

BURKE SHIRE COUNCIL



*AGENDA and
BUSINESS PAPERS
Ordinary General Meeting
October 13 2009*



Burke Shire Council

AGENDA
Ordinary General Meeting
October 13 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

General Meeting September 16 2009

06. CONDOLENCES

None received at time of agenda preparation

07. MAYORAL MINUTE AND REPORT

08. COUNCILLOR REPORTS

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

None at time of Agenda Preparation

10. CHIEF EXECUTIVE OFFICER REPORTS

10. Chief Executive Officer Reports

10.01. Standing Business Papers for Information

10.01.01 CEO Monthly Report

10.01.02 CEO Status Report

10.01.03 Mount Isa Regional Indigenous Youth Leadership Forum

10.01.04 Telecommunications for Gregory

10.01.05 Emergency Management combined Gulf Catchment Mitigation Plan

10.02. Business Papers for Council Consideration and Decision

10.02.01 Upcoming Meetings

10.02.02 Draft Queensland Coastal Management Plan

10.02.03 Name Change for Gregory Downs to Gregory

10.02.04 Local Government Arts and Culture Reference Group



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- 10.02.05 Department of Communities
- 10.02.06 Burke Shire Energy Conservation Project
- 10.02.07 Recreational Activity Facilities for Children
- 10.02.08 Issues Paper
- 10.02.09 Review of State Wide Stock Route Network

11. DIRECTOR OF ENGINEERING SERVICES OFFICER REPORTS

- 11 Director Engineering Services Reports
 - 11.01 Standing Business Papers for Information
 - 11.01.01 Director Engineering Services Works Program Update Report
 - 11.01.02 Director Engineering Services Status Report
 - 11.02 Business Papers for Council Consideration and Decision
 - 11.02.01 Expenditure Commencement on 2009 NDRRA Flood Damage
 - 11.02.02 Contractor Assessments Recommendations of Appointments for 2009-2010 TIDS Delegation to CEO
 - 11.02.03 2 (two) 4WD Fleet Vehicles Assessment Recommendations for Purchase
 - 11.02.04 Drought Management Plan (DMP) Endorsement Subject to Amendments Required

12. DIRECTOR FINANCE AND COMMUNITY SERVICES REPORTS

- 12 Director Finance and Community Services Reports
 - 12.01 Standing Business Papers for Information
 - 12.01.01 Monthly Financial Report
 - 12.01.02 Status Report
 - 12.02 Business Papers for Council Consideration and Decision
 - 12.02.01 Audited Financial Statements 2008-2009
 - 12.02.02 Rates Interest Write-off
 - 12.02.03 Burke Shire Christmas Event
 - 12.02.04 Rate and debt recovery policy
 - 12.02.05 Early payment of financial assistance grant 2009-2010

13. CONSIDERATION OF COMMITTEE RECOMMENDATIONS

None

14. CLOSED SESSION REPORTS

- 14.01 Regional Development for inclusion in agenda
- 14.02 Burketown Development



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15. NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL
16. CLOSURE OF MEETING
17. 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
Officers	Leanne Mash, Chief Executive Officer Jenny Williams, Executive Assistant

03. PRAYER

04. CONSIDERATION OF APPLICATIONS FOR LEAVE OF ABSENCE

Cr Tracy Forshaw is unable to attend the November 18 2009 Ordinary General meeting of Council.

Recommendation

That the leave of absence for Cr Tracy Forshaw for the November 18 2009 Ordinary General meeting be approved.

05. CONFIRMATION OF MINUTES OF PREVIOUS MEETING(S)

General Meeting September 16 2009

Recommendation

That the Minutes of the General Meeting of Council held on September 16 2009 as presented be confirmed by Council.



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06. CONDOLENCES

None received at time of agenda preparation

07. MAYORAL MINUTE AND REPORT

Verbal Report to be provided to Meeting

08. COUNCILLOR REPORTS

Verbal Reports to be provided to Meeting

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

09.01 Notices of Motion

None received at time of agenda preparation

09.02 Petitions

None received at time of agenda preparation



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10. CHIEF EXECUTIVE OFFICER REPORTS

Recommendation

That

- A) the Chief Executive Officer's Standing Business Papers for Information as presented in Reports 10.01.01 to 10.01.05 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 10.02.09 of the Business Papers be received for consideration.

10. Chief Executive Officer Reports

10.01. Standing Business Papers for Information

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10.01.01 CEO Monthly Report

File NA	Date 04 October 2009
CEO Reports	Author Leanne E Mash
Attachments None	

1. EXECUTIVE SUMMARY

Providing Council with an update on Governance, Development and Environmental Management Matters as at 4 October 2009.

2. FOR COUNCIL INFORMATION

3. FULL REPORT

Staff Matters

Staffing Status

- Mike Johnston – new works overseer has commenced.
- Phil Seeley remains as Special Projects Office to assist Dennis with the preparation of specifications for, get quotations and program the myriad of smaller projects in the Works Program.
- There are three pending workers compensation claims awaiting assessment by Workers Compensation.
- EHO contractor has been. Letters are being sent regarding 2009-10 food premise licences.
- Currently sourcing a temporary Rating/Creditors/Debtors officer to fill the position until a permanent appointment is made and to cover annual leave absences.

Staff attendances at Conferences and Training

Nil to report



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Enterprise Bargaining

Initial discussions with DES and DFCS regarding the Enterprise Bargaining Agreement. Seeking expert advice regarding the process.

Events Calender

October 2009	
13	Council Meeting
13,14 and 15	SES – Road accident rescue course – Burketown emergency shed
14 and 15	GSD – Gulf Future Visions Workshop – Cr Camp, Cr Forshaw, Cr Olive, CEO attending
16	Financial Management and Sustainability Workshops 2009 – Cairns – Cr Camp and Cr Forshaw attending
16	Applications close - Local Government Arts and Culture Reference Group
16	Breast Cancer Fundraiser – Burketown
17	HACC trash and treasure
19	Closing date – submission Stock Route Network Management RIS
20	MITEZ – General Meeting - Townsville
21-22	Economic Development Conference – Townsville – Mayor and Cr Murray attending
25	Queensland Governor arrives – Adels Grove – Mayor to welcome
26	Councillor Lunch with the Queensland Governor and The Gumbummunda (Albert River) Bridge Opening
30	Applications close - gulf area community social development trust
31	Trivia Night – Gregory Downs Station Social Club
November 2009	
3	Melbourne Cup (Show Holiday in Burke Shire)
4, 5 and 6	North Queensland Local Government Association (NQLGA) Bi-Annual Conference- Airlie Beach
17 - 19	Savannah Symposium – Darwin



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18	Council Meeting
December 2009	
1	Gulf Savannah Development meeting - Burketown
1	Proposed MITEZ AGM
12	School Holidays Commence
16	Council Meeting
18-4 January	Council Closure for Christmas
25	Christmas Day
28	Boxing Day
January 2010	
4	Council Office Re-opens
11	Council Depot Re-opens
20	Council Meeting
26	Australia Day

Policy Development and Review

None due for review at this time.



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Grants Status

Application information is now to be found in the status report from the Director who has functional responsibility for that particular area. For example roads related applications will appear in the Status Report from the Director of Engineering Services.

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 Total Project TBC	Awaiting advice as to result.
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Current approved projects awaiting commencement

None to report on.

Current projects underway

None to report on.

Projects completed awaiting final acquittal/payment

North West Community Benefits Scheme (NWCBS)	a) Burke Shire Heritage Focal Point (hot baths and boardwalk) b) Gregory Downs	a) Grant of \$294,000 (\$ for \$) b) Grant of \$192,000 (\$ for \$)	\$147,000 claimed November 2000. No funds expended to date. Full amount of \$147,000 to be refunded. \$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 Balance of \$35,396 to be refunded.
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Complaints Status Reports

Council is required to register and handle complaints in accord with an established Complaints Policy. Officers require training in this policy and associated procedure.

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

Development Matters

Council has received one letter regarding a proposed development. This is the subject of a separate report.

Health Matters

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

George Hapgood, EHO, has undertaken the renewal inspections for food licensing and flammable and combustible liquids. Notification letters are in the process of being sent out. 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

The second coordinated 1080 baiting program for 2009 is in the planning stages. A letter has been sent to all property owners advising them of such and requesting confirmation of their participation.



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Emergency Service Matters

Emergency Services Queensland officers met with the CEO and DES on Monday October 6 2009.

DES and the Deputy Mayor attended a regional workshop in Normanton on October 8 2009.

There is a training day planned for specified staff on October 15 2009. As this involves all administration staff and senior engineering staff the office will be closed on that day.

Regional Development Matters

None to report.

Work Place Health and Safety Matters

None to report.



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10.01.02 CEO Status Report

File	Date	October 4 2009
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:

September 16 2009		
1. Southern Gulf Catchments Representation	Southern Gulf Catchments be advised that Cr Tonya Murray is Burke Shire Council's nominated Council representative as resolved at the July 2009 meeting, while Cr Annie Clarke will continue in her role as Director, Local Government Sector on the Board of Southern Gulf Catchments. 04.090916	Letter written – matter finalised.
2. Burketown Nursing Scholarship	That Council instruct the CEO to further investigate the proposed scholarship concept and report back to Council with regards implications for Council. 05.090916	Letter written – await response.
3. Draft Qld Coastal Plan	That the Mayor, Cr Annie Clarke and Crs Murray and Camp review the Draft Queensland Coastal Plan and report back to the October 2009 Council Meeting with regards the need for a submission and if needed, suggested required content. 06.090916	Material given to Councillors. Agenda item for October meeting.



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<p>4. Plumbing Works</p>	<p>That Council write to the complainant stating that Council has investigated the matter to it's satisfaction. Further that Council makes an ex gratia payment of \$60.00 being the value of the joiner replaced by the licensed plumber in July 2009. Council now sees the matter as closed.</p> <p>23.090916</p>	<p>Letter written and sent with payment.</p>
<p>5. 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 dependant on the Rodeo Committee's agreement to –</p> <p>1. Acknowledgment of Council's support in printed material associated with the event as follows</p> <p>Proudly Supported by Burke Shire Council</p> <p>With the Burke Shire Council Happy Crocodile logo featured near the above phrase.</p> <p>2. Acknowledgment of Council's support is noted in any sponsorship announcements made at the event over the three day duration.</p> <p>3. A copy of any printed marketing / information material generated for the Rodeo and a brief event summary detailing attendance numbers and other relevant information is made available to Council by October 31 2009. (Council will provide a pro-forma event summary for completion.)</p> <p>24.090916</p>	<p>Email sent with details of support. Await report from the event's organising committee.</p>
<p>August 19 2009</p>		
<p>6. 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</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,</p>



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	<p>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>will be reported on in future CEO status reports – grants section.</p>
<p>7. Request for Property Rating Categories</p>	<p>That the writer be advised that Council is seeking legal advice as to what property rating data information it may legally release to persons other than the property owner (or their agent) with respect to the request made and Council will be in a position to respond once such legal advice is available.</p> <p>06. 090819</p>	<p>Phone and email conversation had with the writer. Will progress once second legal opinion is available.</p>
<p>8. 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>9. Insurance – Swimming Pool</p>	<p>That Council have cost estimates obtained for its consideration for the preparation of a</p>	<p>Initial internal risk assessment undertaken by Council's own</p>



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	<p>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>officer. CEO and DES to review and proceed as per this resolution.</p> <p style="text-align: center;">ACTION UNDERWAY</p>
10. Woodslake Restoration Project	<p>That Council ask the CLCAC to advise on the status of the establishment of a joint steering committee and the general status of the project reminding them that Council's offer of assistance was conditional on these matters.</p> <p>12.090819</p>	<p>Meeting to be requested.</p>
<p>July 15 2009</p>		
11. Preparation of a Priority Infrastructure Plan for Council	<p>That</p> <p>A) Council decline the offer from BNC Planning for the preparation of a Priority Infrastructure Plan for Council (PIP);</p> <p>B) Council write to the Department of Infrastructure and Planning seeking their assistance with the preparation of the PIP; and</p> <p>C) Council make submissions through the relevant Minister seeking an extension of time for town planning reviews after 8 years for low growth remote rural local governments given the extensive costs that are involved in such reviews for little discernable return to the community OR an undertaking that the review process for low growth area would be appropriately set to minimise the costs to Council for such a review.</p> <p>07. 090715</p>	<p>Email to BNC Planning on parts A</p> <p style="text-align: center;">Part A CLOSED</p> <p>Email to Department on Part B</p> <p style="text-align: center;">Part B CLOSED</p> <p>Letter written on Part C</p> <p style="text-align: center;">Part C Closed</p>
12. LGAQ establishment of a "fighting fund"	<p>That Council express its concern that the establishment of a fighting fund, as announced by the President of the LGAQ on the 5th of June 2009, has not been referred to the member local governments of the LGAQ for consideration.</p> <p>08. 090715</p>	<p>Letter to be written</p>
13. Camping at	<p>1) That the writer be advised</p>	<p>Letter to be written to writer.</p>



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<p>Gregory River</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 style="padding-left: 20px;">a) Council is unable to obtain appropriate tenure over its preferred camping area; and</p> <p style="padding-left: 20px;">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 style="padding-left: 20px;">a) seeking to act with an unidentified authority to move people on in the township of Gregory; and</p> <p style="padding-left: 20px;">b) Relocating Council rubbish bins without approval of Council.</p> <p>09. 090715</p>	<p>Police have been advised</p>
<p>14.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>15. Place Names Act 1994</p>	<p>That Council seek community input into a proposal to rename the township of "Gregory Downs" to the township of "Gregory".</p> <p>11. 090715</p>	<p>Public notice issued to the usual notice boards and was included in the September October Newsletter.</p> <p>Resulting comments to be brought back to the October Council meeting for consideration.</p> <p>As at 04/10/09 no comments</p>



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		received.
16. Holidays Act 1983	That Council seek to have a special holiday gazetted in the Shire for Melbourne Cup Day 2010 in accord with past practice. 12. 090715	Application has been made, awaiting response.
17. State Budget Impacts on Council	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. 15. 090715	Submission to be made. Department has been advised that Council will be disputing this decision.
18. Expression of Interest in Land	That the writers be advised that Council is not anticipating selling the lot at this time as it may be required for Council purposes however, if the lot is to be sold by Council in the future, it will be sold by a public auction or tender process and Council is not able to give preference to people who may have lodged an expression of interest in the land. 16. 090715	Letter to be written. Verbal advice provided
19. Application for Placement of Signs on Council Road Reserve	That the application for the placement of the sign be approved subject to the following conditions:- 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; b) Compliance with the following conditions: a) Location – Lateral Placement – The sign shall be placed at least 9 metres from the edge of the bitumen road of at least 9 metres; b) Location - The sign should not be placed on a curve; c) Indemnity - The applicant will need to indemnify, and keep indemnified, Council	Letter to be written



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	<p>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>20. Roads Local Law & 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>21. SES Matters</p>	<p>That Council</p> <p>a) participate in the regional approach for the preparation of a Gulf Catchments Disaster Management Mitigation Plan;</p> <p>b) Formally nominate the following people to the positions indicated:</p> <p>a) David Marshall – Local Controller, Burke Shire</p> <p>b) Ian Forshaw – Deputy Local Controller, Burke Shire</p> <p>c) Accept the offer from Emergency Management Queensland Mt Isa Office for the rewrite of Council's Local Disaster Management Plan.</p> <p>20. 090715</p>	<p>Email sent regarding item (b)</p> <p>Item (b) CLOSED</p>



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<p>22. Enquiry into Chronic Diseases</p>	<p>That Council advise the inquiry that Council believes it is positively contributing to the mitigation of chronic disease in its community through the installation and ongoing maintenance of community support infrastructure such as parks, gardens, swimming pools, sporting facilities and the like however Council is of the view that the State Government has a responsibility to maintain adequate funding to organisations such as the Gulf Sports and Recreation Association, Home and Community Care and Regional Arts and Development to ensure the continuation of these vital programs in the region as it is these types of programs which actively engage the members of the community to utilise the existing underutilised facilities provided by Council rather than funding programs to install newer and more facilities.</p> <p>21. 090715</p>	<p>Letter to be written</p>
<p>23. 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>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>June 17 2009</p>		
<p>24. 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>
<p>25. Membership of Regional Bodies</p>	<p>That Council a) rejoin Gulf Savannah Development for the 2009/2010 year and review its ongoing</p>	<p>Membership of GSD obtained Membership of NWRRG maintained</p>



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	<p>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</p> <p>14. 090617</p>	<p>Items (a) and (b) CLOSED</p> <p>MITEZ membership application made – await outcome</p>
April 15 2009		
<p>26. Wild Rivers Designation</p>	<p>That a discussion paper on Wild Rivers designation and possible Council responses, taking note of local community concerns, be prepared for Councils consideration.</p> <p>03. 090415</p>	<p>CEO to have report prepared for Council consideration.</p>
March 18 2009		
<p>27. Fencing Near Albert River Bridge</p>	<p>That Council amend it 2008/2009 budget to make provision for expenditure of \$20,000 for the provision of two 4m x 2.1m grids and concrete bases delivered to site to facilitate the public access through any fence at the northern side of the Albert River Bridge and that these grids be provided to the lessee of the land on which the fence and grids is to be erected on the proviso that the lessee undertake to erect the fencing required to keep stock from the road and install the grids to Council's specifications at their own cost upon receipt of the grids.</p> <p>22. 090318</p>	<p>Letter of offer to be prepared to proposed lessee by CEO.</p> <p>CEO needs to ascertain status of proposed lease with DNR and Solicitor before writing to Lessee.</p>
<p>28. Enterprise Bargaining Process</p>	<p>That the Chief Executive Officer negotiate with and engage the LGAQ to commence and facilitate an enterprise bargaining process between Council and its employees.</p> <p>42. 090318</p>	<p>CEO to engage LGAQ</p> <p>LGAQ engagement held over pending election of EB Team by staff and possible commencement of new CEO.</p>
February 24 and 25 2009		
<p>29. Commercial Land</p>	<p>That the writer be advised that land is not currently available and the Acting Chief Executive Officer investigate and report back to Council on how Council can accelerate the</p>	<p>Letter sent.</p> <p>Report to be prepared by CEO</p>



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	release of land under Native Title. 10.090224	
30. 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
31. 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. 21.090224	Report to be prepared by CEO Approach has been made to Council by relevant department-formal written proposal has been sought.
December 18 2008		
31. 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. 8.081218	Report to be prepared by CEO
32. 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. 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 Land has been identified by DNR but is awaiting assessment by Works Manager with respect to suitability for residential development and provision of services.
33. Ingenro Meeting	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.	Have contacted Ingenro in March who is now to reschedule visit in April/May to coincide with Council meeting. CEO to Follow Up



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10.01.03 Mount Isa Regional Indigenous Youth Leadership Forum

File	Date October 4 2009
CEO Reports	Author Leanne E Mash
Attachments	
Youth Voices Forum Promo	

1. EXECUTIVE SUMMARY

In September Council was asked by the Department of Communities to nominate young indigenous persons aged between 18 and 25 years to attend the planned Mount Isa Regional Leadership Forum. Since then the forum has been postponed until November 2009.

2. FOR COUNCIL DISCUSSION / DECISION

Recommendation

For Council's information.

3. FULL REPORT

Background

The Department of Communities invited Council to nominate suitable persons to attend the Youth Voices Group Mount Isa Regional Indigenous Youth Leadership Forum.

The Forum has been designed to

- Create a space for young people to come together and identify local issues that shape and influence their lives on a daily basis
- Share and exchange ideas regarding existing and potential solutions
- Create a regional network of Indigenous young people
- Discuss future directions in regards to a Regional Indigenous Youth Strategy

This Forum is open to all 18 to 25 year old Indigenous young people. Travel and accommodation costs will be covered by the forum.

Further information can be obtained from Stephanie King on 07 4745 4512 or via email:
youthvoicegroup@live.com.au

Council's executive management team have identified two council officers that show leadership potential and fit the criteria. It is intended that Council use the Forum as a professional development opportunity for these two young people.



Youth Voices Forum
Promo_4_.pdf



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10.01.04 Telecommunications for Gregory

File	Date October 8 2009
CEO Reports	Author Leanne E Mash
Attachments	
050408 Telstra Mobile Phone	

1. EXECUTIVE SUMMARY

Mobile phone coverage at Gregory continues to be an issue. Century Mine now has Optus and Telstra mobile phone coverage. It is proposed that if Telstra put a repeater between Gregory and the Mine this would widen the coverage considerably.

2. FOR COUNCIL DISCUSSION / DECISION

Recommendations

For discussion

3. FULL REPORT

Background



Telstra Mobile Phone
050408 (2).doc

Councillor Forshaw has brought it to the attention of Council that the Country Women's Association (CWA), Gregory Branch has written to the following people requesting assistance to install a mobile telephone service at Gregory, and as yet have received no response from Telstra.

In April 2009 the Gregory CWA asked that Telstra look again into the possibility of installing mobile telephone service at Gregory. A lot of people received letters from Telstra or telephone calls from the Telstra sales team, asking them to upgrade their CDMA's to the Next G system as it would cover this area. Yet this is not the case in reality.



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Correspondence undertaken by the CWA included:

- The Hon Tim Fischer – Chairman for Tourism Australia – Tim has fully supported the CWA efforts
- Mr. Andrew Cotterill – Telstra County Wide (24/7/07) emailed letter requesting assistance in obtaining mobile phone coverage - never received a reply
- Mr. Wally Donaldson – Area General Manager FN & NW Qld Telstra – 24/4/07 – faxed letter requesting assistance in obtaining mobile phone coverage,- never received a reply
- Senator Ron Boswell – 24/7/07 - letter requesting assistance in obtaining mobile phone coverage – CWA received reply 23/5/07 – not aware of any programs to upgrade mobile telephone towers – advised purchasing a mobile satellite phone through the Satellite Phone Subsidy Scheme (SPSS).
- The Hon Bob Katter – 24/7/07 - letter requesting assistant in obtaining mobile phone coverage – received a reply 3/7/07 with a copy of a letter from Senator The Hon Helen Coonon – advised to install in-car kit with an external antenna plus information regarding SPSS.



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10.01.05 Emergency Management Combined Gulf Catchment Mitigation Plan

File	Date October 8 2009
CEO Reports	Author Leanne E Mash
Attachments	
090825 Gulf Catchments Disaster	

1. EXECUTIVE SUMMARY

For Council's information the response from Emergency Management Queensland regarding the letter sent by Council concerning a combined Gulf Catchment Mitigation Plan is presented.

2. FOR COUNCIL DISCUSSION / DECISION

Recommendations

For information

3. FULL REPORT

Background



090825 Gulf
Catchments Disaster

Elliot Dunn has responded to Council's letter (the attachment) is as follows –

I have received your letter regarding the outcomes of the Gulf Catchments Mitigation Plan.

I attended the meeting in Georgetown in June with my counterpart from Cairns (Wayne Hepple) who covers the Etheridge Shire. The outcomes of the meeting were predominantly around a combined approach to Disaster Management and creating a network for the purposes of early warning and mitigation, the latter was predominantly in relation to flood level and rainfall indicators in the Norman River catchment area.

Unfortunately the concept of a combined mitigation plan across shires is not really a feasible endeavour, for a mitigation plan to be of any use it must be linked to your corporate plan and works program. As for a disaster management plan in accordance with the Disaster



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Management Act every Shire must maintain one (Whilst shires may combine the diversity of threat in the gulf makes the untenable).

I think it became evident during the meeting that we (being EMQ) work together during events and the boundaries of shires are not a concern to us, unfortunately the same cannot be said for some shires (this is not the case for Burketown).

I am really not sure of the “where to from here” after the gulf meeting; the main thing I saw from it was the desire for Shires in the Gulf area to combine in expressing their needs for better mitigation and recovery so that they may gain more “political push” which cannot be a bad thing.



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10.02.01 Upcoming Meetings

File	Date October 8 2009
CEO Reports	Author Leanne E Mash
Attachments	
TTNQ Notification of AGM LGMA LGA Training Program Rego National Local Roads and Transport 090917 Burke Shire Membership MITEZ 090930 Meeting in Burketown NQLGA Conference	

1. EXECUTIVE SUMMARY

A summary of meeting and conference opportunities

2. FOR COUNCIL DISCUSSION / DECISION

Recommendation

1. That Council sends its apologies for the TTNQ AGM
2. That Councillors attend the LGMA New Act Training on 28 October 2009
3. That Councillor.....attend the ALGA National Roads and Transport Congress from November 8 – 10 2009
4. That Council sends its apologies for the MITEZ AGM
5. That Councillors.....and the CEO attend the GSD meeting on December 1 2009.
6. That Councillorsattend the North Queensland Local Government Association (NQLGA) Bi-Annual Conference – November 4 to 6 2009.



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3. FULL REPORT

Background

1. Tourism Tropical North Queensland AGM - Tuesday 20 October – Cairns



TTNQ
Notification_of_AGM_

2. LGMA and the Department of Infrastructure and Planning – New Act Training –
Wednesday 28 October – Mt Isa - cost \$130.00 per person plus transport, overnight
accommodation and meals.



LGMA LGA Training
ProgramRego.pdf

3. 2009 ALGA National Roads and Transport Congress November 8 – 10 in Mackay - \$960
per person plus transfers and three night's accommodation and some meals.



National Local Roads
and Transport Congre

4. MITEZ AGM – December 1 2009 – venue to be confirmed



MITEZ AGM.pdf



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5. GSD – December 1 2009 – Burketown



090930 - GSD
Meeting in Burketown

6. North Queensland Local Government Association (NQLGA) Bi-Annual conference –
November 4 to 6 2009 at Airlie Beach - \$150 per person plus transfers and three night's
accommodation and some meals



NQLGA Conference



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10.02.02 Draft Queensland Coastal Management Report

File	Date October 4 2009
CEO Reports	Author Leanne E Mash
Attachments	

1. EXECUTIVE SUMMARY

As per the September meeting the Draft Queensland Coastal Management Plan documentation was provided to Councillors Clarke, Camp and Murray for review.

2. FOR COUNCIL DISCUSSION / DECISION

Recommendation:

For discussion and decision regarding a formal submission in response to the draft documentation.

3. FULL REPORT

Background



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10.02.03 Name Change for Gregory Downs to Gregory

File	Date October 8 2009
CEO Reports	Author Leanne E Mash
Attachments	
Call for Public Submissions	

1. EXECUTIVE SUMMARY

At a previous Council meeting a decision was made to call for Public Submissions on the proposed name change of Gregory Downs to Gregory.

Submissions were called for by September 30 2009. No such submissions have been received by this office.

2. FOR COUNCIL DISCUSSION / DECISION

Recommendations

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.

3. FULL REPORT

Background



Call for Public
Submissions - Propos



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10.02.04 Local Government Arts and Culture Reference Group

File	Date October 8 2009
CEO Reports	Author Leanne E Mash
Attachments none	

1. EXECUTIVE SUMMARY

Arts Queensland is establishing a Local Government Arts and Culture Reference Group (LGACRG) and would like to invite interested senior council officers and Councillors to apply for membership. Expressions of interest close on Friday 16 October.

2. FOR COUNCIL DISCUSSION / DECISION

Recommendations

That Council thank Arts Queensland for the opportunity to nominate for the Local Government Arts and Culture Reference Group, but at this point regretfully decline given existing substantial commitments. Council would express an interest in nominating a representative sometime in the future and looks forward to seeing the outcomes from the reference group.

3. FULL REPORT

Background

Arts Queensland is establishing a Local Government Arts and Culture Reference Group (LGACRG) and would like to invite interested senior council officers and Councillors to apply for membership. Expressions of interest close on Friday 16 October.

In 2008 Arts Queensland undertook an evaluation of the *Queensland Arts Industry Sector Development Plan 2007-09*, and received clear feedback about the need for stronger strategic partnerships between state and local government for the development of arts and culture across Queensland. The idea of establishing the LGACRG was tested in further consultation undertaken in 2009 to inform development of the *Regional Arts and Culture Strategy* (to be released later this year), and received strong support from all stakeholder groups including local councils.

In summary, the main role of the LGACRG will be to strengthen relationships between state and local government to effectively position arts and culture, improve advocacy, inform policy, identify strategic priorities and partnership opportunities, and discuss emerging trends and issues in arts and cultural development.



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The group will be jointly chaired by Arts Queensland and the Local Government Association of Queensland, with membership invited from the Department of Local Government and up to 15 senior officers and Councillors from local councils. The group will meet twice yearly.

Further information, including the draft Terms of Reference and Expression of Interest form, is available on the Arts Queensland website at <http://www.arts.qld.gov.au/policy/sectordevplans.html>

This information was distributed by the CEO in September 2009 to all Councillors. Councillor Forshaw expressed interest in future involvement.



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10.02.05 Department of Communities

File	Date October 4 2009
CEO Reports	Author Leanne E Mash
Attachments	
Department of Communities	

1. EXECUTIVE SUMMARY

The Department of Communities would like to ascertain if Burke Shire Council will provide 'in principle' support for the transfer of the trusteeship of ten (10) lots of building reserve land in Burketown from the Department to Council.

2. FOR COUNCIL DISCUSSION / DECISION

Recommendation

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.

3. FULL REPORT

Background

Initially Council was contacted by the Department of Communities with a concept to transfer the trusteeship of ten lots of Burketown land from the Department to Council, at no cost to Council.

The attached letter explains what the Department is proposing in more detail.

It is recommended that Council express 'in principle' support for the concept, requested by the Department by October 16. Further that now an 'in principle' concept has been presented to Council that Council investigate the concept to its satisfaction to ensure the concept is a viable and useful option from Council's perspective.



090922 Department
of Communities build



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10.02.06 Burke Shire Energy Conservation Project

File	Date October 9 2009
CEO Reports	Author Leanne E Mash
Attachments	

1. EXECUTIVE SUMMARY

The Office of Clean Energy would like to ascertain if Burke Shire Council is still keen to progress with the Burke Shire Energy Conservation Pilot Project. This project was due to roll out in 2008, but due to extenuating circumstances was never acted upon.

2. FOR COUNCIL DISCUSSION / DECISION

Recommendation

That Council communicate with the Office of Clean Energy and express it's willingness to re-commit to the Burke Shire Energy Conservation Project subject to the confirmation of the support required being limited to the following components

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.
2. Publicise the project to the community, encouraging participation by households and businesses.
3. The identification of suitable individuals to be suggested as possible trainee energy auditors.
4. Comment on the selection and appointment of a suitable contractor to oversee the development and implementation of the Project.

3. FULL REPORT

Background



090923 - Burke Shire
Energy Conservation

This project has been talked of since 2008. For whatever reason it was not rolled out as planned.

This report lacks some of the historic content as document sourcing is still being undertaken. It is planned to present more information at the Council Meeting.



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10.02.07 Recreational Activity Facilities for Children

File	Date October 7 2009
CEO Reports	Author Leanne E Mash
Attachments	
090831 Extra Recreational Activity	

1. EXECUTIVE SUMMARY

Council has received a petition from a number of Burketown residents requesting consideration be given to extra recreational activity facilities for children to use in Burketown.

The petition has no contact address for a response from Council to be directed to.

2. FOR COUNCIL DISCUSSION / DECISION

Recommendations

1. That Council will consider the requests during the planned March 2010 budget review and again as part of the 2010-11 budget deliberations.
2. Further, 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 community groups to see these kinds of developments come to fruition.
3. Further that when communicating with this individual Council advise that a hitting wall is provided for in the 2009 –10 budget.

3. FULL REPORT

Background



090831 - Extra
Recreational Activity



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It is noted that matters such as future community aspirations will be highlighted as part of the long term community planning that Council will undertake as part of the new legislative requirements being brought to bear on all Queensland Councils.

It should also be noted that in the next Council Newsletter this matter is broadly addressed and acknowledged through a constructive editorial by the CEO and or Mayor.



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10.02.08 Issues Paper

File	Date: October 4 2009
CEO Reports	Author: Leanne E Mash
Attachments None	

1. EXECUTIVE SUMMARY

At the September meeting there was a desire to develop an issues paper for discussion with the Governor and Barnaby Joyce and Russell Trood.

2. FOR COUNCIL DISCUSSION / DECISION

Recommendation

For Council's discussion and development

3. FULL REPORT

Background

There have been no issues submitted between the September meeting and now.

Historically these appear to be ongoing issues that could be discussed with the visiting delegates

- Addressing energy needs for Gregory
- Improvement of mobile phone coverage across the Shire
- Development to seal of the Burketown to Gregory Road
- Emergency Services provision



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10.02.09 Review of State Wide Stock Route Network Management Regulation

File	Date October 7 2009
CEO Reports	Author Leanne E Mash
Attachments	

1. EXECUTIVE SUMMARY

The Department of Environment and Resource Management (DERM) is seeking public feedback on a [stakeholder-led review](#) into the management and use of the stock route network (SRN) in Queensland.

The review is proposing a number of fee changes, which are outlined in the [RIS—Stock Route Network Management Regulation 2009](#). DERM consulted a panel of stock route users and managers on the proposed recommendations. Refer to the [fact sheet](#) for an overview of the proposed changes. Click here to view a [map of the declared stock routes](#) across Queensland.

Under the Statutory Instruments Act 1992, if a proposed Regulation is likely to impose appreciable costs on the community or part of the community, a regulatory impact statement (RIS) must be prepared before the Regulation is made.

A RIS is designed to determine whether or not a proposed Regulation is the most efficient and effective way of achieving desired policy objectives. It does so by providing a mechanism by which the government's policy deliberations are clearly documented and subject to public scrutiny. The purpose of the RIS is to explain the need for the proposed subordinate Regulation and to present an evaluation of the likely costs and benefits that would flow from its adoption in comparison with the other options explored.

What is proposed

The proposed Regulation will separate the pest management and stock route management provisions of the Land Protection (Pest and Stock Route Management) Regulation and refers to the:

- extent of declared stock routes via the Stock Route Network of Queensland map
- framework for administering the SRN, including permits for use and fees
- local governments required to produce SRN management plans
- prescribed market value of seized stock
- cost of inspecting a register of water facility agreements.

The key recommendations to be incorporated into the proposed Regulation are:

- changes to the fee and permitting structure for stock route network use, including an increase of fees
- reforming the administration of relevant land, particularly regulating static grazing—implemented via the Annual Grazing Agreement (AGA) framework.



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Who will be affected

According to DERM the impacts of fee increases on drovers and pastoralists moving stock on hoof will be minimal as total droving costs will increase by only six per cent.

While the AGA framework will introduce a cost for landholders currently grazing the SRN, pastoralists will benefit from greater security of access to these lands or alternatively, a new opportunity to graze certain parts of the network.

Make a submission

Interested stakeholders are invited to comment on the RIS—Stock Route Network Management Regulation 2009. The closing date for comments is 19 October 2009.

Submit your comments to:

Principal Policy Officer
Stock Route Management Unit
Department of Environment and Resource Management
GPO Box 2454
Brisbane Qld 4001

Fax: (07) 3405 5521

Email: [Principal Policy Officer Stock Route Management Unit](#).

2. FOR COUNCIL DISCUSSION / DECISION

Recommendation

For discussion and decision as deemed appropriate by Council

3. FULL REPORT

Most of the information for this report has been taken directly from the DERM website. In addition I have reached out to my network of local government practitioners for advice and opinion. To be accurate my expertise in this matter is far from being complete and I am being guided by the thinking of those more experienced in such matters. This is why I sent the RIS document out earlier in September to Councillors, who in some cases may have first hand experience of the use of stock routes and associated management regimes. None the less the information provided in this report is factual and accurate and can, combined with discussion at the meeting form the basis for thinking and consideration of any desired response.



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There are embedded links throughout this report. If you press control and click at the same time you will be taken to the web and be able to view the documentation.

A review of Queensland's stock route network has been undertaken by a panel of stock route users and managers. The purpose of the review was to look at ways to improve the management and use of the stock route network to ensure it can be maintained to meet the future needs of the pastoral industry.

In 2008, a series of recommendations were made to the then Minister for Natural Resources and Water. Submissions for comment on these recommendations were open to the public until the end of August 2008. All submissions are being thoroughly considered before any decisions are being made on the implementation of any recommendations contained in the report.

Review paper

In July 2008 [review paper](#) was prepared by the Department of Natural Resources and Water, now the Department of Environment and Resource Management (DERM), which provides an overview of the review and its findings. Recommendations made to the Minister include:

- reclassifying the stock route network
- revising the travel and agistment fee and permit structure
- introducing an Annual Grazing Agreement framework
- establishing a process whereby one single agency issues permissions to travel and graze stock
- the ownership of water infrastructure to remain with the Department of Natural Resources and Water (NRW), (*now DERM*).

Further information

- Fact sheet [Stock routes review—improving the management and use of the stock route network](#)

In 2002-03 severe drought conditions resulted in very high use of Queensland's SRN. Following this, users and managers of the SRN brought several operational and policy issues to the attention of the Department of Natural Resources and Water (NRW). This occurred about the same time the Land Protection (Pest and Stock Route Management) Act 2002 commenced.

Under the new legislation, the Land Protection Council (LPC) was established to advise the Minister on pest and stock route management matters. Accordingly, the Minister requested the newly formed LPC to provide recommendations on how to resolve the issues raised, and to generally improve the management and use of the SRN.

Included in the LPC's recommendations was the establishment of the Stock Route assessment Panel (SRAP) to advise the Minister on the detail necessary to implement the broader LPC recommendations.



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SRAP members were appointed by the Minister and included representatives from local government, nominated by the LGAQ, the droving industry, nominated by the Droving and Stock Routes Association, the LPC and NRW.

SRAP's role, as an advisory committee reporting to the Minister for NRW, was -

- to oversee the initial and ongoing stock route rationalisation process;
- to provide the Minister with a recommended stock route fee and associated permitting structure and to review those periodically; and
- to provide the Minister with recommendations on stock route water infrastructure ownership.

A 'Stock Route Review' of Queensland's SRN was undertaken by a panel of stock route users and managers, the purpose of which was to look at ways to improve the management and use of the SRN to ensure it could be maintained to meet the future needs of the pastoral industry.

Organisations consulted included AgForce Queensland, Stock Routes and Drivers Association, Birds Australia, LGAQ, DERM, Department of Local Government, Sport and Recreation (now part of Department of Infrastructure and Planning), Environmental Protection Agency (now part of DERM), Department of Main Roads (now part of Department of Transport and Main Roads), Queensland Police Service, Department of Primary Industries and Fisheries (now part of Department of Employment, Economic Development and Innovation), and the community.

In 2008 a series of recommendations were made to the (then) Minister for NRW. Submissions for comment on those recommendations were open to the public until the end of August 2008. All submissions received, according to the department were being thoroughly considered. The recommendations have been developed on the basis of the following principles -

- Equity—the SRN should be administered to ensure that all users have equal opportunities with respect to access and use of the SRN and the natural resources located within the network. This principle applies to all network users with priority for traveling stock, including those accessing it for non-stock related purposes.
- Payment for use—all persons who access the SRN must pay for that use. The payment should be reasonable and reflect the benefit gained from using the SRN.
- Planning for the future—strategies and plans for the management of the SRN must be consistent at all levels of natural resource management; state, regional and local. The management of the network should be outcome focused and prioritized to ensure resources are efficiently allocated and objectives are met. The natural resources should be regularly monitored to ensure their condition is maintained at a suitable level to meet the needs of traveling stock.

In July 2008, a review paper was prepared by the NRW. The review paper provided an overview of the review and its findings; and made recommendations to the Minister, including -



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- reclassifying the stock route network
- revising the travel and agistment fee and permit structure
- introducing an annual Grazing Agreement framework
- establishing a process whereby one single agency issues permissions to travel and graze stock
- ownership of water infrastructure remains with NRM.

The Stock Route Management Regulation reflects the 2007 Machinery of Government (MoG) changes associated with the creation of Biosecurity Queensland and the recommendations following the Land Protection Council (LPC) review of stock route management and use.

The Stock Route Management Bill and Regulation will replace the stock route management provisions in the Land Protection (Pest Management) Act 2002 and Land Protection (Pest and Stock Route Management) Regulation 2003.

Reclassification of the stock route network is proposed, to be deemed either 'active' or 'inactive' based on recent and expected future usage, where:

- an 'active' classification provides a more active management regime and priority for travelling stock;
- an 'inactive' classification may allow for some managed static grazing under Annual Grazing Agreements (AGA) reducing the management costs to local governments; and
- an annual review of classification through a public consultation process conducted by local governments.

Active stock routes are those routes either regularly used by traveling stock or required to ensure the connectivity of the network. Inactive stock routes are those not considered essential for traveling stock. To be reclassified as active, a stock route must satisfy one or more of the following criteria:

- provide access to major pastoral destinations (i.e. breeding and fattening districts, saleyards, rail heads, etc); or
- maintain connectivity – state-wide and interstate; or
- support the management of a walking stock corridor by providing suitable land types, topography, route width, and maximising public safety; or
- have a demonstrated history of use since the year 2000, of 3,000 head in a five year period (averaged over good and bad seasons); or



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- provide alternative routes where 'bottlenecks' occur.

Active stock routes will:

- have water facilities that must be maintained or improved by local government (noting NRW will pool stock route permit fee collections to distribute to local government maintenance projects on a strategic basis);
- have a more active pasture management regime; and
- allow for some managed static grazing only.

The statement is made that roads not declared as stock routes may be proposed for active stock route status should sufficient justification be provided in line with established criteria.

On an annual basis SRAP is to provide the current SRN mapping to local governments, seeking submissions on a proposed active/inactive network. Then each local government will coordinate, through their SRN Management Plan Working Group, public submissions for their area. Those local governments not required to have a SRN Management Plan must coordinate public submissions for their area.

SRAP will consider local government submissions (including all public submissions) collated and submitted by the local governments, against the criteria previously detailed, prepare a draft state map and advertise for final public comment. SRAP will make final recommendations to the Minister on the proposed active/inactive network map and then DERM will publish an updated version of the map titled Stock Route Network of Queensland, with amendments taking effect by a nominated date.

The stock route fees and permits structure is divided into 'travel' and 'agistment'. Provision is proposed for the changing use of stock routes from genuine travel to walking drought relief. Two types of permits will be provided, for travel and slow travel, with genuine travel always receiving priority.

The fee framework is proposed to be reviewed to reflect the benefit gained from the different types of use, to contribute to management costs, and to promote voluntary compliance with permit conditions. Permit application timeframes are proposed to be amended to encourage forward planning by stock route users and managers.

Short-term agistment for emergency situations is proposed to continue. Whilst agistment permits for drought relief will no longer be granted, some drought relief grazing will be available through the AGA framework. A review of the range of fees for agistment that better reflects the benefit gained from the activity and contributes to the management costs, is also proposed.

Managed static grazing through an AGA will be possible. The AGA framework is based on a user-pays model, to provide local government with the resources to adequately manage the stock route network in their area. Twelve month agreements are proposed on the inactive parts of the SRN and on all unfenced parts of the SRN.



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AGA's are to be conditioned in such a way "as to protect the biodiversity and other values of the network and be subject to ongoing audits". A fee formula is to be established for AGA's incorporating a 'rent' and a 'rates' component. Existing permits to occupy will be transferred to AGA's.

DERM is to support local government through staff resources and provision for an electronic management system. Local governments are to be enabled to issue permits to harvest pasture for the purpose of managing excess pasture and are to be able to set fees for permits to harvest pasture.

An independent cost-benefit analysis of the management of the stock route network prepared in 2006 to assist the LPC in its review showed that in order for local government to recoup its management costs through stock route fees alone, a charge of 29 cents per head per day would need to be charged. The current fee equates to one cent per head per day and was considered too low by SRAP. Maximum travel fees in New South Wales were ten cents per head per day.

Currently, DERM and local government retain a 50% share of stock route fees collected. DERM currently allocates between \$400,000 and \$600,000 per annum for capital works on the SRN, including the replacement of stock route water facility assets such as bores, windmills, tanks, and troughs. Local governments currently expend monies raised from use of the network and rates dollars on maintaining the SRN water facilities and managing use of the network by issuing permits and other activities.

Ownership of the stock route water facility assets will remain vested in the State Government, but local government will remain responsible for the maintenance of water facilities on the active network. Strategies to reduce maintenance costs for assets located on the inactive network are to be developed.

Two distinct stock route travel permits are provided for in the legislation -

- o travel permits, where the rate of travel is 10km per day; and
- o slow travel permits, where the rate of travel is 5km per day.

Slow travel permits will be strictly provisioned to ensure priority for traveling stock. The following apply to slow travel permits -

- o priority is given to travel permits over slow travel permits;
- o slow travel permits may only be issued where pasture and other resources are in surplus to the requirements of traveling stock that may use them in the foreseeable future;
- o applications for travel and slow travel permits are to be assessed by the local government on a first-come first-served basis (i.e. sufficient pasture must be set aside for the travel and any subsequent applications denied if pasture excess to the requirements of previously granted approvals is not available.)



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- applications for travel permits must always receive priority over applications for slow travel permits, regardless of when applications are received.
- Slow travel permits may only be issued by a local government when the public notification system for stock route availability demonstrates a stock route is open for slow travel, and when the local government's SRN Management Plan allows it;

The use of forward planning by stock route users is supported in improved management arrangements for the administration of journeys spanning multiple local government areas.

Recommendation 6 from the SRAP is to regulate a fee of 5 cents per head per day per 10km, with permittees required to pay each local government the required permit fee (and any penalty rate) upon exiting each local government area. An application fee for both type of permits is to be regulated at \$20.00, regardless of whether an application is unsuccessful.

Local government is to retain 75% of fees collected for travel and slow travel permits and remit the balance to DERM – local government retains 100% of the application fee. Permit fees are to be reviewed annually by SRAP with the aim of cost neutral management.

Current legislative agistment provisions allow for an agistment permit for 28 days, with a 28 day extension. SRAP considers that agistment permits should be for emergency purposes only, and be available on the active SRN for shorter periods than on the inactive network, in recognition that the active network is essential for traveling stock.

The current recommendation to the Minister is that short-term agistment permits be issued for emergency purposes only, where drought is not considered to be an emergency purpose – emergency purposes are considered to be acts of God (other than drought). Some discretion for local governments to determine the emergent nature of given situations is proposed. Time limitations are 28 days on the inactive network and 14 days on the active network. Fees are proposed to increase to \$1.00 to \$5.00 per head per week for cattle, and 20 cents to \$1.00 per head per week for sheep. A \$20.00 application fee will apply. Fee distribution rates are as earlier set out in this report.

AGA's are a mechanism recommended by SRAP to regulate long-term static grazing on the SRN -

- over part of an inactive SRN for a period of up to twelve months for the purpose of grazing stock;
- over unfenced parts of the SRN which are enclosed within a property and being grazed (this is to afford a level of protection to the land by regulating and conditioning current unauthorised use, and will ensure payment for use);
- AGA's be issued by local government in favour of permits issued under the Land Act 1994 by DERM, when dealing with the SRN;
- current legislative provisions be broadened to provide local government with authority to permit long-term static grazing through the issue of AGA's;



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- adjoining owners of fenced inactive parts of the network are offered priority for AGA's on an annual basis – if landowners refuse, AGA's may be open to others, by tender process if there are multiple applicants;
 - 'Fenced' is defined as "maintained, stock-proof fencing, open-ended or enclosed with gates and grids";
 - 'Unfenced' is defined as "not capable of maintaining stock"
 - AGA conditions will include the requirement that existing fencing is maintained – local government must ensure that existing fencing does not fall into a state of disrepair or be removed, during or after the AGA implementation period;
 - permits to occupy, conditioned with requirements to fence, that transfer to AGA's, must be fenced;
 - local government is able to require unfenced AGA areas to be fenced at the full cost of the landholder, as per current legislative arrangements, should the landholder refuse to enter into an AGA, or should the local government believe the part of the network requires fencing to enable management of pasture on the network for travelling stock; and
- numerous other requirements set out in the RIS.

As mentioned ownership of stock route water facility assets on the active network will remain with DERM. The legislative requirement on local government to maintain stock route water facilities on the eventual inactive stock route network is to be removed. However, local government continues to have a legislative responsibility to maintain stock route water facilities on the active stock route network, while DERM will continue to assist with major asset replacement.

Some local governments are considered to have significant SRN management responsibilities and are required to prepare SRN Management Plans which must detail:

- strategies to manage the integrity of the SRN;
- grazing;
- significant areas;
- risks and safety;
- infrastructure;
- pests and disease;
- water agreements;



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- travel and agistment permitting; and
- compliance.

The local governments required to develop these plans will be listed in a Regulation. The Minister for DERM is responsible for approving these plans. It is unclear as to which local government areas this will apply to.

Significant responsibilities in relation to the SRN devolve on Council under existing and proposed legislation.



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11. DIRECTOR ENGINEERING SERVICES REPORTS

Recommendation

That

- A) the Director Engineering Services Standing Business Papers for Information as presented in Reports 11.01.01 to 11.01.02 of the Business Papers be received by Council and noted; and
- B) the Director Engineering Services Business Papers for Council Consideration and Decision as presented in Reports 11.02.01 to 11.04 of the Business Papers be received for consideration.

11	Director Engineering Services Reports
11.01	Standing Business Papers for Information
11.01.01	Director Engineering Services Works Program Update Report
11.01.02	Director Engineering Services Status Report
11.02	Business Papers for Council Consideration and Decision
11.02.01	Expenditure Commencement on 2009 NDRRA Flood Damage
11.02.02	Contractor Assessments Recommendations of Appointments for 2009-2010 TIDS Delegation to CEO
11.02.03	Two (2) 4WD Fleet Vehicles Assessment Recommendations for Purchase
11.02.04	Drought Management Plan (DMP) Endorsement Subject to Amendments Required



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11.01.01 Director Engineering Services Works & Services Program Update Report

File:	Date October 7 2009
<i>DES Reports</i>	Author Dennis Kerr

Attachments

Burke Shire Council Water Supply and Sewerage Inspection Report;
Burke Shire Council Water Supply Drought Management Plan

1. EXECUTIVE SUMMARY

Council's Engineering section is operating to capacity, Graders are working on Maintenance M/R's RMPC which is nearing completion on heavy grading with some light grading to complete on WDR 78A, having approximately 5 kms to complete of light grading.

Gregory to Camooweal Road 21 kms of light grading is planned from the 2nd week of October.

Extra Temporary Staff have been resourced to cope with the current work load particularly in the maintenance of rural roads areas.

Preparation is under way for the TIDS programmed works on Gregory-Lawn Hill road and the Doomadgee Road East with specifications and quotations for work currently being sought.

New Gumbummunda Bridge is receiving its final cosmetic touches the new River/Bridge Signs have arrived.

The Riverside park amenities are being fabricated and galvanised ready to install, a Tenure report on the site has been sourced to be reported on to CLC.

Town Water Supplies are operating to the required quality required for drinking water. The DES has had Peter Robbins from Wide Bay Water do a detailed inspection and report of the Water & Sewerage Systems and the report has been circulated for information and future planning.

See the Wide Bay Water (WBW) inspection report embedded; DES sees this report not as a negative but as a way forward for future planning and programming best practice operations to achieve efficiencies.



InspectionReport2a.
doc



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The Nicholson Weir at Escott is about to stop overtopping as the “Water Tables” and the surrounding countryside dry back.

The Drought Management Plan (DMP) that WBW has drafted has now being distributed for understanding and analysis of its legislative requirements. The embedded attachment below is the DMP document and is also a very informative read of historical and current day operations of the water supply systems of the Burke Shire beside being a legislative requirement.



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Water Supply Drought

Gregory water supply service levels seem adequate with current relieving caretaker reporting that the system is operating with minimal issues or fuss. Electrical issues are being addressed, and further to this improvement of power is being put in place, new pumps are due to be delivered and installed with considerable mitigation elements to make the infrastructure work how it is designed.

Sewerage System operating as best it can and part of the WBW report also details the issues surrounding the STP in layman’s terms for ease of understanding and some immediate actions can be implemented to help relieve issues in that area.

The Department of Environment and Resource Management (DERM) is doing an inspection/visit to all Councils in NW Qld and will be in Burketown on Tuesday October 27. They intend spending approximately 2 hours in discussion and 2 hours of inspection then going on to Carpentaria.

Aerodromes are operating satisfactorily with no issues to report. Gregory Aerodrome has had a major tidy up.

Other town services at both Gregory and Burketown are operating at satisfactory levels, and town streets, parks and gardens seem to be holding at acceptable standards for this time of year. Some well watered grass areas need extra care with mowing and park watering systems are being systematically revised and upgraded to best utilise water usage. These activities are showing dividends with positive results and considerable water savings. The pond water feature in Morning Glory Park is commencing with several activities being done at the feature.

The Aquatic Facility has had some maintenance on fencing and building repairs, some artificial grassing of internal areas is being sought so as soil doesn’t wash back into the pools from hosing and rain.



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2. FOR COUNCIL INFORMATION

All expenditure seems to be consistent with up to approximately 30% of Budget allocations being executed.

3. FULL REPORT

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

Burketown

Park/picnic area Old Albert River Bridge – galvanising of bridge safety rails are being completed, portable shelters bases are also included in this batch. Tumbled river rock is being place in the Morning Glory Park pond feature.

All other town services are running normally (mowing, parks & garden watering, waste collections)

Gregory

Gregory full time Caretaker is on leave at this stage indefinitely; temporary staff are covering and is finding it quite comfortable to cover what is required. DES is sourcing further staff to cover in a temporary role.

Gregory Camp improvements and maintenance is being actioned as resources allow. Builders are the main delays.

Water and sewerage plant reports are in the utilities section of this report

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

Burketown Utilities

Water level at the weir is about to stop overtopping the weir.



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Water usage currently static with last month - 750,000L per day or 3,400L per person per day.

Aerodrome operations are currently running normally, Burketown had an influx of gliders visiting for the Morning Glory experiences these are now start to thin out.

Gregory Utilities

Town water supplies are operating with minimal issues however there are quite a few maintenance activities being actioned.

Trial generator installation is being actioned to assess power loss in cabling to the raw water pumps at the river intake. This will be trialed with the new and old pumps for comparisons on load requirements and future projected maintenance planning.

Projects & Road Works

Shire Roads

Flood damage submission data collection and processing is completed to Phase 1 approximately \$8 million - combined State and Council controlled roads.

TIDS construction planning is progressing for Gregory Lawn Hill Road and Doomadgee Road East with five projects being prepared and quotations from contractors being sought.

Main Roads

RMPC & WDR 79A heavy grading and gravel and soil blending is currently being performed on various sections this is nearing completion with light grading for approximately 5km remaining on 78A (WDR) and approximately 21km on 6801 (Camooweal-Gregory Road)

Monthly backlog and forward list of works (FLOW) for September RMPC measure-ups of works completed for Claim 3-09/10 and FLOW for October and claim preparation is being planned.



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Workshop & Fleet (Vehicles, Machinery and Plant)

All plant is operating to required levels of service. Quotations for two 4WD's have closed and a recommendation has been submitted for Council's consideration.

Engineering Activities

External supervision has improved with the DES having improved access to works staff also Council's new Works Overseer has commenced duties and is settling in well.

Flood damage submissions have been a major component of the Special Projects Officer's (SPO) activities and has now moved over to TIDS processing.

RMPC contract is well underway with approximately two thirds spent. Due to this ability to spend, Main Roads has offered a further \$225,000 of RMPC funds to resheet some 8.2km of the black soil section east of Mosquito Yards on WDR 78A.

There has been an offer to bid for further allocation of TIDS funding from the RRG which would ideally be utilised on 78A WDR on the section east of Mosquito Yards also.

RMPC Management Plans are being audited by Main Roads in the continuing process to get them accepted and implemented.

Total Management Plan (TMP) / Strategic Asset Management Plan (SAMP) - Customer Service Agreement (CSA) – Drought Management Plan (DMP) for water and sewerage.

DMP is now draft complete with Council to peruse and comment along with any revision and proposed endorsement. It is then recommended that the TMP follow on from the DMP finalisation. The TMP is expected to take approximately two months to complete.



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11.01.02 Director Engineering Services Status Report

File	Date October 7 2009
<i>DES Reports</i>	Author Dennis Kerr
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 and or arising since the previous meeting is as follows

September 16 2009			
Smaller Communities Assistance Program (SCAP)	Gregory Water Upgrade		*(October 2009) Practical Completion Final Claim Lodged 16/06/2003 \$100,000.00 unpaid – awaiting lodgement of SAMP/TMP. State Government advises that this funding has now been withdrawn. This is being disputed by Council.
Smaller Communities Assistance Program (SCAP)	Burketown Sewerage Treatment Plant Upgrade	Grant Allocated \$358,109 Council \$18,891	*(October 2009) Practical Completion Final Claim Lodged 26/06/2007 \$27,662.90 unpaid – awaiting lodgement of SAMP/TMP State Government advises that this funding has now been withdrawn. This is being disputed by Council.



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Smaller Communities Assistance Program (SCAP)	Burketown Water Upgrade		*(October 2009) Practical Completion Final Claim Lodged 26/06/2007 \$107,150.00 unpaid – awaiting lodgement of SAMP/TMP State Government advises that this funding has now been withdrawn. This is being disputed by Council.
Regional and Local Community Infrastructure Program (RLCIP)	Albert River Park Improvements	Grant Allocated \$100,000	*(October 2009) Funding approved. Works Underway, Completion extended to 30 th November 2009.
R2R	Road Works	Annual Grant \$272,950	* (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.
TIDS	Gregory/Lawn Hill Road 23/LGSC/001 1. Survey Planning and Design Immediately West of the Century Mine Road turnoff (\$39,000) 2. Immediately West of Big Archie Creek Upgrade Pavement to Sealed Standard	TOTAL \$1 184 000	* (October 2009) Planning of the projects and resources is currently being organised. The sealing on these projects is anticipated to be done in conjunction with the reseal program above. Quotations are currently be sought for Council consideration.



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	(\$750,000) 3. Invert Upgrade at Little Archie Creek to have a concrete overlay (\$147,500) 4. 1km section fronting Adel's Grove Tourist facility (\$247,500)		
TIDS	Doomadgee East Road 23/LGSF/011	TOTAL \$200,000 Prior Years TIDS \$200,000	*(October 2009) This work is planned for the next three months. An Agenda item recommending the location will be presented prior to works commencing.
TIDS	Doomadgee Road East 23/LGSF/013	TOTAL \$400,000 2009/10 TIDS \$200,000 Prior Years TIDS \$200,000	*(October 2009) To be worked with the above job.

NDRRA Flood Damage – 2009 Flood Event	Shire Roads Damage	Approximately \$7m. submission	*(October 2009) Flood Damage Estimates completed and Submission submitted
NDRRA Flood Damage – 2009 Flood Event	Main Roads Flood Damage	Approximately \$1.25m. submission	*(October 2009) Flood Damage Estimates completed and Submission submitted
NDRRA Flood Damage – 2009 Flood Event	Emergency Flood Relief Work	Emergent Works ie; Opening Grades, Culverts	*(October 2009) Claim to be made from EMQ, Council's Finance section preparing the claim



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July 15 2009		
<p>1. Contract Claim – Gregory Water Treatment Plant</p>	<p>That a report be prepared for Council's consideration on the claims made before any further payments are made on this contract.</p> <p>47. 090715</p>	<p>*DES will generate a report as to the origins and validity of the claims including liaison with the Project Manager from G & MA Lemura Pty Ltd to seek a satisfactory resolve and outcome for Council. This information gathering is expected to be finalised for a report to the November meeting, following the project manager's visit to Burke Shire in October.</p> <p>*(Sept 09) unchanged.</p> <p>* (October 2009) unchanged.</p>
June 17 2009		
<p>2. RMPC Contract Negotiations 2009-2010</p>	<p>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:</p> <p>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</p> <p>b) The Council is to be advised of any contracts entered into at the next general meeting after any such contract is signed.</p> <p>19. 090617</p>	<p>A revised schedule of rates has been submitted to Main Roads and a contract is currently being drafted by Main Roads</p> <p>The Contract has now been signed and returned to Main Roads</p> <p>* (Sept 2009) Council advised of new contract being finalised by way of Sept 09 agenda item.</p> <p>* (October 2009) Complete</p> <p style="text-align: right;">CLOSED</p>



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<p>3. Bitumen Tenders – Airstrip and Albert River Approaches</p>	<p>That Council accept CEC's tender of \$280,889.00 (plus GST) for the utilisation of CEC's Bitumen Spray Sealing Services to seal the approaches to the New Albert River Bridge, Aerodrome Hard Stand Area Extension, along with Resealing the existing Runway, Taxiway and existing Hard Stand area and that Council note that tenders for this work was obtained from a number of suppliers as a matter of emergency (Dispensing with full tendering requirements) to allow the works to be undertaken before 30th June 2009 to preserve grant entitlements.</p> <p>33. 090527</p>	<p>Primer Seals were spray during the last week of June and the Seal to the hardstand extension and Runway reseal is programmed for Tuesday 14th July to 16th July 09 Line marking is expected to be completed in September there is a small section of reseal at the Terminal to be completed this will not compromise the current works in anyway. The funding allocation has been paid to Council.</p> <p>* (Sept 2009) Bitumen Program on these 2 jobs now partially completed a small section at refuel terminal at aerodrome yet to be completed with a roads & streets reseal program.</p> <ul style="list-style-type: none"> • (October 2009) Unchanged •
<p>May 27 2009</p>		
<p>4. Gregory/Lawn Hill Road – Proposed Haulage of Gravel along this Road</p>	<p>That Council enter into discussions with Ozminerals Century Mine to draft a formalised Level of Service specification and documented agreement for the Specific section of Gregory to Lawn Hill Road that Ozminerals Century Mine utilises.</p> <p>19. 090527</p>	<p>Letter has been sent to Oz Minerals conveying Councils requirement for further discussions regarding the drafting of an agreed Level of Service agreement.</p> <p>July 09- no further action to date.</p> <p>* It seems that once Council took a stand on the level of service standard being revised and obligations of stakeholders the issue has gone.</p> <p>*(Sept 2009) Unchanged.</p> <p>* (October 2009) Exchange of expectations from Chris Potter Oz Minerals (not very happy) & response from DES that nothing will happen until NDRRA approvals</p>



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		come through for Flood Damage.
5. Burketown Wastewater Treatment Plan	<p>That consideration by way of investigations into the needs for further maintenance to the WWTP (Waste Water Treatment Plant) Infrastructure be undertaken as a matter of urgency with cost estimates provided for consideration in the 2009-2010 budget deliberations.</p> <p>That minor recommended electrical maintenance be actioned and training for operators at the WWTP be provided for in the coming 2009-2010 budget considerations.</p> <p>20. 090527</p>	<p>Assessment, estimates and priority of needs are being finalised for budget consideration.</p> <p>July 09- a budget bid according to the technical report received will be presented for deliberations</p> <p>* Once a budget is adopted repairs will be actioned.</p> <p>*(Sept 2009) A repair program will now be constructed according to budgetary constraints.</p> <p>*(October 2009) Some Maintenance works are being actioned with the Blivet & Fiberglass Repairs</p>
6. Fatigue Management Regulations	<p>That Council endorse the continuance with the Alliance of Gulf Councils by means of LGAQ who are making a combined submission for an exemption to the requirements of the Fatigue Management Regulations to effect a more realistic process for Council Works operations drivers as opposed to long haul driver fatigue management.</p> <p>21. 090527</p>	<p>A letter is being drafted to LGAQ expressing that Council be assured of it's inclusion in any outcomes from negotiations with QT on Fatigue Management exemptions.</p> <p>July 09- a proposal was submitted to LGAQ in conjunction with 3 other Gulf region Councils for exemptions according to the processes and procedures currently being maintained, Burke Shires submission was successful with some minor conditions, LGAQ will advise in due course.</p> <p>* (Sept 2009) Geographically Isolated Councils have an opportunity to be allocated "Advanced Fatigue Management" status this would allow greater flexibility with operation</p>



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		<p>timeframes.</p> <p>* October 2009) Unchanged and business as usual.</p>
<p>7. Oz-Minerals Proposal for Upgrading Sections of Gregory-Lawn Hill Road</p>	<p>That Council respond to Oz-Minerals Superintendent of Site Services stating that Council has considered the Oz-Minerals proposal for provision of a Mine contractor to assist with maintenance and upgrade works on specific sections of the Gregory-Lawn Hill Road and, pending further investigations into the allocation of funds for this project, they be advised that Council is unable to concur with Oz-Minerals proposal.</p> <p>22. 090527</p>	<p>Please note this Item has been addressed in the correspondence in item 1 immediately above.</p> <p>July 09- See Item 1 immediately above.</p> <p>*(October 2009) Further discussions will be arranged.</p>
<p>8. 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>July 09- Council's submission is progressing competing against priorities, some finer details of matching photos and double ups have delayed finalising the submission preparation, a report on quantities and status will be available for Council.</p> <p>*Temporary Overseer is now pushing this activity along.</p> <p>*(Sept 2009) Submission for State Controlled Roads has been submitted.</p> <p>* (October 2009) State and Local Roads Submissions are in to EMQ for consideration totalling 8 mil \$'s with a further submission of minor roads and accesses to be submitted</p>



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<p>9. 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>July 09- DES will be pushing to complete this documentation for the 09-10 contract implementations.</p> <p>* Documents are now being fed to Main Roads for auditing and certification, 1 document has been returned for amendment.</p> <p>*(Sept 2009) Contract Negotiations and Documentation is now completed with Management Plans being actioned.</p> <p>*(October 2009) Traffic Management Plan is nearing completion being through it's 2nd audit, now with 3 plans to go Safety, Environmental & Quality.</p>
<p>10. 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> <p>July 09- The document is now complete and a registration application is now to be submitted to CASA.</p> <p>* Registration: The document of the DAMP has been forwarded to CASA</p> <p>*(October 2009) Unchanged</p>



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April 15 2009

<p>11. Policy on Replacement of Water Filters</p>	<p>3. Any filters installed in Council facilities by removed forthwith as their use is not warranted given that Council delivers a palatable and potable water supply to its communities.</p> <p>11. 090415</p>	<p>Filters to be removed from all Council facilities at which filters are installed (Depot, Office, Hall, HACC/Church building etc).</p> <p>DES will follow this activity up and advise of current standing of the activity.</p> <p>July 09- DES has directed Water Utilities Manager that these Filter Units are to be removed.</p> <p>* DES has directed Councils wish on the removal or otherwise of these units.</p> <p>*(October 2009) Unchanged</p>
<p>12. Gregory Park - Naming</p>	<p>That Council name Gregory Park as "Elvee's Park"</p> <p>14. 090415</p>	<p>Name sign for the park to be obtained and installed. A sign has been ordered the "Elvee's Park".</p> <p>July 09- no further information is available this month. A location for erection at the Park is also needed .</p> <p>* DES will liaise with appropriate Community stakeholders & Council Representatives to determine the structure of the Sign.</p> <p>*(October 2009) Unchanged</p>
<p>13. 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>Letter to be written to Road Alliance and form completed for lodgement.</p> <p>A report is contained in the RRG Technical Committee meeting report from Thursday 12th June 09.</p>



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	17. 090415	<p>July 09- no further information is available this month.</p> <p>* This activity has been fairly silent from the group until a Technical Coordinator is engaged.</p> <p>*(October 2009) Unchanged</p>
14. Roads to Recovery (R2R) Program July 2009 to June 2014	<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> <ul style="list-style-type: none"> a. Road sections on Local Roads of Regional Significance; b. Other Council sealed roads (including urban roads). <p>18. 090415</p>	<p>Roads to be resealed in 2009/2010 to be identified for budget meeting and inclusion and consideration, and accordingly works programming from any positive deliberations. Report to be prepared by DES for Budget Meeting.</p> <p>July 09- Finance Section has indicated that the R2R funds have placed as a bid towards reseals, an up to date resealing program will be drafted and presented to Council as a priority.</p> <p>*A Reseal program is being structured and programmed along with tenders for supply of Bitumen and stone chip. Once finalised a recommendation will be present to Council for consideration.</p> <p>* (Sept 2009) Unchanged.</p> <p>*(October 2009) Unchanged</p>
March 18 2009		
15. Gregory Hall	<p>That cost estimates for upgrading the air-conditioning at the Gregory Hall on the Racecourse reserve be obtained for Council's consideration during its 2009/10 budget deliberations.</p> <p>21. 090318</p>	<p>Report to be prepared by A/WM for Budget Meeting.</p> <p>Estimates for Upgrades are being sought.</p> <p>July 09- A budget estimate will</p>



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		<p>be presented.</p> <p>* Budget estimates have been included in the Budget preparation for Councils consideration.</p> <p>*(October 2009) Quotations are being sought for Air conditioner installations.</p>
<p>16. Access to Grow Out Facility for Fish Restocking</p>	<p>That estimates of cost to provide a public access to the row out facility for fish restocking be prepared for consideration in Council's 2009/10 budget.</p> <p>23. 090318</p>	<p>Report to be prepared by A/WM for Budget Meeting.</p> <p>Needs analysis and cost estimates being undertaken for information and consideration.</p> <p>July 09- discussions only to date.</p> <p>*When the upgrade of office and shed areas are engaged the grow facility access can be addressed then, this would be the most efficient way to improve access.</p> <p>*(Sept 2009) Unchanged</p> <p>*(October 2009) Unchanged</p>
<p>17. Swimming Pool entry rails – Burketown Pool Complex</p>	<p>That costs be obtained to allow for elderly /disabled access to the pools at the Burketown Pool Complex and such estimates be referred to Council at its 2009/10 budget deliberations.</p> <p>Carried 26. 090318</p>	<p>Report to be prepared by A/WM for Budget Meeting.</p> <p>DES is gathering options and estimates for consideration.</p> <p>July 09- No further information is available this month.</p> <p>*A costing and Plan will be sourced for Councils consideration.</p> <p>*(Sept 2009) DES is sourcing</p>



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		<p>Pool Entry Rails along with alternatives for Entry access to the facility.</p> <p>*(October 2009) Unchanged</p>
<p>February 24 and 25 2009</p>		
<p>18. 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>Carried 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>July 09- DES has made inspections of these facilities and has had to prioritise other activities currently however a comprehensive report will be drafted.</p> <p>* Councils DES has source a shredding mulching proposal for Councils long term waste solution, a detailed report will be included in the Works & Services report.</p> <p>* (Sept 2009) Unchanged, further details will be available for the October meeting.</p> <p>* (October 2009) A general tidy up of the facilities are being planned with the pre wet season cleanup and further planning for handling facilities are being sought and inturn recommendations will be made available to Council</p>



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December 18 2008

<p>19.</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>July 09- A comprehensive report will be drafted.</p> <p>* The Shredding / Mulching proposal that the DES has sourced in used in some other shires particularly Island communities and is extremely successful, it is mobile, reasonably simple, and produces reusable compost. Contamination and leachate issues are non existent, as is site issues as being fully transportable can be sifted to were the mulch can be utilised.</p> <p>*(Sept 2009) See Sept item above.</p> <p>*(October 2009) Further investigations and information is being produced for consideration.</p>
<p>20.</p>	<p>Resolved that the Acting Works Manager arrange for wire netting to be placed around the Gregory tip to assist with tidiness.</p>	<p>Report to be prepared by A/WM</p> <p>Materials have been ordered and programming works has been discussed with works supervisors.</p> <p>July 09- This activity is being actioned .</p> <p>* Netting in place and being</p>



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		<p>monitored for improvements that may be needed.</p> <p style="text-align: right;">CLOSED</p>
21.	<p>Meeting to be arranged in early 2009 with Kath Logan regarding road maintenance.</p>	<p>Meeting held – awaiting advice from Zinifex</p> <p>A/WM to Follow Up</p> <p>DES requires clarification of the activity.</p> <p>July 09- no further to report this month.</p> <p>* The road is being maintained with a reasonable surface however dust is a major problem for traffic.</p> <p>*(Sept 2009) Unchanged *(October 2009) Similar to earlier report and Unchanged</p>
<p>October 21 2008</p>		
22.	<p>The CEO investigate the provision of handball courts in Burketown</p>	<p>Report to be prepared by A/WM for Budget Meeting</p> <p>DES will provide some ball park estimates for Budget consideration.</p> <p>July 09- an estimate will be provided for budget consideration.</p> <p>* Costs are being sourced however it will only be an approximate for the meeting</p> <p>*(Sept 2009) Unchanged *(October 2009) Resources are now becoming available to assist with investigation and</p>



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		sourcing information.
<p>23. 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>A/WM to action and prepare a report for Budget Meeting of Council</p> <p>DES will prepare an estimate of cost for Councils consideration, along any funding avenues available for the near future.</p> <p>July 09- QT Boating Infrastructure has indicated funding is available as a follow on from current projects that have been constructed, Council will be notified when these opportunities arise.</p> <p>* Further dialogue with QT will be followed up on to make QT aware Council would be keen to see further funding allocations.</p> <p>*(Sept 2009) Unchanged</p> <p>*(October 2009) Dialogue will be taken up with QT for possibilities & request a wish list from Council to place in parallel with QT's wish list.</p>
<p>24.</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>Report to be prepared by A/WM</p> <p>Further clarity of this activity is required by DES?</p> <p>July 09- no further information this month.</p> <p>* Councils Park up grade at the Old Albert Bridge site has a bid in it to upgrade the Old Bridge as a safe fishing facility.</p> <p>*(Sept 2009) If Council is comfortable with the Old Bridge</p>



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		<p>Safer Access Rails this activity can be closed.</p> <p>*(October 2009) With QT considering submissions for projects it will be an opportunity to put forward a wish list.</p>
<p>October 15 2008</p>		
<p>25.</p>	<p>Council requested the following items be actioned</p> <p>An open day once Barra Facility is completed.</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> <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 it's current environment it is not socially appealing.</p> <p>*(Sept 2009) Unchanged</p> <p>*(October 2009) Unchanged</p>



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11.02.01 Expenditure Commencement on 2009 NDRRA (Natural Disaster Relief and Recovery Arrangements) for 2009 Flood Damage Event TC (Tropical Cyclone) Charlotte

File	Date October 8 2009
	Author Dennis Kerr
Attachments None	

1. EXECUTIVE SUMMARY

There are several roads within the Shire that will qualify for NDRRA Flood Damage the submission for the first phase of the event is now complete and submitted to the Departments of Main Roads and Local Government for consideration by Emergency Management Qld (EMQ) and totalling approximately \$8million.

Due to the reworking of the information in the submission, time is now of the essence to commence the works. There are several high ranking areas, like bitumen rehabilitation on several roads and flood ways and creek crossings, that need addressing in the next month or two, that will provide access during the onset of the wet season and also possibly aid access during the full wet season.

There is considerable opportunity to utilise (legally) elements of this Flood Damage submission in the recovery rehabilitation on some areas of the TIDS roads that are being upgraded also. This will extend the extent of some jobs considerably. (The funds would only be utilised in areas that the Flood Damage submission allows)

It is expected to take approximately six to eight weeks for the submission to be approved; hence council would not receive reimbursement for this work for up to possibly 16 to 20 weeks. However if claims are prepared in parallel with the works then reimbursement could be as early eight to twelve weeks.

If Council has the capacity to finance this work it is highly recommended that the Flood Damage works commence on a prioritised platform as soon as appropriate resources can be arranged.

2. FOR COUNCIL DECISION

Recommendation

That Council endorse the 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.



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3. FULL REPORT

Background

There was no Flood Damage submission in 2008-2009 and the 2009 initial data collected was vital information and generally ideal information, however collection of the secondary components which are equally vital was adhoc and quite a lot of information was inconclusive requiring quite a considerable amount of creative and interpretive information as the opening grades following the event had obliterated a substantial amount of missing collectable data.

Statutory Environment

There are no impacts in this area as all proposals are approved with in the NDRRA rehabilitation guidelines and the appropriate departments encourage Council to commence works prior to approvals so as to get works underway.

Policy Implications

Would show Council's good faith and committed as a service provider.

Financial Implications

There are two alternatives with this proposal.

The first being the conventional - do the work, progress the certification of the finished works, with claim in parallel and submit claim as soon as certification from the certifier is signed off.

The other alternative is a provision to apply for a pre payment on the submission to allow works to commence.

Strategic Implications

To commence this activity would be showing commitment to tactical planning within the organisation to provide an improved service for stakeholders.

Officers Comment

Continuous liaison with funding departments and particularly the intermediary departments' officers (Department of Infrastructure & Department of Main Roads) have been essential in getting this late submission recognised.

Consulted With

Department of Infrastructure Officers, Department of Main Roads Officers and Council Officers.



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11.02.02 Contractor Assessments Recommendations of Appointments for 2009-2010 TIDS Delegation to CEO

File	Date: October 8 2009
<i>DES Reports</i>	Author: Dennis Kerr
Attachments:	

1. EXECUTIVE SUMMARY

There is a large amount of TIDS allocation requiring the assistance of contractors to execute the approved works in the timeframes for funding provider's acquittals. To this end Council officers have produced specifications for the specific project allocations and have called for quotations from know suppliers with in the Burke Shire and external to the Shire.

These quotations have a closure date of October 20 2009. Bearing this in mind and the need to mobilise up to three contractors on separate TIDS projects it would be paramount to get preliminary approval delegated to the CEO to approve commencement of the prioritised contractors and then submit the recommendations to Council's November meeting for endorsement.

2. FOR COUNCIL DECISION

Recommendation

That 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 meeting for endorsement.

3. FULL REPORT

Background

Funding underspends and dry season window of opportunity have brought about an urgency to move rapidly forward with the TIDS projects for this 2009-2010 fiscal year.

Statutory Environment

Statutory issues would be addressed with the above mechanisms being addressed.



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Policy Implications

No policy issues would be infringed

Financial Implications

Financial gains would be expedited for all stakeholders.

Strategic Implications

The big picture as a service provider would be enhanced

Officers Comment

The works program enhancement and TIDS underspend reversal would have beneficial regional gains for Council's future TIDS bids.

Consulted With

Council Officers, Contractors for availability, and Department of Main Roads Officers.



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11.02.03 Two (2) 4WD Fleet Vehicles Assessment Recommendations for Purchase

File	Date: October 9 2009
<i>DES Reports</i>	Author: Dennis Kerr
Attachments None	

1. EXECUTIVE SUMMARY

Following the adoption of the current year's budget quotations were called for two medium size 4WD Wagons. To this end Council received two conforming quotations and one late non conforming quote.

The following list is a summary of the conforming quotations

1. Black Toyota's \$ 138,491.82
2. Pacific Toyota's \$ 124,844.74

Black Toyota has two current models in stock and could be delivered in 30 days, where Pacific have sold out of current models and have two new model vehicles after Toyota's release of the vehicles on November 16 2009

The new models are expected to cost between \$1000 - \$2000 extra, waiting for this new model could have some benefits when resale time comes around and still considerably less cost than the Black Toyota offer.

The Black Toyota offer does have a \$3,000 polished Alloy Bull Bar as opposed to the Pacific Toyota Offer which has a \$2,000 Steel Bull Bar with protective side rails, albeit that the not so slim line side rails does give some further protected to the vehicle with the hazards of motoring in this environment.

2. FOR COUNCIL DECISION

Recommendation

That Council purchase 2 (two) Toyota Prado (2009-10 new model) GLX as per quotation \$124,844.74 combined value from Pacific Toyota of Cairns with an escalation allowance at actual cost for the new model released on November 16 2009. It is understood Council has priority to the first two vehicles of this model available from Pacific Toyota following that release.



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3. FULL REPORT

Background

These vehicles are currently covered by two hire vehicles costing approximately \$ 6,000 per month combined, the hire vehicles have been place on Council's fleet list and are job charged with an element of 15% profit factored in to the charge out rate, and are cost neutral, the utilisation charge out covering the hire with a profit margin until the new purchases arrive.

Due to this equation and no issue as far as logistics it is best business practice to wait for the new model vehicles arrival.

Statutory Environment

No impacts on legislative or similar governmental issue are foreseen.

Policy Implications

No possible policy breaches could be seen to have been impacted with the recommendation or purchase process.

Financial Implications

Only beneficial financial gains could be gained from the recommendation process.

Strategic Implications

There are no negative hitches that could be considered a probable complication or challenging issue that may have the capacity eventuate from this proposal.

Officers Comment

Properly managed this activity has a financial recovery capacity for Council as well as providing a logistical efficiently (cost benefit).

Consulted With

Council Officers, Vehicle Dealer Representatives, Suppliers.



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11.02.04 Drought Management Plan (DMP) Endorsement Subject to Amendments Required

File	Date: October 9 2009
<i>DES Reports</i>	Author: Dennis Kerr

1. EXECUTIVE SUMMARY

A drought management plan is a legislative requirement; this document is approximately two years overdue hence some urgency on finalising this plan. The plan does have some fairly demanding requirements regarding water usage and restrictions however it has been designed that there is provision for adequate allowances of water to keep a desirable green look about the towns with some management and logistical manoeuvres

2. FOR COUNCIL DECISION

Recommendation

That Council endorse the DMP acknowledging that as a revisable document ongoing monitoring and changes may be required from time to time.

3. FULL REPORT

Background

With Water shortages throughout Queensland in recent years and continuing growth and expansion needed of infrastructure with limited available funding Queensland Government has brought about legislation to reduce the requirements on existing water sources hence the DMP.

This requirement in some ways has a one cap fits all strategy however there is some evidence that to lesser extent than the state average that Burke Shire could implement a more relaxed specification as is the case with this current document being submitted for consideration, this document doesn't contain a lot of the erroneous demands that is being implemented in other parts of Queensland.

Statutory Environment

A DMP is a legislative requirement

Policy Implications



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A water usage strategy could be developed with some best practice and innovative planning and procedures to better utilise the resource.

Financial Implications

The cost to benefit ratio would be marginal however if waste of the natural resource and materials that it utilises to produce it is taken into consideration then there may be other additional benefits.

Strategic Implications

To make no effort to change the way water could be considered wasted or to recommend a DMP that has no obvious water controls would place the Shire in an extremely vulnerable position if the need came about to require funding assistance to mitigate water shortages.

Officers Comment

The proposed DMP seems to be reasonable mix of commitment with some flexibility towards a sustainable water use strategy in the long term at an affordable cost also allowing for adequate quantities to maintain the oasis's in the dry season desert that Burketown and Gregory are.

Director of Engineering wishes to acknowledge the input of data & information generated and supplied by Councils Town Utilities and Water Officers with the production of this DMP.

Consulted With

DERM Officers, WBW Officers, Council Officers.



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12. DIRECTOR FINANCE AND COMMUNITY SERVICES REPORTS

Recommendation

That

- A) the Director Finance and Community Services Standing Business Papers for Information as presented in Reports 12.01.01 to 12.01.02 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 12.02.01 to 12.02.05 of the Business Papers be received for consideration.

12	Director Finance and Community Services Reports
12.01	Standing Business Papers for Information
12.01.01	Monthly Financial Report
12.01.02	Status Report
12.02	Business Papers for Council Consideration and Decision
12.02.01	Audited Financial Statements 2008-2009
12.02.02	Rates Interest Write-off
12.02.03	Burke Shire Christmas Event
12.02.04	Rate and debt recovery policy
12.02.05	Early payment of financial assistance grant 2009-2010



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12.01.01 Monthly Financial Report

File: ACC/01

Date: October 6 09

DFCS Reports

Author: Zoe Belz

Attachments

Cash and Investments – 30 September
Debtors and Rates Owing – 30 September
Revenue and Expenditure – 30 September
Capital Expenditure – 30 September
Plant Running Costs – 30 September

1. EXECUTIVE SUMMARY

The Financial Reports for the month ended 30 September 2009 are attached.

2. FOR COUNCIL INFORMATION

3. FULL REPORT

Background

Reports are provided in the attachments below



Cash and
Investments - 30 Sep



Debtors & Rates
Owing - 30 September



Revenue &
Expenditure - 30 Sep



Capital Expenditure -
30 September 2009.p



Plant Running Costs
- 30 September 2009

Items of note

- Cash and Investments – YTD interest is less than 50% of interest at the same time last year. However, last year saw approximately \$1mil more held in QTC and 2% more interest earned.
- Debtors and Rates Owing – RMPC contract is being invoiced on a monthly basis with payment made within 30 days.



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- Revenue and Expenditure (25% of the year elapsed) – the majority of the expenditure is either on target (approx 25%) or below. Very few areas exceed a 5% variance.
 - FAGs funding – Second Quarter payment has been received \$437,348.25.
 - RMPC – Approximately 50% of the contract has been performed (4200-2347)
 - Rubbish Collection – Burketown Refuse Collection & Disposal (6020-2220) is over-expended by 10% whereas Gregory Refuse Collection & Disposal (6020-2800) is under-expended by 10%.
 - Water Operations – Gregory – despite maintenance issues with the Gregory Water Treatment Plant, expenditure is only 27% of the annual budget (6520-2810).

- Capital Expenditure
 - 4000-4650 The Albert River Bridge is 99% completed and will come in at approximately 22% (\$25,000) over budget.
 - 4300-4660 Airport Reseal is completed. The total expenditure of \$119,033 was under the \$300,000 budget for 2009/10, however this budget was based on the majority of the expenditure being in 2009/10. Total expenditure for 2008/09 and 2009/10 combined was \$402,568.54. The total budget for the project was \$370,000. The shortfall of 9% (\$32,500) will need to be accounted for in the next amended budget. Please note that reserve funding is not available to fund this shortfall.
 - 5600-4602 Shed at House 12 – all expenditure is committed expenditure. The budget of \$25,000 has been fully expended.
 - 5800-4659 Albert River Park – approx 50% of the \$100,000 grant has been committed. Extension of the completion date of 30 September to 30 November has been verbally approved.

Statutory Environment

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

Policy Implications

NA

Financial Implications

NA

Strategic Implications

NA

Officers Comment



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25% of the financial year has elapsed as at 30 September 2009. Operationally, expenditure is within the expected 25%-30% range. Capital works and RMPC are at full capacity. Cashflow is being monitored closely and recovery of debts is progressing. Council's financial position is extremely sound as at 30 September 2009.

12.01.02 Director of Finance and Community Services Reports

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

1. EXECUTIVE SUMMARY

Providing Council with the status of actions previously sought by Council for action along with an update on Tourism, HACC and Community Events matters as at 5 October 2009.

2. FOR COUNCIL INFORMATION

3. FULL REPORT

The status of matters previously resolved is as follows

September 16 2009		
1. Council Housing – Insurance Claim	a) That Council seek a cash payment from our insurers for the claim associated with House 4 Gregory Street. 09.090916	Council's insurance brokers are pursuing a 100% cash settlement with Suncorp.
2. Westpac Security Token	That Cr Forshaw be issued with a Westpac Secure Token. 13.090916	Westpac to issue token.
3. P McEvoy – Request for Refund of Aquatic Facility Fees.	That Council approve the refund of Aquatic Facility Fees of \$35.00 for Mrs P McEvoy. 15.090916	Refund to be processed in next payment run COMPLETED



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<p>4. Mt Isa SOTA – Request for Sponsorship</p>	<p>That Council sponsor one colour page in the Mt Isa SOTA annual school magazine for the cost of \$75.00</p> <p>17.090916</p>	<p>Donation to be processed in next payment run.</p> <p style="text-align: right;">COMPLETED</p>
<p>5. Gregory Downs School P&C Trivia Night</p>	<p>That Council donate \$75.00 to the Gregory Downs School P&C towards its Trivia Night to be held on 31 October 2009.</p> <p>18/09/0916</p>	<p>Donation to be processed in next payment run.</p> <p style="text-align: right;">COMPLETED</p>
<p>6. 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 style="padding-left: 40px;">1) Transfer the funds from the Trust Fund to General Revenue</p> <p style="padding-left: 40px;">2) Establish a Recurrent Reserve for Emergency Services Purposes. Further that interest generated from these funds is returned to this reserve.</p> <p>And that once these funds have been transferred the trust can be “wound up”.</p> <p>E) It be noted that the balance of monies</p>	<p>To be processed</p> <p>To be processed</p> <p>To be processed</p> <p>Meeting of Trustees to be held</p> <p>To be processed</p>



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	<p>from airflight ticket sales will be transferred to General Funds for airport improvements as allowed by the State Government; and</p> <p>F) Council</p> <p>1) top up the J. McCalman trust amount so that it holds a balance of \$2,000 (i.e. transfer \$51.11 to the Trust)</p> <p>2) continue an annual disbursement of \$200 until the trust is fully utilised</p> <p>19.090916</p>	<p>To be processed</p> <p>Noted</p>
7. Arts and Craft Show – Distribution of Auction Proceeds	<p>That the allocation of auction proceeds be endorsed as follows:</p> <p>The Royal Flying Doctors Service – 60%</p> <p>The Burke Shire Christmas Celebration – 40%</p>	<p>To be processed in next payment run</p> <p>To be included in amended budget</p>
August 19 2009		
8. Letter of Appreciation to the volunteers at information centre	<p>Letter of Appreciation to the volunteers at information centre</p> <p>03.090819</p>	<p>Letters sent</p> <p style="text-align: right;">COMPLETED</p>
July 15 2009		
9. Use of Council Bus by Schools	<p>That Council allow Schools within the Burke Shire to hire the Council bus as follows:</p> <ul style="list-style-type: none"> * reasonable usage (Within 1,100km of the Shire and maximum of 7 days at a time) for local School students only is provided at no charge; * fuel is to be paid for by the school (the bus is full upon collection and is to be returned that way); * the bus is to be returned clean to Councils satisfaction (i.e. the same condition that it was when collected); and * any damage incurred is to be paid for. <p>AND</p> <p>Council resolve that a bond is payable by Schools for the hire of the Council bus.</p>	<p>Letters sent to Schools within the Shire.</p>



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	30. 090715	COMPLETED
10. <u>RADF Community Committee Recommendations</u>	<p>1) That Council investigate the opportunity of liaising with other Councils to bring a live show into the community;</p> <p>2) That Council to write letter to Kylie Camp thanking her for her services with RADF over the years and reiterating that she is welcome to rejoin the Committee at her discretion;</p> <p>42. 090715</p>	<p>CHE to investigate and report back to Council</p> <p>Letter sent</p> <p>COMPLETED</p>
June 17 2009		
11. Swimming Pool Access Issues	<p>That, because of the extended breakdown of the access gate at the swimming pool, existing cards holders be given a 3 month extension to the expiry dates on their access cards.</p> <p>25. 090617</p>	Extension to be processed
May 27 2009		
12. Request for purchase of old wheelie bins	<p>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.</p> <p>30. 090527</p>	<p>Letter sent</p> <p>COMPLETED</p>
13. Productivity Placements Program 2010/11 Year – LGAQ	<p>That Council submit a bid for the Productivity Placements Program for the 2010/11 year</p> <p>38. 090527</p>	Bid to be made Jan/Feb 2010 once program calls for bids.
14. Jobs Fund Program	<p>That Council express its disappointment that this scheme does not provide for the development of the region.</p> <p>39. 090527</p>	Letter to be written
15. Council Policy regarding bonds	<p>That a policy for exemptions from payment of hire fees and/or bond be prepared for Council's consideration.</p>	Policy to be prepared.



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	41. 090527	
16. 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	Letters sent COMPLETED
April 15 2009		
17. RADF Funding – Council Project – Photographic book of Burke Shire	That alternative proposals for use of the funding be investigated and reported back to Council as part of the 2009/2010 budget process. 20. 090415	DFCS to prepare a report to Council.
December 01 2008		
18. Fuel Services	That Council invite tenders for the supply of fuel services in early 2009 05.081201	Report to be prepared by DES/DFCS in conjunction with depot redevelopment plan.
October 15 2008		
19. Account Dispute	That Council delegate the CEO to negotiate with Mr. John Bishop about the outstanding invoice. 06.081015	Report to be prepared by DFCS
20. Reward Packs	Council requested the following items be actioned: An Environmental Reward Pack be produced. A Junior Ranger shirt be provided for the children.	CHE to prepare further report for Council.

Tourism



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

HACC

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

- Centre-based Day Care – 10 (decrease from 12 at 30/06/09)
- Social Support – 3 (increase from 2 at 30/06/09)

The HACC clients have been involved in the following events in September:

- Burke Shire Council Senior's Day - the clients dressed in colonial costumes for the luncheon held at the hall where they enjoyed recounting stories from the past and catching up with old friends.
- Mark Brown, the social occupational therapist from Allied Health has joined Burke Shire HACC as a volunteer and has started taking the male clients on excursions. The most recent one was to Adels Grove for lunch.
- HACC held a seafood/wine raffle and raised approximately \$200.
- The final trash and treasure for the year will be held on Saturday 17 October 2009.

Council Events Wrap-up

Seniors Day – Wednesday 16 September 2009

Seniors from Burke Shire enjoyed a day of reminiscing and catching up with friends. A variety of photographs were donated by the community for the day. The costumes worn by the staff and the HACC clients added to the atmosphere of the day. The feedback from the guests was positive particularly in relation to the participation by the Councillors. The total cost for the event was approximately \$1,400, the majority of which was officer time. This represents a 50% underspend from a budget of \$3,000.



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12.02.01 Audited Financial Statements 2008/2009

File	Date October 6 2009
<i>DFCS Reports</i>	Author Zoe Belz
Attachments	

1. EXECUTIVE SUMMARY

Presenting the Audited Financial Statements for the year ended 30 June 2009 for adoption.

2. FOR COUNCIL DECISION

Recommendation

That the Audited Financial Statements for the year ended 30 June 2009 be adopted;

and

The Refuse Infrastructure Reserve be created with the purpose of funding capital improvements to the refuse infrastructure within the Shire;

and

The final audit results from WHK-TCM Smith Audit Partnership for the year ended 30 June 2009 be noted

3. FULL REPORT

Background

The Audited Financial Statements for the year ended 30 June 2009 are below.



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Financial Statements
2008-2009.pdf

Items of Note

- Council did not require an extension and has met the statutory requirements for preparation and adoption of the financial statements.
- Council is in a strong cash position again this year and is able to fully cash back all payables and employee entitlements, as well as its reserves.
- Council has not funded depreciation but has increased its asset replacement reserves.
- Infrastructure Assets have been revalued by the Local Government Council Cost Index for 2008/09 of 5.3%. Land and Buildings have not been revalued for the 2008/09 as they are due to have a full revaluation in 2009/2010, and the Contract Auditors requested that we not apply the Council Cost Index but instead wait for more exact revaluations.
- The surplus includes approx \$540,000 which represents an early payment of the 2009/10 Financial Assistance Grant, received in the last week of June 2009. The Queensland Audit Office has prescribed that the revenue must be included in the 2008/09. Accordingly, the \$540,000 has been transferred to the Road Reserve to fund 2009/10 TIDS projects that would have been funded from the operating surplus in 2009/10 (refer detailed report 12.02.05).
- A Refuse Infrastructure Reserve has been created to provide funding for the \$400,000 of capital improvements for the Burketown and Gregory Tips that have been carried forward over the last few years and again into 2009/10.

Correspondence from the Contract Auditors detailing the final audit results will be tabled at the meeting.

There are no high risk issues. There are five moderate risk issues (2007/08 – five moderate risk issues) which have already or are currently being addressed.

Statutory Environment

Div 3, Local Government Finance Standard 2005

Policy Implications

None

Financial Implications

None



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Strategic Implications

None

Officers Comment

Consulted With

CEO and Mayor



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12.02.02 Rates Interest Write-off

File	Date October 16 2009
DFCS Reports	Author Zoe Belz
Attachments	

1. EXECUTIVE SUMMARY

Rates interest written-off as part of the 2009/10 annual rates levy.

2. FOR COUNCIL DECISION

Recommendation

That Council endorse the interest write-off as presented.

3. FULL REPORT

Background

The following interest amounts have been approved by the CEO for write off at 28 September 2009 in preparation for the 2009/10 annual rates levy.

Assessment No	Amount	Reason	Authority
00230-10000-000	\$ 8.01	Interest levied after pmt of rates	DEL-BSC-008 - Interest <\$10
00411-10000-000	\$ 6.42	Interest incorrectly levied after pmt of rates	Administrative Error - interest raised incorrectly
00397-00000-000	\$ 14.26	Interest levied after pmt of rates	Requires Council endorsement

The rates levies for each assessment have been paid in full. The amounts written off are interest only. The first two assessments have been approved administratively. The third assessment requires Council endorsement. The outstanding levy and interest amount to 01/12/09 were paid by the owner on 08/12/09. Interest was then levied in May 2009 which calculated interest for the 7 days. Had interest write-off been processed at that time, the CEO would have been able to approve the write-off under delegation DEL-BSC-008 which authorises the CEO to write of interest amounts less than \$10 where the outstanding account is paid in full.

Statutory Environment

DEL-BSC-008 under Section 36(1) – General Powers, Local Government Act 1993.



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Policy Implications

None

Financial Implications

None

Strategic Implications

None

Officers Comment

Consulted With

CEO



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12.02.03 Burke Shire Christmas Event

File	Date October 08 2009
<i>DFCS Reports</i>	Author Zoe Belz
Attachments	

1. EXECUTIVE SUMMARY

Providing information on the concept for the Christmas event for Burke Shire.

2. FOR COUNCIL DECISION

Recommendation

That Council delegate to the Chief Executive Officer final approval for the concept for the Burke Shire 2009 Christmas Event;

and

the 2009/10 budget be amended to include \$2,100 for the Event.

3. FULL REPORT

Background

The event is centred around the decoration of Council's Christmas tree either in the Morning Glory Park or in front of the Shire Hall.

Children in the Shire would be invited to make a decoration for the Council tree and their own tree at home. Students from the Burketown State School and Burketown Kindergarten would be invited to make their decorations in small groups with the Burke Shire HACC clients, while kits and instructions would be sent to all other children in the Shire.

The dressing of the tree would be held at the beginning of December, possibly late on a Saturday or Sunday afternoon. Children would be invited to hang their own decorations. Santa would give each child a small token gift, perhaps glow sticks to use at the Carols by Candlelight. Community organisations would be invited to have market and food stalls.

It is hoped that the Schools and Doug and Faye Jones would be involved in performing Christmas carols to add to the festive atmosphere.



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Statutory Environment

None

Policy Implications

None

Financial Implications

Budget to be prepared one concept is finalised.

Strategic Implications

None

Officers Comment

Funding available is partial proceeds from the Arts and Craft Show of approximately \$500 and unexpended funds for the Seniors Day of approximately \$1,600.

Consulted With

CEO



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12.02.04 Rate and Debt Recovery Policy

File	Date October 9 2009
DFCS Reports	Author Zoe Belz
Attachments	
Rate and Debt Recovery Policy	

1. EXECUTIVE SUMMARY

Presenting Rate and Debt Recovery Policy for Council's adoption.

2. FOR COUNCIL DECISION

Recommendation

That the Rate and Debt Recovery Policy be adopted as presented.

3. FULL REPORT

Background

The rates have been issued for the 2009/2010 year. The discount closes on Monday 9 November, 2009. The proposed Rate and Debt Collection Policy below formalises timelines and procedures for collection of outstanding rates and sundry debtors.



Rate and Debt
Recovery Policy.pdf

Statutory Environment

Part 7 Local Government Act 1993
s44 Local Government Regulation 2005

Policy Implications

None



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Financial Implications

None

Strategic Implications

None

Officers Comment

This policy sets out strict guidelines and timeframes for collection of debts which will allow Council more control over

Consulted With



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12.02.05 Early Payment of Financial Assistance Grant 2009/2010

File:	Date: 09/10/09
<i>DFCS Reports</i>	Author: Zoe Belz
Attachments:	

1. EXECUTIVE SUMMARY

The Department of Infrastructure distributed the first quarter payment for 2009/2010 in June 2009. The Queensland Audit Office has instructed that this funding must be included as revenue in the Financial Statements for the year ended 30 June 2009. This requirement has the potential to affect the budget for the current year ending 30 June 2010.

2. FOR COUNCIL DECISION

RECOMMENDATION

That the budget for 2009/2010 be amended to exclude the early payment of the Financial Assistance Grant of \$554,421 from operating revenue;

and

\$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.

3. FULL REPORT

Background

In May 2009, the Federal Government announced that as part of its Stimulus Package it would be releasing the first quarter payment of the Financial Assistance Grants allocated for 2009/2010 prior to 30 June 2009. Officially, this was to allow an increase infrastructure spending by Local Governments in 2008/2009.

First quarter payments were released by the State Government on 26 June 2009. Burke Shire Council received \$554,421. Following standard accounting principles this money was not accounted for as revenue in 2008/2009 and was budgeted as revenue in 2009/2010.

During the audit of the financial statements for the year ended 30 June 2009, Council was advised by its contract auditors, WHK-TCM Smith Audit Partnership, that the Queensland Audit Office (QAO) required the funding to be treated as revenue in the 2008/2009 financial year and therefore not included in the 2009/2010 financial year.

The information sheet provided by the QAO to the contract auditors is below.



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Grants Received.pdf

To summarise the information sheet, a financial assistance grant is received with no conditions attached, therefore it is to be treated as revenue in the year in which it is physically received, regardless of the basis of the allocation.

Council did not receive any information from the Department of Infrastructure, LGAQ or QAO advising them of the required accounting treatment of the early payment. As a result the full allocation of \$2,303,815 was included in the 2009/2010 budget. The effect of this required treatment is as follows:

2008/2009

- Operating Surplus increased by \$554,421 to \$3,261,472
- \$554,421 appropriated to the Road Improvements Reserve to fund capital projects in 2009/2010.

2009/2010

- Budgeted Operating Surplus will decrease by \$554,421 to \$2,624,585.
- There were TIDS projects (Gregory-Lawn Hill Road) that were budgeted to be partially funded from operating surplus. \$544,421 will now be funded from the Road Improvements Reserve.

The Local Government Grants Commission has advised that the Federal Government has announced that at this stage, early payment of the Financial Assistance Grant will not occur for the 2010/2011 financial year.

Statutory Environment

None

Policy Implications

None

Financial Implications

The 2009/2010 budget will need to be amended as detailed above.

Strategic Implications

None

Officers Comment

Burke Shire Council is not alone in this issue. This affects all Councils in Queensland. I have spoken to the Financial Reporting and Grants Commission sections of the Department of



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Infrastructure as well as LGAQ and the majority have agreed that Councils should have been provided with an information sheet to ensure Financial Statements for the year ended 30 June 2009 and the Budget for 2009/2010 accounted for the early payment accordingly.

As we have appropriated the early payment to reserves, this will not affect Council's ability to fund capital projects in 2009/2010.

Consulted With

WHK-TCM Smith Audit Partnership (Council's contract auditors)
Local Government Grants Commission
Financial Reporting Section, Department of Infrastructure
LGAQ



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13. CONSIDERATION OF COMMITTEE RECOMMENDATIONS

None at time of agenda preparation

14. CLOSED SESSION REPORTS

14.01 Regional Development for inclusion in agenda

14.02 Burketown Development

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 November 18 2009.