

# BURKE SHIRE COUNCIL



## *AGENDA and BUSINESS PAPERS*

*Ordinary General Meeting  
January 20 2010*



**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<br>10.01. Standing Business Papers for Information<br>10.01.01 CEO Monthly Report<br>10.01.02 CEO Status Report<br>10.02. Business Papers for Council Consideration and Decision<br>10.02.01 Upcoming Meetings<br>10.02.02 Resource Centre<br>10.02.03 Subdivision – K Booth<br>10.02.04 Amended Budget 2009/2010 |
| 11 DIRECTOR OF FINANCE AND COMMUNITY SERVICES<br>11.01 Standing Business Papers for Information<br>11.01.01 Monthly Financial Report<br>11.01.02 Director Finance and Community Services Status Report<br>11.02 Business Papers for Council Consideration and Decision<br>11.02.01 Councillor Remuneration<br>11.02.02 RADF Committee                 |
| 12. DIRECTOR OF ENGINEERING SERVICES OFFICER REPORTS<br>12.01 Standing Business Papers for Information<br>12.01.01 Director Engineering Services Works Program Update Report<br>12.01.02 Director Engineering Services Status Report  |



13. CONSIDERATION OF COMMITTEE RECOMMENDATIONS

14. CLOSED SESSION REPORTS

14.01      Staff Matters

15. NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL

16. CLOSURE OF MEETING

17. DEPUTATIONS AND PRESENTATIONS SCHEDULED FOR MEETING



01. OPENING OF MEETING

02. RECORD OF ATTENDANCE

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

03. PRAYER

Led by Cr Tracy Forshaw

04. CONSIDERATION OF APPLICATIONS FOR LEAVE OF ABSENCE

05. CONFIRMATION OF MINUTES OF PREVIOUS MEETING(S)

General Meeting November 26 2009

Recommendation

That the Minutes of the General Meeting of Council held on November 26 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



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 10.02.04 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 Resource Centre

10.02.03 Subdivision – K Booth

10.02.04 Amended Budget 2009/2010



10.01.01 CEO Monthly Report

File: NA

Date: January 13 2010

CEO Reports

Author: Leanne E Mash

Attachments: None

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### 1. EXECUTIVE SUMMARY

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Providing Council with an update on Governance, Development and Environmental Management Matters as at 13 January 2010.

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### 2. FOR COUNCIL INFORMATION

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### 3. FULL REPORT

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#### Staff Matters

##### Staffing Status

- New employees : John Bail and Billie Henderson

##### Staff attendances at Conferences and Training

Nil

##### Enterprise Bargaining

Working with the LGAQ recommended consultant to progress.



### Events Calender

| January 2010  |  |
|---------------|--|
| 4             | Council Office Re-opens  |
| 8             | Australia Day nominations close  |
| 11-22         | Vacation Care - Burketown  |
| 11            | Council Depot Re-opens   |
| 19            | Training day – Front Office Superstar  |
| 20            | Council Meeting  |
| 21            | Training day – Conflict and Confrontation Management                             |
| 26            | Australia Day – event starts at 9.30am   |
| 27            | School Resumes – Burketown and Gregory   |
| February 2010 |  |
| 11            | NWQRRG Meeting - Richmond  |
| 9 – 11        | Mental Health First Aid Training   |
| 10-12         | Economic and Regional Development Conference 2010<br>Cairns                      |
| 17            | Council Meeting  |
| 22            | MITEZ Meeting - Richmond   |
| 26            | New Act LGAQ Training – Councillors and Executive Officers – Mount<br>Isa 8.45am |

### Policy Development and Review

Nil.

### Grants Status

### Applications to be lodged

None to report on.



### Applications Lodged

|   |  |   |                               |
|---|--|---|-------------------------------|
| Minor Tourism Infrastructure Grant in partnership with the Savannah Way Ltd and Doomadgee Council | Interpretive and Directional Signage     | Grant Sought TBC<br>Total Project TBC     | Awaiting advice as to result. |
| Regional and Local Community Infrastructure Program   | Refurbishment of the multipurpose courts | Grant \$30 000<br>Total Project \$ 40 000 | Awaiting advice as to result. |

### Current approved projects awaiting commencement

Australia Day Ambassador Program

Our 2010 Australia Day Ambassador is Marjorie Pagani. She is a pilot with Angel Flight

### Current projects underway

None to report on.

### Projects completed awaiting final acquittal/payment

|  |             |  |   |
|--|-------------|--|---|
| North West Community Benefits Scheme (NWCBS) | 12 projects | Grant \$486 000<br>Total Project \$928 000 | No monies to be returned. \$28 000 of remaining grants funds towards the Albert River wharf project |
| Barramundi Fingerling Farm                   |             |  | Awaiting final audit.   |

### Complaints Status Reports

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



**Development Matters**

See separate agenda item.

**Health Matters**

**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**

Nil

**Emergency Service Matters**

The pre event activities are underway.

**Regional Development Matters**

Nil

**Work Place Health and Safety Matters**

Nil

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### 10.01.02 CEO Status Report

File: N/A

Date: January 12 2010

CEO Reports

Author: Leanne E Mash

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 is as follows:

##### November 26 2009

|                              |   |                    |
|------------------------------|---|--------------------|
| Barramundi Grow Out Facility | That Council investigate further options for the sustainable operation of the Burketown Barramundi Grow Out Facility and report such findings back to Council Meeting prior to the next breeding season.<br><br>05.091125 | For action in 2010 |
|------------------------------|---|--------------------|

##### 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.<br><br>05.091013 | Letter written. |
| Optus   | That Council write to Optus requesting an update with regards their current plans for service provision at Burketown.<br><br>06.091013   | Letter written. |



|  |   |  |
|--|---|--|
| <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>   |
| <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 its 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><b>December Update</b><br/>Selection process for consultants underway.</p> <p>Advice sent – await next step in process.</p>   |
| <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><b>January Update</b><br/>Meeting held with the CEO and Laurie Portch. Will convene a group of residents for input into long term planning for the Community Plan.</p> <p><b>December Update</b><br/>Letter Written</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><b>September 16 2009</b></p>            |   |   |
| <p>Burketown Nursing Scholarship</p>       | <p>That Council instruct the CEO to further investigate the proposed scholarship concept and report back to Council with regards implications for Council.</p> <p>05.090916</p>   | <p>Letter written – await response.</p>   |
| <p>Burketown Rodeo Request for Support</p> | <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 dependent on the Rodeo Committee's agreement to –</p> <ol style="list-style-type: none"> <li>1. Acknowledgment of Council's support in printed material associated with the event as follows ....</li> </ol> <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> <ol style="list-style-type: none"> <li>2. Acknowledgment of Council's support is noted in any sponsorship announcements made at the event over the three day duration.</li> <li>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.)</li> </ol> <p>24.090916</p> | <p><b>January Update</b><br/>Email sent requesting event summary.</p> <p><b>November Update</b><br/>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> |



| <b>August 19 2009</b>   |  |   |
|---|--|---|
| <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>Ergon Energy – Use of part of land adjoining Power Station - Burketown</p> | <p>That Council advise Ergon Energy that, given the essential nature of power supply to the area, Council supports their request to utilise part of the land described as Lot 19 on CP B13620 for fuel storage and ancillary storage for the adjoining power station subject to:</p> <p>a) Ergon Energy obtaining the appropriate Development approvals (MCU, ERA, BA, Reconfiguring a lot etc) and securing appropriate tenure (Freehold) of the land for Council to allow this to proceed;</p> <p>b) Council obtaining Ministerial Approval to dispense with the tendering requirements for the lease or licensing of this part of the land or, in the 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>Phone conversation and email confirmation sent 03/09/09.</p> <p>The matter is now with Ergon to meet the three requirements as set by Council. Council assisting with information where applicable, eg aerial photographs and historic data.</p> |
| <p>Insurance – Swimming Pool</p>  | <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>December Update</b><br/>Blue phone purchased, awaiting installation.</p> <p><b>November Update</b><br/>Council taking measures to reduce the risk exposure. See update in CEO Monthly Report.</p>   |



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|---|--|--|
|   |  | Initial internal risk assessment undertaken by Council's own officer. CEO and DES to review and proceed as per this resolution.                                      |
| Woodslake Restoration Project                             | 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.<br><br>12.090819   | <b>December Update</b><br>Letter written<br><br>Meeting to be requested.   |
| <b>July 15 2009</b>                                       |  |  |
| Preparation of a Priority Infrastructure Plan for Council | That<br>A) Council decline the offer from BNC Planning for the preparation of a Priority Infrastructure Plan for Council (PIP);<br><br>B) Council write to the Department of Infrastructure and Planning seeking their assistance with the preparation of the PIP; and<br><br>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.<br><br>07. 090715 | Email to BNC Planning on parts A<br><br>Part A CLOSED<br><br>Email to Department on Part B<br><br>Part B CLOSED<br><br>Letter written on Part C<br><br>Part C Closed |
| LGAQ establishment of a "fighting fund"                   | 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.<br><br>08. 090715  | Letter to be written   |



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|--|---|---|
| <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 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> | <p>Letter to be written to writer.</p> <p>Police have been advised</p>                                  |
| <p>Camping Local Law Review</p>        | <p>That the Chief Executive Officer be instructed to include a Caravan Park and Camping Local Law in the next review of Local Laws</p> <p>10. 090715</p>  | <p>Noted and will be included in the next review</p>  |
| <p>State Budget Impacts on Council</p> | <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>  | <p>Submission to be made. Department has been advised that Council will be disputing this decision.</p> |



|   |   |  |
|---|---|--|
| <p>Application for Placement of Signs on Council Road Reserve</p> | <p>That the application for the placement of the sign be approved subject to the following conditions:-</p> <p>a) The location of the placement of the sign being agreed to by Council's Director Engineering Services having regard to Council's maintenance requirements on its roads and traffic safety issues;</p> <p>b) Compliance with the following conditions:</p> <p>a) Location – Lateral Placement – The sign should be placed at least 9 metres from the edge of the bitumen road of at least 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>Letter to be written</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>Enquiry into Chronic Diseases</p>                        | <p>That Council advise the inquiry that Council believes it is positively contributing to the mitigation of chronic disease n 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>January Update</b><br/>An officer has asked Council for further details, these have been provided – awaiting an outcome.</p> <p><b>November Update</b><br/>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> |
| <p><b>June 17 2009</b></p>                                  |  |   |
| <p>Corporate Plan</p>                                       | <p>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</p> <p>09. 090617</p>  | <p>Noted and will be actioned once training in the new Community Planning requirement has been undertaken.</p>  |



|                                  |   |  |
|----------------------------------|---|--|
| <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<br><br>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 required to keep stock from the road and install the grids to Council's specifications at their own cost upon receipt of the grids.<br><br>22. 090318 | Letter of offer to be prepared to proposed lessee by CEO.<br><br>CEO needs to ascertain status of proposed lease with DNR and Solicitor before writing to Lessee.  |
| Enterprise Bargaining Process    | That the Chief Executive Officer negotiate with and engage the LGAQ to commence and facilitate an enterprise bargaining process between Council and its employees.<br><br>42. 090318  | <b>January Update</b><br>Communicating with EB facilitator. Workplace meeting with union held with outdoor staff mid December.<br><br><b>November Update</b><br>CEO communicating with LGAQ with regards first meeting day being December 14 2009.<br><br>CEO to engage LGAQ<br><br>LGAQ engagement held over pending election of EB Team by staff and possible commencement of new CEO. |



|   |  |  |
|---|--|--|
| <b>February 24 and 25 2009</b>                |  |  |
| Commercial Land                               | 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.<br><br>10.090224   | Letter sent.<br><br>Report to be prepared by CEO   |
| Land availability                             | 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.<br><br>12.090224  | <b>January Update</b><br>Brief sent to Town Planners for costing.<br><br>Letter sent.<br><br>Report to be prepared by CEO  |
| Energy Audit for future funding opportunities | That the Acting Chief Executive Officer provide Council with an update of the status of this matter at a later meeting.<br><br>21.090224   | Report to be prepared by CEO<br>Approach has been made to Council by relevant department- formal written proposal has been sought.   |
| <b>December 18 2008</b>                       |  |  |
| Industrial Land                               | CEO to identify industrial area at Gregory & Burketown and report back to Council at next meeting with a proposal to acquire available land.<br><br>8.081218   | <b>January Update</b><br>Brief sent to Town Planners for costing.<br><br>Report to be prepared by CEO  |
| Unallocated State Land                        | The DNR&W recently made a commitment to Burke Shire Council to undertake an evaluation of all unallocated State Land in Burketown & Gregory Downs to identify lots suitable for residential development.<br><br>Resolved that an investigation be made into the State owned lands and a report be brought back to Council. | Report to be prepared by CEO<br><br>Land has been identified by DNR but is awaiting assessment by Works Manager with respect to suitability for residential development and provision of services. |



10.02.01 Upcoming Meetings

|                    |                       |
|--------------------|-----------------------|
| File:              | Date: January 13 2010 |
| <i>CEO Reports</i> | Author: Leanne E Mash |
| Attachments: None  |                       |

**1. EXECUTIVE SUMMARY**

A summary of meeting and conference opportunities

**2. FOR COUNCIL DISCUSSION / DECISION**

Recommendation

1. That all available Councillors, the CEO and DES attend the LGAQ New Local Government Act Training
2. That Councillors ..... attend the Economic and Regional Development Conference 2010

**3. FULL REPORT**

**Background**

1. LGAQ New Act Training  
Date : Friday February 26                      Venue : to be confirmed  
Time : 8.45am – 4.00pm  
Attendance : All Councillors, the CEO and DES.  
Content : Various aspects of the new Local Government Act  
Cost : cost \$3 300 per Council plus transport, accommodation and meals
2. Economic and regional Development Conference 2010  
Date : 10 -12 February 2010                      Venue : Shangri-la Hotel Cairns  
Time : ½ day Wednesday, all day Thursday and a ½ day Friday  
Attendance : For discussion  
Content : Economic Development  
Cost : cost \$880 per delegate, \$120pp for conference dinner, plus transport, accommodation and meals not covered in the program.



10.02.02 Resource Centre

File:

Date: January 18 2010

CEO Reports

Author: Leanne E Mash

Attachments:

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## **1. EXECUTIVE SUMMARY**

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There has been a suggestion from a community member that a portion of the information centre be dedicated to a Resource Centre that would provide confidential information and assistance to local residents.

The proposal includes the supply of information that relates to women's issues, family issues, government information, legal matters, education, job opportunities and life skills

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## **2. FOR COUNCIL DISCUSSION / DECISION**

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Recommendation

That Council resolve to include discussion around Social Welfare issues including the provision of information when undertaking the broader community consultation for the Burke Shire Community Plan.

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## **3. FULL REPORT**

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### **Background**

On November 11 2009 Glenda Chong meet with the CEO to discuss a range of issues.

A request was made to lease a portion of the current visitor information centre to Ms Chong for the purpose of establishing a Resource Centre for Burke Shire residents.

Ms Chong, who has a background in community services, suggested that the Resource Centre could provide information on women's issues (domestic violence, pregnancy etc), family matters, legal aid options, government information, education, employment, life skills and social welfare.

Ms Chong offered her time on a volunteer basis and would seek external funding from other organisations.

### **Statutory Environment**

None



**Policy Implications**

None

**Financial Implications**

Not costed at this stage.

**Strategic Implications**

Community Plan

**Officers Comment**

**Consulted With**



10.02.03 Subdivision – K Booth

File:

Date: January 15 2010

CEO Reports

Author: Leanne E Mash

Attachments:



1001 Report to  
Council - K Booth (2).

## **1. EXECUTIVE SUMMARY**

APPLICANT:

Mr K Booth  
C/- Charles O'Neill Surveyors Pty Ltd  
Cairns, Qld 4870

APPLICATION:

Application for a Development Permit for Reconfiguration – Material Change of Use – Code Assessable (1 Lot into 2 Lots)

ADDRESS:

Lot 504 Gregory Street  
Burketown, being Lots 504 on SP 166309

ZONE:

Town Zone – Residential Preferred Use Area

The site has an area of 4047 m<sup>2</sup> and frontage to both Bowen Street and Gregory Street in Burketown. The site is rectangular in shape and generally level. Improvements on the site include two houses and a shed fronting Gregory Street. The balance of the site fronting Bowen Street is currently vacant.

The site is located centrally in a section of Gregory/Bowen Street, bounded by Beames Street and Burke Street. In this residential area there are currently 14 residential lots each with an area of 1012 m<sup>2</sup> and one residential lot with an area of 2023 m<sup>2</sup>, which adjoins the subject site.

The subject site, as noted by the applicant's consultant, was previously comprised of 4 residential lots, each with an area of 1012 m<sup>2</sup>.

The proposal to now reconfigure this large residential lot into 2 residential lots of 2023 m<sup>2</sup>, generally accords with the existing residential subdivision pattern in the local area.



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**2. FOR COUNCIL DISCUSSION / DECISION**

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Recommendation

That Council issue a Development Permit for the Material Change of Use Application for Reconfiguration (1 Lot into 2 Lots) on land described as Lot 504 on SP 166309, located at Gregory Street, Burketown, to create:

- o Proposed Lot 1 on SP 232028 – with an area of 2023 m<sup>2</sup>; and
- o Proposed Lot 2 on SP 232028 – with an area of 2023 m<sup>2</sup>,

as shown on the Survey Plan prepared by Charles O'Neill Surveyors Pty Ltd dated 09 December, 2009, subject to the following conditions:

1. Each proposed Lot is provided with separate sewer (house jump up) and electricity connections, to the satisfaction of Council and prior to the signing and sealing of the Plan of Survey.
2. In regard to proposed Lot 1 which contains a Single Residential dwelling and a Secondary Residential dwelling, each existing dwelling is provided with a vehicular access to the satisfaction of Council and prior to the signing and sealing of the Plan of Survey.
3. Each proposed Lot is required to drain to a lawful point of discharge, being Gregory Street for proposed Lot 1 and Bowen Street for proposed Lot 2, to the satisfaction of Council and prior to the signing and sealing of the Plan of Survey.
4. The floor area of the Secondary Residential dwelling existing on proposed Lot 1 is limited to a maximum of 70m<sup>2</sup> in accordance with the requirements of the Planning Scheme.
5. The signing and sealing of the Survey Plan lodged with the application, creating Lot 1 and Lot 2 on SP 232028, will be forwarded to the applicant upon the actioning of Conditions 1, 2 and 3 above, to the satisfaction of Council.

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**3. FULL REPORT**

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**Background**

See attachment

**Statutory Environment**

*Local Government Act 1993*  
*Integrated Planning Act*  
*Burke Shire Planning Scheme*

**Policy Implications**

None

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**Financial Implications**

None

**Strategic Implications**

None





**Officers Comment**

**Consulted With**

Report prepared by Elizabeth Taylor, Consultant Town Planner.  
DES



10.02.04 Amended Budget 2009/2010

|  |  |  |   |
|--|--|--|---|
| File COU/01  | Date January 12 2010   |  |   |
| <i>DFCS Reports</i>  | Author Zoe Belz  |  |   |
| Attachments  |  |  |   |
|  GL Revenue and Expenditure Budget.xlsx |  Capital Expenditure Budget - amended.pdf |  Reserves - amended.pdf |  Allocation of Surplus - amended.pdf |

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## 1. EXECUTIVE SUMMARY

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Presenting the amended budget for 2009/2010 for adoption.

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## 2. FOR COUNCIL DECISION

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Recommendation

That the amended budget for 2009/2010 be adopted as presented.

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## 3. FULL REPORT

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### Background

The overall increase in expenditure is 2.26% of total revenue.

### Statutory Environment

*Local Government Act 1993*

### Policy Implications

None

### Financial Implications



**Strategic Implications**

None

**Officers Comment**

**Consulted With**

CEO, DES



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**11. DIRECTOR FINANCE AND COMMUNITY SERVICES REPORTS**

Recommendation

That

- A) the Director Finance and Community 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 Finance and Community Services Business Papers for Council Consideration and Decision as presented in reports 11.02.01 to 11.02.02 of the Business Papers be received for consideration.

|          |  |
|----------|--|
| 11       | Director Finance and Community Services Reports        |
| 11.01    | Standing Business Papers for Information               |
| 11.01.01 | Monthly Financial Report                               |
| 11.01.02 | Director Finance and Community Services Status Report  |
| 11.02    | Business Papers for Council Consideration and Decision |
| 11.02.01 | Councillor Remuneration                                |
| 11.02.02 | RADF Committee   |



11.01.01 Monthly Financial Report

File: ACC/01

Date: January 11 09

DFCS Reports

Author: Zoe Belz

Attachments:

Cash and Investments – 31 December  
Debtors and Rates Owing – 31 December  
Plant Running Costs – 31 December

## **1. EXECUTIVE SUMMARY**

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

## **2. FOR COUNCIL INFORMATION**

## **3. FULL REPORT**

### **Background**

Information usually contained in the monthly revenue and expenditure and capital expenditure reports have been incorporated in the revised budget at 10.02.04.

Other reports are provided in the attachments below



12.01.01-Cash and  
Investments - 31 Dec



Debtors & Rates  
Owing - 31 Dec 2009.



Plant Running Costs  
- 31 December 2009.]

### **Items of note**

- Cash and investments – QTC investment balance notably higher than this time last year. December 2008 included payments to the bridge contractors.
- Debtors and Rates Owing – Rates payments have continued to trickle in. 45% of outstanding rates relate to periods prior to 2009/10.



**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**



11.01.02 Director Finance and Community Services Status Report

|              |                       |
|--------------|-----------------------|
| File COU/11  | Date December 11 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 December 11 2009.

**2. FOR COUNCIL INFORMATION**

**3. FULL REPORT**

The status of matters previously resolved is as follows

| <b>November 26 2009</b> |   |   |
|-------------------------|---|---|
| Asset Management Policy | That Council adopt the Asset and Services Management Policy as presented.<br><br>20.091125  | Policies register to be updated.  |
| Officer Housing         | 1) That Council accept the proposed insurance position as initially presented by Suncorp to repair the Gregory Street house.<br><br>2) That Council reallocate the budget item \$300 000 from the establishment of an executive residence to the renovation of the Sloman Street houses two and three.<br><br>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.<br><br>21.091125 | Actioned - first payment of \$100,000 received from insurers.<br><br>Included in amended budget.<br><br>Closed<br>Included in amended budget.<br><br>Closed |





|  |   |  |
|--|---|--|
| <p>Early Payment of Financial Assistance Grant 2009/2010</p> | <p>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;</p> <p>and</p> <p>2) \$554,421 of Council's contribution towards the TIDS projects for the Gregory-Lawn Hill Road be transferred from reserve funding instead of funding from the operating surplus.</p> <p>27.091013</p>  | <p>Included in amended budget 2009/10.</p> <p>Closed</p><br><p>Included in 2008/09 financial statements.</p> <p>Closed</p>   |
| <p><b>September 16 2009</b></p>                              |   |  |
| <p>Trust Fund Investigation</p>                              | <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 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>Monies forwarded to Public Trustee</p> <p>Closed</p> <p>To be processed</p><br><p>Monies rolled into the one fund in the general ledger.</p> <p>Closed</p><br><p>Meeting of Trustees to be held</p> |





|   |  |   |
|---|--|---|
| Council Policy regarding bonds                                    | That a policy for exemptions from payment of hire fees and/or bond be prepared for Council's consideration.<br><br>41. 090527                                  | Policy to be prepared.  |
| <b>April 15 2009</b>  |  |   |
| RADF Funding – Council Project – Photographic book of Burke Shire | That alternative proposal for use of the funding be investigated and reported back to Council as part of the 2009/2010 budget process.<br><br>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<br><br>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.<br><br>06.081015  | Report to be prepared by DFCS   |
| Reward Packs  | Council requested the following items be actioned:<br><br>An Environmental Reward Pack be produced.<br><br>A Junior Ranger shirt be provided for the children. | CHE to prepare further report for Council.                                      |

**Tourism**

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



### **HACC**

The HACC Christmas lunch was held on Wednesday 16 December 2009 and was well patronised. There are two people on the waiting list, with all 15 places filled.

### **Council Events**

#### 2009 Family Christmas in the Park

This event was held on Saturday December 12, in Morning Glory Park. MMG Century provided a free sausage sizzle. This event was a success with the majority of the children of Burketown, along with a handful from the rest of the Shire, attending. Santa was well received by both children and adults alike.

Rev Gary Hardingham was unable to attend due to a dust storm. Priscilla Priest from Burketown won the Skytrans tickets.

The final expenditure was \$4,171.54. This exceeded the budget of \$2,100 by 100%. The majority of this overspend was employee costs of setting up and packing up.

#### Australia Day Celebrations 2010

- Council has been successful in securing a visit from an Australia Day ambassador, Marjorie Pagini. Ms Pagini is a barrister from Townsville and a pilot for Angel Flight.
- A call for Citizen Nominations for Australia Day awards has been made in the December 2009 newsletter.
- Notices have been distributed throughout the Shire. Australia Day packs have been sent to all the children on rural properties and in Gregory.
- The event will include a BBQ brunch, games for the children, Australia Day awards, and colouring in competition, poetry competition and a vegemite bake-off.
- The total budget for the event is \$3,000 including officer time.



### 11.02.01 Councillor Remuneration

|                    |                      |
|--------------------|----------------------|
| File COU/01        | Date January 12 2010 |
| DFCS Reports       | Author Zoe Belz      |
| Attachments – None |                      |

#### 1. EXECUTIVE SUMMARY

Council is required to authorise the annual remuneration paid to Councillors.

#### 2. FOR COUNCIL DECISION

Recommendation

That the annual remuneration for Councillors as a 1 January 2010 be adopted as follows:

|              |          |
|--------------|----------|
| Mayor        | \$58,740 |
| Deputy Mayor | \$26,110 |
| Councillors  | \$19,580 |

#### 3. FULL REPORT

##### Background

Under section 236A of the Local Government Act, Council is required to make a resolution to authorise remuneration payments to Councillors each year. Council is required to make the 2010 resolution by 12 February 2010.

The Local Government Remuneration Tribunal makes a determination of remuneration levels based on the remuneration payable to a member of the Queensland Legislative Assembly.

The range determined for Burke Shire Council is as follows:

|              | Remuneration Range (% of \$130,540 – rate payable to MLA) | Remuneration Range per annum | Remuneration 2009 |
|--------------|---|------------------------------|-------------------|
| Mayor        | 35 – 70   | \$45,690 - \$58,740          | \$56,950          |
| Deputy Mayor | 15 – 42.5   | \$19,580 - \$26,110          | \$25,310          |
| Councillor   | 10 – 35   | \$13,050 - \$19,580          | \$18,980          |



**Statutory Environment**

*S 236A, Local Government Act 1993*

**Policy Implications**

None

**Financial Implications**

None – increase already built in to original budget.

**Strategic Implications**

None

**Officers Comment**

**Consulted With**



11.02.02 RADF Committee

File RAD/16

Date January 12 2010

*DFCS Reports*

Author Zoe Belz

Attachments:

  
Minutes RADF  
Meeting 10 December

  
Outcome report -  
leadlighting & copperf

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**1. EXECUTIVE SUMMARY**

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Presenting RADF Committee recommendations.

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**2. FOR COUNCIL DECISION**

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Recommendation

That Council accept the RADF Outcome Report;

and

write a letter to RADF through Arts Nexus regarding their meeting & training dates as well as the locations during the wet season.

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**3. FULL REPORT**

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**Background**

Attached are the minutes from the RADF Committee meeting held 10 December 2009 and the outcome report for the leadlighting course run by the Committee.

The Committee is interested in assisting Council to develop an overall plan for the Morning Glory and Gregory Parks so that a themes can be established and special RADF funding can be sought when it is available. The Committee understands that this would be during the community consultation stage of developing the Burke Shire Council Community Plan.



Recommendations arising:

1. That Council accept the RADF Outcome Report for the leadlighting and copperfoil course.
2. That Council be requested to write letter to RADF through Arts Nexus regarding their meeting & training dates as well as the locations during the wet season.

**Statutory Environment**

**Policy Implications**

None

**Financial Implications**

None

**Strategic Implications**

None

**Officers Comment**

**Consulted With**



12. DIRECTOR ENGINEERING SERVICES REPORTS

Recommendation

That

- A) the Director Engineering Services Standing Business Papers for Information as presented in Reports 12.01.01 to 12.01.02 of the Business Papers be received by Council and noted; and

|          |   |
|----------|---|
| 12       | Director Engineering Services Reports                     |
| 12.01    | Standing Business Papers for Information                  |
| 12.01.01 | Director Engineering Services Works Program Update Report |
| 12.01.02 | Director Engineering Services Status Report               |



12.01.01 Director Engineering Services Works and Services Program Update Report

|                    |  |
|--------------------|--|
| File: N/A          | Date: 13/01/2010                         |
| <i>DES Reports</i> | Author: Director of Engineering Services |
| Attachments – None |  |

**1. EXECUTIVE SUMMARY**

Council's engineering section has had a 3 week closedown for the annual break; there has been a catch up of back log parks and gardens type work since resuming work with some emergent storm damage being rehabilitated.

There has been considerable rain from severe storms around the Shire which has caused considerable damage to several roads hence an application was submitted to activate a Storm event with NDRRA and EMQ to this end an approximate estimate of \$3m has been submitted to the Minister through EMQ.

This is just the start of the wet and this event is expected to be announced by the Minister in the next few days. Crews have been actioning emergent repairs and damage records are being accurately recorded.

TIDS Projects at the following locations have received some storm damage and will be logged for submission to EMQ.

Storm Damage Segments include:

1. Doomadgee East Road 17kms of gravel unsealed section including section of new construction
2. Bitumen Pavement washout on Floraville road
3. Shoulder repairs on New Albert Bridge approaches
4. Gregory to Lawn Hill including Riversleigh to Adel's Grove and the National Park Road water damage
5. WDR 78A Surface & Formation Profile obliteration
6. Shire Station Access Roads formation Surface obliteration



Town Water Supplies are providing the normal abundance of water and operating to the required quality required for drinking water.

Nicholson Weir is overtopping approximately 500mm

Gregory WTP is trying to cope with discoloured flood water the reticulated water has had unpleasant smell problems requiring flushing due to the reaction to chemicals with the unstable raw water quality.

The storage extension has progressed and some mitigation works are being prepared for to assist with mud and silt infiltration to the raw water intake pump station.

All parks and gardens are being maintained to satisfactory standards.

Albert River Park at the Old Albert Bridge is virtually completed and it is proposed the hardware installed will soon be removed in preparation for flood waters expected to impact during the wet season.

Sewerage System operations are maintaining services with minimal maintenance issues, programmed maintenance to the Blivet is proceeding with the manufacture of the new rota drum on schedule.

Aerodromes are operating satisfactorily with no issues to report.

The RADS funding submission for a proposed extension to the Burketown Aerodrome is now to be submitted in arrangement with the funding provider as some planning issues was delayed by arrangement until the Airline carrier for RPT's was decided.

This submission is now completed and being considered by the Department for a standby Generator, Pal Lighting System renewal, a Terminal Office and Power Control Box is being submitted this is expected to be approximately \$100 K being matched by Council.

The Department has been advised of Councils wish to continue with the prioritising of the Runway extension to assist with the impacts of resupply during the wet season and other associated benefits.

The Aquatic Facility (Swimming Pool) is running satisfactorily and is unchanged since the last report.

Waste services are running to expectations and any windows of opportunity will be used to continue the construction of upgrade of the facilities.



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**2. FOR COUNCIL INFORMATION**

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A new works program will now be formulated around the revised budget currently being programmed for the balance of the current fiscal year.

The ambiguity in TIDS allocations to reflect the current claim will be sorted in the next 2 weeks and the Manager of ID (Infrastructure Delivery) at Cloncurry DTMR advised that if adjustments are needed to balance the current expenditure by Council the RIP can be adjusted to resolve the issue.

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**3. FULL REPORT**

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Town Services – Parks - Reserves – Waste Services (Household & Business Waste & Garbage Tips)

**Burketown**

All parks and gardens are being mowed and tree suckers and other associated miscellaneous jobs maintained to give the appropriate visual effects.

Albert River Park at the Old Albert Bridge is virtually finished the activities that don't impact on Cultural Heritage has been side stepped allowing most activities to be completed and the small areas that CH apply to will be addressed as accessible this activity is unchanged from last month, however the park benches and seats have been removed in readiness for the wet season onset.

**Gregory**

Parks and gardens are being maintained and associated services continue to be prioritised, a temporary casual employee has been put on to assist with covering the needs of the Gregory infrastructure during the wet season.

Town & Shire Utilities (Water, Sewerage, & Aerodromes)

**Burketown Utilities**

Water Operations as mention in the executive summary are operating as best they can with the impacts of discoloured raw water due to the river fresh.

Water level at the Burketown Supply Weir has increased since last month to 500mm overtopping.



Water use is down to approximately 500,000 litres per day (0.5 mega litre) water pressure is still deliberately being reduced to assist with chemical treatment of the raw water.

Monthly sampling and testing is continuing however the Gregory samples will be delayed due to access problems.

Aerodrome Operations are continuing to provide services with minimal inconvenience to users.

### **Gregory Utilities**

Public amenities have been all operating well, the Water Treatment Plant is operating to expectations with minimal incidents of malfunction, the extra storage tanks base is complete and the fittings for the tank installation is now ordered along with three extra tanks.

Aerodrome is being maintained in a satisfactory state, run way lights maintenance and general grounds maintenance has been addressed as needed or on an advised basis from the caretaker.

### Projects & Road Works

#### **Shire Roads**

Last year's Flood Damage Submission is awaiting approvals from DIP, it is proposed a claim will be produced in parallel so the claim is ready to submit as soon as approvals are known. A further submission will now be prepared to coincide with the new event from Storm Damage for January 2010.

Works on bitumen pavement repairs as weather permits and access is achievable.

Storm Damage logging will be affected on Doomadgee East and Gregory Lawn Hill Road over the next month once conditions allow.

TIDS; All TIDS works are virtually complete and claims are being reviewed. Some Storm Damage will be logged for claiming in the newly declared event for January 2010.

#### **Main Roads**

All RMPC maintenance works on WDR 79A and 6801 (Camooweal) roads are up to date with wet weather damage causing rough surfaces which require driving with extreme care. These areas will be logged for Storm Damage and emergent works performed according to NDRRA guidelines.

Monthly Backlog and Forward list of Works forecasts for January and February along with RMPC works forecasts for the balance of the financial year are being prepared along with preparing for Flood Damage works from the January 2009 TC Charlotte event.



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

Most major plant is now receiving the wet season checks that get held back deliberately for this purpose.

New Grader tender specifications development will be drafted this month for calling of Tenders.

New fleet and 2 Toyota Prado vehicles are at the dealers in Cairns and are ready for delivery as soon as the wet allows access to the Shire.

All hired plant has been demobilised.

**Strategic Engineering Activities**

All engineering activities are expected to generate considerable gains during the coming months as programs and preferred suppliers are sought.

SPO (Special Projects Officer) activities will be centred on TIDS construction completion, Flood Damage restoration projects and new event submissions.

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 along with many miscellaneous jobs that are required to be done at a moment's notice not allowing for a program plan.

WDR 78A (Gregory to Burketown) 8.15km black soil section between Ryan's Camp and Mosquito Yards will continue to be negotiated so it is programmed in readiness for the coming construction season. The project cost of \$1.2m is also being negotiated with Main Roads are currently investigating where funding assistance may be able to be sourced some preliminary works are being progressed to allow an earlier commencement of the project. Stockpiling of some gravel at Burketown has been done in readiness.

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

In summarising the next 6 months will be busy with all efforts being made to provide budget expectations and where possible productivity and efficiency gains as a bonus.

A programmed construction season with a preferred supplier list will benefit Council and Contractors allowing to program plant and machinery availability for Council projects.



12.01.02 Director Engineering Services Status Report

File: N/A

Date: 20/01/2010

DES reports

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:

**November 26 2009**

|   |  |   |   |
|---|--|---|---|
| Lawn Hill Station request to Install Four Grids | 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. | That Council permits 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.<br><br>18.091125 | *(January 2010) Unchanged.<br><br>*(December 2009) Lawn Hill station Manager has been verbally advised of Councils consideration and a formal letter will be forwarded in due course. |
|---|--|---|---|



|                            |   |  |   |
|----------------------------|---|--|---|
| <p>Exception to Tender</p> | <p>Expenditure of NDRRA for the 2009 flood damage event TC Charlotte has commenced.</p> <p>The projects that fall into this category are:</p> <ol style="list-style-type: none"> <li>1. Gregory Lawn Hill Road Flood Damage Rehabilitation works</li> <li>2. Wills Development Road Rehabilitation works</li> <li>3. Floraville Road Flood Damage Rehabilitation Works</li> <li>4. Doomadgee Roads East and West Flood Damage Rehabilitation Works</li> <li>5. Morella Road Flood Damage Rehabilitation Works</li> </ol> <p>The sixth project, while related to flood mitigation is part of the capital works program.</p> <ol style="list-style-type: none"> <li>1. Burketown Waste Facility Flood Mitigation Works</li> </ol> | <p>That Council endorse the urgent engagement of appropriate resources for these works.</p> <p>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.</p> <p>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.</p> <p>19.091125</p> | <p>*(January 2010)<br/>Unchanged</p> <p>*(December 2009)</p> <p>With this action taken and all possible current works complete makes for a reasonably accessible shire road network for the 09-10 wet season.</p> |
|----------------------------|---|--|---|



|                                |   |   |  |
|--------------------------------|---|---|--|
| <p>Asset Management Policy</p> | <p>The Commonwealth has 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.</p> <p>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, is December 31 2009.</p>  | <p>That Council adopt the Asset and Services Management Policy as presented.</p> <p>20.091125</p>   | <p>*(January 2010)</p> <p>*(December 2009)</p> <p>A plan has now been put in place for continuing Data collection of all assets, the Data will once collected and collated for reviewed for conversion to fit for purpose information to be introduced into the Strategic AMP.</p>   |
| <p>Officer Housing</p>         | <p>At the September 2009 meeting a position was resolved (09.090916) to seek a cash payment from Council's insurers for House number 4, Gregory Street that was damaged by fire. The funds were then to be redirected to houses two and three in Sloman Street and the Gregory Caretakers house to rectify outstanding maintenance issues.</p> <p>Since then Council have been in negotiation with our insurers. It has become apparent that the insurances will not make the full amount available to Council as a payout.</p> <p>In light of this new information an alternate position is now presented for Council's consideration.</p> | <p>1) That Council accepts the proposed insurance position as initially presented by Suncorp to repair the Gregory Street house.</p> <p>2) That Council reallocate the budget item \$300 000 from the establishment of an executive residence to the renovation of the Sloman Street houses two and three.</p> <p>3) That Council addresses the Gregory Caretaker house maintenance issues with the balance of funds after the renovations of the two Sloman Street houses are complete.</p> <p>21.091125</p> | <p>*(January 2010) Unchanged</p> <p>*(December 2009)</p> <p>All 3 houses have had 3 quotes sourced 2 companies submitted quotations and a 3rd declined (Burketown builder)</p> <p>The successful quotation was from EWS currently renovating the Ergon house in Anthony Street.</p> <p>Contracts are being prepared and work will commence immediately. With completion expected to be March 2010.</p> |



| <b>October 13 2009</b>                                     |  |  |  |
|--|--|--|--|
| <p>2009 TC Charlotte NDRAA relief rehabilitation works</p> | <p>Road works rehabilitation commencement</p>  | <p>That commencement of prioritised NDRAA relief rehabilitation works for the 2009 Flooding Event as soon as resources are available and that claims be prepared in parallel with the works so reimbursement is guaranteed as soon as submission approvals are granted</p> | <p>*(January 2010)<br/>Unchanged</p> <p>*(December 2009)</p> <p>Emergent works are now complete in readiness for the coming Wet Season.</p> <p>*(November 2009)</p> <p>Works have commenced on areas that are a high safety risk and are being addressed as urgent.</p>  |
| <p>TIDS Projects 2009-2010</p>                             | <p>Four specific sites on Gregory Lawn Hill road and 1 site on Doomadgee east road, these projects include carry out underspend s backlogs</p> | <p>Council delegate powers to the CEO to approve commencement of appropriately prioritised contractors to commence construction of approved TIDS projects within the Burke Shire and submit the recommendations to Council at its November 2009</p>                        | <p>*(January 2010)</p> <p>Claim &amp; Allocations ambiguities are being negotiated.</p> <p>*(December 2009)</p> <p>Council was advised of the successful Contractors engaged in the projects</p> <p>The construction activities are now virtually completed.</p> <p>*(November 2009)</p> <p>Quotations where requested and those tender submissions assessed and recommendations made to the CEO, tenderers were notified and Councillors advised of outcomes.</p> |



|                                    |   |  |   |
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| <p>New Fleet vehicle purchases</p> | <p>2 (two) Toyota Prado (2009-10 new model) GLX as per quotation \$124,844.74</p> | <p>Council purchase 2 (two) Toyota Prado (2009-10 new model) GLX as per quotation \$124,844.74 combined value from Pacific</p> <p>Toyota of Cairns with an escalation allowance at actual cost for the new model released on November 16 2009. It is understood Council has priority to the first two vehicles of this model available from Pacific Toyota following that release.</p> | <p>*(January 2010)</p> <p>Vehicles are ready for delivery; river heights are delaying the activity currently.</p> <p>*(December 2009)</p> <p>New vehicles have arrived in Cairns however Toyota are no longer allowing conventional Bull Bars to be fitted to the new model vehicles due to Air Bags</p> <p>Activation issues and Air Flow through the specially designed front end panels. This has brought about a limited amount of Bars available to be fitted on a priority allocation. It is expected a low profile Bar will be available for the vehicles shortly and delivery is proposed towards the end of January 2010.</p> <p>*(November 2009)</p> <p>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.</p> <p>Due to being a new model release no Bull Bars have been manufactured and are not expected to be available for approximately 4 months.</p> |
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| <p>Drought Management Plan</p>    | <p>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,</p>                         | <p>Council endorse the DMP acknowledging that as a revisable document ongoing monitoring and changes may be required from time to time</p>  | <p>*(January 2010)<br/>Unchanged.<br/>*(December 2009)<br/>DERM officers have advised they are currently reviewing Councils DMP and requested information regarded number of current connections to Councils reticulated water.<br/>*(November 2009) Plan document revised and signed off by CEO and document now submitted to DERM.</p>   |
| <p>Beams Brook Bridge repairs</p> | <p>Council to write to main road with regards to the restoration works planned to be undertaken immediately at Beames Brook Bridge and express Councils extreme disappointment in the lack of planning and communication</p> | <p>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 muted planned two month restoration works</p> | <p>*(January 2010)<br/>Ready to finalise.<br/>*(December 2009)<br/>The actual repairs are now completed, DTMR's Roadtek officers are checking with the DTMR management as to the requirement for the current speed control signage.<br/>*(November 2009) 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 and how it links the regions communities and the impact the proposed colure would have on the communities and service providers.</p> |



**September 16 2009**

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| <p>Smaller Communities Assistance Program (SCAP)</p> | <p>Gregory Water Upgrade</p> |  | <p>*(January 2010)<br/>Unchanged</p> <p>*(December 2009)<br/>Unchanged, the only avenue is to leave this item open until the TMP for W&amp;S is completed in Feb 2010 to see weather DIP are prepared to talk.</p> <p>As currently the DIP door is closed until the TMP is complete once the DMP is signed off by DERM the TMP is expected to be completed by Feb 2010.</p> <p>As this funding ceased prior to June 09 and finalisation was several years overdue it is possibly going to have a negative result anyway.</p> <p>*(November 2009)<br/>Unchanged</p> <p>*(October 2009) Practical<br/>Completion<br/>Final Claim Lodged<br/>16/06/2003<br/><b>\$100,000.00 unpaid</b> – awaiting lodgement of SAMP/TMP.<br/>State Government advises that this funding has now been withdrawn. This is being disputed by Council.</p> |
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| <p>Smaller Communities Assistance Program (SCAP)</p> | <p>Burketown Sewerage Treatment Plant Upgrade</p> | <p>Grant Allocated \$358,109<br/><br/>Council \$18,891</p> | <p>*(January 2010)<br/>Unchanged.<br/><br/>*(December 2009)<br/><br/>This Item is a similar issue to the previous and is unlikely to be reviewable, certainly until the TMP is in place and is unlikely to be considered then either.<br/><br/>Following is the report from the previous item.<br/><br/><i>“Unchanged, the only avenue is to leave this item open until the TMP for W&amp;S is completed in Feb 2010 to see weather DIP are prepared to talk.</i><br/><br/><i>As currently the DIP door is closed until the TMP is complete once the DMP is signed off by DERM the TMP is expected to be completed by Feb 2010.</i><br/><br/><i>As this funding ceased prior to June 09 and finalisation was several years overdue it is possibly going to have a negative result anyway.”</i><br/><br/>*(November 2009)<br/>Unchanged<br/><br/>*(October 2009) Practical Completion<br/>Final Claim Lodged<br/>26/06/2007<br/><br/><b>\$27,662.90 unpaid</b> – awaiting lodgement of SAMP/TMP<br/>State Government advises that this funding has now been withdrawn. This is being disputed by Council.</p> |
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| <p>Smaller Communities Assistance Program (SCAP)</p> | <p>Burketown Water Upgrade</p> |  | <p>*(January 2010)<br/>Unchanged<br/>*(December 2009)<br/>This Item is similar issue to the previous 2 and is unlikely to be reviewable, certainly until the TMP is in place and is unlikely to be considered then either.<br/>Following is the report from the 1<sup>st</sup> previous item that will apply to all 3 activities.<br/><i>“Unchanged, the only avenue is to leave this item open until the TMP for W&amp;S is completed in Feb 2010 to see weather DIP are prepared to talk.</i><br/><i>As current the DIP door is closed until the TMP is complete once the DMP is signed off by DERM the TMP is expected to be completed by Feb 2010.</i><br/><i>As this funding ceased prior to June 09 and finalisation was several years overdue it is possibly going to have a negative result anyway.”</i><br/>*(November 2009)<br/>Unchanged<br/>*(October 2009) Practical Completion<br/>Final Claim Lodged<br/>26/06/2007<br/><b>\$107,150.00 unpaid</b> – awaiting lodgement of SAMP/TMP<br/>State Government advises that this funding has now been withdrawn. This is being disputed by Council.</p> |
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| R2R  | Road Works  | Annual Grant<br>\$272,950 | <p>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>It has been confirmed that to date Council has acquitted all R2R funding and the only available funding is the current years grant of \$ 272,950 which will only be available providing the 08-09 auditor's report is submitted as a matter of urgency.</p> <p>*(November 2009) Reseal locations now identified and Quotations being sought for a full bitumen service</p> <p>* (October 2009) Total Program 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.</p> |
| 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<br>\$1 184 000      | <p>*(January 2010)<br/>Claim &amp; Allocations ambiguities are being negotiated.</p> <p>*(December 2009)<br/>All TIDS Projects are now virtually complete however following submission of the 1<sup>st</sup> progress claim DTMR has indicated that it doesn't agree with the earlier (July 2009) agreed information regarding available funding for previous years carry-</p>   |



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|  | <p>Gregory/Lawn Hill Road<br/>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> |  | <p>overs and current year allocations to this end DES is working with the NWQ RRG Technical Coordinator to sort out what the figure actually is and why the July established amount between DTMR &amp; ACEO &amp; DES in July 09 is now changed. If the new advise is correct this will have quite an impact on the budget review of some \$500K</p> <p>*(November 2009) Survey works complete planning underway.</p> <p>*(November 2009) Project 50% complete.<br/>*(November 2009) Commenced expect completion of concrete works in 2 weeks</p> <p>*(November 2009) Project 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</p> <p>program above. Quotations are currently be sought for Council consideration.</p> |
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| TIDS | Doomadgee East Road<br>23/LGSF/011 | <b>TOTAL \$200,000</b><br>Prior Years TIDs<br>\$200,000 | <p>*(January 2010)<br/>Claim &amp; Allocations ambiguities are being negotiated.</p> <p>*(December 2009)<br/>Project is now completed however there is some doubt to this allocation of TIDS in a similar vein to the RRG TIDS allocations.</p> <p>*(November 2009) 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> |
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| <b>July 15 2009</b>                                |  |  |
| Contract Claim<br>Gregory Water<br>Treatment Plant | <p>That a report be prepared for Council's consideration on the claims made before any further payments are made on this contract.</p> <p>47. 090715</p> | <p>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>DES has had a meeting with Lemura's project manager and has established were the impasse occurred and now has negotiated the finalisation of the project where by a works as executed plan of the Gregory Water Supply will be submitted to Council and in turn payment for the unpaid orders that have been fulfilled will be paid, this is expected to completed by March 2010.</p> <p>*(November 2009) A realistic agreement has been established to bring this project to a appropriate finalisation and a report with recommendation will come before</p> |



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|  |  | <p>council</p> <p>* (October 2009) unchanged.</p> <p>*(Sept 09) unchanged</p> <p>*DES will generate a report as to the origins and validity of the claims including liaison with the Project Manager from G &amp; 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.</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>*(January 2010)</p> <p>Unchanged.</p> <p>*(December 2009)</p> <p>DES has had discussions with the Mines Operations Manager and it seems a previous officer had made promises that were not according to LG act requirements hence with new management in BSC administrate sections this expectation had to be defused therefore any urgency on the Mines behalf has now abated.</p> <p>*(November 2009) DES and Oz Minerals manager have finalised an arrangement to have the NDRRA</p> <p>Funding when approved carried out with the mine providing some machinery to assist Council crews at no cost to Council.</p> <p>* (October 2009) Exchange of expectations from Chris Potter Oz Minerals (not very happy) &amp; response from DES that nothing will happen until NDRRA approvals come through for Flood Damage.</p> <p>*(Sept 2009) Unchanged.</p> <p>* It seems that once Council took a</p> |



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|  |  | <p>stand on the level of service standard being revised and obligations of stakeholders the issue has gone.</p> <p>July 09- no further action to date.</p> <p>Letter has been sent to Oz Minerals conveying Councils requirement for further discussions regarding the drafting of an agreed Level of Service agreement.</p>  |
| <p>Burketown Wastewater Treatment Plan</p> | <p>That consideration by way of investigations into the needs for further maintenance to the WWTP (Waste Water Treatment Plant) Infrastructure be undertaken as a matter of urgency with cost estimates provided for consideration in the 2009-2010 budget deliberations.</p> <p>That minor recommended electrical maintenance be actioned and training for operators at the WWTP be provided for in the coming 2009-2010 budget considerations.</p> <p>20. 090527</p> | <p>*(January 2010)<br/>Unchanged.</p> <p>* (December 2009)<br/>Blivet Rota Drum has been ordered and will be manufactured during the wet season in readiness for installation April May 2010 it is planned the annual service will also be conducted at that time also.</p> <p>*(November 2009) Further programmed maintenance on the waste processing rota drum is now planned as soon as a new drum is available.</p> <p>*(October 2009) Some Maintenance works are being actioned with the Blivet &amp; Fibreglass Repairs</p> <p>*(Sept 2009) A repair program will now be constructed according to budgetary constraints.</p> <p>* Once a budget is adopted repairs will be actioned.</p> <p>July 09- a budget bid according to the technical report received will be presented for deliberations</p> <p>Assessment, estimates and priority of needs are being finalised for budget consideration.</p> |



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| <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>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>It is planned to have a trainer visit to arrange certification of all drivers including contractors that conduct business with Council to allow Council's protection to nonfeasance of liability to Fatigue Management Legislation. This exercise is being programmed for during the wet season and to be complying for the next construction year. The organisation that will conduct the program is Driver Training &amp; Education Kingaroy they are accredited by QDTMR for fatigue management certification.</p> <p>*(November 2009) Fatigue Management consultant is being sourced to address all stakeholders so everyone is clear on their obligations to the system</p> <p>* October 2009) Unchanged and business as usual</p> <p>* (Sept 2009)<br/>Geographically Isolated Councils have an opportunity to be allocated "Advanced Fatigue Management" status this would allow greater flexibility with operation timeframes.</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>A letter is being drafted to LGAQ expressing that Council be assured of its inclusion in any outcomes from</p> |
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|  |   | negotiations with QT on Fatigue Management exemptions.  |
| Oz -Minerals Proposal for Upgrading Sections of Gregory-Lawn Hill Road | <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>*(January 2010)<br/>Unchanged<br/>*(December 2009)<br/>The Mines Manager has been informed of Council's inability to concur with the Mines request and that Council's contractors &amp; staff will execute the proposed flood damage works on Gregory Lawn Hill Road.<br/><br/>*(November 2009) Discussion have taken place with a proposal for NDRRA funded works to be activated by Council.<br/><br/>*(October 2009) Further discussions will be arranged.<br/><br/>July 09- See Item 1 immediately above.<br/><br/>Please note this Item has been addressed in the correspondence in item 1 immediately above.</p> |
| RMPC Contract Outstanding Management Plans & Associated Documents      | <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>*(January 2010)<br/>Unchanged.<br/>*(December 2009)<br/>Environmental Plan document is being prepared a policy statement is be drafted for inclusion this will be followed by the Quality Management Plan. Safety Plan is also to be completed, DTMR has prepared a generic CHMP for all LG's to comply with.<br/><br/>*(November 2009)<br/><br/>TMP (Traffic Management Plan) is completed and the other 3 plans will be action in priority as resources allow.<br/><br/>*(October 2009)</p>  |



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|  |   | <p>Traffic Management Plan is nearing completion being through its second audit, now with three plans to go Safety, Environmental and Quality.</p> <p>*(Sept 2009)</p> <p>Contract Negotiations and Documentation is now completed with Management Plans being actioned.</p> <p>* Documents are now being fed to Main Roads for auditing and certification, 1 document has been returned for amendment.</p> <p>July 09- DES will be pushing to complete this documentation for the 09-10 contract implementations.</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>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>*(January 2010)</p> <p>Unchanged.</p> <p>* (December 2009)</p> <p>Waiting on Document Review from CASA.</p> <p>*(November 2009)</p> <p>Unchanged</p> <p>*(October 2009)</p> <p>Unchanged</p> <p>* Registration: The document of the DAMP has been forwarded to CASA</p> <p>July 09- The document is now complete and a registration application is now to be submitted to CASA.</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>  |



**April 15 2009**

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| <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>*(January 2010)<br/>Unchanged.<br/>*(December 2009)<br/>NWQRRG will conduct this data collection following the coming wet season. March April is the expected commencement date in the dryer Shires of the region.<br/><br/>*(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<br/><br/>*(October 2009) Unchanged<br/><br/>* This activity has been fairly silent from the group until a Technical Coordinator is engaged.<br/><br/>July 09- no further information is available this month.<br/><br/>Letter to be written to Road Alliance and form completed for lodgement.<br/><br/>A report is contained in the RRG Technical Committee meeting report from Thursday 12<sup>th</sup> June 09.</p> |
| <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>*(January 2010)<br/>Unchanged.<br/>*(December 2009)<br/><br/>It has been confirmed that to date Council has acquitted all R2R funding and the only available funding is the current years grant of \$ 272,950 which will only be available providing the 08-09 auditor's report is submitted as a</p>   |



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|  |  | <p>matter of urgency.</p> <p>The current programmed sealing works of TIDS projects along with Flood Damage rehabilitation sealing has allowed for the utilisation of the small amount of R2R funding that could be available to be utilised on a small component of needy resealing works on Floraville and Doomadgee Roads.</p> <p>*(November 2009)</p> <p>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>*(October 2009)</p> <p>Unchanged</p> <p>* (Sept 2009)</p> <p>Unchanged.</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>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>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> |
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**March 18 2009**

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| <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>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>Costing was provided and installation will be programmed.</p> <p>*(November 2009) A quotation was sought for AC installation.</p> <p>*(October 2009) Quotations are being sought for Air conditioner installations.</p> <p>* Budget estimates have been included in the Budget preparation for Councils consideration.</p> <p>July 09- A budget estimate will be presented.</p> <p>Report to be prepared by A/WM for Budget Meeting.</p> <p>Estimates for Upgrades are being sought.</p> |
| <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>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>Unchanged.</p> <p>*(November 2009) A CBR analysis is being approached for consideration.</p> <p>*(October 2009) Unchanged</p> <p>*(Sept 2009) Unchanged</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>  |



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|   |   | <p>July 09- discussions only to date.</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>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>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>Rails have been measured and materials ordered.</p> <p>*(November 2009) entry rails are being sought for all pools as its been identified as a justified need.</p> <p>*(October 2009) Unchanged</p> <p>*(Sept 2009) DES is sourcing Pool Entry Rails along with alternatives for Entry access to the facility.</p> <p>*A costing and Plan will be sourced for Councils consideration.</p> <p>July 09- No further information is available this month.</p> <p>DES is gathering options and estimates for consideration.</p> <p>Report to be prepared by A/WM for Budget Meeting.</p> |
| <p><b>February 24 and 25 2009</b></p>                     |   |   |
| <p>Waste Disposal in Burketown and Gregory</p>            | <p>That the Acting Chief Executive Officer prepares a report with further options and costing for Council's consideration.<br/>15.090224</p>  | <p>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>Burketown's Tip has been action 1<sup>st</sup></p>  |



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|  |  | <p>of the 2 locations due to the impacts of flooding in the wet season. An elevated pad is nearing completion; a purpose built cell will be constructed to accommodate general waste with fencing providing some secure means of retaining windblown debris.</p> <p>*(November 2009) General tidy up and an elevated pad is being constructed with fencing the compound will have waste cells for sorting where some materials can be identified for mulching and reuse to reduce the amount needing to go to a landfill site.</p> <p>(October 2009) A general tidy up of the facilities are being planned with the pre wet season cleanup and further planning for handling facilities are being sought and in turn recommendations will be made available to Council</p> <p>*(Sept 2009) Unchanged, further details will be available for the October meeting.</p> <p>* Councils DES has source a shredding mulching proposal for Councils long term waste solution, a detailed report will be included in the Works and Services report.</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>Information and options including innovative alternatives have been sought by DES and a report is being drafted with components for Council</p> <p>Consideration and prioritisation.<br/>Report to be prepared by A/WM.</p> |
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**December 18 2008**

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| <p>Burketown Rubbish Tip</p> | <p>Resolved that the Chief Executive Officer contact LAWMAC regarding advice on the relocation of the Burketown tip.</p> | <p>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>DES was to attend the LAWMAC Forum in July however it was cancelled due LAWMAC cancelling the Agenda to an evening get together of members. ACEO of the day advised LAWMAC's management it was not worth Councils while to send a senior Officer to the Forum.</p> <p>Advice has been sourced from other identities to allow the planning and improvements to continue prior to the coming wet season onset.</p> <p>*(November 2009) Data pickup through surveys has been sourced to allow for appropriate facility development allowing good planning and design processes and ultimately procurement of appropriate handling equipment and procedures of operations to follow through.</p> <p>*(October 2009) Further investigations and information is being produced for consideration.</p> <p>*(Sept 2009) See Sept item above.</p> <p>* The Shredding / Mulching proposal that the DES has sourced in used in some other shires particularly Island communities and is extremely successful, it is mobile, Reasonably simple, and produces reusable compost. Contamination and leach ate issues are nonexistent, as is site issues as being fully transportable can be shifted to were the mulch can be</p> |
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|                         |   | <p>utilised.</p> <p>July 09- A comprehensive report will be drafted.</p> <p>DES has requested information regarding available options of locations and methodology of waste handling.</p> <p>Report to be prepared by A/WM</p>   |
| <p>Road Maintenance</p> | <p>Meeting to be arranged in early 2009 with Kath Logan regarding road maintenance.</p> | <p>*(January 2010)</p> <p>Unchanged.</p> <p>*(December 2009)</p> <p>Unchanged.</p> <p>*(November 2009)</p> <p>A separate report has identified the way forward for this activity.</p> <p>* (October 2009)</p> <p>Similar to earlier report and Unchanged</p> <p>*(Sept 2009)</p> <p>Unchanged</p> <p>* The road is being maintained with a reasonable surface however dust is a major problem for traffic.</p> <p>July 09- no further to report this month.</p> <p>DES requires clarification of the activity.</p> <p>Meeting held – awaiting advice from Zinifex</p> <p>A/WM to Follow Up</p> |



| <b>October 21 2008</b>  |  |  |
|---|--|--|
| <p>Handball Courts in Burketown</p>                           | <p>The CEO investigate the provision of handball courts in Burketown</p>   | <p>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>DES will investigate the proposal and any preliminary planning that has been actioned previously.</p> <p>*(November 2009) Unchanged</p> <p>*(October 2009) Resources are now becoming available to assist with investigation and sourcing information.</p> <p>*(Sept 2009) Unchanged</p> <p>* Costs are being sourced however it will only be an approximate for the meeting</p> <p>July 09- an estimate will be provided for budget consideration.</p> <p>DES will provide some ball park estimates for Budget consideration.</p> <p>Report to be prepared by A/WM for Budget Meeting</p> |
| <p>Boating Infrastructure Capital and Maintenance Program</p> | <p>That Council apply for funding under the Boating Infrastructure and Maintenance program for a boat ramp with a small Pontoon in the vicinity of the Albert River Bridge.</p> <p>07.081021</p> | <p>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>Unchanged.</p> <p>*(November 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>*(Sept 2009) Unchanged</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>July 09- QT Boating Infrastructure has indicated funding is available as a follow on from current projects that have been constructed; Council will be notified when these opportunities arise.</p> <p>DES will prepare an estimate of cost for Councils consideration, along any funding avenues available for the near future.</p> <p>A/WM to action and prepare a report for Budget Meeting of Council</p>  |
| <p>Old Albert River Bridge Pedestrian Access</p> | <p>Council refers pedestrian access across the middle section of the old Albert River Bridge to Major Projects Manager, Don McEvoy for a report</p> | <p>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>The issues raised in this item will be substantially addressed when the Albert River Parks works are complete this includes hand rails for the old bridge that are collapsible during flooding. This project is expected to be completed by December 09</p> <p>*(November 2009) Unchanged</p> <p>*(October 2009) With QT considering submissions for projects it will be an opportunity to put forward a wish list.</p> <p>*(Sept 2009) If Council is comfortable with the Old Bridge Safer Access Rails this activity can be closed.</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> |



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|                               |  | <p>July 09- no further information this month.</p> <p>Further clarity of this activity is required by DES?</p> <p>Report to be prepared by A/WM</p>   |
| <p><b>October 15 2008</b></p> |  |   |
| <p>Barra Facility Opening</p> | <p>Council requested the following items be actioned:</p> <p>An open day once Barra Facility is completed.</p> | <p>*(January 2010)<br/>Unchanged.</p> <p>*(December 2009)<br/>DES is awaiting further instructions regarding the facilities operations and whether an open day is still required to be arranged.</p> <p>*(November 2009) The facility is undergoing a CBR analysis for its future utilisation.</p> <p>*(October 2009) Unchanged</p> <p>*(Sept 2009) Unchanged</p> <p>* Once the new sheds are finished at the WTP and the general area is landscaped of unfinished construction with the access upgrade to the grow out facility completed an open day could be organised, in its current environment it is not socially appealing.</p> <p>Report to be prepared by A/WM regarding public access issues.</p> <p>July 09- no further information to report this month.</p> |



13. CONSIDERATION OF COMMITTEE RECOMMENDATIONS

None at time of agenda preparation

14. CLOSED SESSION REPORTS

14.01 Staff Matters

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 February 17 2010.

17. DEPUTATIONS AND PRESENTATION SCHEDULED FOR MEETING