



*Agenda and Business Papers
Burke Shire Council Ordinary General Meeting
Wednesday 20th April 2011
9.00am Council Chambers*

9.00 am	Opening of meeting
10.30 am – 11.00 am	Morning Tea
1.00 pm to 1.45 pm	BBQ Lunch – with Shire Staff

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 22 nd April 2011 and Special Meeting 1 st April 2011	3
06	Condolences.....	4
07	Mayoral Minute and Report	4
08	Councillor Reports	4
09	Consideration of Notice(s) of Motion and Petitions	4
	09.01 Notices of Motion	4
	09.02 Petitions	4



10	Chief Executive Officer Reports.....	5
	10.01.01 CEO Monthly Report	6
	10.01.02 CEO Status report.....	20
11	Finance Manager Reports	45
	11.01.01 Monthly Financial Report.....	46
	11.01.02 Status Report	48
	11.01.04 Capital Projects	53
12	Director Engineering Services Reports	56
	12.01.01 Director Engineering Services Works and Services Program Update.....	57
	12.01.02 Director Engineering Services Status Report	63
13	Consideration of committee recommendations	87
14	Closed session reports	87
	14.01 General Information	87
15	New business of an urgent nature admitted by Council	87
16	Closure of meeting.....	87
17	Deputations and presentation scheduled for meeting	87

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
 Deborah Prosperus

On Leave

03 Prayer

Led by Cr Camp

04 Consideration of applications for leave of absence

None received at close of agenda.

05 Confirmation of minutes of previous meeting(s)

General Meeting 22nd April 2011 and Special Meeting 1st April 2011

Recommendation

That the Minutes of the General Meeting of Council held on 22nd April 2011 and 1st April 2011 as presented be confirmed by Council.



110322 Confirmed
Minutes.pdf



110401 Confirmed
Minutes Special Meeti

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.

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 10.01.07 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 10.02.07 of the Business Papers be received for consideration.

10. Chief Executive Officer Reports 'Update this area plus the numbers in the recommendation'

10.01 Standing Business Papers for Information

10.01.01 CEO Monthly Report

10.01.02 CEO Status Report

10.01.03

10.02 Business Papers for Council Consideration and Decision

10.02.01 Upcoming Meetings

10.02.02

Chief Executive Officer Reports

10.01.01 CEO Monthly Report

Executive Summary

For Council Information

Full Report

Staff Matters/Status

Advertisements for the Works Manager, Mechanic and Cost Clerk have been advertised, they will close on 18th April 2011.

Events Calender

Council Meeting
 Public Holiday
 Show Day
 School Holiday

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.

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

Burke Shire Council - Agenda and Business Papers – Ordinary Meeting – 20 April 2011

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
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

Anzac Day

- The two-up sets have arrived.
- A live wreath for Special K Forces has been organised and will be delivered by air freight Friday 22nd of April before Anzac Day.
- Positions for volunteers for Anzac Day Celebrations are slowly coming together with Tyrone Cooling (Burketown State School) to be reading the Ode of Remembrance at the Dawn Ceremony and Mark Brady (Gregory School Yr 6 Student) at the Morning Ceremony. The younger children are making a wreath to be laid at the wreath laying service.
- The budget tight due to the addition of the station packs and lapel pins for schools student celebration attendees. Maybe next year there can be an increase of approx. \$500 to the budget to help accommodate this new tradition if it is a success. Feedback from stations and schools after A
- Anzac Day could provide some tailoring to the approach for next year's Anzac Day celebrations.

Arts N Craft Show

- Arts N Craft Show has been coming along well with gift vouchers from Isa Creative fabrics being received and donations from Bunnings Warehouse in progress. Pam de Joux will also be donating art supplies for event prizes.
- Event categories have been organised and are being finalised. The final program is in progress as is the entry form, guidelines and judges marking guide/checklists.
- Demonstration days are also in progress and volunteers and funding for this is being looked at.

Donations for 2011/12

- Donations notice has been sent out to public notices and also distributed to public notice boards.
- Forms have been made available at the front desk and are also available through email.
- Letters to previous donation recipients have been sent out via email and mail.

Staff attendances at Conferences and Training

Gary Letts	Developing Australia's North – Cairns – 11 & 12/04/11 (Cr Forshaw)
Debbie Prosperus	Climate Risk Management Meeting – Mount Isa – 11/04/11 (Cr Clarke) GSD Meeting – Normanton – 13 and 14/04/11 (Cr Clarke)
Jenny Williams	Skill Path – Managing multiple project, objectives and Deadlines – 12/05/11
Cassy Hinds	Skill Path - Managing multiple project, objectives and Deadlines – 11/05/11
Deborah Glyde	InfoXpert and Recordkeeping Training – 31/05 to 03/06/11
Christine Armstrong	InfoXpert and Recordkeeping Training – 31/05 to 03/06/11

Other Training (Mostly Depot Staff)

Traffic Controllers	Week Tues 5 th to 8 th - Level 2 Training Wed 6 th & Thurs 7 April
White Card	Week - Fri 8 th April- 6 am start
Theory trained operators	need assessment to get tickets – Tuesday 12 th to Fri 15 th April
Full Tickets required	Tuesday 12 th to Fri 15 th April
Chainsaw operator level	3 Days - Tuesday 3 rd May to Friday 6 th May
Working at Heights	1 Day – Tues 10 th May
First Aid	1 Day – Wed 11 th May
Confined Space	1 Day – Thurs 12 th May

Operation of “3M Dynatel 2210 Cable Locator”
Fatigue Management

Current Tenders

The following tenders are available (all details on the Burke Shire Website):-

- Contractors Suppliers Specification Closes 6th May 2011
- Business Software Supply Closes 6th May 2011

Housing

Max Armstrong is continuing to work on house maintenance and the Console program is nearly uploaded. Once Console is updated reports will be compiled for future council meetings.

New Subsidies/Grants

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.

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.

Regional Infrastructure Grant program

[Home](#) > [Funding](#) > [Communities](#) > Regional Infrastructure Grant program

The RIG Program is aimed at assisting regional venues with redevelopments and upgrades which strengthen their capacity to deliver arts and cultural services and experiences to the people of Queensland.

The key focus in Year 1 of the RIG Program is NARPACA venues, with grants of up to \$150 000 available.

[Regional Infrastructure Grants \(RIG\) Program 2010-2011](#)

Eligible projects examples include the upgrade or replacement of:

- audio, visual, lighting and staging equipment
- electrical and mechanical machinery
- rehearsal and workshop spaces
- foyer spaces.

Grant Application and Project Status

Name	Purpose	Funding	Status
<p>Minor Tourism Infrastructure Grant in partnership with the Savannah Way Ltd and Doomadgee Council</p>	<p>Interpretive and Directional Signage</p>	<p>Grant Sought TBC Total Project TBC</p>	<p>April Update Signage to go on the Normanton side of Floraville Road, approval received from CSC to install, other signage will be installed over the next couple of months.</p> <p>March Update Completion of installation will be completed after the wet season</p> <p>February Update Installing Signs</p> <p>December Update Installing signs</p> <p>Installation underway Signage designed and ordered. Initial visit delayed due April flood event.</p>
<p>Boating Infrastructure and Maintenance program</p>	<p>Pontoon/jetty for Truganini Road Wharf and Boat Ramp</p>		<p>April Update Waiting on confirmation</p> <p>March Update Waiting on confirmation</p> <p>February Update Unchanged</p> <p>December Update Council is in the line up as funding is prioritised</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</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 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>
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<p>Regional and Local Community Infrastructure Program Round Two</p>	<p>Refurbishment of the multipurpose courts</p>	<p>Grant \$30 000 Total Project \$ 40 000</p>	<p>April Update</p> <p>The CEO has spoken with Albright electrical and arrangements to be made for commencement by the end of April.</p> <p>March Update</p> <p>We are waiting on a reply from Regional and Local Community Infrastructure Program as we are currently in breach of the funding agreement because the courts have not been started</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</p> <p>Waiting on contractors to engage in installation</p> <p>Planning Underway</p> <p>Received</p>
<p>Regional and Local Community Infrastructure Program Round Three</p>	<p>Tennis Court resurfacing - Gregory</p>	<p>Grant (fixed amount) \$30 000 Council \$45 000 Total Project \$ 75 000</p>	<p>March Update</p> <p>Needs to go to tender ASAP as the grant has to be acquitted by the end of December 2011</p> <p>February Update</p> <p>A specification is being developed for tendering.</p> <p>December Update</p> <p>Approved</p> <p>Submitted</p>
<p>Queensland State Emergency Service (SES) Non-Recurrent Subsidy Program 2011-12 Closes 17 December 2010</p>	<p>Refurbishment of Burketown Hall for use in evacuations of homes.</p>	<p>SES Subsidy Program Funding - \$50 000.00</p> <p>Council contribution \$42 4000</p>	<p>April Update</p> <p>Waiting on written confirmation</p>

		Total \$92 400.00	<p>March Update</p> <p>Grant approved for \$92,400 Council have in their budget \$60 000 for renovations so our in-kind contribution is covered</p> <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>April Update</p> <p>Project to start in May</p> <p>March Update</p> <p>Grant approved, waiting for weather to improve before starting</p> <p>February Update</p> <p>No outcome received to date</p>
Accessible Communities Program Grant (FAHCSIA)	Upgrade toilets facilities at HACC	<p>Applied for \$50,000</p> <p>Council contribution \$50 000</p> <p>Council Inkind \$5000</p>	<p>April Update</p> <p>Grant applied, awaiting feedback</p>

Complaints Status Reports

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

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

Follow up with a visit from EHO officer later in the Year. Food application forms have been sent out for 2011/12 for previous licence holders. Follow up required for other businesses when EHO officer arrives.

Ranger/ WHSO's Activities

Litter Management

Plenty of fishermen arriving in the area since the roads became trafficable, but access to most areas is still severely limited due to wet conditions.

Dumping points have not been dug yet as again it is too wet, all rubbish cages have been rehabilitated in readiness.

Following is a summary of where bins are currently placed and maintained.

<u>Sites Visited</u>	<u>Report</u>
Albert River Bridge	1 Bin on town side of bridge being utilized
Rock Bar	1 Bin in area – not much use as yet
Bottle Heap	1 Bin in area – abnormal high tide put area under water
Meat works high bank	1 Bin in area – no access to other areas as yet
Beacon pile gully	1 Bin in area
Truganini Creek	1 Bin in area – Plenty of activity in this area

Pest Control

- Weed control – Sprayed grass and weeds on old graves at the cemetery.
- Town crew did some spraying around council blocks fence lines and park areas.
- No Mosquito fogging Burketown since the xmas break.
- Utilising Mosquito misting spray residents yards.
- Misted all residence and businesses at Gregory, Planet, Gregory Downs and Yeldham station for mosquitoes, did telephone followup and those contacted were happy with the results.
- Misted Floraville and Armraynald for mosquitoes.
- Sprayed old depot store for white ants.
- 10L Access to Gregory caretaker to spray prickly acacia springing up along the mine access road.
- First round 1080 baiting to commence May 23rd – letters have been distributed.

Pest Management Plan has been update and the draft has now to go for public comment, waiting for road conditions to improve before sending out invitations for a public/stakeholders meeting.

Draft Stock Route Management Plan for our Shire completed and is currently with council for comments /changes.

General

Request to North West Veterinary clinic to provide a price to service Burketown and Gregory with Dog desexing and Microchipping and associated activities now we have numbers of animals to be serviced, to coordinate with next visit to Doomadgee to reduce travelling costs.

Workplace Health & Safety Activities

2 Inductions for this period

Stephanie Wade	Community Officer	7 th March
Stephanie Rush	Acting Store Person	31 st March

4 incidents reported for this period

Training

Operating tickets and training courses arranged with Kingaroy Training Services, those listed have completed training:-

Traffic Controllers – Level 1

Dylan Clemments Jeremy Booth Tony Loechte Jarred Campbell

Traffic Controllers – Level 2

Dylan Clemments	Jeremy Booth	Tony Loechte	Jarred Campbell
Ivan Doomadgee	Noel Henderson	Trevor Marshall	Russell Cunningham
Rick Bail	David Booth	Wayne Dowse	Benny Kum Sing
Kasey McGrath	Bob Sinclair	David Booth	

White Card

Jarred Campbell	Max Armstrong	Jeremy Booth	Dylan Clements
Rick Bail	Tiger Burry (cont)		

Operator ticket assessments

Roller -	Dylan Clements	Brad Glyde
Back hoe -	Brad Glyde	
Excavator -	Kasey McGrath	

Full operator tickets

Forklift -	Brian Gaunt	Jarred Campbell
Roller -	Jeremy Booth	
Loader -	Brian Gaunt	
Skid Steer -	Brian Gaunt	Jeremy Booth Jarred Campbell

Training arranged for the following:

Chainsaw operations	level 2 – 3 days – 3 rd to 6 th May
Working at Heights	10 th May
First Aid	11 th May
Confined Space	12 th May

Further training arranged but no dates confirmed:

Fatigue management	Rick Bail	Kasey McGrath
Fatigue Management Scheduler training	Rick Bail	

Home and Community Care

Registration at our HACC Unit for 2011 is: 7 - Centre Based Day Care
6 – Social Support Clients

We still have funding to accommodate a further 6 Centre Based Clients.

Our client presence at CBDC at present is only 2 due to the wet season and with most of them being out of town.

I have been out canvassing the town and have just signed on another client: – once the weather permits Jenny Letts and I will resume fortnightly visits to the stations.

If there are enough clients from the outer stations and Gregory to warrant it, it is planned to have one day every fortnight in Gregory to provide them with the same support as our town clients receive.

With only two clients attending CBDC, they have been happy to finish off their fancywork. This year there will be several items of craft entered in the Arts & Crafts Show in July which is encouraging from our Haccettes.

Many of the ladies crochet and needle work items are on sale at the Arts & Craft Shop. This is really encouraging and a huge boost for them as they take great pride in calling in and seeing their work on display and for sale. They asked that the money from sales goes towards their trips away so they feel rather important that they are contributing something.

TRAININGS/SEMINARS:

1. Elder Abuse and Peer Support Teleconference Members----- March.....Pam
2. (this teleconference was encouraging and is a support for remote areas)
3. HACC Forum in Mt Isa -----12th May Jenny Letts & Pam

EVENTS PLANNED:

1. 9th AprilTrash and Treasure --- Shire Hall
2. 11th April.....Luncheon at Savannah
3. 5th May..... Morning Tea at Savannah
4. 5th May HACC Mothers Day Raffle drawn.
5. 12th May..... HACC Forum ... Mt Isa
6. 17th May HACC Luncheon at Savannah
Invitation to Councilors to join us
7. 24th May..... Visit by HACC Northern Service Development Manager and Indigenous
Service Development Officer.
8. 25th May..... Fishing Day Trip to Sweers Island (first of 2 trips)

With the cancellation of our International Women's Day Luncheon it is planned to re -schedule it for sometime in July Perhaps with entertainment.

File: BCS/G/CM/R/CEO
Author: Gary Letts
Date: 11th April 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:

March 2011		
05.01 General Meeting 9th February 2011	That the Minutes of the General Meeting of Council held on Wednesday 9th February 2011 as presented be confirmed by Council. Carried 01.110322	April Update Posted to the website COMPLETED
08.01 Grants in Regional Tourism Funds	That Council seek suitable grants identified in regional tourism funds for researching our history of explorers and settlements to develop a self-driver or promotional trail suitable for tourism ventures. Carried 02.110322	April Update In Progress
08.02 Skytrans Stakeholders Group	That Council forward the letter by Cr Ernie Camp written to the Skytrans stakeholders group and that letters of support be sought from Carpentaria, Doomadgee, Mornington Shire Councils, GSD and Local Member Betty Kiernan for support. Carried 03.110322	April Update Letter sent on the 12/04/11
08.03 Counter Disaster Operations	That Council approach media outlets to develop a documentary depicting the operational efforts by Burke Shire Council staff and community in Counter Disaster operations and resupply. Carried 04.110322	April Update In Progress
08.04 Invitation to Federal Minister	That council invite Federal Independent Mr Tony Windsor and Independent John Clemments to visit Burke Shire to discuss local issues. Carried 05.110322	April Update In Progress
08.05 Contacts with Telstra	That Council send a letter to Telstra regional team thanking them for re-establishing communications within the Shire in a timely fashion during the March 2011 flood event; and That Council seek to establish a round of maintenance on their equipment by Telstra prior to our wet season events; and That Council seek to have satellite phones designated for our region exclusively; and That Council enquire as to the availability and capability of transportable mobile telephone towers to be located within our shire over the wet seasons.	April Update In Progress

	Carried 06.110322	
10.02.02 Burke Shire Local Disaster Management Plan 2010	That Council agree and accept the Burke Shire Council Disaster Management Plan 2010 as presented and to be endorsed by the chair of the Local Disaster Management Group Mayor; Cr Annie Clarke as per the Disaster Management Act 2003 Section 57 (1). Carried 09.110322	April Update To be signed off by the Mayor
10.02.03 Sub agreement for NDRRA 100350-07- 025	That council will fund their financial contribution being \$50,000 the trigger point to the sub agreement NDRRA 100350-07-025, and the Approved Project is ready to proceed, and; That council will provide a copy of the council resolution indicating the Approved Project has been considered by council. Carried 10.110322 Note - Council is in receipt of 20% of the project grant funds which is now held in investment deposits with a planned strategic drawn down facilities to meet capital works as required.	April Update In Progress
11.02.04 Delegations Register	Council adopts the revised Delegations Register as per Local Government Act 2009, Local Government (Finance, Plans and Reporting) Regulations 2010, Local Government (Operations) Regulations 2010 and Animal Management (Cats and Dogs) Act 2008. Carried 05.110323	April Update Updates sent to all Staff COMPLETED
14.01 Handball Courts Burketown	That Council does not award the tender work to the Handball Courts in Burketown, as it is to be completed by Council staff before Easter 2011. Carried 08.110323	April Update Report from DES to next Council Meeting
14.02 Council Donations	That council donates \$5,000.00 from their annual round of donations for 2010/11 to the Burketown Barramundi Fishing Organisation to support the 2011 Burketown Barramundi Fishing Competition as considered. Carried 09.110323	April Update Money paid COMPLETED
14.03 Interim approval for Laundromat in Burketown	That Council write and request, prior to the lodgement of a formal application, the proponent should provide the following information: How and where the proposal will be operated on the land; Details of any mechanical equipment; Details of the expected floor area required and if the proposal is to be established in stages ,details of the floor area required for each stage; Hours/days of operation; Any signage proposed – size and type; Number and type of vehicles/trucks required to operate the use; Any area for car parking on the land; and The number of staff, other than the proponent, if any. Carried 10.110323	April Update Letter to be written COMPLETED

14.04 Development Application	That Council accept the development application as presented by QPWS. Carried 11.110323	April Update Letter to be sent COMPLETED
15.01 Increase Councillor Numbers	That Council approach DIP and seek to increase Councillor numbers to Mayor and five Councillors as from Local Government elections 2012. Carried 12.110323	April Update Letter to be sent COMPLETED
10.02.01 Upcoming Meetings	That Council send apologies to the NQLGA Bi Annual Conference being held in Clermont from 27th to 29th April 2011. Carried 02.110329	April Update Apologies sent COMPLETED
10.02.02 Donations	That the rubbish collection for established community events be requested in the donation application form as a tick box and will be classed as a Council in-kind activity at no cost to the community organisation. Carried 03.110329	April Update Added to application form for 2011/12 COMPLETED
11.02.05 Fencing Near Albert River Bridge	Organise a meeting with Kenny Booth to finalise.	April Update In Progress
FEBRUARY 2011		
Expression of Interest	Call for an expression of interest from communication companies for provision of reliable services that cover the remote/transportable networks. Carried 01.110209	April Update In Progress March Update Ongoing
Lack of commercial development land availability	That Council write to the Department Environmental Resource Management for clarification on lack of opportunities for commercial development in Burke Shire, as the current land tenure with Native Title restricts our development. Carried 04.110209	April Update Ongoing March Update Ongoing
Upcoming Meetings	That Council endorse the attendance by Mayor Annie Clarke to attend the ALGA - Regional Development and Cooperation Forum in Canberra – 19 June 2011. That Council endorse the attendance by Mayor Annie Clarke to attend the ALGA - National General Assembly of Local Government in Canberra – 19 to 22 June 2011. That Council endorse that no Councillors attend the LGAQ - Economic and Regional Development Conference in Gladstone – 18 to 20 May 2011. That Council endorse the attendance by CEO Gary Letts, Mayor Annie	April Update Registration required Registration Required Apologies sent Registration

	<p>Clarke and Ernie Camp to attend the LGAQ - Disaster Management Conference in Bundaberg – 27 to 29 July 2011.</p> <p>That Council endorse the attendance by Cr Tracy Forshaw and CEO Gary Letts to attend the Tonkin's 2nd Developing Australia's North Conference 2011 in Cairns – 11 to 13 April 2011.</p> <p>That Council endorse Mayor Annie Clarke, Cr Tracy Forshaw and Cr Tonya Murray to attend Footprints in Time: 60 Years of ALGWA 27th - 29th July 2011, Palazzo Versace, Gold Coast</p> <p>Carried 06.110209</p>	<p>required</p> <p>COMPLETED</p> <p>Registration required</p>
Gregory Water Treatment Plant	<p>That the CEO writes to G & MA Lemura Pty Ltd to provide Council with reasonable substantiation of its claimed "<i>suspension costs</i>" and/or of its performance of works "<i>outside the original scope of the contract works</i>"; within 14 days.</p> <p>Carried 19.110209</p>	<p>April Update</p> <p>COMPLETED</p> <p>March Update</p> <p>Report to March meeting</p> <p>Letter faxed and mailed on 16th February 2011.</p>
DECEMBER 2010		
Ergon Energy Fuel Storage Lease	<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>April/March Update</p> <p>Ongoing</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>
NOVEMBER 2010		
Wild Rivers Legislation	<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>April/March Update</p> <p>Waiting on confirmation from GSD</p> <p>February Update</p> <p>Presentation to be held in March, date to be confirmed by GSD Chair</p>

	<p><i>Carried 02.101117</i></p>	<p>December Update Awaiting invitation to present at a parliamentary committee in Canberra in March 2011</p>
<p>Partnership Opportunities with Energy Operators</p>	<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>April Update Waiting on report from Solar Safe</p> <p>March Update Report back to May meeting</p> <p>February Update Collating Information</p> <p>December Update Mayor has energy templates to prepare a proposal for alternative energy sources. Green Energy.</p>
<p>Lifesaving Program</p>	<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>April Update Waiting on confirmation from GSRA</p> <p>March Update Dates to be confirmed</p> <p>February Update Email sent to GSRA for possible programs</p> <p>December Update Sourcing documents and information</p>
<p>Availability of Plant equipment in Burke Shire</p>	<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>April Update No local plant submitted</p> <p>COMPLETED</p>


		<p>March Update</p> <p>Report to April Meeting</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>
<p>Burketown Port</p>	<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>April Update</p> <p>Follow up required</p> <p>March Update</p> <p>Port Authority still to advise</p> <p>February Update</p> <p>Update required</p> <p>December Update Cr Ernie Camp and Cr Bill Olive preparing reports on their knowledge of this matter</p>
<p>Burke Shire Local Government Draft Pest</p>	<p>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.</p>	<p>April/March Update</p> <p>Needs to go to a</p>

<p>Management Plan 2011-2015</p>	<p><i>Carried 11.101117</i></p>	<p>Stake Holders Meeting, public consultation then to the Minister</p> <p>Changing format in Pest Management Plan</p> <p>November Update</p> <p>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.</p> <p>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> <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>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</p>	<p>April/March Update</p> <p>Waiting on</p>

	<p>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>processes from Federal Govt Ministers on avenues of engagement</p> <p>February Update</p> <p>March Agenda Item</p> <p>December Update CEO sourcing best contact points</p>
Food handling supervisors course for community groups	<p>Cr Forshaw advised that community groups have to be licensed for a food-handling (CWA, VMR etc).</p>	<p>April Update</p> <p>EA attending free information session on online options for courses</p> <p>March Update</p> <p>Still Investigating</p> <p>December Update Investigate online courses and costs</p> <p>Arrange information kit and run workshops/training session for those wishing to attend. One day course.</p>
Burke and Wills Society research party coming to Burke Shire	<p>That Burke Shire Council becomes a member of the Burke and Wills Society and looks into funding options for commemorating this event.</p> <p><i>Carried 25.101117</i></p>	<p>April Update</p> <p>Unable to become a business member</p> <p>March Update</p> <p>Awaiting response</p> <p>February Update</p> <p>Email resent</p> <p>November Update Email sent – waiting to see if Council is able to become a member</p>
OCTOBER 2010		
Pool Safety	<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</p>	<p>April Update</p> <p>Fence fixed.</p>

	<p>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>Quotes being sourced on security cameras</p> <p>March Update</p> <p>Waiting on date confirmation</p> <p>January Update</p> <p>Waiting on information requested from GSRA</p> <p>Notices reprinted and put up around town and at the pool area</p> <p>Turnstile removed</p> <p>December Update</p> <p>Looking into options</p>
<p>Process for improvement for Council meetings</p>	<p>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.</p> <p>Carried: 04.101020</p>	<p>Ongoing</p>
<p>SEPTEMBER 2010</p>		
<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>April/March 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>April/March Update</p> <p>Awaiting decision on replies</p> <p>December Update</p> <p>EA and CEO accept updates on progress from Councillors.</p>

AUGUST 2010		
<p>RFDS Critical Incident Response Plan</p>	<p>Royal Flying Doctor Service - Disaster and Emergency 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>April/March Update</p> <p>Contact Mr Bennett</p> <p>December Update</p> <p>Awaiting further information</p> <p>November</p> <p>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>April/March Update</p> <p>Meeting with Minister Simon Crean he advised we discuss on a regional format</p> <p>COMPLETED</p> <p>February Update</p> <p>Follow letter required</p> <p>December Update</p> <p>Awaiting reply</p> <p>November</p> <p>Letter of invitation sent to speak at an upcoming Council meeting</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>April/March Update</p> <p>Discussions to be organised</p> <p>December Update</p> <p>Meeting to be convened in March</p> <p>November</p>

		<p>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>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>April Update</p> <p>Blaze advertising are a government local buy supplier. TPO currently getting some options and pricing comparison and set up a content wish list</p> <p></p> <p>Campers Visitors guide design content</p> <p>March Update</p> <p>CO currently working on project</p> <p>January Update</p> <p>Researching</p> <p>December</p> <p>DES report to December meeting</p> <p>November</p> <p>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>April/March Update Being planned</p> <p>February Update Investigation suitable sites and storage.</p> <p>December Update Under investigation</p> <p>November CEO reviewing funding sources</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>April/March Update Advisory Group meeting on 8th March</p> <p>COMPLETED</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 Title</p>	<p><i>Motion 1:</i> 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 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>Update In progress</p> <p>December Update Under determination</p> <p>November In discussion papers</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>October update Actions taken. Objection received. Being dealt with by Council's legal advisers</p>
July 2010		
<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/March Update Follow up</p> <p>December Update Follow up required</p> <p>November Still waiting on reply</p> <p>Letter written – await response.</p>
March 2010		
<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>April Update Mr Foster will be here on the 2nd May</p> <p>March Update In consultation with Darren Foster to engage for two months</p> <p>February Update 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</p>

		<p>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/March 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/March 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</p>

		<p>ramifications of accepting this offer.</p> <p>May Update Department has been back to Council to clarify the position. Council seeking external advice.</p> <p>Letter written – await response.</p>
<p>September 16 2009</p>		
<p>Burketown Nursing Scholarship</p>	<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>March Update</p> <p>Discussed with Di Phillips on possibilities</p> <p>February Update</p> <p>Organise a meeting with DON of Burketown Clinic in partnering the scholarship</p> <p>December Update</p> <p>More liaison with Qld Health with possible avenues.</p> <p>November Update</p> <p>Still sourcing funding scholarships</p> <p>Ongoing</p>
<p>August 19 2009</p>		
<p>Ergon Energy – Use of part of land adjoining Power Station - Burketown</p>	<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</p>	<p>February/March Update</p> <p>Ergon have lodged their application with DERM</p> <p>December Update</p> <p>Correspondence</p>

	<p>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>from Liz Taylor – Planner – Report to this meeting</p> <p>November Update Waiting reply from Ergon</p> <p>October Update Ongoing</p> <p>August Update Ergon has recommenced this process, advice 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>April/March Update Organise meeting with CLCAC</p> <p>February Update Write to CLCAC</p> <p>December Update Recommence negotiations in 2011 with CLCAC</p> <p>November Update Write to CLCAC for progress report</p>

		<p>October Update Awaiting response</p> <p>December Update Letter written</p> <p>Meeting to be requested.</p>
July 15 2009		
Camping Local Law Review	<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>April/March Update Consultant to complete</p> <p>February Update 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 next review</p>
Application for Placement of Signs on Council Road Reserve	<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 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</p>	<p>April/March Update DES inspecting</p> <p>February Update Roadside signage is governed by the Manual of Uniform Traffic Control Devices (MUTCD) regarding locations within the Road reserve however Signage outside the</p>

	<p>vegetation undertaken to install the sign;</p> <p>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;</p> <p>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>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 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>April/March Update Consultant to complete</p> <p>February Update Outsourcing to complete.</p> <p>December Update Inclusion in Community Plan discussion</p> <p>November Update Still in progress</p>

		Noted and will be included in the review.
March 18 2009		
<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>April Update Meeting to be organised with Ken Booth</p> <p>March Update Report now in DES update report</p> <p>February Update 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. CEO needs to ascertain status of proposed lease with DNR and Solicitor before</p>

		writing to Lessee.
Enterprise Bargaining Process	<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>April/March Update</p> <p>Commenced with HR Officer</p> <p>February Update</p> <p>CEO to attend LGAQ EB Workshop on the 11 Feb in Brisbane</p> <p>December Update</p> <p>Drafting has commenced</p> <p>November Update</p> <p>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</p> <p>No change</p> <p>July Update</p> <p>Awaiting release of new award before progressing further.</p> <p>March Update</p> <p>First draft of EBA received from the Consultant</p> <p>January Update</p> <p>Communicating with EB facilitator. Workplace meeting with union held with outdoor staff mid December.</p> <p>November Update</p> <p>CEO communicating with LGAQ with regards first meeting day being December 14 2009.</p>

		<p>CEO to engage 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>April/March Update</p> <p>Contact to be made with Gilkenson Legal and DERM</p> <p>February Update</p> <p>Contact Planning Consultant on strategies to gain correct processes for releasing land</p> <p>December Update</p> <p>CEO write to the minister to seek clarification on availability of commercial land</p> <p>November Update</p> <p>Write letter for advice from legal firm.</p> <p>October update</p> <p>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>April/March Update</p> <p>Contact to be made with Gilkenson Legal</p>

	<p>12.090224</p>	<p>and DERM</p> <p>February Update</p> <p>Contact Planning Consultant on strategies to gain correct processes for releasing land</p> <p>December Update</p> <p>CEO write to the minister to seek clarification on availability of commercial land</p> <p>November Update</p> <p>Waiting on update</p> <p>October update</p> <p>Checking documents to follow up</p> <p>May 2010 Update</p> <p>Quote received, project scope to be developed.</p> <p>January Update</p> <p>Brief sent to Town Planners for costing.</p> <p>Letter sent.</p> <p>Report to be prepared by CEO</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>8.081218</p>	<p>April/March Update</p> <p>Contact to be made with Gilkenson Legal and DERM</p> <p>February Update</p> <p>Contact Planning Consultant on strategies to gain correct processes for releasing land</p> <p>December Update</p> <p>CEO write to the</p>

		<p>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>April/March Update</p> <p>Contact to be made with Gilkenson Legal and DERM</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</p>

		<p>prepared by CEO</p> <p>Land has been identified by DNR but is awaiting assessment by Works Manager with respect to suitability for residential development and provision of services.</p>
--	--	--

File: BCS/G/CM/A/R/CEO
Author: Gary Letts
Date: 11th April 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. **Economic Development Committee**

The Economic Development committee has tabled its report number 5, Inquiry into developing Queensland's rural and regional communities through grey nomad tourism. You can find a copy at www.parliament.qld.gov.au/edc

2. **Thank you letter from Faye Jones**

Council received a thank you letter from Faye Jones for the installation of the hand rails at the aquatic centre.



Faye Jones.pdf

3. **Regional Queensland Digital Switchover Update – Call to Action**

Burke Shire Council is required to decide how they are going to handle the changeover to digital television.

A report will be presented to the May council meeting with costing for the changeover.



Regional Queensland
Digital Switchover Up

4. **Application for Development**

Letter received from DERM in regards to a new application for development. This is for Councils information.



Application for
Development applicat

File: BCS/G/CM/R/CEO
Author: Gary Letts
Date: 1 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 11.02.06 of the Business Papers be received for consideration.

11. Finance Manager Reports 'Update this area plus the numbers in the recommendation'

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

Finance Services Officer Reports

11.01.01 Monthly Financial Report

Executive Summary

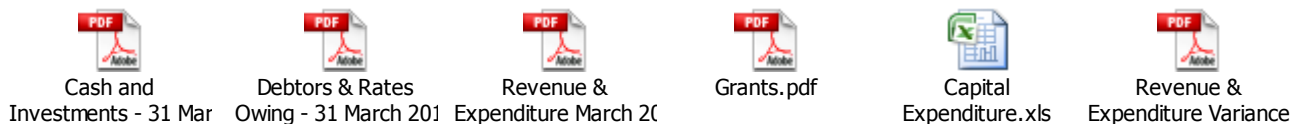
The Financial Reports for the month ended 31 March 2011 are attached.

For Council Information

Full Report

Background

Reports are provided in the attachments below



Items of note

- Cash and investments – The closing balance of the QTC cash fund for March was \$ 5,039,685.57. Term Deposit Investments balance for March was \$3,035,221.99. Payments for March consisted of wages approx \$243k and creditors of approx \$259k
- Debtors and Rates Owing – Rates have been issued and the due discount date was 11 November 2010. Outstanding rates are \$95,172 and Debtors \$32,652. The main outstanding rates are;

ASSESSMENT	TOTAL
00020-00000-000	325.07
00040-10000-000	2259.86
00051-00000-000	403.59
00062-10000-000	339
00105-00000-000	395.52
00129-00000-000	344.19
00168-30000-000	4858.89
00180-00000-000	22591.35
00198-15000-000	1759.21
00224-00000-000	133.94
00230-15000-000	12925.28
00230-25000-000	17729.42
00230-61000-000	2828.78
00230-72200-000	6115.49
00230-74200-000	1327.11
00230-76100-000	1896.91
00230-76200-000	1896.91
00230-82600-000	288.9
00230-83000-000	9070.72

00232-00000-000	879.4
00241-00000-000	1101.03
00244-00000-000	1394.36
00259-50000-000	770.73
00261-60000-000	879.4
00263-50000-000	770.73
00268-50000-000	879.4
00268-80000-000	770.73
00410-30000-000	23.78

- The main Debtors outstanding are:
 \$5,492.
 \$15,565
 \$2,769.45
 \$1,827.85
- Revenue and Expenditure – 77% of the year elapsed and Council has spent 43% of the total expenditure budget and received 61% of the budgeted revenue.
- Capital Expenditure - Capital expenditure is ongoing. 54% of capital work completed to date
- Grants - Council has received their third quarterly FAGS payment in January 2011. Council has received \$272,949 from R2R. Council has received \$7,6247,333 this year for 2009 FD; \$2,033,273 for 2010 FD and \$4,696,774 for 20% advance payment for 2011 Shire Roads FD, \$549,283 for RMPC.
- Variance Report main items (Items in red are expenses and black are revenue)

Rates have been raised for the financial year.
 Recruitment Refund (Bail and Murray)
 Sale of items from Council greater than budgeted (ie wheelie bins)
 Website development needs LG Online journal to correct area (\$9,135)
 2009 FD Expenses more than budget
 Town Streets Jet Patcher not budgeted for fixing potholes in town streets
 On Road Diesel Rebate more than budgeted
 EMQ recoverable works and waiting for income
 Halls Fees and Charges more than budgeted
 HACC Grants more than budgeted due to increase
 Community Events Grant (Garden) not budgeted
 Donations Xmas Party not budgeted

Statutory Environment

Local Government (Finance, Plans and Reporting) Regulations 2010.

Policy Implications

Purchasing Policy.

Financial Implications

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

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 March 2011.

For Council Information

Full Report

Background

March 2011		
Works and Finance Committee Meetings	Council set up a Works Committee consisting of: Councillors, CEO, DES and officers at discretion of the committee; and Finance Committee consisting of: Councillors, CEO, FM and officers at discretion of the committee. Meetings to be held once a month in-between general meetings and minutes to be distributed to all on the committees. 01.110329	March 2011 Committees set up
Tender for Accounting Package	Council endorse tender documents to be published for Business Software Replacement and Support System. 02.110323	March 2011 Tender documents published. COMPLETED
Bank Upload limit	Council approves the upper financial limit for daily online transactions be set at \$500,000. 04.110323	March 2011 Appropriate staff notified that the daily limit set at \$500,000 COMPLETED
Change Over Policy Light Vehicles	Council change over policy for light vehicle fleet is set a 40,000kms. 06.110329	March 2011 Noted COMPLETED
Internet Phone Costs	Council investigate the costing of internet phones for the Shire as backup for phone disruptions. 07.110322	March 2011 Request sent to Telstra for further information.
Updated Housing Policy	Council adopts the updated housing policy. 11.110322	March 2011 Staff to sign off on adopted policy

February 2011		
Rates Burketown Kindergarten	Council reviews the ratings for the Burketown Kindergarten reducing their water charges to 2 x 20 units and their garbage charges to 2 x 20 unites back dating to the year 2006. 16.110209	February 2011 Noted for when Des Ryan returns to do rates.
August 18 2010		
WILG	Council endorses an application for the Mayor to undertake a Company Directors course and should the application be successful then council will fund 50% of the additional costs associated with completion of the course. 17.100818	March 2011 Course booked for May February/January 2011 Ea to look at course for Mayor December 2010 Notification received. Mayor to advise on course enrolment. November/October 2010 Awaiting notification September 2010 Awaiting notification August 2010 Application being completed.
September 16 2009		
Trust Fund Investigation	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: 1) Transfer the funds from the Trust Fund to General Revenue 2) Establish a Recurrent Reserve for Emergency Services Purposes. Further that interest generated from these funds is returned to this reserve. And that once these funds have been transferred the trust can be “wound up”. E) It be noted that the balance of monies from airflight ticket sales will be transferred to General Funds for airport improvements as allowed by the State Government; and F) Council 2) continue an annual disbursement of	March 2011 Letter received from LA Evans advising on the process to wind up the Trust Fund. February/January 2011 No change December/November 2010 CEO to investigate further information October 2010 Meeting held and carried over for CEO to investigate further information to Council Meeting 17 th November. September 2010 Meeting to be held at 8am before council meeting October 2010. July 2010 Meeting organised prior to Council meeting in September 2010. June 2010 Meeting to be organised

	\$200 until the trust is fully utilised 19.090916	Meeting of Trustees to be held processed Noted
December 01 2008		
Fuel Services	That Council invite tenders for the supply of fuel services in early 2009 05.081201	<p>March/February/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: 11 April 2011

Finance Services Officer Reports

11.01.03 Human Resources

Executive Summary

This report covers all HR related occurrences from January 2011 – to date. The topics discussed in the report are the status of the casual employment applications, new positions filled and positions that are currently being advertised as well as proposed future positions. In addition to the previously stated topics, the recent staff training, employment contracts and staff leave will be discussed.

For Council Information

Casual Employment

On 22 February 2011 six interviews were conducted regarding casual employment. These were held with Director of Engineering Services (DES), Dennis Kerr, Town and Rural Services Supervisor (TRS), Chris Fidock and Special Projects Officer (SPO), Phil Seeley. Chris and Phil conducted alternate interviews and Payroll HR Officer (PHR), Hayley Booth was present at each.

All applicants were successful and notified via a letter sent to them stating commencement will take place when work becomes available. Work is currently nonexistent due to the recent weather conditions.

New Positions Filled

Community Officer – on 17 and 18 February 2011 interviews were conducted regarding Community Officer. The interviews were held by Chief Executive Officer (CEO), Gary Letts, Finance Manager (FM), Debbie Glyde and PHR, Hayley Booth.

The successful applicant was Stephanie Wade, based in Burketown and was notified via both a phone call and letter of offer. Stephanie commenced employment on 2 March 2011.

The unsuccessful applicants were notified via a phone call and letter. The option to keep their details on file was given to the applicants and both agreed to this option. A consent form accompanied the Unsuccessful Applicant letter, which was signed and returned to be kept on file with the applicant's details.

Regional Partnerships Officer – This position has been filled by Deb Prosperus who commenced 23 March 2011.

Building Maintenance Officer – This position was advertised locally throughout December and filled in January by Max Armstrong who was an existing casual employee.

Part Time HACC – An interview was conducted in January regarding a part time HACC officer. The successful applicant was Jennifer Letts, who commenced employment on 25 January 2011. Jennifer will work three days each week assisting the HACC Coordinator, Pam de Joux with the HACC clients.

Stores – Stephanie Rush has recently commenced her 3 month period working in Stores. Stephanie is contracted with Burke Shire via LOGO Appointments and will leave in June 2011. Previous to Stephanie, CBC Staff Selection supplied a one month placement.

Mechanic – At present, LOGO Appointments is currently supplying Burke Shire with a temporary mechanic who commenced on 27 January 2011.

RPMC – Letter of offer made.

Advertised Positions

On Saturday 2 April 2011 an advertisement for a Works Manager and a Mechanic will appear in the Courier Mail. The advertisement will also be placed on the CareerOne website for 30 days. The closing date for these positions is Monday 18 April 2011.

A position description is currently being formed for a Cost Clerk role and will be advertised as soon as possible.

Staff Training

Trainee: Dale Bruce – Dale has recently received part of her assessment for her Certificate III in Administration. Dale will continually receive new subjects and the accompanied assessment once the current subjects and assessment have been completed and returned to Skill360 Australia. Dale spends one hour each day completing her assessment pieces.

Payroll and HR Officer: Hayley Booth – Hayley is currently completing a Certificate IV in Human Resources via North Brisbane Institute of TAFE. To date, Hayley has passed each of her attempted assessment items, with a number of assessments remaining. Hayley is due to complete her Certificate in June 2011.

In addition to TAFE, Hayley recently participated in a one-on-one Civica training in Toowoomba. The training took place over two days where Hayley learnt about the Payroll section on day one and the orders and creditors on day two.

InfoXpert: In February, Finance Manager, Debbie Glyde carried out an internal InfoXpert training with all interested staff members. The training was a 1 – 2 hour course which was held in the board room at the Council Chambers.

HACC: On March 9 and 10 2011, HACC Coordinator, Pam de Joux and Assistant, Jennifer Letts travelled to Mt Isa to complete a Common Care Standards course and a Northern Region Combined HACC Forum. Later in March, Pam completed an Elderly Abuse and Peer Support program via teleconference.

Contracts

In the 10/11 financial year, there are three contracts expiring. Letters of employment have been given to two of the employees and a discussion will take place closer to the expiration date of the third employee.

Upcoming Leave

Seven staff members have applied for leave throughout April, with all applications being successful. During May, there will be four staff members on leave at various times throughout the month and two in June at this stage.

File:BCS/G/CM/R/FM
Author: Hayley Booth
Date: 1 April 2011

Finance Services Officer Reports

11.01.04 Capital Projects

Executive Summary

Capital projects that is currently outstanding as at end March 2011.

For Council Information

Full Report



Outstanding Capital
Works.xlsx

Background

Attached is a list of capital works that are outstanding as at March 2011. The spreadsheet shows the budgeted amount, grant amount if applicable and the current amount spent to date.

File: BCS/G/CM/R/FM
Author: Debbie Glyde
Date: 11 April 2011

Finance Services Officer Reports

11.02.01 Bad Debts

Executive Summary

Council has a number of bad debts that need to be recognised and written off as the chance of recovery is slim. These debts have been to Collection House and their advice back has been to write them off due to the value and unable to recover the debts from the debtors.

For Council Decision

Recommendation

Council writes of the following as bad debts:-

Steven Anderson \$60.00; Ken Page \$1,465.72; Albert Mercer \$122.20 and Raymond Beauchamp \$1015.45

Full Report

Background

Del-BSC-011 the CEO has delegated authority to write off debts under the value of \$100 and any further bad debts to be taken to Council for consideration.

Collection House have tried to recover the debts from Steven Anderson and Raymond Beauchamp to no avail. Collection House have tried to search for Mr Ken Page via phones and electoral rolls and to no avail, there suggestion was to engage an Agent to call at last known address in hope of tracking down debtor. I have not gone with this option as there will be an extra cost to engage an Agent and I believe with little hope of recovery therefore Council should accept the debt and write it off.

The debts are for:

Steve Anderson – Hall Hire 1/8/09

Ken Page – Rental on unit Musgrave Street 28/7 to 6/10/08

Albert Mercer – Cleaning unit 4 Musgrave Street 7/10/09

Raymond Beauchamp – Electricity house Musgrave Street 16/8/10

Statutory Environment

Section 9(1) General Powers of the Local Government Act 2009.

Delegations Register

Financial Implications

Debts will no longer show as outstanding reducing revenue received as this value will not be recovered.

Consulted With

CEO, Collection House

File: BCS/FM/D/RO
Author: Debbie Glyde
Date: 11 April 2011

Finance Services Officer Reports

11.02.02 IP Telephone System

Executive Summary

Council currently has old Commander Telephones in the office. The warranty on these phones expired last year they are starting to fail therefore to keep our office operating efficiently and effectively we need to update our system.

For Council Decision

Recommendation

Council bring in an IT Consultant to go over our IT requirements looking at our phones, internet and Accounting Software Package tender results

Full Report



Connect IP

Telephony - Brochure



telephone budgetary

quote.xls

Background

Council's current telephone system is outdated and no longer under contract. The message bank has gone and we are currently diverting the phone lines to a mobile after hours. Telstra are under the Local Buy system therefore Council do not have to go to tender for replacement phone system.

Whilst in Cairns I met with our Telstra Account Manager Don Amaratunga and Mark Procter Area Sales Manager, where I was given a demonstration of a new phone system. Gary Letts and Cr Forshaw also have viewed this product whilst in Cairns.

This new system will replace existing phone lines for Council, but we keep the same numbers, however there are currently direct lines that are not being used so will reduce the number of lines Council has to pay for.

The attached quote is for 35 handsets and an operator's console. The great thing about this system is that you can move your phone around with you and not have to change phone plugs in the safe room. A new feature with this phone system is calls between councils on the same system will be free.

The quote supplied by Telstra is for one up-front cost of \$3050 and monthly fee \$2778.

Council were paying commander an annual fee for maintenance of \$2473 in which the last payment was made in 2009. Commander quote for phone replacement only is using existing phone lines.

Council need to also consider that Telstra want a sale and may not be telling all the conditions of this phone therefore Council should look at bringing in an IT Consultant to go over the quote and to look at other carriers.

Financial Implications

Council have money in Consultant budget to cover this.

Consulted With

Telstra

File: BCS/T/LLP
Author: Debbie Glyde
Date: 11 April 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 12.01.04** 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 12.02.09** of the Business Papers be received for consideration.

12. Director of Engineering Services officer reports **'Update this area plus the numbers in the recommendation'**

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

12.02. Business Papers for Council Consideration and Decision

12.02.01

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 of defects has been logged, with light to heavy grading and limited gravel resheeting, has now been completed. Camooweal 6801 Road monitoring defects have also been logged and opening grades have been completed, of some recent storm damage.

Grading & Maintenance Shire Roads

Some Shire roads have been graded where possible and desilting of river crossings has commenced. Emulsion for the Jet Patcher maintenance has been ordered.

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)

Pool 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. Due to the Easter holidays the rubbish collection day in Burketown will be on Thursday, a Public Notice has been issued.

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.



Works program
summary.pdf

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. Due to the Easter holidays the rubbish collection day in Burketown will be on Thursday, a Public Notice has been issued.

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 are 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.



110124 Master
Strategic Works Progi

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.



Master Supervisors
Works Activities Minut

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.



110201 -TO-DO
List.pdf

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



Master Wet Season
April - Daily Activity S

File: BCS/G/CM/R/DES
Author: Dennis Kerr
Date: 8th April 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:

February 9 2011			
Solar Electricity Feasibility Study for Burketown Depot and Grid and Gregory Camp and House		<p>Council puts this proposal – Solar Electricity feasibility study out to tender as per specifications presented.</p> <p>Carried 26.110209</p>	<p>April Update</p> <p>Unchanged</p> <p>March 2011 Once weather conditions allow access it is proposed to have a stakeholder's site meeting to scope a fit for purpose utility.</p>
Contractors and Suppliers Specification for Tendering		<p>Council received the document in principle subject to the modifications.</p> <p>Carried 24.110209</p>	<p>April Update</p> <p>Tender will be advertised in Mount Isa, Townsville, Cairns and Brisbane papers and closes 6th May 2011</p> <p>March 2011 - Fine tuning of document is being actioned.</p>
Plant Upgrades – Look into options of buying or leasing rather than hiring plant		<p>That council put to tender motor vehicles for straight purchase from dealers as against lease through Q Fleet or Hire through a vehicle hire company.</p> <p>Carried 23.110209</p>	<p>April Update</p> <p>Unchanged</p> <p>March - Tenders have been called for supply of proposed vehicles</p>
Changeover of the Mayor vehicle		<p>That the Fleet manager to gain proper comparative analysis for quotes and specification for two types of vehicles similar to Toyota Prado and Toyota V8 Land cruiser.</p> <p>Carried 22.110209</p>	<p>April Update</p> <p>Purchase order and acceptance letters have been issued.</p> <p>March - Tenders have been called for supply of vehicle options.</p>
Realignment of the Burketown Aerodrome		<p>To progress the urgent realignment of the Burketown aerodrome runway and to utilise the \$495 880 (flood damage) for the lighting into the new aligned runway for flood mitigation. Identified by the 2009 Burke Shire Local Disaster Management Plan</p> <p>Carried 21.110209</p>	<p>April Update</p> <p>Unchanged</p> <p>March - Following this resolution and later discussions at an EMT meeting it was advised by the DES that the funding would not be transferable due to NDRRA guidelines. Hence the lighting be restored as per the NDRRA and that the installation allow for the cabling and associated components</p>

			to be reused on the future runway realignment.
Burke Shire Council becoming a traffic control company		That council becomes a registered traffic control company to comply with the new Traffic Management Registration Scheme and that any contractors for Burke Shire comply with the legislative requirements. Carried 03.110209	April Update Training has commenced in Traffic Control. March 2011 - A training provider will be sourced and a report of requirements for consideration.
December 15 2010			
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>	April Update Unchanged March 2011 - A Native Title ruling has been put forward for later this year and Council has been advised by Councils lawyers of the information required to allow Councils interests to be put forward in the hearing. February 2011 - 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			
Road Trains Access to Council Local Roads Letter of Support Request (Smith's Transport Pty Ltd)	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. Council may wish to	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	April Update Unchanged March 2011 - Unchanged February 2011 - Unchanged December 2010 -Letter &

	<p>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>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>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>April Update</p> <p>Unchanged</p> <p>March 2011 - Unchanged</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 Project Locations</p>	<p>2010-2011 Allocations are now confirmed for the proposed 2010-2010 year with \$400,000 (no 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</p>	<p>That Council endorse the proposal to construct a segment (approx 3 kms length) to sealed standard of the remaining unsealed 8 km section on Doomadgee East Road.</p> <p>Carried 22.100721</p>	<p>April Update</p> <p>Unchanged</p> <p>March 2011 - Unchanged</p> <p>February 2011-Wet season closure delaying further works</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>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>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>April Update</p> <p>Unchanged</p> <p>March 2011 - Unchanged</p> <p>February 2011-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 approved TMP Council's ability to obtain external funding for Water and Sewerage projects would be considerably enhanced. State</p>	<p>That Council adopt the Total Management Plan for Water and Sewerage (TMP) as presented</p> <p>Carried 26.100721</p>	<p>April Update</p> <p>Unchanged</p> <p>March 2011 - DERM has advised the TMP & SAMP have been approved.</p> <p>Part of this approval requires Council to provide drinking water customers with a service standard.</p> <p>February 2011 - DERM is currently reviewing the TMP component, the SAMP component has been approved.</p> <p>An annual report has to be submitted to DERM to demonstrate how the TMP & SAMP are being</p>

	<p>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>utilised for the operation of Water & Sewerage. DES will request to DERM that due to the time frame of approval the balance of current 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</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>April Update</p> <p>Unchanged</p> <p>March 2011 - Unchanged</p> <p>February 2011-1km 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>

	approximately \$110K		<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>
November 26 2009			
Officer Housing	<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>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>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>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>April Update</p> <p>Unchanged</p> <p>March 2011 - Specification and scope of works is being prepared for Gregory house.</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 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</p>

			<p>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>
October 13 2009			
<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>April Update</p> <p>Unchanged</p> <p>March 2011 - These events activities will be finalised by the closing period June 2011.</p> <p>February Update- 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>
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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>April Update</p> <p>Unchanged</p> <p>March 2011 - CEO will advise on status</p> <p>February 2011 - 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 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</p>

		<p>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 be 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 – Proposed Haulage of Gravel along this Road</p>	<p>That Council enter into discussions with Oz Minerals Century Mine to draft a formalised 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>April Update</p> <p>Unchanged</p> <p>March 2011 - Wet season flood damage emergent works and maintenance continue</p> <p>February 2011 - An alliance between Council and the Mine has brought about a good working relationship</p>

Carried 19. 090527

December 2010 - Discussions are progressing and some limited works progress is taking place.

November 2010 - Discussions are scheduled with mine management to form an agreement

September 2010 - It is recommended that once Council Asset Management Plan is in place a level of service this road can be determined.

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.

July 2010 - Quad Road Trains Haulage Contractors requesting permissions to haul on Council local Roads

June 2010 - Unchanged

May 2010 - Unchanged

March 2010 - Unchanged

February 2010 - Unchanged

January 2010 - Unchanged.

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.

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.

October 2009 - Exchange of expectations from Chris Potter Oz Minerals (not very happy) & response from DES that nothing will happen until NDRRA approvals come through for Flood Damage.

		<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 is 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>April Update</p> <p>Unchanged</p> <p>March 2011 - Some small concreting and maintenance activates are yet to be completed once weather conditions allow.</p> <p>February 2011 - 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 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>April Update</p> <p>Gregory fatigue management issues have been dealt with and seem to be working accordingly.</p> <p>March 2011 - Unchanged</p> <p>February 2011 - 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</p>

		<p>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</p> <p>Expressing that Council be assured of its inclusion in any outcomes from negotiations with QT on Fatigue Management exemptions.</p>
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April 15 2009		
<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>April Update</p> <p>Unchanged</p> <p>March 2011 - Unchanged</p> <p>February 2011 - 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</p>
	<p>Carried 17. 090415</p>	

		<p>form completed for lodgement.</p> <p>A report is contained in the RRG Technical Committee meeting report from Thursday 12th June 09</p>
March 18 2009		
<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>Carried 22. 090318</p>	<p>April Update</p> <p>Unchanged</p> <p>March 2011 - This activity could be proposed as a budget item for 2011-2012</p> <p>February 2011 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 2010 Await DES report</p> <p>November 2010 Needs to go back to December meeting for discussion</p> <p>October 2010 Still in progress</p> <p>September 2010 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>
February 24 and 25 2009		
<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>April Update</p> <p>Unchanged</p> <p>March 2011 - Development of complying designs for transfer stations are being actioned.</p> <p>February 2011 - 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>
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		<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>April Update</p> <p>Unchanged</p> <p>March 2011 - Development of complying designs are being actioned.</p> <p>February 2011 - 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</p>

		<p>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 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 nonexistent, 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>
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October 21 2008		
<p>Handball Courts in Burketown</p>	<p>The CEO investigate the provision of handball courts in Burketown</p>	<p>April Update</p> <p>Unchanged</p> <p>March 2011 - Three invitations to tender for construction were called on the 18.02.2011 and closing 04.03.2011 with 2 local contractors placing submissions.</p> <p>The tenders were assessed using the Local Buy Procurement assessment template.</p> <p>Male Pluming Services was the successful submission with a score of 96.5% as opposed to NQ Building Solutions 95%.</p> <p>The successful tendered cost being \$25,300 including GST.</p> <p>The unsuccessful tender cost was \$28,226 including GST.</p> <p>A budget revision of an additional \$8,000 would be required for this project to now go to construction. Further if a concrete slab & fencing is required an additional \$10,000 is estimated.</p> <p>Current Budget is \$15,000</p> <p>February 2011 - 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 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>April Update</p> <p>Report will be presented in the May Council Meeting.</p> <p>March 2011 - A letter from Marine Safety Qld has been received an update will be available in the April report.</p> <p>February 2011 - 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</p>

		<p>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>
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File: BCS/G/CM/R/DES
 Author: Dennis Kerr
 Date: 8th April 2011

Director Engineering Services Reports

12.02.01 Resurfacing Gregory Tennis Courts

13 Consideration of committee recommendations

None at time of agenda preparation

14 Closed session reports

14.01 General Information

14.02 Conversion of Special Lease Lot 6 on Crown Plan BK843252

14.03 Lighting of Burketown Tennis Courts and Aquatic Centre

14.04 Trust Fund

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 'date'

17 Deputations and presentation scheduled for meeting

None at time of agenda preparation