

# BURKE SHIRE COUNCIL



*AGENDA and  
BUSINESS PAPERS  
Ordinary General Meeting  
November 26 2009*



# ***Burke Shire Council***

## **AGENDA** ***Ordinary General Meeting*** ***November 26 2009***

### **AGENDA**

01. OPENING OF MEETING

02. RECORD OF ATTENDANCE

03. PRAYER

04. CONSIDERATION OF APPLICATIONS FOR LEAVE OF ABSENCE

05. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

06. CONDOLENCES

07. MAYORAL MINUTE AND REPORT

08. COUNCILLOR REPORTS

09. CONSIDERATION OF NOTICE(S) OF MOTION AND/OR PETITIONS

10. CHIEF EXECUTIVE OFFICER REPORTS

10.01. Standing Business Papers for Information

10.01.01 CEO Monthly Report

10.01.02 CEO Status Report

10.02. Business Papers for Council Consideration and Decision

10.02.01 Upcoming Meetings

10.02.02 Asset Management Policy

10.02.03 Barramundi Grow Out Facility

10.02.04 Officer Housing

10.02.05 GSD Items

10.02.06 December Meeting

11. DIRECTOR OF ENGINEERING SERVICES OFFICER REPORTS

11.01 Standing Business Papers for Information

11.01.01 Director Engineering Services Works Program Update Report

11.01.02 Director Engineering Services Status Report

11.02 Business Papers for Council Consideration and Decision

11.02.01 Lawn Hill Station request to install four Grids

11.02.02 Exception to Tender



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## ***AGENDA*** ***Ordinary General Meeting*** ***November 26 2009***

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|----------|---|
| 11.02.03 | Road Construction Project – Wills Development Road 78A<br>(Black Soil 8.15km section)                         |
| 11.02.04 | Road Construction Project – Gregory Lawn Hill TIDS (1km Extension on Existing<br>Project Ch 55.0 to Ch 56.00) |

12	<b>DIRECTOR OF FINANCE AND COMMUNITY SERVICES</b>
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|----------|--|
| 12.01    | Standing Business Papers for Information               |
| 12.01.01 | Monthly Financial Report                               |
| 12.01.02 | Director Finance and Community Services Status Report  |
| 12.02    | Business Papers for Council Consideration and Decision |
| 12.02.01 | Annual Report for year ended 30 June 2009              |
| 12.02.02 | Proposed Council Meeting dates for 2010                |
| 12.02.03 | DERM Annual Valuations for 30/06/2010                  |

13.	<b>CONSIDERATION OF COMMITTEE RECOMMENDATIONS</b>
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14.	<b>CLOSED SESSION REPORTS</b>
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- |      |                              |
|------|------------------------------|
| 14.1 | Staff Matters                |
| 14.2 | Workers Compensation Outcome |
| 14.3 | Performance Management       |

15.	<b>NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL</b>
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16.	<b>CLOSURE OF MEETING</b>
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17.	<b>DEPUTATIONS AND PRESENTATIONS SCHEDULED FOR MEETING</b>
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- |      |                                 |
|------|---------------------------------|
| 17.1 | Stock Route Review Presentation |
|------|---------------------------------|



# ***Burke Shire Council***

***Business Papers  
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## 01. OPENING OF MEETING

## 02. RECORD OF ATTENDANCE

Members	Cr Annie Clarke Mayor Cr Ernie Camp, Deputy Mayor Cr Tracy Forshaw Cr Bill Olive
Apologies	Cr Tonya Murray
Officers	Leanne Mash, Chief Executive Officer Jenny Williams, Executive Assistant

## 03. PRAYER

Led by Cr Ernie Camp, Deputy Mayor

## 04. CONSIDERATION OF APPLICATIONS FOR LEAVE OF ABSENCE

Cr Tonya Murray advised she is unable to attend the November 25 2009 Ordinary General meeting of Council.

### Recommendation

That the leave of absence for Cr Tonya Murray for the November 25 2009 Ordinary General meeting be approved.



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## 05. CONFIRMATION OF MINUTES OF PREVIOUS MEETING(S)

General Meeting October 13 2009

Recommendation

That the Minutes of the General Meeting of Council held on October 13 2009 as presented be confirmed by Council.

## 06. CONDOLENCES

None received at time of agenda preparation

## 07. MAYORAL MINUTE AND REPORT

Verbal Report to be provided to Meeting

## 08. COUNCILLOR REPORTS

Verbal Reports to be provided to Meeting

## 09. CONSIDERATION OF NOTICE(S) OF MOTION & PETITIONS

09.01 Notices of Motion

None received at time of agenda preparation

09.02 Petitions

None received at time of agenda preparation



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## 10. CHIEF EXECUTIVE OFFICER REPORTS

Recommendation

That

- A) the Chief Executive Officer's Standing Business Papers for Information as presented in Reports 10.01.01 to 10.01.02 of the Business Papers be received by Council and noted; and
- B) the Chief Executive Officer's Business Papers for Council Consideration and Decision as presented in Reports 10.02.01 to 10.02.06 of the Business Papers be received for consideration.

### 10. Chief Executive Officer Reports

#### 10.01. Standing Business Papers for Information

10.01.01 CEO Monthly Report

10.01.02 CEO Status Report

#### 10.02. Business Papers for Council Consideration and Decision

10.02.01 Upcoming Meetings

10.02.02 Asset Management Policy

10.02.03 Barramundi Grow Out Facility

10.02.04 Officer Housing

10.02.05 GSD Items

10.02.06 December Meeting



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10.01.01 CEO Monthly Report

File: NA	Date: 20 November 2009
CEO Reports	Author: Leanne E Mash
Attachments: None	

## 1. EXECUTIVE SUMMARY

Providing Council with an update on Governance, Development and Environmental Management Matters as at 20 November 2009.

## 2. FOR COUNCIL INFORMATION

## 3. FULL REPORT

### Staff Matters

- Phil Seeley remains as Special Projects Office to assist Dennis with the preparation of specifications for, get quotations and program the myriad of smaller projects in the Works Program. Will complete this assignment as at 18 December 2009. May continue to do some projects off site (work from home) as arranged with DES.
- Two workers compensation claims have now been assessed and are now closed. There is currently one ongoing claim. A report is being made in closed session regarding one claim.
- Interviews for the Customer Service Officer role have been held. Chris Armstrong has been appointed to the role and will commence on December 1 2009.
- New employee Scott Thompson and his partner Jodie are now residing in the Gregory Caretakers House.

### Staff attendances at Conferences and Training

- EMQ training day held on October 15 2009.
- The CEO attended the LGMA State Conference during late October.
- The DFCS is attending the LGAA Conference as this report is written
- Councillors Camp and Murray and the CEO and DFCS attended the LGMA – Department training in the new act
- The Purchasing Stores Officer attended PCS training in November



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### Enterprise Bargaining

In communication with the AWU rep and the LGAQ with regards a December meeting to begin negotiations.

### Events Calender

November 2009	
24-26	MYOB and QuickBooks Training – Small Business Advisory Service
24	Burke Shire Disaster Management Group Meeting
25	Council Meeting
26	Burketown State School – End of year celebration
27	Gregory School – Break up
27	Senator Craig Wallace – meeting with Mayor, Cr Annie Clarke
December 2009	
1	Gulf Savannah Development meeting - Burketown
1	MITEZ AGM – Cr Tracy Forshaw
3	Sustainable Resource Communities Partnership Local Leadership Group (North West Mineral Province) – Mayor Cr Annie Clarke
3 and 4	North and West Queensland Primary Health Care Visit
4	P and C Christmas Tree
4	Last day of School – Burketown and Gregory
7-18	Vocational Care – Burketown
8-12	Pre-cyclone cleanup – Gregory and Burketown
12	Burke Shire – 2009 Family Christmas in the Park
16	Council Meeting – to be confirmed
17 and 18	North and West Queensland Primary Health Care Visit
18-4 January	Council Closure for Christmas – Office
18-11 January	Council Closure for Christmas – Depot
20	Christmas Carol Singing – Doug and Faye Jones



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25	Christmas Day
28	Boxing Day
<b>January 2010</b>	
4	Council Office Re-opens
8	Australia Day nominations close
11-22	Vocational Care - Burketown
11	Council Depot Re-opens
11	Australia Day – expression of interest to be a judge closes
20	Council Meeting
26	Australia Day
27	School Resumes – Burketown and Gregory

## **Policy Development and Review**

Asset Management Policy - see separate agenda item.

## **Grants**

### **Applications to be lodged / under review**

#### Low Carbon Diet Community Funding Program

The Low Carbon Diet Community Funding Program is a two-year, four round program offering grants between \$2,000 and \$10,000 (GST exclusive) to help communities implement the Low Carbon Diet throughout their local area. Eligible organisations include not-for-profit incorporated community groups, local councils and tertiary institutions throughout Queensland.

Round 4 applications for the funding close Monday 7 December 2009. The program provides information and resources to encourage Queenslanders to work together to reduce their carbon emissions and contribute to the global climate change solution. The 30 day program helps people save money, energy and our environment.

Central to the success of the Low Carbon Diet is community members working together to motivate each other to set and reach their carbon footprint reduction goals.

Council is currently reviewing this funding opportunity.



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## Applications Lodged

Date	Name	Purpose	Seeking	Outcome
08/09	Minor Tourism Infrastructure Grant in partnership with the Savannah Way Ltd and Doomadgee Council.	Interpretive and Directional Signage	Grant Sought TBC Total Project TBC	Awaiting advice as to result.
10/09	2010 Australia Day Ambassador Program	Provide an ambassador to participate in Burke Shire Council's Australia Day Celebrations	Not a dollar amount, but a noteworthy person to visit on Australia Day	Awaiting advice as to result.
11/09	Regional and Local Community Infrastructure Program	Refurbishment of the multi purpose courts	Grant \$30 000 Total Project \$ 40 000	Awaiting advice as to result.

## Current approved projects awaiting commencement

None to report on.

## Current projects underway

None to report on.

## Projects completed awaiting final acquittal/payment

Name	Project	Funding	Outcome
North West Community Benefits Scheme (NWCBS)	12 projects	Grant \$486 000 Total Project \$928 000	Have negotiated a position with the funding agency, DEEDI, that unspent state funds can be allocated to completed projects.  The balance of \$19 000 is to be diverted to the Albert River Boat Ramp (one of the original projects that remains uncompleted but is allowed for in this year's budget).

## Complaints Status Reports

The Complaints Register is active and there are no complaints currently registered.

## Development Matters

No current development matters.



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

All notification letters have been sent. A report concerning matters of non compliance will come to a future Council Meeting.

## **Dog Registration**

Nil to report.

## **Use of Reportable Delegations**

No reportable delegations have occurred since the last meeting.

## **Tourism Matters – Economic Development**

Nil to report.

## **Pest Management Matters**

Notices for mosquito fogging have been distributed. Fogging will commence pre wet season for Burketown, Gregory and interested properties.

The second coordinated 1080 baiting program for 2009 has been done. Report from the Ranger follows.

The following properties participated in our Second coordinated 1080 baiting program for 2009.

All properties baited for Pigs using 4 ml of 36mg/l of 1080 per kilogram of meat.

### **Baiting Station – Burketown**

Armraynald	- 150 Kilogram meat = 600 Pig baits
Escott/ Punjuab	- 240 Kilogram meat = 960 Pig baits
Floraville	- 50 Kilogram meat = 200 Pig baits

### **Baiting – Gregory**

Gregory Downs	- 600 Kilogram meat = 2400 Pig baits
Mellish park	- 30 Kilogram meat = 120 Pig baits
	- 1 Tub Doggone manufactured baits
Nardoo	- 300 Kilogram meat = 1200 Pig baits

### **Hells Gate**

Cliffdale	- 50 Kilogram meat = 100 Pig baits
Westmoreland	- 300 Kilogram meat = 1200 Pig baits
Wollogorang	- 1 Tub & 2 farm packs Doggone Manufactured baits

A total of 1720 Kilogram of meat for pig baits was injected during this campaign and 2 Tubs and 2 Farmpacks of Doggone Manufactured baits (744 baits) Overall a reasonable response.



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Armraynald and Gregory Downs distributed their baits by aircraft.

First baiting next year will be after the rains are over and before stock work fully starts.

### **Emergency Service Matters**

The pre season meeting for the Local Disaster Management Group is being held in Burketown on Tuesday 24 November 2009.

The voting members for the group are as follows :

- Annie Clarke - Mayor - Chair
- Ernie Camp - Deputy Mayor – Dept Chair
- Tracy Forshaw – Councillor – Gregory Rep
- Sergeant Trevor Mills - Burketown Police
- Leanne Mash - CEO
- Dennis Kerr – Director of Engineering

Advisors for the group are as follows :

- Di Phillips - Burketown Hospital
- Elliot Dunn- EMQ
- Ian Forshaw – Gregory SES Controller
- Jenny Williams
- Mike Johnston
- David Marshall – SES Fire
- Brett Harris –Volunteer Marine Rescue
- Geoff Wade– Ergon
- Lloyd Jones - MMG Century Rep

### **Local Area Fire Disaster**

During October a fire in the north west end of the Shire was declared an event by Queensland Fire and Rescue. Council provided assistance to the Settlement Creek Rural Fire Brigade and three properties under threat by way of equipment and manpower.

A further report will be bought to Council regarding this event as there was non-budgeted expenditure incurred in an emergency situation. There now appears that there is no avenue to recoup these costs from Queensland Fire and Rescue despite the event being declared.

### **Regional Development Matters**

Next meeting for GSD is December 1 2009. Council is hosting the meeting in Burketown.



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## **Work Place Health and Safety Matters**

The WHSO is assisting officers with renewals of various licenses. We are planning a group licence for plant tickets and confined space training in early 2010.

## **Burke Shire Council – Pool Complex**

A past resolution, from the August 2009 meeting read ...

*That Council have cost estimates obtained for its consideration for the preparation of a detailed and documented risk assessment undertaken of the current method of operation of Council's swimming pool in Burketown.*

In preparation for this, and to obtain the best result possible Council has undertaken an internal risk assessment and identified the following matters and responded accordingly.

### Plant Room

- No unauthorized entry sign on door - *Signage for plant room ordered 23 Oct*
- No Mandatory PPE signs – (decanting Hydrochloric acid from 20L containers)- *Completed chemical manifests and risk assessments for plant and service rooms and have provided MSDS's in folder and placed in plant room, Labels placed on chemical bottles,*
- Full face respirator being left out – not being protected from dust/ contaminants - *Respirator now stored out of the dust.*

### Service Room

- No unauthorized entry sign on door - *Signage ordered 23 Oct*
- No mandatory PPE signs for hazardous chemicals stored - *Signage ordered 23 Oct*
- No hazchem sign on the door - *Signage ordered 23 Oct*

### Pool Entrance

- No hazchem sign on gate - *Signage ordered 23 Oct*

### Signage Pool Areas

- Pool signage in state of disrepair - *Signage ordered 23 Oct*
- Depth markers, step signs and no diving signs - *Signage ordered 23 Oct*
- Some CPR display signs on pool fences have fallen in state of disrepair - *Signage ordered 23 Oct*

### On Site Emergency Telephone

- Emergency situation - lift receiver and dial '000'
- Other situations, non emergency -lift receiver and after 20 seconds will automatically dial Burke Shire Council Office.



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*Telephone installation with Telstra will be progressed when telephone arrives - ordered series 6 Dritel, external vandal proof telephone.*

*Ordered emergency operation instruction sign for emergency telephone*

## Access to Lap Pool Jet Pump Shed

Jet pumps for the lap pool are housed in an unlocked shed and are currently controlled manually by pool users from inside the shed. They were installed with automatic controls outside the shed and the shed was kept locked. The shed contains the electrics and also the pumps.

*Progress: Works order issued 28 Oct to secure shed and provide external start/ stop for jet pumps*

## Requirements

- Pool Operations Manual
- Guidelines for safe pool operation
- Emergency Action Plan – include sections for different scenarios (drowning / injury / breakdown)

*Progress: Liaising with Carpentaria and Etheridge Shires to see what they have in place for the operation of their pools to review their manuals.*

## Access

In addition to the matters addressed above the card reader for the access gate has finally been returned from Melbourne. It will be re-installed by December 1 with the key access to the pool ending on December 7 2009.



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10.01.02 CEO Status Report

File:	Date: 17 November 2009
CEO Reports	Author: Leanne E Mash
Attachments:	

## 1. EXECUTIVE SUMMARY

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

## 2. FOR COUNCIL INFORMATION

## 3. FULL REPORT

The status of matters previously resolved is as follows:

October 13 2009		
Telstra	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  05.091013	Letter to be written.
GSD Meeting	Council to write to the Chair and CEO of GSD requesting an agenda item for the December 2009 meeting with regards delegation and representation at meetings and associated protocols.  03.091013	Advice given.
Optus	That Council write to Optus requesting an update with regards their current plans for service provision at Burketown  06.091013	Advice received from Optus, letter to be written.



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<p>Meetings</p>	<ol style="list-style-type: none"> <li>1. That Council sends its apologies for the TTNQ AGM</li> <li>2. That all Councillors and executive staff attend the LGMA New Act Training on 28 October 2009</li> <li>3. That Council sends Cr Forshaw to attend the MITEZ AGM.</li> <li>4. That all Councillors and the CEO attend the GSD meeting on December 1 2009.</li> <li>5. That all Councillors attend the North Queensland Local Government Association (NQLGA) Bi-Annual Conference – November 4 to 6 2009.</li> <li>6. That Council send Cr Clarke to attend the Sustainable Resource communities partnership local leadership group November 26 2009.</li> </ol> <p>Carried 07.091013</p>	<p>Done</p> <p>Attended by Councillors Camp and Murray, CEO and DFCS</p> <p>Arranged</p> <p>Attendance planned to be Councillors Clarke, Camp, Olive and Murray and the CEO.</p> <p>None attended</p> <p>Meeting is now December 3 2009</p>
<p>Queensland Coastal Management Plan - Draft</p>	<p>That Council respond to the draft Queensland Coastal Management plan expressing concern regarding blanket statements that will impact on the future economic and social wellbeing of the shire.</p> <p>Carried 08.091013</p>	<p>Letter to be written.</p>
<p>Gregory Downs Name Change</p>	<p>That Council write to the Department of Environment and Natural Resource Management requesting that under the Q150 Celebrations Program and after due opportunity for and consideration of comments from residents that Burke Shire Council request that the township of Gregory Downs be renamed as Gregory.</p> <p>Carried 09.091013</p>	<p>Letter to be written.</p>



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<p>Local Government Arts and Culture Reference Group</p>	<p>That Council thank Arts Queensland for the opportunity to nominate for the Local Government Arts and Culture Reference Group, but at this point regretfully decline given existing substantial commitments. Council would express an interest in nominating a representative sometime in the future and looks forward to seeing the outcomes from the reference group.</p> <p>10.091013</p>	<p>Letter written – matter finalised.</p>
<p>Trusteeship Transfer</p>	<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>Letter written – await response.</p>
<p>Burke Shire Energy Conservation Project</p>	<p>That Council communicate with the Office of Clean Energy and express it’s willingness to re-commit to the Burke Shire Energy Conservation Project subject to the confirmation of the support required being limited to the following components and at no cost to Council</p> <ol style="list-style-type: none"> <li>1. Nomination of an existing Council officer to be trained as an energy auditor in addition to the existing duties of that officer, that is as a role complimentary to the officer’s current role.</li> <li>2. Publicise the project to the community, encouraging participation by households and businesses.</li> <li>3. The identification of suitable individuals to be suggested as possible trainee energy auditors.</li> <li>4. Comment on the selection and appointment of a suitable contractor to oversee the development and implementation of the Project.</li> </ol> <p>12.091013</p>	<p>Advice sent – await next step in process.</p>



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<p>Recreational Activity Facilities for Children</p>	<p>That Council seek to establish who the point of contact is for this matter and communicate with that person once an identity can be established. If and when an identity can be established that Council communicate, once again, its willingness to partner with established community groups to see these kinds of developments come to fruition.</p> <p>2. Further that when communicating with this individual Council advise that a hitting wall is provided for in the 2009 –10 budget.</p> <p>3. That Council extend an invitation to Shire community groups to make representation to Council at the February planning meeting.</p> <p>13.091013</p>	<p>Have established who the letter writer is. Response to now be written</p>
<p>State Wide Stock Route Network Management Regulation 2009.</p>	<p>That council write to seek assurances from the Department of Environment Resource Management that no stock routes are to be closed under the proposed RIS State Wide Stock Route Network Management Regulation 2009.</p> <p>Further that Council seeks clarification as to which stock routes within Burke Shire are to be designated active and inactive. And further Council enquires as to what consultation is to be undertaken to determine the status of the individual routes as active or inactive.</p> <p>14.091013</p>	<p>Response written. A departmental representative is coming to the November 2009 meeting to brief Council in full.</p>
<p>Beames Brook Bridge</p>	<p>That Council write to main road with regards to the restoration works planned to be undertaken immediately at Beames Brook Bridge and express Councils extreme disappointment that no contingency plan has been made to allow access for vehicles over 25 tonne to continue during the planned two month restoration works.</p> <p>Further, that Council emphasis the economic and social impact this will cause for the communities of the Burketown, Gregory and Doomadgee, during the crucial dry season. Also the added expense and imposition this will bring to service providers such as long</p>	<p>Letter written, response received.</p>



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	<p>haul transporters and the likely outcome that they will pass these costs onto consumers.</p> <p>That council recommend installation of a Bailey bridge for the duration of the restoration works.</p> <p>That a copy of this correspondence be sent to Doomadgee Shire Council and affected private businesses.</p> <p>20.091013</p>	
Regional Development	<p>That Council communicate to GSD their inability to comment on the proposal, nor offer support until a business case is presented for consideration and is offered for endorsement by the Councils involved with the regional development group</p> <p>23.091013</p>	Advice sent.
<b>September 16 2009</b>		
Burketown Nursing Scholarship	<p>That Council instruct the CEO to further investigate the proposed scholarship concept and report back to Council with regards implications for Council.</p> <p>05.090916</p>	Letter written – await response.
Burketown Rodeo Request for Support	<p>That Council advise the Burketown Rodeo Committee that their request for in-kind assistance for rodeo preparation is approved to a dollar value of \$1500.00 ex gst</p> <p>Further that Council's support is dependant on the Rodeo Committee's agreement to –</p> <p>1. Acknowledgment of Council's support in printed material associated with the event as follows ....</p> <p><b><i>Proudly Supported by Burke Shire Council</i></b></p> <p>With the Burke Shire Council Happy Crocodile logo featured near the above phrase.</p> <p>2. Acknowledgment of Council's support is</p>	<p><b>November Update</b> Funding provided, awaiting a report from the event organisers.</p> <p>Email sent with details of support. Await report from the event's organising committee.</p>



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	<p>noted in any sponsorship announcements made at the event over the three day duration.</p> <p>3. A copy of any printed marketing / information material generated for the Rodeo and a brief event summary detailing attendance numbers and other relevant information is made available to Council by October 31 2009. (Council will provide a pro-forma event summary for completion.)</p> <p>24.090916</p>	
<p><b>August 19 2009</b></p>		
<p>Minor Tourism Infrastructure Grants</p>	<p>That Council utilise Savannah Way Ltd to lodge and application for the following projects in order of priority:</p> <p>A Making safe the old Albert River Bridge for pedestrian/recreational use traffic (drop down railings etc) and the provision of solar lighting for the area</p> <p>B Update interpretive signage</p> <p>C Caravan dump spots – Adels Grove/Lawn Hill</p> <p>D Directional Signage – Tourist ventures</p> <p>10. 090819</p>	<p>Grant submitted, applied to items B and D. Savannah Way informed Council that A and C were not applicable under grant criteria.</p> <p>Await outcome from grant source, will be reported on in future CEO status reports – grants section.</p>
<p>Request for Property Rating Categories</p>	<p>That the writer be advised that Council is seeking legal advice as to what property rating data information it may legally release to persons other than the property owner (or their agent) with respect to the request made and Council will be in a position to respond once such legal advice is available.</p> <p>06. 090819</p>	<p><b>November Update</b> Information provided, no further contact from the writer. Matter now considered closed.</p> <p>Phone and email conversation had with the writer. Will progress once second legal opinion is available.</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>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</p>



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	<p>a) Ergon Energy obtaining the appropriate Development approvals (MCU, ERA, BA, Reconfiguring a lot etc) and securing appropriate tenure (Freehold) of the land for Council to allow this to proceed;</p> <p>b) Council obtaining Ministerial Approval to dispense with the tendering requirements for the lease or licensing of this part of the land or, in the absence of such approval, tendering out the lease or licence of that part of the land for the purpose sought once appropriate tenure is obtained for the land;</p> <p>c) an appropriate negotiated lease or licence agreement being entered into between Council and Ergon Energy for the part of the site required by Ergon Energy.</p> <p>08.090819</p>	<p>with information where applicable, eg aerial photographs and historic data.</p>
Insurance – Swimming Pool	<p>That Council have cost estimates obtained for its consideration for the preparation of a detailed and documented risk assessment undertaken of the current method of operation of Council's swimming pool in Burketown.</p> <p>11.090819</p>	<p><b>November Update</b> Council taking measures to reduce the risk exposure. See update in CEO Monthly Report.</p> <p>Initial internal risk assessment undertaken by Council's own officer. CEO and DES to review and proceed as per this resolution.</p>
Woodslake Restoration Project	<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>Meeting to be requested.</p>
<p><b>July 15 2009</b></p>		
Preparation of a Priority Infrastructure Plan for Council	<p>That</p> <p>A) Council decline the offer from BNC Planning for the preparation of a Priority Infrastructure Plan for Council (PIP);</p>	<p>Email to BNC Planning on parts A</p> <p>Part A CLOSED</p> <p>Email to Department on Part B</p>



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	<p>B) Council write to the Department of Infrastructure and Planning seeking their assistance with the preparation of the PIP; and</p> <p>C) Council make submissions through the relevant Minister seeking an extension of time for town planning reviews after 8 years for low growth remote rural local governments given the extensive costs that are involved in such reviews for little discernable return to the community OR an undertaking that the review process for low growth area would be appropriately set to minimise the costs to Council for such a review.</p> <p>07. 090715</p>	<p>Part B CLOSED</p> <p>Letter written on Part C</p> <p>Part C Closed</p>
<p>LGAQ establishment of a "fighting fund"</p>	<p>That Council express its concern that the establishment of a fighting fund, as announced by the President of the LGAQ on the 5<sup>th</sup> of June 2009, has not been referred to the member local governments of the LGAQ for consideration.</p> <p>08. 090715</p>	<p>Letter to be written</p>
<p>Camping at Gregory River</p>	<p>1) That the writer be advised</p> <p>a) That Council is deeply concerned that there appears to be a person harassing tourists to the region seeking to stay at Gregory;</p> <p>b) That Council has no officers instructing tourists to move from the Gregory River;</p> <p>c) That any person purporting to have authority to move tourists from such area should be asked to produce their identification and cite their authority to issue instructions and, if they are unable to do so, the matter should be referred to the Local Police for their attention;</p> <p>d) That, while Council's preference is that campers do not camp in the river bed (As indicated in the signage in the area), Council has no intention of undertaking any enforcement actions at this time and Council currently has no powers to do so; and</p> <p>e) Council's preference is that campers stay in approved Camping areas however there are no such approved camping areas in Gregory at this time because:</p> <p>a) Council is unable to obtain appropriate tenure over its preferred camping area; and</p> <p>b) No business in the town has obtained any</p>	<p>Letter to be written to writer.</p> <p>Police have been advised</p>



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	<p>town planning approval at this time to run a caravan park or camping area.</p> <p>2) That the Queensland Police be asked to investigate the matter of a person:</p> <p>a) seeking to act with an unidentified authority to move people on in the township of Gregory; and</p> <p>b) Relocating Council rubbish bins without approval of Council.</p> <p>09. 090715</p>	
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>	Noted and will be included in the next review
Holidays Act 1983	<p>That Council seek to have a special holiday gazetted in the Shire for Melbourne Cup Day 2010 in accord with past practice.</p> <p>12. 090715</p>	<p><b>November Update</b> Approval granted.</p> <p>Application has been made, awaiting response.</p>
State Budget Impacts on Council	<p>That Council seek urgent assurances from the State Government that the outstanding subsidies payable on the Gregory Water Supply Upgrade, Burketown Water Supply Upgrade and the Burketown Sewerage Upgrade amounting to \$234,813 will be paid on the submittal of an approved Total Management Plan by Council.</p> <p>15. 090715</p>	Submission to be made. Department has been advised that Council will be disputing this decision.
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:</p> <p>a) Location – Lateral Placement – The sign shall be placed at least 1.5m from the edge of the bitumen road of at least 3m width.</p>	Letter to be written



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	<p>9 metres;</p> <p>b) Location - The sign should not be placed on a curve;</p> <p>c) Indemnity - The applicant will need to indemnify, and keep indemnified, Council against all actions, proceedings, claims, demands, costs, losses, damages and expenses that may be brought against Council which arise as a result of the installation of the sign including any trimming /clearing of vegetation undertaken to install the sign;</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>Roads Local Law &amp; 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>Noted and will be included in the review.</p>
<p>SES Matters</p>	<p>That Council</p> <p>a) participate in the regional approach for the preparation of a Gulf Catchments Disaster Management Mitigation Plan;</p> <p>b) Formally nominate the following people to the positions indicated:</p> <p>a) David Marshall – Local Controller, Burke Shire</p> <p>b) Ian Forshaw – Deputy Local Controller, Burke Shire</p>	<p><b>November Update</b></p> <p>Part C is completed.</p> <p>Part A is ongoing.</p> <p>Email sent regarding item (b)</p> <p>Item (b) CLOSED</p>



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	<p>c) Accept the offer from Emergency Management Queensland Mt Isa Office for the rewrite of Council's Local Disaster Management Plan.</p> <p>20. 090715</p>	
<p>Enquiry into Chronic Diseases</p>	<p>That Council advise the inquiry that Council believes it is positively contributing to the mitigation of chronic disease in its community through the installation and ongoing maintenance of community support infrastructure such as parks, gardens, swimming pools, sporting facilities and the like however Council is of the view that the State Government has a responsibility to maintain adequate funding to organisations such as the Gulf Sports and Recreation Association, Home and Community Care and Regional Arts and Development to ensure the continuation of these vital programs in the region as it is these types of programs which actively engage the members of the community to utilise the existing underutilised facilities provided by Council rather than funding programs to install newer and more facilities.</p> <p>21. 090715</p>	<p>Letter to be written</p>
<p>Community Infrastructure Funding – Additional \$220M</p>	<p>That Council allocate the expected \$30,000 guaranteed component of this funding towards the upgrade of the Burketown Tennis Courts lighting and review the funding guidelines for the competitive bid part of this grant scheme once the details are released with a view to having a professional bid prepared for submission by Council.</p> <p>22. 090715</p>	<p><b>November Update</b> Submission has been made. Await outcome.</p> <p>The allocations have been announced on the website only, Burke Shire is listed as \$30 000.</p> <p>Council is awaiting formal notification of the allocation.</p> <p>All councils will be informed when Guidelines are available and the opening date for applications has been determined. Scheduled for late 2009.</p>



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<b>June 17 2009</b>		
Corporate Plan	That the Chief Executive Officer report back to Council on options for Council to update its Corporate Plan in conjunction with the preparation of the new Community Plan that is to be required under the new Local Government Act that is to take effect later this year  09. 090617	Noted and will be actioned once training in the new Community Planning requirement has been undertaken.
Membership of Regional Bodies	That Council a) rejoin Gulf Savannah Development for the 2009/2010 year and review its ongoing membership in May 2010; b) maintain its membership of the North West Regional Roads Group; and c) seek an associate (non-corridor) membership of MITEZ for Council for 2009/2010  14. 090617	<b>November Update</b> MITEZ Non corridor membership approved.  Item c) now closed.  Membership of GSD obtained Membership of NWRRG maintained  Items (a) and (b) CLOSED  MITEZ membership application made – await outcome
<b>April 15 2009</b>		
Wild Rivers Designation	That a discussion paper on Wild Rivers designation and possible Council responses, taking note of local community concerns, be prepared for Councils consideration  03. 090415	CEO to have report prepared for Council consideration.
<b>March 18 2009</b>		
Fencing Near Albert River Bridge	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	Letter of offer to be prepared to proposed lessee by CEO.  CEO needs to ascertain status of proposed lease with DNR and Solicitor before writing to Lessee.



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	<p>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>	
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><b>November Update</b> 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><b>February 24 and 25 2009</b></p>		
Commercial Land	<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>Letter sent.</p> <p>Report to be prepared by CEO</p>
Land availability	<p>That the Acting Chief Executive Officer prepare a report on the land available for disposal in Burketown and Gregory and the writer be advised that Council is unable to sell the block to him at this time.</p> <p>12.090224</p>	<p>Letter sent.</p> <p>Report to be prepared by CEO</p>
Energy Audit for future funding opportunities	<p>That the Acting Chief Executive Officer provide Council with an update of the status of this matter at a later meeting.</p> <p>21.090224</p>	<p>Report to be prepared by CEO Approach has been made to Council by relevant department- formal written proposal has been sought.</p>



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<b>December 18 2008</b>		
Industrial Land	<p>CEO to identify industrial area at Gregory &amp; Burketown and report back to Council at next meeting with a proposal to acquire available land.</p> <p>8.081218</p>	Report to be prepared by CEO
Unallocated State Land	<p>The DNR&amp;W recently made a commitment to Burke Shire Council to undertake an evaluation of all unallocated State Land in Burketown &amp; 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>Report to be 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>
Ingenro Meeting	<p>Meeting with Ingenro to be scheduled around 15 January 2009 and Cr Murray and CEO to attend. January Ordinary Meeting is set for 15 January 2009.</p>	<p>Have contacted Ingenro in March who are now to reschedule visit in April/May to coincide with Council meeting.</p> <p>CEO to Follow Up</p>



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## 10.02.01 Upcoming Meetings

File	Date November 20 2009
CEO Reports	Author Leanne E Mash
Attachments	

### 1. EXECUTIVE SUMMARY

A summary of meeting and conference opportunities.

### 2. FOR COUNCIL DECISION

Recommendation

1. That Council endorse the Mayor, Councillor Annie Clarke to attend a meeting with the Minister for Main Roads, Mr Craig Wallace to raise awareness of the Beames Brook Bridge crisis and pursue a permanent solution for this vital piece of Main Roads infrastructure
2. That Council endorse the Mayor, Councillor Annie Clarke to attend the Sustainable Resource Communities Partnership Local Leadership Group (North West Mineral Province) meeting.

### 3. FULL REPORT

#### Background

1. Given the absolutely vital nature of the Beames Brook Bridge to the Shire and the seeming disregard for due process and engagement exhibited by the Department of Main Roads it is felt that a delegation to the Minister is the only viable option left for the Shire to pursue. This meeting is scheduled for November 26 in Townsville.
2. The Sustainable Resource Communities Partnership Local Leadership Group (North West Mineral Province) meeting is to be held in Mount Isa on December 3 2009. The Queensland Government's Sustainable Resource Communities Policy was launched on 31 August 2008 with one of the Government's key undertakings to establish Local Leadership Groups (LLGs) comprising of local government, industry, community groups and the Queensland government to focus on regional planning issues and key projects that aim to address cumulative or regional impacts arising from resource development. In June 2009 an invitation was extended by Mount Isa Mayor Cr John Molony (who has been nominated by the Queensland Government to chair this group) asking Council to consider being part of the Sustainable Resource Communities Partnership Local Leadership Group for the North West Mineral



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Province. The LLG will provide a forum for the identification and discussion of issues and opportunities associated with resource development within this region and will provide feedback to the State Government on matters related to development, infrastructure and resource sector impacts.

## **Statutory Environment**

None

## **Policy Implications**

None

## **Financial Implications**

Travel and meeting costs

## **Strategic Implications**

Significant from an infrastructure (Beames Brook Bridge) and regional growth perspective.

## **Officers Comment**

None

## **Consulted With**



None



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10.02.02 Asset Management Policy

File	Date November 20 2009
CEO Reports	Author Leanne E Mash
Attachments	
 0603STInfoPackFinal .pdf	 0911 Department asset-management-a

## 1. EXECUTIVE SUMMARY

The Commonwealth have set a target for all infrastructure asset classes managed by Councils to be covered by asset management plans by 2010. Councils are required to complete core plans by 2010.

The first step in doing this is the development and adoption of an asset management policy. That policy is now presented for endorsement of Council. The target date for adoption a draft policy, as set by the Department, of this policy is December 31 2009.

## 2. FOR COUNCIL DECISION

Recommendation

That Council adopt the Asset and Services Management Policy as presented.

## 3. FULL REPORT

### Background

Council have engaged with the LGAQ LG Asset program (see the information pack attachment). This partly subsidised program brings asset management expertise via prequalified consultants to work with Council's Executive Management Team.

The outcomes from the first two one day sessions include the Asset and Services Management Policy as presented below.

### Burke Shire Council Asset and Services Management Policy

#### Intent

A whole of organisation approach to best appropriate asset and services management which will sustain services according to community needs.



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## **Definitions**

*Assets* – non-current assets are defined as:

- a physical item of significant value;
- possessing service potential or future economic benefit;
- controlled by the entity; and
- originating as a result of a past transaction or event.

*Asset Management* – the process of guiding the acquisition, use and disposal of assets to make the most of their service delivery potential and manage the related risks and costs over their entire life.

*Services Management* - the supply of appropriate services to the community, which is consistent with the Council's corporate goals and community needs.

## **Background**

Council's Corporate Plan includes the following Statement of Strategic Direction:

*"The Council of the Burke Shire will increase the quality of life across the wider community through the pursuit of excellence in Local Government and efficient and sustainable practice in addressing the issues affecting the Burke Shire".*

It is recognised that assets are integral to that role. Assets must be planned for, provided, maintained, and renewed so that they continue to meet the service needs of the community.

The current suite of assets has the following characteristics:

- Infrastructure assets that vary in age from new to mature assets;
- The useful lives of assets are substantially influenced by natural and environmental events.

Quality of life demands for sustained and improved services over recent years has further accentuated the need to ensure all assets are maintained and renewed to meet community needs. Cost-shifting for services from Federal and State Governments to Local Government and the current global challenges add to the impetus for improved management and affordability.

This level of change coupled with the demands of aging infrastructure, requires a program of continual asset renewal and maintenance to ensure that the service delivery requirements for the community and its many visitors are sustained, both now and for future generations.

## **Criteria for Asset Management**

The Council proposes best appropriate asset and services management for the Burke Shire Council asset portfolio which acknowledges:

- assets and services provided according to community needs;
- planned sustainability for all assets and services – physical and financial;
- legislative compliance; and



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- protection for the community.

Best appropriate asset and services management for Burke Shire Council means that the Council:

- clearly articulates in the Corporate Plan and Operational Plan that Council will provide quality infrastructure assets and facilities that support services that are appropriate, accessible, responsive, sustainable and affordable for the community;
- applies this Policy to all proposals for asset and services renewal and development;
- involves and consults with the community and key stakeholders in determining the Levels of Service framework related to use of the assets;
- maintains current Asset and Services Management Plans for each asset class and competently applies the criteria from those plans;
- diligently applies the Asset and Services Management Practices Improvement Strategy and Performance Management Framework;
- maintains up to date and accurate asset information;
- supports a whole of organisation approach to asset and services management;
- provides appropriately skilled and trained resources for asset and services management;
- ensures that 'whole-of-life' costs are formulated for all asset based proposals prior to consideration of any major works/renewal or improvement of an asset;
- undertakes a critical review of the need for and the application of that asset;
- applies the philosophy of 'Renew before New' for all asset related programs;
- applies risk management criteria in all asset related proposals and programs;
- continually seeks opportunities for multiple uses of assets;
- examines non-asset based solutions for service provision;

## **Responsibilities**

Defining and applying standards for asset and services management means that the Council:

- Identifies and assesses asset and services needs and sets priorities within the total Council program.
- Consistently applies asset and services management criteria to Council and community programs.
- Establishes appropriate, affordable Levels of Service for the type and use of assets, in consultation with the community.

Implementation of asset management as an organisational philosophy will occur through the Asset and Services Management Practices Improvement Strategy.

Council's Executive shall ensure application of this Policy by the Council and whole of organisation, and shall review compliance with this policy on an on-going basis, including reporting to Council on an annual basis as part of the Asset and Services Management Performance Management Framework.

The review will include:

- Application of this policy;
- Audit and review of asset management implementation and improvement as set out in the Asset Management Practices Improvement Strategy; and
- Reporting against the Asset and Services Management Performance Framework.



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This policy is to remain in force until otherwise determined by Council.

### **Statutory Environment**

Part of the Commonwealth Sustainability and Reporting reforms for Local Government

### **Policy Implications**

New Policy

### **Financial Implications**

Done in support of developing long term (ten years plus) financial plans based on sound infrastructure asset management plans.

### **Strategic Implications**

Improved long term planning for Council

### **Officers Comment**

### **Consulted With**

Council's Executive Management Team and Dennis Kirby, Asset Advanced Consultant.



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10.02.03 Barramundi Grow Out Facility

File	Date November 20 2009
CEO Reports	Author Leanne E Mash
Attachments - None	

## 1. EXECUTIVE SUMMARY

The Barramundi Grow Out Facility is inadequately funded for the 2009/10 year.

A budget of \$10 000 is specified. Based on previous operations it is estimated that a figure of between \$25 000 - \$30 000 is realistic for six months of operation. This facility is a highly labour intensive activity.

## 2. FOR COUNCIL DECISION

Recommendation

That Council suspend the operation of the Burketown Barramundi Grow Out Facility immediately due to budget constraints.

Further that the items of equipment not able to be redeployed elsewhere be offered for sale.

## 3. FULL REPORT

### Background

The day to day operations of Barramundi Grow Out facility is extremely labour intensive.

The routine required for the fish to remain viable for the first three weeks is as follows.

- 6.00am - lights on, open shed and feed fish, H2O testing (temperature, PH, Ammonia and nitrate)
- 10.00am – Feed fish, clean tanks and back flush filters
- Midday – Feed fish, H2O testing
- 3.00pm – Feed fish
- 6.00pm – Feed fish, H2O testing, Drop surge tank if H2O quality incorrect, lights out and shut shed



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After three weeks the H2O quality usually stabilizes and then the routine is :

- 6.00am - lights on, feed fish
- Midday – feed fish, H2O testing, clean tanks, back flush filters
- 6.00pm – Feed fish, lights out and shut shed.

Over the entire period of utilization the following tasks must also be carried out :

- clean tanks daily
- back flush daily
- Fish need to be sized weekly (some grow bigger than others) the big ones need to be removed or they will be the only ones left – this is time consuming.

The fish must be fed on a frequent basis, maintaining the same intervals between feeds each day. Failure to do this will mean the fish eat each other. The fish are also sensitive to changes in who feeds them. To maintain growth the same person is best used to feed them each time. The fish take some days to get 'use to' a new feeder.

Currently a system of opening and closing the doors is used as a mechanism to keep the tanks at the correct temperature. Lights cannot be left on all night due to insects.

During the wet season power failures and brown outs are a frequent problem with many additional trips out during the night after power blimps occur. This cannot be left till the morning as once the power trips off the fish will die from lack of oxygen.

While there has been discussion of the use of volunteers to keep the facility functioning this seems to not allow for the specific nature of the work involved and the need for keeping with a seven day and night a week routine.

It is highly unlikely that a single volunteer would be prepared to commit to such a demanding role on an ongoing basis.

Council may still choose to continue it's support and involvement with the Gulf Barramundi Restocking Association Incorporated (GBRA). GBRA is a not for profit organisation, which was first started with help from Shire councils in the area, who are the management committee for this organisation. It is acknowledged that without the help from the Councils over the years GBRA would not be where they are now.

Each year GBRA invoice Council for \$5000.00 which gives Council access to fingerling. GBRA have a permit to release 100,000 fingerling into the Albert River each year. Some years Council have released these, others years Council has not. GBRA says it depended on what the environmental situation was at the time.

### **Statutory Environment**

None



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## **Policy Implications**

None

## **Financial Implications**

Reallocation of funds at the January 2010 budget review.

## **Strategic Implications**

None

## **Officers Comment**

## **Consulted With**

Burke Shire Council Ranger, DFCS and DES.



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10.02.04 Officer Housing

File	Date November 20 2009
CEO Reports	Author Leanne E Mash
Attachments	

## **1. EXECUTIVE SUMMARY**

Council's ability to attract and retain skilled staff in numerous areas is affected by our current inability to offer decent rental accommodation.

Four Burketown houses are currently unable to be rented. Two due to maintenance issues, one due to fire damage and the fourth from water damage.

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.

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.

In light of this new information an alternate position is now presented for Council's consideration.

## **2. FOR COUNCIL DECISION**

Recommendation

1. That Council accept the proposed insurance position as initially presented by Suncorp to repair the Gregory Street house.
2. That Council reallocate the budget item of \$300 000 from the establishment of an executive residence to the renovation of the Sloman Street houses two and three.
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.



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## **3. FULL REPORT**

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### **Background**

In September 2009 resolution 09.090916 directed officers to seek a cash payment from Council's insurers for the claim associated with House 4, Gregory Street.

The initial approved claim to restore the house was stated to be \$146 888 less the \$500 excess. After two months of continuous negotiations the final offer Council has from Suncorp is a cash settlement of \$110 166. This is a shortfall of \$36 722. This shortfall is due to a standard clause known as an Indemnity Provision. Our understanding of this is it is basically a depreciation clause included and executed at 30% of the approved claim amount should the insuree (Council) choose to take a cash payment rather than reinstate the asset.

Through the substantial efforts of the DFCS and our insurance broker, Suncorp have agreed to reduce this to 25% on this particular claim. There is no belief that Suncorp will move from this position.

The best course of action is now determined to be to accept the original figure of \$146 888 and reinstate the Gregory Street house to a rental condition. The builder nominated by Suncorp is rally to start work as soon as Council accepts the offer from Suncorp.

While in discussions with that builder regarding Gregory Street, plans for the two Sloman Street house were discussed. This builder has now quoted on renovations to those two houses.

Council has also obtained quotes from the builder currently engaged to carry extensions to the Burketown Ergon house.

The way forward would now seem to be as follows :

1. Accept the Suncorp claim and repair the Gregory Street House
2. Request a third quote for both Sloman Street houses in line with Council's purchasing policy.
3. Take the \$300 000 from reserves that was budgeted for the renewal of an executive house on the CEO block (next to Council Administration office) and redirect those funds to –
  - a. Sloman Street House Two
  - b. Sloman Street House Three
  - c. The Gregory Caretaker House

Further make provision for \$400 000 consideration in the 2010 – 11 budget for the renewal of an executive residence on the block next to the Council Administration office.

Should this action be taken Council will have three extensively 'new' residents in it's rental pool by the second week of February 2010. Plus the maintenance issues existing with the Gregory Caretaker house will have been addressed.



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## **Statutory Environment**

None

## **Policy Implications**

None

## **Financial Implications**

Redirection of capital funds from the establishment of an executive home to the renovation and repair of three existing homes.

## **Strategic Implications**

None

## **Officers Comment**

Until suitable housing is established Council is unable to address skill shortages in a number of areas, including IT, Human Resource management, economic development, senior finance support and engineering support roles.

## **Consulted With**

DFSC and DES



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10.02.05 GSD Items

File	Date November 20 2009
CEO Reports	Author Leanne E Mash
Attachments - None	

## 1. EXECUTIVE SUMMARY

The next GSD meeting is scheduled for December 1 2009. It is to be hosted in Burketown.

## 2. FOR COUNCIL DECISION

Recommendation

For discussion.

## 3. FULL REPORT

### Background

#### 1) Canberra/ Brisbane Delegation

The proposed GSD delegation to Canberra/ Brisbane in March 2010 was endorsed. Senators Trood and Joyce, and Minister Ferguson to be included.

GSD is seeking ideas of outcomes Council wants from this delegation, or issues to be discussed, and names of any politicians Council are keen to target Such suggestions are to be discussed at the December 1 meeting of GSD

#### 2) GSD Office

There was extensive discussion of the merit of a GSD office in the region. While some considered there was a need for a physical presence in the region, other members felt that the office proposal needed further consideration and that there were other means of building a presence in the region. It was agreed to leave the GSD office Options Paper on the table and for Councils to bring to the next meeting ideas for building the GSD presence/profile in the region.

### Statutory Environment

None

### Policy Implications



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None

## **Financial Implications**

None

## **Strategic Implications**

This is Burke's regional alliance group

## **Officers Comment**

## **Consulted With**



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10.02.06 December Meeting

File

Date November 20 2009

CEO Reports

Author Leanne E Mash

Attachments - None

## **1. EXECUTIVE SUMMARY**

With the November meeting being held a week later than usual and the Council Christmas closure taking affect from 5.00pm December 18 2009, it is suggested that the December 16 2009 meeting be replaced with a telephone conference to discuss current matters while any resolutions be deferred to the January meeting.

## **2. FOR COUNCIL DECISION**

Recommendation

That Council suspend the December 16 2009 Council Meeting and replace the meeting with a telephone conference on that same date.

## **3. FULL REPORT**

### **Background**

There are only 15 working days between this November meeting and the planned December 16 meeting. Combining this with the numerous activities in the lead up to the Council Christmas closure and wet season preparations, the meeting in December seems unwarranted.

Considering this concept items of significance have been pushed forward to this agenda.

It is envisaged that a telephone conference on Wednesday 16 December 2009 would provide the opportunity for communication both between Councillors and with officers without the impost of a formal meeting.

### **Statutory Environment**

Using this scenario Council still meets the legislative requirements of an Ordinary Council meeting convened at least once every three month period.

### **Policy Implications**

None

### **Financial Implications**



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None

**Strategic Implications**

None

**Officers Comment**

**Consulted With**

Mayor, DES and DFCS



# **Burke Shire Council**

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## 11. DIRECTOR ENGINEERING SERVICES REPORTS

Recommendation

That

- A) the Director Engineering Services Standing Business Papers for Information as presented in Reports 11.01.01 to 11.01.02 of the Business Papers be received by Council and noted; and
- B) the Director Engineering Services Business Papers for Council Consideration and Decision as presented in Reports 11.02.01 to 11.02.04 of the Business Papers be received for consideration.

11	Director Engineering Services Reports
11.01	Standing Business Papers for Information
11.01.01	Director Engineering Services Works Program Update Report
11.01.02	Director Engineering Services Status Report
11.02	Business Papers for Council Consideration and Decision
11.02.01	Lawn Hill Station request to install four Grids
11.02.02	Exception to Tender
11.02.03	Road Construction Project – Wills Development Road 78A (Black Soil 8.15km section)
11.02.04	Road Construction Project – Gregory Lawn Hill TIDS (1km Extension on Existing Project Ch 55.0 to Ch 56.00)



# Burke Shire Council

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11.01.01 Director Engineering Services Works and Services Program Update Report

File:

Date: 24/11/2009

Author: Director of Engineering Services

## Attachments



NWQRRG\TIDS  
Proposed Nov Claim F



NWQRRG - Minutes -  
TC Meeting No 2009-:



Tenure Albert River  
Park



Albert River Park  
Tenure REPORT

## 1. EXECUTIVE SUMMARY

Council's engineering section is operating to maximum capacity.

Graders are working on TIDS Projects, Rural Maintenance and NDRA Flood Damage which is all progressing well.

TIDS Project at Adel's Grove is 100% complete, having had a primer chip seal and 2 coat final seal.

Survey data pickup for the next section of TIDS projects design work has been completed between Century Mine turn off and Big Archie Creek on Lawn Hill Road.

Reconstruction from Big Archie Creek for 5kms has sub grade formation complete and base course is being placed, a further 1km is progressing at sub grade formation stage.

Doomadgee Road East (the missing link) 5kms has sub grade formation complete and base course is 40% placed.

Flood Damage restoration of Bitumen surfaces on Floraville, Wills Development Road 78A, and Doomadgee Roads along with concrete flood way repairs to the Leichhardt Crossing (Floraville Road) and Gregory Crossing (Doomadgee Road)

Rural Access Road Flood Damage restoration has been done on Morella Road with a small amount of rural maintenance funding assistance also.

Gumbummunda Bridge is receiving its final cosmetic touches. The new River/Bridge Signs have arrived and the River side park amenities are being fabricated and galvanised ready to install, a tenure report on the site has been sources to be reported on to CLCAC.



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Town Water Supplies are providing the normal abundance of water and operating to the required quality required for drinking water. Gregory Raw Water pumps have been replaced and both towns plants are operation at normal capacity.

All parks and gardens are being maintained to satisfactory standards, the water feature in Morning Glory Park has been delayed due to appropriate resource shortages.

The Nicholson Weir at Escott has stopped overtopping with a free board of approximately 100 mm.

The DMP (Drought Management Plan) has been submitted to DERM (Department Environment Resource Management) along with the Quarterly Drinking Water Report and the SWIM (State-wide Water Information Management) annual report is currently being processed.

Sewerage System operations are maintaining services with minimal maintenance issues, the Blivet seems to be currently coping well, however is due to have programmed maintenance with the replacement of a worn out execrating rota drum in one of the chambers.

DERM (Department Environment and Resource Management inspection/visit went well following some strategically planned tidy up of plants and some operational perceptive preparedness.

Aerodromes are operating satisfactorily with no issues to report. The RADS funding submission for a proposed extension to the Burketown Aerodrome is to be submitted before 30<sup>th</sup> November.

The Aquatic Facility (Swimming Pool) some artificial grassing of internal areas is being planned for installation soon and access rails are being made for all the pools in the complex.

Waste services are running to expectations with the dry season assisting access, the cyclone season cleanup is programmed for early December, and construction works are progressing with elevation of the dumping storage area for sorting and processing waste is underway which will allow for some waste processing and transfer station trail activities.

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## **2. FOR COUNCIL INFORMATION**

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Expenditure seems to be generally consistent with in budget allocations, on generalisation it seems to be approximately 10% under where it should be located. However it seems some larger contractual allocations are not in the committed area as yet to date which would bring it well back into line.

RMPC is currently over expended due to some Flood Damage allocations being done as RMPC to expedite safety issues with stakeholder risk, pending the DMR Flood Damage approvals coming through shortly it will then allow for some catch up and revised completed works allocations.



# ***Burke Shire Council***

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## **3. FULL REPORT**

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### **Town Services – Parks - Reserves – Waste Services**

#### **Burketown**

All parks and gardens are being maintained to satisfactory standards, the water feature in Morning Glory Park has been delayed due to appropriate resource shortages.

Albert River Park at the Old Albert Bridge is delayed due to land tenure issues which Aus North Consultants are providing a report for Council to submit to CLC that should clarify the land tenure issues with CLC solicitors.

#### **Gregory**

Parks and gardens are being maintained and associated services continue to be prioritised on a needs basis

### **Town and Shire Utilities (Water, Sewerage and Aerodromes)**

#### **Burketown Utilities**

Water level at the Weir has dropped to where overtopping has stopped, the white residue powder seems to be slowed down some what in the reticulated water

Water use is still very high with 100,000 litres (1mega litre) per day being regularly used, pressures have been reduced slightly to help reduce usage to allow the plant to process the raw water.

Monthly sampling and testing is continuing consistently so to conform with the quarterly drinking water reporting requirements

Aerodrome Operations are continuing to provide services with minimal inconvenience to users, Airlines have now had the contract for RPT assessed by QT and contract negotiation are understood to be continuing to be consolidated

#### **Gregory Utilities**

Town Water Supplies are operating with minimal issues however there is quite a few maintenance activities being actioned, 2 new raw water intake pumps have been installed these pumps will now be monitored for effective performance, these pumps are of a light duty nature and may have limited useful life expectancies.

Trial Generator installation has been put in place to assist with assessing voltage drop in cabling to these raw water pumps at the river intake. This will be trialed with the pumps for comparisons on load requirements and future projected maintenance planning



# ***Burke Shire Council***

## ***Business Papers Ordinary General Meeting November 26 2009***

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The old pumps were monitored for voltage drop in several circumstances with operation loads varying between pumps and fairly large drops in the cabling between the power source at the WTP and the intake pumps. However according to the manufacture specifications still with in acceptable limits but according to 1 out of 3 electricians opinions the variable is unsustainable when operating for extended cycles.

### **Projects and Road Works**

#### **Shire Roads**

Flood Damage Submission data collection and processing is completed to the 2<sup>nd</sup> submission approximately \$9.6m. for the combined State and Council controlled roads submissions

Works on bitumen pavement repairs have been actioned on Floraville, Wills Development (WDR78A) and Doomadgee East and West Roads along with Morella Station Access Road

Further works will continue on Doomadgee West and Gregory Lawn Hill Road over the next month.

TIDS planning and design works are progressing with survey component completed for the Gregory Lawn Hill section from Century Mine turnoff to Big Archie Creek, and construction works are progressing with the section near Adel's Grove completed and Big Archie Creek job for 5kms is well advanced to laying pavement base materials and similar works are complete for the Doomadgee job and Little Archie flood way on Gregory Lawn Hill has commenced.

Other Survey works completed was data pick up for the realignment planning and design for the elimination of the dog leg section of road immediately linking onto the Carpentaria side of the Leichhardt crossing.

#### **Main Roads**

All RMPC maintenance works on WDR 79A & 6801 (Camooweal) roads Heavy Grading and Gravel and Soil blending is completed leaving only Flood Damage works now to complete.

Monthly Backlog and Forward list of Works forecasts for November & December along with RMPC works forecasts for the balance of the financial year

#### **Workshop and Fleet (Vehicles, Machinery and Plant)**

Most major plant is operating to required levels of service, programmed maintenance is being maintained by the workshop as resources allow

The large Gregory Camp Generator has been causing camp black-outs that workshop fitters have had difficulties in isolating the cause.



# ***Burke Shire Council***

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The Komatsu Grader has been used for some small projects while other plant was needed for strategic works and still continues to get over heated even on medium load short term activities.

Tender specification development is being finalised for new graders and are shortly being called.

The Komatsu Loader has had pressurised hose failure and part are not available within Australia hence some custom modifications have been actioned to keep the machine operating at this busy time.

New fleet vehicles are at the dealers in Cairns and having pre-delivery components fitted, there are some hold ups with some items as being a new model no bull bars are available for at least 4 months, other alternative suppliers are being investigated however this is a very bureaucratic issue due to until certification by the Toyota Motor Company can be established for the alternative bull bar subsequently the manufactures warranty is voided.

There is a considerable amount of hire in plant being utilised currently this is expected to be needed until the wet the dramatically taper off. These items of plant have all been given plant numbers so recovery costs are job charges and are monitored with some accuracy

### **Engineering Activities**

All engineering activities generally continue to improved from month to month with previous lost years backlogs being addressed along with current priorities, now having improved the team leader status this is making supervising and overseeing considerably more efficient.

SPO (Special Projects Officer) activities is centred on TIDS construction and Flood Damage restoration projects

WO (Works Overseer) activities are involving all town, parks & gardens maintenance, upgrade to waste management facilities and programmed maintenance to rural road and street bitumen pavement maintenance.

RMPC Contract expenditure is completed and some flood damage restoration works are planned to complement the maintenance already completed for the balance of the RMPC contract as the RMPC has complemented help with flood damage activities while submissions have been sought and approvals are taking place.

The offer to Bid for further allocation of TIDS funding from the NWQRRG has had some hiccups due to Main Roads documentation in Councils contract documents identifying the WDR78A as a LRRS (Local Road of Regional Significance) road hence planning was actioned accordingly, and

Now pronouncement through MRD's planning branch that the documentation has an error and the road actually is an OSCR road (Other State Controlled Road) eliminates the current proposal for the TIDS reallocation offer to be utilised on WDR 78A road.

The bid was then shifted to Gregory Lawn Hill road where \$100,000 has been offered with the proviso of matching LG funds this proposal albeit not as high priority as the previous proposal does have merit with the current project being constructed and this offer would allow for a further 1km to be completed.



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WDR 78A (Gregory to Burketown) has a 8.15km black soil section between Ryans Camp and Mosquito Yards which is the only black soil section on this road, it is estimated that \$1.2m is needed to upgrade to a basic gravel pavement.

MRD has offered \$225,000 in extension funds to RMPC to assist to progressively gravel sheet this section, there is NDRRA Flood Damage submission of approximately \$400,000 on this section a shortfall of \$575,000. Further information is in a separate report.

RMPC Management Plans are now complete with a Quality Plan, Safety Plan and Environmental Plan to be completed.

TMP/SAMP (Total Management Plan / Strategic Asset Management Plan) - CSA (Customer Service Agreement) these are planned to be revisited during the month, TMP is expected to take approximately two months to complete.



# Burke Shire Council

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11.01.02 Director Engineering Services Status Report

File:	Date: 24/11/.2009
	Author: Director of Engineering Services
Attachments - None	

## 1. EXECUTIVE SUMMARY

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

## 2. FOR COUNCIL INFORMATION

## 3. FULL REPORT

The status of matters previously resolved and or arising since the previous meeting is as follows:

October 13 2009			
2009 TC Charlotte NDRAA relief rehabilitation works	Road works rehabilitation commencement	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	<b>November Update</b> Works have commenced on areas that are a high safety risk and are being addressed as urgent.
TIDS Projects 2009-2010	Four specific sites on Gregory Lawn Hill road and 1 site on Doomadgee east road, these projects include carry out	Council delegate powers to the CEO to approve commencement of appropriately prioritised	<b>November Update</b> Quotations where requested and those tender submissions assessed and recommendations made to the CEO, tenderers were notified and Councillors advised of outcomes.



# Burke Shire Council

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	underspend s backlogs	contractors to commence construction of approved TIDS projects within the Burke Shire and submit the recommendations to Council at its November 2009	
New Fleet vehicle purchases	2 (two) Toyota Prado (2009-10 new model) GLX as per quotation \$124,844.74	Council purchase 2 (two) Toyota Prado (2009-10 new model) GLX as per quotation \$124,844.74 combined value from Pacific Toyota of Cairns with an escalation allowance at actual cost for the new model released on November 16 2009. It is under stood Council has priority to the first two vehicles of this model available from Pacific Toyota following that release.	<b>November Update</b> Quotations were requested and assessed Council endorsed the recommendations and orders placed, new vehicles have arrived at the dealerships and pre delivery is being carried out, with delivery expected in approximately 10days. Due to being a new model release no Bull Bars have been manufactured and are not expected to be available for approximately 4 months.
Drought Management Plan	Submission of document revised to reflect irrigation of yards and gardens to no sprinklers for 9.00 am to 4.00pm during times of water restrictions other than when an emergency is in place,	Council endorse the DMP acknowledging that as a revisable document ongoing monitoring and changes may be required from time to time	<b>November Update</b> Plan document revised and signed off by CEO and document now submitted to DERM.
Beams Brook Bridge repairs	Council to write to main road with regards to the restoration works planned to be undertaken immediatly at Beames Brook	Council alarmed that the absence of a contingency plan has not been made to allow access for vehicles over 25 tonne to continue during the initial	<b>November Update</b> Council and Officers have been disappointed at the lack of communication on this project and the lack of appropriate response to requests for information. It has taken over a month for Council to through to DMR the importance of this Bridge



# Burke Shire Council

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	Bridge and express Councils extreme disappointment in the lack of planning and communication	muted planned two month restoration works	and how it links the regions communities and the impact the proposed colure would have on the communities and service providers.
<b>September 16 2009</b>			
Smaller Communities Assistance Program (SCAP)	Gregory Water Upgrade		<p><b>November Update</b> Unchanged</p> <p>*(October 2009) Practical Completion Final Claim Lodged 16/06/2003 <b>\$100,000.00 unpaid</b> – awaiting lodgement of SAMP/TMP. State Government advises that this funding has now been withdrawn. This is being disputed by Council.</p>
Smaller Communities Assistance Program (SCAP)	Burketown Sewerage Treatment Plant Upgrade	Grant Allocated \$358,109  Council \$18,891	<p><b>November Update</b> Unchanged</p> <p>*(October 2009) Practical Completion Final Claim Lodged 26/06/2007 <b>\$27,662.90 unpaid</b> – awaiting lodgement of SAMP/TMP State Government advises that this funding has now been withdrawn. This is being disputed by Council.</p>
Smaller Communities Assistance Program (SCAP)	Burketown Water Upgrade		<p><b>November Update</b> Unchanged</p> <p>*(October 2009) Practical Completion Final Claim Lodged 26/06/2007 <b>\$107,150.00 unpaid</b> – awaiting lodgement of SAMP/TMP State Government advises that this funding has now been withdrawn. This is being disputed by Council.</p>
R2R	Road Works	Annual Grant \$272,950	<p><b>November Update</b> Reseal locations now identified and Quotations being sought for a full bitumen service</p> <p>* (October 2009)Total Program</p>



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			announced \$1,364,749 over 5 years - Council has resolved to apply these funds annually to reseal of roads previously upgraded. The reseal program/activities are currently being put together with a prioritised reseal program.
TIDS	<p>Gregory/Lawn Hill Road 23/LGSC/001</p> <ol style="list-style-type: none"> <li>1. Survey Planning and Design Immediately West of the Century Mine Road turnoff (\$39,000)</li> <li>2. Immediately West of Big Archie Creek Upgrade Pavement to Sealed Standard (\$750,000)</li> <li>3. Invert Upgrade at Little Archie Creek to have a concrete overlay (\$147,500)</li> <li>4. 1km section fronting Adel's Grove Tourist facility (\$247,500)</li> </ol>	TOTAL \$1 184 000	<p><b>November Update</b> Survey works complete planning underway.</p> <p><b>November Update</b> Project 50% complete.</p> <p>* (October 2009) Planning of the projects and resources is currently being organised. The sealing on these projects is anticipated to be done in conjunction with the reseal program above. Quotations are currently be sought for Council consideration.</p> <p><b>November Update</b> Commenced expect completion of concrete works in 2 weeks</p> <p><b>November Update</b> Project complete</p>
TIDS	Doomadgee East Road 23/LGSF/011	TOTAL \$200,000 Prior Years TIDs \$200,000	<p><b>November Update</b> Project 50% complete</p> <p>*(October 2009) This work is planned for the next three months. An Agenda item recommending the location will be presented prior to works commencing.</p>



# **Burke Shire Council**

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**July 15 2009**

Contract Claim –  
Gregory Water  
Treatment Plant

That a report be prepared for Council's  
consideration on the claims made before any  
further payments are made on this contract.

47. 090715

**November Update**

A realistic agreement has been  
established to bring this project to a  
appropriate finalisation and a report  
with recommendation will come before  
council

\*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 managers visit to  
Burke Shire in October.

\*(Sept 09) unchanged.

\* (October 2009) unchanged.

**June 17 2009**



# Burke Shire Council

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<p>Bitumen Tenders – Airstrip and Albert River Approaches</p>	<p>That Council accept CEC's tender of \$280,889.00 (plus GST) for the utilisation of CEC's Bitumen Spray Sealing Services to seal the approaches to the New Albert River Bridge, Aerodrome Hard Stand Area Extension, along with Resealing the existing Runway, Taxiway and existing Hard Stand area and that Council note that tenders for this work was obtained from a number of suppliers as a matter of emergency (Dispensing with full tendering requirements) to allow the works to be undertaken before 30th June 2009 to preserve grant entitlements.</p> <p>33. 090527</p>	<p>Primer Seals were spray during the last week of June and the Seal to the hardstand extension and Runway reseal is programmed for Tuesday 14<sup>th</sup> July to 16<sup>th</sup> July 09 Line marking is expected to be completed in September there is a small section of reseal at the Terminal to be competed this will not compromise the current works in anyway. The funding allocation has been paid to Council.</p> <p>* (Sept 2009) Bitumen Program on these 2 jobs now partially completed a small section at refuel terminal at aerodrome yet to be completed with a roads &amp; streets reseal program.</p> <p>*October 2009) Unchanged</p> <p>*(November 2009) Unchanged</p>
<p><b>May 27 2009</b></p>		
<p>Gregory/Lawn Hill Road – Proposed Haulage of Gravel along this Road</p>	<p>That Council enter into discussions with Ozminerals Century Mine to draft a formalised Level of Service specification and documented agreement for the Specific section of Gregory to Lawn Hill Road that Ozminerals Century Mine utilises.</p> <p>19. 090527</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>July 09- no further action to date.</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>*(Sept 2009) Unchanged.</p> <p>* (October 2009) Exchange of expectations from Chris Potter Oz Minerals (not very happy) &amp; response from DES that nothing will happen until NDRRA approvals come through for Flood Damage.</p> <p>*(November 2009) DES and Oz Minerals manager have finalised an arrangement to have the NDRRA funding when approved carried out with the mine providing some</p>



# Burke Shire Council

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		<p>machinery to assist Council crews at no cost to Council.</p>
<p>Burketown Wastewater Treatment Plan</p>	<p>That consideration by way of investigations into the needs for further maintenance to the WWTP (Waste Water Treatment Plant) Infrastructure be undertaken as a matter of urgency with cost estimates provided for consideration in the 2009-2010 budget deliberations.</p> <p>That minor recommended electrical maintenance be actioned and training for operators at the WWTP be provided for in the coming 2009-2010 budget considerations.</p> <p>20. 090527</p>	<p>Assessment, estimates and priority of needs are being finalised for budget consideration.</p> <p>July 09- a budget bid according to the technical report received will be presented for deliberations</p> <p>* Once a budget is adopted repairs will be actioned.</p> <p>*(Sept 2009) A repair program will now be constructed according to budgetary constraints.</p> <p>*(October 2009) Some Maintenance works are being actioned with the Blivet &amp; Fibreglass Repairs</p> <p>*(November 2009) Further programmed maintenance on the exenterating rota drum is now planned as soon as a new drum is available.</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>21. 090527</p>	<p>A letter is being drafted to LGAQ expressing that Council be assured of it's inclusion in any outcomes from negotiations with QT on Fatigue Management exemptions.</p> <p>July 09- 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>* (Sept 2009) Geographically Isolated Councils have an opportunity to be allocated "Advanced Fatigue Management" status this would allow greater flexibility with operation timeframes.</p> <p>* October 2009) Unchanged and</p>



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		<p>business as usual.</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>Oz -Minerals Proposal for Upgrading Sections of Gregory-Lawn Hill Road</p>	<p>That Council respond to Oz-Minerals Superintendent of Site Services stating that Council has considered the Oz-Minerals proposal for provision of a Mine contractor to assist with maintenance and upgrade works on specific sections of the Gregory-Lawn Hill Road and, pending further investigations into the allocation of funds for this project, they be advised that Council is unable to concur with Oz-Minerals proposal.</p> <p>22. 090527</p>	<p>Please note this Item has been addressed in the correspondence in item 1 immediately above.</p> <p>July 09- See Item 1 immediately above.</p> <p>*(October 2009) Further discussions will be arranged.</p> <p>*(November 2009) Discussion have taken place with a proposal for NDRRA funded works to be activated by Council.</p>
<p>NDRRA Preliminary Flood Damage Assessment Update</p>	<p>That Council respond to the NWQRRG Chair advising that Council has the NDRRA Flood Damage submissions well advanced and thanking the Chair for LG Infrastructure's offer of services and further advise that future submissions may require the services offered.</p> <p>23. 090527</p>	<p>A letter has been drafted the Chair of NWQRRG acknowledging LGIS's availability for Flood Damage submission compilation.</p> <p>July 09- Council's submission is progressing competing against priorities, some finer details of matching photos and double ups have delayed finalising the submission preparation, a report on quantities and status will be available for Council.</p> <p>*Temporary Overseer is now pushing this activity along.</p> <p>*(Sept 2009) Submission for State Controlled Roads has been submitted.</p> <p>* (October 2009) State and Local Roads Submissions are in to EMQ for consideration totalling 8 mil \$'s with a further submission of minor roads and accesses to be submitted</p> <p>*(November 2009) 2<sup>nd</sup> submissions are now in to DIP for consideration</p>



# Burke Shire Council

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<p>RMPC Contract Outstanding Management Plans &amp; Associated Documents</p>	<p>That Council receive this report and note that the RMPC contract documents required will be treated as urgent and delivered to Main Roads as soon as completed and that Main Roads will be kept informed of the documents preparation and development.</p> <p>25. 090527</p>	<p>Management Plan Draft Documents has been supplied by consultant and following some editing will be submitted to Main Roads for consideration.</p> <p>July 09- DES will be pushing to complete this documentation for the 09-10 contract implementations.</p> <p>* Documents are now being fed to Main Roads for auditing and certification, 1 document has been returned for amendment.</p> <p>*(Sept 2009) Contract Negotiations and Documentation is now completed with Management Plans being actioned.</p> <p>*(October 2009) Traffic Management Plan is nearing completion being through it's 2 nd audit, now with 3 plans to go Safety, Environmental &amp; Quality.</p> <p>*(November 2009) TMP is completed and the other 3 plans will be action in priority as resources allow.</p>
<p>CASA (Civil Aviation Safety Authority) and Aerodrome Drug and Alcohol Management Plan</p>	<p>That Council receive this report along with an assurance that the Acting Works Manager will follow through to getting the appropriate DAMP (Drug &amp; Alcohol Management Plan) drafted to satisfy Councils obligations to CASA (Civil Aviation Safety Authority) and in due course present the proposed Plan to Council with a recommendation for consideration and possible Council endorsement.</p> <p>26. 090527</p>	<p>A Draft DAMP has been composed and some minor editing is being carried out with a view to submission within 2 weeks.</p> <p>July 09- The document is now complete and a registration application is now to be submitted to CASA.</p> <p>* Registration: The document of the DAMP has been forwarded to CASA</p> <p>*(October 2009) Unchanged</p> <p>*(November 2009) Unchanged</p>



# Burke Shire Council

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**April 15 2009**

<p>Policy on Replacement of Water Filters</p>	<p>3. any filters installed in Council facilities by removed forthwith as their use is not warranted given that Council delivers a palatable and potable water supply to its communities.</p> <p>11. 090415</p>	<p>Filters to be removed from all Council facilities at which filters are installed (Depot, Office, Hall, HACC/Church building etc).</p> <p>DES will follow this activity up and advise of current standing of the activity.</p> <p>July 09- DES has directed Water Utilities Manager that these Filter Units are to be removed.</p> <p>* DES has directed Councils wish on the removal or otherwise of these units.</p> <p>*(October 2009) Unchanged</p> <p>*(November 2009) Following DES investigations into the so called water filters, the outcome was that Council had be wrongly informed and that the units are actually chlorine polishers which have the ability to take away the chlorine taste from the chlorine treated water. Council seemed supportive of leaving the units in place.</p>
<p>Roads Alliance Board – Participation in Net Risk Assessment and asset data collection</p>	<p>That Council participate in the state-wide NetRisk and asset data collection project by nominating all Council roads that Council has designated as Local Roads of Regional Significance in the project at an estimated cost of \$22,220 (Subject to confirmation once contracts are let by the Roads Alliance).</p> <p>17. 090415</p>	<p>Letter to be written to Road Alliance and form completed for lodgement.</p> <p>A report is contained in the RRG Technical Committee meeting report from Thursday 12<sup>th</sup> June 09.</p> <p>July 09- no further information is available this month.</p> <p>* This activity has been fairly silent from the group until a Technical Coordinator is engaged.</p> <p>*(October 2009) Unchanged</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>



# Burke Shire Council

## Business Papers Ordinary General Meeting November 26 2009

<p>Roads to Recovery (R2R) Program July 2009 to June 2014</p>	<p>That Council allocate its annual Roads to Recovery allocation under the new Roads to Recovery Program to commencing the resealing of roads within the Shire with priority to be allocated to:</p> <ol style="list-style-type: none"> <li>a. Road sections on Local Roads of Regional Significance;</li> <li>b. Other Council sealed roads (including urban roads).</li> </ol> <p>18. 090415</p>	<p>Roads to be resealed in 2009/2010 to be identified for budget meeting and inclusion and consideration, and accordingly works programming from any positive deliberations. Report to be prepared by DES for Budget Meeting.</p> <p>July 09- Finance Section has indicated that the R2R funds have placed as a bid towards reseals, an up to date resealing program will be drafted and presented to Council as a priority.</p> <p>*A Reseal program is being structured and programmed along with tenders for supply of Bitumen and stone chip. Once finalised a recommendation will be present to Council for consideration.</p> <p>*(Sept 2009) Unchanged.</p> <p>*(October 2009) Unchanged</p> <p>*(November 2009) A generic password should be considered for convenient access to this program by key Council staff, and reseals are being prepared for quotation requests.</p>
<p><b>March 18 2009</b></p>		
<p>Gregory Hall</p>	<p>That cost estimates for upgrading the air-conditioning at the Gregory Hall on the Racecourse reserve be obtained for Council's consideration during its 2009/10 budget deliberations.</p> <p>21. 090318</p>	<p>Report to be prepared by A/WM for Budget Meeting.</p> <p>Estimates for Upgrades are being sought.</p> <p>July 09- A budget estimate will be presented.</p> <p>* Budget estimates have been included in the Budget preparation for Councils consideration.</p> <p>*(October 2009) Quotations are being sought for Air conditioner installations.</p> <p>*(November 2009) A quotation was sought for AC installation.</p>



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<p>Access to Grow Out Facility for Fish Restocking</p>	<p>That estimates of cost to provide a public access to the row out facility for fish restocking be prepared for consideration in Council's 2009/10 budget.</p> <p>23. 090318</p>	<p>Report to be prepared by A/WM for Budget Meeting.</p> <p>Needs analysis and cost estimates being undertaken for information and consideration.</p> <p>July 09- discussions only to date.</p> <p>*When the upgrade of office and shed areas are engaged the grow facility access can be addressed then, this would be the most efficient way to improve access.</p> <p>*(Sept 2009) Unchanged</p> <p>*(October 2009) Unchanged</p> <p>*(November 2009) A CBR analysis is being approached for consideration.</p>
<p>Swimming Pool entry rails – Burketown Pool Complex</p>	<p>That costs be obtained to allow for elderly /disabled access to the pools at the Burketown Pool Complex and such estimates be referred to Council at its 2009/10 budget deliberations.</p> <p>CARRIED 26. 090318</p>	<p>Report to be prepared by A/WM for Budget Meeting.</p> <p>DES is gathering options and estimates for consideration.</p> <p>July 09- No further information is available this month.</p> <p>*A costing and Plan will be sourced for Councils consideration.</p> <p>*(Sept 2009) DES is sourcing Pool Entry Rails along with alternatives for Entry access to the facility.</p> <p>*(October 2009) Unchanged</p> <p>*(November 2009) entry rails are being sought for all pools as its been identified as a justified need.</p>
<p><b>February 24 and 25 2009</b></p>		
<p>Waste Disposal in Burketown and Gregory</p>	<p>That the Acting Chief Executive Officer prepare a report with further options and costings for Council's consideration.</p>	<p>Report to be prepared by A/WM.</p> <p>Information and options including</p>



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	15.090224	<p>innovative alternatives have been sought by DES and a report is being drafted with components for Council consideration and prioritisation.</p> <p>July 09- DES has made inspections of these facilities and has had to prioritise other activities currently however a comprehensive report will be drafted.</p> <p>* Councils DES has source a shredding mulching proposal for Councils long term waste solution, a detailed report will be included in the Works &amp; Services report.</p> <p>*(Sept 2009) Unchanged, further details will be available for the October meeting.</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 inturn recommendations will be made available to Council</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>
<b>December 18 2008</b>		
Contact LAWMAC	Resolved that the Chief Executive Officer contact LAWMAC regarding advice on the relocation of the Burketown tip.	<p>Report to be prepared by A/WM</p> <p>DES has requested information regarding available options of locations and methodology of waste handling.</p> <p>July 09- A comprehensive report will be drafted.</p> <p>* The Shredding / Mulching proposal that the DES has sourced</p>



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		<p>in used in some other shires particularly Island communities and is extremely successful, it is mobile, reasonably simple, and produces reusable compost. Contamination and leachate issues are non existent, as is site issues as being fully transportable can be sifted to were the mulch can be utilised.</p> <p>*(Sept 2009) See Sept item above.</p> <p>*(October 2009) Further investigations and information is being produced for consideration.</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>Wire Netting Gregory Tip</p>	<p>Resolved that the Acting Works Manager arrange for wire netting to be placed around the Gregory tip to assist with tidiness.</p>	<p>Report to be prepared by A/WM</p> <p>Materials have been ordered and programming works has been discussed with works supervisors.</p> <p>July 09- This activity is being actioned .</p> <p>* Netting in place and being monitored for improvements that may be needed. CLOSED</p>
<p>Road maintenance</p>	<p>Meeting to be arranged in early 2009 with Kath Logan regarding road maintenance.</p>	<p>Meeting held – awaiting advice from Zinifex</p> <p>A/WM to Follow Up</p> <p>DES requires clarification of the activity.</p> <p>July 09- no further to report this month.</p> <p>* The road is being maintained with</p>



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		<p>a reasonable surface however dust is a major problem for traffic.</p> <p>*(Sept 2009) Unchanged</p> <p>* (October 2009) Similar to earlier report and Unchanged</p> <p>*(November 2009) A separate report has identified the way forward for this activity.</p>
<b>October 21 2008</b>		
Handball Courts	<p>The CEO investigate the provision of handball courts in Burketown</p>	<p>Report to be prepared by A/WM for Budget Meeting</p> <p>DES will provide some ball park estimates for Budget consideration.</p> <p>July 09- an estimate will be provided for budget consideration.</p> <p>* Costs are being sourced however it will only be an approximate for the meeting</p> <p>*(Sept 2009) Unchanged</p> <p>*(October 2009) Resources are now becoming available to assist with investigation and sourcing information.</p> <p>*(November 2009) Unchanged</p>
Boating Infrastructure Capital and Maintenance Program	<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>07.081021</p>	<p>A/WM to action and prepare a report for Budget Meeting of Council</p> <p>DES will prepare an estimate of cost for Councils consideration, along any funding avenues available for the near future.</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>



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		<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>*(Sept 2009) Unchanged</p> <p>*(October 2009) Dialogue will be taken up with QT for possibilities &amp; request a wish list from Council to place in parallel with QT's wish list.</p> <p>*(November 2009) Unchanged</p>
Pedestrian access – Albert River Bridge	Council refers pedestrian access across the middle section of the old Albert River Bridge to Major Projects Manager, Don McEvoy for a report	<p>Report to be prepared by A/WM</p> <p>Further clarity of this activity is required by DES?</p> <p>July 09- no further information this month.</p> <p>* Councils Park up grade at the Old Albert Bridge site has a bid in it to upgrade the Old Bridge as a safe fishing facility.</p> <p>*(Sept 2009) If Council is comfortable with the Old Bridge Safer Access Rails this activity can be closed.</p> <p>*(October 2009) With QT considering submissions for projects it will be an opportunity to put forward a wish list.</p> <p>*(November 2009) Unchanged</p>
<b>October 15 2008</b>		
Barra Facility	Council requested the following items be actioned: An open day once Barra Facility is completed.	<p>Report to be prepared by A/WM regarding public access issues.</p> <p>July 09- no further information to report this month.</p> <p>* Once the new sheds are finished at the WTP and the general area is landscaped of unfinished</p>



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		<p>construction with the access upgrade to the grow out facility completed an open day could be organised, in it's current environment it is not socially appealing.</p> <p>*(Sept 2009) Unchanged</p> <p>*(October 2009) Unchanged</p> <p>*(November 2009) The facility is under going a CBR analysis for it's future utilisation.</p>
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# Burke Shire Council

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11.02.01 Lawn Hill Station request to Install four Grids

File:	Date: 24.09.2009
	Author: Director Engineering Services

Attachment



Example Local Law  
Policy Gates Grids ES

## 1. EXECUTIVE SUMMARY

Lawn Hill Station wishes to subdivide Elizabeth Paddock with four fences and four grids for improved grazing and stock management this paddock has the Doomadgee to Lawn Hill Road (Alternative Savannah Way) connection pass through it, and to this end request Council to allow the installation of four grids on this road for stock management and transport convenience.

On inspection of the road there are currently eight gates of which there is currently six closed, if Council considers allowing the proposed grids to be installed this would be a major step forward on this tourist route to ultimately achieving an upgrade to awkward and lumbering gates that are currently installed.

The property manager indicated that if Council didn't allow the grids he would put a gate there anyway to this end DES has indicated that Council could order the gates removed or remove them and charge for the cost associated, this has brought about a more amicable approach.

It was requested by the Lawn Hill Station manager would Council consider some funding assistance in the installation of the grids, DES advised that grid supply and installation is generally required to be cost neutral to Council. DES is presenting the funding assistance component to Council for information.

## 2. FOR COUNCIL DECISION

Recommendation

That Council permit Lawn Hill Station to install four grids on Doomadgee Lawn Hill Road (Alternative Savannah Way) at Elizabeth paddock with in Lawn Hill Station and that the four Grids construction specifications and installation standards must be to the satisfaction of Councils Director Engineering Services.



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## **3. FULL REPORT**

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### **Background**

The Manager of Lawn Hill Station (LHRPHC) Stephen Gaff call Council's DES and followed in writing indicating that the Station was going to place three grids or gates across the Doomadgee Lawn Hill (Alternative Savannah Way) Road later revised to four grids.

To this end considerable information was exchanged as to the formal requirements to install grids on Council controlled roads generally is similar to installing any new infrastructure on Council controlled land where permissions must be sought and approved.

In most cases provided the request is reasonable and realist the approvals of Council usually concur, in some cases Council may wish to place a few or bond and require the property to enter into an agreement that indemnifies Council from any risk of litigation that may or could arise.

In some instances where there is a Cost Benefit Ratio to both the applicant and to Council because of the nature of the road being significant Council may wish to contribute to the project.

### **Statutory Environment**

An agreement that indemnifies Council from any risk of litigation that could arise from a safety hazard or injury personal or property may need to be addressed.

### **Policy Implications**

Currently there are minimal policy implications as there doesn't seem to be a Local Law or Grid policy in place, nor current strategic, tactical or operational policies at best reference could be to use the example grids policy from another local government and endorse the example policy

### **Financial Implications**

This activity is usually cost neutral to Council however Council may wish to fund some installation costs or install the grid for the applicant. Note one major advantage of Council installation is the grid will be installed to the appropriate design standards.

### **Strategic Implications**

There is minimal identified strategic elements to this application other than if Council opts to install the Grids then it would be appropriate to have an endorsed grids policy in place

### **Officers Comment**

Following inspection of the applicants sites it is the authors opinion that the grids should be installed by a qualified contractor with proven quality controls or Council operations personnel.

### **Consulted With**

Land holder consultation along with research of Grid Policies of other Local Governments in similar operational and geographical circumstances.



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11.02.02 Exception to Tender

File:	Date: 24.11.2009
	Author: Director Engineering Services

## **1. EXECUTIVE SUMMARY**

With reference to report 11.02.01 at the October 2009 Ordinary Council Meeting the expenditure of NDRRA for the 2009 flood damage event TC Charlotte has commenced.

The projects that fall into this category are:

1. Gregory Lawn Hill Road Flood Damage Rehabilitation works
2. Wills Development Road Rehabilitation works
3. Floraville Road Flood Damage Rehabilitation Works
4. Doomadgee Roads East and West Flood Damage Rehabilitation Works
5. Morella Road Flood Damage Rehabilitation Works

The sixth project, while related to flood mitigation is part of the capital works program.

6. Burketown Waste Facility Flood Mitigation Works

These actual works have commenced following advice to Council at the October meeting, and Council executive management engineering operations staff now seek Council support to execute these vital works activities to ensure the safety and wellbeing of the community. To facilitate these works and expenditure being executed delegated to the Chief Executive Officer with appropriate assessment of sole invitee quotations and reports back to Council on a monthly basis over the next 3 months is sought.

This action will assist with the reduction of risk of imminent safety hazards to transport corridors affected by Flood Damage that require mitigation works to provide for relief from numerous safety hazards and risks of a possible disastrous nature occurring to the regions community with the eminent development of the wet season quickly approaching.

## **2. FOR COUNCIL DECISION**

Recommendation

That Council endorse the urgent engagement of appropriate resources for these works.

Further, this is done under section 486, part 1a) of the Local Government Act 1993, meaning that there is only one supplier reasonably available to Council, in the timeframes under which this work must be completed.



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That Council delegate the execution of expenditure associated with these six projects to the Chief Executive Officer with appropriate assessment of sole invitee quotations/tenders being made.

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### **3. FULL REPORT**

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#### **Background**

There has been several Works Projects that have backlogged over time and this has necessitated the reprogramming of vital external funding expenditure which is inter linked with the Flood Damage submissions, necessitating the now urgent expenditure due to safety risks to stakeholder users, and the community and further imminent weather damage that will be intensifying the safety risks and hazards that are requiring the immediate emergency and safety rehabilitation works.

To explain in more detail some under spend had occurred in previous years bringing about a significant deterioration of roads to the extent that safety risks and imminent injury due to further erosion or total obliteration of roads and drainage structures could or would take place in the coming wet season so following on from the assessments recently completed of this disastrous and ruinous examples on some of the roads and the alarm bells that are ringing with the wet season approaching vital action has been needed.

In the last month significant expenditure has been incurred to provide mitigation to the safeguard regional communities from denial of basic commodities and services for the coming wet season. To achieve this outcome it has been necessary to utilise all available resources within North and North West Queensland.

A similar rate of expenditure is expected to be needed until the wet sets in and to this end should provide the communities with the commodities and services to adequately survive a medium term wet season.

#### **Statutory Environment**

Under the Local Government Act 1993 the following sections are applicable.

#### **Subdivision 2 Purchasing – Section 484 - When tenders are required**

(1) The local government must invite tenders before making a contract for the carrying out of work, or the supply of goods or services, involving a cost of more than \$150000 or, if a greater amount is prescribed by regulation, the greater amount.

#### **Subdivision 2 Purchasing – Section 486 - Exceptions to the requirement to seek tenders or quotations**

(1) The local government may enter into a contract without complying with section 484 or 485 if—

- (a) it resolves that it is satisfied that there is only 1 supplier reasonably available to it; or
- (b) a genuine emergency exists; or



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- (c) the contract is made by auction and is for the purchase of goods; or
- (d) the contract is for the purchase of second-hand goods; or
- (e) the contract is made under an exemption to open competition in the Local Government Finance Standards; or
- (f) the contract is made with, or under an arrangement with or made by—
  - (i) the State, a government entity, a local government owned corporation, the Brisbane City Council or another local government; or
  - (ii) another Australian government, an entity of another Australian government or a local government of another State or a Territory; or
- (g) it has—
  - (i) decided, by resolution, to prepare, for the entering into of the contract, a plan that complies with subsection (2); and
  - (ii) prepared the plan.

- (2) For subsection (1)(g), the plan must state—
  - (a) its objectives, and how they will be achieved; and
  - (b) any alternative ways of achieving the objectives, and why the alternative ways were not adopted; and
  - (c) a risk analysis of the market from which the relevant goods or services are to be procured.

- (3) A local government also may enter into a contract for the supply of services without complying with section 484 or 485 if—
  - (a) the contract is made with a person on the panel mentioned in section 487; or
  - (b) it resolves that it is satisfied that the services to be supplied are of such a specialised or confidential nature that it would be impractical or disadvantageous to the local government to invite tenders or quotations.

Under these circumstances it is section 486, part 1a) of the Local Government Act 1993 that applies.

### **Policy Implications**

The purchasing policy has been applied and it has been determined that this is an exception.

### **Financial Implications**

None

### **Strategic Implications**

The long term strategic implication is an improved road network for the Shire.

### **Officers Comment**



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This action has been well considered by the Executive Management Team and is not taken lightly.

This action is about providing a safe and secure lifestyle for the communities of the region and utilising funding in an appropriate manner.

### **Consulted With**

Councils CEO, DFCS and research resources.



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11.02.03 Road Construction Project – Wills Development Road 78A (Black Soil 8.15km section)

<b>Council Meeting Date</b>	25.11.2009
<b>Report Title</b>	Road Construction Project – Wills Development Road 78A (Black Soil 8.15km section)

## Attachment



Letter to DMR - Black  
Soil WDR 78A Nov 09

## Introduction

This report describes the proposed upgrade of the Wills Development Road 78A, comprising consolidation of the existing formation and construction of a 100mm compacted thickness gravel pavement, these segments are located in a section of the road from Ch 459.990 (Ryans Camp) to Ch 468.140 (Mosquito Yards)

The project is intended to increase the Level of Service for road users and provide increased regional accessibility during the wet season. The project includes the benefit of reduced maintenance costs for road grading in the future.

The intention is to commence the project before the wet season dependent upon the project prioritisation and revised funding allocation by Main Roads and Burke Shire Councils submission of the project works procedures.

## Background

The existing road section is black soil only formation. The road is currently impassable for prolonged periods during the wet season and following medium duration rainfall events.

This section of the Wills Development Road is the only section of black soil formation that eliminates the towns of Burketown and Doomadgee from getting to external sources or getting essential supplies delivered once the wet season sets in, this road being our main access to these communities and region.

Adjacent sections of the road which have been constructed in this manner have provided continued access during the wet season and rain events.



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## Project Review - Asset and Services Management Framework

Council's asset and services management framework has been applied to the project parameters with the results recorded below

### Asset and Services Management Policy

Description	Criteria	Comments
<b>Asset Management Policy</b>	The project matches the criteria in Council's DRAFT Asset and Services Management Policy.	Policy to be presented and considered by Council

### Fit Against Corporate Plan

This project has been assessed against the following elements of Council's Corporate Plan 2005 - 2009, (Statement of Objectives About issues affecting the Burke Shire):

Quality of life – the proposed road upgrade will contribute to improved quality of life for the communities by reducing possible disruptions to access for essential services, transport and delivery of supplies during the wet season;

Services – the proposed road upgrade will improve access to services and facilities for residents and visitors, (and Doomadgee residents and visitors);

Infrastructure – the road upgrade will provide a continued improvement to Council's road infrastructure base, with reduced maintenance costs for that section of road;

### Fit Against Levels of Service Framework

The Wills Development Road 78A is identified as an "Other State Controlled Road", (OSCR).

Previously identified as a "Local Road Regional Significance" (LRRS) The Levels of Service Framework for these roads is currently determined by Department of Main Roads (DMR), but provisional Service Standards would include the following or similar:

Levels of Service Framework	Customer Service Standards	Technical Service Standards	Comments
<b>Function</b>			
Activity	Direct access between regional and local destinations	Layout characteristics and standards according to Main Roads design criteria	Complies
Connectivity	Links 'local' destinations with home properties	Optimum use of road network between local destinations and	Complies



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Accessibility	Access available MOST of the time	properties Road network and pavement standards enable reasonable local, regional and property access most of the time	Disruptions may be due to major floods or other natural disasters
<b>Design</b>			
Cross-section	2 lane road trafficable in most conditions	8m wide gravel pavement with 2m wide shoulders	Complies
Safety	Sufficient passing capacity for cars and road trains	Account for special conditions, eg black soil, road train and grey nomad traffic	Complies
	Minor inconvenience due to local area flooding	Road and roadside drainage caters for most rainfall events	Complies
Intersection Treatments	<ul style="list-style-type: none"> <li>• Easy to read advance and warning signing and road names;</li> <li>• Attractions and features signed well in advance of access points;</li> </ul>	Code standard signage and approved signs only;	Complies
	Priority routes identified	Layout characteristics / intersection controls according to Main Roads and LRRS standards	Complies
Traffic Speed	Reasonable travel speeds	Typically 80 – 100 kmh	Complies
Traffic Volume	Low traffic volumes	Typically up to 100 vpd	Complies
Heavy Vehicles	Access for cattle transport and other heavy vehicle traffic on an irregular basis	Preferred routes identified to optimise road usage	Complies
<b>Amenity / Presentation</b>			
Comfort	Ride characteristics accord with local accessibility and conditions	Use local materials and treatments as far as is practicable	Complies
Roadside Amenity	<ul style="list-style-type: none"> <li>• Roadsides maintained to reasonable standards;</li> <li>• Minimal accumulated litter;</li> <li>• Reasonable protection for and from animals on road reserve;</li> </ul>	<ul style="list-style-type: none"> <li>• Roadsides and verges graded and slashed to maintain tidy appearance;</li> <li>• Litter collection on demand;</li> <li>• Clearance areas provided on roadsides in keeping with risk from animal strikes and vegetation retention factors;</li> </ul>	Complies



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## Fit into Long Term Financial Plan

The road upgrade project would be represented as a priority project in Council's Long Term Strategic Plan, (currently being revised and developed).

## Other Financial Criteria

The whole of life analysis for the road upgrade had regard to the following factors:

- (a) Capital Works
  - o Maintain current road pavement – reconstruct formation every year after wet season, (estimated cost = \$400,000 pa)
  - o Upgrade road pavement – resheet pavement every 5 years, (estimated cost = \$300,000, (\$60,000 pa), plus increased depreciation costs)
  
- (b) Road Maintenance
  - o Maintain current road pavement - \$50,000 annual maintenance cost
  - o Upgrade road pavement – \$10,000 annual maintenance cost

## Budget Provisions

Council has the financial capacity to fund its share of the road upgrade in the current financial year, subject to the provision of all funding from the additional sources, based on the appropriate prioritisation of the project and the allocation of funding by DMR.

The Annual Budget will need to be updated to record the change in funding priorities if the project is to proceed in the current financial year.

## Capital Works Program

Total estimated construction cost = \$1.1m with available funding made up of:

- \$375,000 EMQ Flood Damage (Main Roads)
- \$225,000 Main Roads RMPC additional minor works
- \$250,000 Main Roads Special Funding
- \$250,000 Burke Shire Council

Total = \$1.1m or approximately \$135,000 per km, which is achievable by using material from the Armraynald Pit, to optimise travel and construction productivity.



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## **Recurrent / Operational Budget**

No change in current budget, but longer term reductions in maintenance costs for this section of road due to reduced grading requirements following pavement construction.

## **Risk Management**

A risk based approach was incorporated into the evaluation of the project. The risks identified included

- Operational – the risk of failure of the asset and complete disruption of through access and property access during the wet season or following medium rainfall events;
- Operational – the risk of failure of the asset and loss of access to external destinations and delivery of supplies for Burketown and Doomadgee residents and visitors;
- Financial – recognition of the opportunity to receive support funding at this time, (which may not be available again in the future);
- Financial – the opportunity to increase Levels of Service with corresponding reductions in maintenance costs for that section of road.

## **Resource Plan**

If the funding reallocation is approved by the RRG, the project will require the immediate reallocation of resources for the construction period to achieve as much as possible before the wet season.

## **Community Consultation**

In order to minimise disruption to road users, the relevant sections of the Draft Communication Protocol will be used to notify all relevant parties.

## **Recommendation**

That Council support the further representation and finalisation of the proposed submission to gravel sheet 8.15km of black soil section on WDR 78A Ch 459.990 (Ryans Camp) to Ch 468.140 (Mosquito Yards)

Councils Works staff to commence this project immediately DMR gives approval to commence gravel resheeting works prior to wet season road closures.



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11.02.04 Road Construction Project – Gregory Lawn Hill TIDS (1km Extension on Existing Project Ch 55.0 to Ch 56.00)

<b>Council Meeting Date</b>	26.11.2009
<b>Report Title</b>	Road Construction Project – Gregory Lawn Hill TIDS (1km Extension on Existing Project Ch 55.0 to Ch 56.00)

## **Introduction**

This report describes the proposed upgrade of a further 1km section of Gregory Lawn Hill Road from Ch 55.00 to Ch 56.00.

Currently Council has construction activities taking place from Ch 50.3 to Ch 55.0 this works has been contracted to a local contractor to bring the pavement up to final trim standard ready for Councils works crew to seal, this is expected to be completed by mid December.

## **Background**

At a recent NWQRRG meeting an offer of funding to allow a further 1km extension to this project became available due to Mt Isa City Council wishing to have current TIDS works program funds reallocated to a Council with the capacity to spend in the current construction year. With the proviso that when Mt Isa is in a position to expend a similar amount in future the funding would be made available.

There was 3 Councils bid for the funding reallocation and this Council has been offered \$100k to be matched.

This would allow Councils current project to be extended by 1km comprising consolidation of the existing formation and construction of a 200mm compacted thickness gravel pavement on a 10 meter formation and 8 meter wide bitumen seal

This extension to the current project is intended to further increase the Level of Service for road users and provide further increased regional accessibility with considerably less maintenance. The project has the ability to provide a significant cost to benefit gain for the future.

The intention is to commence the project immediately utilising Councils works crew and the current contractors gravel materials.



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## Project Review - Asset and Services Management Framework

Council's asset and services management framework has been applied to the project parameters with the results recorded below:

### Asset and Services Management Policy

Description	Criteria	Comments
<b>Asset Management Policy</b>	The project matches the criteria in Council's DRAFT Asset and Services Management Policy.	Policy to be presented and considered by Council

### Fit Against Corporate Plan

This project has been assessed against the following elements of Council's Corporate Plan 2005 - 2009, (Statement of Objectives About issues Affecting the Burke Shire):

Quality of life – the proposed road upgrade will contribute to improved quality of life for the communities by reducing possible disruptions to access for essential services, transport and delivery of supplies and to assist access along this Alternative Savannah Way for tourism generally have further community benefits value added

Services – the proposed road upgrade will improve access to services and facilities for residents and visitors, (Alternative Savannah Way Tourist Route);

Infrastructure – the road upgrade will provide a continued improvement to Council's road infrastructure base, with reduced maintenance costs for that section of road;

### Fit Against Levels of Service Framework

The Gregory Lawn Hill Road is a Local Road of Regional Significance, (LRRS). The Levels of Service Framework for all roads is currently being developed, but provisional Service Standards would include the following:

Levels of Service Framework	Customer Service Standards	Technical Service Standards	Comments
<b>Function</b>			
Activity	Direct access between regional and local destinations	Layout characteristics and standards according to Main Roads design criteria	Complies
Connectivity	Links 'local' destinations with home properties	Optimum use of road network between local destinations and properties	Complies
Accessibility	Access available MOST	Road network and	Disruptions may



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	of the time	pavement standards enable reasonable local, regional and property access most of the time	be due to major floods or other natural disasters
<b>Design</b>			
Cross-section	2 lane road trafficable in most conditions	10m wide gravel pavement with 8 m wide bitumen seal and 2m wide shoulders	Complies
Safety	Sufficient passing capacity for cars and road trains	Account for special conditions, eg black soil, road train and grey nomad traffic	Complies
	Minor inconvenience due to local area flooding	Road and roadside drainage caters for most rainfall events	Complies
Intersection Treatments	<ul style="list-style-type: none"> <li>• Easy to read advance and warning signing and road names;</li> <li>• Attractions and features signed well in advance of access points;</li> </ul>	Code standard signage and approved signs only;	Complies
	Priority routes identified	Layout characteristics / intersection controls according to Main Roads and LRRS standards	Complies
Traffic Speed	Reasonable travel speeds	Typically 80 – 100 kmh	Complies
Traffic Volume Heavy Vehicles	Low traffic volumes	Typically up to 100 vpd	Complies
	Access for cattle transport and other heavy vehicle traffic on an irregular basis	Preferred routes identified to optimise road usage	Complies
<b>Amenity / Presentation</b>			
Comfort	Ride characteristics accord with local accessibility and conditions	Use local materials and treatments as far as is practicable	Complies
Roadside Amenity	<ul style="list-style-type: none"> <li>• Roadsides maintained to reasonable standards;</li> <li>• Minimal accumulated litter;</li> <li>• Reasonable protection for and from animals on road reserve;</li> </ul>	<ul style="list-style-type: none"> <li>• Roadsides and verges graded and slashed to maintain tidy appearance;</li> <li>• Litter collection on demand;</li> <li>• Clearance areas provided on roadsides in keeping with risk from animal strikes and vegetation retention factors;</li> </ul>	Complies



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## **Fit into Long Term Financial Plan**

The road upgrade project would be represented as a priority project in Council's Long Term Financial Plan, (to be developed).

## **Other Financial Criteria**

The whole of life analysis for the road upgrade had regard to the following factors:

(c) Capital Works

- Maintain current road pavement – reconstruct formation every year after wet season, (estimated cost = \$60,000 pa)
- Upgrade road pavement – resheet pavement every 5 years, (estimated cost = \$300,000, (\$60,000 pa), plus increased depreciation costs)

(d) Road Maintenance

- Maintain current road pavement - \$50,000 annual maintenance cost
- Upgrade road pavement – \$10,000 annual maintenance cost

## **Budget Provisions**

Council has the financial capacity to fund its share of the road upgrade in the current financial year, subject to the provision of all funding from the additional sources, based on the appropriate prioritisation of the project and the reallocation of funding by the Regional Roads Group.

The Annual Budget will need to be updated to record the change in funding priorities if the project is to proceed in the current financial year.



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## **Capital Works Program:**

Total estimated construction cost = \$200,000 with available funding made up of:

\$375,000 EMQ Flood Damage (Main Roads)

\$100,000 Mount Isa Reallocation

\$100,000 Burke Shire Council

Total = \$200,000 per km, which is achievable by using material from the local Contractor Pit, and utilising Councils Works Crew to immediately capitalise on the established current project to gain a resource alliance with established construction crews to maintain a productivity gain.

## **Recurrent / Operational Budget**

No change in current budget, but longer term reductions in maintenance costs for this section of road due to reduced grading requirements following pavement construction.

## **Risk Management**

A risk based approach was incorporated into the evaluation of the project. The risks identified included:

- Operational – the risk of failure of the asset and complete disruption of through access and property access during the wet season or following medium rainfall events also providing for an affective dry weather dust free solution;
- Operational – minimising risk of failure of the specific section of asset and loss of access to external destinations and delivery of supplies and visitors;
- Financial – recognition of the opportunity to receive support funding at this time, (which may be limited in the future);
- Financial – the opportunity to increase Levels of Service with corresponding reductions in maintenance costs for that section of road;

## **Resource Plan**

If the funding reallocation is approved by the RRG and ultimately Council, the project will require the immediate reallocation of resources for the construction period to achieve as much as possible before the wet season.



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## **Community Consultation**

In order to minimise disruption to road users, the relevant sections of the Draft Communication Protocol will be used to notify all relevant parties.

## **Recommendation**

That Council accept the offer of \$100,000 reallocated TIDS funding from Mt Isa City Council to be matched equally by Burke Shire Council.

The funds be utilised on the LRRS Gregory Lawn Hill Road to further extend the current project from Ch 55.00 to Ch 56. to a bitumen sealed pavement, and further that in due course Burke Shire Council support Mt Isa City Council in a bid for similar funding when it indicates the capacity to utilise a similar amount of TIDS funds.



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## 12. DIRECTOR FINANCE AND COMMUNITY SERVICES REPORTS

Recommendation

That

- A) the Director Finance and Community Services Standing Business Papers for Information as presented in Reports 12.01.01 to 12.01.03 of the Business Papers be received by Council and noted; and
- B) the Director Finance and Community Services Business Papers for Council Consideration and Decision as presented in reports 12.02.01 to 12.02.03 of the Business Papers be received for consideration.

- 12 Director Finance and Community Services Reports
  - 12.01 Standing Business Papers for Information
    - 12.01.01 Monthly Financial Report
    - 12.01.02 Director Finance and Community Services Status Report
  - 12.02 Business Papers for Council Consideration and Decision
    - 12.02.01 Annual Report for year ended 30 June 2009
    - 12.02.02 Proposed Council Meeting dates for 2010
    - 12.02.03 DERM Annual Valuations for 30/06/2010



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## 12.01.01 Monthly Financial Report

File: ACC/01

Date: November 14 09

DFCS Reports

Author: Zoe Belz

### Attachments

Cash and Investments – 31 October  
Debtors and Rates Owing – 31 October  
Revenue and Expenditure – 31 October  
Capital Expenditure – 31 October  
Plant Running Costs – 31 October

## 1. EXECUTIVE SUMMARY

The Financial Reports for the month ended 31 October 2009 are attached.

## 2. FOR COUNCIL INFORMATION

## 3. FULL REPORT

### Background

Reports are provided in the attachments below



Cash and



Debtors & Rates



Revenue &



Capital Expenditure - Plant Running Costs



Investments - 31 Oct Owing - 31 October 2 Expenditure - 31 Oct 31 October 2009.pdf - 31 October 2009.pc

### Items of note

- Debtors and Rates Owing – Close of discount for the annual rates levy was November 9, therefore at October 31 there was still a high level of rates outstanding.
- Revenue and Expenditure (34% of the year elapsed)
  - 4000-2800 Shire Road Maintenance – 35% has been expended. In prior years total expenditure for the year has rarely exceeded 10% of the budget.
  - 4500-1500 Plant hire income – Plant expenses are at 24% but income is 32%. This indicates an optimum use of plant and an increase in recoveries in relation to expenditure.
  - 6520-2810 Gregory Water Operations – slightly above YTD budget due to increased maintenance expenditure in preparation for the wet season, as well as increased cost of fuel for the generators.
- Capital Expenditure



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- The budgets 2300-4605 Stores Improvements and 5600-4602 House 12 – Shed will require review at the next amended budget due to changes in the scope of works.
- TIDS projects are well underway with over \$350,000 committed to the various projects on the Gregory-Lawn Hill Road so far.

### **Statutory Environment**

Section 528 of Part 6, Chapter 7 of the *Local Government Act 1993* and the *Local Government Finance Standard 2005* apply.

### **Policy Implications**

NA

### **Financial Implications**

NA

### **Strategic Implications**

NA

### **Officers Comment**



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12.01.02 Director Finance and Community Services Status Report

File COU/11	Date October 5 2009
DFCS Reports	Author Zoe Belz
Attachments	

## 1. EXECUTIVE SUMMARY

Providing Council with the status of actions previously sought by Council for action along with an update on Tourism, HACC and Community Events matters as at November 14 2009.

## 2. FOR COUNCIL INFORMATION

## 3. FULL REPORT

The status of matters previously resolved is as follows

October 13 2009		
Rates Interest Write-off Delegation	That Council delegates to the CEO the authority to write off interest accumulated with regards to rates to the value of \$50 when the amount of the levy is paid in full. This delegation replaces DEL-BSC-008.  24.091013	Delegations register to be updated.
Burke Shire Council Christmas Event	2) the 2009/10 budget be amended to include \$2,100 for the Event.  25.091013	To be included in amended budget 2009/10.
Early Payment of Financial Assistance Grant 2009/2010	1) That the budget for 2009/2010 be amended to exclude the early payment of the Financial Assistance Grant of \$554,421 from operating revenue;  and  2) \$554,421 of Council's contribution towards the TIDS projects for the Gregory-	To be included in amended budget 2009/10.          Included in 2008/09 financial statements.



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	Lawn Hill Road be transferred from reserve funding instead of funding from the operating surplus.  27.091013	COMPLETED
<b>September 16 2009</b>		
Council Housing – Insurance Claim	a) That Council seek a cash payment from our insurers for the claim associated with House 4 Gregory Street.  09.090916	Council's insurance brokers are pursuing a 100% cash settlement with Suncorp.
Westpac Security Token	That Cr Forshaw be issued with a Westpac Secure Token.  13.090916	Token received and provided to Cr Forshaw.  COMPLETED
Trust Fund Investigation	<p>A) It be noted that Unclaimed Sale of Land Proceeds amounting to \$17,958.01 have been forwarded to the Public Trustee;</p> <p>B) The request to transfer the Senior Citizens Fund Raising amount of \$793.30 to HACC funding be approved;</p> <p>C) It be noted that the Burketown Flood Relief fund of \$41,279.19 is now part of the Burke Shire Emergency Trust Fund;</p> <p>D) The Trustees of the Burke Shire Emergency Trust Fund be requested to transfer the balance of the trust funds held to Burke Shire Council for the provision of appropriate resources to provide emergency assistance to people affected by emergency situations and natural disasters (such as floods) within the Shire of Burke or any other area as determined by the Burke Shire Council and be advised that, once approval to have the funds transferred to Burke Shire is given by a majority of Trustees Council will:</p> <p>1) Transfer the funds from the Trust Fund to General Revenue</p> <p>2) Establish a Recurrent Reserve for Emergency Services Purposes. Further that interest</p>	<p>Monies forwarded to Public Trustee  COMPLETED</p> <p>To be processed</p> <p>Monies rolled into the one fund in the general ledger. COMPLETED</p> <p>Meeting of Trustees to be held</p>



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	<p>generated from these funds is returned to this reserve.</p> <p>And that once these funds have been transferred the trust can be "wound up".</p> <p>E) It be noted that the balance of monies from airflight ticket sales will be transferred to General Funds for airport improvements as allowed by the State Government; and</p> <p>F) Council</p> <p>1) top up the J. McCalman trust amount so that it holds a balance of \$2,000 (i.e. transfer \$51.11 to the Trust)</p> <p>2) continue an annual disbursement of \$200 until the trust is fully utilised</p> <p>19.090916</p>	<p>To be processed</p> <p>To be processed</p> <p>Noted</p>
Arts and Craft Show – Distribution of Auction Proceeds	<p>That the allocation of auction proceeds be endorsed as follows:</p> <p>The Royal Flying Doctors Service – 60%</p> <p>The Burke Shire Christmas Celebration – 40%</p>	<p>To be processed in next payment run</p> <p>To be included in amended budget</p>
<b>July 15 2009</b>		
RADF Community Committee Recommendations	<p>1) That Council investigate the opportunity of liaising with other Councils to bring a live show into the community;</p> <p>42. 090715</p>	<p>CHE to investigate and report back to Council</p>
<b>June 17 2009</b>		
Swimming Pool Access Issues	<p>That, because of the extended breakdown of the access gate at the swimming pool, existing cards holders be given a 3 month extension to the expiry dates on their access cards.</p> <p>25. 090617</p>	<p>Extension to be processed</p>



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<b>May 27 2009</b>		
Productivity Placements Program 2010/11 Year – LGAQ	That Council submit a bid for the Productivity Placements Program for the 2010/11 year  38. 090527	Bid to be made Jan/Feb 2010 once program calls for bids.
Jobs Fund Program	That Council express its disappointment that this scheme does not provide for the development of the region.  39. 090527	Letter to be written
Council Policy regarding bonds	That a policy for exemptions from payment of hire fees and/or bond be prepared for Council's consideration.  41. 090527	Policy to be prepared.
<b>April 15 2009</b>		
RADF Funding – Council Project – Photographic book of Burke Shire	That alternative proposals for use of the funding be investigated and reported back to Council as part of the 2009/2010 budget process.  20. 090415	DFCS to prepare a report to Council.
<b>December 01 2008</b>		
Fuel Services	That Council invite tenders for the supply of fuel services in early 2009  05.081201	Report to be prepared by DES/DFCS in conjunction with depot redevelopment plan.
<b>October 15 2008</b>		
Account Dispute	That Council delegate the CEO to negotiate with Mr. John Bishop about the outstanding invoice.  06.081015	Report to be prepared by DFCS
Reward Packs	Council requested the following items be	CHE to prepare further report



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	actioned:  An Environmental Reward Pack be produced.  A Junior Ranger shirt be provided for the children.	for Council.
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## Tourism

The Visitor Information Centre (VIC) is closed for the season and visitor numbers are now not recorded during the off season.

## HACC

Client numbers have started to decrease due to the departure of some of the clients.

- Centre-based Day Care – 4 (decrease from 10 at 30/09/09)
- Social Support – 2 (no change from 30/09/09)

The HACC Team Leader Pam de Joux has been on leave, and the HACC assistance Mandy Douglas has resigned. Jan Isles has filled the Team Leader position while Pam has been on leave.

## Council Events

### 2009 Family Christmas in the Park

- Saturday December 12, 5.30pm Morning Glory Park
- Invitations have gone out to all Shire residents
- MMG Century are providing a free sausage sizzle
- Rev Gary Hardingham is attending and providing carols and the Christmas Story
- Santa will attend via arrival on the fire truck at 6.30pm
- Every adult who attends goes in the draw to win tickets for two to Taipans home game in Cairns on December 18, inclusive of airfares and accommodation. This is sponsored by Skytrans.
- Businesses and not for profit groups have been invited to have a market stall on the evening – no cost – table hire \$5.00 per table
- The council staff Christmas celebration will be tied into this event.
- Alcohol free event
- The event is running to budget.

CEO Comment : I have taken one phone call and two enquiries as to why Council is holding this event and not sponsoring the Burketown Christmas Tree. I explained the rationale behind the Council decision. Two parties were accepting of this position. The third person was unreceptive and remains annoyed with Council. I have advised this person to put it in writing for Council's consideration.



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It has since arisen that a small group of Burketown people have organised a December 4 4.00pm Christmas celebration for the children. I have wished them well.

#### Australia Day Celebrations 2010

- Preliminary arrangements only at this point in time to support the Australia Day Ambassador Program submission.
- A call for Citizen nominations for Australia Day awards will be made in the December 2009 newsletter.

#### Albert River Bridge Opening – Monday 26 October 2009

The bridge opening was well attended with 145 meals provided. Tickets for adult meals were \$5.00 (GST inclusive) and children under 14 were free). Final financial details are as follows:

Payroll and Internal Plant Hire	\$10,369.62
External creditors	<u>\$10,576.28</u>
Total expenditure	\$20,945.90
Less Ticket Sales	<u>\$ 661.87</u>
Overall Result	\$20,284.03
Original budget	<u>\$10,000.00</u>
Over expenditure	<u>\$10,284.03</u>

The payroll and internal plant hire includes planning costs as well as the cost of staff on the day of the event. It also includes approximately \$2,500 to grade badly corrugated sections of the Burketown to Normanton Road in Carpentaria Shire between Inverleigh and Wernadinga. This budget overrun will be addressed in the next budget revision.


CEO Comment : The extraordinary effort of hosting a formal event on a bridge, when all items have to be handled from town storage areas and back again, outside of usual working hours explains the high labour costs associated with this event. Whilst the overrun is significant it was not unexpected given the 'once in a lifetime' nature of this opening. On a per head basis the investment was \$139 per person. This is considered value for money and in my experience on par with other grand opening and formal dinners.



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12.02.01 Annual Report for year ended 30 June 2009

File REP/02	Date November 16 2009
DFCS Reports	Author Zoe Belz
Attachments	
 Annual Report 2008-09.pdf	

## 1. EXECUTIVE SUMMARY

Presenting the Annual Report for the year ended 30 June 2009 for adoption.

## 2. FOR COUNCIL DECISION

Recommendation

That the Annual Report for the year ended 30 June 2009 be adopted

## 3. FULL REPORT

### Background

The Annual Report Statements for the year ended 30 June 2009 is to be tabled at the meeting.

Council did not require an extension and has met the statutory requirements for preparation and adoption of the Annual Report.

### Statutory Environment

*Part 8, Local Government Act 1993*

### Policy Implications

None

### Financial Implications

None



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## **Strategic Implications**

None

## **Officers Comment**

## **Consulted With**

CEO and DES



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12.02.02 Proposed Council Meeting dates for 2010

File	Date November 16 2009
DFCS Reports	Author Zoe Belz
Attachments	

## 1. EXECUTIVE SUMMARY

Presenting a listing of proposed dates for the Council meetings in 2010.

## 2. FOR COUNCIL DECISION

Recommendation

That the dates for the Council meetings for 2010 be adopted as follows :

January	Wednesday 27
February	Wednesday 17
March	Wednesday 17
April	Wednesday 21
May	Wednesday 19
June	Wednesday 16
July	Wednesday 21
August	Wednesday 18
September	Wednesday 15
October	Wednesday 20
November	Wednesday 17
December	Wednesday 15

## 3. FULL REPORT

### Background

Under s444 of the LGA 1993, Council must hold a meeting at least every three months. It is recommended that Council continue its current practice of holding meetings on the third Wednesday of each month, with the exception of the January 2010 meeting. The proposed dates are as follows:



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January	Wednesday 27 (Tuesday 26 is the Australia Day public holiday)
February	Wednesday 17
March	Wednesday 17
April	Wednesday 21
May	Wednesday 19
June	Wednesday 16 (Monday 14 is the Queen's Birthday public holiday)
July	Wednesday 21
August	Wednesday 18
September	Wednesday 15
October	Wednesday 20
November	Wednesday 17
December	Wednesday 15

### **Statutory Environment**

*s444, Local Government Act 1993*

### **Policy Implications**

None

### **Financial Implications**

None

### **Strategic Implications**

None

### **Officers Comment**

### **Consulted With**

CEO



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12.02.03 DERM Annual Valuations for 30/06/2010

File RAT/07	Date November 16 2009
DFCS Reports	Author Zoe Belz
Attachments - None	

## 1. EXECUTIVE SUMMARY

The Department of Environment and Resource Management (DERM) have advised that they will not be undertaking a valuation of land in Burke Shire for the year ending 30 June 2010.

## 2. FOR COUNCIL DECISION

Recommendation

That Council correspond with DERM and ask for a firm commitment as to the timeframe for the valuation of land in Burke Shire.

## 3. FULL REPORT

### Background

In June 2009, Council received correspondence from DERM seeking an opinion as to whether DERM should undertake valuations in Burke Shire effective 30 June 2010.

Council responded in August 2009, requesting that valuations be undertaken. The most recent correspondence from DERM advises that Burke Shire will not be valued in 2009/2010.

Further discussions with Vern De Salvo, Director State Valuation Services, reveal that the Councils in North West Queensland are tentatively scheduled for valuations in 2010/2011.

Valuations to be undertaken in 2009/2010 will centre around South East Queensland. Burke Shire is unable to be valued independently of its neighbouring Shires as this may have an effect on comparative data.

Council had anticipated being able to use the DERM valuations for revising the rating categories prior to 2010/11. Given the recent controversy linked to the rating categories, we still intend to revise the rating methodology to be applied in the 2010/11 financial year. This will then be reviewed when DERM values the Shire in the future.

### Statutory Environment

None



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## **Policy Implications**

None

## **Financial Implications**

None

## **Strategic Implications**

None

## **Officers Comment**

The current year's budget allows for a review of rating methodology. Once the base principles are in place, future DERM valuations should be able to be integrated without having to duplicate the work process involved.

## **Consulted With**

CEO, DERM



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12.02.04 Sponsorship Request – Burketown State School

File	Date November 23 2009
<i>DFCS Reports</i>	Author Zoe Belz
Attachments : Sponsorship letter from Burketown State School	

## 1. EXECUTIVE SUMMARY

Burketown State School has requested the Council sponsor a book prize at the School's end of year graduation celebrations on Thursday 26 November.

## 2. FOR COUNCIL DECISION

Recommendation

That Council does not sponsor a book prize for 2009;

However

Council approaches the Burketown State School to award the annual J McCalman bursary at the School's end of year celebrations from 2010 onwards.

## 3. FULL REPORT

### Background

Council received a late request for sponsorship of a \$30 book prize for a year seven student at the Burketown State School's end of year graduation celebrations to be held on Thursday 26 November.

The request is below.



Sponsorship letter  
Burke Shire Council.pr

Under the J McCalman trust Council awards an annual bursary of \$200 to the dux of the Burketown State School. This appears to be awarded in the February following graduation, independently of the end of year celebrations at the school.

### Statutory Environment



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None

### **Policy Implications**

None

### **Financial Implications**

The \$30 would come from the Community Assistance and Donations budget. Council has called for requests for community assistance and donations and will be assessing them at the January meeting.

### **Strategic Implications**

None

### **Officers Comment**

Given the late notice it is possible that the book sponsors would have already been finalised prior to the Council meeting. As Council awards a separate bursary each year, and does not contribute a book prize to the other two schools in the shire, it is recommended that Council does not sponsor a book prize in this instance.

However it is recommended that Council approach the School to look at awarding the 2010 bursary at the end of school celebrations.

### **Consulted With**

CEO



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## **13. CONSIDERATION OF COMMITTEE RECOMMENDATIONS**

None at time of agenda preparation

## **14. CLOSED SESSION REPORTS**

14.01 Staff Matters – report being prepared

14.02 Workers Compensation Outcome – report being prepared

14.03 Performance Management – report being prepared

## **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 January 27 2010.

## **17. DEPUTATIONS AND PRESENTATION SCHEDULED FOR MEETING**



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17.1 StockRoute Review Presentation