are also relevant to his portfolio.

- The discussions re power, roads, TV, beef & roads forum and councils working together as a group was all constructive. Simon said a few times how impressed he was with how the GSD Councils were working together. He wants to re-visit the Gulf as his first visit to the Gulf - even though it was a very quick overview was a success.

26/1/11 – Australia Day – our family had flags flying and lamb chops on the bbq on the Strand at Townsville.

2/2/11 - Local Disaster Management Group (LDMG) – attended via teleconference with regards to TC Yasi.

14-16th February – Cardic Outreach Clinic – Century Mine. If you want to attend please contact Bernie Murphy bernie.murphy@mmg.com her phone number is 07 47695868 she is the senior nurse or DON at Century Mine.

09 Consideration of Notice(s) of Motion and Petitions

09.01 Notices of Motion

None received at time of agenda preparation

09.02 Petitions

None received at time of agenda preparation

10 Chief Executive Officer Reports

Recommendation

That

The Chief Executive Officer's Standing Business Papers for Information as presented in Report 10.01.01 to 10.01.03 of the Business Papers be received by Council and noted; and

The Chief Executive Officer's Business Papers for Council Consideration and Decision as presented in Reports 10.02.01 to 10.02.03 of the Business Papers be received for consideration.

10. Chief Executive Officer Reports

10.01 Standing Business Papers for Information

10.01.01 CEO Monthly Report

10.01.02 CEO Status Report

10.01.03 General Information

10.02 Business Papers for Council Consideration and Decision

10.02.01 Upcoming Meetings

10.02.02 Membership – Riversleigh Community Scientific Advisory Committee

10.02.03 New Pool Safety Inspection System

Chief Executive Officer Reports

10.01.01 CEO Monthly Report

Executive Summary

For Council Information

Full Report

Staff Matters/Status

Billie Henderson is continuing to work in the role of Community Officer until this position is advertised and filled.

Council has advertised two positions being Community Officer, Road Maintenance Performance Contract and Mechanic.

New Employees - John Skelly; contract Mechanic and Jenny Letts; Part-time HACCC officer.

New Position - Housing Maintenance Officer – Max Armstrong

Position Change - Casual to full-time - Casey McGrath and Brad Glyde

Clinton Murray has resigned his position in the workshop to work back at Century Mines. Council have picked up a fitter from Mt Isa -Mr John Skelly through Logo appointments.

John Bail has tendered his resignation as the Gregory Township & Rural Services Officer, we currently have Tony Leoke in this role on a contract for a probationary period.

Events Calender

Meeting

Council Representative

Southern Gulf Catchments

MITEZ

NQRRG

Gulf Savannah Development

Mayor Annie Clarke

Mayor Annie Clarke

Mayor Annie Clarke and Deputy Mayor Ernie Camp

Mayor Annie Clarke and Deputy Mayor Ernie Camp

North West Regional Water Supply

Strategy NWRWSS

Deputy Mayor Ernie Camp

Rural Health

RDA

Gregory Land Care Group

Cr Tracy Forshaw

Cr Tracy Forshaw

Cr Tracy Forshaw

Century ???

Cr Tonya Murray

Local Disaster

Management Group

Mayor Annie Clarke (Chair), Deputy Mayor Ernie Camp (Vice Chair), Cr Tracy Forshaw Gregory Community Rep.

Council Meeting
 Public Holiday
 Show Day
 School Holiday

January 2011	
30 (Sunday)	ALGA Event – National General Assembly (19-22 June) 'Call for Motions' opens
February 2011	
04 (Friday)	Southern Gulf Catchments - Teleconference
09 (Wednesday)	Burke Shire Council Meeting Day
10 (Thursday)	Main Roads – Peter Trim and Chris Payne
11 (Friday)	NWQRRG - Technical Committee Meeting No.2011-1 - Cloncurry
16 (Wednesday)	March Burke Shire Newsletter – Articles by COB Today
28 (Monday)	EOI – Riversleigh Community Scientific Advisory Committee closes
March 2011	
04 (Friday)	NWQRRG Meeting No 2001-01 – McKinlay Shire Council Chambers Julia Creek
04 (Friday)	Southern Gulf Catchments – Face to Face meeting
15 (Tuesday)	Pre Council Meeting
16 (Wednesday)	Burke Shire Council Meeting Day
April 2011	
01 (Friday)	Southern Gulf Catchments - Teleconference
11 (Saturday)	HACC Trash and Treasure
14 (Thursday)	GSD Meetings - Marine Conservation Forum, Normanton
15 (Friday)	GSD Meetings – Management Meeting, Normanton
18 (Monday)	School Holidays - Return Wednesday 27 April
20 (Wednesday)	Burke Shire Council Meeting Day
22 (Friday)	ALGA Events – National General Assembly (19-22 June) 'Call for Motions' closes

22 24	(Friday) to (Sunday)	The Burketown Barramundi World Fishing Championships
25	(Monday)	Anzac Day Celebrations - Burketown Cenotaph
30	(Saturday)	Registration Closes for Gregory Downs Canoe Race
30 01	(Saturday) to (Sunday) May	Gregory Downs Jockey Club Races
May 2011		
01	(Sunday)	Gregory Downs Canoe Race – Registration by 30 April
01	(Sunday)	Gregory Downs Bull Spectacular
02	(Monday)	Labour Day
06	(Friday)	Southern Gulf Catchments – Face to Face meeting
17	(Tuesday)	Pre Council Meeting
18	(Wednesday)	Burke Shire Council Meeting Day
18	(Wednesday)	June Burke Shire Newsletter – Articles by COB Today
June 2011		
03	(Friday)	Southern Gulf Catchments – Teleconference
13	(Monday)	Queen's Birthday
15	(Wednesday)	Burke Shire Council Meeting Day
18 20	(Wednesday) to (Friday)	LGAQ Conference – Economic and Regional Development Conference Central Qld Uni – Gladstone
19	(Sunday)	ALGA Event – Regional Development and Cooperation Forum Canberra
19 22	(Sunday) to (Wednesday)	ALGA Event – National General Assembly of Local Government Canberra
20	(Monday)	Burke Shire Tidy Yard Competition – Burke Shire Council Awarded at the Arts and Craft Show – 26 June
27	(Monday)	School Holidays – Return Monday 11 July
TBA (Saturday 25 and Sunday 26)		Gregory Campdraft and Horse Sports
30	(Thursday)	GSD Meetings – Management Meeting, Georgetown

July 2011		
01	(Friday)	GSD Meetings - Wild Rivers Forum, Georgetown
01	(Friday)	Southern Gulf Catchments – Face to Face meeting
02	(Saturday)	Arts and Crafts Show – Burketown Hall
16	(Saturday)	HACC Trash & Treasure
19	(Tuesday)	Pre Council Meeting
20	(Wednesday)	Burke Shire Council Meeting Day
27 29	(Wednesday) to (Friday)	LGAQ Conference – Disaster Management Conference Civic Centre - Bundaberg
27 29	(Wednesday) to (Friday)	ALGWA Conference – 60 Years of ALGWA – Gold Coast
August 2011		
04	(Thursday)	Local Government Week – 1 to 7 August
05	(Friday)	Southern Gulf Catchments – Teleconference
09	(Tuesday)	Flamenco Fire - ArTour Drama Group
17	(Wednesday)	Burke Shire Council Meeting Day
17	(Wednesday)	September Burke Shire Newsletter – Articles by COB Today
25	(Thursday)	Seniors Week – 20 to 28 August
September 2011		
02	(Friday)	Southern Gulf Catchments – AGM and Face to Face meeting
09	(Friday)	Great Northern Clean Up (part of Clean Up Australia) – 9 to 11 Sept
17	(Saturday)	HACC Trash and Treasure
19	(Monday)	School Holidays – Return Monday 3 October
20	(Tuesday)	Pre Council Meeting
21	(Wednesday)	Burke Shire Council Meeting Day

Burke Shire Council - Agenda and Business Papers – Ordinary Meeting – 21 July 2010

29	(Thursday)	GSD Meetings - AGM, Doomadgee
TBA		Burketown Campdraft and Horse Sports
TBA		Gregory Mini School School of the Air
TBA		Gregory CWA Horse Sports
October 2011		
03 06	(Monday) to (Thursday)	LGAQ Conference – 115 th LGAQ Annual Conference Gold Coast Convention and Exhibition Centre
07	(Friday)	Southern Gulf Catchments – Teleconference
19	(Wednesday)	Burke Shire Council Meeting Day
November 2011		
01	(Tuesday)	Melbourne Cup Day
04	(Friday)	Southern Gulf Catchments – Face to Face meeting
05	(Saturday)	HACC Trash and Treasure
15	(Tuesday)	Pre Council Meeting
16	(Wednesday)	Burke Shire Council Meeting Day
16	(Wednesday)	December Burke Shire Newsletter – Articles by COB Today
December 2011		
02	(Friday)	Southern Gulf Catchments – Teleconference
09	(Friday)	School Holidays - Return Monday 23 January
21	(Wednesday)	Burke Shire Council Meeting Day
26 27	(Monday) and (Tuesday)	Christmas Day and Boxing Day
06	(Tuesday)	HACC Christmas Lunch
10	(Saturday)	Christmas in the Park

Events Report

Australia Day report

Australia day went well. Unfortunately Billie was sick for the week and a HUGE thanks to Jenny Williams stepping in to take over. Winners of the day were:

Citizen of the Year – Pam De Joux
Junior Sportsman of the Year - Gordon Arnold

Competitions run included Lamington Bake Off, Poetry, Colouring in and Design your own flag. All were well patronised and we had judges for each competition and category. In Billie absence Cheryl Portch stepped in and ran the games for the day.

Staff attendances at Conferences and Training

Gary Letts was to attend Jan 21 - New Industry and EB Workshop LGAQ in Brisbane, this was cancelled due to flooding and has been rescheduled to 11th February.

Enterprise Bargaining

Awaiting awards rationalisation of Federal and State award into a single award before progressing.

Housing

Council have purchased a new housing program "Console" to coincide with our new employee, Max Armstrong, in position of Building Maintenance Officer.

The program holds information in regards to property, tenants, inventory, warranties, management of long term maintenance (pest control etc) and all maintenance (including quotes, photographs, comments, notes).

Once we have this up and running we will be able to produce reports to track maintenance and repairs. The program will contain ALL residential and other Council asset buildings (which for the purposes of the program I have listed as commercial). We now have to load all the data into the program and do some training with Max so we can utilise the program to its full potential. ITS VERY EXCITING!!!

Having Max onboard has already proven very cost efficient. For small handyman style works he is able to complete this himself (often at the time of inspection) and is very effective at getting quotes and talking with suppliers.

His knowledge and skills are beneficial and already you can see the money that will be saved having this position onboard and Max is very particular and ensures work is done correctly. He will be very good working with outside contractors as he has a very good manner and again, his knowledge will ensure we are getting quality work.

New Subsidies/Grants

Minister for Health and Ageing - \$23M in Local Grants available for healthy communities

<http://www.health.gov.au/internet/ministers/publishing.nsf/Content/mr-yr10-nr-nr176.htm>

Local Government Grants and Subsidies Program

<http://www.dip.qld.gov.au/grants-and-funding/grants-and-subsidies-program.html>

This program funding is available from 1 July 2011

The Local Government Grants and Subsidies Program (LGGSP) provides \$45 million in funding to Local Governments with limited capacity to fund necessary community infrastructure. LGGSP provides Local Governments with 40% of the approved project costs of developing major infrastructure in their communities.

The types of projects which are eligible for funding under LGGSP may include:

- sewage treatment plant upgrades
- water pipelines
- erosion management
- civic projects.

Eligibility criteria

LGGSP funding is available only to those Councils in Queensland that demonstrate a limited capacity to fund major infrastructure in their communities.

Guidelines

The LGGSP guidelines will be available shortly, prior to the program funding becoming available from 1 July 2011.

Natural Disaster Resilience Program - Queensland

<http://www.communitysafety.qld.gov.au/ndrp/>

The Natural Disaster Resilience Program (NDRP) is a four year disaster mitigation and community resilience competitive grant program and is funded through shared contributions of the Australian Government, the Queensland Government, and eligible applicants.

The NDRP replaces the Natural Disaster Mitigation Program, Bushfire Mitigation Program and (from 2010-2011) the National Emergency Volunteer Support Fund.

Applicants are invited to submit project proposals that promote the NDRP vision and objectives. Eligible project proposals must address one or more NDRP priorities and adhere to funding conditions.

The NDRP vision is “to reduce Queensland communities’ vulnerability to natural hazards by supporting regional councils and other stakeholders to build community resilience.”

This vision is supported by the following broad objectives: (1) Reduce community vulnerability to natural hazards; (2) Support local governments and others to build community resilience and increase self-reliance; (3) *Promote innovation through a focus on building partnerships between sectors, support volunteering, encourage a regional or catchment area approach to mitigation, and potential impacts due to climate change; and (4) Ensure that NDRP funding is utilised in an efficient way.*

The four year NDRP priorities are:

Target NDRP funding to Queensland’s highest natural hazard risks

Enhance community preparedness for natural events through community education and awareness raising
Strategic targeting to increase resilience across sectors

ROUND 2 (2010-11) NOW CLOSED

Queensland Sustainable Energy Innovation Fund (QSEIF)

<https://www.smartservice.qld.gov.au/services/grants/grantdetails.action?grantId=8ae5936c063948ea010639493b540049>

Provider: Department of Environment and Resource Management
Amount: Max: \$200,000
Additional Info: Round 15 is now open for applications.
Closing date: Guidelines and/or dates have not been finalised for the next round
Objective: To assist Queensland based organisations to develop innovative technologies that reduce consumption of fossil fuels, water or greenhouse gas emissions.

Smart Energy Savings Fund (SESF)

<https://www.smartservice.qld.gov.au/services/grants/grantdetails.action?grantId=8ae5936c1832a3a0011832a3b3640004>

Provider: Department of Employment, Economic Development and Innovation
Amount: \$50 million, over 5 years in the form of bi-annual funding rounds.
Closing date: TBC
Objective: To improve the efficiency of energy use in buildings, appliances and industrial processes by supporting the implementation of energy efficient technologies by Queensland small and medium enterprise energy users.

Grant Application and Project Status

Name	Purpose	Funding	Status
Minor Tourism Infrastructure Grant in partnership with the Savannah Way Ltd and Doomadgee Council	Interpretive and Directional Signage	Grant Sought TBC Total Project TBC	February Update Installing Signs December Update Installing signs Installation underway Signage designed and ordered. Initial visit delayed due April flood event.
Boating Infrastructure and Maintenance program	Pontoon/jetty for Truganini Road Wharf and Boat Ramp		February Update Unchanged December Update Council is in the line up as funding is prioritised

		<p>September 2010</p> <p>A proposal has been submitted to Qld Marine Safety for progression of funding for further development of a pontoon/jetty for Truganini Road Wharf & Boat Ramp.</p> <p>August 2010</p> <p>Further technical discussions with QT's Boating Infrastructure Manager from the Cairns office of the Department are planned.</p> <p>*(July 2010)</p> <p>QT has been advised of Councils wish to progress the feasibility of expanding maintenance and jetty facilities within the Shire.</p> <p>*(June 2010)</p> <p>Further investigations with QT are being sought through a planning and needs analysis.</p> <p>*(October 2009) Dialogue will be</p> <p>taken up with QT for possibilities & request a wish list from Council to place in parallel with QT's wish list.</p> <p>*(Sept 2009) Unchanged</p> <p>* Further dialogue with QT will be followed up on to make QT aware Council would be keen to see further funding allocations.</p> <p>July 09- QT Boating Infrastructure has indicated funding is available as a follow on from current projects that have been constructed, Council will be notified when these opportunities arise.</p> <p>DES will prepare an</p>
--	--	---

			<p>estimate of cost for Councils consideration, along any funding avenues available for the near future.</p> <p>A/WM to action and prepare a report for Budget Meeting of Council</p>
Regional and Local Community Infrastructure Program Round Two	Refurbishment of the multipurpose courts	Grant \$30 000 Total Project \$ 40 000	<p>February Update</p> <p>Light poles are in transit and access to site will be dependent on weather conditions as underground cabling is required.</p> <p>December Update Waiting on contractors to engage in installation</p> <p>Planning Underway</p> <p>Received</p>
Regional and Local Community Infrastructure Program Round Three	Tennis Court resurfacing - Gregory	Grant (fixed amount) \$30 000 Council \$45 000 Total Project \$ 75 000	<p>February Update</p> <p>A specification is being developed for tendering.</p> <p>December Update Approved</p> <p>Submitted</p>
Queensland State Emergency Service (SES) Non-Recurrent Subsidy Program 2011-12 Closes 17 December 2010	Refurbishment of Burketown Hall for use in evacuations of homes.	SES Subsidy Program Funding - \$67 400.00 Council contribution \$25 000 Total \$92 400.00	<p>February Update</p> <p>Sent 16 December via fax and post, waiting on notification</p>
Southern Gulf Catchments – Community Natural Resource management Project Grants 2010	HACC Garden Area	Applied for \$5200.00	<p>February Update</p> <p>No outcome received to date</p>

Complaints Status Reports

Complaints have been received in regards to wandering dogs around Burketown.

Development Matters

Received some new development applications. A follow up visit by the building certifier in the New Year to complete outstanding applications.

Health Matters

Major flu outbreak at Mornington Island as of the 25th January 500 people have been in contact with the virus.

Food Licensing /Flammable & Combustible Liquids Licences/ Environmentally Relevant Activity Licences

Follow up with a visit from EHO officer in the New Year.

Emergency Service Matters

EMQ have authorised that a cold room, freezer and dry goods containers be located at Gregory for the wet season with a generator, which has been placed in Forshaw's yards, access to both carriers Ringrose and Cooling transport to use this facility as storage for emergency re-supply of essential items for Burke Shire, so that there no rush and set down and reloading into aircraft when a transport comes in, this will a good test.

On the 1st of January there was a tragic drowning at the Leichhardt river crossing, it may have been far worse and both Ernie Camp and I where at the crossing right from the first alarm, it was very stressful to hear people and children calling for help in the dark and not being to assist.

Valuable lessons had come from this tragedy, in call out, response and communications, these issues had been addressed from a de brief by the Queensland Police sergeant Narelle Collins.

Businesses Meeting held on Monday 17th January 2011 followed by a LDMG meeting held on Tuesday 18th January 2011.

Site inspection of the Burketown and Gregory Emergency Services buildings and equipment has been conducted and a tidy up of Burketown Shed to be completed.

LDMG Meeting held on the 1st and the 3rd of February.

DDMG Meetings held on the 2nd and 3rd of February.

These meetings have been conducted with a high level of professional input and the region controller was extremely pleased with our LDMG preparation.

Regional Development Matters



Meeting held with Minister Simon Crean and other dignitaries on Friday 21st January at Gregory Hotel. Hon Simon Crean is the Minister for Regional Australia, Regional Development, Local Government and Minister for the Arts.

Councillors from the Burke Shire Council; Deputy Mayor Ernie Camp, Cr Tracy Forshaw, Cr Bill Olive, representatives from GSD; Chair Fred Pascoe and CEO Rob McCallister, CEO of Doomadgee Mal Hansan, Senator Hon Jan McLucas and Hon Bob Katter Independent for Kennedy. Simon Crean had a good session and discussion on a variety of subjects across about 1.5 hours with a working lunch.

Each Councillor and delegate had a series of questions - Gilbert River development, government red tape, power and local development, irrigation projects, seeding for solar power development, roads, native title restrictions on development and health issues in remoter areas were put to Simon Crean and his replies were good with the opportunity of the group taking up the invitation to make a lobbying visit in March to Simon Crean's offices in Canberra.

The meeting was held out the front of the Gregory Hotel in 42 degree temperatures, the luncheon was catered by the Gregory hotel.

Tourism

Not many tourists have been able get access the Shire.

Ranger/ WHSO's Activities

Litter Management

Zero tourist traffic, all dumping points have been filled in and areas rehabilitated.

All bins have been brought back in, washed and stored.

Conducting daily early morning run on town and entrance roads to remove nightly road kills and a general emu parade of town streets.

Animal Control

Three complaints received during this period:

1. 2 dogs outside fence trying to attack other dogs
2. Dogs harassing pedestrians and entering persons living area
3. Dogs observed climbing out of yard over 6ft fence after knocking over rubbish bin

Pest Control

Weed control – No spraying since last report

No Mosquito fogging or spraying in Burketown or Gregory since the break, no reports of mosquitoes.

Now utilising new misting system to spray residents yards (those who would like to participate) with a chemical called Biflex Aqua Max, it is a powerful knockdown and residual pesticide, Mosquitoes are controlled by direct contact with spray and also by residual action as they come in contact with treated surfaces that can control mosquitoes up to 8 weeks in protected areas. Notices and permission sheets were distributed 8th December to residents, businesses and properties in the Burke Shire.

- 34 residences and businesses in Burketown requested the service and were sprayed before the break,

New longer lasting manufactured 1080 bait being distributed, Called De K9, it comes in a small sausage that protects the contents from the weather to a certain degree and are a lot more durable than the Doggone manufactured baits that have been stocked. First lot of 4 tubs purchased by properties another 6 now in stock.

Currently working on a Stock Route Management Plan for our Shire with the assistance of DERM Cloncurry who are assisting with maps etc

General

Implementation of Animal Management (cats & Dogs Act 2008 Purchasing equipment to assist council to prepare for the administration of the act

ie, Dog traps, Dog Transporter cage, Catch pole, Microchip scanner, Durable Laptop computer, Regulated dog signs and Regulated dog tags and engraver to complete dog tags.

Workplace Health & Safety Activities

Three Inductions for this period

Dale Bruce – Office
Anthony Loechte – Contract Gregory Caretaker
John Skelly – Contract mechanic for workshop

Nil incidents reported for this period

Council workers have been adhering to Main Roads Road signage requirements.

Liaising with Contractors engaged with assisting Council with implementation of our Advanced Fatigue Management accreditation.

Liaising with contractors to facilitate a way of complying with the new Traffic Management Registration scheme.

Completed a list of operators who have had theory training on equipment but who have had no practical experience and list of personnel with or without tickets.

Work Crews toolbox talk topics when and as required.

Workers Compensation

One employee still on workers compensation for an injury received on the 13th August.

Home and Community Care

Client Numbers:	Centre Based Day Care (CBDC):	7
	Social Support:	5

Several new “interested” clients to be visited and assessed when weather permits.

NEW ASSISTANT

Welcome to Jennifer Letts who will join our Unit after the wet. I look forward to working with Jennifer and sharing the workload.

At present due to the wet season I only have 2-3 clients as many of them leave Burketown for the wet and return around April, depending on the rain. Due to isolation, Social Support clients out on the stations are being kept in touch weekly by phone -- I have ordered audio books from the library for these clients to help them through the wet season until I am able to make social calls.

Those attending CBDC have been working on needlecraft i.e. fancy work and crochet with scrabble played once a week.

The beautification at the entrance to the Old Church/HACC Hall is going along nicely with recently potted plants displayed at the entrance. We still have more gardens in the making that the clients will continue with after the wet. This is one of our two projects planned for this year and they are keen on completing this project before starting another.

ACTIVITIES PLANNED

Tuesday 25 th Jan	HACC Morning Tea with guest Tim Page – Australia Day Ambassador and wife.
Monday 7 th Feb	Lunch at Savannah Lodge.
Tuesday 8 th March	International Women’s Day – “Colonial Brunch”- Shire Hall--- Guest Speaker

TRAINING

Wednesday 9 th Feb	Queensland CCCS (Community Care Common Standards) - Presentation Session
Thursday 10 th Feb	Northern Regional Combined HACC Forum ----Mt Isa Both Jennifer and Pam will be attending both trainings.

NOTE

One of our clients is about to enjoy a “brand new” home, thanks to the generosity of the town folk. With plans underway it is hoped that it won’t be long before he is settled in his home.

File: BCS/G/CM/R/CEO
Author: Gary Letts
Date: 1 February 2011

Chief Executive Officer Reports

10.01.02 CEO Status report

Executive Summary

Providing Council with the status of actions previously sought by Council for action

For council information

Full Report

The status of matters previously resolved is as follows:

DECEMBER 2010		
Special Meeting 23 rd November 2010	That the Minutes of the Special Meeting of Council held on 23 rd November 2010 as presented be confirmed by Council. Carried 02.101215	February Update Minutes posted to the web Completed
Condolences	Council noted the passing of Cr George Creed OAM (formal Mayor Gladstone Regional Council, Calliope Shire Council) and expressed their condolences to the families and community affected by the New Zealand Pike River coalmine disaster:- Conrad John Adams, 43, Greymouth Malcolm Campbell, 25, Greymouth (Scotland) Glenn Peter Cruse , 35, Cobden Allan John Dixon , 59, Rununga Zen Wodin Drew, 21, Greymouth Christopher Peter Duggan , 31, Greymouth. Joseph Ray Dunbar , 17, Greymouth John Leonard Hale , 45, Ruatapu Daniel Thomas Herk , 36, Rununga Richard Bennett Holling , 41, Blackball Jacobus (Koos) Albertus Jonker, 47, Cobden (South African) William John (Willy) Joynson, 49, Australia Terry David Kitchin , 41, Rununga Francis Skiddy Marden , 41, Rununga Hanmer Monk , 23, Greymouth Stuart Gilbert Mudge , 31, Rununga Peter O'Neill , 55, Rununga Brendan John Palmer, 27, Cobden Rockhouse, 21, Greymouth Peter James Rodger , 40, Greymouth (Scotland) Joshua Adam Ufer , 25, Australia	February Update Letter sent to the families and community of Pike River New Zealand Completed
Draft Burke Shire Local Disaster	That the Draft Burke Shire Local Disaster Management Plan 2010 will be put up for public comment and will come back to the February Council meeting for adoption.	February Update Completed

<p>Management Plan 2010</p>	<p>Carried 04.101215</p>	
<p>Calendar of Events</p>	<p>That Council approved the following dates and events as part of the 2010/2011 Community Events budget:</p> <p>Tuesday 26 January 2011 – Australia Day (Ambassador Tim Page) Monday 25 April 2011 – Anzac Day Saturday 20 June to Sunday 26 June 2011 – Tidy Yard Competition</p> <p>And that Council approved the following event dates for 2011/2012 Community Events.</p> <p>Saturday 2 July 2011 – Arts and Crafts Show (with presentation of Tidy Yard Awards) TBA date – ArTour Drama Group Thursday 4th August 2011 – Local Government Week Thursday 25th August 2011 – Seniors Week September or October (date to be confirmed) – Great Northern Clean Up Tuesday 1 November 2011 – Melbourne Cup Day Saturday 10 December 2011 - Community Christmas in the Park</p> <p>Carried 05.101215</p>	<p>February Update Completed</p>
<p>Ergon Energy Fuel Storage Lease</p>	<p>That Ergon Energy lodge an application for reconfiguration (DERM will be required to sign a Resource Entitlement form as owners of the land to allow the application to be lodged); and</p> <p>That Ergon Energy be required to lodge an Application for Material Change of Use (DERM will be required to sign);</p> <p>The applications can then be processed and approved by Council to create the lot, the subject of the Trustee lease.</p> <p>Carried 12.101215</p>	<p>February Update</p> <p>Email received from Ergon showing they have lodged the application with DERM</p> <p>Email sent to Ergon on 17 Dec 2010 advising Councils decision.</p>
<p>Gangalidda Garawa Claim Update</p>	<p>6.1 That Council adopt the same position as the State of Queensland with regard to the evidence provided by the Gangalidda Garawa People to support their claim that the elements of “connection” to Area B of the two claim areas, as required under s223 of the <i>Native Title Act 1993</i>, are satisfied; and</p> <p>6.2 That Council instruct Gikerson Legal to request the State of Queensland to secure the surrender of native title and interests over the following parcels of land during the State’s tenure resolution ILUA negotiations with the Gangalidda Garawa People:</p> <p>Part of Lot 122 on PC 12 being the area where the infrastructure that supports the treatment of sewerage and the treatment of water for the township of Burketown (including ponds, a shed and fencing) is constructed.</p> <p>The ten parcels currently held by DOC as reserves and identified in Schedule Seven (to enable Council to acquire freehold title over these parcels).</p> <p>The gravel pit extensions at one of more or the following pits that fall within either the Gangalidda Garawa determination area of the Gangalidda Garawa claim area:</p>	<p>February Update</p> <p>Email sent to Gikerson Legal on 16 Dec 2010 advising Councils decision.</p> <p>Completed</p>

	<p>Walford Pit Ridge Pit Nicholson Pit Hells Gate Pit Guldara Pit Egilabria Pit Armrayald Pit Eight 'Mile Pit; and</p> <p>6.3 Should the Nicholson gravel pit fall within the Waanyi determination area, the Council instruct Gilkerson Legal to give notice to the legal representative of the Waanyi People that native title must be resolved in order to extend this pit; and</p> <p>6.4 That Council instruct Gilkerson Legal to undertake an assessment as to whether native title has been extinguished over any of the eight proposed gravel pit extension sites; and</p> <p>6.5 That Council instruct Gilkerson Legal to continue negotiations in order to meet it's duty of care under the <i>Aboriginal Cultural Heritage Act 2003</i> with regard to the eight proposed gravel pit extension sites and if practicable record the agreement reached in the proposed local government ILUA with the Gangalidda Garawa People; and</p> <p>6.6 That Council instruct Gilkerson Legal to advise the Waanyi People through HWL Ebsworths Lawyers and Carpentaria Land Council Aboriginal Corporation that:</p> <p>(a) Councils preferred option is negotiate an ILUA with the Waanyi People for its entire local government area including a consent to enable Lot 17 on AP11667 to be dedicated as a reserve for recreation and open space purposes without extinguishing native title;</p> <p>(b) Council will proceed with compulsory acquisition of native title over Lot 17 on AP11667 if arrangements to commence ILUA negotiations are not agreed by 30 March 2011, in order to comply with the conditions imposed by the Department of Natural Resources and Environment Management.</p> <p>Carried 13.101215</p>	
<p>Copy of Valuation Report</p>	<p><i>Noted</i> – Reply to Correspondent that Council is legally not able to give out a copy of the valuation report.</p>	<p>February Update</p> <p>Correspondent was verbally advised on 16 Dec 2010</p> <p>Completed</p>
<p>NOVEMBER 2010</p>		
<p>Wild Rivers Legislation</p>	<p>That Council authorise the CEO to compose a media release in relation to Wild Rivers Legislation and invite all independents, Tony Abbott, Federal Minister, MITEZ, Southern Gulf and Bob Katter to have a forum in Burke Shire.</p> <p><i>Carried 02.101117</i></p>	<p>February Update</p> <p>Presentation to be held in March, date to be confirmed by GSD Chair</p> <p>December Update Awaiting invitation</p>

		to present at a parliamentary committee in Canberra in March 2011
Partnership Opportunities with Energy Operators	<p>Approach valid and guaranteed energy operators to investigate partnership opportunities with proven alternative energy providers for Burke Shire Council with the view to presenting this to GSD. Take this idea to Mornington Island with resolution to be passed and report to next meeting.</p> <p><i>Carried 03.101117</i></p>	<p>February Update</p> <p>Collating Information</p> <p>December Update Mayor has energy templates to prepare a proposal for alternative energy sources. Green Energy.</p>
Lifesaving Program	<p>Council pursue and develop a lifesaving programme and learn to swim programmes incorporating a first aid course in resuscitation.</p> <p><i>Carried 04.101117</i></p>	<p>February Update</p> <p>Email sent to GSRA for possible programs</p> <p>December Update Sourcing documents and information</p>
Availability of Plant equipment in Burke Shire	<p>That DES performs an audit on available plant equipment in Burke Shire. Write to all local companies/properties to ascertain what is available so a comprehensive list of plant and equipment for hire is compiled for local hire opportunities.</p> <p><i>Carried 05.101117</i></p>	<p>February Update</p> <p>A letter inviting companies and properties to submit a list of available machinery and hire rates for Council emergent activities along with the areas/location (ie; near the station or anywhere in the shire) the machinery would be available to perform the works ie; near the station or anywhere in the shire.</p> <p>December Update Report going to February Meeting</p>
Burketown Port	<p><i>Note</i> - Mayor discussed opportunity to explore options of a port out of the Gulf and suggested Council make a general item for each council meeting. Cr Olive spoke about dredging in river and there have been some research reports for pipelines across mudflats to Sweers Island etc.</p>	<p>February Update</p> <p>Update required</p> <p>December Update Cr Ernie Camp and</p>

		Cr Bill Olive preparing reports on their knowledge of this matter															
Gregory River Landcare Group	That Council become a member of Gregory River Landcare Group. Council representatives be Cr Forshaw and CEO; Gary Letts. <i>Carried 06.101117</i>	February Update Application Sent December Update Membership in progress Obtaining a copy of Agforce position/policy															
Purchase Community Housing	That Council purchases all six properties being at Lot 40 Burke Street, Lot 84 and 85 Musgrave Street, and the three single bedroom units on Lot 171 Musgrave Street Burketown at the prices stated below. Council write to the Department of Communities asking them to reinvest the monies received from the sale into more housing in Burke Shire. <table border="0" style="width: 100%;"> <tr> <td style="width: 40%;">Lot 84 Musgrave Street</td> <td style="width: 20%;">House</td> <td style="width: 40%; text-align: right;">\$ 77,900.00</td> </tr> <tr> <td>Lot 85 Musgrave Street</td> <td>House</td> <td style="text-align: right;">\$ 86,100.00</td> </tr> <tr> <td>Lot 171 Musgrave Street</td> <td>Three Units</td> <td style="text-align: right;">\$154,496.16</td> </tr> <tr> <td>Lot 40 Burke Street</td> <td>House</td> <td style="text-align: right;">\$ 73,800.00</td> </tr> <tr> <td></td> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$392,296.16</td> </tr> </table> <i>Carried 08.101117</i>	Lot 84 Musgrave Street	House	\$ 77,900.00	Lot 85 Musgrave Street	House	\$ 86,100.00	Lot 171 Musgrave Street	Three Units	\$154,496.16	Lot 40 Burke Street	House	\$ 73,800.00		Total	\$392,296.16	February Update Moved to FM Reports November Update Acknowledgement letter sent. Invoice to be paid on receipt.
Lot 84 Musgrave Street	House	\$ 77,900.00															
Lot 85 Musgrave Street	House	\$ 86,100.00															
Lot 171 Musgrave Street	Three Units	\$154,496.16															
Lot 40 Burke Street	House	\$ 73,800.00															
	Total	\$392,296.16															
Burke Shire Local Government Draft Pest Management Plan 2011-2015	That Council approves the Draft Burke Shire Council Local Government Area Pest Management Plan 2011-2015 to be presented as a draft for community consultation. <i>Carried 11.101117</i>	February Update Draft to be sent to the Minister November Update 1. Submit draft plan to the Minister for Primary Industries, Fisheries and Rural and Regional Queensland – Prepare a letter for the CEO to sign off on. 2. When the Minister is satisfied that the plan met the requirements of the Act, Council to adopt plan for implementation – Prepare a report for Council Meeting with recommendation															

		<p>3. The plan is then available for public inspection on Burke Shire Council's website and at the Burke Shire Council administration centre – Post to Burke Shire Website</p> <p>4. Annual action plans to be prepared each financial year to detail key actions, activities and program for that year.</p> <p>Emailed Cassy for update</p>																						
<p>Proposed Council Meeting date for 2011</p>	<p>That the dates for the Council meetings for 2011 be adopted as follows with a start time of 0900 (with councillors arriving at 0830)</p> <table data-bbox="414 1075 813 1433"> <tr><td>February</td><td>Wednesday 16</td></tr> <tr><td>March</td><td>Wednesday 16</td></tr> <tr><td>April</td><td>Wednesday 20</td></tr> <tr><td>May</td><td>Wednesday 18</td></tr> <tr><td>June</td><td>Wednesday 15</td></tr> <tr><td>July</td><td>Wednesday 20</td></tr> <tr><td>August</td><td>Wednesday 17</td></tr> <tr><td>September</td><td>Wednesday 21</td></tr> <tr><td>October</td><td>Wednesday 19</td></tr> <tr><td>November</td><td>Wednesday 16</td></tr> <tr><td>December</td><td>Wednesday 21</td></tr> </table> <p><i>Carried 12.101117</i></p>	February	Wednesday 16	March	Wednesday 16	April	Wednesday 20	May	Wednesday 18	June	Wednesday 15	July	Wednesday 20	August	Wednesday 17	September	Wednesday 21	October	Wednesday 19	November	Wednesday 16	December	Wednesday 21	<p>February Update Completed</p> <p>December Update Will be in the Next Council newsletter.</p> <p>Post to Website</p>
February	Wednesday 16																							
March	Wednesday 16																							
April	Wednesday 20																							
May	Wednesday 18																							
June	Wednesday 15																							
July	Wednesday 20																							
August	Wednesday 17																							
September	Wednesday 21																							
October	Wednesday 19																							
November	Wednesday 16																							
December	Wednesday 21																							
<p>Allied Health and Aged Care Services</p>	<p>Allied health services and aged care respite services are severely lacking in this region and especially in Burketown. Simon Crean; Minister for the Arts; Minister for Regional Australia, Regional Development and Local Government is interested in pursuing a partnership role in regional areas, looking forward to see this develop.</p> <p>Level of service was discussed and there are opportunities for future funding releases to address the short falls.</p>	<p>February Update</p> <p>March Agenda Item</p> <p>December Update CEO sourcing best contact points</p>																						
<p>Food handling supervisors course for community groups</p>	<p>Cr Forshaw advised that community groups have to be licensed for a food-handling (CWA, VMR etc).</p>	<p>February Update</p> <p>Still Investigating</p> <p>December Update Investigate online courses and costs</p> <p>Arrange information kit and</p>																						

		run workshops/training session for those wishing to attend. One day course.
Application for Renewal of Preferential Pastoral Holding	That the CEO writes a letter supporting the renewal of Preferential Pastoral Holding Lot 5 on crown plan BK39 stating that Council has no objections. <i>Carried 21.101117</i>	February Update Completed December Update Letter to be written
Consideration of rate classification	CEO to write to ratepayer thanking for payment of the rates and apologise for lack of pre-notification to the rate change. Advise that there was a full external review of the whole of Burke Shire's rating applications, and adjustments were made to reflect the review. Advise that there will be no reduction made to the rates. <i>Carried 20.101117</i>	February Update Completed December Update Letter to be written
Burke and Wills Society research party coming to Burke Shire	That Burke Shire Council becomes a member of the Burke and Wills Society and looks into funding options for commemorating this event. <i>Carried 25.101117</i>	February Update Email resent November Update Email sent – waiting to see if Council is able to become a member
OCTOBER 2010		
Pool Safety	CEO advised that there have been a few incidents of children getting through the turnstiles or over the fence. Discussion was held with regard to notices being put up at the pool and on community notices reminding parents that children are to be supervised or a consequence result in the pool being permanently closed. . Mayor advised that LGAQ provided online courses for Councils to find solutions to problems of this nature. There may also be funding available from the State Government for a Sports & Recreation Officer The.CEO was tasked with reviewing these and other options, including installing a closed circuit television, and provide funding/feasibility report to Council as a matter of priority.	January Update Waiting on information requested from GSRA Notices reprinted and put up around town and at the pool area Turnstile removed December Update Looking into options
Process for improvement for Council meetings	That Council trial a process of Councillors submitting dot point notes regarding any significant matters coming to their attention since the previous Council meeting. This report should be lodged by 5.00pm on the Thursday prior to the Council meeting the following Wednesday. <i>Carried: 04.101020</i>	February Update Ongoing
SEPTEMBER 2010		

<p>North West Queensland Regional Water Supply Strategy (NWQRSS) Strategic Committee Meeting</p>	<p>That the Mayor; Cr Annie Clarke and Deputy Mayor; Cr Ernie Camp be delegated responsibility to compile a submission to NQLGA, MITEZ and GSD with a view to improving the effectiveness of the NWQRSS Strategic Committee.</p> <p>Carried 03.100920</p>	<p>February Update</p> <p>Awaiting decision on replies</p> <p>December Update</p> <p>Submission to be compiled</p>
<p>Digital TV</p>	<p>That Cr Forshaw and the CEO have authority to draft a submission to go to NQLGA, MITEZ and GSD with the view to pursuing equitable service and funding for remote areas for digital television.</p> <p>Carried 04.100920</p>	<p>February Update</p> <p>Awaiting decision on replies</p> <p>December Update</p> <p>EA and CEO accept updates on progress from Councillors.</p>
<p>GSD Meeting</p>	<p>That Council delegates Mayor; Cr Annie Clarke and Cr Tracy Forshaw be authorised to negotiate a member contribution for the current financial year for up to \$30,000.</p> <p>And that Council nominate Mayor; Cr Annie Clarke for the position of chairman.</p> <p>Carried 07.100920</p>	<p>February Update</p> <p>Completed</p> <p>December Update</p> <p>EA and CEO accept updates on progress from Councillors.</p>
<p>Upcoming Meetings</p>	<p>That Council endorse the attendance by Mayor, Cr Annie Clarke to attend the Launch of the Gulf Savannah Investment Information Document with the Governor in Brisbane – 9 December 2010.</p> <p>That Council endorse all Councillors to attend the NQLGA biannual conference in Port Douglas – 3 to 5 November 2010.</p> <p>That Council endorse Cr Tracy Forshaw to attend the Statewide Rural and Remote Strategic Directions Forum in Brisbane – 13 October 2010.</p> <p>That All Councillors attend the Community Cabinet with the Premier in Mount Isa – 31 October 2010.</p> <p>That Council endorse the attendance by Mayor, Cr Annie Clarke to attend the Sustainable Resource Communities Local Leadership Group (North West Mineral Province) - Consultation: Major Projects Housing Policy – 29 October 2010 in Mount Isa</p> <p>Carried 08.100920</p>	<p>February Update</p> <p>Cancelled</p> <p>Completed</p> <p>Completed</p> <p>Completed</p> <p>Completed</p>
<p>AUGUST 2010</p>		
<p>RFDS</p>	<p>Royal Flying Doctor Service - Disaster and Emergency</p>	<p>February Update</p>

<p>Critical Incident Response Plan</p>	<p>framework/State Disaster Management Plan</p> <p>Liaise with Mr Bennett to obtain further information on the Critical Incident Response Plan and include in Community Cabinet Deputation request for Minister of Emergency Services</p>	<p>Awaiting further information</p> <p>December Update</p> <p>Awaiting further information</p> <p>November Mr Bennett contacted in relation to providing information for Deputation but it was not possible for information to be disseminated in time. Awaiting further information from Mr Bennet</p>
<p>Federal Government Infrastructure projects</p>	<p>CEO to invite Federal Government infrastructure projects officer, Mr Michael Deegan from Infrastructure Australia to Burketown to discuss various infrastructure projects with a view to obtaining critical information about how the Burke Shire Council can compete in the market</p>	<p>February Update</p> <p>Follow letter required</p> <p>December Update Awaiting reply</p> <p>November Letter of invitation sent to speak at an upcoming Council meeting</p>
<p>Pool Safety</p>	<p>CEO advised that there have been a few incidents of children getting through the turnstiles or over the fence. Discussion was held with regard to notices being put up at the pool and on community notices reminding parents that children are to be supervised or a consequence result in the pool being permanently closed.</p> <p>Mayor advised that LGAQ provided online courses for Councils to find solutions to problems of this nature. There may also be funding available from the State Government for a Sports & Recreation Officer The.CEO was tasked with reviewing these and other options, including installing a closed circuit television, and provide funding/feasibility report to Council as a matter of priority.</p>	<p>February Update</p> <p>Completed</p> <p>Courses being looked into</p> <p>December Update Turnstile removed</p> <p>November LGAQ circular on pool safety received and is being reviewed</p> <p>Previous application for Sport & Rec officer was unsuccessful</p>
<p>Wild Rivers Visit by Leader of the Opposition</p>	<p>Provide information about Wild Rivers legislation to Councillors and invite Leader of the Opposition to Burketown for discussions with Councillors and other relevant parties. Also arrange for community consultation in relation to the impact of the Wild Rivers legislation as it pertains to the Burke Shire specifically</p>	<p>December Update Meeting to be convened in March</p>

		<p>November Contact has been made with Opposition Leader's office and also the Member for Kennedy. The proposed invitation to attend at Normanton was declined due to this being a private meeting between CLCAC and the opposition leader. The Mayor has suggested we try for a meeting in Canberra.</p>
<p>Conversion of long term casual staff to permanent statue</p>	<p>CEO to review converting long term casual staff to permanent status, keeping in mind issues such as housing.</p>	<p>February Update Completed December Update HR meeting in December to consider staff levels November CEO and FM undertaking review, taking into consideration Council's policies on providing housing to staff and other relevant policies</p>
<p>Development of Camping/Visitor Information Pack</p>	<p>Investigate the costs and design of a campers guide or visitors information pack with a view to managing the environmental impact of campers/visitors on the Gregory River. Including liaison with DERM in relation to an environmentally friendly ablution block for campers</p>	<p>January Update Researching December DES report to December meeting November CEO investigating possibilities of grant to undertake this work. Discussed this at the Community Cabinet meeting with the minister and awaiting response from the department.</p>

<p>Shed for Sport Equip</p>	<p>Cr Murray suggested that a shed be erected near the tennis courts to store sports equipment to avoid damage or theft of sporting equipment.</p>	<p>February Update Investigation suitable sites and storage.</p> <p>December Update Under investigation</p> <p>November CEO reviewing funding sources</p>
<p>Community Campaign</p>	<p>CEO to Liaise with police/neighbourhood watch to create a campaign directed at parents and children about good behaviour, consequences of bad behaviour. CEO to investigate the possibility of partnering with local and well known sporting identities to assist with the campaign.</p>	<p>February Update Completed</p> <p>December Update Activity organised Thursday 9th December.</p> <p>Completed</p> <p>November Grant opportunities are being considered</p>
<p>Arts and Craft Show 2011</p>	<p>That Council call for expressions of interest to participate on the Burke Shire Council Arts and Craft Show Advisory Group. Further, that once nominations are received the CEO may call a meeting of the group and brief the members on their role and discuss Council's intent with regards the Burke Shire Council Arts and Craft Show. The group to be chaired by Mayor, Cr Annie Clarke.</p> <p>Carried 07.100818</p>	<p>February Update Flyer has been sent requesting EOI</p> <p>December Update Community officer to continue organisation of this event.</p> <p>November Updated provided at December meeting</p> <p>September update In progress</p>
<p>Freeholding State Land at Gregory and Burketown - Compulsory Acquisition of Native</p>	<p><i>Motion 1:</i></p> <p>Council proposes to compulsorily acquire any and all native title rights and interests over Part of Lot 122 on PC12 for the purpose of alienating the land in fee simple by the State of Queensland to Burke Shire Council pursuant to the Land Act, 1994 for water treatment, sewerage treatment, sheds and fencing purposes as specified in a draft Notice of Intention to Compulsorily Acquire Native Title Rights</p>	<p>February Update In progress</p> <p>December Update Under determination</p>

<p>Title</p>	<p>and Interests tabled at Council's ordinary meeting on 18 August 2010 and Council authorises service of a Notice of Intention to Acquire Native Rights and Interests in order to commence the compulsory acquisition process.</p> <p><i>Motion 3:</i></p> <p>Council delegates authority to the Chief Executive Officer to attend, on Council's behalf, the objection meetings to be held in relation to the proposed native title compulsory acquisition initiated by way of the Notices of Intention to Compulsorily Acquire Native Title Rights and Interests considered in draft at Council's ordinary meeting on 18 August 2010</p> <p>Carried 28.100818</p>	<p>November In discussion papers</p> <p>October update Actions taken. Objection received. Being dealt with by Council's legal advisers</p>
<p>July 2010</p>		
<p>Membership of Mount Isa Chamber of Commerce</p>	<p>Council resolves to write to Mount Isa Chamber of commerce seeking engagement with them with respect to the formation of a Burke Shire Chamber.</p> <p>10.100721</p>	<p>February Update</p> <p>Follow up</p> <p>December Update Follow up required</p> <p>November Still waiting on reply</p> <p>Letter written – await response.</p>
<p>March 2010</p>		
<p>Community Plan – Long Term and the Community Engagement Policy</p>	<p>That Council engage the services of a suitably qualified person/s to develop the Burke Shire Community Engagement Policy.</p> <p>10.100302</p>	<p>February Update</p> <p>Engaging company to complete</p> <p>December Update Workshop to plan details of the engagement</p> <p>November Update Policy completed</p> <p>September update Moving to next phase - community consultation</p> <p>August Update See separate agenda item</p> <p>July Update Information provided as requested.</p>

		<p>June Update Underway. Expecting draft policy to the August Council meeting.</p> <p>May Update In discussion now, quote sought.</p>
October 13 2009		
Telstra	<p>That Council write to Telstra highlighting the lack of engagement from Senior Officers regarding requests from community groups relating to phone services for Gregory. Further that Telstra is requested to provide Council with an update regarding their current plans for service provision at Gregory.</p> <p>05.091013</p>	<p>February Update</p> <p>Follow up required</p> <p>December Update Follow up required</p> <p>November Update Re-engage with correspondence</p> <p>Letter written.</p>
Trusteeship Transfer	<p>That Council communicate with the Department of Communities and express its 'in principle' support for the transfer of the trusteeship from the Department to Council of the ten identified building reserve lots of land.</p> <p>11.091013</p>	<p>February Update</p> <p>Waiting on reply</p> <p>December Update Letter sent acknowledged interest</p> <p>November Update Still in progress</p> <p>October update Still awaiting legal opinion</p> <p>July Update Still awaiting legal opinion.</p> <p>June Update Seeking legal advice re the land tenure ramifications of accepting this offer.</p> <p>May Update Department has been back to Council to clarify</p>

		<p>the position. Council seeking external advice.</p> <p>Letter written – await response.</p>
September 16 2009		
Burketown Nursing Scholarship	<p>That Council instruct the CEO to further investigate the proposed scholarship concept and report back to Council with regards implications for Council.</p> <p>05.090916</p>	<p>February Update</p> <p>Organise a meeting with DON of Burketown Clinic in partnering the scholarship</p> <p>December Update More liaison with Qld Health with possible avenues.</p> <p>November Update Still sourcing funding scholarships</p> <p>Ongoing</p>
August 19 2009		
Ergon Energy – Use of part of land adjoining Power Station - Burketown	<p>That Council advise Ergon Energy that, given the essential nature of power supply to the area, Council supports their request to utilise part of the land described as Lot 19 on CP B13620 for fuel storage and ancillary storage for the adjoining power station subject to:</p> <p>a) Ergon Energy obtaining the appropriate Development approvals (MCU, ERA, BA, Reconfiguring a lot etc) and securing appropriate tenure (Freehold) of the land for Council to allow this to proceed;</p> <p>b) Council obtaining Ministerial Approval to dispense with the tendering requirements for the lease or licensing of this part of the land or, in the absence of such approval, tendering out the lease or licence of that part of the land for the purpose sought once appropriate tenure is obtained for the land;</p> <p>c) an appropriate negotiated lease or licence agreement being entered into between Council and Ergon Energy for the part of the site required by Ergon Energy.</p> <p>08.090819</p>	<p>February Update</p> <p>Ergon have lodged their application with DERM</p> <p>December Update Correspondence from Liz Taylor – Planner – Report to this meeting</p> <p>November Update Waiting reply from Ergon</p> <p>October Update</p> <p>Ongoing</p> <p>August Update</p> <p>Ergon has recommenced this process, advice</p>

		<p>sought from Consultant Town Planner, discussion underway.</p> <p>Phone conversation and email confirmation sent 03/09/09.</p> <p>The matter is now with Ergon to meet the three requirements as set by Council. Council assisting with information where applicable, eg aerial photographs and historic data.</p>
<p>Woodslake Restoration Project</p>	<p>That Council ask the CLCAC to advise on the status of the establishment of a joint steering committee and the general status of the project reminding them that Council's offer of assistance was conditional on these matters.</p> <p>12.090819</p>	<p>February Update</p> <p>Write to CLCAC</p> <p>December Update</p> <p>Recommence negotiations in 2011 with CLCAC</p> <p>November Update</p> <p>Write to CLCAC for progress report</p> <p>October Update</p> <p>Awaiting response</p> <p>December Update</p> <p>Letter written</p> <p>Meeting to be requested.</p>
<p>July 15 2009</p>		
<p>Camping Local Law Review</p>	<p>That the Chief Executive Officer be instructed to include a Caravan Park and Camping Local Law in the next review of Local Laws</p> <p>10. 090715</p>	<p>February Update</p> <p>Outsourcing to complete.</p> <p>December Update</p> <p>Inclusion in Community Plan discussion</p>

		<p>November Update Still in progress</p> <p>Noted and will be included in the next review</p>
<p>Application for Placement of Signs on Council Road Reserve</p>	<p>That the application for the placement of the sign be approved subject to the following conditions:-</p> <p>a) The location of the placement of the sign being agreed to by Council's Director Engineering Services having regard to Council's maintenance requirements on its roads and traffic safety issues;</p> <p>b) Compliance with the following conditions: a) Location – Lateral Placement – The sign should be located so that a Clear zone is maintained between the sign and the edge of the bitumen road of at least 9 metres; b) Location - The sign should not be placed on a curve; c) Indemnity - The applicant will need to indemnify, and keep indemnified, Council against all actions, proceedings, claims, demands, costs, losses, damages and expenses that may be brought against Council which arise as a result of the installation of the sign including any trimming /clearing of vegetation undertaken to install the sign; d) Insurance – The applicant will be required to provide Council with evidence of public liability insurance of not less than \$10M for the sign including confirmation that Council is listed on the policy as a co-insured with respect to such sign. The applicant will need to ensure that such insurance cover is maintained whilst the sign remains installed on the road; e) The applicant will need to acknowledge the right of Council to direct the removal of the sign at any time and applicant will need to acknowledge and accept the responsibility for the costs of such removal by Council in the event that the applicant does not enact the removal within 30 days of being requested to do so by Council.</p> <p>17. 090715</p>	<p>February Update</p> <p>Roadside signage is governed by the Manual of Uniform Traffic Control Devices (MUTCD) regarding locations within the Road reserve however Signage outside the reserve must go through a development application where by in that process the conditions for size, erection, maintenance & insurance is dictated.</p> <p>December Update Wait for DES report</p> <p>November Update Administration to write and clarify conditions</p> <p>October Update Follow Up letter issued, awaiting response</p> <p>September Update</p> <p>Waiting on Reply. Issuing follow up letter</p> <p>Letter to be written</p>
<p>Roads Local Law and Advertising Signs Local Law</p>	<p>That the Chief Executive Officer be instructed to include a Roads Local Law an Advertising Local Law in the next review of Local Laws.</p> <p>18. 090715</p>	<p>February Update</p> <p>Outsourcing to complete.</p>

		<p>December Update Inclusion in Community Plan discussion</p> <p>November Update Still in progress</p> <p>Noted and will be included in the review.</p>
<p>Community Infrastructure Funding – Additional \$220M</p>	<p>That Council allocate the expected \$30,000 guaranteed component of this funding towards the upgrade of the Burketown Tennis Courts lighting and review the funding guidelines for the competitive bid part of this grant scheme once the details are released with a view to having a professional bid prepared for submission by Council.</p>	<p>February Update</p> <p>Light poles are in transit and access to site will be dependent on weather conditions as underground cabling is required.</p> <p>December Update Waiting on installation of fittings refer to engineer report update.</p> <p>November Update Advised completion due by mid December</p> <p>October Update</p> <p>Order been placed with electrical contractor to install lights.</p> <p>June Update Underway</p> <p>March Update Application has been approved.</p> <p>January Update An officer has asked Council for further details, these have been provided – awaiting an outcome.</p> <p>November Update Submission has been made. Await</p>

	<p>22. 090715</p>	<p>outcome.</p> <p>The allocations have been announced on the website only, Burke Shire is listed as \$30 000. Council is awaiting formal notification of the allocation.</p> <p>All councils will be informed when Guidelines are available and the opening date for applications has been determined. Scheduled for late 2009.</p>
<p>March 18 2009</p>		
<p>Fencing Near Albert River Bridge</p>	<p>That Council amend it 2008/2009 budget to make provision for expenditure of \$20,000 for the provision of two 4m x 2.1m grids and concrete bases delivered to site to facilitate the public access through any fence at the northern side of the Albert River Bridge and that these grids be provided to the lessee of the land on which the fence and grids is to be erected on the proviso that the lessee undertake to erect the fencing required to keep stock from the road and install the grids to Council's specifications at their own cost upon receipt of the grids.</p> <p>22. 090318</p>	<p>February Update</p> <p>The current cost of complying grid is approximately \$56K and to install and construct sealed complying grid approaches to this road would cost \$30K the proposed fencing to support the grids would need to be moved back beyond the Albert River Park access</p> <p>December Update Await DES report</p> <p>November Update Needs to go back to December meeting for discussion</p> <p>October Update Still in progress</p> <p>September Update Letter of offer to be prepared to proposed lessee by CEO.</p>

		<p>CEO needs to ascertain status of proposed lease with DNR and Solicitor before writing to Lessee.</p>
<p>Enterprise Bargaining Process</p>	<p>That the Chief Executive Officer negotiate with and engage the LGAQ to commence and facilitate an enterprise bargaining process between Council and its employees.</p> <p>42. 090318</p>	<p>February Update</p> <p>CEO to attend LGAQ EB Workshop on the 11 Feb in Brisbane</p> <p>December Update Drafting has commenced</p> <p>November Update Waiting on LGAQ draft EBA plan</p> <p>Waiting to see if there is any roping in for BSC and see if the plan suited Councils operations.</p> <p>October update No change</p> <p>July Update Awaiting release of new award before progressing further.</p> <p>March Update First draft of EBA received from the Consultant</p> <p>January Update Communicating with EB facilitator. Workplace meeting with union held with outdoor staff mid December.</p> <p>November Update CEO communicating with LGAQ with regards first meeting day being December 14 2009.</p> <p>CEO to engage</p>

		<p>LGAQ</p> <p>LGAQ engagement held over pending election of EB Team by staff and possible commencement of new CEO.</p>
<p>February 24 and 25 2009</p>		
<p>Commercial Land</p>	<p>That the writer be advised that land is not currently available and the Acting Chief Executive Officer investigate and report back to Council on how Council can accelerate the release of land under Native Title.</p> <p>10.090224</p>	<p>February Update</p> <p>Contact Planning Consultant on strategies to gain correct processes for releasing land</p> <p>December Update CEO write to the minister to seek clarification on availability of commercial land</p> <p>November Update Write letter for advice from legal firm.</p> <p>October update Letter sent, awaiting response, ongoing</p> <p>Report to be prepared by CEO</p>
<p>Land availability</p>	<p>That the Acting Chief Executive Officer prepare a report on the land available for disposal in Burketown and Gregory and the writer be advised that Council is unable to sell the block to him at this time.</p> <p>12.090224</p>	<p>February Update</p> <p>Contact Planning Consultant on strategies to gain correct processes for releasing land</p> <p>December Update CEO write to the minister to seek clarification on availability of commercial land</p>

		<p>November Update Waiting on update</p> <p>October update Checking documents to follow up</p> <p>May 2010 Update Quote received, project scope to be developed.</p> <p>January Update Brief sent to Town Planners for costing.</p> <p>Letter sent.</p> <p>Report to be prepared by CEO</p>
<p>Energy Audit for future funding opportunities</p>	<p>That the Acting Chief Executive Officer provide Council with an update of the status of this matter at a later meeting.</p> <p>21.090224</p>	<p>February Update</p> <p>CAT contact on leave, report to Feb meeting</p> <p>December Update Follow up on progress</p> <p>November Update Waiting on reply of Audit results</p> <p>September Update Completed Awaiting Audit update</p> <p>Report to be prepared by CEO.</p> <p>Approach has been made to Council by relevant department- formal written proposal has been sought.</p>
<p>December 18 2008</p>		
<p>Industrial Land</p>	<p>CEO to identify industrial area at Gregory and Burketown and report back to Council at next meeting with a proposal to acquire available land.</p>	<p>February Update</p> <p>Contact Planning Consultant on strategies to gain correct processes</p>

	<p>8.081218</p>	<p>for releasing land</p> <p>December Update CEO write to the minister to seek clarification on availability of commercial land</p> <p>November Update Waiting on update</p> <p>October update Pursuing documents to follow up</p> <p>May 2010 Update Quote received, project scope to be developed</p> <p>March Update Costings received.</p> <p>January Update Brief sent to Town Planners for costing.</p> <p>Report to be prepared by CEO</p>
<p>Unallocated State Land</p>	<p>The DNR&W recently made a commitment to Burke Shire Council to undertake an evaluation of all unallocated State Land in Burketown & Gregory Downs to identify lots suitable for residential development.</p> <p>Resolved that an investigation be made into the State owned lands and a report be brought back to Council.</p>	<p>February Update</p> <p>Contact DNR&W</p> <p>December Update Waiting on update</p> <p>November update Waiting on update</p> <p>October 2010 update Document trail being tracked to enable follow up</p> <p>Report to be prepared by CEO</p> <p>Land has been identified by DNR</p>

		but is awaiting assessment by Works Manager with respect to suitability for residential development and provision of services.
--	--	--

File: BCS/G/CM/R/CEO
Author: Gary Letts
Date: 1 February 2011

Chief Executive Officer Reports

10.01.03 General Information

Executive Summary

Please find below general information items which have come up in the last month.

For Council Information

Full Report

1. Re: Valuation Reform Information Package

Email from Mayor Annie Clarke – For discussion at Council Meeting.

Attachments *Email - Valuation Reform Information Package - Burke Shire*
Fact Sheet - Land Valuation Act 2010
Fact Sheet - Objection Process un the Land Valuation Act 2010
Fact Sheet - Site valuation methodology
Fact Sheet - Site value allowance and decution measures
Fact Sheet - Valuation Methodologies for rual and non-rural land
Fact Sheet - Microsoft Powerpoint - Local Govt Act

2. 2010 Implementation and Enforcement of Local Laws

The Auditor-General's Report to Parliament NO. 11 for 2010 Implementation and enforcement of local laws has been released. A Copy of the report can be found at www.qao.qld.gov.au

Quotes are currently being sourced and a consultant will be appointed soon to update all of Burke Shire Councils local laws.

Attachment *Local Laws*

3. Re: Offer of Assistance from the Queensland Services Union (QSU)

Letter received from the QSU acknowledging Councils who have been affected by floods in Queensland.

Attachment *QSU*

4. 2011 National General Assembly of Local Government – Call for Motions

2011 National General Assembly of Local Government will be held in Canberra between 19 – 22 June.

Motions will close no later than 22 April 2011.

Attachment *2011 General Assembly of Local Government*

5. Natural Disaster Emergency Mitigation Plan Update

This report or search for the final copy of the report has come out of a request from the Dept of Community Safety.

After extensive searching in our files and electronic files and requesting final documentation from Ganza Consultants in Cairns.

Please find below a copy of the email reply in regards to this query. I have sent all of this to Melissa Clark asking for further advice.

*From: Melissa Clark [mailto:Melissa.Clark@dcs.qld.gov.au]
Sent: Wednesday, 22 December 2010 7:56 AM
To: Chief Executive Officer
Subject: ID 132 - Burke Shire Natural Disaster Risk Management Study
Importance: High*

Good morning Gary

Following our telephone conversation on Tuesday 21 December 2010, please note the final report and audited acquittal for the above-mentioned project is outstanding.

The Department of Community Safety require the following documentation to finalise the project and process the final payment:

*1 x bound hard copy of the Final Report;
1 x electronic copy of the Final Report on CD - Please ensure the State and Australian Government logos appear on the covering page of the Final Report; and
Audited Acquittal using the attached financial report spreadsheet along with the audit checklist. Please note the acquittal must be audited by an external independent auditor with the auditor's signed original certification to accompany the acquittal upon submission to our office.
An extension has been granted until 31 January 2011 to have the final report and acquittal submitted. Please contact myself as soon as possible should any issues arise with providing the following documentation. Should Council identify the project has not be completed and have no intention, please email advice to myself advising Council wish to cancel the project. Funds paid to date will need to be returned to the Department of Community Safety.*

A total of \$10,000 has been paid to Burke Shire Council on the 27 November 2003.

Please contact me should you have any queries.

*Kind Regards
Melissa*

*Melissa Clark (nee Blucher)
Senior Program Officer | Grants Administration | Governance and Management Branch | EMQ |
Department of Community Safety
Level 2 Block D Kedron Park Building | Ph 3635 3099 | Fax 3247 8480
GPO Box 1425 Brisbane QLD 4001
Email: melissa.clark@dcs.qld.gov.au*

Attachment Email - Phase 3 Report Burke SC Rev A

6. Update from Community Cabinet meeting

Update from the parliamentary Secretary in regards to questions asked at the recent Community Cabinet Meeting.

Attachment Community Cabinet Meeting update

7. Gulf Water Resource Plan – Unallocated Water

Letter received from DERM in regards to accessing unallocated water from a potential irrigation development in the Gulf Water Resource Plan Area. The enclosed information summarises the steps and process to make a submission.

Attachment Gulf Water Resource Plan - Unallocated Water

8. Strategic asset management plan (SAMP)

Attached is a notice approving the SAMP, Burke Shire Council is required to carry out regular reviews and regular audits of the approved SAMP, at the intervals set out in the notice.

Attachment SAMP

9. Queensland Waste Strategy 2010 – 2020 Waste Avoidance and Recycling consultation Draft

Moreton Bay Council letter to the State Government with an objection to the introduction of an Industry Waste Levy.

Attachment QLD Waste Strategy 2010

10. Skytrans – Student Fares

Skytrans have introduced student fares on the Gulf services to and from Cairns and Mount Isa (Not on the direct Cairns/Mount Isa/Cairns service0.

Attachment Skytrans

11. Natural Disaster Relief and Recovery Arrangements

Grant received towards the cost of repairing submergence damage has been approved.

Attachment NDRRA

12. CAT Report

This report has been composed from information received from the Burke Shire Council office readings.

Attachment CES Report – BSC Office

Email received from Lisa Chin – Project Officer – CAT Projects

CAT Projects wasn't explicitly working on the Carbon Diet program as our company was contracted by the Queensland Government directly to work on the Burketown Energy Efficiency project. As part of that project we provided training to a couple of Burketown Shire Council employees, including Cheryl Portch, to talk to Burketown residents about energy efficiency.

Data collection was an important part of the energy efficiency program and although some houses were visited while I was in Burketown we were hoping to visit more. Given that the Carbon Diet program also involved visiting households Burke Shire Council agreed that Cheryl would collect data for the energy efficiency project at the same time. I'm not sure how many households were visited in total as part of the Carbon Diet program but Cheryl sent through the data for seven households in July and August last year.

The Burke Shire Council applied for funding through the Carbon Diet program independent of the energy efficiency project I was working on – it just worked out with timing, topic and objectives that the two projects complemented each other. It was my understanding that Cheryl or another BSC representative was responsible for completing the report to the Climate Smart office with the Queensland Government which was the relevant funding body.

I completed a separate report about the energy efficiency program using some of the data Cheryl sent through and this was sent through to the Office of Clean Energy (part of the Department of Employment, Economic Development and Innovation), last year.

I've attached a copy of the energy report for the Shire Council office but as far as I know we weren't sending anything through for the Carbon Diet program.

Let me know if you have any questions concerning all this. I know it's hard to take over a project when someone has left.

13. Rural Tertiary Hardship Fund

Information about the Rural Tertiary Hardship Fund was sent out to the community on 22nd December 2010.

Please find attached an excellent resource for parents. This outlines the recommendations for selection criteria.

Attachment RuralandRegionalTaskforceReportFinal

File: BCS/G/CM/R/CEO
Author: Gary Letts
Date: 1 February 2011

Chief Executive Officer Reports

10.02.01 Upcoming Meetings

Executive Summary

A summary of meeting and conference opportunities

For council decision

Recommendation

1. That Council endorse the attendance by to attend the ALGA - Regional Development and Cooperation Forum in Canberra – 19 June 2011.

That Council endorse the attendance by to attend the ALGA - National General Assembly of Local Government in Canberra – 19 to 22 June 2011.

2. That Council endorse the attendance by to attend the LGAQ - Economic and Regional Development Conference in Gladstone – 18 to 20 May 2011.

That Council endorse the attendance by to attend the LGAQ - Disaster Management Conference in Bundaberg – 27 to 29 July 2011.

That Council endorse the attendance by to attend the LGAQ - 115th LGAQ Annual Conference in the Gold Coast – 3 to 6 October 2011.

3. That Council endorse the attendance by to attend the Tonkin's 2nd Developing Australia's North Conference 2011 in Cairns – 11 to 13 April 2011.

- 4.

Full Report

Background

1. ALGA Events 2011

19 June – Regional Development and Cooperation Forum, Canberra

19 to 22 June – National General Assembly of Local Government, Canberra

Cost - accommodation + meals + travel

Attachment 2011 General Assembly of Local Government

2. LGAQ Conferences and Events 2011

18 to 20 May – Economic and Regional Development Conference, Gladstone

27 to 29 July – Disaster Management Conference, Bundaberg

3 to 6 October – 115th LGAQ Annual Conference, Gold Coast

Cost - accommodation + meals + travel

3. Tonkin's 2nd Developing Australia's North Conference 2011

11 to 13 April – Cairns

Cost - accommodation + meals + travel

*Attachment Email – TRN04 Developing Australias North
TRNO4 Developing Australias North*

File: BCS/G/C
Author: Gary Letts
Date: 27 January 2011

Chief Executive Officer Reports

10.02.02 Membership – Riversleigh Community Scientific Advisory Committee

Executive Summary

Mayor Annie Clarke has requested that Council consider becoming members/chair of the Riversleigh Community Scientific Advisory Committee.

For Council Decision

Recommendation

That Council nominate Cr to apply to become a member of the Riversleigh Community Scientific Advisory Committee.

Full Report

Background

Email from Mayor Annie Clarke - *Could this be added to the agenda and the follow up info from Tracy Hales please? This is in relation to tourism from the Riversleigh fossils opportunities. As part of Riversleigh is in the shire it seems appropriate that we discuss an interest in being on the committee.*

Email from Tracy Hales - *Thank you for enquiring about having representation from Burke Shire Council on the Riversleigh Community Scientific Advisory Committee (RCSAC), positions will be advertised within the next month, I'll email you any other information as it comes to hand.*

The purpose of the RCSAC is to provide advice to the management agency on matters relating to the protection, conservation, presentation and management of the World Heritage Area from the view point of relevant stakeholders.

Membership of the committee primarily reflects broad sectors of community interest relevant to the Riversleigh WHA, these will include up to 10 representatives from the following areas: local government, Paleontologist/researcher relevant to Riversleigh, Outback Qld or Geo tourism, or members of the local natural resource community including direct neighbours. It's intended that members will be broadly across the issues relevant to their section of representation and thus able to provide informed advice.

The committee meets 4 times a year; although membership is voluntary, costs of travel and living expenses associated with the attendance and operation at meetings will be met by the government.

The RCSAC have been pivotal in providing advice to the agency in the development of the Riversleigh Interpretation Plan and as such we have been successful in obtaining grant money for the redevelopment of Riversleigh D-Site.

The expression of interest closed on the 28th February 2011.

Attachment [*eo-riversleigh-public-notice*](#)

*Statutory Environment
Policy Implications*

Financial Implications

Free membership

Strategic Implications
Officers Comment

Consulted With

CEO and Tracy Hales – Queensland Parks and Wildlife Service

File: BCS/ED/R
Author: Gary Letts
Date: 3 February 2011

Chief Executive Officer Reports

10.02.03 New Pool Safety Inspection System

Waiting on further information from the department

Executive Summary

The new pool safety inspection system commenced on 1 December 2010 requiring all pool owners of regulated pools to upgrade to the one pool safety standard by 30 November 2015, or earlier, if sold or leased first.

For Council Decision

Recommendation

That for the purposes of the *Building Act 1975*, section 246ACA(2)(b) (Special provision for pool inspection in remote areas) the Council, being a prescribed local government mentioned in Schedule 2A of the *Building Regulation 2006*, hereby declares the area described in the schedule below to be a remote area.

SCHEDULE

[Insert precise description of relevant area, including reference to attached map/s clearly showing the area, if applicable.]

Full Report

Background

The new pool safety inspection system commenced on 1 December 2010 requiring all pool owners of regulated pools to upgrade to the one pool safety standard by 30 November 2015, or earlier, if sold or leased first.

To facilitate pool safety inspections in remote areas your Local Government has been prescribed under schedule 2A of the *Building Regulation 2006* and is able to make a resolution to declare an area as a remote area for the purposes of section 246ACA(2)(b), *Building Act 1975*. This measure is aimed at providing help for pool owners in remote areas to meet their obligation to acquire a pool safety certificate on time and without having to bear the cost of travel by pool safety inspectors to reach a regulated pool situated in a remote area.

Once a Local Government has made a resolution to declare an area as a remote area licensed pool safety inspectors (Council or private inspectors) can inspect pools in that area using documents and any technology that will allow them to satisfy themselves about whether a pool is compliant or non compliant without an on-site inspection.

Statutory Environment
Policy Implications
Financial Implications
Strategic Implications
Officers Comment
Consulted With

File: DA/2011
Author: Gary Letts
Date: 3 February 2011

11 Finance Manager Reports

Recommendation

That

The Finance Services Officer's Standing Business Papers for Information as presented in Report 11.01.01 to 11.01.02 of the Business Papers be received by Council and noted; and

The Finance Services Officer's Business Papers for Council Consideration and Decision as presented in Reports 11.02.01 to 11.02.03 of the Business Papers be received for consideration.

- 11. Finance Manager Reports
 - 11.01. Standing Business Papers for Information
 - 11.01.01 Monthly Financial Report
 - 11.01.02 Status Report
 - 11.02. Business Papers for Council Consideration and Decision
 - 11.02.01 Community Housing Purchase
 - 11.02.02 Natural Disasters Policy
 - 11.02.03 Motor Vehicle Policy

Finance Services Officer Reports

11.01.01 Monthly Financial Report

Executive Summary

The Financial Reports for the month ended 31 December 2010 are attached.

For Council Information

Full Report

Background

Reports are provided in the attachments below

Attachment Cash and Investments – 31 December 2011
Debtors and Rates Owing – 31 December 2011
Revenue and Expenditure December 2011
Grants
Capital Budget 2010-11

Items of note

- Cash and investments – The closing balance of the QTC cash fund for December was \$ 3,878,024.15. Payments for December consisted of wages approx \$184k and creditors of approx \$1.1k
- Debtors and Rates Owing – Rates have been issued and the due discount date was 11 November 2010. Outstanding rates are \$114,630.84. A claim for FD state roads was made 6 December for approx \$204k, and shire roads for approx \$185k. RMPC claim for \$247,500 is still to be paid.
- Revenue and Expenditure – 51% of the year elapsed and Council has spent 52% of the total expenditure budget and received 57% of the budgeted revenue.
- Capital Expenditure - Capital expenditure is ongoing. 46% of capital work completed to date
- Grants - Council has received their second quarterly FAGS payment in November 2010. Council has received \$272,949 from R2R. Council has received \$5,299,772 this year for 2009 FD and \$2,033,273 for 2010 FD.

Statutory Environment

Section 152 Chapter 3 Part 8 and Section 99 Part 3, Local Government (Finance, Plans and Reporting) Regulations 2010.

Policy Implications

Purchasing Policy to be stuck to when purchases goods and services.

Financial Implications

Projects must stick to budget otherwise Council will have to fund the over-expenditure from general revenue.

Finance Services Officer Reports

11.01.02 Status Report

Executive Summary

Providing Council with the status of actions previously sought by Council for action as at January 2011.

For Council Information

Full Report

Background

December 15 2010																						
Sick Leave Policy	Amount of days of leave incorrect require adjustment.	February Update Completed																				
August 18 2010																						
Purchase Community Housing	<p>Letter to be written to Department seeking payout figure and current valuations of houses sent to Department.</p> <p>19.100721</p> <p>That Council purchases all six properties being at Lot 40 Burke Street, Lot 84 and 85 Musgrave Street, and the three single bedroom units on Lot 171 Musgrave Street Burketown at the prices stated below. Council write to the Department of Communities asking them to reinvest the monies received from the sale into more housing in Burke Shire.</p> <table> <tr> <td>Lot 84 Musgrave Street</td> <td></td> </tr> <tr> <td>House</td> <td>\$ 77,900.00</td> </tr> <tr> <td>Lot 85 Musgrave Street</td> <td></td> </tr> <tr> <td>House</td> <td>\$ 86,100.00</td> </tr> <tr> <td>Lot 171 Musgrave Street</td> <td></td> </tr> <tr> <td>Three Units</td> <td>\$154,496.16</td> </tr> <tr> <td>Lot 40 Burke Street</td> <td></td> </tr> <tr> <td>House</td> <td>\$ 73,800.00</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Total</td> <td>\$392,296.16</td> </tr> </table> <p><i>Carried 08.101117</i></p>	Lot 84 Musgrave Street		House	\$ 77,900.00	Lot 85 Musgrave Street		House	\$ 86,100.00	Lot 171 Musgrave Street		Three Units	\$154,496.16	Lot 40 Burke Street		House	\$ 73,800.00	 		Total	\$392,296.16	<p>February Update</p> <p>Invoice received awaiting confirmation from Council to proceed</p> <p>December 2010 Invoice received awaiting payment</p> <p>November 2010 Payout figure received. Letter to be written confirming Council will purchase houses.</p> <p>October 2010 Waiting for payout figure</p> <p>September 2010 Rang Dept and advised notification will be in mail within two weeks with payout figure.</p> <p>August 2010 No change</p> <p>July 2010 Letter and valuations sent</p>
Lot 84 Musgrave Street																						
House	\$ 77,900.00																					
Lot 85 Musgrave Street																						
House	\$ 86,100.00																					
Lot 171 Musgrave Street																						
Three Units	\$154,496.16																					
Lot 40 Burke Street																						
House	\$ 73,800.00																					
Total	\$392,296.16																					
WILG	Council endorses an application for the Mayor to undertake a Company Directors	February Update																				

	<p>course and should the application be successful then council will fund 50% of the additional costs associated with completion of the course. 17.100818</p>	<p>EA looking into</p> <p>December 2010 Notification received. Mayor to advise on course enrolment.</p> <p>November/October 2010 Awaiting notification</p> <p>September 2010 Awaiting notification</p> <p>August 2010 Application being completed.</p>
<p>September 16 2009</p>		
<p>Trust Fund Investigation</p>	<p>D) The Trustees of the Burke Shire Emergency Trust Fund be requested to transfer the balance of the trust funds held to Burke Shire Council for the provision of appropriate resources to provide emergency assistance to people affected by emergency situations and natural disasters (such as floods) within the Shire of Burke or any other area as determined by the Burke Shire Council and be advised that, once approval to have the funds transferred to Burke Shire is given by a majority of Trustees Council will:</p> <p>1) Transfer the funds from the Trust Fund to General Revenue</p> <p>2) Establish a Recurrent Reserve for Emergency Services Purposes. Further that interest generated from these funds is returned to this reserve.</p> <p>And that once these funds have been transferred the trust can be “wound up”.</p> <p>E) It be noted that the balance of monies from airlight ticket sales will be transferred to General Funds for airport improvements as allowed by the State Government; and</p> <p>F) Council 2) continue an annual disbursement of \$200 until the trust is fully utilised</p> <p>19.090916</p>	<p>February Update</p> <p>CEO investigating</p> <p>December/November 2010 CEO to investigate further information</p> <p>October 2010 Meeting held and carried over for CEO to investigate further information to Council Meeting 17th November.</p> <p>September 2010 Meeting to be held at 8am before council meeting October 2010.</p> <p>July 2010 Meeting organised prior to Council meeting in September 2010.</p> <p>June 2010 Meeting to be organised</p> <p>Meeting of Trustees to be held</p> <p>processed</p> <p>Noted</p>
<p>December 01 2008</p>		

<p>Fuel Services</p>	<p>That Council invite tenders for the supply of fuel services in early 2009</p> <p>05.081201</p>	<p>January 2011/ December/November 2010 No change</p> <p>October 2010 CEO to investigate</p> <p>September 2010 Leave till appointment of permanent CEO.</p> <p>August 2010 No change</p> <p>July 2010 No change</p> <p>June 2010 Meeting with CEO/DES/FM to happen Report to be prepared by DES/DFCS in conjunction with depot redevelopment plan.</p>
----------------------	---	--

File:BCS/G/CM/R/FM
 Author: Debbie Glyde
 Date: 20 January 2011

Finance Services Officer Reports

11.02.01 Community Housing Purchase

Executive Summary

At previous council meetings, motions 19.101117 and 08.101117 were passed to continue with the purchase and then subsequent invoice requested from the department for these purchases off community properties.

For Council Decision

Recommendation

Council continue with the purchase of the community housing – 3 x units on Lot 171 Musgrave Street, 1 x house Lot 84 Musgrave Street, 1 x house Lot 85 Musgrave Street and 1 x house Lot 40 Burke Street.

Full Report

Background

A funding agreement dated 30 June 1999 refers to the department providing funding to construct three, one bedroom units on Lot 88 Musgrave Street and later amended to Lot 171 and 171 Musgrave Street.

Funding agreement dated 21 May 2001 refers to the department providing funding to relocate one three bedroom house to Lot 174 Musgrave Street which was later changed to Lot 40 Burke Street. This agreement also was for Lot 84 and Lot 85 Musgrave Street.

As part of this funding agreement Council provided the land that these properties were to be constructed on.

Below is extract from email from Department of Communities on the housing purchase.

HISTORY OF PAYOUT NEGOTIATIONS

- As discussed, the background paragraphs in the word file above explain the property discrepancies between the two initial funding agreements - signed between the department and the Council on 30 June 1999 and 21 May 2001 before the construction / reallocation projects commenced - and the valuation reports which show the actual lot numbers on which the funded dwellings were placed.
- I also attach the email I sent to Debbie on **30 April 2010**, with a copy of the initial letter from the department sent 16 September 2009, with payout figures current as at September 2009 for the four properties in Burketown. As I said in my email, this letter of 16 September 2009 also request clarification and agreement from the Council on property discrepancies on lot numbers for two properties.
- The Council then later wrote to the department on **2 August 2010** confirming Council's interest in the purchase of the four community housing properties in Burketown with updated valuations, and we obtained updated payout figure from our Legal Unit.
- On **5 November 2010** the department sent the Council a letter from our Executive Director confirming the current payout figures as a total of \$392,296.16 for the four properties, which figure the council then accepted in its letter of **6 December 2010**. The department has now sent Burke Shire Council an invoice for the agreed amount of \$392,296.16.

Chris Drewniak | A/Senior Service Officer

Housing Provider Management | Social Housing Programs | Department of Communities

Statutory Environment

Policy Implications

Financial Implications

\$400K allocated in budget for purchase

Strategic Implications

Officers Comment

File: BCS/CP/OH/CHP
Author: Debbie Glyde
Date: 24 January 2011

Finance Services Officer Reports

11.02.02 Natural Disasters Policy

Executive Summary

Following the recent floods LGAQ have created a template to assist those Councils whom don't have a policy or don't deal with this under their EBA's. This policy has been modeled off public sector directive 18/09 and modified for LG. Council can use this template to benchmark their own policy against what has generally been accepted as being fair and reasonable / compassionate.

For Council Decision

Recommendation

That Council adopts the Burke Shire Council Natural Disasters Policy.

Full Report

Attachment HR02 Staff Absences due to Natural Disasters Policy

Background

This policy has been formulated to cover special natural disaster leave for employees/staff under 7 conditions and/or circumstances. This policy shall allow up to five (5) days paid special natural disaster leave per calendar year (non cumulative) and with access to a maximum of three (3) days leave per recognized natural disaster event. Council may consider additional paid special natural disaster leave beyond the scope of this policy under exceptional circumstances and at the discretion and approval of the CEO and considered on a case by case basis.

Statutory Environment

Policy Implications

No current policy to cover special natural disaster leave

Financial Implications

Will need to account for this when revising the budget

Strategic Implications

Officers Comment

Consulted with Chief Executive Officer, LGAQ

File: BCS/CM/POLICY/A
Author: Debbie Glyde
Date: 4th November 2010

Finance Services Officer Reports

11.02.03 Motor Vehicle Policy

Executive Summary

A Motor Vehicle Policy has been formulated to advise staff that has commuter use of vehicles. This policy is to stop staff from taking home vehicles when they should be left at the depot. It also stipulates that no council vehicle is to be driven in water exceeding 450cm.

For Council Decision

Recommendation

That Council adopts the Burke Shire Use of Council Vehicles Policy.

Full Report

Attachment *ADMIN04 - Use of Council Motor Vehicle*

Background

This policy has been formulated so that it is clear that vehicles are not taken home after work each day unless it is in the employee's contract for commuter/private use.

Presently staff members are taking vehicles home when they should not. This policy also states that the driver of the work vehicles are responsible for ensuring they are cleaned each week before end of work on Fridays.

This policy also states that no council vehicle is to be driven in water exceeding 450cm.

Statutory Environment

Policy Implications

No current policy to cover motor vehicle usage

Financial Implications

FBT where applicable

Strategic Implications

Officers Comment

Consulted with Chief Executive Officer, DES

File: BCS/CM/POLICY/A
Author: Debbie Glyde
Date: 27 January 2011

12 Director Engineering Services Reports

Recommendation

That

The Director Engineering Services Standing Business Papers for Information as presented in Reports 12.01.01 to 12.01.03 of the Business Papers be received by Council and noted.

The Director Engineering Services Business Papers for Council Consideration and Decision as presented in Reports 12.02.01 to 12.02.03 of the Business Papers be received for consideration.

12. Director of Engineering Services officer reports

12.01 Standing Business Papers for Information

12.01.01 Director Engineering Services Works and Services Update

12.01.02 Director Engineering Services Status Report

12.01.03 Plant Upgrades – look into options of buying or leasing rather than hiring plant

12.02. Business Papers for Council Consideration and Decision

12.02.01 Preferred Suppliers Document

12.02.02 Veterinary Clinic for Gregory and Burketown

12.02.03 Replace Front Deck Mower

Director Engineering Services Reports

12.01.01 Director Engineering Services Works and Services Program Update

Executive Summary

The following points in this summary are expanded on in detail in the full report that immediately follows this summary.

Grading & Maintenance Main Roads

Wills Developmental Road 78A monitoring defects areas, with light to heavy grading and limited gravel resheeting, Camooweal 6801 Road monitoring defects and restoration of some recent storm damage, these works are actioned when access is appropriate.

Grading & Maintenance Shire Roads

Only Jet Patcher maintenance has been carried out on Bitumen Roads.

RRG Technical Committee and TIDS information

A Technical Committee meeting is to be held in Cloncurry on 3rd February.

RMPC, WDR 78A & Camooweal 6801

Limited access on both these roads is holding up these activities however mandatory monitoring for monthly "Back Logs" & "Forward List of Works".

Sealing & Resealing Works

Jetpatcher maintenance restoring areas where safety could be evident or pavement failures are detrimental to the safety & serviceability of the roads.

Natural Disaster Relief and Recovery Arrangements (NDRRA) Submissions

Submission preparations for the January 2011 declared events are underway with an estimated \$5m on the local State road network and \$5m on local Council roads network.

Town Water Supplies

Burketown and Gregory supplies are operating satisfactorily for this time of year.

Town Streets, Parks and Gardens

Maintenance is being monitored and actioned with condition of grounds looking satisfactory.

Sewerage Utilities

The scheme is working at a satisfactory level of service.

Gregory and Burketown Aerodromes

Some Aerodrome lighting issues due to moisture from submergence has caused some short term failures, however generally the facilities are operating satisfactorily.

RADS and RASP funded activities taking place with programming and planning of the new electrical board also the PAL system upgrade and emergency generator specification development and tendering.

The Aquatic Facility (Swimming Pool)

Pools operations are running with minimal interruptions along with general maintenance along with hand access rails are now being installed.

Waste Collection

Burketown and Gregory collections are operating with limited issues for this time of year.

Sporting Facilities

Normal usage and maintenance continue along with some unscheduled maintenance.

Weather is holding up lighting installation at Burketown

Strategic Works Program

Works focus is currently moved to maintenance activities with strategic works being programmed for the next dry season.

Workshop and Fleet

All plant is working at satisfactory levels of service with maintenance being kept up to date, some unscheduled maintenance is being actioned with wet season slow down of construction.

One new grader had a factory assembly fault and is now repaired by the dealer and back in commission, the 2nd machine is performing at satisfactory levels with no issues.

Where Works Crews, Plant and Machinery are currently working

See detail at bottom of Full report.

For Council Information

Full Report

Grading & Maintenance Main Roads

Wills Developmental Road 78A monitoring defects areas along with continued opening grades due to localised storms on various segments destroying safe access on a virtually every other day basis, the road's closures and openings are on a similar cycle also.

Light to heavy grading and limited gravel resheeting is occurring to maintain some balance with safety.

Camooweal 6801 Road is currently closed, with little chance of opening until the wet season is over, however monitoring defects and restoration of some recent storm damage for local access is in place, these works are actioned when access is appropriate.

Grading & Maintenance Shire Roads

Some limited works are being carried out, Escott opening grades for access to the Burketown water intake pump station, Jet Patcher is maintaining bitumen roads that can be accessed.

RRG Technical Committee and TIDS information

A Technical Committee meeting is to be held in Cloncurry on 3rd February, with a State Roads NDRRA Flood Damage prestart meeting on the day prior.

RMPC, WDR 78A & Camooweal 6801

Limited access on both these roads is delaying some activities flood water height gauges maintenance is continuing on creek crossings and inverts, contractual monitoring for monthly “Back Logs” & “Forward List of Works”.

Sealing & Resealing Works

Jetpatcher maintenance restoring areas where safety is/could be evident or pavement failures are detrimental to the safety & serviceability including longevity of the roads pavement.

Natural Disaster Relief and Recovery Arrangements (NDRRA) Submissions

Submission preparations for the January 2011 declared events are underway with an estimated \$5m on the local State road network and \$5m on local Council roads network.

Submissions now have new guidelines and requirements whereby emergent works and restoration are required to have a submission for each with the details in the same format, previously emergent works only required an invoice including a breakdown of activities carried out.

The new format for both emergent and restoration requires locations to be photographed including imprinted date & GPS location marks and coordinates.

*Attachment MKVII Summarised Works Program
 MK VI Summarised Works Program
 MK V Summarised Works Program
 MK IV Summarised Works Program
 MK III Summarised Works Program*

Town Water Supplies

Burketown and Gregory supplies are operating satisfactorily for this time of year, regular grading of access to the raw water intake pump station is being actioned to maintain safe access.

Town Streets, Parks and Gardens

Maintenance is being monitored and actioned with condition of grounds generally are looking satisfactory, hand mowing and brush cutting is being targeted to avoid destroying drainage with heavier machinery.

Sewerage Utilities

The scheme is generally working at a satisfactory level of service, STP grounds is being enterprisingly maintained also.

Gregory and Burketown Aerodromes

Some Aerodrome lighting issues due to moisture from submergence has caused some short term failures, these issues have now been addressed with conversion of the failed components being converted to 12V in place of 240V, this conversion does comply with all the requirements and standards.

RADS and RASP funded activities taking place with programming and planning of the new electrical board also the PAL system upgrade including the emergency generator specification development for tendering with wet season delays this work is expected to be completed by April - May.

The Aquatic Facility (Swimming Pool)

Pool operations are running with minimal interruptions along with general maintenance, along with the hand access rails are expected to be installed over the next 2 weeks.

Waste Collection

Burketown and Gregory collections are operating with limited issues for this time of year. Dumping access is main issue it is proposed to have some improved pavement access over the next dry season.

Sporting Facilities

Normal usage and maintenance continue along with some unscheduled maintenance,

Weather is holding up lighting installation at Burketown Multi Purpose Courts and Aquatic Facility.

Gregory Multi Purpose Courts pavement reconstruction is being programmed for April to June. Tenders for construction is now being developed.

Strategic Works Program

Works focus is currently moved to maintenance activities with strategic works being delayed for the wet season and programming taking place for the next dry season.

Attachment [110124 Indicative Master Strategic Works](#)
[101215 Indicative Master Strategic Works](#)
[101117 Indicative Master Strategic Works](#)
[101019 Indicative Master Strategic Works](#)
[100913 Indicative Master Strategic Works](#)

Workshop and Fleet

All plant is working at satisfactory levels of service with maintenance being kept up to date, some unscheduled maintenance is being actioned with wet season slow down of construction.

Grader P#523 had a failure due to factory assembly fault and following repairs by the supplier is now back in commission, P#522 grader is performing at satisfactory levels.

Hire of a Dry-Goods/Fridge/Freezer combination with Generator & Forklift has been commissioned at Gregory as a trial for the wet season supplies to Burke Shire.

A shortfall in work vehicles is causing delays in job progress in some areas.

Other minor works action/planning development summary

1. Burketown Foot Paths extensions (planning & resource programming) as weather allows
2. Gregory Foot Paths extensions (planning & resource programming) as weather allows
3. Drainage Improvements Musgrave Street (programming)
4. Gregory Camp maintenance (continuing programming)
5. Burketown Tennis Court Lighting, Hand Ball / Hit-up Wall (works programmed) proposed January or when conditions allow
6. Burketown Aquatic Centre Lighting and Pools Access Rails (works Programmed)
7. Morning Glory Park Water Feature (concept plan being finalised)
8. New Housing scope and brief for design (being developed/ revised) this project is being revisited for proposed change of use redirection.
9. New Relocatable Disabled Toilet for Truganini Wharf (being constructed) completion April
10. Preparation for Surplus Goods and Material Auction (Inventory being developed for Advertisement) May / June auction
11. Upgrade of Power Board Burketown Aerodrome (completion April/May)
12. Purchase of Emergency Generator Burketown Aerodrome (tenders Feb)
13. Solar Power & Lighting investigations for Burketown (Council Workshop Power & Albert River Park lighting) & Gregory (House & Depot Power) (agent is developing proposals)
14. Gregory House Renovations specification development (tender specification development)
15. Gregory Camping grounds toilet block including water provision (low impact facility) (** prep for installation April)
16. Sewerage Line Extension Plan development Sloman to Anthony Street East of Beams Street (a new concept in pressure sewer is proposed similar to Karumba's system for Council consideration)
17. Install Kerb Channels & Batter Chutes Gumbummunda Bridge approaches planning (nearing completion)
18. Planning for Shelter Shed for Jetpatcher (budget consideration)
19. Asset Management Plan review and feature development (completed review & further details to be inserted)
20. GIS continuing development (continuous progression)
21. Preferred Suppliers List Specification development (document for Council consideration)

Where Works Crews, Plant and Machinery are currently working

Supervisors meeting and Works Activity Statement attached for general information.

Attachment 110201 - Supervisors Works Activities Minutes
101207 - Supervisors Works Activities Minutes
101123 - Supervisors Works Activities Minutes
101109 - Supervisors Works Activities Minutes

1. Rural Works Foreman and Council Crew working on emergent storm damage mainly on WDR (Gregory to Burketown)
2. Contractor Grader working on emergent storm damage mainly WDR 78A (Gregory to Burketown)
3. Towns Crews Burketown and Gregory maintenance Parks & Gardens
4. RMPC Crew maintaining signage including flood height markers and guide post markers.

Supervisors To Do List incorporating Wet Season Activities for general information.

Attachment 110201 -TO-DO List

Supervisors Daily Activity Sheet for Wet Season Activities for general information.

Attachment Wet Season - Daily Activity Sheet

File: BCS/G/CM/R/DES
Author: Dennis Kerr
Date: 9th February 2011

Director Engineering Services Reports

12.01.02 Director Engineering Services Status Report

Executive Summary

Providing Council with the status of actions previously sought by Council for action.
The status of matters previously resolved and or arising since the previous meeting is as follows:

December 15 2010			
Storage of Avgas and Jet A1 for emergency purposes		That Council stockpile 5 drum of Jet A1 and 5 drums of Avgas to be placed at Hells Gate and Gregory points for emergency services purposes, with expiry dates checked on a regular basis. Payment as per approval by Emergency Trust fund members. Carried 09.101215	February Update Delivery expected mid to late January
November 17 2010			
Cyclone Wet Season Cleanup November 2010	As Council has indicated previously Cyclone awareness is the responsibility of everybody in the community when it comes to securing objects that can become airborne or missiles during high wind.	That Council consider integration of the pre cyclone season cleanup with a general town's cleanup and endorse a further notice being distributed to those landholders or tenants that have accumulated old vehicles and other debris on Council property or vacant land advising that the vehicles and or debris can be removed with the proposed cleanup. <i>Carried 24.101117</i>	February Update Completed December 2010 - Proposed cleanup will take place Wednesday 8 th December & Thursday 9 th at Gregory and any outstanding debris will be scheduled for Friday.
Extraction from Gravel Pits and Pipeline		That Council endorses the extraction of gravel from the following pits – Walford, Eight-Mile, Hells Gate, Ridge Pit and Guldara. <i>Carried 22.101117</i>	February Update Unchanged December 2010 - SPO attended meeting with local stake holders (20 th Oct Gungalidda 21 st Oct Waayni) both stake holders acknowledged that the maps presented identified the locations however in a recent email from Councils lawyers to CLC's Lawyers it was claimed that the maps still hadn't been received. No further advancements have occurred.

August 18 2010			
<p>Road Trains Access to Council Local Roads Letter of Support Request (Smith's Transport Pty Ltd)</p>	<p>The letter of request from Smith's Transport Pty Ltd requests for "Council's approval" to operate AAB Tri Drive Quad Road Train on Gregory Lawn Hill Road to access Century Mine road.</p> <p>Council may wish to authorise the Director Engineering Services to prepare an appropriate policy with conditions similar to a State Controlled road requirement for the operation of AAB Tri Drive Quad Road Trains on Council local roads.</p>	<p>That Council provide a letter of support to Smith's Transport Pty Ltd for the operation of AAB Tri Drive Quad Road Trains on the specific section of Gregory Lawn Hill Road from the junction with Wills Development Road (WDR 78A) to the Century Mine Road turnoff on Gregory Lawn Hill Road, furthermore any conditions imposed on the operator by DTMR pertaining to WDR78A that the same conditions will also apply to Council controlled roads, also additional conditions as and when Council determines will apply regarding maintenance due to road utilisation during the wet season.</p> <p>Carried 23.100818</p>	<p>February Update Unchanged</p> <p>December 2010 Letter & conditional agreement to be developed.</p> <p>November 2010 Unchanged</p> <p>September 2010 The trucking operator and DTMR will be advised of Council's requirement.</p>
<p>Road Trains Access to Council Local Roads Letter of Support Request (Roy Girle & Co)</p>	<p>The letter of request from Roy Girle and Co requests for "Council's approval" to operate AAB Tri Drive Quad Road Train on Gregory Lawn Hill Road to access Century Mine road.</p> <p>Council may wish to authorise the Director Engineering Services to prepare an appropriate policy with conditions similar to a State Controlled road requirement for the operation of AAB Tri Drive Quad Road Trains on Council local roads.</p>	<p>That Council provide a letter of support to Roy Girle and Co for the operation of AAB Tri Drive Quad Road Trains on the specific section of Gregory Lawn Hill Road from the junction with Wills Development Road (WDR 78A) to the Century Mine Road turnoff on Gregory Lawn Hill Road, furthermore any conditions imposed on the operator by DTMR pertaining to WDR78A that the same conditions will also apply to Council controlled roads, also additional conditions as and when Council determines will apply regarding maintenance due to road utilisation during the wet season.</p> <p>Carried 22.100818</p>	<p>February 2011 Unchanged</p> <p>December 2011 - Letter & Conditional Agreement to be developed</p> <p>November 2011 - Unchanged</p> <p>September Update - The trucking operator and DTMR will be advised of Council's requirement.</p>
<p>July 21 2010</p>			
<p>Doomadgee East Road TIDS Projects 2010-2011 Allocation and Recommendation of</p>	<p>2010-2011 Allocations are now confirmed for the proposed 2010-2010 year with \$400,000 (no</p>	<p>That Council endorse the proposal to construct a segment (approx 3 kms length) to sealed standard</p>	<p>February Update Wet season closure delaying further works</p>

<p>Project Locations</p>	<p>matching funds required) to Doomadgee East Road. It is recommended this funding be directed to a section within the remaining 8 kms of unsealed section on this LRRS Road.</p> <p>This particular funding is specific to Aboriginal Communities Access Roads and does not require matching funding.</p> <p>There is 8kms of unsealed road remaining on the Doomadgee East road and it is recommended that approximately 3 to 4 kms of sealed pavement could be achieved from this funding.</p>	<p>of the remaining unsealed 8 km section on Doomadgee East Road.</p> <p>Carried 22.100721</p>	<p>December 2010 - Works are progressing it is expected to have 2km of primer seal applied prior to end of year closedown.</p> <p>November 2010 - Unchanged</p> <p>September 2010 - Unchanged</p> <p>August 2010 - This project will be actioned as soon as the approvals for 2010 Event FD restoration is forthcoming.</p>
<p>Gregory Lawn Hill Road TIDS Projects 2010-2011 Allocation and Recommendation of Project Locations</p>	<p>2010-2011 allocations are now confirmed for the proposed 2010-2010 year with \$484,000 (including matching) to Gregory Lawn Hill Road. It is recommended this funding be directed to concrete floodway's needed between the MMG Mine road turnoff and Big Archie creek.</p> <p>From the 2009-2010 TIDS allocations to this road a survey and design was conducted and delivered identifying the need for 5 flood-ways within the proposed specific project.</p>	<p>That Council endorse the proposal to construct "up to" five flood-ways on Gregory Lawn Hill Road between the MMG Mine Road Turnoff and Big Archie Creek from 2010-2011 TIDS allocations to Gregory Lawn Hill Road.</p> <p>Carried 23.100721</p>	<p>February Update</p> <p>Wet season closure delaying further works</p> <p>December 2010 - Tenders have been developed for construction.</p> <p>November 2010 - Unchanged</p> <p>September 2010 - Unchanged</p> <p>August 2010 - Specification for Tendering will now be let.</p>
<p>Total Management Plan Water and Sewerage (TMP) July 2010</p>	<p>Council, and particularly a previous CEO, spent considerable effort trying to finalise a Total Management Plan (TMP) in 2006 and 2007, but it never reached a stage of completion satisfactory to DERM. Because much has changed since then, this TMP has been prepared by Wide Bay Water from the new information that is required to be addressed in this current document.</p> <p>With an adopted and</p>	<p>That Council adopt the Total Management Plan for Water and Sewerage (TMP) as presented</p> <p>Carried 26.100721</p>	<p>February 2011 -</p> <p>DERM is currently reviewing the TMP component, the SAMP component has been approved.</p> <p>A annual report has to be submitted to DERM to demonstrate how the TMP & SAMP are being utilised for the operation of Water & Sewerage. DES will request to DERM that due to the time frame of approval the balance of current</p>

	<p>approved TMP Council's ability to obtain external funding for Water and Sewerage projects would be considerably enhanced. State government subsidies were suspended a year ago but the government has advised that they will accept applications for new projects on a needs-based subsidy scheme from 1 July 2011.</p>		<p>year be integrated into the 2012 report.</p> <p>December 2010 - DERM has reviewed the TMP and has requested some changes in relation to where a TMP & SAMP are combined.</p> <p>The changes are to satisfy the guidelines produced by LGAQ in developing a SAMP.</p> <p>Wide Bay Water Corporation has committed to address the short fall during Dec/Jan.</p> <p>November 2010 - Document sent to DERM no response to date.</p> <p>Document Completed</p> <p>September 2010 - Unchanged</p> <p>August 2010 - TMP has now been signed off by Councils CEO and WBW Chief Engineer Peter Robbins, and then will be submitted straight to DERM from WBW.</p>
<p>Truganini Road Bitumen Extension</p>	<p>Truganini Road is a highly utilised road in Burke Shire.</p> <p>With the new guidelines with "Flood Damage Restoration" some upgrading works can be achieved where it is historically damaged year after year and by some means this can be reduced by a one off expenditure that will reduce future maintenance expenditure.</p> <p>The NDRRA restoration and an upgrade to bitumen seal standard combined costs would be approximately \$110K</p>	<p>Council resolves to extend the Bitumen Seal on Truganini Road to seal standard for approximately 1.1 km combining approved NDRRA flood damage funds and some addition Council road maintenance funds to approximately \$110k to restore existing pavement to seal standard with an upgrade to Bitumen seal finish.</p> <p>Carried 28.100721</p>	<p>February Update</p> <p>1km completed with primer seal the balance 0.1km will be completed as weather conditions allow.</p> <p>December 2010 - Construction works to practical completion & final seals to be programmed.</p> <p>November 2010 - Works currently underway</p> <p>September 2010 - Unchanged</p> <p>August 2010 - This project will be actioned as soon as the approvals for 2010 Event FD restoration is forthcoming.</p>
<p>November 26 2009</p>			

<p>Lawn Hill Station request to Install Four Grids</p>	<p>Lawn Hill Station wishes to subdivide Elizabeth Paddock with four fences and four grids for improved grazing and stock management this paddock has the Doomadgee to Lawn Hill Road (Alternative Savannah Way) connection pass through it, and to this end request Council to allow the installation of four grids on this road for stock management and transport convenience.</p>	<p>That Council permit Lawn Hill Station to install four grids on Doomadgee Lawn Hill Road (Alternative Savannah Way) at Elizabeth paddock with in Lawn Hill Station and that the four Grids construction specifications and installation standards must be to the satisfaction of Councils Director Engineering Services.</p> <p>Carried 18.091125</p>	<p>February Updated</p> <p>4 Grids have been installed as requested</p> <p>Completed</p> <p>December 2010 - Four Grids for LHS are nearing completion.</p> <p>November 2010 - Installation progressing</p> <p>September 2010 - Unchanged</p> <p>August 2010 - Lawn Hill Station is proposing to purchase 4 grids from Council and Council will install as the Roads Crews carry out work in the area.</p> <p>July 2010 - Proposal for grids to be supplied by property and installed by Council when working in the area.</p> <p>June 2010 - Unchanged</p> <p>May 2010 - Unchanged</p> <p>March 2010 - Unchanged</p> <p>February 2010 - Unchanged</p> <p>January 2010 - Unchanged.</p> <p>December 2009 - Lawn Hill station Manager has been verbally advised of Councils consideration and a formal letter will be forwarded in due course.</p>
<p>Officer Housing</p>	<p>At the September 2009 meeting a position was resolved (09.090916) to seek a cash payment from Council's insurers for House number 4, Gregory Street that was damaged by fire. The funds were then to be redirected to houses two and three in Sloman Street and the Gregory Caretakers house to rectify outstanding maintenance issues.</p>	<p>1) That Council accept the proposed insurance position as initially presented by Suncorp to repair the Gregory Street house.</p> <p>2) That Council reallocate the budget item \$300 000 from the establishment of an executive residence to the renovation of the Sloman Street houses two and three.</p>	<p>February Update</p> <p>All the funds were utilised in restoration of house 2 & 3 Council has budgeted further funds for the Gregory House, a specification is being developed for tendering the renovations to the Gregory House</p> <p>December 2010 - Specification and Tender specifications are being compiled; this is in</p>

	<p>Since then Council have been in negotiation with our insurers. It has become apparent that the insurances will not make the full amount available to Council as a payout.</p> <p>In light of this new information an alternate position is now presented for Council's consideration.</p>	<p>3) That Council address the Gregory Caretaker house maintenance issues with the balance of funds after the renovations of the two Sloman Street houses are complete.</p> <p>Carried 21.091125</p>	<p>parallel with an inspection carried out for budgeting.</p> <p>November Update - Specification being developed for tendering</p> <p>September 2010 - Gregory House renovations being planned.</p> <p>August 2010 - Burketown houses two and three renovations are complete and house four rebuild is completed.</p> <p>Gregory Works Assistants House renovations planning is currently being developed, it is expected that the works should be completed during Sept/Oct</p> <p>July 2010 - Completed - Finalised</p> <p>June 2010 - Budget considerations are being sought for 2010-2011</p> <p>May 2010 - The late wet delayed materials being able to be sourced hence completion has been delay it is expected now prior to end of May</p> <p>March 2010 - Handover of completed renovations to House 2, 3 & 4 is expected by mid April</p> <p>February 2010 - Rehabilitation works are progressing with EWS building contractor's actioning the works.</p> <p>January 2010 - Unchanged</p> <p>December 2009 - All 3 houses have had 3 quotes sourced 2 companies submitted quotations and a 3rd declined (Burketown builder)</p>
--	--	--	---

			<p>The successful quotation was from EWS currently renovating the Ergon house in Anthony Street.</p> <p>Contracts are being prepared and work will commence immediately. With completion expected to be March 2010.</p>
<p>October 13 2009</p>			
<p>2009 TC Charlotte NDRAA relief rehabilitation works</p>	<p>Road works rehabilitation commencement</p>	<p>That commencement of prioritised NDRAA relief rehabilitation works for the 2009 Flooding Event as soon as resources are available and that claims be prepared in parallel with the works so reimbursement is guaranteed as soon as submission approvals are granted</p>	<p>February Update</p> <p>Currently approximately \$1m yet to be expended</p> <p>December 2010 - DTMR allocations are now fully claimed & Council local roads allocation is on track for completion by June 2011</p> <p>November 2010 - 99% DTMR allocation expended and 70% of DIP Local Roads allocation expended.</p> <p>September 2010 - Approximately 50% expended.</p> <p>August 2010 - 2009 Event Rehabilitation /Restoration Works are progressing following 2010 Emergent works completion.</p> <p>July 2010 - Unchanged</p> <p>June 2010 - Unchanged</p> <p>May 2010 - All 2009 TC Charlotte submissions have now been approved and works are in full swing.</p> <p>March 2010 - Approval of the Emergent works payment has been received</p> <p>February 2010 - Emergent works claim payment is expected any day.</p> <p>January 2010 - Unchanged</p>

			<p>December 2009 - Emergent works are now complete in readiness for the coming Wet Season.</p> <p>November 2009 - Works have commenced on areas that are a high safety risk and are being addressed as urgent.</p>
--	--	--	--

July 15 2009

<p>Contract Claim – Gregory Water Treatment Plant</p>	<p>That a report be prepared for Council's consideration on the claims made before any further payments are made on this contract.</p> <p>Carried 47. 090715</p>	<p>February Update</p> <p>CEO will advise on status</p> <p>December 2010 - Council's CEO is seeking legal advice and reporting to Council</p> <p>November 2010 - CEO is procuring advice to finalise this impasse</p> <p>September 2010 - Unchanged</p> <p>August 2010 - The Contractor has not fulfilled the agreed activities. On unannounced visit in November 2009 the Contractor project manager made arrangements with DES to be on site with Surveyors to provide surveyors with locations as to where the infrastructure is so he would then have the data to finalise the "as constructed drawings" at that time according to previous CEO correspondence thought was this would finalise the project.</p> <p>Council supplied the Surveyors however the Contractor was unable to attend the site as he was going overseas. The Surveyors was in Burke Shire doing other projects for Council however the data was picked as best we could without the Contractor.</p> <p>However the contractor has not contact Councils DES directly since the initial meeting and failed site arrangement.</p> <p>DES has also discovered since that there are some very serious shortfalls in the GWTP as constructed and some components leave Council in quite vulnerable situation, e.g. Safety Ladders and railings for the holding tanks access (where a builders ladder is currently used for access to the top of tanks)</p> <p>It also appears there was one</p>
---	--	--

		<p>component chamber component left of the raw water well at the river this making the chamber very vulnerable to ingress of flood water silt.</p> <p>It is recommended that Council write to the Contractor expressing the dissatisfaction of certain aspects of the contracted as constructed works and place a rectification and finalisation date on the matter.</p> <p>July 2010 - Unchanged</p> <p>June 2010 - Unchanged</p> <p>May 2010 - Unchanged</p> <p>March 2010 - Unchanged</p> <p>February 2010 - Survey documents are now to hand for drafting of the works as constructed document that is still outstanding.</p> <p>January 2010 - Unchanged.</p> <p>December 2009 - DES has had a meeting with Lemura’s project manager and has established were the impasse occurred and now has negotiated the finalisation of the project where by a works as executed plan of the Gregory Water Supply will be submitted to Council and in turn payment for the unpaid orders that have been fulfilled will be paid, this is expected to completed by March 2010.</p> <p>November 2009 - A realistic agreement has been established to bring this project to a appropriate finalisation and a report with recommendation will come before council</p> <p>October 2009 - Unchanged.</p> <p>September 2009 – Unchanged</p> <p>DES will generate a report as to the origins and validity of the claims including liaison with the Project Manager from G & MA Lemura Pty Ltd to seek a satisfactory resolve and outcome for Council. This information gathering is expected to be finalised for a report to the November meeting, following the project manager's visit to Burke Shire in October.</p>
<p>May 27 2009</p>		
<p>Gregory/Lawn Hill Road –</p>	<p>That Council enter into discussions with Oz Minerals Century Mine to draft a formalised</p>	<p>February Update</p>

<p>Proposed Haulage of Gravel along this Road</p>	<p>Level of Service specification and documented agreement for the Specific section of Gregory to Lawn Hill Road that Oz Minerals Century Mine utilises.</p> <p>Carried 19. 090527</p>	<p>An alliance between Council and the Mine has brought about a good working relationship</p> <p>December 2010 - Discussions are progressing and some limited works progress is taking place.</p> <p>November 2010 - Discussions are scheduled with mine management to form an agreement</p> <p>September 2010 - It is recommended that once Council Asset Management Plan is in place a level of service this road can be determined.</p> <p>August 2010 - With the Mine having changed owners it is recommended that the old agreement and level of service for this arrangement be reviewed by entering into new discussions where by a level of service agreement maybe developed and Council and MMG can move forward with appropriate management of the road.</p> <p>July 2010 - Quad Road Trains Haulage Contractors requesting permissions to haul on Council local Roads</p> <p>June 2010 - Unchanged</p> <p>May 2010 - Unchanged</p> <p>March 2010 - Unchanged</p> <p>February 2010 - Unchanged</p> <p>January 2010 - Unchanged.</p> <p>December 2009 - DES has had discussions with the Mines Operations Manager and it seems a previous officer had made promises that were not according to LG act requirements hence with new management in BSC administrate sections this expectation had to be defused therefore any urgency on the Mines behalf has now abated.</p> <p>November 2009 - DES and Oz Minerals manager have finalised an arrangement to have the NDRRA funding when approved carried out with the mine providing some machinery to assist Council crews at no cost to Council.</p> <p>October 2009 - Exchange of expectations from Chris Potter Oz Minerals (not very happy) & response from DES that nothing will happen until</p>
---	--	---

		<p>NDRRA approvals come through for Flood Damage.</p> <p>September 2009 - Unchanged.</p> <p>It seems that once Council took a stand on the level of service standard being revised and obligations of stakeholders the issue has gone.</p> <p>July 2009 - no further action to date.</p> <p>Letter has been sent to Oz Minerals conveying Councils requirement for further discussions regarding the drafting of an agreed Level of Service agreement.</p>
<p>Burketown Wastewater Treatment Plan</p>	<p>That consideration by way of investigations into the needs for further maintenance to the WWTP (Waste Water Treatment Plant) Infrastructure be undertaken as a matter of urgency with cost estimates provided for consideration in the 2009-2010 budget deliberations.</p> <p>That minor recommended electrical maintenance be actioned and training for operators at the WWTP be provided for in the coming 2009-2010 budget considerations.</p> <p>Carried 20. 090527</p>	<p>February Update</p> <p>A commitment to enhanced maintenance to plant & grounds is taking place with positive outcomes.</p> <p>December 2010 - Finalisation of uncompleted works during previous upgrades have been identified and action be taken to complete shortfalls.</p> <p>November 2010 - Upgrades and repairs are now finalised, some monitoring equipment is required to overcome power failures and pump mal functions in the way of alarms.</p> <p>September 2010 - Hard copy being sent to DERM for review.</p> <p>August 2010 - Burketown's TMP for the Waste Water Infrastructure is now the asset management and maintenance plan which will allow preeminent procedures for operations, maintenance, replacement and renewal planning plus well timed and adequate budgeting.</p> <p>July 2010 - TMP is presented to July meeting for Council consideration.</p> <p>June 2010 - Unchanged</p> <p>May 2010 - Unchanged</p> <p>March 2010 - Unchanged</p> <p>February 2010 - Unchanged</p> <p>January 2010 - Unchanged.</p> <p>December 2009 - Blivet Rota Drum has been ordered and will be manufactured during the wet season in readiness for installation April May 2010 it is planned</p>

		<p>the annual service will also be conducted at that time also.</p> <p>November 2009 - Further programmed maintenance on the waste processing rota drum is now planned as soon as a new drum is available.</p> <p>October 2009 - Some Maintenance works are being actioned with the Blivet & Fibreglass Repairs</p> <p>September 2009 - A repair program will now be constructed according to budgetary constraints.</p> <p>Once a budget is adopted repairs will be actioned.</p> <p>July 2009 - a budget bid according to the technical report received will be presented for deliberations</p> <p>Assessment, estimates and priority of needs are being finalised for budget consideration.</p>
<p>Fatigue Management Regulations</p>	<p>That Council endorse the continuance with the Alliance of Gulf Councils by means of LGAQ who are making a combined submission for an exemption to the requirements of the Fatigue Management Regulations to effect a more realistic process for Council Works operations drivers as opposed to long haul driver fatigue management.</p> <p>Carried 21. 090527</p>	<p>February Update</p> <p>Unchanged</p> <p>December 2010 - Unchanged</p> <p>November 2010 - Unchanged</p> <p>September 2010 - Unchanged</p> <p>August 2010 - Unchanged</p> <p>July 2010 - Council is nearing being qualified for the AFM operations.</p> <p>June 2010 - Unchanged</p> <p>May 2010 - Unchanged</p> <p>March 2010 - Advanced Fatigue Management Training (AFM) of some Council employees (schedulers & drivers) has been actioned with further training for the balance of Council schedulers, drivers and contractors that are part of the "preferred supplier list" to follow prior to commencement of the construction season.</p> <p>February 2010 - Following dialogue with QT & the specialist trainer it seems the only efficient process is to use the Advanced Fatigue Management Certification. DES is proposing that the wet season be utilised to complete this driver training certification for QT.</p>

		<p>January 2010 - Unchanged.</p> <p>December 2009 - It is planned to have a trainer visit to arrange certification of all drivers including contractors that conduct business with Council to allow Council's protection to nonfeasance of liability to Fatigue Management Legislation. This exercise is being programmed for during the wet season and to be complying for the next construction year. The organisation that will conduct the program is Driver Training & Education Kingaroy they are accredited by QDTMR for fatigue management certification.</p> <p>November 2009 - Fatigue Management consultant is being sourced to address all stakeholders so everyone is clear on their obligations to the system</p> <p>October 2009 - Unchanged and business as usual</p> <p>September 2009 - Geographically Isolated Councils have an opportunity to be allocated "Advanced Fatigue Management" status this would allow greater flexibility with operation timeframes.</p> <p>July 2009 - a proposal was submitted to LGAQ in conjunction with 3 other Gulf region Councils for exemptions according to the processes and procedures currently being maintained, Burke Shires submission was successful with some minor conditions, LGAQ will advise in due course.</p> <p>A letter is being drafted to LGAQ expressing that Council be assured of its inclusion in any outcomes from negotiations with QT on Fatigue Management exemptions.</p>
<p>April 15 2009</p>		
<p>Roads Alliance Board – Participation in Net Risk Assessment and asset data collection</p>	<p>That Council participate in the state-wide NetRisk and asset data collection project by nominating all Council roads that Council has designated as Local Roads of Regional Significance in the project at an estimated cost of \$22,220 (Subject to confirmation once contracts are let by the Roads Alliance).</p> <p>Carried 17. 090415</p>	<p>February Update</p> <p>Unchanged</p> <p>December 2010 - ARRB assessments are expected by February 2011</p> <p>November 2010 - Data has been picked up and ARRB are now assessing.</p> <p>September 2010 - RoadTek is currently collecting data for this project from RRG LRRS roads in the regions 9 Shires</p>

		<p>August 2010 - RoadTek has been engaged by the NWQRRG and the activity is proposed to be completed by November 2010</p> <p>July 2010 - Carried over to proposed year (2010-2011) as Roadtek data collection is unable to be finalized before November 2010.</p> <p>June 2010 - Unchanged</p> <p>May 2010 - Delayed to 2010/2011 as Roadtek is unable to carry out the data pickup until approximately November</p> <p>March 2010 - Unchanged</p> <p>February 2010 - Unchanged</p> <p>January 2010 - Unchanged.</p> <p>December 2009 - NWQRRG will conduct this data collection following the coming wet season. March April is the expected commencement date in the dryer Shires of the region.</p> <p>November 2009 - NWQRRG is progressing the collection of data by a bureau service and expected to commence the 9 shires around end of March 2010</p> <p>October 2009 - Unchanged</p> <p>This activity has been fairly silent from the group until a Technical Coordinator is engaged.</p> <p>July 2009 - no further information is available this month.</p> <p>Letter to be written to Road Alliance and form completed for lodgement.</p> <p>A report is contained in the RRG Technical Committee meeting report from Thursday 12th June 09</p>
<p>March 18 2009</p>		
<p>Swimming Pool entry rails – Burketown Pool Complex</p>	<p>That costs be obtained to allow for elderly /disabled access to the pools at the Burketown Pool Complex and such estimates be referred to Council at its 2009/10 budget deliberations.</p> <p>Carried 26. 090318</p>	<p>February Update</p> <p>Installation is expected early February</p> <p>December 2010 - Unchanged</p> <p>November 2010 - Entry rails are being custom modified to fit the pools for installation.</p> <p>September 2010 - Unchanged</p>

		<p>August 2010 - Earth cabling has been laid, design for concrete footings to mount the rails to are underway.</p> <p>July 2010 - Currently being installed</p> <p>June 2010 - Currently being installed</p> <p>May 2010 - Rails ready to be installed</p> <p>March 2010 - Rails and Steps have been ordered. Installation is quite involved as an earth lead has to be attached to each rail & step and placed under the pavers back to the meter box</p> <p>February 2010 - Unchanged</p> <p>January 2010 - Unchanged.</p> <p>December 2009 - Rails have been measured and materials ordered.</p> <p>November 2009 - entry rails are being sought for all pools as its been identified as a justified need.</p> <p>October 2009 - Unchanged</p> <p>September 2009 - DES is sourcing Pool Entry Rails along with alternatives for Entry access to the facility.</p> <p>A costing and Plan will be sourced for Councils consideration.</p> <p>July 09- No further information is available this month.</p> <p>DES is gathering options and estimates for consideration.</p> <p>Report to be prepared by A/WM for Budget Meeting.</p>
<p>February 24 and 25 2009</p>		
<p>Waste Disposal in Burketown and Gregory</p>	<p>That the Acting Chief Executive Officer prepares a report with further options and costings for Council's consideration.</p> <p>Carried 15.090224</p>	<p>February Update</p> <p>Unchanged</p> <p>December 2010 - Unchanged</p> <p>November 2010 - Transfer Station Development is being proposed in design works.</p> <p>September 2010 - Unchanged</p> <p>August 2010 - Surveys are underway and designs for the next stage of the Burketown Pad is proposed and initial Survey and design is being pickup for the Gregory facility.</p>

		<p>A full report of design, proposed operational procedures, including estimate of costs to construct will be brought to Council.</p> <p>July 2010 - Planning and Design works are progressing it is proposed to have a complying design proposal for both facilities within 3 months.</p> <p>June 2010 - Unchanged</p> <p>May 2010 - Unchanged</p> <p>March 2010 - Continued upgrading within budgetary constraints are planned to be actioned as weather conditions allow</p> <p>February 2010 - A wet season area has been prepared and is operational for Burketown.</p> <p>A proposed similar arrangement for Gregory is planed over the next 2 to 3 reporting periods.</p> <p>January 2010 - Unchanged.</p> <p>December 2009 - Burketown's Tip has been action 1st of the 2 locations due to the impacts of flooding in the wet season. An elevated pad is nearing completion; a purpose built cell will be constructed to accommodate general waste with fencing providing some secure means of retaining windblown debris.</p> <p>November 2009 - General tidy up and an elevated pad is being constructed with fencing the compound will have waste cells for sorting where some materials can be identified for mulching and reuse to reduce the amount needing to go to a landfill site.</p> <p>October 2009 - A general tidy up of the facilities are being planned with the pre wet season cleanup and further planning for handling facilities are being sought and in turn recommendations will be made available to Council</p> <p>September 2009 - Unchanged, further details will be available for the October meeting.</p> <p>Councils DES has source a shredding mulching proposal for Councils long term waste solution, a detailed report will be included in the Works & Services report.</p>
--	--	---

		<p>July 2009 - DES has made inspections of these facilities and has had to prioritise other activities currently however a comprehensive report will be drafted.</p> <p>Information and options including innovative alternatives have been sought by DES and a report is being drafted with components for Council consideration and prioritisation. Report to be prepared by A/WM.</p>
<p>December 18 2008</p>		
<p>Burketown Rubbish Tip</p>	<p>Resolved that the Chief Executive Officer contact LAWMAC regarding advice on the relocation of the Burketown tip.</p>	<p>February Update</p> <p>Unchanged</p> <p>December 2010 - Unchanged</p> <p>November 2010 - Transfer Station development is being proposed in design works</p> <p>September 2010 - Unchanged</p> <p>August 2010 - Surveys are underway and a design for the next stage of the Burketown Pad is proposed.</p> <p>A full report of design, proposed operational procedures, including estimate of costs to construct will be brought to Council.</p> <p>July 2010 - Planning and Design works are progressing it is proposed to have a complying design proposal for both facilities within 3 months</p> <p>June 2010 - Unchanged</p> <p>May 2010 - Unchanged</p> <p>March 2010 - Further upgrades are planned within budgetary constraints as weather conditions allow</p> <p>February 2010 - Further investigations are continuing into current sites be transfer stations resulting in a regional landfill being used for the residual waste product.</p> <p>January 2010 - Unchanged.</p> <p>December 2009 - DES was to attend the LAWMAC Forum in July however it was cancelled due LAWMAC cancelling the Agenda to an evening get together of members. ACEO of the day advised LAWMAC's management it was not</p>

		<p>worth Councils while to send a senior Officer to the Forum.</p> <p>Advice has been sourced from other identities to allow the planning and improvements to continue prior to the coming wet season onset.</p> <p>November 2009 - Data pickup through surveys has been sourced to allow for appropriate facility development allowing good planning and design processes and ultimately procurement of appropriate handling equipment and procedures of operations to follow through.</p> <p>October 2009 - Further investigations and information is being produced for consideration.</p> <p>September 2009 - See September item above.</p> <p>* The Shredding / Mulching proposal that the DES has sourced in used in some other shires particularly Island communities and is extremely successful, it is mobile, reasonably simple, and produces reusable compost. Contamination and leachate issues are non existent, as is site issues as being fully transportable can be shifted to were the mulch can be utilised.</p> <p>July 2009 - A comprehensive report will be drafted.</p> <p>DES has requested information regarding available options of locations and methodology of waste handling.</p> <p>Report to be prepared by A/WM</p>
<p>October 21 2008</p>		
<p>Handball Courts in Burketown</p>	<p>The CEO investigate the provision of handball courts in Burketown</p>	<p>February Update</p> <p>Unchanged</p> <p>December 2010 - Construction is planned when a building construction crew is available</p> <p>November 2010 - Hit Up Walls are being developed.</p> <p>September 2010 - Unchanged</p> <p>August 2010 - A Hand-Ball/Hit-Up wall is programmed for construction during September/October</p> <p>July 2010 - An engineered design has</p>

		<p>been quoted on and is ready for construction</p> <p>June 2010 - Hit-Up Wall currently being programmed for installation.</p> <p>May 2010 - Unchanged</p> <p>March 2010 - Unchanged</p> <p>February 2010 - Unchanged</p> <p>January 2010 - Unchanged.</p> <p>December 2009 - DES will investigate the proposal and any preliminary planning that has been actioned previously.</p> <p>November 2009 - Unchanged</p> <p>October 2009 - Resources are now becoming available to assist with investigation and sourcing information.</p> <p>September 2009 - Unchanged</p> <p>Costs are being sourced however it will only be an approximate for the meeting</p> <p>July 2009 - an estimate will be provided for budget consideration.</p> <p>DES will provide some ball park estimates for Budget consideration.</p> <p>Report to be prepared by A/WM for Budget Meeting</p>
<p>Boating Infrastructure Capital and Maintenance Program</p>	<p>That Council apply for funding under the Boating Infrastructure and Maintenance program for a boat ramp with a small pontoon in the vicinity of the Albert River Bridge.</p> <p>Carried 07.081021</p>	<p>February Update</p> <p>Funding is being sought for this project at the old Albert River Bridge</p> <p>December 2010 - Council is in the line up as funding is prioritised</p> <p>November 2010 - Unchanged</p> <p>September 2010 A proposal has been submitted to Qld Marine Safety for progression of funding for further development of a pontoon/jetty for Truganini Road Wharf & Boat Ramp.</p> <p>August 2010 - Further technical discussions with QT's Boating Infrastructure Manager from the Cairns office of the Department are planned.</p> <p>July 2010 - QT has been advised of Councils wish to progress the feasibility of expanding maintenance and jetty facilities within the Shire.</p>

		<p>June 2010 - Further investigations with QT are being sought through a planning and needs analysis.</p> <p>May 2010 - Unchanged</p> <p>March 2010 - Unchanged</p> <p>February 2010 – Unchanged.</p> <p>January 2010 - Unchanged.</p> <p>December 2009 - Unchanged.</p> <p>November 2009 - Unchanged</p> <p>October 2009 - Dialogue will be taken up with QT for possibilities & request a wish list from Council to place in parallel with QT's wish list.</p> <p>September 2009 - Unchanged</p> <p>Further dialogue with QT will be followed up on to make QT aware Council would be keen to see further funding allocations.</p> <p>July 2009 - QT Boating Infrastructure has indicated funding is available as a follow on from current projects that have been constructed; Council will be notified when these opportunities arise.</p> <p>DES will prepare an estimate of cost for Councils consideration, along any funding avenues available for the near future.</p> <p>A/WM to action and prepare a report for Budget Meeting of Council</p>
--	--	--

File: BCS/G/CM/R/DES
 Author: Dennis Kerr
 Date: 9th February 2011

Director Engineering Services Reports

12.01.03 Plant Upgrades – Look into options of buying or leasing rather than hiring plant

Executive Summary

Council has a need for 2 long term vehicles, 1 for the newly appointed Building Maintenance Officer and 1 for the Water & Sewerage Section.

The Water & Sewerage section current vehicle was needed for parks and gardens and general town maintenance efficiencies hence a borrowed vehicle has been used for the Water & Sewerage application this is creating difficult logistical issues.

To hire a vehicle from a local hire company the monthly cost is approximately \$1,300 whereby to lease a similar vehicle through QFleet it would be approximately \$1,000 per month.

On the other hand hire for the construction vehicles is mostly likely the best alternative as the vehicles are sourced & returned as & when required or not required like the wet season delay periods.

Time frame to have a QFleet lease agreement and delivery of vehicle in place is estimated at 3 to 4 months.

For Council Information

Full Report

As mentioned in the executive summary Council has a need for 2 long term vehicles, 1 for the newly appointed Building Maintenance Officer and 1 for the Water & Sewerage Section.

There has always been a shortfall in the small vehicle fleet for Burketown maintenance to this a considerable amount of time was taken by walking or ferrying resources to and from locations or waiting on a vehicle to shift the resource or worker to and from another location. To this end when Council was loaned a vehicle it was utilised for the Water & Sewerage Operations officer however with the appointment of a much needed assistant to the Water & Sewerage the loan vehicle is somewhat inappropriate to be continually used for rough water and sewerage activities.

It is impractical to deprive the Burketown maintenance crew and the Water & Sewerage Crew of the light vehicle as the cost in resources not being able to efficiently execute their much required activities could be rather wasteful in resources and or funds

The original Water & Sewerage section small vehicle has been of great benefit for Burketown Parks & Gardens which has also boosted worker morale due to a full filled need for parks and gardens and general town maintenance efficiencies.

Hence the borrowed/loaned vehicle has been used for the Water & Sewerage application this was ok to fill a short term gap but is creating difficult logistical issues as the loaned vehicle has to be kept in a condition that lends itself to the vehicles real application. .

To hire a vehicle from a local hire company the monthly cost is approximately \$1,300 2WD & \$2,000 4WD whereby to lease a similar vehicle through QFleet it would be approximately \$1,000 per month for either vehicle.

In this situation for these 2 vehicles proposed the end result is approximately \$36k to lease and then it can be either purchased outright at market value or rolled over into a new lease for a further 36 months.

On the other hand a hire vehicles for a 36 month period would cost approximately \$47k 2WD & \$72k over the same period.

On the other hand hire for the construction vehicles is mostly likely the best alternative as the actual volume of vehicles required varies considerably from month to month, and when a vehicle is off the road for one reason or another due to failure a replacement is available.

It is considered that for construction work the leased vehicles would only be effective in the 2 to 4 places, hire vehicles would be a better option for the more fragmented requirements.

File: BCS/PES/Acq/L
Author: Dennis Kerr
Date: 9th February 2011

Director Engineering Services Reports

12.02.01 Preferred Suppliers Document

Report to come

Director Engineering Services Reports

12.02.02 Veterinary Clinic for Gregory and Burketown

Report to come

Director Engineering Services Reports

12.02.03 Replace Front Deck Mower

Report to come

13 Consideration of committee recommendations

None at time of agenda preparation

14 Closed session reports

- 14.01 Application purchase Unallocated State Land
- 14.02 Rates Burketown Kindergarten
- 14.03 Councilor Remuneration
- 14.04 GSD CEO position

15 New business of an urgent nature admitted by Council

Recommendation (if required)

That Council consider the following matters as they are considered to be of an urgent nature requiring immediate consideration by Council:-

16 Closure of meeting

The next Ordinary Meeting of Burke Shire Council is Wednesday 16th March 2011.

17 Deputations and presentation scheduled for meeting

None at time of agenda preparation