

BURKE SHIRE COUNCIL



***AGENDA &
BUSINESS PAPERS
Ordinary General Meeting
17 June 2009
Preliminary***



Burke Shire Council

AGENDA

*Ordinary General Meeting
17 June 2009*

AGENDA

01. Opening of Meeting
02. Record of Attendance
03. Prayer
04. Consideration of Applications for Leave of Absence None received at time of agenda preparation.
05. Confirmation of Minutes of previous Meeting Special Meeting 26 May 2009 General Meeting 27 May 2009
06. Mayoral Minute and Report
07. Councillor Reports
08. Consideration of Notice(s) of Motion and/or Petitions 08.01 Cr Camp – Membership of Agforce 08.02 Cr Clarke – Modification of Organisation Chart 08.03 Cr Clarke – Children at Country Races
09. Chief Executive Officer Reports 09.01. <u>Standing Business Papers for Information</u> 09.01.01 General Matters 09.01.02 Status Report 09.02. <u>Business Papers for Council Consideration and Decision</u> 09.02.01 GSD – Invitation to participate in Savannah Symposium 09.02.02 Architectural Academy – Proposal for future development plans for Burke Shire. 09.02.03 Plumbing Inspections – Burke Shire 09.02.04 LAWMAC Revised rules of Operation & October Conference in Mackay 09.02.05 Proposal for Local Laws Review 09.02.06 Proposal for Planet Footprint Monitoring 09.02.07 Membership of Regional Bodies 09.02.08 L A Evans – Local Government Searches 09.02.09 LA Evans – Retainer Services 09.02.10 Councillor Expenses Policy Review



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10. Director Engineering Services Reports

10.01. Standing Business Papers for Information

10.01.01 Works Program Updates

10.01.03 Status Report

10.02. Business Papers for Council Consideration and Decision

10.02.01 RMPC Contract Negotiations 2009/2010

11. Director Finance & Community Services Reports

11.01. Standing Business Papers for Information

11.01.01 Monthly Financial Report

11.01.02 Status Report

11.01.03 Local Government Week Report

11.02. Business Papers for Council Consideration and Decision

11.02.01 Fees & Charges 2009/2010

11.02.02 Implications of changes in VIC accreditation Standards - Verbal

11.02.03 Preliminary Budget Items submitted by Councillors – Refer to Closed Session

11.02.04 Request for Participation in Police Games Book - Verbal

11.02.05 Department of Communities Request to use Shire Hall

11.02.06 Final Budget Review 2008/2009

11.02.07 Swimming Pool Access Issues - Verbal

11.02.08 Proposal for Seniors Week 2009

11.02.09 Proposed “Tidy Yards” Competition

12. Consideration of Committee Recommendations

RADF Committee Report from Chair

13. Closed Session Reports (Reports Yet to be prepared or to be provided verbally)

13.01 Position of Chief Executive Officer

14. New Business of an Urgent Nature Admitted by Council.

15. Closure of Meeting

Deputations and Presentations scheduled for Meeting:

None



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01. OPENING OF MEETING

02. RECORD OF ATTENDANCE

Members: Cr Annie Clarke Mayor
Cr Ernie Camp, Deputy Mayor
Cr Tracy Forshaw
Cr Bill Olive
Cr Tonya Murray

Staff: Fred de Waard, Acting Chief Executive Officer
Jenny Williams, Executive Assistant Records

03. PRAYER

04. CONSIDERATION OF APPLICATIONS FOR LEAVE OF ABSENCE

None received at time of agenda preparation

05. CONFIRMATION OF MINUTES OF PREVIOUS MEETING(S)

Special Meeting 26th May 2009
General Meeting 27th May 2009

Recommendation:

That the Minutes of the Special Meeting of Council held on 26 May 2009 and the General Meeting of Council held on 27 May 2009 as presented by confirmed by Council.

06. MAYORAL MINUTE AND REPORT

Verbal Report to be provided to Meeting

07. COUNCILLOR REPORTS

Verbal Reports to be provided to Meeting



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08. CONSIDERATION OF NOTICE(S) OF MOTION & PETITIONS

08.01 Notices of Motion

08.01 Cr Camp

“That Council cancel its membership of Agforce as at 30th June 2009.”

08.02 Cr Clarke

“That Council review it’s recently adopted Organisation Chart in the Closed Session part of the current meeting.”

08.03 Cr Clarke

“That Council seek advice from the relevant Minister as to whether there are any legislative or administrative impediments with regard to children under 18 years of age attending Country Race Course Meetings.”

08.02 Petitions

None received at time of agenda preparation



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09. CHIEF EXECUTIVE OFFICER REPORTS

Recommendation:

That

- A) the Chief Executive Officers Standing Business Papers for information as presented in Reports 09.01.01 to 09.01.02 of the Business papers be received by Council and noted; and**
- B) the Chief Executive Officers Business Papers for Council Consideration and Decision as presented in Reports 09.02.01 to 09.02.10 of the Business papers be received for consideration.**

09. Chief Executive Officer Reports

09.01. Standing Business Papers for Information

09.01.01 General Matters

09.01.02 Status Report

09.02. Business Papers for Council Consideration and Decision

09.02.01 GSD – Invitation to participate in Savannah Symposium

09.02.02 Architectural Academy – Proposal for future development plans for Burke Shire.

09.02.03 Plumbing Inspections – Burke Shire

09.02.04 LAWMAC Revised rules of Operation & October Conference in Mackay

09.02.05 Proposal for Local Laws Review

09.02.06 Proposal for Planet Footprint Monitoring

09.02.07 Membership of Regional Bodies

09.02.08 L A Evans – Local Government Searches

09.02.09 LA Evans – Retainer Services

09.02.10 Councillor Expenses Policy Review



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09.01.01 CEO Monthly Report

File: NA	Date: 14 June 2009
CEO Reports	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

Providing Council with an update on Governance, Development and Environmental Management Matters as at 14 June 2009.

2. FOR COUNCIL INFORMATION

3. FULL REPORT

3.1 Governance Matters:

3.1.1 Staffing Levels Status

Current staff and their status appears to be as follows:

Corporate Services

CEO – Chief Executive Officer – Fred de Waard Acting – **VACANT** – Recruitment underway
EAR – Executive Assistant Records – Jenny Williams
RWHSO – Ranger/Workplace Health & Safety Officer – Russell Cunningham

Engineering Services

DES – Director Engineering Services – Dennis Kerr
SPO – Special Projects Officer **(Temporary .4)** – **VACANT** (Advertised when required)
TAO – Technical Administration Officer – Norm Gowdy
EAW(pt) – Executive Assistant Works **(Part Time .6)** – Jessica Gray

WO – Works Overseer – Doug Beaumont – **VACANT after 10/07/09** - advertised
RWF – Rural Works Foreman – John Yanner
Grader Operator 1 – Boyd Keogh
Grader Operator 2 – Alan Kumsing
Grader Operator 3 **(Seasonal .6)** – **VACANT** to be filled from temporary
list
Water Truck Driver 1 – Noel Henderson
Water Truck Driver 2 – **VACANT** - Being offered to Candidate
Roller Driver 1 – Ivan Doomadgee
Roller Driver 2 **(Seasonal .6)** – **VACANT** - to be filled from temporary list
Prime Mover Driver - **VACANT** - Being offered to Candidate
Mtce Plant Operator - **VACANT** - Being offered to Candidate
Labourer 1 – **VACANT** – to be advertised



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TWMPF – Town Works & Minor Projects Foreman – Colin Baker
 Slasher Driver – Wayne Douse
 General Hand – Brian Gaunt
 Labourer – Jaidine Bligh – Seconded to Customer Services Officer.
 - Mick Behrendt employed casually to fill
 Cleaner – Joanne Baker
 Rubbish Truck Driver & Labourer – Trevor Marshall
 Gregory Caretaker – Elvee Portch

WFM – Workshop & Fleet Manager – Brett Harris
 Boilermaker – Robert Sinclair (Contractor)
 Trades Assistant – Norm Welsh
 Apprentice – **VACANT** – to be advertised

UM – Utilities Manager – Robert Marshall
 WSO – Water Sewerage Officer – David Marshall

Finance & Community Services

DFCS – Director Finance & Community Services – Zoe Belz
 FPO – Finance Payroll Officer – Rosita Wade
 CSO – Customer Services Officer – **VACANT** – to be advertised
 - Jaidine Bligh - temporary secondment from Town Works)
 RCDO(pt) – Rating/Creditors/Debtors Officer (part time .4) - **VACANT**
 PSO – Purchasing Stores Officer – Jane Dibble
 ACT – Administrative Clerical Trainee – **VACANT** - advertised
 CHE – Community Housing Events Officer – Cheryl Portch
 HACCTL – HACC Team Leader – Pam de Joux
 HACCA – HACC Assistant (Part Time .25) – Amanda Douglas

Summary

Area	Established #’s	Currently Employed	Temporary & Secondments	Total Employed	Current Vacancies
Corporate Services	3	2	1	3	1
Engineering Services	27.2	20.6	1 -1	20.6	6.6
Finance & Community Services	7.65	5.25	1	6.25	1
Total	37.85	27.85	2	29.85	8.6



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3.1.2 Staff attendances at Conferences and Training

Russell Cunningham – Training as WHSO – Townsville – August.

3.1.3 Events Calender

June 2009	
8	Queens Birthday
17	Council Meeting
20-21	Gregory Campdraft and Horse Sports
21-24	Australian Local Government Association National General Assembly – Canberra – Mayor Attending
24-25 June	Gulf Catchments Taskforce Meeting – Karumba – Cr Forshaw attending
24-25 June	Superannuation and Staff Training Days - Burketown
27	School Holidays Commence
July 2009	
7	GSD & NGRMG Open Forum – Georgetown – Mayor, Deputy Mayor & CEO attending
12	School Holidays end
15	Council Meeting
29-31	Australian Local Government Women’s Association (Qld) Conference – Toowoomba – Mayor & Cr Forshaw attending
August 2009	
19	Council Meeting
24-27	LGAQ Annual Conference – Brisbane – Mayor, Cr Forshaw & CEO attending
29	Arts & Craft Show
September 2009	
8-12	Gregory Mini School
16	Council Meeting
19	School Holidays Commence
20	Gregory CWA Horse Sports
October 2009	
4	School Holidays End
21	Council Meeting
21-22 October	Economic Development Conference – Townsville - Mayor & Cr Murray attending
November 2009	
3	Melbourne Cup (Show Holiday in Burke Shire)
18	Council Meeting



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December 2009	
5	School Holidays Commence
16	Council Meeting
25	Christmas Day
28	Boxing Day

3.1.4 Policy Development and Review

None due.

3.1.5 Grants Status

Applications Lodged

Local Adaptation Pathway Program Grant (LAPPG)	North West Climate Change Alliance	Grant Sought \$140,000 In Kind \$35,000	Lodged 23/02/2009
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Current approved projects awaiting commencement

R2R	Road Works	Annual Grant \$272,950	Total Program announced \$1,364,749 over 5 years
Regional and Local Community Infrastructure Program (RLCIP)	Albert River Park Improvements	Grant Allocated \$100,000	Funding received

Current projects underway

North West Community Benefits Scheme (NWCBS)	a) Burke Shire Heritage Focal Point (hot baths and boardwalk)	a) Grant of \$294,000 (\$ for \$)	\$147,000 claimed November 2000. No funds expended to date. Full amount of \$147,000 to be refunded as will not be able to do this work by 30/06/2009. 2008/09 budget shows expected expenditure of \$175,000 (\$46,500 reserve funded)
	b) Gregory Downs	b) Grant of \$192,000 (\$ for \$)	\$96,000 claimed in 2000 and \$121,208 spent in 2001/2002 out of a required expenditure of \$384,000 for the construction of the Caretakers cottage at Gregory



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			Balance of \$35,396 to be refunded. 2008/09 budget shows expected expenditure of \$250,000 (\$39,000 reserve funded)
Regional Airport Development Scheme (RADS)	Reseal Burketown Runway and extend apron	\$170,000 Grant \$200,000 Council	Works expected to be complete by end June/ mid July. Reseal planned for 23 rd June.
TIDS	Doomadgee East (Nicholson R Floodways) 23LGSF/011	\$200,000 Grant	No works undertaken to date
TIDS	Doomadgee West (Upgrade Formation) 23LGSF/010	\$250,000 Grant \$250,000 Council	No works undertaken to date
TIDS	Gregory Lawn Hill Road 08/09 Form & Improve Drainage 23LGSF/001	\$242,400 Grant \$242,400 Council	No works undertaken to date
TIDS	Gregory Lawn Hill Road 08/09 Construct to Sealed Standard 23LGSF/002	\$242,400 Grant \$242,400 Council	\$183,550 expended to date in current year. Full amount of subsidy claimed in 07/08 in advance

Projects completed awaiting final acquittal/payment

Smaller Communities Assistance Program (SCAP)	Gregory Water Upgrade		Completed Final Claim Lodged 16/06/2003 \$100,000.00 unpaid – awaiting lodgement of SAMP/TMP
Smaller Communities Assistance Program (SCAP)	Burketown Sewerage Treatment Plant Upgrade	Grant Allocated \$358,109 Council \$18,891	Completed Final Claim Lodged 26/06/2007 \$27,662.90 unpaid – awaiting lodgement of SAMP/TMP
Smaller Communities Assistance Program (SCAP)	Burketown Water Upgrade		Completed Final Claim Lodged 26/06/2007 \$107,150.00 unpaid – awaiting lodgement of SAMP/TMP



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NDRA	Flood Damage Restoration 2007/2008		Completed Final Claim Lodged 05/02/2009 PROJECT COMPLETE
NDRA – Main Roads	Flood Damage Restoration Main Roads Jan/Feb 2007		PROJECT COMPLETED 2007/2008
TIDS	Albert River Bridge 23LGSA/004	\$750,000 Grant \$3,450,000 Council	Final Claim Lodged 26/11/2008 PAYMENT RECEIVED PROJECT to be completed late June early July with sealing of approaches.
Federal Regional Airports Security Program (RASP)	Security Lighting – Burketown Airport		Final Claim Lodged 08/01/2009 \$54,782.20 Unpaid at this time Awaiting audit certificate for claim
TIDS	Doomadgee Road East (Pave & Seal) 23LGSF/013	\$200,000 Grant \$200,000 Council	Works Completed at a cost of \$441,224 FINAL CLAIM LODGED
TIDS	Gregory Lawn Hill Road 07/08 Form & Improve Drainage	\$490,000 Grant \$490,000 Council	Works Completed at a cost of \$980,000 FINAL CLAIM LODGED 07/08 in advance.

3.1.6 Complaints Status Reports

Council is required to register and handle complaints in accord with an established Complaints Policy.

This register is under preparation.

3.2 Development Matters:

The current status of Development Applications lodged with Council is under development. The attached file provides the known details for 2008 and 2009 development applications lodged.

An update of the status of applications is currently underway.

There have been no changes in applications received or their status since the last meeting.



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3.3 Health and Environmental Service Matters:

A current status report of health and environment licensing applications (Food, Mobile Vending, ERA's etc) and their status is being developed. A list of businesses and related issues is expected to be available for the meeting.

There have been no changes in applications received or their status since the last meeting.

F.M.A. de Waard
Acting Chief Executive Officer



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09.01.02 CEO Status Report

File:	Date: 14 June 2009
CEO Reports	Author: Fred de Waard
Attachments:	

1. EXECUTIVE SUMMARY

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

2. FOR COUNCIL INFORMATION

3. FULL REPORT

The status of matters previously resolved is as follows:

27-05-2009		
1. Lorraine Pastoral Company – Rating query	That Mr Crisp be advised as per Council Resolution. 03. 090527	Mr Crisp advised. CLOSED
2. Swimming Pool Safety Review	That the Department be advised of Councils views. 05. 090527	Department Advised. CLOSED
3. Shire of Strathbogie – Regional and Local Community Infrastructure Program	That the Council support the Shire of Strathbogie's stance and the relevant federal minister be advised. 06. 090527	Letter to be sent
4. Swine Flu – Suggested course of action for Local Governments	That Council implement a communication strategy to its workforce and community outlining the measures that its workforce and community needs to consider implementing during this phase of the Swine Flu Pandemic as identified in the Pandemic Influenza Plan 07. 090527	Implemented CLOSED
5. Offer to explore and develop relationships with Chinese Cities.	That Council advise the Australian International Trade Association & Associates that it is a small remote rural local government with limited resources to adequately service a sister city style relationship however Council remains interested in developing such a relationship in a limited way that is sustainable for Council given the joint interests in the region of Council and China' investment in the region through its recently announced company share acquisitions 10. 090527	Association Advised CLOSED



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5. Regional Organisations of Councils	That the Chief Executive Officer prepare a report on appropriate Regional Organisations of Councils for Council to consider joining. 03. 090318	Report to be prepared by CEO Report to June Meeting. <p style="text-align: right;">CLOSED</p>
6. 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. 22. 090318	Letter of offer to be prepared to proposed lessee by CEO. CEO needs to ascertain status of proposed lease with DNR and Solicitor before writing to Lessee.
7. 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. 42. 090318	CEO to engage LGAQ LGAQ engagement held over pending election of EB Team by staff and possible commencement of new CEO.
8. Council and Community Housing Update	That the Chief Executive Officer be asked to prepare a housing policy for Council's consideration 31. 090318	Report to be prepared by CEO Various Draft housing policies have been collated by Jenny Williams. Draft for Council's possible use to be prepared for May Meeting. Report presented to May Meeting. <p style="text-align: right;">CLOSED</p>
24/25-02-2009		
9. 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. 10.090224	Letter sent. Report to be prepared by CEO
10. 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. 12.090224	Letter sent. Report to be prepared by CEO



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<p>11. Energy Audit for future funding opportunities</p>	<p>That the Acting Chief Executive Officer provide Council with an update of the status of this matter at a later meeting. 21.090224</p>	<p>Report to be prepared by CEO</p>
<p>18/12/2008</p>		
<p>1. Cattle on Town Common - Burketown</p>	<p>That the Chief Executive Officer take necessary legal action to effect the removal of cattle from town common as soon as possible. 7.081218</p>	<p>Report to be prepared by CEO Presented to April meeting Local Law adopted by Council at April Meeting. Budget to allow for funding for Town Common roundup.</p>
<p>2. Industrial Land</p>	<p>CEO to identify industrial area at Gregory & Burketown and report back to Council at next meeting with a proposal to acquire available land. 8.081218</p>	<p>Report to be prepared by CEO</p>
<p>3. Unallocated State Land</p>	<p>The DNR&W recently made a commitment to Burke Shire Council to undertake an evaluation of all unallocated State Land in Burketown & Gregory Downs to identify lots suitable for residential development. Resolved that an investigation be made into the State owned lands and a report be brought back to Council.</p>	<p>Report to be prepared by CEO Land has been identified by DNR but is awaiting assessment by Works Manager with respect to suitability for residential development and provision of services.</p>
<p>4. Ingenro Meeting</p>	<p>Meeting with Ingenro to be scheduled around 15 January 2009 and Cr Murray and CEO to attend. January Ordinary Meeting is set for 15 January 2009.</p>	<p>Have contacted Ingenro in March who are now to reschedule visit in April/May to coincide with Council meeting. CEO to Follow Up. No Response despite follow up by CEO.</p>



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09.02.01 GSD- Invitation to participate in Savannah Symposium

File:	Date: 16/06/2009
<i>CEO Reports</i>	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

Gulf Savannah Development has issued an invitation for Council to participate in the inaugural Savannah Symposium which is to be held in the Northern Territory, 17 - 21 November 2009.

They have advised that if Council has an interest in the future of business in Australia's northern savannah country, they recommend this event. It will provide new ideas and programs, successful case studies and developments in three streams – Sustainable Communities, Conservation Business, and Ecotourism.

2. FOR COUNCIL DECISION

RECOMMENDATION:

That Council not participate in this event at this time.

3. FULL REPORT

3.1 Background:

This inaugural symposium has the initial conference at the Charles Darwin University from 17-19 November and is followed by field workshops in Kakadu and Arnhem Land from 20-21 November.



Invitation to
Participate - Savanna

Statutory Environment:

Policy Implications: None

Financial Implications: None

Strategic Implications: None

Officers Comment:

Cost of participation in the full event is \$950 plus travel plus accommodation. Estimated total cost of attendance per person is \$4,250.



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09.02.02 Architectural Practice Academy – Proposal for future developments in Burke Shire

File:	Date: 16/06/2009
CEO Reports	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

The Architectural Practice Academy has provided a draft fee proposal for “future development plans and studies for Burke Shire” in response to a request from Council for them to outline a proposal for the review and preparation of Council’s Corporate Plan.

2. FOR COUNCIL DECISION

RECOMMENDATION:

That

- a) **the Architectural Practice Academy be thanked for their proposal and advised that, due to existing outstanding statutory priorities and limited resources Council is unable to avail itself of their offer at this time;**
- b) **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.**

3. FULL REPORT

3.1 Background:

Council has been discussing, through the Mayor, proposals with the Architectural Practice Academy for the use of their services to develop plans in the Burke Shire for some time.

At Council’s meeting of the 18th of March 2009 Council resolved:

That the Chief Executive Officer prepare a report on the possible use of the Academy of Architects for the preparation of a Corporate Plan for Council consideration.



APA_Letter of
Advice Burke Shire Cc

Statutory Environment: Council is required to have a Corporate Plan. Council’s current plan is overdue for review.



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Policy Implications: None

Financial Implications: None

Strategic Implications: Corporate Plans are crucial for informing Council and the community on the agreed forward strategic direction of Council.

Officers Comment:

The proposal that has been submitted by the Academy is for the preliminary brief preparation “for the master planning, feasibility study and project definition planning of Gregory Downs, Burketown, Leichhardt Falls , Lawn Hill, Nicholson, Lawn Hill NP, Adeles Grove, Hells Gate, Doomadgee and Old Doomadgee”.

The proposal does not address the request made of the Academy by the CEO after the Council meeting.

The Academy were specifically requested the following in early April 2009:

“At a recent meeting Council directed me to “prepare a report on the possible use of the Academy of Architects for the preparation of a Corporate Plan for Council consideration.”

I note also that you have an expectation that you will be coming up in Mid August. Whilst I am aware that there has been a number of exchanges between Council and yourselves I am not aware of such exchanges specifically addressing the requirement for Council to update its Corporate Plan or Council having been provided with firm costings for the processes that have been under discussion.

Could you please provide a proposal (with costings) for Council’s consideration.”

It is clear that the forte of APA is not in the Corporate Planning Area and that the proposal that has been provided, whilst commendable in its own right, is premature given that Council is required to undertake the following as a matter of some urgency:

- a) Review and update its Corporate Plan
- b) Prepare a Community Plan

At present Council’s Corporate Plan, Operational Plan or Budget does not allow proceeding with the brief provided by APA.

It is my view that Council should proceed with a process of reviewing and updating its Corporate Plan and that this is best done in conjunction with the Preparation of the Community Plan that Council will also be required to have under the new Local Government Act.



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It is highly likely that the review, update and preparation of those plans will result in the identification of “master planning, feasibility study and project definition planning” for a number of identified locations and identified Council and Community goals and aspirations for varying locations in the Shire and adjoining areas.

Once such plans are updated Council would then need to look at providing the necessary resources (Financial) in its budgets to advance the preparation of such plans.

In the absence of a forward 10 year financial plan and the current requirement to prepare a number of statutory plans including (Strategic Asset Management Plans and total Management Plans for water and sewerage infrastructure and Asset Management Plans for all other Council infrastructure (Buildings, roads, parks and gardens, facilities etc) I am of the view that it will be some time before Council could entertain funding the type of planning envisaged by the APA.



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09.02.03 Plumbing Inspections – Burke Shire

File:	Date: 16/06/2009
CEO Reports	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

The Plumbing & Drainage Act 2002 requires Regulated work and on-site sewerage work to be assessed for Compliance with the Standard Plumbing and Drainage Regulation. Council is able to opt out of assessing such work by:

- a) Deciding by resolution which regulated work does not require a compliance permit by Council (Section 83(2)); and/or
- b) Decide not to undertake an assessment of on-site sewerage work if an approved person for the assessment gives Council a notice of compliance in the approved form (Section 86(6)); and/or
- a) Where work is to be carried out in an area prescribed under a regulation as a remote area; and Council has, by resolution, declared that it is satisfied that the absence of assessment of the work at the stages prescribed under a regulation by an inspector will not adversely affect public health or safety (Section 86A(1)).

2. FOR COUNCIL DECISION

RECOMMENDATION:

That Council

- a) **In accord with Section 83(2) of the Plumbing & Drainage Act 2002, not require compliance permits for regulated work under that Act for regulated works in the Shire where such work is undertaken by licensed Plumbers and Drainers;**
- b) **In accord with Section 86(6) of the Plumbing & Drainage Act 2002, not undertake assessment of on-site sewerage work for on-site sewerage works in the Shire if an approved person for the assessment gives Council a notice of compliance in the approved form; and**
- c) **In accord with Section 86A(1) of the Plumbing & Drainage Act 2002, declare that it is satisfied that, for regulated and on-site sewerage works in the Shire, the absence of assessment of the work at the stages prescribed under regulation by an inspector will not adversely affect public health or safety.**

3. FULL REPORT



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3.1 Background:

Council is required to undertake assessment of regulated work and on-site sewerage work under the Plumbing and Drainage Act.

regulated work means plumbing or drainage work that is not minor work or unregulated work.

unregulated work means plumbing or drainage work prescribed under the Standard Plumbing and Drainage Regulation as unregulated work.

minor work means plumbing or drainage work prescribed under the Standard Plumbing and Drainage Regulation as minor work.

Burke Shire is declared as being in a remote area under the Standard Plumbing & Drainage Regulation 2003.

Statutory Environment: Plumbing & Drainage Act 2002

Policy Implications: None

Financial Implications: Council would need to ensure that it has the resources to assess Plumbing & Drainage assessments if it chose not to take up the exemptions options available.

Strategic Implications:

Officers Comment:

Council does not employ qualified staff that can undertake Plumbing & Drainage assessments. The most qualified person available in the area is usually the Licensed Plumber and Drainer that undertakes the work. There is capacity under the Plumbing and Drainage Act 2002 for Council to allow that Licensed Plumber & Drainer to lodge appropriate Certification of Compliance documents with Council and the relevant drainage plans required for Council's records.



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09.02.05 LAWMAC - Revised rules of Operation & October Conference in Mackay

File:	Date: 16/06/2009
CEO Reports	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

LAWMAC has provided details of its revised rules of operation and is also seeking advice as to anticipated Council participation in its next Conference in Mackay on the 1st and 2nd of November 2009.

2. FOR COUNCIL DECISION

RECOMMENDATION:

That the Director Engineering Services attend the LAWMAC conference in Mackay on Council's behalf.

3. FULL REPORT

3.1 Background:

Council is a member of LAWMAC.



GM May 09.doc



LMC Rules of
Operation 2009.doc

Statutory Environment:

Policy Implications: None

Financial Implications: Travel costs to and from Mackay and accommodation costs (3 nights) Approximately \$2,000.

Strategic Implications: Council needs to maintain close liaison with LAWMAC at this time given the significant changes it is seeking to make to its refuse disposal systems.

Officers Comment:



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09.02.05 Proposal for Local Laws Review

File:	Date: 16/06/2009
CEO Reports	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

Council has received a proposal for a review of Council's Local Laws. Under the Local Government Act 1993 Council is required to review all its local laws by December 2010 at which time all local laws lapse.

2. FOR COUNCIL DECISION

RECOMMENDATION:

That Council not take up the proposal at this time and the Chief Executive Officer report to Council on the suitability of taking up the new Model Local Laws developed by the Department of Infrastructure and Planning once such model local laws are finalised by the Department in lieu of existing local laws of Council to comply with the review requirements of the Act .

3. FULL REPORT

3.1 Background:



ProposalBurkeSCLoc
allLawsReview.doc

Statutory Environment:

Policy Implications: None

Financial Implications:

Strategic Implications:

Officers Comment:

Given that a new set of model local laws are being developed by the Department of Infrastructure and Planning and Council does not have a need for any complex local laws it is unlikely that the Council will have the need for the consultancy services being offered.



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09.02.06 Proposal for Planet Footprint Monitoring

File:	Date: 16/06/2009
CEO Reports	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

Council has received a proposal for subscribing to the Planet Footprint Scorekeeping Service.

Planet Footprint advises that Councils who subscribe to Planet Footprint can immediately answer questions such as “What is our current carbon footprint?”, or “How has our aquatic centre performed over time in terms of energy and water usage compared to the best performing aquatic centres in Australia?”. Through Planet Footprint, you will be able to move beyond the frustration of accessing accurate data, to focus more on delivery of actual programs and initiatives to improve energy and greenhouse performance

2. FOR COUNCIL DECISION

RECOMMENDATION:

That Council not take up the proposal.

3. FULL REPORT

3.1 Background:



ANY_Org_Footprint_
Greenhouse.pdf

Statutory Environment: None

Policy Implications: None

Financial Implications: \$a minimum of \$3,500 per annum plus the time of Council officers having to locate and input regular data into the system.

Strategic Implications:

Officers Comment:

Whilst the proposal is welcome in terms of Council being able to understand its ‘carbon footprint’ Council’s resources are better utilised at this time focusing on meeting some more pressing critical legislative and strategic requirements.



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09.02.07 Membership of Regional Bodies

File:	Date: 16/06/2009
<i>CEO Reports</i>	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

Council has asked the Chief Executive Officer to report on appropriate Regional Organisations for Council to consider joining.

2. FOR COUNCIL DECISION

RECOMMENDATION:

That Council

- a) **rejoin Gulf Savannah Development for the 2009/2010 year and review its ongoing membership in May 2010;**
- b) **maintain its membership of the North West Regional Roads Group; and**
- c) **seek an associate (non-corridor) membership of MITEZ for Council for 2009/2010.**

3. FULL REPORT

3.1 Background:

There are two Regional Organisation of Councils that Council has or has been a member of in the past (Gulf Savannah Development and the North West Regional Roads Group) and one that Council has sought a relationship with (MITEZ).

Statutory Environment: None

Policy Implications: None

Financial Implications: up to \$26,666.67 plus meeting attendance and local meeting hosting costs per annum.

Strategic Implications:

Officers Comment:



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At this time it is my understanding that Council is unable to become a member of MITEZ as membership offers have not been extended to Council.

Council continues to maintain its membership of the North West Regional Roads Group and regularly attends technical working meetings and reference group meetings in the region.

Gulf Savannah Development is the existing Regional Organisation of Councils that covers the Gulf Savannah Region comprising Etheridge, Croydon, Carpentaria, Burke, Doomadgee and Mornington Island Councils. Gulf Savannah currently has two members.

Membership of Gulf Savannah costs an equal share amongst members of a total of \$80,000 per annum in membership subscriptions (2 members = \$40,000 per annum per member, 3 members = \$26,666.67 per member, 4 members is \$20,000 per member). In addition, in order to derive full benefit of the membership attendance at and participation in the quarterly meeting of GSD plus participation in any annual deputation to Federal and State members on regional issues is expected. Apart from travel costs and minor accommodation costs, costs of attendance at these meetings are minimal. Council would normally be asked to host one of the one to two day meetings each year in the Shire.

Council met recently with a deputation from Gulf Savannah Development.



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09.02.08 L A Evans – Local Government Searches

File:	Date: 16/06/2009
CEO Reports	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

Council has received correspondence from Mr L. Evans, its legal advisor, advising of Mr Evans concerns with regard to changes by the Department of Environment and Resource Management that will make it “as difficult as possible for Councils to obtain free searches under the provisions of Section 1126 of the Local Government Act and in fact to make it more expensive for Councils to get free searches than if they paid for them as required.”.

2. FOR COUNCIL DECISION

RECOMMENDATION:

That Mr Evans be advised that Council is of the view that he should use the CITEC system available to him for Council related searches.

3. FULL REPORT

3.1 Background:



L Evans.pdf

Statutory Environment: None

Policy Implications: None

Financial Implications: Minor

Strategic Implications:

Officers Comment:

Mr Evans is concerned that new requirements of the Department for the free searches is that the Department requires any solicitor obtaining searches from the department on Council’s behalf to be accompanied by a signed letter of authority from Council which will need to be updated every three months. Such “free searches” will now also be charged a handling fee applicable to each document of \$5.54 for faxes, \$2.79 for postage or \$9.30 for registered post.



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Mr Evans has advised that he can alternatively undertake the searches using their CITEC system access for approximately \$17.00 per search.

Given the small number of searches involved annually it is more appropriate for Mr Evans to use the CITEC system access when undertaking searches on Council's behalf.

The Departmental proposed handling fees appear to be reasonable however the additional administrative costs involved in meeting the Departmental audit requirements do not warrant the use of the alternative system.



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09.02.09 LA Evans – Retainer Services

File:	Date: 16/06/2009
<i>CEO Reports</i>	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

Council has received correspondence from Mr L. Evans,

2. FOR COUNCIL DECISION

RECOMMENDATION:

That Council retain the services of Mr Evans for Council's legal services in the 2009/10 financial year.

3. FULL REPORT

3.1 Background:

Statutory Environment: None

Policy Implications: None

Financial Implications: \$3,850 per annum

Strategic Implications:

Officers Comment:

Council has retained the services of Mr Evans for Council's legal services for a number of years. Mr Evans has proposed to again provide these services at the same rate that applied in the last two financial years with the minor change that emails will be treated as correspondence.

I see no reason not to retain the services accordingly.



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09.02.10 Councillor Expenses Reimbursement Policy Review

File:	Date: 16/06/2009
CEO Reports	Author: Fred de Waard
Attachments: None	

1. EXECUTIVE SUMMARY

Council has asked for a revised expenses policy to be prepared for Council's consideration.

2. FOR COUNCIL DECISION

RECOMMENDATION:

That Council propose to make the revised Expenses Reimbursement Policy as presented and forward same to the Department of Infrastructure and Planning for approval before considering same for adoption in accord with the procedures of the Local Government Act 1993.

3. FULL REPORT

3.1 Background:

Statutory Environment: Division 4 – Local Government Act 1993.

Policy Implications: Policy Revision

Financial Implications: Purchase of a vehicle for use by the Mayor for Council business proposed, Some additional expense reimbursements proposed and mileage increased from 70 cents per kilometre to 80 cents per kilometre of travel.

Strategic Implications:

Officers Comment:

A draft revised policy is attached for consideration.



Draft Expenses
Reimbursement Policy

Once Council is satisfied with the Proposed Draft Policy it must be forwarded to the Chief Executive of the Department of Infrastructure and Planning for consideration.

Council can only proceed to adopt such a policy once the Chief Executive of the Department has approved the proposed policy document and given Council written notice of the approval.



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10. DIRECTOR ENGINEERING SERVICES REPORTS

Recommendation:

That

- A) the Director Engineering Services Standing Business Papers for information as presented in Reports 10.01.10 to 10.01.02 of the Business papers be received by Council and noted; and**
- B) the Director Engineering Services Business Papers for Council Consideration and Decision as presented in Report 10.02.01 of the Business papers be received for consideration.**

10. Acting Works Manager Reports

10.01. Standing Business Papers for Information

10.01.01 Works Program Updates

10.01.03 Status Report

10.02. Business Papers for Council Consideration and Decision

10.02.01 RMPC Contract Negotiations 2009/2010



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10.01.01 Works Program Update

File:	Date: 17.06.2009
<i>DES Reports</i>	Author: Dennis Kerr
Attachments: N/A	

1. EXECUTIVE SUMMARY

Generally all services are progressing without service levels being hindered, priorities are monitored at Supervisors and Management levels regularly and where possible activities are reviewed and where needed reprogrammed or allocated on a needs basis. For more concentrated details the Supervisors Agenda and Activities Summary document, most regular activities are reported on or summarised in the Supervisors document.

Regional Road Group performance issues are threatening to be detrimental to future TIDS funding allocations if the annual expenditure of the NWQ group continues to have under spending of allocations, what is occurring most Councils are making promises to spend individual allocations and failing to do so as in the past underspend carryovers have been allowed. The underspends are to be eliminated an one excellent avenue is for funding allocation sharing on a regional basis, this could elevate expenditure and set an example and a need for increased funding allocations and would reverse the threat of reduced allocations as it being seen that the group doesn't require the current allocation. An example is currently the NWQ group get approximately 7 million dollars annually for the last 4 or 5 years underspend each year has been between 3 and 5 million dollars and every years getting larger.

Due to retirement of the current Technical Coordinator a replacement was discussed, it is anticipated that a highly experienced and skilled engineer is required as the current engineers don't have the resources to divert from the core business of running their respective Council operations to assist each other in the group with gathering the required data and coordinate information to have it ready for the regular technical meetings hence promises are made at the meeting and on returning to respective Councils other priorities take over, and when another meeting is scheduled the group is no further ahead.

2. FOR COUNCIL INFORMATION

The following detailed report is to assist Council with information as to status of actives envisaged as priorities during the coming month. There may be emergent or unforeseen activities that will need unscheduled attention.



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3. FULL REPORT

3.1 Comprehensive Information Report

Contained in this report is a list of Works Activities currently being executed as priority due to funding providers having specific time limits on the current funding phase availability, and claim submission deadlines.

A further separate list of prioritised Works Activities programmed for July 2009 that will have specific detailed activity components are also listed with descriptive referencing.

Included in these activities are Defect Logging on M/R's WDR (Main Roads Wills Development Road) Forward List of Works Program for M/R's RMPC will be drafted following the said defect logging will be performed during the week starting 26th June 09, then once agreement/approvals between M/R's and Council Engineer is accommodated (normally by the 30th of each month) the agreed/approved works will be the RMPC Works team's program for July.

Capital Works Activities

- Pavement of Approaches to the New Albert River Bridge are now ready for post final trim (burn off) preparation and sealing is programmed for the final week of June.
- Hard Stand Area Extension at Burketown Aerodrome is of the same status as the New Albert River Bridge Approaches.
- Resealing of Runway, Taxiway and existing Hard Stand Areas at Burketown Aerodrome is programmed for the same sealing program as the construction projects next week.
- NWQRRG (North West Qld Regional Road Group) & TIDS (Transport Infrastructure Development Subsidy), at the NWQRRG Technical Committee meeting held in Julia Creek The Mayoral Chairman (CR Paul Woodhouse) Technical Committee Chair David Goodman, and LGIS (Local Government Infrastructure Services) officer (Shane Cagney) delivered reports and statements issuing directives and challenges for the NWQ group to begin formal compliance with the guidelines of the State Governments requirements for the operation of the NWQRRG (group) requesting a dramatic lift in performance from currently very low to the acceptable levels required and that other groups are sustaining along with complying to the guidelines for TIDS allocations and expenditure.

Further discussions also highlighted the need to replace the retired Technical Coordinator, the importance of the needs for this position has been proved in other RRG's (groups) that a skilled coordinator is able to nudge the lagging performers along, achieve the desired outcomes that the State requires and eliminates the risk of funding allocation reductions. It is expected that the cost of a coordinator in the calibre that is required would cost the group in the vicinity of 150,000 to 200,000 dollars annually, it was resolved at the meeting that 3 Engineers and the Chairman for the NWQRRG Mayor Woodhouse in liaison would work together and construct an appropriate group needs criterion to measure proposed applicants skills and capabilities who might apply for the position, the



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cost to each individual Council in the group to engage such a individual or consultant could be 15,000 to 20,000.

LGIS utilise all the capability funding component of the NWQRRG TIDS, hence this allocation would need to be budgeted for by the individual Council's in the group.

The positive side to this resource need is that with the individual Councils performance would be elevated substantially, and the benefits would be many fold the cost of the coordinator.

The general tone of the meeting from the statements of the Mayoral Chair and Technical Chair, and supported by LGIS (Local Government Infrastructure Services) that Councils in the group have either been making promises to spend allocations or try to bank annual allocations, this has given the State Government an interpretation of the groups needs is being over allocated with funding also giving Main Roads RIP (Road Implementation Program) coordinators and developers a thought path that there is an avenue for funding to be reallocated to Main Roads Higher Order Roads.

This thinking has aggravated the NWQRRG (group) engineers and it was very firmly expressed that if and only if this funding reallocation was considered the funding would have to go on NWQRRG LRRS roads that are the Main Roads component of the NWQRRG (group). However it was also stated that the roads nominated would have to go through the prioritisation tool in exactly the same way as the Shire Roads of the group do and the NWQRRG (group) Technical Committee would make the recommendations to the Mayors & District Manager Infrastructure Delivery (Peter Trim 1 vote Council Mayors 1 vote each mayor) of the NWQRRG road priorities where the funding was to spent.

Each Council in the NWQRRG (group) has on average 2 Main Roads controlled RRG LRRS's (roads).

The NWQRRG (group) Chairman (Mayor Paul Woodhouse) summarised the meeting discussions by saying that he felt if the politics need to be removed from the technical groups recommendation processes and the RRG guidelines for LRRS (Local Roads of Regional Significance) prioritisation is allowed to be implemented according to the guidelines, the Chairman expressed that the groups performance would improve with a focus on this methodology and he believes possibly even to the point where increased funding could be achieved.



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Operations and Maintenance Activities

- Flood Damage opening grades are completed, event data is being formalised into submission format and any deficiencies is being amended, it is expected the documentation will be ready for submission to EMQ (Emergency Management Qld) prior to the end of June, Council officers have shown a proactive approach to preparation of data for information assembly as required by Emergency Management guidelines and ultimately EMQ examination furthermore approvals before Flood Damage works can proceed with clarity
- Signage erection on Lawn Hill Road deviation has been completed
- RMPC (Main Roads Maintenance Contract) Wills Development Road specific Grid Maintenance near Plant Downs is complete with further grids to be addressed.
- Burketown Town Maintenance Crew (Parks, Gardens & Streets) have been/are working on
 - Gazebo area at Seniors Units a table and seats at the store is yet to be installed
 - Non slip surfaces at Seniors Units is complete
 - Staining Benches at Pool is expected to be completed
 - Water Feature at Information Centre Park has been cleaned out, it has been reported that one of the pumps has seized, maintenance will be actioned and the units will be promptly brought back into service.
 - Mowing and Watering has continued, adjustments to sprinkler solenoid timers to try and control water laying in gutters has also been conducted. (Due to the extent of gutter vertical alignment the results are not really satisfactory)
- Gregory Town Operations and Maintenance Services resources has been anxiously extended due to staffing shortages
- Waste Services are functioning with no known issues, wheelie bins have been organised for servicing the rubbish servicing at the Gregory Rodeo to add efficiency to exercise, along with presenting an improved image of Councils Services as a bonus
- Water Treatment Plant and associated Infrastructure has a few minor operating hang-ups but has maintained an acceptable service levels, new Alum dosing machine is operational
- Sewerage Treatment Plant and associated Infrastructure, has had minor blockages and similarly to the WTP is operating at acceptable service levels
- Aerodrome operations are consistent with previous reports, external issues are presenting frustration for officers to provide appropriate action due the timeframes for other Aerodrome operators to supply electronic information on incoming RPT departures which inturn don't allow Burketown officers appropriate response times.



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Workshop and Fleet Management

- Fleet and Machinery have had one incident this reporting period where a hydraulic house failed, spraying oil onto the engine exhaust manifold hence exploding into flames, a quick response from the operator with a fire extinguisher smothering the flames. No damage was done and the machine has had the hose repaired and is operational again
- Routine Major Servicing several units has also been actioned.

Conclusion

Once the current activities are completed a fresh program of works will be commenced, these activities would be

- TIDS projects
- R2R Sealing prioritisation followed by preparation
- RMPC from the new financial years contract
- Flood Damage prioritisation assessment and program development while Storm and Flood event submission approvals are being sought
- Normal maintenance housekeeping of Towns services and rural roads maintenance where budget allocations and provided as core business services.

Until a budget for the coming financial year is adopted it would be assumed that core business activities that was continued on an historical background would continue uninterrupted.

Dennis Kerr
Director Engineering Services



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10.01.02 Director Engineering Services Status Report

File:	Date: 17.06.2009
DES Reports	Author: Dennis Kerr
Attachments:	

1. EXECUTIVE SUMMARY

Providing Council with the status of actions previously sought by Council for action. There is progression on most of the activities in this report, DES is endeavouring to reduce the backlog of stale activities involved and there will be a progressive reduction in overdue works and other request that Council has requested at a hasty tempo.

2. FOR COUNCIL INFORMATION

Most Items have some progressive movements in this meeting phase.

3. FULL REPORT

The status of matters previously resolved is as follows:

27-05-2009		
15. Gregory/Lawn Hill Road – Proposed Haulage of Gravel along this Road	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. 19. 090527	Letter has been sent to Oz Minerals conveying Councils requirement for further discussions regarding the drafting of an agreed Level of Service agreement.
16. Burketown Wastewater Treatment Plan	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. That minor recommended electrical maintenance be actioned and training for operators at the WWTP be provided for in the coming 2009-2010 budget considerations. 20. 090527	Assessment, estimates and priority of needs are being finalised for budget consideration.
17. Fatigue Management Regulations	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. 21. 090527	A letter is being drafted to LGAQ expressing that Council be assured of it's inclusion in any outcomes from negotiations with QT on Fatigue Management exemptions.



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<p>18. Oz -Minerals Proposal for Upgrading Sections of Gregory-Lawn Hill Road</p>	<p>That Council respond to Oz-Minerals Superintendent of Site Services stating that Council has considered the Oz-Minerals proposal for provision of a Mine contractor to assist with maintenance and upgrade works on specific sections of the Gregory-Lawn Hill Road and, pending further investigations into the allocation of funds for this project, they be advised that Council is unable to concur with Oz-Minerals proposal.</p> <p>22. 090527</p>	<p>Please note this Item has been addressed in the correspondence in item 1.</p>
<p>19. NDRA Preliminary Flood Damage Assessment Update</p>	<p>That Council respond to the NWQRRG Chair advising that Council has the NDRA Flood Damage submissions well advanced and thanking the Chair for LG Infrastructure's offer of services and further advise that future submissions may require the services offered.</p> <p>23. 090527</p>	<p>A letter has been drafted the Chair of NWQRRG acknowledging LGIS's availability for Flood Damage submission compilation.</p>
<p>20. Outstanding Requirements for Water Supplies</p>	<p>That Council receive this report and note that the reporting for Councils drinking water supplies as the Shires service provider, a requirement by legislation to the Office of the Water Supply Regulator, will be submitted post haste.</p> <p>24. 090527</p>	<p>Report completed and faxed to the Water Supply Regulator</p> <p style="text-align: right;">COMPLETE</p>
<p>21. RMPC Contract Outstanding Management Plans & Associated Documents</p>	<p>That Council receive this report and note that the RMPC contract documents required will be treated as urgent and delivered to Main Roads as soon as completed and that Main Roads will be kept informed of the documents preparation and development.</p> <p>25. 090527</p>	<p>Management Plan Draft Documents has been supplied by consultant and following some editing will be submitted to Main Roads for consideration.</p>
<p>22. 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 & Alcohol Management Plan) drafted to satisfy Councils obligations to CASA (Civil Aviation Safety Authority) and in due course present the proposed Plan to Council with a recommendation for consideration and possible Council endorsement.</p> <p>26. 090527</p>	<p>A Draft DAMP has been composed and some minor editing is being carried out with a view to submission within 2 weeks.</p>



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15-04-2009		
1. Policy on Replacement of Water Filters	3. any filters installed in Council facilities by removed forthwith as their use is not warranted given that Council delivers a palatable and potable water supply to its communities. 11. 090415	Filters to be removed from all Council facilities at which filters are installed (Depot, Office, Hall, HACC/Church building etc). DES will follow this activity up and advise of current standing of the activity.
2. Gregory Park - Naming	That Council name Gregory Park as "Elvee's Park" 14. 090415	Name sign for the park to be obtained and installed. A sign has been ordered the "Elvee's Park".
3. Roads Alliance Board – Participation in Net Risk Assessment and asset data collection	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). 17. 090415	Letter to be written to Road Alliance and form completed for lodgement. A report is contained in the RRG Technical Committee meeting report from Thursday 12 th June 09.
4. Roads to Recovery (R2R) Program July 2009 to June 2014	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: a) Road sections on Local Roads of Regional Significance; b) Other Council sealed roads (including urban roads). 18. 090415	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.
18-03-2009		
5. Gregory Hall	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. 21. 090318	Report to be prepared by A/WM for Budget Meeting. Estimates for Upgrades are being sought.
6. Access to Grow Out Facility for Fish Restocking	That estimates of cost to provide a public access to the grow out facility for fish restocking be prepared for consideration in Council's 2009/10 budget. 23. 090318	Report to be prepared by A/WM for Budget Meeting. Needs analysis and cost estimates being undertaken for information and consideration.



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<p>7. NQCCS – Request for Council to enter into a contract for Mtee Works of Serco facility at Burketown airport</p>	<p>That NQCCS be advised that Council is not prepared to enter into the agreements sought to be signed by them however Council is prepared to continue with the maintenance of the facility provided a) a clear list of work sought to be done is provided by them and b) NQCCS accepting that Burke Shire Council will charge for such works as they are carried out at current private works charging rates; and c) NQCCS undertake to pay accounts issued by Burke Shire Council for undertaking such works within 30 days of issue.</p> <p>25. 090318</p>	<p>Letter to be prepared by A/WM.</p> <p>This correspondence is being prepared outlining Councils decision.</p>
<p>8. Swimming Pool entry rails – Burketown Pool Complex</p>	<p>That costs be obtained to allow for elderly /disabled access to the pools at the Burketown Pool Complex and such estimates be referred to Council at its 2009/10 budget deliberations.</p> <p>CARRIED 26. 090318</p>	<p>Report to be prepared by A/WM for Budget Meeting.</p> <p>DES is gathering options and estimates for consideration.</p>
<p>24/25-02-2009</p>		
<p>9. Waste Disposal in Burketown and Gregory</p>	<p>That the Acting Chief Executive Officer prepare a report with further options and costings for Council's consideration.</p> <p>15.090224</p>	<p>Report to be prepared by A/WM.</p> <p>Information and options including innovative alternatives have been sought by DES and a report is being drafted with components for Council consideration and prioritisation.</p>
<p>18/12/2008</p>		
<p>5.</p>	<p>Resolved that the Chief Executive Officer contact LAWMAC regarding advice on the relocation of the Burketown tip.</p>	<p>Report to be prepared by A/WM</p> <p>DES has requested information regarding available options of locations and methodology of waste handling.</p>
<p>6.</p>	<p>Resolved that the Acting Works Manager arrange for wire netting to be placed around the Gregory tip to assist with tidiness.</p>	<p>Report to be prepared by A/WM</p> <p>Materials have been ordered and programming works has been discussed with works supervisors.</p>
<p>7.</p>	<p>Meeting to be arranged in early 2009 with Kath Logan regarding road maintenance.</p>	<p>Meeting held – awaiting advice from Zinifex</p> <p>A/WM to Follow Up</p> <p>DES requires clarification of the activity.</p>



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21/10/2008		
1.	The CEO investigate the provision of handball courts in Burketown	Report to be prepared by A/WM for Budget Meeting DES will provide some ball park estimates for Budget consideration.
2. Boating Infrastructure Capital and Maintenance Program	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. 07.081021	A/WM to action and prepare a report for Budget Meeting of Council DES will prepare an estimate of cost for Councils consideration, along any funding avenues available for the near future.
3.	Council refers pedestrian access across the middle section of the old Albert River Bridge to Major Projects Manager, Don McEvoy for a report	Report to be prepared by A/WM Further clarity of this activity is required by DES?
15/10/2008		
1. Inverell Accommodation Services	The Works Manager to identify projects that have had funds allocated that would be appropriate for the IAS to construct. Further that a letter of support be forwarded to the IAS in relation to their work	Report to be prepared by A/WM Further clarity and information needed by DES to effectively action?
2.	Council requested the following items be actioned: The pond in Morning Glory park receive regular maintenance. An open day once Barra Facility is completed.	A/WM to follow up with TWM. – Currently pump is not working – electrician to be engaged to check. Report to be prepared by A/WM regarding public access issues. Pond has been cleaned, electricity supply has been checked and OK'd, some pump maintenance is being action along with components for the Fountain.



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10.02.01 - RMPC Contract Negotiations 2009-2010

File:	Date: 16/06/2009
<i>DES Reports</i>	Author: Fred de Waard
Attachments:	

1. EXECUTIVE SUMMARY

Seeking Council delegated authority for the Chief Executive Officer to negotiate and enter into annual contracts with the Department of Main Roads for Roads Maintenance Performance Contracts (RMPC) annually.

2. FOR COUNCIL DECISION

OFFICER RECOMMENDATION:

That Council delegate the authority to negotiate and enter into annual Road Maintenance Performance Contract with the Department of Main Roads to the Chief Executive Officer subject to the following provisions:

- a) **The Chief Executive Officer is to consult with the Director Engineering Services and Director Finance and Community Services prior to entering into such contracts; and**
- b) **The Council is to be advised of any contracts entered into at the next general meeting after any such contract is signed.**

3. FULL REPORT

3.1 Background:

Council undertakes works for the Department of Main Roads on the State Declared Roads network in its area. Such works include scheduled maintenance under RMPC contracts whereby Council must abide by Main Roads Department requirements for the carrying out of and charging for such works.

3.2 Statutory Environment: Entering into Contracts by Council.

3.3 Policy Implications: None

3.4 Financial Implications:

Council seeks to maintain such contracts to maintain the viability of its workforce and to ensure appropriate maintenance of the State Declared Road network in its area. The quantum of the work is approximately \$400,000 per annum.

3.5 Strategic Implications: None



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3.6 Officers Comment:

It has been practice in the past for the RMPC Contract to be negotiated and signed without reference to Council in some instances. It is appropriate that a delegation be provided to the Chief Executive Officer for entering into this contract.



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11. DIRECTOR FINANCE & COMMUNITY SERVICES REPORTS

Recommendation:

That

- A) the Manager Corporate Services Standing Business Papers for information as presented in Reports 11.01.01 to 11.01.03 of the Business papers be received by Council and noted; and**

- B) the Manager Corporate Services Business Papers for Council Consideration and Decision as presented in reports 11.02.01 to 11.02.09 of the Business papers be received for consideration.**

11. Manager Corporate Services Reports

11.01. Standing Business Papers for Information

- 11.01.01 Monthly Financial Report
- 11.01.02 Status Report
- 11.01.03 Local Government Week Report

11.02. Business Papers for Council Consideration and Decision

- 11.02.01 Fees & Charges 2009/2010
- 11.02.02 Implications of changes in VIC accreditation Standards - Verbal
- 11.02.03 Preliminary Budget Items submitted by Councillors – Refer to Closed Session
- 11.02.04 Request for Participation in Police Games Book - Verbal
- 11.02.05 Department of Communities Request to use Shire Hall
- 11.02.06 Final Budget Review 2008/2009
- 11.02.07 Swimming Pool Access Issues - Verbal
- 11.02.08 Proposal for Seniors Week 2009
- 11.02.09 Proposed “Tidy Yards” Competition



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11.01.01 Monthly Financial Report

File: ACC/01	Date: 08/06/09
DFCS Reports	Author: Zoe Belz
Attachments:	

1. EXECUTIVE SUMMARY

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

2. FOR COUNCIL INFORMATION

3. FULL REPORT

3.1 Background: Reports are provided in the attachments below: (Double click on icons to access)



Revenue &



Debtors & Rates



Cash and



Plant Replacement



Capital Expenditure -
31 May 2009.pdf

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

3.3 Policy Implications: NA

3.4 Financial Implications: NA

3.5 Strategic Implications: NA

3.6 Officers Comment:



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11.01.02 MCS Status Report

File:	Date: 08/06/09
DFCS Reports	Author: Zoe Belz
Attachments:	

1. EXECUTIVE SUMMARY

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

2. FOR COUNCIL INFORMATION

3. FULL REPORT

The status of matters previously resolved is as follows:

27-05-2009		
23. Request for purchase of old wheelie bins	That the writer be advised that wheelie bins are not currently available for sale and that the community will be notified once the date is set for the next Council auction. 30. 090527	
24. North Queensland Sports Development Award Bursary	That Council invite nominations for the North Queensland Sports Development Bursary from the Burke Shire Community. 33. 090527	Invitations placed on noticeboards and the latest Council newsletter. Report back to Council on nominations to be provided.
25. Rating of Bidunggu Aboriginal Land Trust for services	That Council include charges for services provided to Bidunggu Aboriginal Land Trust in the Revenue Statement and Revenue Policy for the year ending 30 June 2010. 37. 090527	To be included in 2009/2010 Budget Papers.
26. Productivity Placements Program 2010/11 Year – LGAQ	That Council submit a bid for the Productivity Placements Program for the 2010/11 year 38. 090527	Bid to be made Jan/Feb 2010 once program calls for bids.
27. Jobs Fund Program	That Council express its disappointment that this scheme does not provide for the development of the region. 39. 090527	
28. Council Policy regarding bonds	That a policy for exemptions from payment of hire fees and/or bond be prepared for Council's consideration. 41. 090527	Policy to be prepared by MCS



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29. Council policy on in-kind assistance to community organisations	That Council invite community organisations to submit requests for monetary or additional in-kind assistance for Council's consideration for the 2009/10 budget. 43. 090527	
30. Request for assistance – GSRA – Vacation Care	That GSRA be advised that Council is supportive of the program and can provide in-kind assistance to the Vacation Care Program run by GSRA ... 47. 090527	
31. Revised Purchasing, Disposals, Stores and Freight Policy	That Council adopt the revised purchasing policy as presented 48. 090527	
15-04-2009		
1. RADF Funding – Council Project – Photographic book of Burke Shire	That Council roll over the \$6,000 Arts Queensland RADF Contribution to the 2009/2010 financial year; AND That alternative proposals for use of the funding be investigated and reported back to Council as part of the 2009/2010 budget process. 20. 090415	Budget modified MCS to prepare a report to the budget meeting of Council.
2. North & West Queensland Primary Health Care – Request for Assistance	That Council: 1. waive the fee and bond for the use of the Shire Hall on 25 May 2009 by North & West Queensland Primary Health Care, provided that the hall is clean and tidy following the clinic; 2. not contribute financially towards the clinic at this time and they be encouraged to submit an application for annual financial assistance when applications are next called by Council from community organisations; and 3. not make available a Council vehicle for free use by the North & West Queensland Primary Health Care for regular clinics however they be advised that private hire may be available. 21. 090415	Letter sent. Hire rate for suitable vehicles and policy for such use to be prepared by MCS.
18-03-2009		
3. Provision of Councillor Uniforms	That the Chief Executive Officer be asked to prepare a revised Councillor Expenses Reimbursement Policy for Council's consideration. 14. 090318	Report to be prepared by MCS



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4. EFTPOS Facilities at Administration Centre	That Council install an EFTPOS facility at the Administration Centre. 29.090318	MCS to implement
01/12/2008		
1. Fuel Services	That Council invite tenders for the supply of fuel services in early 2009 05.081201	Report to be prepared by MCS
2. Aged Care Facility	That prior to considering the matter further, D & R Community Services be asked to advise of research and survey results to ascertain the need for the facility. 09.08.1201	No response provided to date Email sent
15/10/2008		
3. Account Dispute	That Council delegate the CEO to negotiate with Mr. John Bishop about the outstanding invoice. CARRIED 06.081015	Report to be prepared by MCS
4. Reward Packs	Council requested the following items be actioned: An Environmental Reward Pack be produced. A Junior Ranger shirt be provided for the children.	To be incorporated with Local Government Week. A&CDO to prepare further report for June meeting.



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11.01.03 Local Government Week 2009

File: EVE/01	Date: 17/06/2009
DFCS Reports	Author: Cheryl Portch
Attachments:	

1. EXECUTIVE SUMMARY

This is a summary of the events held during Local Government Week 2009.

2. FOR COUNCIL INFORMATION

3. FULL REPORT

3.1 Officers Comment:

The theme for this year's Local Government Week was "Switched on Councils" regarding renewable energy. This year's project was to plant a bean seed and look after it at home for 6 weeks - the winner will be the plant with the most beans on it at the end of 6 weeks.

As usual the project started with a colouring competition that was accessible to all school children within our Shire. Cr Camp presented all the kids that entered the colouring competition with a certificate of participation. There were 2 groups under Grade 3 & over Grade 3. The winners of these groups were:

- Grade 3 – Nicole Forshaw
- Grade 3 - Yellagunjimurra Yanner

Both winners received a prize of 'colour changing solar lights' for their garden from Burke Shire Council. The entries were then sent to the Regional & State finals where Yellagunjimurra won the regional finals for her grade. Yellagunjimurra received a \$30 cheque from LGAQ.

We had 43 children participate in this project as well as 7 teachers/aides. 6 children from SOTA (Wernadinga & Floraville), 3 children from Gregory attended the day. Planting kit & LG Week bags were sent to Escott & Wollongorang for their kids to participate in the next stage of the project.

I drove the bus to Floraville to pick up Cr Camp and the children & teachers from Wernadinga & Floraville where Megan Brown & Tracy Forshaw drove the kids in from Gregory. We all met at 10:30am so the rural kids could socialize with town kids at play time.



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At 11am the kids were split into 2 groups, first group was to walk to Potters to see Linda & Franks garden while the second group stayed back and potted their bean seed The groups then swapped tasks.

At 1pm we had hotdogs & cordial and the Gregory children returned home. Wernadinga children took the opportunity to have a swim and the Floraville children utilised the library. 2:30 pm I dove the bus back to Floraville delivering everyone home safe & sound.

I would like to commend Cr Camp for his level of involvement with the kids on the day and also thank him for presenting the awards & prizes. Jenny Williams did an excellent job of working with the kids (no easy task) and thank you to Cr Forshaw who also attended on the day and gave a hand when needed.

Also I would like to thank all the teachers/aides that helped out on the day -

- Megan & Kimberly from Gregory
- Pam & John from Wernadinga
- All staff at Burketown State School.

The teachers involved all said it was a very productive day and all had a good time.



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11.02.01 Fees & Charges 2009/2010

File: ACC/01	Date: 17/06/09
DFCS Reports	Author: Zoe Belz
Attachments:	

1. EXECUTIVE SUMMARY

The proposed Schedule of Fees and Charges for the 2009/2010 financial year includes all regulatory and commercial fees charged by Council.

2. FOR COUNCIL DECISION

OFFICER RECOMMENDATION:

That the Schedule of Fees and Charges for the year ending 30 June 2010 be adopted as proposed.

3. FULL REPORT

3.1 Background: The proposed fees and charges are below:



Proposed Fees &
Charges 2009_2010.1

There are several new fees and charges (denoted by an asterisk), and the schedule also lists fees charged by Council that were not previously listed.

3.2 Statutory Environment: *s1071E, Local Government Act 1993*

3.3 Policy Implications: None

3.4 Financial Implications: None

3.5 Strategic Implications: None

3.6 Officers Comment:

3.7 Consulted With: ACEO



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11.02.05 Request for use of Hall

File: SHI/03	Date: 17/06/09
DFCS Reports	Author: Zoe Belz
Attachments:	

1. EXECUTIVE SUMMARY

The Department of Communities is would like to participate in the community activities that will be held in Burketown from 17th to 22nd August 2009 while the group from Inverell will also be in Burketown. The “Linking Up” Committee based in Normanton is requesting use of the Shire Hall for accommodation.

2. FOR COUNCIL DECISION

OFFICER RECOMMENDATION:

That Council waive the hall hire fees for the Dept of Communities for 17th to 22nd August 2009.

3. FULL REPORT

3.1 Background: The request from the “Linkin Up” Committee is below:



The committee is requesting the use of the Shire Hall for the week 17 to 22 August 2009 for accommodation and cooking facilities for approximately 20 people. The Shire Hall has been used by school and community groups in the past for accommodation at no charge but does not have facilities for showering or wheelchair access to toilets.

3.2 Statutory Environment:

3.3 Policy Implications: None

3.4 Financial Implications: The value of Council’s contribution (waiving of fees) is \$360.

3.5 Strategic Implications: None

3.6 Officers Comment:

3.7 Consulted With: ACEO



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11.02.08 Proposal for Seniors Week 2009

File: EVE/05	Date: 15/06/2009
DFCS Reports	Author: Cheryl Portch
Attachments:	

1. EXECUTIVE SUMMARY

Seniors Week will be held in Queensland from 15th to 23rd August 2009. Council has previously organised activities and functions for Seniors in Burke Shire.

2. FOR COUNCIL DECISION

That Burke Shire Seniors Week be held on 14th to 18th September with a budget of \$3,000 and an invitation made to Doomadgee Shire Council to participate in the following activities:

- 1. History Day at the Old Church Hall**
- 2. Morning Tea with the Councillors on Wednesday 16 September 2009;**

3. FULL REPORT

3.1 Background: Seniors Week will be held in Queensland from 15th to 23rd August 2009. Council has previously organised activities and functions for Seniors in Burke Shire. Past events have included trips to Adels Grove and Karumba. The Burke Shire HACC program has organised a trip to Camooweal for its clients on 14th to 16th August as part of the Seniors Week celebrations. As there are Seniors in the shire who are not HACC clients, it is proposed that Council hold separate activities inviting all seniors to participate. Seniors Week is the week immediately preceding the Council's Arts and Craft Show therefore it is proposed to postpone the activities until 14th to 18th September with the main event coinciding with the Council meeting on Wednesday 16 September.

Planned activities include a history day at the Old Church Hall, and lunch or morning tea with the Councillors, with seniors from Doomadgee invited participate as well. There are approximately 60 senior residents in the shire, with a 50% expected participation rate.

3.2 Statutory Environment: N/A

3.3 Policy Implications: N/A

3.4 Financial Implications: \$3,000 (including Council staff and internal plant hire) with a contribution sought from Doomadgee Shire Council for any participants.



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3.5 Strategic Implications: N/A

3.6 Officers Comment:

3.7 Consulted With: HAAC Team Leader, Pam De Joux.and DFCS



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11.02.09 Proposed “Tidy Yards” Competition

File: EVE/01	Date: 12/06/2009
DFCS Reports	Author: Cheryl Portch
Attachments:	

1. EXECUTIVE SUMMARY

Proposal to utilise the funds that would have been used to participate in the annual Ergon Energy Tidy Towns Competition to create a “Tidy Yard” Competition in the Shire.

2. FOR COUNCIL DECISION

That Council endorse the following recommendations from the Arts and Craft Volunteer Advisory Group:

- a) Judging to be held 14th to 23rd August 2009;**
- b) Prizes for each category (Up to 4) – A voucher from a local supplier:**
 - First prize \$300**
 - Runner up - \$150;**

AND

Council delegate authority to the Chief Executive Officer to approve the final categories.

3. FULL REPORT

3.1 Background: As per Council resolution 8.090224, Council requested alternative uses for the funds that would have normally been spent participating in the Tidy Towns Competition. Approximately \$5,000 has been spent in the past, including Council officers’ time. There is a section in the Council Arts and Craft Show for “Best Yard”. It is proposed to hold a separate competition immediately preceding the Arts and Craft Show with the presentation ceremony to be held in conjunction with the Show.

Holding a Tidy Yard competition encourages people to look after their yard, plant gardens and take pride in their achievements and has a great benefit to Council by making our Shire look good. This culture of pride is then passed onto the kids who then in turn will take care of our Shire. This year the kids of our Shire have been doing projects on gardens, planting & renewable energy and I think a competition like this would enhance what they have achieved so far.

3.2 Statutory Environment: N/A

3.3 Policy Implications: N/A



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3.4 Financial Implications: \$2,500 including Council Officers' time and internal plant hire plus \$1,800 for prizes.

3.5 Strategic Implications: This matter ties in with Council's Corporate and Operational Plan 5500 – The instillation of confidence & pride in the community through participation and support.

3.6 Officers Comment:

3.7 Consulted With: Consultation with Arts & Show Volunteer Advisory Group & DFCS.



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12. CONSIDERATION OF COMMITTEE RECOMMENDATIONS

Kylie Camp, Chair of the Burke Shire RADF Community Committee has submitted a report on the recent meeting attended by her in Cloncurry.



RADF REPORT.pdf

13. CLOSED SESSION REPORTS

Recommendation

That Council move into closed session to discuss Confidential Items under Sections 463(a), (b) and (h) of the Local Government Act 1993.

- 13.01 Resignation of Works Foreman
- 13.02 Position of Chief Executive Officer
- 13.03 Organisational Structure (Functional and Positional)

[**NOTE:** Closed Session Reports are confidential and are provided via a separate document. Council is unable to make decisions on Closed Session matters whilst the meeting is in Closed Session.]

Recommendation

That the Meeting resume in open session to consider any recommendations arising out of the Closed Session.



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14. NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL

14.01 Sealing Contract

File:	Date: 17.06.2009
<i>DES Reports</i>	Author: Dennis Kerr
Attachments:	

1. EXECUTIVE SUMMARY

Bitumen Sealing and Resealing of Approaches to New Albert River Bridge and Aerodrome Hard Stand Area Extension along with Resealing of existing Runway and Taxiway and existing Hard Stand Area.

Initially 3 quotations were called for the suppliers being Boral, Pioneer and CEC.

Boral declined to offer due to the late start of their sealing program in the North West region, Pioneer reps claimed they could be in Burke Shire in the early stages of the last week of June and CEC believed the best that they could anticipate was late in the 1st week of July

It is now clear that Pioneer is not available until the 3rd of July and CEC has revised the time frame and can establish to Burketown on the 29th June commencing on the 30th

CEC has also come in at \$ 280,889.00 (Aerodrome \$ 194,905.00) and Pioneer at \$288,076.00 (Aerodrome \$199,260.00)

2. FOR COUNCIL DECISION

OFFICER RECOMMENDATION:

That Council accept CEC's tender of \$280,889.00 plus GST, for the utilisation of CEC's Bitumen Spray Sealing Services to Seal the approaches to the New Albert River Bridge, Aerodrome Hard Stand Area Extension, along with Resealing the existing Runway, Taxiway and existing Hard Stand area and that Council note that these tenders were obtained as a matter of emergency (Dispensing with full tendering requirements) to allow the works to be undertaken before 30th June 2009 to preserve grant entitlements.

3. FULL REPORT

3.1 Background: Following funding approvals being exhausted by end of June 2009 there has been an urgent need to call for quotations of 3 projects for sealing and resealing.



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The 3 sealing projects being - Approaches to the New Albert River Bridge, Sealing at Burketown Aerodrome of Hard Stand Extension, Reseals of Existing Runway, Taxiway also the existing Hard Stand area.

3.2 Statutory Environment: Due to the value of these works Council is obliged to call tenders however due to the end of financial year time frame it is understood that Council can by resolution endorse the quotations supplied.

3.3 Policy Implications: Providing the above protocols are followed and endorsed by Council no policies will be impacted.

3.4 Financial Implications: If the above avenues are not endorsed Council may stand to lose the external funding allocated to the projects.

3.5 Strategic Implications: Only positive implications can come from this endorsement.

3.6 Officers Comment: Council officers will have the projects ready for sealing within the timeframes required.

3.7 Consulted With: Councils Acting CEO, Bitumen Suppliers, and Council.

15. CLOSURE OF MEETING
