



**BURDEKIN SHIRE COUNCIL**



# **AGENDA**

## **ORDINARY COUNCIL MEETING**

**HELD AT COUNCIL ADMINISTRATION BUILDING,  
145 YOUNG STREET, AYR**

**on 13 August 2013**

**COMMENCING AT 9:00AM**

At this meeting contributions made by members of the public may be recorded by way of audio recording which will be used for the purpose of developing minutes of the meeting and decision making of Council. Burdekin Shire Council is bound by the Information Privacy Act 2009 to protect the privacy of personal information.

Under Local Law 1 Section 35(3) a person must not make an audio or video recording of a local government meeting, a standing committee meeting, a special committee meeting or an advisory committee meeting unless the chairperson at the meeting gives consent in writing to the recording of the meeting.

Further information may be found on council's website at [www.burdekin.qld.gov.au](http://www.burdekin.qld.gov.au)



**TUESDAY 13 AUGUST 2013**

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## **BURDEKIN SHIRE COUNCIL**



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## **1 PRAYER**

## **2 DECLARATIONS OF INTEREST**

## **3 MINUTES AND BUSINESS ARISING**

### **3.1 Ordinary Council Meeting Minutes - 23 July 2013**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 23 July 2013 be received as a true and correct record.





**BURDEKIN SHIRE COUNCIL**



# **MINUTES**

## **ORDINARY COUNCIL MEETING**

**HELD AT COUNCIL ADMINISTRATION BUILDING,  
145 YOUNG STREET, AYR**

**on 23 July 2013**

**COMMENCING AT 9:00AM**

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**TUESDAY 23 JULY 2013**

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## **BURDEKIN SHIRE COUNCIL**



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## **ATTENDANCE**

Councillors W.C. Lewis (Mayor), R.H. Lewis (Deputy Mayor), L.D. McCathie, U.E. Liessmann, P.M. Dalle Cort and E.J. Bawden

Mr. K. Holt - Chief Executive Officer  
Mr. D.P. Mulcahy - Director Corporate and Community Services  
Mr. T.G. Williams - Director Environment and Operations  
Mr. S. Great - Manager Planning and Development  
Miss T. Jensen - Manager Environment and Health  
Mr. W. Saldumbide - Manager Operations  
Mr. K. Byers - Manager Technical Services

Minutes Clerk – Miss S. Cronin

Apologies: Councillor L. Loizou

## **1 PRAYER**

The meeting prayer was delivered by Reverend Dway Goon Chew of the Anglican Church.

## **2 DECLARATIONS OF INTEREST**

The Mayor called for declarations of interest.

Councillor McCathie declared a material personal interest in respect of Agenda Item 5.1 as the applicant is a client of her business McCathies Real Estate.

## **3 MINUTES AND BUSINESS ARISING**

### **3.1 Ordinary Council Meeting Minutes - 9 July 2013**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 9 July 2013 be received as a true and correct record.

#### **Resolution**

Moved Councillor Liessmann, seconded Councillor Bawden that the recommendation be adopted.

CARRIED



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### **3.2 Burdekin Be Active Advisory Committee Minutes - 3 July 2013**

#### **Recommendation**

That the minutes of the Burdekin Be Active Advisory Committee Meeting held on 3 July 2013 be received and adopted.

#### **Resolution**

Moved Councillor Lewis, seconded Councillor Dalle Cort that the recommendation be adopted.

CARRIED

### **3.3 Burdekin Shire Youth Council Meeting Minutes - 8 July 2013**

#### **Recommendation**

That the minutes of the Burdekin Shire Youth Council Meeting held on 8 July 2013 be received and adopted.

#### **Resolution**

Moved Councillor Dalle Cort, seconded Councillor Lewis that the recommendation be adopted.

CARRIED

## **4 REPORTS**

## **5 ENVIRONMENT & OPERATIONS**

### **5.1 RPS - Development Application Material Change of Use for an Accommodation Facility (The Village) at 18A-36A Chippendale Street, Ayr (Lot 29 on SP227211 Parish of Antill, County of Gladstone) - Laid on the Table**

Councillor McCathie declared a material personal interest of interest in respect of this item and left the meeting.

#### **Executive Summary**

An application has been received from RPS on behalf of their clients Burdekin Building Design and Flexi Queensland seeking approval for a Material Change of Use for an Accommodation Facility (The Village) at 18A-36A Chippendale Street, Ayr (Lot 29 on SP227211, Parish of Antill, County of Gladstone). A Development Application (Impact Assessable) has been triggered in accordance with the Burdekin Shire IPA Planning Scheme.

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## Recommendation

That Council approves the Development Application for a Material Change of Use for an Accommodation Facility (The Village) at 18A-36A Chippendale Street, Ayr (Lot 29 on SP227211, Parish of Antill, County of Gladstone) subject to the following conditions:

### GENERAL

- 1.1 The conditions of the development permit must be effected prior to the commencement of the use, except where specified otherwise in these conditions of approval.
- 1.2 All rates and charges (including regulated infrastructure charges), in arrears in respect of the land, subject of the application, are paid in full prior to the commencement of the proposed use.
- 1.3 The development and conduct of the approved use of the premises, the carrying out and maintenance of any works on the premises and construction and maintenance of any building on the premises must be generally in accordance with the approved plans listed below submitted by 'Burdekin Building Design' and RPS; except where modified by the conditions of this Development Permit and any approval issued there under.

Document	Drawing No.	Date
Master plan	SK-002	15/01/2013
Small Houses - duplex	SK-003	15/01/2013
Independent Units	SK-004	15/01/2013
Higher Needs Units	SK-005	15/01/2013
Hydrotherapy Pool & Facilities	SK-006	15/01/2013
Sustainability Strategy	SK-007	15/01/2013
Accessibility Details	SK-008	15/01/2013
Precedence Study	SK-009	15/01/2013
Proposed Subdivision	109721-01C	20/10/2011

### BUILDING WORK

2. A development permit for Building Works is to be obtained before any building works are carried out on the premise. Proposed buildings to be constructed within allowable setbacks must achieve acceptable solutions in accordance with the requirements of Section C; Building Code of Australia – (Siting provisions and fire resistance)

### EXTERNAL WORKS

3. The developer must at its own cost undertake all necessary alterations to public utility mains and services as are rendered necessary by the carrying out of any required external works or other works associated with the approved development.

### ACCESS AND CARPARKING

- 4.1 Parking shall be provided generally in accordance with the approved plan from Burdekin Building Design Accessibility Details SD04 No SK-008.



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- 4.2 Parking space and layout must be designed in accordance with the provisions contained in Schedule 2 – Vehicle Parking Rates & Standards of the Planning Scheme.
  - 4.3 Access to the premises, car parking and manoeuvring areas must be constructed in an all weather low glare paving, exposed aggregate concrete or similar material to the satisfaction of the Chief Executive Officer.
  - 4.4 The construction of any crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of the Chief Executive Officer.

## **ROADWORKS**

- 5.1 The developer shall provide stand-up kerbing and channelling for the full Chippendale Street frontage of the development on an alignment approved by Council.
- 5.2 The developer shall provide bitumen widening from the edge of existing bitumen to the proposed kerbing and channelling. Such widening shall comply with Queensland Transport pavement design manual guidelines and be no less than 150mm thick compacted type 2.2 gravel with a two coat bitumen seal.
- 5.3 Provide a 1.5m wide (100mm thick, F62 mesh, 25mpa) concrete footpath for the full Chippendale Street frontage of the development. The footpath is to be connected to the existing footpath at the western boundary of the proposed development.

## **DRAINAGE**

- 6.1 The approved development and use(s) must not interfere with the natural flow of stormwater in the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.
- 6.2 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.

## **DRAINAGE EASEMENTS**

- 7.1 Open drains incorporated in the minor drainage system shall be located within drainage easements and shall have a 600mm wide concrete invert constructed in the base of the drain.
- 7.2 Piped drains traversing the proposed development site shall be located within drainage easements.
- 7.3 Width of drainage easements shall be the width of the constructed drain plus a minimum of 1m each side of the top of the drain, pipe or culvert with a minimum width of 4m.
- 7.4 Temporary drainage constructed during the staging of the project shall be within easements. These easements may be relinquished at the completion of works of any future stages in the development which renders the easement unnecessary for the transportation of stormwater.



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## STORMWATER MANAGEMENT

- 8.1 A detailed Soil Erosion and Sediment Control Plan for the development must be provided as part of Operational Works application. An appropriately qualified professional must design and certify the plan which must comply with the Environment Protection Act 1994 and all its subordinate legislation, and addresses the performance outcomes stated in State Planning Policy 4/10, Appendix 1, Part A.
- 8.2 A Stormwater Management Plan for the development must be provided as part of Operational Works application which demonstrates;
- The proposed stormwater drainage layout, for the completed development, including both surface and underground drainage structures.
  - The final discharge point for stormwater.
  - Measures to be used to minimise stormwater discharge rate from the developed site.
- 8.3 A Stormwater Quality Management Plan for the development, which addresses the performance outcomes stated in State Planning Policy 4/10, Appendix 1, Part A, must be provided as part of Operational Works application.
- 8.4 Provide to Council all stormwater calculations and design details for the development. Calculations must show:
- hydrology calculations, for both Q5 and Q50 events, including runoff from individual catchments;
  - hydraulic calculations, for both Q5 and Q50 events, including
    - backwater analysis
    - hydraulic grade line results
    - kerb and channel flow widths and depths
    - pipe flows and velocities
    - channel flows and velocities
    - overland flow volumes and velocities
- These shall be certified by a Registered Professional Engineer of Queensland (RPEQ) and be included in the operational works application.
- 8.5 The minor drainage shall consist of an underground system capable of conveying 5 yr ARI flows from the development and any external catchments currently flowing onto the land being developed. The major drainage system shall consist of overland flow paths or suitably sized underground drainage capable of discharging 50yr ARI flows from the development and any external catchments currently flowing onto the land being developed.
- 8.6 The stormwater shall be conveyed to and discharged at the point of lawful discharge being Easement U on SP251214.
- 8.7 The proposed drainage shall ensure that there is no detrimental effect to upstream and downstream catchments.
- 8.8 Drainage reserves and easements shall be provided as required by the stormwater design. The developer must at its own cost grant and register all such easements on the title document. Land within proposed reserves shall be transferred to the Burdekin Shire Council upon registration of the Survey Plan.



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## **STREET LIGHTING**

9. Provide street lighting in accordance with A.S. 1158.3.11 - Road Lighting (Lighting Category P4). The consent of Council's Chief Executive Officer will need to be gained before the final designs are adopted.

## **SEWERAGE SUPPLY WORKS**

- 10.1 A sewerage network analysis, prepared by an appropriately qualified and experienced Registered Professional Engineer of Queensland (RPEQ), must be provided to Council for approval as part of the Development Permit for Operational Works.
- 10.2 The development must be serviced by the Council's reticulated sewerage system. The sewerage connection is to be provided at a location approved by Council. The developer shall bear the costs of design and construction associated with such connections including any alterations or upgrades to Council's existing infrastructure and integration with Council's SCADA system to accommodate the proposed developments. In particular;
  - i) The proposed sewerage pump station including electrical switchboard and telemetry shall match Council's existing infrastructure;
  - ii) The proposed pump Station shall be located within a separate freehold lot. The lot shall be 6m x 6m in size with the ownership transferred to the Burdekin Shire Council on registration of the title;
  - iii) The developer must carry out sewerage works external to the development to connect the development to Council's existing networks.

## **WATER SUPPLY WORKS**

11. The development must be connected to Council's reticulated water supply. The water connection must be provided at a location approved by Council and at the full cost of the developer.
  - (a) A water network analysis, prepared by an appropriately qualified and experienced Registered Professional Engineer of Queensland (RPEQ), must be provided to Council for approval as part of the Development Permit for Operational Works;
  - (b) The water network analysis must demonstrate that for the entire development minimum pressure (head) of 22m is available meter location upon completion of the stage and detailing stages at which trunk components of the network should be implemented;
  - (c) The developer must carry out water supply works external to the development to connect the development to Council's existing networks.
  - (d) Any new hydrants must meet the requirements of AS2419 (greater than 200kPa residual pressure at 10L/s flow rate)



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## **OPERATIONAL WORKS**

- 12.1 Where operational works are required to be carried out for the reconfiguration, the developer must, within the timeframe required by the Sustainable Planning Act 2009 and prior to the commencement of any work, lodge with Council an application for a development permit for operational works. As part of such application, the developer must submit:-
- (a) detailed and complete engineering drawings and specifications of the proposed works prepared by a civil engineer, who is both registered under the Professional Engineer's Act 2002 and is current Registered Professional Engineer of Queensland; and
  - (b) certificate from the engineer who prepared the drawings stating that the design and specifications have been prepared in accordance with these conditions, relevant Council Codes and Planning Scheme Policies and the relevant Australian Standard Codes of Practice;
  - (c) a letter from the Electricity Service Provider stating that electricity can be readily supplied to the development;
- 12.2 No work must be commenced prior to issue of a development permit for operational works.

## **AS-CONSTRUCTED PLANS**

13. The developer shall provide Council with a complete set of as-constructed plans and an electronic copy which is to be compatible to Council's system at the relevant time, for all works. Such plans are to be certified by an R.P.E.Q

## **AMENITY – SCREEN FENCING**

14. A 1.8m high screen fence must be provided along the adjoining property boundaries. The fence must be designed to achieve an adequate level of privacy for inhabitants and neighbours. The type and design must be submitted and approved by the Chief Executive Officer prior to construction of the screen fence.

## **LANDSCAPING AND SCREENING**

15. A landscaping plan shall be submitted and approved by the Chief Executive Officer. This plan must be prepared by a landscape architect or other suitably qualified and experienced person detailing the following;
- the location of existing and proposed plantings;
  - landscaping of the designated areas generally in accordance with the approved plans;
  - proposed fencing and screens, including rubbish bin enclosures;
  - location of public infrastructure;



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## ENVIRONMENT AND HEALTH

16. The waste bin storage area indicated on drawing SK-002 must be of suitable size to store the number of mobile garbage bins required to service this site including all waste, recycling and greenwaste bins. The enclosure must have:
- A floor which is raised, imperviously paved and suitably drained to Council's sewer, via an approved bucket trap;
  - Be enclosed with walls to a height of approximately 1.2m;
  - Provide an individual area of not less than 550mm wide by 750mm deep for each wheelie bin;
  - Be roofed to prevent ingress of stormwater. If not, a first flush diversion valve shall be fitted; and
  - Include a suitable hosecock with hose attached, located on an external front corner of the enclosure with dual check valve backflow prevention (RMC No. 7 or equivalent).

### **ADVICE (Note: These are not conditions)**

- **Earthworks**

*If the development of the subject property requires soil to be imported or exported, the developer must identify the allotments which would be used for borrowing or filling and must obtain Council approval for such works in addition to engineering approval for the development. In this regard, the developer must obtain Council approval for the route of transport, the period and time of transport during the construction phase of the development.*

- **Swimming Pool**

*The licencing and operation of the proposed swimming pool must comply with the requirements of Burdekin Shire Council's local law No. 1 (Administration) 2012 and the subordinate local law No. 1.10 (Operation of Public Swimming Pools) 2012.*

**The following comments are from the Manager of Planning and Development, Mr Shane Great:**

### **Background Information:**

Burdekin Shire Council acting as the Assessment Manager has received a properly made Development Application for a Material Change of Use to establish an Accommodation Facility (The Village) at 18A-36A Chippendale Street, Ayr (Lot 29 on SP227211 Parish of Antill, County of Gladstone). The proposal triggers an 'Impact Assessable' Development Application in accordance with the provisions of the Burdekin Shire Council's IPA Planning Scheme (*the scheme*).

The land is zoned 'Residential - Low Density Sub Area' with the proposal triggering an 'Impact Assessable' Development Application. The application has been assessed against the relevant sections of the Burdekin Shire Council's IPA Planning Scheme including the 'Residential Zone' Code.



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## The Application:

It is the applicant's intent to establish an Accommodation Facility (The Village) at 18A-36A Chippendale Street, Ayr. In terms of definitions within the scheme there is no specific definition for Accommodation Facility, though definitions for Dual Occupancy, Multiple Units and Office are separately defined.

The applicant has submitted the following statements in support of the proposal:

*"The proposed use is considered well suited for the site because:*

- The lot is sufficient to allow for the establishment of The Village and will allow for an efficient and functional layout;*
- Proximity and accessibility to the local and wider road network;*
- The volume of traffic that would be generated from the proposed development will have limited impact upon the local and wider road network;*
- The proposed use will complement the surrounding residential uses and medical related uses and will not adversely impact on them; and*
- The proposed development will assist in meeting the accommodation needs of the disabled or those who have experienced poor mental health within the population of the Burdekin."*

The proposed development will be situated on a 8000m<sup>2</sup> parcel of land within existing lot 29. The development will utilise 7350m<sup>2</sup> of the 8000m<sup>2</sup> site with the balance area being utilised as a drainage reserve (easement). The gross floor area of the proposed units combined is 2077m<sup>2</sup>. This equates to site coverage of 28.25% under roof. Given such low site coverage, the proposed building design should not detract from the existing streetscape or the low density residential amenity of adjoining land uses. The Village development is single storey in height with its main access entrance from Chippendale Street, Ayr.

The proposed development will provide the disabled population with a range of care assisted residential accommodation within a village style complex i.e. independent units and high dependency units. The mix of accommodation will ensure that residents have access to the accommodation type that suits their needs in terms of level of care required. The site will consist of 31 separate dwelling units for independent and assisted living as well as ancillary facilities such as a hydrotherapy pool. These ancillary facilities will be able to be utilised by outside agencies such as the Lower Burdekin Home for the Aged. The proposal will comprise of the following:

- 8 small houses in the form of 4 dual occupancy units;
- 15 independent units in the form of 3 multiple unit developments of 5 units;
- 8 high needs units in the form of 2 multiple unit development of 4 units;
- Hydrotherapy Pool and amenities (including a lounge, BBQ deck, changing rooms);
- Refuse facilities; and
- Extensive landscaping incorporating a communal garden.

The mixture of residential accommodation proposed affords the ability to cater for low, medium and high level care of residents. Landscaped areas and footpaths have been incorporated throughout the development, and the latter provides access to the units within the development.



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The Village will be staffed on a 24 hour basis due to the level of care required by some of the residents. There will be a total of two staff members working at the proposed facility during the day i.e. one member of staff per high needs block of units. The staff will not always be located in these blocks as they will oversee other matters at the Village. There will be two staff members on-site overnight when the development is complete, one per high needs block. Staff change over will be staggered, providing a one staff member in and one out arrangement.

Under the provisions of the scheme, Schedule 2 – Vehicle parking rates and standards stipulates that for similar type development (e.g. multiple dwelling units and dual occupancies) a total of 43 car parking spaces will be required. Due to the nature of the proposal, it is recommended that there should be a substantial reduction to this number of required car parks. This is mainly due to the reduction in the reliance of vehicles for the residents. As such, the applicant proposes to include 18 on-site car parking spaces. In this instance, it is considered appropriate that the number of car parks proposed will service the needs of residents, visitors, emergency and service vehicles.

The site has a 77 metre frontage to Chippendale Street. There will be a separate pedestrian entrance adjacent the vehicle entrance off Chippendale Street. The design of the access, internal road layout and car-parking are considered to be safe and efficient and will allow all vehicles acceptable levels of manoeuvrability and vehicles to enter and exit the site in a forward manner.

### **Development History:**

Previously, the subject land has had a number of Development Permits issued.

- August 2006 Development Permit for Retirement Village (Montrosa) – Lapsed
- September 2009 Development Permit for Reconfiguring a Lot (1 lot into 46 lots)
- October 2011 Changed 2009 approval to decrease lots from 46 to 39 and request the proposal be staged.
- June 2013 Request to extend relevant period – Reconfiguration of a Lot (1 into 39 lots developed in 3 stages)
- February 2013 Material Change of Use – ‘The Village’

### **Site Description/Surrounding Land Uses:**

The subject site is generally flat, with a minor change in grade traversing the site from the north-east to the south-east. The subject site has previously been cleared of any native vegetation for agricultural uses and is currently vacant. The entire lot (Lot 29 on SP227211) has a 205m frontage along Chippendale Street with the Village site having a proposed frontage of 77 metres.

The surrounding lands to the north, east and west of the site are zoned ‘Residential Low Density Sub Area’ and contain partially developed residential lands. The land directly south is also predominately ‘residential’ with the existing Lower Burdekin Home for the Aged developed on a parcel of land zoned ‘Public Purpose’. Other existing uses further east of the site consist of the Ayr Ambulance Station, the Medical Centre, Rural Allied Health, the Ayr Hospital and a local convenience Store.



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## Trunk Infrastructure Charges:

This development application is to be assessed under the provisions of the Priority Infrastructure Plan (PIP) and have the relevant charge levied.

The regulated infrastructure charge levied for each trunk infrastructure network is required to be calculated in accordance with the appropriate formula as identified in Table 2 of the Regulated Infrastructure Charges Schedule (RICS). This charge applies to each of the five trunk infrastructure networks (transport, water supply, sewerage, stormwater and parks and land for community infrastructure).

A Regulated Infrastructure Charges Decision Notice will be issued with the Decision Notice and the charge will be payable before the commencement of the use.

## Comment of Submissions:

At the closing date for submissions, 17 properly made submissions were received from the following persons:

- |                                       |                                   |
|---------------------------------------|-----------------------------------|
| • Mr Patrick Larsen                   | 39A Chippendale Street, Ayr       |
| • G & A Barbagallo and J A Barbagallo | ?? Chippendale Street, Ayr        |
| • E & Y Zandonadi                     | 49A Chippendale, Street, Ayr      |
| • D & W Baker                         | 46A Chippendale Street, Ayr       |
| • P J & L E Cremin                    | P O Box 806, Ayr                  |
| • Dr TM Horan                         | 58A Chippendale Street, Ayr       |
| • N L Hollywood                       | 35A Chippendale Street, Ayr       |
| • RJ & JA Elliott                     | 1 Katelyn Drive, Ayr              |
| • D J Hollywood                       | 35A Chippendale Street, Ayr       |
| • R & C Dingle                        | 10 Keyren Way, Ayr                |
| • G A & M J Morris                    | 50A – 52A Chippendale Street, Ayr |
| • Aaron Wright                        | 4/4 Parker Street, Ayr            |
| • S & E Christie                      | 4 Keyren Way, Ayr                 |
| • Mr Paul Bevilacqua                  | 55A Chippendale Street, Ayr       |
| • J & C Licciardello                  | 54A Chippendale Street, Ayr       |
| • D & S Lawson                        | 48A Chippendale Street, Ayr       |
| • G A & M J Morris                    | 50A – 52A Chippendale Street, Ayr |

Many valid planning related concerns were raised in the submissions (objections). A formal response on each individual concern is listed below. These comments will be the technical advice called upon in any appeal proceeding.

## Site Density

In accordance with Council's planning scheme, the subject land is zoned 'Residential' and has a 'Low Density Residential Sub Area'. The scheme has specific requirements with regard to site densities. For example, within the Low Density Residential Sub-Area, 80 persons per hectare of site area are allowed as the maximum residential density. The subject site is 8000m<sup>2</sup> or 0.8 of a hectare.

**Therefore, 64 persons are allowed to reside on the subject site. (i.e. 0.8 x 80).**



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To calculate how many persons will reside on the subject site using the proposed number of units and how many bedrooms they contain, the following table is called up in the scheme. Table 2.1 stipulates:

Number of Bedroom Units	Number of Persons per Dwelling or Rooming Unit
1	1.7
2	2.4
3 (or more)	3.3

The proposed number of units is 33 with the units housing a total of 41 beds.

Proposed Development as per site plan submitted:

2 bedroom units – Small Houses (4 Duplex @ 2 = 8)

1 bedroom units – Units (3 unit blocks @ 5 = 15 units)

1 bedroom units – Higher needs units (2 unit blocks @ 4 = 8 units)

Additional overnight units included within the higher needs units (1 unit @ 2 = 2)

Total = 31 units (2 additional units within higher needs units)

Therefore:

8 – 2 bedroom units @ 2.4 persons/unit = 19.2

15 – 1 bedroom units @ 1.7 persons/unit = 25.5

8 – 1 bedroom units @ 1.7 persons/unit = 13.6

2 – 1 bedroom units @ 1.7 persons/unit = 3.4

**Total number of persons – 61.7**

It is therefore considered that the proposed density of **61.7** persons meets the requirements of the scheme as it is under the allowable number of persons within this zone of **64** persons.

Many of the submitters argued that the proposed development was excessive in regards to density. Although the proposed style of residential housing varies to the traditional single detached dwelling house on separate title, the proposal complies with the provisions contained within the scheme. Because of this fact it is considered that the density argument included in several submissions is not strong enough to include as part of any recommendation to refuse the application.

**Valuation**

A genuine concern for any home owner is the fear of being negatively affected by a land use that may impact on their properties valuation. Concerns raised in submissions focused on unsubstantiated claims that the proposed use will affect their ability to resell their homes due to negative trends in property valuations. No evidence has been provided to substantiate this claim. In addition, extensive research has not been able to provide any evidence to ascertain either way if there will be any negative (or positive) impacts on land valuations.

**Noise**

The issue of excessive noise was raised by the majority of submitters. In every instance it was raised, no additional information was provided in regard to the noise source and how it would negatively impact on existing amenity.



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It is difficult to establish where the impacts of noise may come from, as most of the communal facilities will be located internal to the site and will mostly be passive in nature. Additional traffic noise will be minimal, limited to staff, visitors and service vehicles only. Therefore, noise impacts generated from the proposal will not create a worsening effect on the amenity for the surrounding residents and cannot be considered grounds for refusal.

### **Safety**

Submitters have raised the issue of safety impacts on the surrounding residents from the facility accommodating persons with disabilities, in particular, mental disabilities.

The Village is not a compound, the people living at the facility will be free to come and go as any other person in the community, the difference being is that the Village will provide a range of accommodation options for a range of different people with different disabilities. A single entrance and exit point is provided, to casually survey each person entering and exiting the facility. In addition to operational procedures, the entire facility will be fenced to further enhance public safety between neighbouring properties. Proposed operational procedures included as part of the application states that 24 hour care will be provided. On-site managers will be monitoring operations 24 hours a day/7 days a week. Landscaping, fencing and building design will screen the facility from being viewed from adjoining properties. Other than these means, the proposal is essentially a multiple dwelling unit complex and poses no more threats to community safety than any other residential use.

Therefore, it is difficult to understand how the proposal increases the risks on the safety of the surrounding residents and therefore, cannot be reasonably considered as grounds for refusal.

### **Siting**

A suggestion included in several submitters' correspondence wanted the proposed site to be shifted from the existing site and re-positioned in an alternative corner of Lot 29 SP227211 next to the Ambulance Station. In submitting the application, the applicant has requested that the proposal be assessed as per the site plan. They have considered the site to be an appropriate position, that it is cost effective and practical for the proposed use. Ethically speaking, this concern complies with the well known 'Not in my back yard' (NIMBYism) opposition trait and does not provide substantial planning grounds to refuse the application.

### **Drainage Easement**

The adjoining landowner has raised concerns that Council should take appropriate action to protect the adjoining property from increase stormwater flows. The engineering report provided as part of the development application ensures that there will be no worsening effect on adjoining landowners from stormwater run-off. Conditions will be imposed to ensure that these strategies are implemented.

### **Conclusion:**

The site is considered suitable for 'The Village', given its proximity to existing established residential communities and other medical and support services. The proposed development will increase the diversity in terms of residential accommodation in Ayr and will provide a much needed facility to the benefit of the local and wider community. Furthermore, providing such a facility will afford the disabled population of Ayr the opportunity to remain part of the community without having to locate to similar accommodation in neighbouring towns.



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The proposal will not negatively impact on the amenity of the area and has been designed to promote high levels of physical amenity, visual character and safety. The development will not impact on the privacy of adjoining residential properties and is considered to provide ample set back distances, screening and building orientation to protect and promote privacy of adjoining residential properties. Assessment of the proposal against the planning scheme requirements, has demonstrated that the proposed development will achieve substantial compliance with all aspects of the scheme.

After careful consideration of the application, including all concerns raised in the submissions received, Council's Development Assessment Team members are confident that the intended use will not adversely impact on existing and future residential amenity. It is therefore recommended that Council approve the application subject to the abovementioned conditions.

### **Resolution**

Moved Councillor Lewis, seconded Councillor Liessmann that the recommendation be adopted.

Moved Councillor Liessmann, seconded Councillor Bawden that this matter be laid on the table for further discussion at the next Ordinary Council meeting to be held on 13 August 2013.

CARRIED

Councillor McCathie returned to the meeting.

## **5.2 Proposed Permanent Road Closure, Linton Road**

### **Executive Summary**

Request for Council's views on the permanent closure of part of Linton Road, Fredericksfield

### **Recommendation**

Council resolves not to object to the permanent closure of part of Linton Road adjoining Lot 1 RP721271, shown as lot 2 on TSV2013-31 provided that a splay corner, 10 metres on each road frontage, remains as road.

### **Resolution**

Moved Councillor Lewis, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

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## **6 CORPORATE & COMMUNITY SERVICES**

### **6.1 Addition to Council's Fees and Charges**

#### **Executive Summary**

Addition of cost to supply 20mm water meters to multi-tenancy developments to the Fees and Charges document.

#### **Recommendation**

Council resolves that a fee of \$90 for the supply of a 20mm water meter (including associated fittings) be included in the Fees and Charges document.

#### **Resolution**

Moved Councillor Lewis, seconded Councillor Dalle Cort that the recommendation be adopted.

CARRIED

### **6.2 Adoption of 2013/14 Procurement Policy**

#### **Executive Summary**

Under the Local Government Act 2009 and Local Government Regulation 2012, Council is required to prepare and, by resolution, adopt a procurement policy for each financial year.

A draft procurement policy for 2013/14 is attached for consideration and adoption.

#### **Recommendation**

That Council adopts the 2013/14 Procurement Policy and makes copies of the document available for purchase at a fee, in accordance with the current Schedule of Fees and Charges.

#### **Resolution**

Moved Councillor Lewis, seconded Councillor Dalle Cort that the recommendation be adopted.

CARRIED

## **7 CORRESPONDENCE FOR INFORMATION**

### **7.1 Investigation - Potential Operation of Water Treatment Plants**



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## **Resolution**

Moved Councillor Lewis, seconded Councillor McCathie that in relation to the advice from the Department of Energy and Water Supply about Local Management Agreements (LMA), Council confirms that it is unwilling to take on the future owners and operators of water treatment plants located at Clare, Millaroo and Dalbeg.

CARRIED

## **8 NOTICES OF MOTION**

## **9 URGENT BUSINESS**

## **10 GENERAL BUSINESS**

### **10.1 Local Disaster Management Plan Copies**

#### **Resolution**

Moved Councillor Lewis, seconded Councillor McCathie that Council prints copies of the Local Disaster Management Plan if requested and are available for a purchase fee in accordance with the current Schedule of Fees and Charges.

CARRIED

### **10.2 Council Approves Attendances at Conferences**

#### **Resolution**

Moved Councillor McCathie, seconded Councillor Bawden that Council approves Councillors attendances at the following conferences:

- NQLGA Conference, Cooktown, 2-4 October 2013 – Councillors Liessmann and Bawden
- LGAQ Annual Conference, Cairns Convention Centre, 21-24 October 2013 – Councillors Lowis and Dalle Cort (to be confirmed)
- State Council of River Trusts Conference, October/November 2013 – Councillors Lowis and Loizou

CARRIED

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### **10.3 Variation to Liquor Licence - Malpass Hotel, Home Hill**

#### **Resolution**

Moved Councillor McCathie, seconded Councillor Liessmann that Council offers no objection for a variation of the Malpass Hotel's liquor licence for amplified entertainment.

CARRIED

### **10.4 Council Offers Assistance to Scott Rural Fire Brigade**

#### **Resolution**

Moved Councillor Liessmann, seconded Councillor Dalle Cort that Council advises the Scott Rural Fire Brigade that it is unable to assist with making any donations towards their project but offers the following assistance:

1. To assist with identification and submission of grants;
2. Option to apply for an interest free loan.

CARRIED

### **10.5 Office Space - Home Hill Court House**

#### **Resolution**

Moved Councillor Lewis, seconded Councillor Liessmann that Council approves Mr John Quirke, Chairman of Radio 97.1 Sweet FM to operate from an office at the Home Hill Courthouse subject to the following conditions:

- Approval is at Council's discretion.
- Work to be undertaken from the premises is for community based non-profit organisations.
- Work to be undertaken is carried out at no charge.

CARRIED

### **10.6 Council Approves Metal Mania Car Show - Ayr Showgrounds**

#### **Resolution**

Moved Councillor Liessmann, seconded Councillor Dalle Cort that Council grants approval for the Metal Mania Car Show to be held at the Ayr Showgrounds in 2014.

CARRIED

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## **10.7 Changes to Car Parking Bays**

Councillor McCathie left the meeting at this stage due to a conflict of interest in regard to the following issue.

### **Resolution**

Moved Councillor Dalle Cort, seconded Councillor Liessmann that Council changes the following car parking bays:

1. Two fifteen minute parking bays outside L'Shu on Queen in Queen Street, Ayr are to be changed to one hour limits similar to the rest of Queen Street; and
2. Replace a standard parking bay with a loading bay on Little Drysdale Steet, Ayr adjacent McCathies Real Estate.

CARRIED

## **10.8 Increase in Budget Allocation for Refurbishment of Primary Sludge Digester Dome**

### **Resolution**

Moved Councillor Lewis, seconded Councillor Liessmann that Council approves an increase in the 2013-14 budget allocation from \$80,000 to \$150,000 for the refurbishment of the Primary Sludge Digester Dome at the Ayr/Brandon Sewerage Treatment Plant with the additional funds to be sourced from the Sewerage Reserves.

CARRIED

## **11 CLOSED MEETING ITEMS**

### **Council Meeting closed to Public under Section 275 of Local Government Regulation 2012**

#### **Resolution**

Moved Councillor Liessmann, seconded Councillor Bawden that the Council meeting be closed to the public under the following sections of the Local Government Regulation 2012:

275(1)(f) starting or defending legal proceedings involving the local government.

for the purpose of discussing pursuing legal action for recovery of outstanding rates.

CARRIED

### **Council Meeting opened to Public**



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## **Resolution**

Moved Councillor Liessmann, seconded Councillor Bawden that the Council meeting be opened to the public.

CARRIED

Cr. McCathie left the meeting during discussions as one of the property owners is a client of McCathies Real Estate.

## **11.1 Council to Recover Outstanding Rates and Charges**

### **Resolution**

Moved Councillor Liessmann, seconded Councillor Bawden that pursuant to Part 12 Division 3 of the Local Government Regulation 2012, Council commences sale proceedings to recover outstanding rates and charges for the following properties:-

Property Numbers: 629, 750, 1214, 2763, 3755, 3820, 8125.

CARRIED

## **11.2 Council Investigates Alternative Debt Recovery Options**

### **Resolution**

Moved Councillor Liessmann, seconded Councillor Dalle Cort that Council investigates alternative debt recovery options available to recover outstanding rates and charges for the following properties:-

Property Numbers: 8339, 8932, 8996.

CARRIED

Councillor McCathie returned to the meeting.

## **12 DELEGATIONS**

There being no further business the meeting closed at 12.30pm.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on Tuesday 13 August 2013.**

**MAYOR**

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### **3.2 Budget Meeting Minutes - 9 July 2013**

#### **Recommendation**

That the minutes of the Budget Meeting held on 9 July 2013 be received as a true and correct record.

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## **BURDEKIN SHIRE COUNCIL**

### **MINUTES – BUDGET MEETING HELD ON 9 JULY 2013**

Held in the John Drysdale Chamber  
Commencing at 9.00 a.m.

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#### **ATTENDANCE**

Councillors W.C. Lewis (Mayor), R.H. Lewis, L.D. McCathie, U.E. Liessmann,  
P. Dalle Cort and E.J. Bawden

Mr. Ken Holt – Chief Executive Officer  
Mr. D.P. Mulcahy – Director Corporate and Community Services  
Mr. G. Keane – Acting Manager Operations  
Mr. K. Byers – Manager Technical Services  
Mrs. B. Whitworth – Acting Manager Environment and Health  
Mr. S. Great – Manager Planning and Development  
Mr. B. Covolo – Manager Information and Customer Services  
Mr. T. Cross – Manager Financial Services  
Mrs. K. Olsen – Senior Financial Accountant  
Mrs. K. Cortabitarte – Financial Accountant  
Ms. P. Miller – Rates Supervisor  
Mrs. R. Hook – Rates Officer

Councillor Loizou participated in the meeting via teleconference.

Apologies - Mr. T.G. Williams – Director Environment and Operations

Minutes Clerk – Miss Tayla Drain

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#### **Councillor Loizou participates in Meeting via Teleconference**

Moved Councillor Dalle Cort, seconded Councillor Bawden that Council allows Cr. Loizou to take part in the 2013 Budget Meeting by teleconferencing and that Council approves the teleconferencing arrangement.

CARRIED

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#### **Purpose of Meeting**

In accordance with the provisions of the Local Government Act 2009 and the Local Government Regulation 2012, the Council will adopt its Budget for the 2013-14 financial year.

Council will consider, at the Budget Meeting, documents providing details of the Council's financial operations and financial position for the previous financial year,



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the 2013-14 financial year and the two forecast years for 2014-15 and 2015-16; relevant measures of financial sustainability for the financial years 2012-13 to 2022-23; and the long-term financial forecast covering the period 2013-14 to 2022-23.

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**ITEM 1 – Mayor’s 2013-14 Budget Address**

The Mayor presented his 2013-14 budget address.

**Recommendation**

That the Mayor’s 2013-14 budget address be received.

**Resolution**

Moved Councillor McCathie, seconded Councillor Dalle Cort that the recommendation be adopted.

CARRIED

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## **2013-14 Mayor’s Budget Address**

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Councillors, staff, ladies and gentlemen,

I present to you today the 2013-14 Budget for the Burdekin Shire Council.

A change to the *Local Government Act 2009* requires the Mayor to prepare and present the Budget to Council. I preferred a more democratic approach and a series of budget meetings and workshops have been held since February, 2013.

I believe the proposed Budget provides a good balance between the competing needs of maintaining our community assets and infrastructure, the delivery of services and programs to the community and the ability of our community to pay.

Councillors acknowledge that the financial burden on the community continues to grow with the increasing cost of living, particularly with substantial increases in electricity and insurance.

This Council spent considerable time weighing up the needs of our community for minimal increases in rates and charges.

The major contributors to the general rate are the residential and sugar cane categories. Any relief to these sectors has a magnifying effect on the other sectors. This point alone has prevented Council from making any drastic changes to its rating strategy.

### Overview

Council has made 2 major policy changes in this Budget. Firstly, discount as an incentive to pay has been discontinued. Now, the Rates Notice will show a flat amount to pay and will not be inflated to allow discount to be provided. Interest will be charged on any outstanding rates after the due date. This is a more socially responsible policy and will favour those who cannot make the full payment by the due date.

Secondly, there will be no fee charged for disposal of sorted domestic waste at the Transfer Stations and Landfill. Residents will be able to take a trailer load of sorted materials, including waste that would normally be placed in the red bin, to the transfer stations or Kirknie Road Landfill and dispose of them for free as many times as they like, making the voucher system obsolete. However, there will still be a charge for unsorted waste. This change should encourage greater recycling by residents and reduce the amount of waste going to landfill.



Our total budgeted rates and charges increase compared to 2012-13 is 4.4%. This is quite an achievement considering some of our input costs such as electricity, insurance and construction costs have risen substantially greater than this amount.

All of our funds are balanced or have operating surpluses which help demonstrate sustainability. The general fund which includes the general, special and separate rates shows a 4.1% increase in rates.

The minimum general rate has increased 3.99% to \$894. The Environment Special Charge has increased \$15 to recognize our obligation to fund the landfill rehabilitation in the future. It would be unfair and inequitable to leave the funding of that liability to a future generation.

Utility charges have increased as follows:

Waste service charges	6.7%
Sewerage charge	3.0%
Water access and consumption charges	4.0%

There is a new Waste Access Charge of \$15 to reflect the cost of increased disposal of sorted domestic waste at the Transfer Stations and Landfill. This charge applies to all property owners without an existing bin service and excluding those properties in the Commercial and Industrial rating category.

#### Valuations and General Rating

Our general rates have risen 4.1% in 2013-14. The table below shows the general rates increase per category.

<u>Category</u>	<u>Increase for 2013-14</u>
Residential	3.99%
Commercial & Industrial	3.99%
Grazing & Livestock	3.99%
Rural – Sugar Cane	3.99%
Rural – Other	8.00%
Sugar Milling	3.99%
Commercial Water Business	3.99%

In considering the rating burden that each category should pay, Council has previously signalled its intent for the Rural Other category to gradually approach but not surpass the Rural Sugar Cane rate in the dollar, thus reducing a perceived inequity between the agricultural categories.





We will continue to monitor and refine this process in future years.

Our current modelling indicates that approximately 77% of all rateable properties experience an increase of between 3% - 5%. Virtually all sugar cane properties fall within this range.

The net general rate and charge increases in the main rating categories based on an average valuation for that category, are as follows:

Category	\$ Increase/ (\$ Decrease) Year	\$Increase/ (\$Decrease) Week
Residential	\$113-46	\$2-18
Commercial & Industrial	\$117-86	\$2-27
Grazing & Livestock	\$573-48	\$11-03
Sugar Cane	\$517-09	\$9-94
Rural Other	\$232.29	\$4-47

#### Main Highlights

The 2013-14 budget includes approximately \$42.5 M in operational expenditure (including about \$9.2 M in depreciation and amortisation) and capital expenditure of approximately \$39.3 M.

The majority of the capital is \$27.9 M in flood damaged restoration works approved under the Natural Disaster Relief and Recovery Arrangements and funded by the State and Commonwealth.

This is a significant spend in our local community. Some of the major projects include the following:

- Allocation of \$9.9 M for maintenance and capital works on roads, drainage and reseals.
- Continuation of an 8 year programme to provide kerbing and channelling and bitumen widening to urban streets that do not require major underground drainage at a cost of \$777,000.
- Major drainage schemes totalling \$1 M including Muguira Drain \$500,000; and Spiller Street, Ayr \$300,000.
- Provision for street lighting \$567,700.
- Sewerage projects of \$800,000 include:-
  - the continuation of the sewerage pipe relining \$500,000;
  - new generator for No 1 Sewer Pump Station, Ayr \$50,000;



- o general refurbishment of the sewerage pump stations \$150,000; and
  - o replacement of existing telemetry \$100,000.
- Water projects of \$950,000 include:-
  - o general refurbishment of assets at \$100,000;
  - o Install variable speed pumps at South Ayr Water Treatment Plant \$100,000;
  - o Replace aerators at Home Hill Water Tower \$450,000; and
  - o Investigate, test and establish alternative water supply sites in the Rossiters Hill/Mirrigan area to assist in combating iron and manganese in the water supplies \$300,000.
- Waste infrastructure projects include:-
  - o Upgrade of Ayr Transfer Station \$75,000.
  - o Giru Transfer Station Oil Shed \$10,000.
  - o Kirknie Landfill Greenwaste pad \$35,000.
  - o Design of Kirknie Landfill cell liner \$80,000.
- Continue program of targeted improvement to playground equipment \$50,000.
- Complete detail design of Ayr Pool - \$37,500 in new funds.
- Completion of the skate park/recreation facility for Home Hill \$60,000.
- Upgrading of the Home Hill Cemetery Sextons Hut \$95,000.
- An upgrade to the PABX system \$100,000.
- Support for welfare and community. Funding up to an estimated \$812,000 will be distributed to various welfare, cultural, sporting and community based organizations in the Shire through grants, in-kind services or sewerage charge rebates.

#### A Sustainable Budget

Council is aware of what our community is telling us. There is also awareness that we are the custodians of the community's assets. We therefore need to take care of the assets we have and make sure they last for future generations.

New infrastructure and services to meet the needs and expectations of the community has to be seriously considered in light of its affordability by the community.

With a majority of our input costs expected to rise at or above the 4.4% rates and charges increase, there is already cost cutting built into this budget. Large scale capital projects such as the Sutcliffe Estate, Groper Creek and Alva sewerage schemes and the Ayr and Home Hill Pool replacements have been deferred until hopefully some State Government subsidies are restored.





We have reduced our road maintenance estimate by \$165,000 and our contribution to the Burdekin Cultural Complex Board by \$60,000.

Because our Shire and revenue base is not expanding, we need to reduce our expenditures as much as reasonably possible.

Permanent savings can be made by opting out of services or reducing service levels. Such decisions are more difficult as they affect ratepayers and the community, and this is one area that all councillors, staff and the community need to be aware of.

A factor in a sustainable financial future is debt level. We are expecting to borrow \$1.92 M this year and our expected external debt level will be \$7.58 M. This compares to a debt level of \$12.1 M in 2005-06. This gives us the capacity to raise additional borrowings in future years for infrastructure upgrades.

I wish to sincerely thank the Chief Executive Officer, directors, managers, senior officers and finance officers for their continued cooperation, helpful guidance and professional input into the preparation of this budget.

I also wish to record my thanks to my fellow councillors for their support in setting priorities for the future and making what have been sometimes difficult decisions.

On behalf of Burdekin Shire Council, I commend the 2013-14 Budget to you for adoption.

Cr. W.C. Lewis,  
MAYOR

Burdekin Shire Council  
9 July 2013

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## **ITEM 2 – Adoption of 2013-14 Budget**

### **Recommendation**

That the Council in accordance with Sections 169, 170 & 171 of the Local Government Regulation 2012 adopts the following:-

- i. Statement of Comprehensive Income, Statement of Financial Position, Statement of Cash Flows and Statement of Changes in Equity for the 2013-14 Budget and 2014-15 to 2015-16 forecast years including amended estimates for the 2012-13 financial year; and
- ii. the relevant measures of financial sustainability for the financial years 2012-13 to 2022-23; and
- iii. the long-term financial forecast, which includes the Statement of Comprehensive Income, Statement of Financial Position, Statement of Cash Flows and Statement of Changes in Equity for the 2013-14 Budget and 2014-15 to 2022-23 forecast years including amended estimates for the 2012-13 financial year.

### **Resolution**

Moved Councillor Liessmann, seconded Councillor Lewis that the recommendation be adopted.

CARRIED

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**BURDEKIN SHIRE COUNCIL****Budgeted Statement of Comprehensive Income**

For the periods ending 30 June

	RBUD 2012/13	2013/14	2014/15	2015/16
	\$	\$	\$	\$
<b>Revenue</b>				
Rates and utility charges	35,442,500	33,635,868	35,596,242	37,190,003
Less Discounts	(3,534,900)	(287,000)	(287,000)	(287,000)
Net rates and utility charges	31,907,600	33,348,868	35,309,242	36,903,003
Other fees and charges	2,315,232	2,245,300	2,357,564	2,475,438
Operating grants, subsidies and contributions	5,782,043	4,346,970	3,641,558	3,736,277
Interest revenue	1,574,000	1,816,000	1,819,288	1,888,263
Sales of contract and recoverable works	2,130,000	1,640,000	1,722,000	1,808,100
Other Income	181,718	135,050	141,802	148,889
<b>TOTAL OPERATING REVENUES</b>	<b>43,890,593</b>	<b>43,532,188</b>	<b>44,991,454</b>	<b>46,959,970</b>
<b>Expenses</b>				
Employee benefits	(16,741,716)	(17,461,894)	(18,316,203)	(19,048,845)
Materials and services	(16,045,383)	(15,428,121)	(15,781,802)	(16,330,888)
Depreciation and Amortisation	(8,871,276)	(9,220,118)	(9,748,563)	(10,240,580)
Finance Costs	(505,248)	(463,840)	(516,109)	(586,145)
<b>TOTAL OPERATING EXPENSES</b>	<b>(42,163,623)</b>	<b>(42,573,973)</b>	<b>(44,362,677)</b>	<b>(46,206,458)</b>
<b>Operating surplus (deficit)</b>	<b>1,726,970</b>	<b>958,215</b>	<b>628,777</b>	<b>753,512</b>
Capital income and expenditure:				
Cash capital grants, subsidies and contributions	15,162,530	22,264,579	6,710,000	500,000
Other capital income	119,954			
<b>Net result for the period</b>	<b>17,009,454</b>	<b>23,222,794</b>	<b>7,338,777</b>	<b>1,253,512</b>

**BURDEKIN SHIRE COUNCIL****Budgeted Statement of Financial Position**

As at the periods ending 30 June

	RBUD 2012/13	2013/14	2014/15	2015/16
	\$	\$	\$	\$
<b>Current Assets</b>				
Cash and deposits	31,767,580	25,827,891	26,624,202	25,573,245
Receivables	3,329,156	3,329,156	3,329,156	3,329,156
Inventories	967,587	967,587	967,587	967,587
	<u>36,064,323</u>	<u>30,124,634</u>	<u>30,920,945</u>	<u>29,869,988</u>
<b>Non-Current Assets</b>				
Receivables	326,137	326,137	326,137	326,137
Property, plant and equipment	424,409,682	453,993,442	463,649,848	466,695,473
Intangible assets	1,013,567	1,018,727	1,003,158	887,589
Capital Work in Progress	3,459,424	3,459,424	3,459,424	3,459,424
	<u>429,208,810</u>	<u>458,797,730</u>	<u>468,438,567</u>	<u>471,368,623</u>
<b>TOTAL ASSETS</b>	<u>465,273,133</u>	<u>488,922,364</u>	<u>499,359,512</u>	<u>501,238,611</u>
<b>Current Liabilities</b>				
Trade and other payables	3,463,309	3,463,309	3,516,470	3,571,758
Interest bearing liabilities	1,569,972	1,742,462	1,852,081	2,126,206
Provisions	185,252	185,252	192,662	200,368
Other	52,922	52,922	52,922	52,922
	<u>5,271,455</u>	<u>5,443,945</u>	<u>5,614,135</u>	<u>5,951,254</u>
<b>Non-Current Liabilities</b>				
Trade and other payables	638,472	736,974	766,452	797,110
Interest bearing liabilities	5,683,757	5,838,007	8,655,926	8,829,720
Provisions	16,962,085	16,963,280	17,044,064	17,128,080
	<u>23,284,314</u>	<u>23,538,261</u>	<u>26,466,442</u>	<u>26,754,910</u>
<b>TOTAL LIABILITIES</b>	<u>28,555,769</u>	<u>28,982,206</u>	<u>32,080,577</u>	<u>32,706,164</u>
<b>NET COMMUNITY ASSETS</b>	<u>436,717,364</u>	<u>459,940,158</u>	<u>467,278,935</u>	<u>468,532,447</u>
<b>Community Equity</b>				
Capital account	176,348,041	205,967,729	213,038,536	215,878,181
Asset revaluation reserve	230,894,581	230,894,581	230,894,581	230,894,581
Restricted capital reserves	16,992,860	10,601,626	11,209,652	11,931,015
Other capital reserves	7,291,730	7,346,247	7,547,328	5,334,340
Recurrent reserves	5,191,787	5,127,583	4,580,343	4,478,462
Accumulated surplus/(deficiency)	(1,635)	2,392	8,495	15,868
<b>TOTAL COMMUNITY EQUITY</b>	<u>436,717,364</u>	<u>459,940,158</u>	<u>467,278,935</u>	<u>468,532,447</u>

**BURDEKIN SHIRE COUNCIL****Budgeted Statement of Cash Flows**

For the periods ending 30 June

	RBUD 2012/13	2013/14	2014/15	2015/16
	\$	\$	\$	\$
<b>Cash Flows from Operating Activities</b>				
Receipts				
Net rates and utility charges	31,907,600	33,348,868	35,309,242	36,903,003
Total fees and charges	2,315,232	2,245,300	2,357,564	2,475,438
Sales of contract and recoverable works	2,130,000	1,640,000	1,722,000	1,808,100
Interest revenue	1,574,000	1,816,000	1,819,288	1,888,263
Contributions and donations	196,900	140,330	147,346	154,712
Government subsidies and grants	5,585,143	4,206,640	3,494,212	3,581,565
Other Income	181,718	135,050	141,802	148,889
	43,890,593	43,532,188	44,991,454	46,959,970
Payments				
Employee benefits	(16,578,822)	(17,362,197)	(18,145,370)	(18,871,177)
Materials and services	(16,045,383)	(15,428,121)	(15,781,802)	(16,330,888)
Finance costs	(505,248)	(463,840)	(516,109)	(586,145)
	(33,129,453)	(33,254,158)	(34,443,281)	(35,788,210)
<b>Cash provided by / (used in) operational activities</b>	<b>10,761,140</b>	<b>10,278,030</b>	<b>10,548,173</b>	<b>11,171,760</b>
<b>Cash Flow from Investing Activities :</b>				
Proceeds from sale of capital assets	735,475	480,000	600,000	720,000
Contributions	19,625			
Government grants and subsidies	15,142,905	22,264,579	6,710,000	500,000
Payments for property, plant and equipment	(19,772,875)	(39,171,678)	(19,889,400)	(13,890,636)
Movement in work in progress				
Payments for intangibles	(246,710)	(117,360)	(100,000)	
Net proceeds (cost) from advances and cash investments	2,000,000			
Net cash provided by investing activities	(2,121,580)	(16,544,459)	(12,679,400)	(12,670,636)
<b>Cash Flow from Financing Activities :</b>				
Proceeds from borrowings	415,000	1,920,000	4,670,000	2,300,000
Repayment of borrowings	(1,562,917)	(1,593,260)	(1,742,462)	(1,852,081)
Net cash provided by financing activities	(1,147,917)	326,740	2,927,538	447,919
<b>Net Increase (Decrease) in Cash Held</b>	<b>7,491,643</b>	<b>(5,939,689)</b>	<b>796,311</b>	<b>(1,050,957)</b>
Cash at beginning of reporting period	24,275,937	31,767,580	25,827,891	26,624,202
<b>Cash at end of Reporting Period</b>	<b>31,767,580</b>	<b>25,827,891</b>	<b>26,624,202</b>	<b>25,573,245</b>



**BURDEKIN SHIRE COUNCIL****Budgeted Statement of Changes in Equity**

For the periods ending 30 June

	Total				Retained Surplus/Deficit				Capital			
	RBUD 2012/13 \$	2013/14 \$	2014/15 \$	2015/16 \$	RBUD 2012/13 \$	2013/14 \$	2014/15 \$	2015/16 \$	RBUD 2012/13 \$	2013/14 \$	2014/15 \$	2015/16 \$
Balance at the beginning of period	419,707,910	436,717,364	459,940,158	467,278,935	22,589	-1,635	2,392	8,495	164,309,828	176,348,041	205,967,729	213,038,536
Increase (decrease) in net result	17,009,454	23,222,794	7,338,777	1,253,512	17,009,454	23,222,794	7,338,777	1,253,512				
Other transfers to Capital and reserves					(19,484,805)	(23,781,100)	(7,889,914)	(1,446,139)	464,348	613,875	768,833	561,008
Transfers from capital and reserves					2,451,127	562,333	557,240	200,000				
Transfers between capital and reserves									11,573,865	29,005,813	6,301,974	2,278,637
Balance at the end of period	436,717,364	459,940,158	467,278,935	468,532,447	(1,635)	2,392	8,495	15,868	176,348,041	205,967,729	213,038,536	215,878,181

	Asset Revaluation Surplus				Reserves			
	RBUD 2012/13 \$	2013/14 \$	2014/15 \$	2015/16 \$	RBUD 2012/13 \$	2013/14 \$	2014/15 \$	2015/16 \$
Balance at the beginning of period	230,894,581	230,894,581	230,894,581	230,894,581	24,480,912	29,476,377	23,075,456	23,337,323
Increase (decrease) in net result								
Other transfers to Capital and reserves					19,020,457	23,167,225	7,121,081	885,131
Transfers from capital and reserves					(2,451,127)	(562,333)	(557,240)	(200,000)
Transfers between capital and reserves					(11,573,865)	(29,005,813)	(6,301,974)	(2,278,637)
Balance at the end of period	230,894,581	230,894,581	230,894,581	230,894,581	29,476,377	23,075,456	23,337,323	21,743,817

**BURDEKIN SHIRE COUNCIL****Financial Ratios of the Budget**

For the year ended 30 June

	RBUD 2012	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	%	%	%	%	%	%	%	%	%	%	%
<b>Asset sustainability ratio</b>											
<u>Expenditure on Replacement Assets</u>											
Depreciation expense	161.0%	303.0%	139.1%	91.5%	88.2%	105.3%	90.8%	92.3%	88.6%	89.9%	84.3%
The extent to which current year replacements are funded from current year depreciation											
<b>Interest coverage ratio</b>											
<u>Net interest expense</u>											
Operating Revenue	-2.5%	-3.2%	-3.0%	-2.9%	-2.7%	-2.6%	-2.4%	-2.3%	-2.2%	-2.3%	-2.1%
Indicates the extent to which Council's operating revenues are committed to net interest expense											
<b>Working Capital Ratio</b>											
<u>Unrestricted current assets</u>											
Current liabilities	5.6 : 1	5.5 : 1	5.5 : 1	5.0 : 1	5.1 : 1	5.0 : 1	4.9 : 1	4.9 : 1	5.1 : 1	5.1 : 1	5.3 : 1
Measures the extent to which Council has liquid assets available to meet short term financial obligations											
<b>Operating Surplus Ratio</b>											
<u>Net operating surplus</u>											
Total operating revenue	3.9%	2.2%	1.4%	1.6%	1.4%	1.1%	1.3%	0.9%	0.9%	1.2%	0.7%
Extent to which operating revenue covers operational expenses. Target range 0 per cent to 10 per cent.											
A ratio >0% indicates an operating surplus, these funds are available to maintain or increase council's capital value											
A ratio <0% indicates an operating loss, results in opening capital value declining which has future sustainability issues.											
<b>Net Financial Liabilities Ratio</b>											
<u>Total Liabilities-Current Assets</u>											
Operating revenue	-17.1%	-2.6%	2.6%	6.0%	4.0%	6.1%	8.2%	6.9%	4.6%	3.3%	4.5%
Measures the extent to which the net financial liabilities of Council can be serviced by operating revenues											
Net rates & utility charges original budget prior year	31,938,015	33,348,868	35,309,242	36,903,003	38,519,466	40,402,514	42,178,043	43,947,962	46,174,370	48,191,915	
Net rates & utility charges budgeted for current year	33,348,868	35,309,242	36,903,003	38,519,466	40,402,514	42,178,043	43,947,962	46,174,370	48,191,915	50,104,028	
Change rates and utility charges net of discounts	1,410,853	1,960,374	1,593,761	1,616,463	1,883,048	1,775,529	1,769,919	2,226,408	2,017,545	1,912,113	
Percentage change	4.4%	5.9%	4.5%	4.4%	4.9%	4.4%	4.2%	5.1%	4.4%	4.0%	

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**BURDEKIN SHIRE COUNCIL**

For the periods ending 30 June

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THE FOLLOWING REPORTS DO NOT FORM PART OF THE  
BUDGET STATEMENTS. THEY HAVE BEEN PROVIDED AS  
ADDITIONAL MANAGEMENT INFORMATION TO ASSIST  
THE READER IN THEIR ANALYSIS OF THE BUDGET.

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**BURDEKIN SHIRE COUNCIL**  
Statement of Original Budget by Program  
For the periods ending 30 June

Functions :	Corporate Council result										
	RBUD 2012/13 \$	2013/14 \$	2014/15 \$	2015/16 \$	2016/17 \$	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$	2022/23 \$
<b>Operating Revenue</b>											
Rates and utility charges	35,442,500	33,635,868	35,596,242	37,190,003	38,806,466	40,689,514	42,465,043	44,234,962	46,461,370	48,478,915	50,391,028
Less: Discounts	(3,534,900)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)
Total fees and charges	2,315,232	2,245,300	2,357,564	2,475,438	2,599,208	2,729,163	2,865,618	3,008,898	3,159,337	3,317,301	3,483,162
Interest revenue	1,574,000	1,816,000	1,819,288	1,888,263	1,873,931	1,955,701	2,024,413	2,113,676	2,222,960	2,339,356	2,441,601
Contributions and donations	196,900	140,330	147,348	154,712	162,445	170,566	179,092	188,045	197,445	207,316	217,679
Government grants and subsidies	5,585,143	4,209,640	3,494,212	3,581,565	3,671,103	3,762,878	3,856,948	3,953,370	4,052,202	4,153,504	4,257,340
Sales of contract and recoverable works	2,130,000	1,640,000	1,722,000	1,806,100	1,899,505	1,993,430	2,093,101	2,197,756	2,307,643	2,423,025	2,544,176
Other operating revenue	181,718	135,050	141,802	148,889	159,331	164,143	172,346	180,961	190,006	199,504	209,478
Internal service provider revenue											
Internal revenue subsidies											
<b>Total Operating Revenue</b>	<b>43,890,593</b>	<b>43,532,188</b>	<b>44,991,454</b>	<b>46,959,970</b>	<b>48,880,987</b>	<b>51,179,395</b>	<b>53,369,561</b>	<b>55,590,666</b>	<b>58,303,963</b>	<b>60,831,921</b>	<b>63,257,462</b>
<b>Operating Expenses</b>											
Employee benefits	16,741,716	17,461,894	18,316,203	19,049,845	19,693,339	20,382,598	21,095,981	21,834,331	22,598,526	23,389,468	24,206,091
Goods and services	16,045,383	15,428,121	15,781,802	16,330,888	17,147,428	18,256,795	18,917,631	19,863,509	21,120,678	21,912,709	23,008,339
Internal service provider payments											
External finance provider expense	505,248	463,840	516,109	586,145	603,168	664,928	788,562	912,685	972,702	1,031,021	1,164,157
Depreciation	8,871,276	9,220,116	9,745,563	10,240,580	10,739,688	11,302,047	11,870,103	12,470,617	13,085,632	13,739,569	14,423,924
<b>Total Operating Costs</b>	<b>42,163,622</b>	<b>42,573,873</b>	<b>44,362,677</b>	<b>46,206,459</b>	<b>48,183,623</b>	<b>50,606,366</b>	<b>52,672,277</b>	<b>55,081,142</b>	<b>57,777,539</b>	<b>60,072,767</b>	<b>62,804,511</b>
<b>Surplus / (deficit) from operations</b>	<b>1,726,970</b>	<b>958,215</b>	<b>628,777</b>	<b>753,512</b>	<b>697,364</b>	<b>573,029</b>	<b>697,284</b>	<b>509,524</b>	<b>526,424</b>	<b>759,154</b>	<b>452,951</b>
Capital contributions and donations	19,625										
Government capital grants and subsidies	15,142,906	22,284,579	6,710,000	500,000	520,000	2,540,000	560,000	580,000	580,000	100,000	100,000
Gain from capital items	119,954										
<b>Net Result</b>	<b>17,009,454</b>	<b>23,222,794</b>	<b>7,338,777</b>	<b>1,253,512</b>	<b>1,217,364</b>	<b>3,113,029</b>	<b>1,257,284</b>	<b>1,089,524</b>	<b>1,106,424</b>	<b>859,154</b>	<b>552,951</b>
<b>Appropriations</b>											
Retained surplus (deficit) from prior years	22,589	(1,635)	2,392	8,495	15,869	26,498	12,545	30,205	25,077	20,051	37,345
<b>Net Result</b>	<b>17,009,454</b>	<b>23,222,794</b>	<b>7,338,777</b>	<b>1,253,512</b>	<b>1,217,364</b>	<b>3,113,029</b>	<b>1,257,284</b>	<b>1,089,524</b>	<b>1,106,424</b>	<b>859,154</b>	<b>552,951</b>
Other transfers from (to) capital account	(119,954)										
Funds (utilities for) created from - capital funding	(344,394)	(613,875)	(768,633)	(561,008)	(575,373)	(723,683)	(342,891)	(319,089)	(339,946)	(663,194)	(307,670)
Transfers (to) reserves	(19,020,457)	(23,167,225)	(7,121,081)	(885,131)	(831,361)	(2,783,584)	(896,733)	(775,563)	(647,504)	(278,666)	(272,635)
Transfers from reserves	2,451,127	562,333	557,240	200,000	200,000	380,495			170,000	100,000	
Interfunction transfers											
<b>Retained surplus (deficit) at period end</b>	<b>(1,635)</b>	<b>2,392</b>	<b>8,495</b>	<b>15,869</b>	<b>26,498</b>	<b>12,545</b>	<b>30,205</b>	<b>25,077</b>	<b>20,051</b>	<b>37,345</b>	<b>9,991</b>
<b>Capital Funding Sources</b>											
Disposal proceeds of non current assets	735,475	480,000	600,000	720,000	755,000	793,000	833,000	875,000	920,000	968,000	1,014,300
Capital sustainability reserve	9,687,335	8,782,860	8,783,029	9,181,709	9,829,925	10,379,678	10,842,106	11,341,794	11,840,543	12,384,919	12,924,880
Govt capital grants and subsidies expended	8,452,020	28,735,563	6,710,000	500,000	520,000	2,540,000	560,000	580,000	580,000	100,000	100,000
Developer Contributions expended	14,319										
Funds expended from reserves	667,815	350,000	200,000	2,500,000	30,000	450,000	250,000				100,000
Loans for capital projects expended	1,681,144	1,920,000	4,670,000	2,300,000	2,225,000	3,655,000	4,750,000	3,450,000	3,110,000	3,700,000	5,500,000
Funds from general revenue required	344,394	613,875	768,633	561,008	575,373	723,683	342,891	319,089	339,946	663,194	307,670
<b>Total capital funding sources utilised</b>	<b>21,582,502</b>	<b>40,882,298</b>	<b>21,731,662</b>	<b>15,742,717</b>	<b>13,935,298</b>	<b>18,541,561</b>	<b>17,577,997</b>	<b>16,565,863</b>	<b>16,790,489</b>	<b>17,814,113</b>	<b>19,946,850</b>
<b>Capital Funding Applications</b>											
Land & Improvements		80,000	2,000,000			100,000	2,000,000			100,000	2,000,000
Buildings	1,151,674	207,500	2,605,000	482,500	240,000	2,167,000	682,000	675,000	605,000	850,000	300,000
Plant and Equipment	2,325,607	1,980,220	1,980,700	2,348,000	2,165,100	2,294,300	2,368,400	2,795,500	2,654,900	2,832,000	2,836,000
Transport	12,486,681	33,923,958	10,333,700	6,650,138	7,082,992	9,031,891	7,699,488	8,084,480	8,488,683	8,913,110	9,358,733
Water	569,884	950,000	300,000	300,000	300,000	400,000	400,000	400,000	400,000	400,000	500,000
Sewerage	1,612,854	800,000	1,150,000	3,450,000	1,230,000	1,650,000	1,450,000	1,200,000	1,200,000	1,200,000	1,200,000
Drainage	1,095,883	1,000,000	1,000,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Other Assets	527,312	230,000	820,000	180,000	135,000	145,000	110,000	110,000	110,000	110,000	110,000
Intangible assets	246,710	117,360	100,000		156,000	100,000		150,000	8,000		
<b>Total non current asset expenditure</b>	<b>20,019,585</b>	<b>38,289,038</b>	<b>19,995,400</b>	<b>13,880,636</b>	<b>11,809,092</b>	<b>16,385,191</b>	<b>15,207,686</b>	<b>13,914,960</b>	<b>13,964,583</b>	<b>14,905,110</b>	<b>16,804,733</b>
Principal loan repayments	1,562,917	1,593,260	1,742,462	1,852,081	2,120,203	2,153,370	2,370,111	2,650,923	2,825,906	2,909,003	3,142,117
<b>Total capital funding applications</b>	<b>21,582,502</b>	<b>40,882,298</b>	<b>21,731,662</b>	<b>15,742,717</b>	<b>13,935,298</b>	<b>18,541,561</b>	<b>17,577,997</b>	<b>16,565,863</b>	<b>16,790,489</b>	<b>17,814,113</b>	<b>19,946,850</b>
Future Capital Sustainability Reserve	10,303,576	10,383,326	10,991,352	11,712,715	12,284,970	12,829,831	13,500,320	14,271,635	15,159,216	16,156,358	17,297,894
Funds held in council general reserves	19,172,801	12,692,130	12,345,971	10,031,102	10,112,463	9,525,562	9,612,295	9,807,858	9,999,362	10,078,028	10,150,663
Revenue received in advance	52,922	52,922	52,922	52,922	52,922	52,922	52,922	52,922	52,922	52,922	52,922
Retained surplus (deficit)	(1,635)	2,392	8,495	15,869	26,498	12,545	30,205	25,077	20,051	37,345	9,991
Cash backing of rehabilitation provisions	389,131	746,639	1,104,147	1,481,655	1,819,163	2,179,671	2,534,179	2,891,687	3,249,195	3,606,703	3,964,211
Working capital cash	1,850,785	1,950,482	2,121,315	2,298,983	2,460,659	2,627,995	2,801,187	2,980,440	3,165,968	3,357,990	3,556,732
<b>Total cash held at end of year</b>	<b>31,797,580</b>	<b>25,827,891</b>	<b>26,624,202</b>	<b>25,573,245</b>	<b>26,736,675</b>	<b>27,225,526</b>	<b>28,531,106</b>	<b>30,029,619</b>	<b>31,646,714</b>	<b>33,289,346</b>	<b>35,032,413</b>

**BURDEKIN SHIRE COUNCIL**  
Statement of Original Budget by Program  
For the periods ending 30 June

Functions :	General										
	RBUD 2012/13 \$	2013/14 \$	2014/15 \$	2015/16 \$	2016/17 \$	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$	2022/23 \$
<b>Operating Revenue</b>											
Rates and utility charges	24 901 500	23 560 268	24 951 828	26 087 355	27 176 275	28 440 470	29 707 756	30 973 216	32 661 425	34 119 656	35 436 422
Less: Discounts	(2 580 900)	(287 000)	(287 000)	(287 000)	(287 000)	(287 000)	(287 000)	(287 000)	(287 000)	(287 000)	(287 000)
Total fees and charges	1 817 580	1 814 750	1 905 487	2 000 759	2 100 795	2 205 833	2 316 123	2 431 928	2 553 522	2 681 196	2 815 253
Interest revenue	689 000	840 400	808 964	825 340	849 752	873 066	900 907	939 132	985 874	1 034 830	1 088 345
Contributions and donations	111 732	110 330	115 848	121 638	127 719	134 104	140 808	147 847	155 239	163 000	171 149
Government grants and subsidies	5 585 143	4 205 640	3 494 212	3 581 565	3 671 103	3 762 878	3 859 948	3 953 370	4 052 202	4 153 504	4 257 340
Sales of contract and recoverable works	2 130 000	1 640 000	1 722 000	1 806 100	1 899 505	1 993 430	2 093 101	2 197 756	2 307 643	2 423 025	2 544 176
Other operating revenue	131 898	112 050	117 852	123 532	129 707	136 189	142 996	150 144	157 849	165 530	173 804
Internal service provider revenue	1 371 300	1 440 000	1 497 600	1 557 504	1 619 804	1 684 598	1 751 979	1 822 058	1 894 940	1 970 737	2 049 568
Internal revenue subsidies	(130 000)	(130 000)	(130 000)	(130 000)	(130 000)	(130 000)	(130 000)	(130 000)	(130 000)	(130 000)	(130 000)
<b>Total Operating Revenue</b>	<b>34 177 251</b>	<b>33 307 436</b>	<b>34 195 589</b>	<b>35 688 793</b>	<b>37 156 680</b>	<b>38 813 566</b>	<b>40 483 620</b>	<b>42 198 451</b>	<b>44 351 494</b>	<b>46 293 478</b>	<b>48 101 055</b>
<b>Operating Expenses</b>											
Employee benefits	14 657 336	15 242 194	16 007 715	16 648 019	17 208 485	17 810 776	18 434 147	19 079 335	19 747 106	20 439 249	21 153 581
Goods and services	10 866 123	10 020 416	10 103 713	10 388 896	10 887 338	11 683 702	12 015 885	12 616 677	13 511 507	13 923 080	14 619 230
Internal service provider payments											
External finance provider expense	486 514	439 895	470 098	525 131	561 334	642 880	732 457	825 295	912 347	998 993	1 096 995
Depreciation	6 696 368	6 999 810	7 417 535	7 795 413	8 196 832	8 650 141	9 098 451	9 584 272	10 081 560	10 611 971	11 156 603
<b>Total Operating Costs</b>	<b>32 686 341</b>	<b>32 702 315</b>	<b>33 999 061</b>	<b>35 337 459</b>	<b>36 853 868</b>	<b>38 787 479</b>	<b>40 278 940</b>	<b>42 105 579</b>	<b>44 252 520</b>	<b>45 972 293</b>	<b>48 026 409</b>
<b>Surplus / (deficit) from operations</b>	<b>1 490 910</b>	<b>605 123</b>	<b>197 528</b>	<b>331 334</b>	<b>302 811</b>	<b>26 087</b>	<b>214 680</b>	<b>92 872</b>	<b>96 974</b>	<b>321 185</b>	<b>74 646</b>
Capital contributions and donations	19 625										
Government capital grants and subsidies	15 020 934	22 284 579	6 710 000	500 000	520 000	2 540 000	560 000	580 000	580 000	100 000	100 000
Gain from capital items	119 954										
<b>Net Result</b>	<b>16 651 423</b>	<b>22 869 702</b>	<b>6 907 528</b>	<b>831 334</b>	<b>822 811</b>	<b>2 566 087</b>	<b>774 680</b>	<b>672 872</b>	<b>678 974</b>	<b>421 185</b>	<b>174 646</b>
<b>Appropriations</b>											
Retained surplus (deficit) from prior years	22 589	(1 635)	2 392	8 495	15 868	26 498	12 545	30 205	25 077	20 051	37 345
<b>Net Result</b>	<b>16 651 423</b>	<b>22 869 702</b>	<b>6 907 528</b>	<b>831 334</b>	<b>822 811</b>	<b>2 566 087</b>	<b>774 680</b>	<b>672 872</b>	<b>678 974</b>	<b>421 185</b>	<b>174 646</b>
Other transfers from (to) capital account	(119 954)										
Funds (utilities for) created from - capital funding	(24 382)	(200 000)	(200 000)	(200 000)	(200 000)	(200 000)				(201 891)	
Transfers (to) reserves	(18 217 131)	(22 727 708)	(6 730 000)	(594 000)	(614 000)	(2 850 000)	(658 000)	(678 000)	(860 000)	(202 000)	(202 000)
Transfers from reserves	2 054 905	485 850	300 000	200 000	200 000	365 000			170 000		
Interfunction transfers	(369 105)	(403 817)	(341 425)	(229 961)	(199 041)	(199 040)	(99 020)				
<b>Retained surplus (deficit) at period end</b>	<b>(1 635)</b>	<b>2 392</b>	<b>8 495</b>	<b>15 868</b>	<b>26 498</b>	<b>12 545</b>	<b>30 205</b>	<b>25 077</b>	<b>20 051</b>	<b>37 345</b>	<b>9 991</b>
<b>Capital Funding Sources</b>											
Disposal proceeds of non current assets	735 475	480 000	600 000	720 000	755 000	793 000	833 000	875 000	920 000	968 000	1 014 300
Capital sustainability reserve	7 978 112	7 294 160	7 417 314	7 791 366	8 204 768	8 643 262	9 093 606	9 587 354	10 079 925	10 617 331	11 139 351
Govt capital grants and subsidies expended	8 378 526	28 735 563	6 710 000	500 000	520 000	2 540 000	560 000	580 000	580 000	100 000	100 000
Developer Contributions expended	14 319										
Funds expended from reserves	181 194										
Loans for capital projects expended	1 681 144	1 920 000	2 670 000	2 300 000	2 225 000	3 655 000	2 750 000	3 450 000	3 110 000	3 700 000	3 500 000
Funds from general revenue required	24 382	290 000	200 000	200 000	200 000	200 000				201 891	
<b>Total capital funding sources utilised</b>	<b>18 993 132</b>	<b>38 629 723</b>	<b>17 597 314</b>	<b>11 511 366</b>	<b>11 904 768</b>	<b>15 836 262</b>	<b>13 236 606</b>	<b>14 492 354</b>	<b>14 689 925</b>	<b>15 585 222</b>	<b>15 753 651</b>
<b>Capital Funding Applications</b>											
Land & Improvements											
Buildings	1 151 674	207 500	2 605 000	482 500	240 000	2 167 000	682 000	675 000	605 000	850 000	300 000
Plant and Equipment	2 325 607	1 980 220	1 980 700	2 348 000	2 165 100	2 294 300	2 368 400	2 795 500	2 654 900	2 832 000	2 836 000
Transport	12 486 681	33 923 958	10 333 700	6 650 138	7 082 992	9 031 891	7 699 488	8 084 460	8 488 683	8 913 110	9 358 733
Water											
Sewerage											
Drainage	1 095 883	1 000 000	1 000 000	500 000	500 000	500 000	500 000	500 000	500 000	500 000	500 000
Other Assets	408 466	110 000	370 000	180 000	135 000	110 000	110 000	110 000	110 000	110 000	110 000
Intangible assets	266 710	117 360	100 000		156 000	100 000		150 000	8 000		
<b>Total non current asset expenditure</b>	<b>17 716 001</b>	<b>37 339 038</b>	<b>16 389 400</b>	<b>10 140 638</b>	<b>10 279 092</b>	<b>14 203 191</b>	<b>11 357 886</b>	<b>12 314 960</b>	<b>12 364 583</b>	<b>13 205 110</b>	<b>13 104 733</b>
Principal loan repayments	1 275 131	1 290 685	1 207 914	1 370 730	1 625 678	1 633 071	1 878 720	2 177 394	2 325 342	2 380 112	2 648 918
<b>Total capital funding applications</b>	<b>18 993 132</b>	<b>38 629 723</b>	<b>17 597 314</b>	<b>11 511 366</b>	<b>11 904 768</b>	<b>15 836 262</b>	<b>13 236 606</b>	<b>14 492 354</b>	<b>14 689 925</b>	<b>15 585 222</b>	<b>15 753 651</b>
Future Capital Sustainability Reserve	300 101	5 751	5 972	10 019	2 083	3 962	8 807	3 725	5 360		17 262
Funds held in council general reserves	11 678 983	5 205 278	4 855 278	4 749 278	4 643 278	4 285 278	4 383 278	4 481 278	4 585 278	4 687 278	4 789 278
Revenue received in advance	52 922	52 922	52 922	52 922	52 922	52 922	52 922	52 922	52 922	52 922	52 922
Retained surplus (deficit)	(1 635)	2 392	8 495	15 868	26 498	12 545	30 205	25 077	20 051	37 345	9 991
Cash backing of rehabilitation provisions											
Working capital cash	1 850 785	1 950 482	2 121 315	2 298 983	2 480 659	2 627 995	2 801 187	2 980 440	3 165 968	3 357 990	3 556 732
<b>Total cash held at end of year</b>	<b>13 881 156</b>	<b>7 216 825</b>	<b>7 043 982</b>	<b>7 127 070</b>	<b>7 185 440</b>	<b>6 982 702</b>	<b>7 274 399</b>	<b>7 543 442</b>	<b>7 829 579</b>	<b>8 135 535</b>	<b>8 426 175</b>



**BURDEKIN SHIRE COUNCIL**  
**Statement of Original Budget by Program**  
For the periods ending 30 June

Functions :	Waste										
	RBUD 2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating Revenue</b>											
Rates and utility charges	3 433 000	3 440 900	3 698 967	3 846 925	3 985 414	4 244 485	4 371 798	4 502 951	4 651 548	4 828 306	5 011 781
Less: Discounts	(313 000)										
Total fees and charges	299 152	233 250	244 912	257 157	270 014	283 514	297 689	312 573	328 201	344 611	361 841
Interest revenue	78 000	108 700	120 702	134 622	152 657	172 968	192 404	213 374	233 299	253 475	269 611
Contributions and donations											
Government grants and subsidies											
Sales of contract and recoverable works											
Other operating revenue	17 500	20 500	21 525	22 601	23 731	24 917	26 162	27 470	28 843	30 285	31 799
Internal service provider revenue											
Internal revenue subsidies		130 000	130 000	130 000	130 000	130 000	130 000	130 000	130 000	130 000	130 000
<b>Total Operating Revenue</b>	<b>3 514 652</b>	<b>3 933 350</b>	<b>4 216 106</b>	<b>4 391 305</b>	<b>4 561 816</b>	<b>4 855 864</b>	<b>5 018 053</b>	<b>5 185 368</b>	<b>5 371 891</b>	<b>5 586 677</b>	<b>5 805 032</b>
<b>Operating Expenses</b>											
Employee benefits	151 000	185 000	193 024	200 744	207 770	215 041	222 567	230 356	238 418	246 762	255 398
Goods and services	2 747 000	2 784 205	2 902 415	3 047 535	3 199 911	3 359 908	3 527 901	3 704 296	3 889 510	4 083 985	4 288 184
Internal service provider payments	210 000	221 000	229 840	239 034	248 595	258 539	268 880	279 635	290 820	302 452	314 550
External finance expense	38 734	23 945	46 011	61 014	41 834	22 068	56 105	87 390	60 355	32 028	67 162
Depreciation	444 108	446 208	473 223	477 851	482 665	485 924	506 008	511 948	518 126	525 096	543 037
<b>Total Operating Costs</b>	<b>3 590 842</b>	<b>3 640 959</b>	<b>3 844 513</b>	<b>4 026 178</b>	<b>4 180 775</b>	<b>4 344 476</b>	<b>4 581 481</b>	<b>4 813 625</b>	<b>4 997 229</b>	<b>5 190 323</b>	<b>5 466 331</b>
<b>Surplus / (deficit) from operations</b>	<b>(76 190)</b>	<b>292 392</b>	<b>371 593</b>	<b>365 127</b>	<b>381 041</b>	<b>511 388</b>	<b>436 592</b>	<b>372 743</b>	<b>374 662</b>	<b>396 354</b>	<b>336 701</b>
Capital contributions and donations											
Government capital grants and subsidies											
Gain from capital items											
<b>Net Result</b>	<b>(76 190)</b>	<b>292 392</b>	<b>371 593</b>	<b>365 127</b>	<b>381 041</b>	<b>511 388</b>	<b>436 592</b>	<b>372 743</b>	<b>374 662</b>	<b>396 354</b>	<b>336 701</b>
<b>Appropriations</b>											
Retained surplus (deficit) from prior years											
<b>Net Result</b>	<b>(76 190)</b>	<b>292 392</b>	<b>371 593</b>	<b>365 127</b>	<b>381 041</b>	<b>511 388</b>	<b>436 592</b>	<b>372 743</b>	<b>374 662</b>	<b>396 354</b>	<b>336 701</b>
Other transfers from (to) capital account											
Funds (utilities for) created from - capital funding	(320 032)	(413 875)	(568 833)	(381 008)	(375 373)	(523 883)	(342 891)	(319 089)	(339 946)	(461 303)	(307 670)
Transfers (to) reserves				(4 119)	(5 666)		(93 701)	(53 654)	(34 716)	(35 051)	(29 031)
Transfers from reserves	396 222	61 483	197 240			12 495				100 000	
Interfunction transfers		60 000									
<b>Retained surplus (deficit) at period end</b>											
<b>Capital Funding Sources</b>											
Disposal proceeds of non current assets											
Capital sustainability reserve	86 000	86 700	115 715	120 343	125 157	131 416	143 500	154 440	160 616	167 588	185 529
Govt capital grants and subsidies expended											
Developer Contributions expended											
Funds expended from reserves											
Loans for capital projects expended			2 000 000				2 000 000				2 000 000
Funds from general revenue required	320 032	413 875	568 833	381 008	375 373	523 883	342 891	319 089	339 946	461 303	307 670
<b>Total capital funding sources utilised</b>	<b>406 032</b>	<b>500 575</b>	<b>2 684 548</b>	<b>481 351</b>	<b>500 530</b>	<b>655 299</b>	<b>2 481 391</b>	<b>473 529</b>	<b>500 564</b>	<b>628 891</b>	<b>2 493 199</b>
<b>Capital Funding Applications</b>											
Land & improvements		80 000	2 000 000			100 000	2 000 000			100 000	2 000 000
Buildings											
Plant and Equipment											
Transport											
Water											
Sewerage											
Drainage											
Other Assets	118 846	120 000	150 000			35 000					
Intangible assets											
<b>Total non current asset expenditure</b>	<b>118 846</b>	<b>200 000</b>	<b>2 150 000</b>			<b>135 000</b>	<b>2 000 000</b>			<b>100 000</b>	<b>2 000 000</b>
Principal loan repayments	287 786	302 575	534 548	481 351	500 530	520 299	491 391	473 529	500 564	525 891	493 199
<b>Total capital funding applications</b>	<b>406 632</b>	<b>502 575</b>	<b>2 684 548</b>	<b>481 351</b>	<b>500 530</b>	<b>655 299</b>	<b>2 481 391</b>	<b>473 529</b>	<b>500 564</b>	<b>628 891</b>	<b>2 493 199</b>
Future Capital Sustainability Reserve											
Funds held in council general reserves	442 677	381 194	183 954	188 073	193 741	181 246	274 947	328 601	363 317	298 368	327 399
Revenue received in advance											
Retained surplus (deficit)											
Cash backing of rehabilitation provisions	389 131	746 639	1 104 147	1 481 655	1 819 163	2 176 671	2 534 179	2 891 687	3 249 195	3 606 703	3 984 211
Working capital cash											
<b>Total cash held at end of year</b>	<b>831 606</b>	<b>1 127 833</b>	<b>1 285 101</b>	<b>1 649 726</b>	<b>2 012 904</b>	<b>2 357 917</b>	<b>2 809 126</b>	<b>3 220 286</b>	<b>3 612 512</b>	<b>3 905 071</b>	<b>4 291 610</b>



**BURDEKIN SHIRE COUNCIL**  
**Statement of Original Budget by Program**  
For the periods ending 30 June

Functions :	Sewerage										
	RBUD 2012/13 \$	2013/14 \$	2014/15 \$	2015/16 \$	2016/17 \$	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$	2022/23 \$
<b>Operating Revenue</b>											
Rates and utility charges	3,704,000	3,443,100	3,546,393	3,723,712	3,947,134	4,140,543	4,347,570	4,543,210	4,743,111	4,932,835	5,130,148
Less: Discounts	(337,000)										
Total fees and charges	120,000	98,300	103,215	108,375	113,793	119,482	125,456	131,728	138,314	145,229	152,490
Interest revenue	440,000	470,600	500,318	516,593	436,478	450,696	451,035	462,973	489,949	518,034	550,687
Contributions and donations	44,168	15,000	15,750	16,537	17,363	18,231	19,142	20,099	21,103	22,158	23,265
Government grants and subsidies											
Sales of contract and recoverable works											
Other operating revenue	2,500	2,500	2,625	2,750	2,893	3,037	3,188	3,347	3,514	3,689	3,873
Internal service provider revenue											
Internal revenue subsidies											
<b>Total Operating Revenue</b>	<b>3,973,668</b>	<b>4,029,500</b>	<b>4,168,301</b>	<b>4,367,973</b>	<b>4,517,661</b>	<b>4,731,089</b>	<b>4,948,391</b>	<b>5,161,357</b>	<b>5,394,991</b>	<b>5,621,945</b>	<b>5,860,463</b>
<b>Operating Expenses</b>											
Employee benefits	1,041,000	1,120,750	1,165,580	1,212,203	1,254,630	1,298,542	1,343,990	1,391,029	1,439,715	1,490,105	1,542,258
Goods and services	903,280	972,450	1,021,072	1,072,125	1,125,731	1,182,017	1,241,117	1,303,172	1,368,330	1,436,748	1,508,583
Internal service provider payments	568,050	596,000	619,840	644,633	670,418	697,235	725,124	754,129	784,294	815,666	848,292
External finance expense											
Depreciation	1,214,200	1,244,600	1,305,070	1,390,343	1,457,933	1,532,824	1,609,121	1,686,264	1,766,904	1,851,196	1,939,300
<b>Total Operating Costs</b>	<b>3,726,510</b>	<b>3,933,800</b>	<b>4,111,562</b>	<b>4,319,304</b>	<b>4,508,712</b>	<b>4,710,618</b>	<b>4,919,252</b>	<b>5,134,594</b>	<b>5,359,243</b>	<b>5,593,713</b>	<b>5,838,433</b>
<b>Surplus / (deficit) from operations</b>	<b>247,158</b>	<b>95,700</b>	<b>56,739</b>	<b>48,669</b>	<b>8,949</b>	<b>21,371</b>	<b>27,039</b>	<b>26,763</b>	<b>35,748</b>	<b>28,232</b>	<b>22,030</b>
Capital contributions and donations											
Government capital grants and subsidies											
Gain from capital items											
<b>Net Result</b>	<b>247,158</b>	<b>95,700</b>	<b>56,739</b>	<b>48,669</b>	<b>8,949</b>	<b>21,371</b>	<b>27,039</b>	<b>26,763</b>	<b>35,748</b>	<b>28,232</b>	<b>22,030</b>
<b>Appropriations</b>											
Retained surplus (deficit) from prior years											
<b>Net Result</b>	<b>247,158</b>	<b>95,700</b>	<b>56,739</b>	<b>48,669</b>	<b>8,949</b>	<b>21,371</b>	<b>27,039</b>	<b>26,763</b>	<b>35,748</b>	<b>28,232</b>	<b>22,030</b>
Other transfers from (to) capital account											
Funds (utilities for) created from - capital funding											
Transfers (to) reserves	(416,222)	(241,478)	(200,124)	(60,580)	(8,949)	(21,371)	(27,039)	(26,763)	(35,748)	(28,232)	(22,030)
Transfers from reserves											
Interfunction transfers	171,084	145,778	143,385	31,921							
<b>Retained surplus (deficit) at period end</b>											
<b>Capital Funding Sources</b>											
Disposal proceeds of non current assets											
Capital sustainability reserve	1,247,623	750,000	950,000	950,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
Govt capital grants and subsidies expended											
Developer Contributions expended											
Funds expended from reserves	365,231	50,000	200,000	2,500,000	30,000	450,000	250,000				
Loans for capital projects expended											
Funds from general revenue required											
<b>Total capital funding sources utilised</b>	<b>1,612,854</b>	<b>800,000</b>	<b>1,150,000</b>	<b>3,450,000</b>	<b>1,230,000</b>	<b>1,650,000</b>	<b>1,450,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>
<b>Capital Funding Applications</b>											
Land & Improvements											
Buildings											
Plant and Equipment											
Transport											
Water											
Sewerage	1,612,854	800,000	1,150,000	3,450,000	1,230,000	1,650,000	1,450,000	1,200,000	1,200,000	1,200,000	1,200,000
Drainage											
Other Assets											
Intangible assets											
<b>Total non current asset expenditure</b>	<b>1,612,854</b>	<b>800,000</b>	<b>1,150,000</b>	<b>3,450,000</b>	<b>1,230,000</b>	<b>1,650,000</b>	<b>1,450,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>
Principal loan repayments											
<b>Total capital funding applications</b>	<b>1,612,854</b>	<b>800,000</b>	<b>1,150,000</b>	<b>3,450,000</b>	<b>1,230,000</b>	<b>1,650,000</b>	<b>1,450,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>
Future Capital Sustainability Reserve	6,369,922	6,884,522	7,219,592	7,659,935	7,917,868	8,250,692	8,659,813	9,145,077	9,712,981	10,364,177	11,103,477
Funds held in council general reserves	2,980,051	3,171,527	3,171,651	752,241	731,190	302,561	79,600	106,363	142,111	170,343	192,373
Revenue received in advance											
Retained surplus (deficit)											
Cash backing of rehabilitation provisions											
Working capital cash											
<b>Total cash held at end of year</b>	<b>9,349,973</b>	<b>10,035,049</b>	<b>10,391,243</b>	<b>8,412,176</b>	<b>9,649,055</b>	<b>8,553,253</b>	<b>8,739,413</b>	<b>9,252,440</b>	<b>9,855,092</b>	<b>10,534,520</b>	<b>11,295,850</b>

**BURDEKIN SHIRE COUNCIL**  
**Statement of Original Budget by Program**  
For the periods ending 30 June

Functions :	Water										
	RBUD 2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating Revenue</b>											
Rates and utility charges	3,404,000	3,191,600	3,399,054	3,552,011	3,697,643	3,864,036	4,037,917	4,215,585	4,405,286	4,599,118	4,810,677
Less: Discounts	(324,000)										
Total fees and charges	79,500	99,000	103,950	109,147	114,604	120,334	128,350	132,667	139,300	148,265	153,578
Interest revenue	367,000	395,300	389,304	411,708	435,044	459,971	480,067	496,197	514,838	533,017	552,058
Contributions and donations	41,000	15,000	15,750	16,537	17,363	18,231	19,142	20,099	21,103	22,158	23,265
Government grants and subsidies											
Sales of contract and recoverable works											
Other operating revenue	29,822										
Internal service provider revenue											
Internal revenue subsidies											
<b>Total Operating Revenue</b>	<b>3,596,322</b>	<b>3,701,900</b>	<b>3,908,058</b>	<b>4,089,403</b>	<b>4,264,654</b>	<b>4,462,572</b>	<b>4,663,478</b>	<b>4,866,548</b>	<b>5,080,527</b>	<b>5,300,558</b>	<b>5,540,478</b>
<b>Operating Expenses</b>											
Employee benefits	892,380	913,350	949,884	987,879	1,022,454	1,058,239	1,095,277	1,133,611	1,173,287	1,214,352	1,256,854
Goods and services	1,529,000	1,671,050	1,754,602	1,842,332	1,934,448	2,031,170	2,132,728	2,239,364	2,351,332	2,468,898	2,592,342
Internal service provider payments	593,250	623,000	647,920	673,837	700,791	728,822	757,975	786,294	819,826	852,619	886,724
External finance expense											
Depreciation	516,600	529,500	552,735	576,973	602,258	630,158	658,523	688,133	719,042	751,306	784,984
<b>Total Operating Costs</b>	<b>3,531,230</b>	<b>3,736,900</b>	<b>3,905,141</b>	<b>4,081,021</b>	<b>4,259,951</b>	<b>4,443,389</b>	<b>4,644,503</b>	<b>4,849,402</b>	<b>5,063,487</b>	<b>5,287,175</b>	<b>5,520,904</b>
<b>Surplus / (deficit) from operations</b>	<b>65,092</b>	<b>(35,900)</b>	<b>2,917</b>	<b>8,382</b>	<b>4,703</b>	<b>14,183</b>	<b>18,973</b>	<b>17,146</b>	<b>17,040</b>	<b>13,383</b>	<b>19,574</b>
Capital contributions and donations											
Government capital grants and subsidies	121,971										
Gain from capital items											
<b>Net Result</b>	<b>187,063</b>	<b>(35,900)</b>	<b>2,917</b>	<b>8,382</b>	<b>4,703</b>	<b>14,183</b>	<b>18,973</b>	<b>17,146</b>	<b>17,040</b>	<b>13,383</b>	<b>19,574</b>
<b>Appropriations</b>											
Retained surplus (deficit) from prior years											
<b>Net Result</b>	<b>187,063</b>	<b>(35,900)</b>	<b>2,917</b>	<b>8,382</b>	<b>4,703</b>	<b>14,183</b>	<b>18,973</b>	<b>17,146</b>	<b>17,040</b>	<b>13,383</b>	<b>19,574</b>
Other transfers from (to) capital account											
Funds (utilities for) created from - capital funding											
Transfers (to) reserves	(385,104)	(198,041)	(200,957)	(206,422)	(202,744)	(212,223)	(117,993)	(17,146)	(17,040)	(13,383)	(19,574)
Transfers from reserves		35,000									
Interfunction transfers	198,041	198,041	198,040	198,040	198,041	198,040	99,020				
<b>Retained surplus (deficit) at period end</b>											
<b>Capital Funding Sources</b>											
Disposal proceeds of non current assets											
Capital sustainability reserve	375,000	650,000	300,000	300,000	300,000	400,000	400,000	400,000	400,000	400,000	400,000
Govt capital grants and subsidies expended	73,494										
Developer Contributions expended											
Funds expended from reserves	121,390	300,000									100,000
Loans for capital projects expended											
Funds from general revenue required											
<b>Total capital funding sources utilised</b>	<b>569,884</b>	<b>950,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>500,000</b>
<b>Capital Funding Applications</b>											
Land & Improvements											
Buildings											
Plant and Equipment											
Transport											
Water	569,884	950,000	300,000	300,000	300,000	400,000	400,000	400,000	400,000	400,000	500,000
Sewerage											
Drainage											
Other Assets											
Intangible assets											
<b>Total non current asset expenditure</b>	<b>569,884</b>	<b>950,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>500,000</b>
Principal loan repayments											
<b>Total capital funding applications</b>	<b>569,884</b>	<b>950,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>500,000</b>
Future Capital Sustainability Reserve	3,633,553	3,513,053	3,765,788	4,042,761	4,345,019	4,575,177	4,833,700	5,121,833	5,440,875	5,792,181	6,177,165
Funds held in council general reserves	4,071,090	3,934,131	4,135,088	4,341,510	4,544,254	4,756,477	4,874,470	4,891,616	4,908,656	4,922,039	4,841,613
Revenue received in advance											
Retained surplus (deficit)											
Cash backing of rehabilitation provisions											
Working capital cash											
<b>Total cash held at end of year</b>	<b>7,704,643</b>	<b>7,447,184</b>	<b>7,900,878</b>	<b>8,384,271</b>	<b>8,889,273</b>	<b>9,331,654</b>	<b>9,708,170</b>	<b>10,013,449</b>	<b>10,349,531</b>	<b>10,714,220</b>	<b>11,016,778</b>

**BURDEKIN SHIRE COUNCIL****Budgeted Appropriation Statement**

For the periods ending 30 June

	RBUD 2012/13	2013/14	2014/15	2015/16
	\$	\$	\$	\$
Retained Surplus/(Deficit) from prior years.	22,589	(1,635)	2,392	8,495
Net result for the period	17,009,454	23,222,794	7,338,777	1,253,512
	17,032,043	23,221,159	7,341,169	1,262,007
<b>Appropriations</b>				
Transfers to capital :-				
Other capital income	(119,954)			
Funds (utilised for) created from - capital funding	(344,394)	(613,875)	(768,833)	(561,008)
Net transfer (to) from capital	(464,348)	(613,875)	(768,833)	(561,008)
Net transfer (to) from the Constrained Works Reserve	(14,916,987)	(22,264,579)	(6,710,000)	(500,000)
Transfer (to) from the Grants and Contributions Reimbursement Reserve	(245,543)			
Accumulated surplus/(deficit) available for transfer to general reserves	1,405,165	342,705	(137,664)	200,999
Capital Reserves :				
Transfer (to) from the Water Reserve	(263,133)	(163,041)	(200,957)	(206,422)
Transfer (to) from the Sewerage Reserve	(418,222)	(241,476)	(200,124)	(80,590)
Transfer (to) from the Carryover Capital Works Reserve	(173,954)			
Recurrent Reserves :				
Transfer (to) from the Recurrent Maintenance Reserve	(551,491)	64,204	547,240	101,881
<b>Retained surplus/(deficit) at period end</b>	<b>(1,635)</b>	<b>2,392</b>	<b>8,495</b>	<b>15,868</b>



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**BURDEKIN SHIRE COUNCIL****Budgeted Statement of Capital Funding**

For the periods ending 30 June

	RBUD 2012/13	2013/14	2014/15	2015/16
	\$	\$	\$	\$
<b>Capital Funding Sources</b>				
General revenue used (excess funds provided)	344,394	613,875	768,833	561,008
Proceeds from the sale of non current assets	735,475	480,000	600,000	720,000
Capital sustainability funds expended	9,687,335	8,782,860	8,783,029	9,161,709
Funds from loan borrowings expended in the period	1,681,144	1,920,000	4,670,000	2,300,000
Constrained grants and developer contributions	8,466,339	28,735,563	6,710,000	500,000
Water Reserve	121,390	300,000		
Sewerage Reserve	365,231	50,000	200,000	2,500,000
Carryover Capital Works Reserve	181,194			
	<b>21,582,502</b>	<b>40,882,298</b>	<b>21,731,862</b>	<b>15,742,717</b>
<b>Capital Funding Applications</b>				
Land & Improvements		80,000	2,000,000	
Buildings	1,151,674	207,500	2,605,000	462,500
Plant and Equipment	2,328,607	1,980,220	1,980,700	2,348,000
Transport	12,486,661	33,923,958	10,333,700	6,650,136
Water	569,884	950,000	300,000	300,000
Sewerage	1,612,854	800,000	1,150,000	3,450,000
Drainage	1,095,883	1,000,000	1,000,000	500,000
Other Assets	527,312	230,000	520,000	180,000
Intangible assets	246,710	117,360	100,000	
	<b>20,019,585</b>	<b>39,289,038</b>	<b>19,989,400</b>	<b>13,890,636</b>
Principle loan repayments:				
Queensland Treasury Corporation	1,562,917	1,593,260	1,742,462	1,852,081
	<b>21,582,502</b>	<b>40,882,298</b>	<b>21,731,862</b>	<b>15,742,717</b>

**BURDEKIN SHIRE COUNCIL**
**Cash Analysis Report**

For the periods ending 30 June

	RBUD 2012/13				2013/14			
	\$		\$		\$		\$	
Cash Holdings								
CASH HOLDINGS AT PERIOD END			31,767,580				25,827,891	
Represented by -								
Constrained Grants and Subsidies Reserve	6,534,048				63,064			
Constrained Developer Contributions Reserve	155,236				155,236			
Water Reserve	4,071,090				3,934,131			
Sewerage Reserve	2,980,051				3,171,527			
Capital Maintenance Reserve	33,336				33,336			
Carryover Capital Works Reserve	207,253				207,253			
Recurrent Maintenance Reserve	5,191,787				5,127,583			
			19,172,801				12,692,130	
Future Capital Sustainability Reserve	10,303,576				10,383,326			
			10,303,576				10,383,326	
Revenue received in advance			52,922				52,922	
Retained surplus/(deficit) at period end			(1,635)				2,392	
Cash backing of rehabilitation provisions	Cash to date	Provision balance	(Shortfall)	Cash held	Cash to date	Provision balance	(Shortfall)	Cash held
Refuse sites	389,131	14,943,659	(14,554,528)	389,131	746,639	14,943,659	(14,197,020)	746,639
Movement in Working Capital Accounts								
	RBUD 2012/13				2013/14			
Assets	Capital A/c Analysis	Current Period Balances	Movement		Capital A/c Analysis	Current Period Balances	Movement	
Receivables	586,134	3,070,109	(2,483,975)		586,134	3,070,109	(2,483,975)	
Loans to community orgs.	423,544	401,360	22,184		423,544	401,360	22,184	
Inventories	253,803	967,587	(713,784)		253,803	967,587	(713,784)	
Inventory land for devel. & sale	70,689		70,689		70,689		70,689	
Prepayments		183,824	(183,824)			183,824	(183,824)	
NET MOVEMENT IN ASSETS	1,334,170	4,622,880	(3,288,710)		1,334,170	4,622,880	(3,288,710)	
Liabilities								
Creditors and accruals	337,062	2,134,267	1,797,205		337,062	2,134,267	1,797,205	
Current employee entitlements	828,901	1,514,294	685,393		828,901	1,514,294	685,393	
Non current employee entitle.		2,656,898	2,656,898			2,756,595	2,756,595	
NET MOVEMENT IN LIABILITIES	1,165,963	6,305,459	5,139,496		1,165,963	6,405,156	5,239,193	
Net Assets minus Liabilities	168,206	1,682,579			168,206	1,782,276		
	A	B			A	B		
Net working capital cash (deficit)		A + B	1,850,785			A + B	1,950,482	
CASH HOLDINGS AT PERIOD END			31,767,580				25,827,891	
Analysis of the Council's Capital A/c								
Non current capital assets	428,882,673				458,471,593			
Add - Unspent capital cash held	10,303,576				10,383,326			
Add - Rehabilitation cash funded from depreciation	369,131				746,639			
Total capital assets	439,575,380				469,601,558			
Capital loans	7,253,729				7,580,469			
Rehabilitation provisions	14,943,659				14,943,659			
Total capital debt	22,197,388				22,524,128			
Net capital assets minus net capital debt	X	417,377,992			X	447,077,430		
Capital account	176,348,041				205,967,729			
Capital cash held in reserves	10,303,576				10,383,326			
Asset revaluation reserve	230,894,581				230,894,581			
Total balance of Council capital	Y	417,546,198			Y	447,245,636		
Working Capital balance in Capital A/c	X - Y = A	168,206			X - Y = A	168,206		

**BURDEKIN SHIRE COUNCIL**
**Cash Analysis Report**

For the periods ending 30 June

	2014/15				2015/16			
	\$		\$		\$		\$	
Cash Holdings								
CASH HOLDINGS AT PERIOD END			26,624,202				25,573,245	
Represented by :-								
Constrained Grants and Subsidies Reserve	63,064				63,064			
Constrained Developer Contributions Reserve	155,236				155,236			
Water Reserve	4,135,088				4,341,510			
Sewerage Reserve	3,171,651				752,241			
Capital Maintenance Reserve	33,336				33,336			
Carryover Capital Works Reserve	207,253				207,253			
Recurrent Maintenance Reserve	4,580,343				4,478,462			
			12,345,971				10,031,102	
Future Capital Sustainability Reserve	10,991,352				11,712,715			
			10,991,352				11,712,715	
Revenue received in advance			52,922				52,922	
Retained surplus/(deficit) at period end.			8,495				15,868	
Cash backing of rehabilitation provisions	Cash to date	Provision balance	(Shortfall)	Cash held	Cash to date	Provision balance	(Shortfall)	Cash held
Refuse sites	1,104,147	14,943,659	(13,839,512)	1,104,147	1,461,655	14,943,659	(13,482,004)	1,461,655
Movement in Working Capital Accounts								
	2014/15				2015/16			
Assets	Capital A/c Analysis	Current Period Balances	Movement		Capital A/c Analysis	Current Period Balances	Movement	
Receivables	586,134	3,070,109	(2,483,975)		586,134	3,070,109	(2,483,975)	
Loans to community orgs	423,544	401,360	22,184		423,544	401,360	22,184	
Inventories	253,803	967,587	(713,784)		253,803	967,587	(713,784)	
Inventory land for devel. & sale	70,689		70,689		70,689		70,689	
Prepayments		183,824	(183,824)			183,824	(183,824)	
NET MOVEMENT IN ASSETS	1,334,170	4,622,880	(3,288,710)		1,334,170	4,622,880	(3,288,710)	
Liabilities								
Creditors and accruals	337,062	2,134,267	1,797,205		337,062	2,134,267	1,797,205	
Current employee entitlements	828,901	1,574,865	745,964		828,901	1,637,859	808,958	
Non current employee entitle		2,866,857	2,866,857			2,981,531	2,981,531	
NET MOVEMENT IN LIABILITIES	1,165,963	6,575,989	5,410,026		1,165,963	6,753,657	5,567,694	
Net Assets minus Liabilities	168,206	1,953,109			168,206	2,130,777		
	A	B			A	B		
Net working capital cash (deficit)			A + B	2,121,315			A + B	2,298,983
CASH HOLDINGS AT PERIOD END			26,624,202				25,573,245	
Analysis of the Council's Capital A/c								
Non current capital assets			468,112,430				471,042,486	
Add - Unspent capital cash held			10,991,352				11,712,715	
Add - Rehabilitation cash funded from depreciation			1,104,147				1,461,655	
Total capital assets			480,207,929				484,216,856	
Capital loans			10,508,007				10,955,926	
Rehabilitation provisions			14,943,659				14,943,659	
Total capital debt			25,451,666				25,899,585	
Net capital assets minus net capital debt			X	454,756,263			X	458,317,271
Capital account			213,038,536				215,878,181	
Capital cash held in reserves			10,991,352				11,712,715	
Asset revaluation reserve			230,894,581				230,894,581	
Total balance of Council capital			Y	454,924,469			Y	458,485,477
Working Capital balance in Capital A/c			X - Y = A	168,206			X - Y = A	168,206



**BURDEKIN SHIRE COUNCIL****Budgeted Statement of Comprehensive Income**

For the periods ending 30 June

	RBUD 2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Revenue</b>											
Rates and utility charges	35,442,500	33,635,868	35,595,242	37,190,003	38,806,466	40,689,514	42,465,043	44,234,962	46,461,370	48,478,915	50,391,028
Less: Discounts	(3,534,900)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)	(287,000)
Net rates and utility charges	31,907,600	33,348,868	35,309,242	36,903,003	38,519,466	40,402,514	42,178,043	43,947,962	46,174,370	48,191,915	50,104,028
Other fees and charges	2,315,232	2,245,300	2,357,554	2,475,438	2,599,206	2,729,163	2,865,618	3,008,896	3,159,337	3,317,301	3,483,162
Operating grants, subsidies and contributions	5,782,043	4,346,970	3,641,558	3,736,277	3,833,548	3,933,444	4,036,040	4,141,415	4,249,647	4,360,820	4,475,019
Interest revenue	1,574,000	1,816,000	1,819,288	1,888,263	1,873,931	1,956,701	2,024,413	2,113,676	2,222,960	2,339,356	2,441,601
Sales of contract and recoverable works	2,130,000	1,640,000	1,722,000	1,808,100	1,898,505	1,993,430	2,093,101	2,197,756	2,307,643	2,423,025	2,544,176
Other income	151,718	135,050	141,822	148,889	156,331	164,143	172,346	180,961	190,006	199,504	209,476
<b>TOTAL OPERATING REVENUES</b>	<b>43,890,593</b>	<b>43,532,188</b>	<b>44,991,454</b>	<b>46,959,970</b>	<b>48,880,987</b>	<b>51,179,395</b>	<b>53,369,561</b>	<b>55,590,666</b>	<b>58,303,963</b>	<b>60,831,921</b>	<b>63,257,462</b>
<b>Expenses</b>											
Employee benefits	(16,741,716)	(17,461,894)	(18,316,203)	(19,048,845)	(19,693,339)	(20,382,598)	(21,095,981)	(21,834,331)	(22,598,526)	(23,389,468)	(24,208,091)
Materials and services	(16,045,363)	(15,426,121)	(15,781,802)	(16,330,868)	(17,147,429)	(18,256,795)	(18,917,631)	(19,863,509)	(21,120,679)	(21,912,709)	(23,008,339)
Depreciation and Amortisation	(8,871,276)	(9,220,118)	(9,748,553)	(10,240,580)	(10,739,688)	(11,302,047)	(11,870,103)	(12,470,517)	(13,085,632)	(13,739,569)	(14,423,924)
Finance Costs	(505,248)	(463,840)	(516,109)	(586,145)	(603,168)	(664,926)	(788,562)	(912,685)	(972,702)	(1,031,021)	(1,164,157)
<b>TOTAL OPERATING EXPENSES</b>	<b>(42,163,623)</b>	<b>(42,573,973)</b>	<b>(44,362,677)</b>	<b>(46,206,458)</b>	<b>(48,183,623)</b>	<b>(50,605,366)</b>	<b>(52,672,277)</b>	<b>(55,081,142)</b>	<b>(57,777,539)</b>	<b>(60,072,767)</b>	<b>(62,804,511)</b>
<b>Operating surplus (deficit)</b>	<b>1,726,970</b>	<b>958,215</b>	<b>628,777</b>	<b>753,512</b>	<b>697,364</b>	<b>573,029</b>	<b>697,284</b>	<b>509,524</b>	<b>526,424</b>	<b>759,154</b>	<b>452,951</b>
Capital income and expenditure:											
Cash capital grants, subsidies and contributions	15,162,530	22,264,579	6,710,000	500,000	520,000	2,540,000	560,000	580,000	580,000	100,000	100,000
Other capital income	119,954										
<b>Net result for the period</b>	<b>17,009,454</b>	<b>23,222,794</b>	<b>7,338,777</b>	<b>1,253,512</b>	<b>1,217,364</b>	<b>3,113,029</b>	<b>1,257,284</b>	<b>1,089,524</b>	<b>1,106,424</b>	<b>859,154</b>	<b>552,951</b>

**BURDEKIN SHIRE COUNCIL****Budgeted Statement of Financial Position**

As at the periods ending 30 June

	RBUD 2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Current Assets</b>											
Cash and deposits	31,767,580	25,827,891	26,624,202	25,573,245	28,736,875	27,225,526	28,531,108	30,029,619	31,646,714	33,289,346	35,032,413
Receivables	3,329,156	3,329,156	3,329,156	3,329,156	3,329,156	3,329,156	3,329,156	3,329,156	3,329,156	3,329,156	3,329,156
Inventories	967,587	967,587	967,587	967,587	967,587	967,587	967,587	967,587	967,587	967,587	967,587
	35,064,323	30,124,634	30,920,945	29,869,988	31,033,418	31,522,269	32,827,851	34,326,362	35,943,457	37,586,089	39,329,156
<b>Non-Current Assets</b>											
Receivables	326,137	326,137	326,137	326,137	326,137	326,137	326,137	326,137	326,137	326,137	326,137
Property, plant and equipment	424,409,682	453,993,442	463,649,848	466,695,473	466,974,552	471,291,511	473,920,109	474,467,861	474,549,398	474,877,525	476,372,620
Intangible assets	1,013,567	1,018,727	1,003,158	887,589	922,914	899,099	775,284	796,875	674,289	545,703	417,117
Capital Work in Progress	3,459,424	3,459,424	3,459,424	3,459,424	3,459,424	3,459,424	3,459,424	3,459,424	3,459,424	3,459,424	3,459,424
	429,208,810	458,797,730	468,438,567	471,368,623	471,683,027	475,976,171	478,480,954	479,050,297	479,009,248	479,208,789	480,575,298
<b>TOTAL ASSETS</b>	<b>465,273,133</b>	<b>468,922,364</b>	<b>499,359,512</b>	<b>501,238,611</b>	<b>502,716,445</b>	<b>507,498,440</b>	<b>511,308,805</b>	<b>513,376,659</b>	<b>514,952,705</b>	<b>516,794,878</b>	<b>519,904,454</b>
<b>Current Liabilities</b>											
Trade and other payables	3,463,309	3,463,309	3,516,470	3,571,758	3,622,070	3,674,143	3,728,038	3,783,819	3,841,553	3,901,306	3,963,154
Interest bearing liabilities	1,569,972	1,742,462	1,852,081	2,126,206	2,153,370	2,370,111	2,650,923	2,825,906	2,909,003	3,142,117	3,142,117
Provisions	185,252	185,252	192,662	200,368	207,380	214,638	222,150	229,925	237,972	246,301	254,921
Other	52,922	52,922	52,922	52,922	52,922	52,922	52,922	52,922	52,922	52,922	52,922
	5,271,455	5,443,945	5,614,135	5,961,254	6,035,742	6,311,814	6,654,033	6,892,572	7,041,450	7,342,648	7,413,114
<b>Non-Current Liabilities</b>											
Trade and other payables	638,472	736,974	766,452	797,110	825,008	853,883	883,768	914,899	946,713	979,847	1,014,141
Interest bearing liabilities	5,683,757	5,838,007	6,655,926	8,829,720	8,901,350	10,186,239	12,285,316	12,909,410	13,110,407	13,668,290	16,026,173
Provisions	16,962,085	16,963,280	17,044,064	17,128,080	17,204,534	17,283,664	17,365,564	17,450,330	17,538,063	17,628,867	17,722,849
	23,284,314	23,538,261	26,466,442	26,754,910	26,930,892	28,323,786	30,534,648	31,274,439	31,595,183	32,277,004	34,763,163
<b>TOTAL LIABILITIES</b>	<b>28,555,769</b>	<b>28,982,206</b>	<b>32,080,577</b>	<b>32,706,164</b>	<b>32,966,634</b>	<b>34,635,600</b>	<b>37,188,681</b>	<b>38,167,011</b>	<b>38,636,633</b>	<b>39,619,652</b>	<b>42,176,277</b>
<b>NET COMMUNITY ASSETS</b>	<b>436,717,364</b>	<b>459,940,158</b>	<b>467,278,935</b>	<b>468,532,447</b>	<b>469,749,811</b>	<b>472,862,840</b>	<b>474,120,124</b>	<b>475,209,648</b>	<b>476,316,072</b>	<b>477,175,226</b>	<b>477,728,177</b>
<b>Community Equity</b>											
Capital account	176,348,041	205,967,729	213,038,536	215,878,181	216,451,269	219,600,321	220,082,723	220,210,497	220,242,862	220,008,914	219,375,048
Asset revaluation reserve	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581
Restricted capital reserves	16,962,860	10,601,626	11,209,652	11,931,015	12,483,270	13,048,131	13,718,620	14,489,935	15,377,516	16,374,658	17,516,194
Other capital reserves	7,291,730	7,346,247	7,547,328	5,334,340	5,516,033	5,299,627	5,194,659	5,238,568	5,291,356	5,332,971	5,274,575
Recurrent reserves	5,191,787	5,127,583	4,580,343	4,478,462	4,378,130	4,007,835	4,199,336	4,350,990	4,488,706	4,526,757	4,657,788
Accumulated surplus/(deficiency)	(1,635)	2,392	8,495	15,868	26,498	12,545	30,205	25,077	20,051	37,345	9,991
<b>TOTAL COMMUNITY EQUITY</b>	<b>436,717,364</b>	<b>459,940,158</b>	<b>467,278,935</b>	<b>468,532,447</b>	<b>469,749,811</b>	<b>472,862,840</b>	<b>474,120,124</b>	<b>475,209,648</b>	<b>476,316,072</b>	<b>477,175,226</b>	<b>477,728,177</b>

**BURDEKIN SHIRE COUNCIL****Budgeted Statement of Cash Flows**

For the periods ending 30 June

	RBUD 2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Cash Flows from Operating Activities</b>											
Receipts											
Net rates and utility charges	31,907,600	33,348,868	35,309,242	36,903,003	38,519,466	40,402,514	42,178,043	43,947,962	46,174,370	48,191,915	50,104,028
Total fees and charges	2,315,232	2,245,300	2,357,564	2,475,438	2,599,206	2,729,163	2,865,618	3,008,896	3,159,337	3,317,301	3,483,162
Sales of contract and recoverable works	2,130,000	1,640,000	1,722,000	1,808,100	1,898,505	1,993,430	2,093,101	2,197,756	2,307,643	2,423,025	2,544,176
Interest revenue	1,574,000	1,816,000	1,819,288	1,888,263	1,873,931	1,956,701	2,024,413	2,113,676	2,222,960	2,339,356	2,441,601
Contributions and donations	196,900	140,330	147,346	154,712	162,445	170,566	179,092	188,045	197,445	207,316	217,679
Government subsidies and grants	5,565,143	4,206,640	3,494,212	3,581,565	3,671,103	3,762,878	3,856,948	3,953,370	4,052,202	4,153,504	4,257,340
Other Income	181,718	135,050	141,802	148,869	156,331	164,143	172,346	180,961	190,006	199,504	209,476
	43,890,593	43,532,188	44,991,454	46,959,970	48,880,987	51,179,395	53,389,561	55,590,666	58,303,963	60,831,921	63,257,482
Payments											
Employee benefits	(16,578,822)	(17,362,197)	(18,145,370)	(18,871,177)	(19,531,663)	(20,215,262)	(20,922,789)	(21,655,078)	(22,412,998)	(23,197,446)	(24,009,349)
Materials and services	(16,045,383)	(15,428,121)	(15,781,802)	(16,330,888)	(17,147,428)	(18,256,795)	(18,917,631)	(19,863,509)	(21,120,679)	(21,912,709)	(23,008,339)
Finance costs	(505,248)	(483,840)	(516,109)	(568,145)	(603,168)	(684,926)	(788,562)	(912,865)	(972,702)	(1,031,021)	(1,184,157)
	(33,129,453)	(33,254,158)	(34,443,281)	(35,788,210)	(37,282,259)	(39,136,983)	(40,628,982)	(42,431,272)	(44,506,379)	(46,141,176)	(48,181,645)
<b>Cash provided by / (used in) operational activities</b>	10,761,140	10,278,030	10,548,173	11,171,760	11,598,728	12,042,412	12,740,579	13,159,394	13,797,584	14,690,745	15,075,837
<b>Cash Flow from Investing Activities</b>											
Proceeds from sale of capital assets	735,475	480,000	600,000	720,000	755,000	793,000	833,000	875,000	920,000	966,000	1,014,300
Contributions	19,625										
Government grants and subsidies	15,142,905	22,264,579	6,710,000	500,000	520,000	2,540,000	560,000	580,000	580,000	100,000	100,000
Payments for property, plant and equipment	(19,772,875)	(39,171,678)	(19,889,400)	(13,890,636)	(11,653,092)	(16,288,191)	(15,207,886)	(13,764,960)	(13,958,583)	(14,905,110)	(16,804,733)
Payments for intangibles	(248,710)	(117,360)	(100,000)		(156,000)	(100,000)		(150,000)	(6,000)		
Net proceeds (cost) from advances and cash investments	2,000,000										
Net cash provided by investing activities	(2,121,580)	(16,544,456)	(12,679,400)	(12,670,636)	(10,534,092)	(13,055,191)	(13,614,886)	(12,459,960)	(12,464,583)	(13,839,110)	(15,690,433)
<b>Cash Flow from Financing Activities</b>											
Proceeds from borrowings	415,000	1,920,000	4,670,000	2,300,000	2,225,000	3,655,000	4,750,000	3,450,000	3,110,000	3,700,000	5,500,000
Repayment of borrowings	(1,562,917)	(1,593,260)	(1,742,462)	(1,852,081)	(2,126,206)	(2,153,370)	(2,370,111)	(2,660,923)	(2,825,906)	(2,909,003)	(3,142,117)
Net cash provided by financing activities	(1,147,917)	326,740	2,927,538	447,919	98,794	1,501,630	2,379,889	799,077	284,094	790,997	2,357,883
<b>Net Increase (Decrease) in Cash Held</b>	7,491,643	(5,939,686)	796,311	(1,050,957)	1,163,430	488,651	1,305,582	1,488,511	1,617,095	1,642,632	1,743,067
Cash at beginning of reporting period	24,275,937	31,767,580	25,827,891	26,624,202	25,573,245	26,736,675	27,225,526	28,531,108	30,029,619	31,646,714	33,289,346
<b>Cash at end of Reporting Period</b>	31,767,580	25,827,891	26,624,202	25,573,245	26,736,675	27,225,526	28,531,108	30,029,619	31,646,714	33,289,346	35,032,413



**BURDEKIN SHIRE COUNCIL**  
**Budgeted Statement of Changes in Equity**  
For the periods ending 30 June

	Total										
	RBUD 2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at the beginning of period	419,707,910	436,717,364	459,940,158	467,278,935	468,532,447	469,749,811	472,862,840	474,120,124	475,209,648	476,316,072	477,175,226
Increase (decrease) in net result	17,009,454	23,222,794	7,338,777	1,253,512	1,217,364	3,113,029	1,257,284	1,089,524	1,106,424	859,154	552,951
Other transfers to Capital and reserves											
Transfers from capital and reserves											
Transfers between capital and reserves											
Balance at the end of priod	436,717,364	459,940,158	467,278,935	468,532,447	469,749,811	472,862,840	474,120,124	475,209,648	476,316,072	477,175,226	477,728,177

	Retained Surplus/Deficit										
	Estim Act 2013	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at the beginning of period	22,589	(1,635)	2,392	8,495	15,868	26,498	12,545	30,205	25,077	20,051	37,345
Increase (decrease) in net result	17,009,454	23,222,794	7,338,777	1,253,512	1,217,364	3,113,029	1,257,284	1,089,524	1,106,424	859,154	552,951
Other transfers to Capital and reserves	(19,484,805)	(23,781,100)	(7,889,914)	(1,446,139)	(1,406,734)	(3,507,477)	(1,239,624)	(1,094,652)	(1,287,450)	(941,860)	(580,305)
Transfers from capital and reserves	2,451,127	562,333	557,240	200,000	200,000	380,495			176,000	100,000	
Transfers between capital and reserves											
Balance at the end of priod	(1,635)	2,392	8,495	15,868	26,498	12,545	30,205	25,077	20,051	37,345	9,991

**BURDEKIN SHIRE COUNCIL****Budgeted Statement of Changes in Equity**

For the periods ending 30 June

	Capital										
	Estim Act 2013	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at the beginning of period	164,309,828	176,348,041	205,967,729	213,038,536	215,878,181	216,451,299	219,600,321	220,082,723	220,210,497	220,242,862	220,008,914
Increase (decrease) in net result											
Other transfers to Capital and reserves	464,348	613,875	768,833	561,008	575,373	723,883	342,891	319,089	339,946	663,194	307,670
Transfers from capital and reserves											
Transfers between capital and reserves	11,573,865	29,005,813	6,301,974	2,278,637	(2,255)	2,425,139	139,511	(191,315)	(307,581)	(897,142)	(941,536)
Balance at the end of priod	176,348,041	205,967,729	213,038,536	215,878,181	216,451,299	219,600,321	220,082,723	220,210,497	220,242,862	220,008,914	219,375,048

	Asset Revaluation Surplus										
	Estim Act 2013 \$	2013/14 \$	2014/15 \$	2015/16 \$	2016/17 \$	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$	2022/23 \$
Balance at the beginning of period	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581
Increase (decrease) in net result											
Other transfers to Capital and reserves											
Transfers from capital and reserves											
Transfers between capital and reserves											
Balance at the end of priod	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581	230,894,581

**BURDEKIN SHIRE COUNCIL****Budgeted Statement of Changes in Equity**

For the periods ending 30 June

	Reserves										
	Estim Act 2013	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at the beginning of period	24,480,912	29,476,377	23,075,456	23,337,323	21,743,817	22,377,433	22,355,393	23,112,615	24,079,493	25,158,578	26,234,386
Increase (decrease) in net result											
Other transfers to Capital and reserves	19,020,457	23,167,225	7,121,081	885,131	831,361	2,783,594	896,733	775,563	947,504	278,666	272,635
Transfers from capital and reserves	(2,451,127)	(562,333)	(557,240)	(200,000)	(200,000)	(380,495)			(176,000)	(100,000)	
Transfers between capital and reserves	(11,573,865)	(29,005,813)	(6,301,974)	(2,278,637)	2,255	(2,425,139)	(139,511)	191,315	307,581	897,142	941,536
Balance at the end of period	29,476,377	23,075,456	23,337,323	21,743,817	22,377,433	22,355,393	23,112,615	24,079,493	25,158,578	26,234,386	27,448,557



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### **ITEM 3 – Adoption of Revenue Policy for 2013-14 Financial Year**

#### **Recommendation**

That the Council in accordance with Section 169 of the Local Government Regulation 2012 adopts the Revenue Statement for 2013-14 financial

year.  
**Resolution**

Moved Councillor Loizou, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

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## **BURDEKIN SHIRE REVENUE STATEMENT FOR 2013/14**

### **A. Differential General Rates**

General rates (including differential rates) are for services, facilities and activities that are supplied or undertaken for the benefit of the community in general (rather than a particular person) as stated in the Local Government Act 2009 at Section 92.

Council supports seven (7) differential categories which enable Council to address the economic circumstances of the community as a whole and/or the circumstances of particular sectors.

In making general rates, Council raises an amount of revenue it sees as being appropriate to maintain and improve assets and provide services to the Shire as a whole. In deciding how that revenue is raised, Council takes into account the following factors –

- The rateable value of land, including valuation relativities among land, and the rates which would be payable if only one general rate was adopted.
- The level of services provided to that land and the cost of providing the services compared to the rate burden that would apply under a single general rate.
- The use of the land in so far as it relates to the extent of utilisation of Council services.
- Location and access to services.
- With an extensive road network, particularly in rural areas of the Shire and demands on Council to upgrade the standard of roads for harvesting, transportation of rural product, processing and services associated with the sugar, grazing, horticulture and aquaculture industries, Council considers those areas benefiting from access to improved road and infrastructure standards should contribute appropriately to Council's revenue base to maintain the high level of road services expected.
- In the case of sugar milling operations, Council has taken into account that the increased costs of infrastructure associated with maintaining and upgrading roads including tramway corridors, cane sidings and other infrastructure associated with these operations, contribute to Council's costs in maintaining and upgrading the standards of roads within the Shire.
- In the case of commercial water supply business, Council has taken into account that the existence of predominantly above-ground water delivery and drainage infrastructure within or adjacent to road reserves impacts directly on Council roads and associated drainage, and contributes particularly to Council's costs in maintaining and upgrading the standard of roads and drainage.
- At the same time, Council acknowledges and again has taken into account that improved services including but not limited to: recreation and sporting, swimming pools, community, cultural, library, welfare services, public halls, environmental health services and amenities, parks and playgrounds, cemeteries, Council's public buildings, Council's economic development initiatives, improvements and development work in the Council's principal towns are Local Government services which should be met by the whole community.

The annual valuation made by the Department of Natural Resources and Mines of all lands in the Burdekin Shire area shall have force and effect for the period of twelve months commencing on 1 July 2013.

The Council determines that a method of differential general rating be applied to all rateable land in the Shire on the bases set out hereunder.

- (a) The categories and criteria for each category are:-

**Category A – Residential :** Land used for purposes described by the land use codes in Category A of the Table below and within the townships of Ayr, Home Hill, Brandon, Clare, Millaroo, Dalbeg, Giru and other localities within the Shire.

**Category B – Commercial and Industrial:** Land used for purposes described by the land use codes in Category B of the Table below and predominantly located in the principal towns of Ayr and Home Hill.

**Category C – Grazing and Livestock:** Land used for purposes described by the land use codes in Category C of the Table below and located outside urban areas.

**Category D – Rural – Sugar Cane:** Land used for the purpose described by the land use code in Category D of the Table below being the district's principal agricultural crop of sugar cane within the Pioneer, Kalamia, Inkerman and Invicta Mill areas.

**Category E – Rural – Other:** Land used for the purposes described by the land use codes in Category E of the Table below predominantly being for the district's produce, other than sugar cane, grazing and livestock.

**Category F – Sugar Milling:** Land used for the Pioneer, Kalamia, Inkerman and Invicta sugar mills and predominantly used for the processing of sugar cane.

**Category G –Commercial Water Business:** Land used for purposes of and incidental to commercial water delivery and drainage.

- (b) The Council has identified the category in which each parcel of rateable land in the area is included, applying the criteria specified in Section A. (a) above, as set out in the Table on page 4.

In the Table, "Land Use Codes" means those Land Use Codes used by the Department of Natural Resources and Mines to classify land within the Shire boundaries during the period of the valuation which becomes effective for rating purposes from 1 July 2013.

- (c) Under Chapter 4, Part 5 of the Local Government Regulation 2012, the Council advises as follows –

- (i) The categories of rateable land in the Shire and the criteria by which the land is categorised is outlined in Section A(a) above;
- (ii) The category in which the land to which the rate notice applies is shown on the rate notice;
- (iii) The category in which the land is included was identified by the Burdekin Shire Council;
- (iv) If owners of rateable land consider their land should have been included in another category, they may object against that categorisation by lodging with the Chief Executive Officer, Burdekin Shire Council, a notice of objection in the prescribed form within thirty (30) days of the date of issue of the rate notice (forms are available through Council's Rates Section);
- (v) The only ground for objecting is that the owner considers the land should belong to a different rating category;
- (vi) The owner is liable to pay the amount in the rate notice even if the owner gives an objection notice;



- (vii) If the rating category of the owner's land is changed because of the objection, the rates will be adjusted at that time;
- (viii) The making of an objection, or the starting of an appeal, does not stop the levying and recovery of rates on the land; and
- (ix) Postal address of the Chief Executive Officer, Burdekin Shire Council is PO Box 974, AYR Q4807.

- (d) Differential general rates are hereby made and levied on the unimproved value (UV) or site value (SV) of all rateable land in the Shire included in the specified category as set out hereunder :-

Category A – RESIDENTIAL	<b>1.189 cents</b> in the \$ on the value of the land.
Category B – COMMERCIAL & INDUSTRIAL	<b>1.153 cents</b> in the \$ on the value of the land.
Category C – GRAZING & LIVESTOCK	<b>2.116 cents</b> in the \$ on the value of the land.
Category D – RURAL SUGAR CANE	<b>3.551 cents</b> in the \$ on the value of the land.
Category E – RURAL OTHER	<b>1.968 cents</b> in the \$ on the value of the land.
Category F – SUGAR MILLING	<b>26.431 cents</b> in the \$ on the value of the land.
Category G - COMMERCIAL WATER BUSINESS	<b>68.119 cents</b> in the \$ on the value of the land.

#### **B. Limitation of Increase in Rates Levied**

The Council has not resolved to exercise the powers conferred under Local Government Regulation 2012 Section 116 – Limitation of increase in rates or charges levied.

#### **C. Minimum General Rates**

Local Government Regulation 2012 Section 77 provides that *"The local government may identify parcels of rateable land to which a minimum amount of general rates applies in any way the local government considers appropriate"*.

Council also has power, where differential general rates are made and levied, to apply a different level of minimum general rate for each category of land.

The Council considers that the following minimum general rates are reasonable to recover Council's administrative costs and appropriate revenue for services provided by the Council to all properties irrespective of their rateable value, and which lend themselves to recovery of rates by a minimum general rate.

The following minimum general rates shall apply:

Categories A, B, C, D & E -	<b>\$ 894</b>
Category F -	<b>\$14,800</b>
Category G -	<b>\$ 2,505</b>

TABLE	COLUMN 2 Identification
COLUMN 1 Category	
A - RESIDENTIAL	<p>Land having any of the following Land Use Codes excluding property numbers 1872, 6214, 6215, 6220, 6221, 6781, 6782, 12390, 12391, 12463 to 12465 and 12580 to 12594:-</p> <p>01 - Vacant Urban Land; 02 - Single Unit Dwelling; 03 - Multiple Dwelling (Flats); 04 - Large Homesite – Vacant (less than 10ha); 05 - Large Homesite – Dwelling; 06 - Outbuilding; 07 - Guest House/Private Hotel; 08 – Building Units; 09 - Group Title; 21 – Residential Institutions (Non-Medical Care); 72 - Residential Subdivisions; 97 - Welfare Homes/Institutions.</p>
B - COMMERCIAL & INDUSTRIAL	<p>Land having any of the following Land Use Codes including property numbers 1872, 6214, 6215, 6220, 6221, 6781, 6782, 12390, 12391, 12463 to 12465 and 12580 to 12594:-</p> <p>10 - Combined Multi-Dwelling &amp; Shops; 11 – Shop - Single; 12 - Shops - Shopping Group (more than 6 shops); 13 - Shopping Group (2 to 6 shops); 14 - Shops - Main Retail; 15 - Shops - Secondary Retail; 16 - Drive-in Shopping Centres; 17 - Restaurant; 18 - Special Tourist Attraction; 19 – Walkway; 20 - Marina; 22 – Car Park; 23 - Retail Warehouse; 24 - Sales Area Outdoor; 25 Offices; 26 - Funeral Parlours; 27 - Hospitals, Conv. Homes (Medical Care) (Private); 28 – Warehouses &amp; Bulk Stores; 29 – Transport Terminal; 30 - Service Station; 31 - Oil Depots; 32 – Wharves; 33 - Builders' Yard/Contractors' Yard; 34 Cold Stores - Iceworks; 35 General Industry; 36 - Light Industry; 37 – Noxious/Offensive Industry; 38 - Advertising - Hoarding; 39 – Harbour Industries; 40 – Extractive; 41 - Child Care; 42 - Hotel/Tavern; 43 - Motel; 44 – Nurseries; 45 - Theatres and Cinemas; 46 - Drive-in Theatre; 47 - Licensed Clubs; 48 - Sports Clubs/Facilities; 49 - Caravan Parks; 50 - Other Clubs Non-Business; 51 - Religious; 52 - Cemeteries; 53 - Secondary Land Use Code for Commonwealth ownership; 54 - Secondary Land Use Code for State ownership; 55 - Library; 56 - Showgrounds/Racecourses/Airfields; 57 – Parks and Gardens; 58 - Educational; 59 - Secondary Land Use Code for Local Authorities; 90 - Stratum; 91 - Transformers; 92 - Defence Force Establishments; 96 - Public Hospital; 99 - Community Protection Centre.</p>
C - GRAZING & LIVESTOCK	<p>Land having any of the following Land Use Codes :-</p> <p>60 - Sheep Grazing - Dry; 61 - Sheep Breeding; 64 - Cattle Grazing – Breeding; 65 - Cattle Breeding and Fattening; 66 Cattle Fattening; 67 Goats; 68 - Dairy Cattle – Quota Milk; 69 Dairy Cattle – None Quota Milk; 85 Pigs; 86 - Horses; 87 - Poultry.</p>
D - RURAL - SUGAR CANE	<p>Land having any of the following Land Use Codes:-</p> <p>75 - Sugar Cane.</p>
E - RURAL – OTHER	<p>Land having any of the following Land Use Codes excluding property numbers contained in Category G:-</p> <p>04 - Large Homesite – Vacant (10ha and greater); 70 - Cream; 71 – Oil Seeds; 73 - Grains; 74 – Turf Farms; 76 - Tobacco; 77 - Cotton; 78 - Rice; 79 - Orchards; 80 - Tropical Fruits; 81 - Pineapple; 82 - Vineyards; 83 - Small Crops and Fodder Irrigated; 84 - Small Crops Fodder Non- irrigated; 88 - Forestry and Logs; ; 89 – Animals Special; 93 - Peanuts; 94 - Vacant Rural Land; 95 - Reservoir, Dam, Bores.</p>
F - SUGAR MILLING	<p>Land having any of the following Property Numbers:-</p> <p>10565, 10566, 10567 and 10569</p>
G – COMMERCIAL WATER BUSINESS	<p>Land having any of the following Property Numbers:-</p> <p>2400, 2568, 2577, 2588, 2788, 2921, 8597, 8750, 9013, 14387 and 16723.</p>



The above minimum general rate provisions shall not apply to any land under the ownership of the North Burdekin Water Board and the South Burdekin Water Board and used for channel and ancillary Water Board purposes.

#### D. Rebates and Concessions

##### (a) Remission of Rates and Charges

It is the Council's policy to provide assistance by way of a remission of rates to eligible pensioners who comply with the policies of Council as identified hereunder.

##### Council Remission

For the year ended 30 June 2014 a bona fide pensioner, who is in receipt of a full pension/allowance, who produces a Pensioner Concession Card from Centrelink or a Pensioner Concession Card or a Repatriation Health Card – For All Conditions issued by the Department of Veteran Affairs, will be allowed a rates remission on property which is the principal place of residence of the pensioner and is owned by the pensioner. This policy shall also extend to bona fide pensioners who either have another bona fide pensioner(s) residing with them under the same roof or have any other person or persons earning an income residing under the same roof and to War Widows who are the holders of a Gold Card.

Such rates remission to be calculated as **half the sum** of the relevant General Rates, Water Charges, Sewerage Charges, Septic Charges, and CBD 2 Separate Charge (excluding Waste Service Charges, Environment Separate Charge, Alva Beach Rural Fire Brigade, Clare Rural Fire Brigade, Mount Kelly Rural Fire Brigade, Scott Rural Fire Brigade, Wunjunga SBS Translator Special Charge and Emergency Management, Fire and Rescue Levy) in respect of a bona fide full pensioner(s) to the maximum allowable rates remission set at **\$342**.

The Council may in its discretion consider any **case on its merits** where special circumstances apply; and allow such remission as it sees fit up to the maximum remission.

A remission shall be allowed to a bona fide pensioner who is in receipt of a pension/allowance, who produces a Pensioner Concession Card from Centrelink or a Pensioner Concession Card or a Repatriation Health Card – For All Conditions issued by the Department of Veteran Affairs, and who occupies a dwelling in respect to which a **life tenancy** has been granted by way of Will only and providing there is no provision in the Will which relieves the life tenant of the obligation to pay the rates and charges levied in respect of the property and providing such property is the principal place of residence of the pensioner.

A remission shall be allowed to a bona fide pensioner who is a **resident of an Institution caring for the aged**, including hospitals and Blue Nursing Units, or is in **family care**.

Applications for remission of rates and charges by qualifying applicants who own relevant properties on 1 July 2013 are to be dealt with in the following manner:

- a. For existing bona fide Pensioners, the details currently held continue to be used for annual verification with Centrelink/Department of Veteran Affairs; and
- b. For new bona fide Pensioners or Pensioners requesting Council remission due to special circumstances, an annual application is required to be made and received.

The amount of pension payable at time of the verification from Centrelink/Department of Veteran Affairs will determine the eligibility for the Council remission.

A remission granted pursuant to this section is only applicable for the period of time that the applicant pensioner is the owner of the property and all requirements set out above remain fulfilled. If the principal



place of residence is disposed of during the year, a supplementary rates notice will be issued to the owner of the property representing the proportionate share of the remission from date of sale to 30 June next.

State Government Subsidy :

For the year ending 30 June 2014, an approved pensioner as defined in guidelines for the State Government's Pensioner Rate Subsidy Scheme shall be entitled to a State Government subsidy equivalent to 20 per cent of the cost of rates and charges levied, excluding any amount in excess of \$1,000 per annum levied. The maximum entitlement is **\$200**. Notwithstanding the provisions of this clause, eligible pensioners will be entitled to the State Government subsidy up to an amount of \$200, even if Council rates are not paid by the Due Date.

Donations' Policies :

For each financial year in the sewerage areas of Ayr, Brandon and Home Hill, donations equivalent to 90% of the remission of half the sum of the relevant sewerage charges in respect of second and subsequent pedestals and/or urinals at premises or land used for private schools, churches, welfare and youth organisations, sporting purposes and public halls, excluding premises licensed under the Liquor Act will be made to the relevant community organisations immediately upon payment in full, together with arrears if any, of all levied rates and charges. The Council may, in its discretion, consider any case on its merits where special circumstances apply and make such donations as Council considers appropriate.

(b) Application for Rates Relief on Grounds of Hardship

Ratepayers may apply for rate relief with an application on the basis of hardship supported by relevant documentation. The Council's policy governing the consideration of any application for relief on the grounds of hardship is currently as follows :-

- A. An applicant will be eligible for consideration of rates remission on the grounds of financial hardship upon complying with the following criteria:-
  - (i) The applicant does not have reasonable assets external to the land upon which the application for relief on the grounds of hardship applies to; and
  - (ii) Payment of rates by the applicant would cause financial hardship within the next twelve (12) months;
- B. Applicants will be required to disclose private financial documentation including, where applicable, the previous two (2) years tax returns, profit and loss statement and balance sheet as prepared by a registered accountant or tax agent;
- C. For ratepayers experiencing difficulties with payment of rates, the Council may consider allowing delayed payment of rates and any arrears interest over a period of up to two (2) years, upon written application to the Chief Executive Officer for a periodic payment plan.

Further, if there is evidence acceptable to Council that any eligible pensioner is unable to meet rate obligations and is unable to enter into a periodic payment plan for payment of overdue rates, Council may, in exceptional circumstances agree to the overdue rates remaining a charge on the land to be recovered following the death of an eligible pensioner/pensioners or as a result of sale/transfer of the land, providing such property is the principal place of residence of the pensioner.

## E. Waste Service

### 1.0 DEFINITIONS

**'Authorised Officer'** means a person authorised under the *Environmental Protection Act 1994*.

**'Commercial Waste'** means waste (other than green waste, recyclable waste, interceptor waste or waste discharged to a sewer) produced as a result of the ordinary use or occupation of the premises, being —

- (a) a hotel, motel, caravan park, cafe, food store or canteen;
- (b) an assembly building, institutional building, kindergarten, child minding centre, school or other building used for education;
- (c) premises where a sport or game is ordinarily played in public;
- (d) an exhibition ground, show ground or racecourse; or
- (e) an office, shop or other premises where business or work, other than a manufacturing process, is carried out.

**'Defined Service Area'** means the sections of the Burdekin Shire that are provided with a waste service as shown in Schedule 1 of Council's Waste Management Policy.

**'Domestic Waste'** means waste (other than domestic clean-up waste, green waste, recyclable waste, interceptor waste or waste discharged to a sewer) resulting from the ordinary domestic use or occupation of any premises or any part thereof, being—

- (a) a single unit private dwelling;
- (b) premises containing two or more separate flats, apartments or other dwelling units; or
- (c) a boarding house, hostel, lodging house or guest house

**'Green Waste'** means grass clippings, trees, bushes, shrubs, loppings of trees, bushes or shrubs, or similar matter produced as a result of the ordinary use or occupation of premises.

**'Industrial Waste'** means interceptor waste and waste other than—

- (a) commercial waste;
- (b) domestic clean-up waste;
- (c) domestic waste;
- (d) green waste;
- (e) recyclable interceptor waste;
- (f) recyclable waste;
- (g) waste discharged to a sewer.

**'Occupied Land'** means land other than vacant land and includes land with a shed, caravan or similar structure, where people may reside, regardless of the length of time.

**'Rates'** includes supplementary rates.

**'Special Event'** refers to a community event held by a charitable or non-profit community group.

**'Three-Bin Service Area'** means a designated area where one 140L mobile bin of refuse is collected and disposed of weekly, one 240L mobile bin of recyclables and one 240L mobile bin of green waste is collected and disposed of fortnightly.

**'Two-Bin Service Area'** means a designated area where one 140L mobile bin of refuse is collected and disposed of weekly and one 240L mobile bin of recyclables is collected and disposed of fortnightly.

**'Waste Service'** refers to the storage, collection and conveyance of waste and the disposal thereof.

**'Waste Services Charges'** means the charges set by Council in this Revenue Statement.



## 2.0 DOMESTIC SERVICES

### 2.1 General

Only bins supplied by Burdekin Shire Council are eligible for Council's collection service. The Council may impound ineligible bins that residents leave out for collection, including bins that residents bring from other councils or buy privately.

The bins supplied to a property are to remain at that property when there are changes in occupants, including with the sale of the property.

### 2.2 Kerbside Service

The kerbside service for the Shire is either a Three-Bin Service or a Two-Bin Service. Schedule 1 of the Waste Management Policy defines the service areas.

The Two-Bin Service consists of:

- a 140 litre kerbside refuse service, or alternatively a 240 litre service (bin with red lid)\* collected weekly;
- a 240 litre kerbside recycling service (bin with yellow lid) collected fortnightly

The Three-Bin Service includes the following in addition to the above service:

- a 240 litre kerbside green waste service (bin with light green lid) collected on alternate fortnights.

\* Residents may request to change to the 240 litre general waste bin. The larger bin will incur a higher charge.

### 2.3 Levying of Charges for Kerbside Waste Collection

Council will provide waste services to occupied land only.

The owner of any residential premises or land within the defined service area that is capable of producing waste will be levied a waste service charge. The type of waste service charge will depend on whether the premise is located within a Three-Bin Service or a Two-Bin Service area.

For a residential premise or land outside of these areas, the owner or occupier is required to service their own refuse bins on a weekly basis. Fees will apply for the disposal of these wastes at Council's waste facilities.

### 2.4 Services Based on Type of Residential Premise

#### ***House or House with Granny Flat***

All houses must have, at least, a single waste service: i.e. within a Three-Bin Service Area - 1 x 140L mobile refuse bins, 1 x 240L mobile recycling bin, and 1 x 240L mobile green waste bin; and within a Two-Bin Service Area - 1 x 140L mobile refuse bin and 1 x 240L mobile recycling bin.

#### ***Multi-Residential Premise including Duplexes***

Multi-residential premises include two or more permanently constructed residential units (single occupancy per unit).

Council will supply each unit with 1 x 140L mobile refuse bin and 1 x 240L mobile recycling bin. Council's authorised officer will determine the provision of a green waste service for premises within the Three-Bin Service area.

The green waste service for multi-residential premises will be a communal service with the bins shared between the units. The owner or the owner's representative may make a written request for an extra green waste service for a particular unit.

Alternatively, a bulk waste bin may be provided (through a private contractor) for the general waste portion of the service. The bulk bin must be the equivalent of the calculated volume of the 140L mobile refuse bins, rounded up to the next bulk bin size.



Council's authorised officers will determine the minimum refuse services that the owner must provide.

***Residential Unit attached to Commercial/Industrial Premises***

Council's authorised officers will determine the waste services for residential unit/s. The commercial/industrial portion of the premises shall receive a commercial/industrial service (refer to Commercial/Industrial Requirements).

**2.5 Residential Premises not within the Defined Service Area**

All occupied land within the Shire that is outside the defined service area, and therefore not receiving a regular waste collection service, will be required to pay for the disposal of their waste at Council's waste facilities.

Residents who would like to receive a domestic waste service are required to submit a request in writing.

When determining the request, Council's authorised officers will consider the following:

- (i) if the collection vehicles can access the area;
- (ii) whether it is economically viable for the contractor to provide the requested service; and
- (iii) if there is support from 65% of property owners in the road in favour of receiving the service.

**3.0 COMMERCIAL AND INDUSTRIAL SERVICES**

Commercial and industrial premises within the defined service area, as described in Schedule 1 of the Waste Management Policy, are required to have a general waste service with a minimum collection frequency of weekly.

Each premise shall have either, a 240 litre mobile refuse bin or equivalent service provided by an approved private contractor plus a recycling service supplied through council.

Where council has been notified that a private contractor undertakes waste collection services and the general waste service cancelled as per section 6.3, waste charges levied will consist of the relevant recycling service component as detailed in the revenue statement.

Item specific recycling services eg bulk cardboard, scrap metal and the like may be available through a private contractor.

**4.0 CHARITIES AND COMMUNITY GROUPS**

Council's authorised officers may grant an exemption, refund, or part refund on payments for waste service charges or for a waste service charge for a 'special event' by charities and non-profit community groups meeting the following criteria:

- The organisation must be based in and provide services to the residents of the Burdekin Shire.
- A charity and non-profit community group includes:
  - Church, ministry and church-administered institutions for non-profit and charitable purposes,
  - Scouts and Girl Guides,
  - Veteran and War Widow Associations,
  - Voluntary, non-profit community and welfare organisations,
  - Volunteer bush fire brigades, and
  - Voluntary sporting organisations.
- Organisations that hold a commercial liquor licence or gaming licence do not qualify for an exemption.
- Organisations, the main activity of which is the responsibility of another level of government, do not qualify for an exemption.

## **5.0 BIN ENCLOSURES**

Refer to Council's Waste Management Planning Scheme Policy for more information.

## **6.0 GENERAL ISSUES**

### **6.1 Change to service level**

The owner may request a change to the service in writing or via Council's Customer Service Centre. The charges for these services are set annually in Council's Revenue Statement and Council will levy the amount via the rates notice.

The minimum charge levied for the change to service level will be six months.

### **6.2 Lost or stolen bins**

The replacement of lost or stolen bins will be at the discretion of the Manager Environment and Health.

The owner of the lost or stolen bin is to make a Police report in accordance with the Procedure for Lost and/or Stolen Bins.

Repeated reports of lost/stolen bins for a single property may incur a replacement fee.

### **6.3 Cancelling a service**

Cancelling of a waste service will only occur where the building has been demolished or is unfit for occupation. The cancelling of a waste service will not occur where the premises are unoccupied for a period.

A commercial or industrial premise may cancel their waste service provided they are to receive a waste and recycling service from a private contractor.

Cancelling a service will lead to a proportional reduction or refund of the annual levied charge.

### **6.4 Commencing a service**

Waste service charges will apply from the date of commencement or availability of service. New services commenced during the year are pro-rata levied.

### **6.5 Assessment of bin quota/service level**

Council's authorised officers have the discretion to amend waste management services depending on the needs of the residents and the waste generated.

### **6.6 Bulk Bin service**

Commercial premises that require a bulk bin service may contact an approved waste contractor to arrange a service at their own cost.

### **6.7 Variations under this Policy**

The Manager Environment and Health will assess written requests for an exemption, refund, part refund or variation under the Waste Management Policy.

### **6.8 Requirements to kerbside collection**

- Place bins on the kerb prior to 6:00am on collection day, and brought back within the property boundaries as soon as possible after collection, preferably by dusk.
- Place bins approximately one (1) metre apart and are not to be located near trees, parked cars or other obstacles that may prevent the truck from emptying the bin.
- Bins that are overfull (with the lid open more than 45 degrees); or too heavy (weigh more than 55 kilograms) will not be collected. Residents will need to take their waste to the landfill or transfer station, as the truck will not return to empty the bin. Disposal costs will apply.



- Recycling and green waste bins must only contain the products listed on the lid and/or in the brochure provided, which is also available on Council's website. Bins contaminated with unsuitable material may be issued with a notice and information brochure advising of the contamination.

When three (3) notices of contamination are issued, in a financial year the service may be suspended either for:

- initially for one (1) month;
- for three (3) months if a further three (3) notices are left; or
- permanently,

at the discretion of the Manager Environment and Health.

- Charges will not be removed where greenwaste or recycling services have been suspended under this clause.

## 7.0 BIN CHARGES

The levying of a charge will occur on all lands and/or premises within the defined service area.

### 7.1 Consistent commencement of charges

- The levy for all waste and recycling charges will apply on a pro-rata basis from the date of delivery of the bins to the property.
- Where Council identifies that a domestic structure or occupied land is without a general waste, recycling or green waste collection charge, the charge will be levied pro-rata from the time that the structure was completed, or the occupied land was capable of producing waste. The backdating of charges will be for a maximum of one year.

### 7.2 Removal of charges

Removal of any waste and recycling charge on a pro-rata basis will only occur:

- When Council identifies that the domestic or commercial structure has been demolished and the land is unoccupied; or
- Upon supply of written evidence (eg. copy of new waste contract) that a commercial premise has an equivalent service provided by an alternative waste service provider.

### Waste Service Charges

The following waste service charges shall apply in the defined service area.

140L Rural Residential 2 Bin Service	<b>\$375</b>
240L Rural Residential 2 Bin Service	<b>\$472</b>
140L Residential 3 Bin Service	<b>\$427</b>
240L Residential 3 Bin service	<b>\$524</b>
240L Commercial 2 Bin Service	<b>\$411</b>
240L Commercial 3 Bin Service	<b>\$463</b>
140L Multiple Residential 2 Bin Service	<b>\$375</b>
240L Multiple Residential 2 Bin Service	<b>\$472</b>
Multiple Residential Green Waste Service as determined by Council authorised officer and in proportion to residences serviced	
Additional 140L Residential Refuse Bin	<b>\$306</b>
Additional 240L Residential Refuse Bin	<b>\$403</b>
Additional 240L Commercial Refuse Bin	<b>\$322</b>
Additional Residential Recycle Bin	<b>\$ 69</b>
Additional Commercial Recycle Bin	<b>\$ 89</b>



Additional Green Waste Bin

\$ 52

**Waste Access Charge**

A Waste Access Charge of **\$15** shall be levied on each rateable property without an existing refuse service in Category A (Residential), Category C (Grazing & Livestock), Category D (Rural Sugar Cane) and Category E (Rural Other) for access to free sorted domestic dumping at Landfill and Transfer Stations.

**F. Sewerage Scheme**

Council is applying partial cost recovery, including a reasonable return on capital, as the basis for utility charges.

A sewerage charge will be levied on each rateable property, both vacant and occupied, that Council has or is able to provide with sewerage services and identified hereunder.

The sewerage charge is set to recover all of the costs associated with the provision of sewerage and waste water services provided by Council in the financial year. These costs include loan interest, depreciation and the cost of on-going maintenance and operation of the system, including treatment plant operations.

A charge is set, subject to the provisions hereunder, and referred to as classes of buildings in accordance with the "Building Code of Australia 1996" as amended, for each pedestal in residential dwellings and residential lots under the Body Corporate and Community Management Act 1997, or other community titles act that are connected to Council's sewerage system. Where sewerage services are provided to the common property of sewerage scheme land within the meaning of the Body Corporate and Community Management Act 1997, the Body Corporate shall be levied a charge on each pedestal.

**(a) The Sewerage Area shall consist of: -**

All land situated in the Shire of Burdekin that the Council is prepared to sewer. A parcel of land shall be deemed to be within a sewerage area if the Council is prepared to sewer any part of the land.

Such charges shall be levied to defray the cost of constructing sewerage including the payment of interest on and redemption of, the instalments into a sinking fund, in respect of any loan money borrowed for or in respect of such function and the cost of operating, maintaining, and managing sewerage.

The charges shall also apply in respect of any land or any structure, building or place on land that is not rateable under Section 93 of the Local Government Act 2009.

In this subsection reference is made to classes of Buildings. Buildings and portions of buildings shall be classified in accordance with the "Building Code of Australia 1996", as amended as follows -

**Class 1 One or more buildings which in association constitute -****(a) Class 1a - a single dwelling being -**

- (i) a detached house; or
- (ii) one or more attached dwellings, each being a building, separated by a fire resisting wall, including a row house, terrace house, town house or villa unit; or

**(b) Class 1b - a boarding house, guest house, hostel or the like with a total floor area not exceeding 300 m<sup>2</sup> and in which not more than 12 persons would ordinarily be resident, which is not located above or below another dwelling or another Class of building other than a private garage.**

Class 2 - A building containing two or more sole-occupancy units each being a separate dwelling.

Class 3 - A residential building, other than a building of Class 1 or 2, which is a common place of long term or transient living for a number of unrelated persons, including: -

- (a) A boarding house, guest house, hostel, lodging house or backpackers' accommodation; or
- (b) A residential part of a hotel and motel; or
- (c) A residential part of a school; or
- (d) Accommodation for the aged, disabled or children; or
- (e) A residential part of a health-care building which accommodates members of staff.

Class 4 - A dwelling in a building that is Class 5, 6, 7, 8, or 9 if it is the only dwelling in the building.

Class 5 - An office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8, or 9.

Class 6 - A shop or other building for the sale of goods by retail or the supply of services direct to the public, including: -

- (a) An eating room, cafe, restaurant, milk or soft drink bars; or
- (b) A dining room, bar, shop or kiosk part of a hotel or motel; or
- (c) A hairdresser's and barber's shop, public laundry, or undertaker's establishment; or
- (d) Market or sale room, show room, or service station.

Class 7 - A building which is -

- (a) A public car park; or
- (b) for the storage, or display of goods or produce for sale by wholesale.

Class 8 - A laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale, or gain.

Class 9 - A building of a public nature -

- (a) Class 9a - a health-care building, including those parts of the building set aside as a laboratory; or
- (b) Class 9b - an assembly building, including a trade workshop, laboratory or the like in a primary or secondary school, but excluding any other parts of the building that are of another class.

Class 10 - a non-habitable building or structure -

- (a) Class 10a - a non-habitable building being a private garage, carport, shed, or the like; or
- (b) Class 10b - a structure being a fence, mast, antenna, retaining or free-standing wall, swimming pool or the like.

- (b) The charges in the Sewerage Area shall be:-

A charge of **\$475** shall be made where sewerage is provided for a full year to Class 1a or Class 4 buildings and portion of buildings and to a single dwelling unit of a Class 2 building. This charge shall apply subject to Clause (c) hereunder. In respect of each and every parcel of vacant land separately valued for rating purposes, a charge of **\$475** for a full year shall be made.



A charge of **\$475** shall be made where sewerage is provided for a full year to a Lot contained in a Body Corporate and Community Management Act 1997 or another community title Act. This charge shall apply subject to Clause (c) hereunder. This charge shall be payable from the date of registration of the community titles scheme and shall be payable by the owner.

A **pro rata charge** based on **\$475** per annum shall apply in respect of any parcel of land to which sewerage supply is or is not connected and which becomes separately valued during the financial year or to which the Chief Executive Officer deems shall be separately valued during the financial year. Such charge is to take effect from the date of possession or date of effect of valuation, whichever is the earlier.

A **pro rata charge** based on **\$475** per annum shall apply in respect of any parcel of land to which sewerage supply is connected.

- (c) Two or more water closet pans installed at Class 1a or Class 4 buildings or portions of buildings and to a single dwelling unit of a Class 2 building shall be permitted without the imposition of charges other than those in Clause (b).
- (d) A charge of **\$475** shall be made for each water closet pan and/or each 1800mm of urinal or part thereof (as defined by the Standard Sewerage By-laws) connected, proposed to be connected or required to be connected (in accordance with the minimum number/s of water closet pans and/or urinals specified in the Building Code of Australia 1996) at Classes 1b, 3, 5, 6, 7, 8 & 9 buildings, or portions of buildings, where sewerage is available for a full year or on a pro rata basis according to the proportion of the year for which sewerage is available. In this sub- clause, the charge of **\$475** shall also apply in respect of three wall urinals or part thereof.
- (e) Notwithstanding the above, a charge of **\$475** shall be made for the first three and a charge of **\$237-50** for subsequent water closet pans and/or each 1,800 mm of urinal and part thereof (as defined by the Standard Sewerage By-laws) connected, proposed to be connected or required to be connected (in accordance with the minimum number/s of water closet pans and/or urinals specified in the Building Code of Australia 1996) at premises listed in the **Schedule** below, or as the Council may determine by resolution.

#### Schedule

*Motels, Hotels, Taverns, Accommodation Units, Caravan Parks, Service Stations, Non-Government Offices (includes combined workshops, warehouse), Shops, Restaurants, Skating Rinks, Cinemas, Drive-In Theatres, Factory, Foundry, Private Day Care Centres, Sporting Bodies with permanent liquor licences, Ayr Anzac Club – RSL Premises.*

- (f) A charge of **\$475** shall be made in respect of each separately valued parcel of land on which any building and portions of buildings are erected, and not being chargeable as hereinbefore set out.
- (g) Within the Sewerage Area, for premises that pump septic tank effluent to the sewer system, an annual charge equivalent to 60% of the standard sewerage charge of **\$475** which equates to **\$285** shall apply. Provided that approval of the Council is received to dispose of the effluent as aforesaid. Provided also that the Council shall apply an infrastructure contribution charge to be set as a General Charge by resolution of the Council.
- (h) Sewerage charges to be levied on sporting and other organisations (including the Burdekin Race Club, Home Hill) located outside the sewerage areas where these organisations provide their own pumping facilities and sewer line for the conveyance of sewage from their premises into the Council's Sewerage System be based on one-third (to the next) of the sum of the number of water closet pans plus each 1800mm of urinal installed for use at the premises at the rate of **\$475** per water closet pan.



### G. Water Supply Scheme

Council has resolved to charge for water services under a consumption based two-part pricing policy. The outcomes of this form of water supply demand management are aimed at community benefit from:

- Establishment of a charging system more closely aligned to equitable user pays principles;
- Reduced water consumption resulting in:
  - reduced operational costs,
  - deferment of future augmentation works for water treatment plants and delivery systems, and
  - an improved environmental balance of ground water reserves for future generations.

Council is applying partial full cost recovery, including a reasonable return on capital, as the basis for utility charges.

Council has adopted a two-part water pricing regime with an annual base allowance of zero kilolitres per meter for a minimum access charge of **\$387**.

- (a) The Council has resolved to introduce a consistent water charging regime for the provision of water and makes water charges on the bases set out below to be levied on all land within the Water Area as described below.

#### The Water Area shall consist of:

All land situated in the Shire to which the Council is prepared to supply water including the Ayr/Brandon, Home Hill, Mt. Kelly and Giru Water Supply Schemes and the Airdmillan, Klondyke, Colevale, Groper Creek, Alva and Sutcliffe Water Supply Extensions. A parcel of land shall be deemed to be within a water area if the Council is prepared to supply water to any part of the land.

Such charges shall be levied to defray the cost of constructing the water supply including the payment of interest on and redemption of any loan money borrowed for or in respect of such function and the cost of operating, maintaining, and managing the water supply.

The charges shall also apply in respect of any land or other structure, building or place on land that is not rateable under Section 93 of the Local Government Act 2009.

- (b) The basis of the water charges in the Water Area shall be: -
- (i) a minimum access charge; and
  - (ii) a consumption charge for each kilolitre consumed as registered by a meter installed by Council.
- (c) Except as hereinunder provided, a minimum access charge of **\$387** shall be payable in respect of a water connection to any land and building (or part thereof) or other structure whether occupied or not and a minimum access charge of **\$387** shall be payable in respect of every parcel of vacant land separately valued for rating purposes to which the water supply is or is not connected.
- (d) For premises containing Lots under the Body Corporate and Community Management Act 1997 or another community title Act, where each Lot and Common Property is capable of separate measurement of water, a minimum access charge of **\$387** shall be payable in respect of each and every individual metered water connection point.
- (e) For premises containing Lots under the Body Corporate and Community Management Act 1997 or another community title Act, where each Lot and Common Property is not capable of separate measurement of

water, a minimum access charge of **\$387** shall be payable in respect of each Lot as if each Lot was provided with an individual metered water connection point.

- (f) The minimum access charge shall be payable from the date of registration of the community titles scheme and shall be payable by the owner.
- (g) Notwithstanding Clause (c) above, in respect of any land connected to the Groper Creek Water Supply Scheme, the minimum access charge of **\$387** shall not be payable until such time as any land or building (or part thereof) commences to draw water from the water supply scheme.
- (h) A **pro rata charge** based on **\$387** per annum for all land situated in the Water Area shall apply in respect of any parcel of land to which water supply is, or is not connected and which becomes separately valued during the financial year or to which the Chief Executive Officer deems shall be separately valued during the financial year. Such charge is to take effect from the date of possession or date of effect of valuation, whichever is the earlier.
- (i) A building, any part of which is separately occupied or capable of being separately occupied, shall be levied with a minimum access charge in respect of each and every individual metered water connection point, provided the building is in single title ownership.
- (j) Where more than one building is erected on a parcel of land, one of which may be used for residential purposes and any others for business purposes, one minimum access charge shall be levied on such parcel of land in respect of each and every individual metered water connection point provided.
- (k) Council does not levy a minimum access charge in respect of fire hose reels.

#### Consumption Readings and Charges

- (l) Water meters are read twice per year in October/November (half year reading) and May/June (end of year reading).

#### Consumption Charges for Water Consumed in the 2012/2013 Financial Year:

- (m) A consumption charge shall apply in the 2012/2013 financial year for each kilolitre consumed as registered by a meter installed by the Council in respect of water consumed between the October/November 2012 (half year reading) and the May/June 2013 (end of year reading).
- (n) For any rates assessment with more than one (1) meter, consumption charges shall be calculated individually on the basis of water consumption of each meter. No summing of consumption for that rates assessment will occur.
- (o) The charge for all water supplied to any land or structure, building or place for which a consumption charge is to be levied shall be based on the following -

For water usage up to and including 1,000,000 litres - **14.4 cents** per 1,000 litres.

For water usage above 1,000,000 litres - **72 cents** per 1,000 litres.

#### Consumption Charges for Water Consumed in the 2013/2014 Financial Year:

- (p) A consumption charge shall apply for each kilolitre consumed as registered by a meter installed by the Council in respect of water consumed in the 2013/2014 financial year.



For any rates assessment with more than one (1) meter, consumption charges shall be calculated individually on the basis of water consumption of each meter. No summing of consumption for that rates assessment will occur.

- (q) Water consumed between the May/June 2013 reading and May/June 2014 reading will be deemed to have been consumed in the 2013/2014 financial year and the charge for all water supplied to any land or structure, building or place for which a consumption charge is to be levied shall be based on the following -

For water usage up to and including 1,000,000 litres - **15 cents** per 1,000 litres.

For water usage above 1,000,000 litres - **75 cents** per 1,000 litres.

- (r) The charge for consumption shall be payable in addition to the minimum access charge.
- (s) For premises containing Lots under the Body Corporate and Community Management Act 1997 or another community title Act, where each Lot and Common Property is capable of separate measurement of water, consumption charges shall be calculated from the individual water meters serving each lot and common property.

For premises containing Lots under the Body Corporate and Community Management Act 1997 or another community title Act, where each Lot and Common Property is not capable of separate measurement of water, consumption charges shall be calculated from the property primary water meter and charged to the lots proportional to the lot entitlement schedule for the Community Title unless an agreement between the Body Corporate and Council has been entered into pursuant to section 154(4) of the Body Corporate and Community Management Act 1997. Each such lot shall attract water consumption charges in accordance with clause (m) above.

- (t) In respect of fire hose reel services, all existing services are to have meters fitted retrospectively where practicable. All such services will be then capable of being measured in respect of their water consumption and Council will levy a consumption charge for each kilolitre consumed. Dedicated fire mains are to be installed with no meter and they are not intended to be metered for consumption. Where a fire hose reel is connected off a dedicated fire main, a combination meter is to be installed and the consumption measurement is to be taken from the low flow (fire hose reel) meter only.
- (u) The Council intends to undertake two water meter readings per year based on the current format of October/November and May/June as an initial frequency and increased readings be considered as consumption trends and predictions are identified accurately and with confidence. Following the October/November meter reading a consumption charge (if applicable) shall be levied on the landowner based on the relevant consumption charges for water consumed in that financial year. Following the May/June meter reading, a consumption charge shall be levied on the landowner based on the relevant consumption charges. The calculation of the latter consumption charge will take into account total consumption and the levy of previous charges, if any.
- (v) If any meter in use ceases to register or is reported by an officer of the Council to be out of order or registering inaccurately, the Chief Executive Officer may estimate the charge for the water supplied during the period such meter was not in working order by considering the daily average consumption of a comparative period selected by the engineer or the whole of the previous financial year, whichever is the lowest, and multiplying this average by the number of days the meter is out of order or registering inaccurately. Notwithstanding the above, the Chief Executive Officer may cause a check meter to be installed and estimate the charge upon the registration thereof.



- (w) In the case where the Chief Executive Officer is satisfied, on reasonable grounds, that there was a previously undetected leak within the property boundaries, the Chief Executive Officer, in accordance with delegated powers from the Council, will determine the basis for charging consumption charges. His determination, entirely in his discretion, shall be made either upon the basis of annual consumption over the previous three year period or where there is not a history of consumption water charges prior to detection of the leak, and where the Chief Executive Officer is satisfied as to the bona fides of the claim, on the basis that the Chief Executive Officer shall reduce the consumption charges up to an amount of 50% of the amount otherwise payable

#### **H. Environment Separate Charge**

The Environment Separate Charge to meet the ongoing and proposed funding commitments towards environment improvement and natural resource conservation initiatives shall be **\$30** and shall apply equally to all rateable assessments.

#### **I. CBD 2 Separate Charge**

The CBD 2 Separate Charge to meet the ongoing payment of interest on and redemption of any instalments in respect of any loan money borrowed for or in respect of cost of constructing and implementing Stage 2 of the CBD Revitalisation Project shall be **\$10-03** and shall apply equally to all rateable assessments per annum **until 2014/15**.

#### **J. Wunjunga SBS Translator Special Charge**

The Wunjunga SBS Translator Supply Special Charge to meet the ongoing cost of repairs, maintenance and electricity supply to the SBS television translator shall be **\$4-07**. The benefited area is defined in a schedule of benefited properties (held by Council's Rates office).

#### **K. Alva Beach Rural Fire Brigade Special Charge**

The Alva Beach Rural Fire Brigade Special Charge shall be **\$30** and will be levied on all rateable land within the area marked on Plan No. RF1621 (held by Council's Rates office) for the purposes of raising funds for the Alva Beach Rural Fire Brigade. Funds collected are for the purpose of contributing to the purchase and maintenance of equipment and infrastructure by the Brigade. The Council is of the opinion that all land within the area receives a special benefit from those activities. The levy is based on the requirements of the Brigade as set out in its budget and agreed to annually by the Council.

#### **L. Clare Rural Fire Brigade Special Charge**

The Clare Rural Fire Brigade Special Charge shall be **\$20** and will be levied on all rateable land within the area marked on Plan No. RF0463 (held by Council's Rates office) for the purposes of raising funds for the Clare Rural Fire Brigade. Funds collected are for the purpose of contributing to the purchase and maintenance of equipment and infrastructure by the Brigade. The Council is of the opinion that all land within the area receives a special benefit from those activities. The levy is based on the requirements of the Brigade as set out in its budget and agreed to annually by the Council.

#### **M. Mount Kelly Rural Fire Brigade Special Charge**

The Mount Kelly Rural Fire Brigade Special Charge shall be **\$35** and will be levied on all rateable land within the area marked on Plan No. RF2009 (held by Council's rates office) for the purposes of raising funds for the Mount Kelly Rural Fire Brigade. Funds collected are for the purpose of contributing to the purchase and maintenance of equipment and infrastructure by the Brigade. The Council is of the opinion that all land within the area receives a special benefit from those activities. The levy is based on the requirements of the Brigade as set out in its budget and agreed to annually by the Council.

**N. Scott Rural Fire Brigade Special Charge**

The Scott Rural Fire Brigade Special Charge shall be **\$50** and will be levied on all rateable land within the area marked on Plan No. RF0425 (held by Council's Rates office) for the purposes of raising funds for the Scott Rural Fire Brigade. Funds collected are for the purpose of contributing to the purchase and maintenance of equipment and infrastructure by the Brigade. The Council is of the opinion that all land within the area receives a special benefit from those activities. The levy is based on the requirements of the Brigade as set out in its budget and agreed to annually by the Council.

**O. Time within which Rates must be Paid**

Rates and charges must be paid by the Due Date, with the Due Date being thirty (30) days after the rate notices have been issued.

**P. Overdue Rates and Charges**

Rates and charges will become overdue if not paid by the due date.

**Q. Interest on Rates and Charges**

It is Council's policy to ensure that the interests of ratepayers are protected by discouraging the avoidance of responsibility for payment of rates and charges when due. To this end, Council will impose interest on rates and charges from the day they become overdue.

The rate of interest to be charged on overdue rates and charges shall be **11%** compound interest charged at daily rests. The interest rate will be the maximum rate prescribed in the Local Government Regulation 2012.

**R. Recovery of Overdue Rates and Charges**

Council requires payment of rates and charges by the due date.

Overdue rates will attract interest calculated daily and added to the account monthly.

Legal action for rates and charges recovery may commence where ratepayers have overdue rates from a previous financial year.

**S. Periodic Payments Policy***In arrears*

Council will allow landowners who are unable to pay their rates by the due date to enter into an arrangement to make periodic payments in arrears following the levy of the rates and charges. Such arrangements are to be approved by the Chief Executive Officer by way of delegated powers from the Council, with no recovery action being taken while the arrangement is being maintained.

*In advance*

Council further states that there is no reason landowners cannot make periodic payments in advance of the levy of the rates and charges.

**T. Regulatory, Cost Recovery, Commercial and Other Fees**

Council shall by resolution fix regulatory fees for services and facilities including but not limited to, an application for, or the issue of, an approval, consent, licence, permission, registration or other authority under a local

government act. Such charges will generally be contained in the Register of Regulatory Fees as adopted by Council from time to time in the Fees and Charges schedule.

The regulatory and cost recovery fees shall be no more than the cost to the local government of providing the service or taking the action for which the fee is charged.

In accordance with Council's general corporate and contractual powers under the Local Government Act 2009, the Council shall by resolution fix a fee for the commercial or other voluntary supply and acquisition of goods and services.

END



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#### **ITEM 4 – Making and Levying of Rates and Charges for the 2013-14 Financial Year**

##### **Recommendation**

That the Council in accordance with Section 94 of the Local Government Act 2009 makes and levies the rates and charges outlined in the Revenue Statement for 2013-14.

##### **Resolution**

Moved Councillor Liessmann, seconded Councillor Dalle Cort that the recommendation be adopted.

CARRIED

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## **ITEM 5 – Adoption of the Debt Policy for 2013-14 to 2022-23 Financial Years**

### **Recommendation**

That the Council in accordance with Section 192 of the Local Government Regulation 2012 adopts the Debt Policy which states the new borrowings planned for the 2013-14 financial year and the next nine (9) financial years; and the time over which the local government plans to repay existing and new borrowings.

### **Resolution**

Moved Councillor Lewis, seconded Councillor McCathie that the recommendation be adopted.

CARRIED

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## Debt Policy

**Commencement Date:** 1 July 2013

**Function:** Financial Management

### RESPONSIBILITIES

Policy Owner	Director - Corporate & Community Services
Policy Contact	Manager – Financial Services
Approval Authority	Council
Next Review Date	1 June 2014

### REVISION HISTORY

Rev	Status	Date	Approver / Meeting	Resolution / Document No.
0	Draft	9 July 2013	Council Budget Meeting	

### 1 PURPOSE

The objective of this policy is to ensure the sound management of Council's existing and future debt.

### 2 SCOPE

This policy applies to borrowings for capital works by Burdekin Shire Council.

### 3 POLICY STATEMENT

- All external borrowing shall be obtained through the Queensland Treasury Corporation and Council shall continue to use the full range of Queensland Treasury Corporation's fund management services in order to enhance Council's loan/redemption procedures.
- Council aims to finance capital works and new assets to the greatest extent possible from revenue, grants and subsidies or any specific reserves primarily established to fund capital works.
- It is Council's intention to fully fund depreciation which is a significant source of funding.
- Council will not use long-term debt to finance operating activities or recurrent expenditure.
- Council will always be mindful of the additional cost incurred by the community when assets are required through borrowings, which increases the cost of providing capital infrastructure.
- The repayment for new and existing borrowings will be set at 10 years or less except in the case of borrowings for major long-life infrastructure assets where a repayment period will be determined on an individual basis.
- Detailed capital works and asset acquisition programs for the next 9 years together with the 10 year financial model will provide the basis for determination of funding options.



## Debt Policy

### Planned Borrowings

Planned borrowings for asset acquisition and replacement for the current financial year and the next nine financial years are as follows:

<b>Year of Borrowing</b>	<b>Function</b>	<b>Amount</b>	<b>Term</b>
30/06/2014	General	\$1,920,000	10 years
30/06/2015	General	\$2,670,000	10 years
30/06/2015	Waste	\$2,000,000	4 years
30/06/2016	General	\$2,300,000	10 years
30/06/2017	General	\$2,225,000	10 years
30/06/2018	General	\$3,655,000	10 years
30/06/2019	General	\$2,750,000	10 years
30/06/2019	Waste	\$2,000,000	4 years
30/06/2020	General	\$3,450,000	10 years
30/06/2021	General	\$3,110,000	10 years
30/06/2022	General	\$3,700,000	10 years
30/06/2023	General	\$3,500,000	10 years
30/06/2023	Waste	\$2,000,000	4 years

### Existing Borrowings

As at 31st March 2013, Council's existing borrowings and expected terms for repayment are as follows:-

<b>Loan</b>	<b>Debt Pool</b>	<b>Expected Loan Term</b>
Roadworks 4	3 Year	1.49
CBD Revitalisation 2	FRDP	1.13
Drainage	FRDP	0.72
Waste	3 Year	2.15
Drainage 2	3 Year	4.22
Drainage 3	6 Year	5.19
SES	3 Year	4.11
General	3 Year	4.30
General 2010	6 Year	7.11
General 2011	9 Year	8.20
General 2012	9 Year	8.90

**4 LEGISLATION**

Local Government Act 2009

Local Government Regulation 2012

Statutory Bodies Financial Arrangements Act 1982

Statutory Bodies Financial Arrangements Regulation 2007

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#### **ITEM 6 – Adoption of Investment Policy for 2013-14 Financial Year**

##### **Recommendation**

That the Council in accordance with Section 191 of the Local Government Regulation 2012 adopts the Investment Policy for the 2013-14 financial year.

##### **Resolution**

Moved Councillor Bawden, seconded Councillor Dalle Cort that the recommendation be adopted.

CARRIED

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## Investment Policy

**Commencement Date:** 1 July 2013

**Function:** Financial Management

### RESPONSIBILITIES

<b>Policy Owner</b>	<i>Director Corporate &amp; Community Services</i>
<b>Policy Contact</b>	<i>Manager Financial Services</i>
<b>Approval Authority</b>	<i>Council</i>
<b>Next Review Date</b>	<i>1 June 2014</i>

### REVISION HISTORY

Rev	Status	Date	Approver / Meeting	Resolution / Document No.
0	DRAFT	9 July 2013	Council Budget Meeting	

### 1 PURPOSE

The purpose of this policy is to maximise earnings from authorised investments of surplus funds after assessing market and minimising risks.

### 2 SCOPE

This policy applies to investment of surplus funds by the Manager Financial Services within Council's risk philosophy.

### 3 EXCEPTIONS

Not applicable

### 4 DEFINITIONS

Definitions are contained within the applicable legislation.

### 5 POLICY STATEMENT

Council's philosophy for investments is to protect the capital value of investments, with the objective of maximising returns, through an active investment strategy within the overall risk philosophy.

Council is committed to:

- Investing only in investments as authorised under current legislation
- Investing only with approved institutions
- Investing to facilitate diversification and minimise portfolio risk
- Investing to facilitate working capital requirements
- Maintaining documentary evidence of investments
- No more than 30% of Council's investments will be held with one financial institution or one fund manager for investments outside of Queensland Treasury Corporation

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**6 OBJECTIVES**

Council's investment objectives are to meet or exceed the fair value for each investment, as measured by Queensland Treasury Corporation's Fair Value Calculator.

**7 PRINCIPLES**

"Fair value" means receiving an appropriate, or fair return for the risk inherent in the investment and is based on four key considerations

- Credit rating of the institution
- Amount of the investment
- Term of the investment
- Interest rate offered

**8 PROCEDURES**

Procedures are evidenced by the investment documents.

**9 LEGISLATION**

Local Government Act 2009

Local Government Regulation 2012

Statutory Bodies Financial Arrangements Act 1982

Statutory Bodies Financial Arrangements Regulation 2007

**10 ASSOCIATED DOCUMENTS**

Documentary evidence of investments

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There being no further business the meeting closed at 9.20 a.m.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 13 August 2013.**

**MAYOR**



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## **4 REPORTS**

### **4.1 Capital Projects Monthly Report for Period Ending 30 June 2013**

#### **Recommendation**

That the Capital Projects Monthly Report for Period Ending 30 June 2013 be received.



**BURDEKIN SHIRE COUNCIL  
MONTHLY REPORT - CAPITAL PROJECTS**

Period Ending 30 June 2013

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
<b>Director of Corporate &amp; Community Services</b>							
0	0.00	-	10001 - Ayr Industrial Estate	0	5,750.65	-	<b>Unbudgeted:</b> Costs associated with filling and compacting.
0	0.00	-	10002 - Council Properties Other	41,000	0.00	-100%	<b>Budget:</b> Ayr Water Treatment Plant Residence replace timber deck and bathroom repair \$6,000 - deck completed, bathroom being done - charged to operational; Burdekin Gem Building - reroof and external upgrade \$35,000. This work not to proceed. Alternative locations to be investigated. Funds to be carried over.
0	0.00	-	10007 - Council Properties Community	35,000	0.00	-100%	<b>Budget:</b> Refurb Clare Pool Amenities to include new Unisex facility. Works completed - \$30,338. Expenditure transferred to CJ 16302 Clare Pool.
-173,954	-189,636.36	9%	10020 - Land Purchases/Sales	0	0.00	-	<b>Budget:</b> Revenue from sale of lot at Ayr Industrial Estate \$146,455; Conley Street \$27,500 (Journal to be done to recognise GST on income - correct amount is \$25,000); and 55 14th Ave, HH \$18,182
0	0.00	-	11001 - IT Hardware Purchases	17,561	15,494.70	-12%	<b>Budget:</b> Replace printer - Foremen \$8,800; Photocopier/Printer for Design Office <b>Budget</b> \$8,761 <b>Actual</b> \$8,761 - unexpected breakdown. Printer - Water/Wastewater <b>Actual</b> \$6,734.
0	0.00	-	11002 - Admin Office Equipment Capital Purchases	8,636	8,636.12	0%	<b>Budget:</b> Photocopier/Printer \$8,636 for Expenditure Services.
0	0.00	-	11004 - Burd Library Off Equip, F & F Capital Purchases	108,772	1,351.99	-99%	<b>Budget:</b> Burdekin Library - replace existing shelving in Adult area \$81,800 - quotes obtained; Library circulation desk \$20,000 - currently preparing plans for quotation purposes; Library replace children's shelving \$6,972 <b>Actual</b> \$1,352. Funds to be carried over.
0	0.00	-	11006 - IT Communication Purchases	134,607	134,607.27	0%	<b>Budget:</b> Replace cabling - library to theatre \$27,100 - completed; Replace existing cabling in Chamber/Admin \$100,000 - completed; Design office network switch \$8,507.
0	0.00	-	11007 - IT Software Purchases	246,710	137,973.21	-44%	<b>Budget:</b> Software - ECM upgrade to Ci <b>Budget</b> \$40,000 - completed - <b>Actual to date</b> \$49,671; AM Software <b>Budget</b> \$186,710 <b>Actual to date</b> \$74,332 - Funds to carry over; Sharepoint 2013 & Exchange Upgrade <b>Budget</b> \$20,000 <b>Actual</b> \$13,970.
0	-5,845.60	-	11101 - Burd Theatre Furniture & Fittings Capita	27,000	33,526.26	24%	<b>Budget:</b> Stage monitor system replacement - Actual \$27,681 completed. Background music/PA system installed. Part funded from Friends of Theatre. Balance of \$8,768 in 2013-14.
0	0.00	-	12001 - Aerodrome Residence	10,900	10,854.80	0%	<b>Budget:</b> Ayr Aerodrome Dwelling - deck refurb - works completed.
0	0.00	-	12007 - Burd Rural Multi-Tenant Service Centre	22,742	0.00	-100%	<b>Budget:</b> PCYC Toilet Refurb for Basketball Stadium. Funds to carry over.



**BURDEKIN SHIRE COUNCIL  
MONTHLY REPORT - CAPITAL PROJECTS**

**Period Ending 30 June 2013**

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
-9,125	-9,124.50	0%	12012 - Ayr Showgrounds Grounds	101,700	99,811.30	-2%	<b>Budget:</b> Electric Control Bld reroof & soffits - <b>Actual</b> \$5,327 + \$1,855 operational - works completed; Caretaker Residence (remove & demolish existing cottage & install new demountable) <b>Actual</b> \$94,484 includes contrib from Show Society.
0	0.00	-	12013 - Burdekin Amateur Basketball Assn	30,000	0.00	-100%	<b>Budget:</b> Replace air con system on roof that serves mezzanine area. Funds to carry over.
0	0.00	-	12031 - Support Centre	16,800	16,816.20	0%	<b>Budget:</b> BCA Building - replace floor coverings. Works completed.
0	0.00	-	12041 - Burdekin Library	62,900	62,894.70	0%	<b>Budget:</b> Fish pond refurb. Completed.
0	0.00	-	12042 - Burdekin Memorial Hall	279,409	401,147.94	44%	<b>Budget:</b> Bar & Amenities Refurb \$279,409 + <b>Budget</b> for 23145 \$120,318 <b>Actual to date</b> \$401,148. Practical completion 19 April.
0	0.00	-	12043 - Burdekin Theatre	5,600	5,572.73	0%	<b>Budget:</b> Kitchen upgrade \$5,600 Building work complete.
-73,017	-75,076.74	3%	12044 - Burdekin Library Other Assets	79,400	70,138.27	-12%	<b>Budget:</b> Burdekin Library Books. Balance to carry over.
0	0.00	-	16552 - Be Active Trail Equipment	694	0.00	-100%	<b>Budget:</b> Equipment. Project complete.
0	0.00	-	23145 - CBD2 Home Hill Burd Memorial Hall Toilets	120,318	0.00	-100%	<b>Budget:</b> Ablutions refurbishment. Refer 12042 for expenditure. Practical completion 19 April.
<b>-256,096</b>	<b>-279,683.20</b>		<b>Total</b>	<b>1,349,749</b>	<b>1,004,576.14</b>		

<b>Director of Environment &amp; Operations</b>							
-1,199,413	-1,299,348.46	8%	20000 - Roadworks	5,590,872	5,117,822.52	-8%	
-1,495,789	0.00	-100%	27001 - NDRRA - Jan 10 Event	1,495,789	1,373,718.53	-8%	
-4,800,000	0.00	-100%	27002 - NDRRA - Feb 11 Event	4,800,000	3,958,349.75	-18%	
-7,070,984	0.00	-100%	27003 - NDRRA - Mar 12 Event	600,000	477,684.28	-20%	
0	0.00	-	27100 - NDRRA - Feb 13 Event	0	61,566.33	-	Awaiting QRA approval
0	-590.91	-	11003 - Eng Office Equipment Capital Purchases	8,700	8,636.12	-1%	<b>Actual:</b> Photocopier/Printer \$8,636
0	0.00	-	16001 - Ayr Cemetery	0	67,484.05	-	
0	0.00	-	16005 - Ayr Cemetery Other Assets	135,000	0.00	-100%	<b>Budget:</b> Ayr Cemetery Sewerage \$20,000 <b>Actual</b> \$5,170; Ayr Cemetery Sextons Hut \$115,000 <b>Actual</b> \$62,314
0	0.00	-	16201 - Ayr Transfer Station	0	17,867.34	-	Internal drainage. Budget on CJ 24021.
0	0.00	-	16203 - Ayr Transfer Station Building	37,000	505.00	-99%	<b>Budget:</b> Gatehouse - Design completed, work commenced.
0	0.00	-	16208 - Kirknie Landfill	5,340	5,339.00	0%	Solar Panels <b>Budget</b> \$1,810 <b>Actual</b> \$1,810 Project completed - including Solar upgrade for installation on weighbridge hut; Kirknie external road <b>Budget</b> \$3,530 <b>Actual</b> \$3,529.
0	0.00	-	16210 - Kirknie Landfill Fencing	76,506	76,506.00	0%	Project completed
0	0.00	-	16251 - Burdekin Cascades Caravan Park	33,538	33,538.47	0%	Project completed - cabin, carpark, footpath
0	0.00	-	16252 - Home Hill Caravan Park	58,460	53,484.73	-9%	<b>Budget:</b> Cabins and amenities - programmed for April <b>Actual</b> \$7,500 Re-roof units, \$45,985 Refurbish Cabins 1 & 2.
0	-1,818.18	-	16253 - Burdekin Cascades Caravan Pk Other Asset	69,406	71,365.49	-3%	New BBQ area for Burdekin Cascades Caravan Park - order placed for work <b>Budget</b> \$30,000 <b>Actual</b> \$31,958. BCCP Fence and installation <b>Budget</b> \$39,406 <b>Actual</b> \$39,407.





**BURDEKIN SHIRE COUNCIL  
MONTHLY REPORT - CAPITAL PROJECTS**

**Period Ending 30 June 2013**

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
0	0.00	-	16254 - Home Hill Caravan Park - Other Assets	30,000	28,526.74	-5%	BBQ Area upgrade - project completed Actual \$28,526.
0	0.00	-	16301 - Ayr Pool	8,307	8,307.00	0%	Concept designs & consultations. Complete
0	0.00	-	16302 - Clare Pool	0	30,338.18	-	<b>Actual:</b> Refurb Clare Pool Amenities to include new Unisex facility. Original budget \$35,000 in CJ 10007. Works completed \$30,338.
0	0.00	-	16305 - Millaroo Pool	112,500	0.00	-100%	<b>Budget:</b> Design \$10,000; Refurbish \$45,000; Planning \$57,500. Tender documents being developed.
0	0.00	-	16306 - Ayr Pool Other Assets	0	7,436.00	-	
0	0.00	-	16361 - Public Conveniences Coutts Park	44,500	40,575.89	-9%	<b>Budget:</b> Relocate and refurb Exceloo. Project proceeding.
0	-15,000.00	-	16400 - Shire Parks	0	0.00	-	
0	-34,136.36	-	16403 - Shed - Brolga Park Giru	0	27,280.00	-	
0	-5,000.00	-	16409 - Skate Park - Home Hill	60,000	26,874.93	-55%	<b>Budget:</b> Skate Park - Home Hill. Concept plan developed. Project commenced.
0	0.00	-	16502 - Plantation Park Irrigation	0	1,590.79	-	Project commenced.
0	0.00	-	16512 - Miscellaneous Parks Irrigation	70,543	0.00	-100%	
0	0.00	-	16518 - Parkside Park Irrigation	0	5,679.59	-	Project completed.
-64,000	-23,414.00	-63%	23121 - CBD Home Hill Comfort Stop	160,000	63,738.69	-60%	<b>Budget:</b> Refurbish. Project commenced.
0	0.00	-	23124 - CBD HH Comfort Stop - CCTV System	0	8,567.73	-	Included in refurb project CJ 23121
0	0.00	-	23250 - Depot/Store Building	8,000	5,000.00	-38%	<b>Budget:</b> Depot Stores Shed - reroof. Project substantially complete.
0	0.00	-	23301 - Jones St Depot	0	127,046.32	-	NDRRA project.
-9,045	0.00	-100%	23323 - Yellow Gin Creek Alert Station	16,823	9,460.83	-44%	Fabrication of structure complete, installation started. Project to be completed in June.
-10,400	-10,400.00	0%	23324 - Reed Beds Alert Station	26,000	22,768.01	-12%	Project commenced.
-38,720	0.00	-100%	24000 - Drainage Budget	916,639	0.00	-100%	<b>Budget:</b> Anderson St to Beach Rd \$220,000; Major Drainage Schemes \$120,000; Ayr/Brandon Flood Study upgrade, model and design schemes \$106,639; Upgrade culverts drain AA crossing Cominsky Rd Horseshoe Lagoon \$50,000; Home Hill Urban Drainage \$150,000; Secure outlet to drain Horseshoe Lagoon \$150,000; Young St (Gordon-Lynch) Drainage \$120,000.
-197,066	-197,065.00	0%	24008 - Ayr/Lilliesmere Flood & Drng 04/05 NDMP2	0	2,721.34	-	Project commenced.
0	0.00	-	24020 - Gross Pollutant Traps Nelson's Lagoon	128,316	128,315.20	0%	Project completed.
0	0.00	-	24021 - Ayr Transfer Station Drainage	17,867	0.00	-100%	
0	0.00	-	24025 - Ayr Town Drain	0	19,745.38	-	
0	0.00	-	24026 - Andersen Street Drainage	33,061	40,184.41	22%	Project completed.
0	-3,872.00	-	24027 - Brice's Culvert	0	0.00	-	
0	0.00	-	24028 - Home Hill Drainage	0	92,046.00	-	Design.
0	0.00	-	24029 - Spiller Street Drainage	0	1,452.01	-	
-105,000	-46,409.10	-56%	25001 - Sedans	270,000	89,460.52	-67%	Three sedans purchased.
-175,000	-128,332.76	-27%	25002 - Utilities	370,000	343,915.48	-7%	Eleven utilities purchased.
-229,521	-130,013.41	-43%	25003 - Trucks	864,181	525,670.68	-39%	Water Truck, Street Sweeper purchased, Bitumen Patching Truck.
-50,000	0.00	-100%	25004 - Machines	280,000	0.00	-100%	
-64,500	-69,637.28	8%	25005 - Plant and Equipment	159,750	207,049.00	-30%	Portable Air Compressor, 2 x Generators purchased, 2 x LED Signs & Trailer (Funded by Flexible Funding Program - refer 45002)



**BURDEKIN SHIRE COUNCIL  
MONTHLY REPORT - CAPITAL PROJECTS**

**Period Ending 30 June 2013**

Budget	Income Actual to Period End	Variance	Description	Expenditure Actual to Period			Comments
				Budget	End	Variance	
0	0.00	-	30000 - Sewerage Construction Budget	280,816	0.00	-100%	<b>Budget:</b> Replace/Refurb assets \$50,000; No 1 Sew Pump Station Ayr new electrical switchboard \$130,816; Replace Telemetry \$100,000.
0	0.00	-	30002 - Sewers Ayr	0	24,458.08	-	Burke St section collapse.
0	0.00	-	30201 - Pump Station 1 Ayr	34,400	135,048.97	293%	New switchboard - tender awarded. Design Budget \$34,400. Construction Budget on C.J. 30000.
0	0.00	-	30230 - Pump Station 30 Ayr	0	5,076.72	-	Replace two pumps - project completed.
0	0.00	-	30330 - Telemetry - Sewerage	0	15,580.00	-	Project commenced.
0	0.00	-	30405 - Treatment Plant Inlet Structure Ayr/Bran	60,157	11,189.76	-81%	Project completed.
0	0.00	-	30407 - Treatment Plant Secondary Clarifier Ayr	0	5,135.33	-	Pump replacement - project completed.
0	0.00	-	30410 - Treatment Plant Primary Digester Ayr/Bra	72,250	5,487.09	-92%	<b>Budget:</b> Replace sludge digester dome Ayr.
0	0.00	-	30412 - Treatment Plant Sludge Collection Facili	365,231	167,830.10	-54%	Project completed.
0	0.00	-	30461 - Treatment Plant Sludge Collection Facili	0	173,722.94	-	Project completed.
0	0.00	-	31050 - Sewer Reline Project	800,000	718,190.06	-10%	Project completed.
0	0.00	-	35000 - Water Construction Budget	405,000	0.00	-100%	<b>Budget:</b> Replace/Refurb assets \$100,000; South Ayr Water Treatment Plant - install variable speed pumps \$100,000; HH Water Tower - Replace Aerators \$175,000; Breen Street Water Main \$30,000.
0	0.00	-	35106 - Bore 6 Home Hill	0	33,172.52	-	<b>Actual:</b> Check over motor & pump for tightening - pull out turbine.
0	0.00	-	35264 - Iron & Manganese Removal	91,390	51,379.51	-44%	Project commenced.
-121,971	0.00	-100%	35270 - Fluoridation South Ayr	73,494	0.00	-100%	<b>Actual:</b> Project not proceeding.
0	0.00	-	35302 - Aeration Home Hill Tower	0	57,316.02	-	<b>Actual:</b> Concept Design, project commenced.
0	0.00	-	35352 - Distribution Mains Ayr	0	30,350.48	-	
0	0.00	-	35355 - Valves/Scours Ayr	0	37,223.59	-	Project commenced.
<b>-15,631,409</b>	<b>-1,965,037.46</b>		<b>Total</b>	<b>18,669,836</b>	<b>14,658,779.50</b>		
<b>-15,887,505</b>	<b>-2,244,720.66</b>		<b>TOTAL CAPITAL PROJECTS</b>	<b>20,019,585</b>	<b>15,663,355.64</b>		

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## **4.2 Operating Statement for Period Ending 30 June 2013**

### **Recommendation**

That the Operating Statement for the Period Ending 30 June 2013 be received.





Burdekin Shire Council

## BURDEKIN SHIRE COUNCIL OPERATING STATEMENT

Period Ending 30 June 2013

Prior to Completion of End of Year Transactions

		Actual YTD	YTD Revised Budget	\$ Variance Actual to Revised	\$ Variance Actual to Revised
<b>Operating Revenue</b>					
Rates and Utility Charges		35,639,570.09	35,442,500	197,070	1%
Discounts and pensioner remissions		-3,562,607.67	-3,534,900	-27,708	1%
User fees and charges		2,455,794.93	2,315,232	140,563	6%
Interest Received		1,621,654.15	1,574,000	47,654	3%
Operational contributions and donations	1	323,708.87	196,900	126,809	64%
Operational grants and subsidies	2	16,874,313.53	5,585,143	11,289,171	202%
Contract and recoverable works	3	2,655,009.07	2,130,000	525,009	25%
Other operating revenue	4	318,977.45	181,718	137,259	76%
<b>Total operating revenue</b>		<b>56,326,420.42</b>	<b>43,890,593</b>	<b>12,435,827</b>	<b>28%</b>
<b>Operating Expenses</b>					
Employee benefits	5	16,127,653.87	16,625,916	-498,262	-3%
Materials and services	6	15,286,910.70	16,161,183	-874,272	-5%
Depreciation and amortisation	7	8,871,276.00	8,871,276	0	0%
Finance Costs		516,025.09	505,248	10,777	2%
Other expenses		2,225.48	0	2,225	-
<b>Total operating costs</b>		<b>40,804,091.14</b>	<b>42,163,623</b>	<b>-1,359,532</b>	<b>-3%</b>
<b>Surplus (deficit) from operating activities</b>		<b>15,522,329.28</b>	<b>1,726,970</b>	<b>13,795,359</b>	<b>799%</b>
Capital contributions	8	208,617.80	19,625	188,993	963%
Capital grants and subsidies	9	1,533,983.04	15,142,905	-13,608,922	-90%
Other capital income (expense)	10	247,046.64	119,954	127,093	106%
<b>Net result for period</b>		<b>17,511,976.76</b>	<b>17,009,454</b>	<b>502,523</b>	<b>3%</b>

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**BURDEKIN SHIRE COUNCIL**  
**OPERATING STATEMENT**  
**NOTES FOR VARIANCES TO BUDGET**  
**Period Ending 30 June 2013**  
Prior to Completion of End of Year Transactions

**Note**

**1 Operational Contributions and Donations**

**Eng - Over Budget \$27,880** - Unbudgeted contributions from developers.

**2 Operational Grants and Subsidies**

**Env - Under Budget \$9,000** - Grants not yet received.

**Admin - Over Budget \$1,200,404** - Includes early payment of FAG 13/14 grant \$1,190,405.

**Eng - Over Budget \$10,101,418** - QRA Grants Received (\$11,331,997 to be transferred to capital).

**3 Contract & Recoverable Works**

**Eng - Over Budget \$525,009** - MRD Street Lighting unbudgeted.

**4 Other Operating Revenue**

**Admin - Over Budget \$10,488** - Workcare revenue above budget.

**Eng - Over Budget \$72,023** - Unbudgeted monies received for Hire of fencing panels \$5,452, sale of tractor tyres \$91, Plant Sales \$6,454, AON MV Insurance Claim \$561, RACQ Ins Payment for Hire Vehicle \$1,946, Vehicle Allowance Claim for Mayor \$1,898, Launs Siding Access Construction \$55,000, and Signage \$57.

**Env - Over Budget \$14,460** - No budget for caravan park washing machine income \$11,751.

**Wat - Over Budget \$20,642** - Unbudgeted monies received for Water Sales \$19,286, and Refundable Deposits \$1,356.

**Waste - Over Budget \$20,422** - Unbudgeted money received for sale of Small Scale Technology Certificates for Solar Panels System at Kirknie Landfill \$3,643.

**5 Employee Benefits**

**Env - Under Budget \$82,082** - Under budget mainly in the areas of Parks Operation \$31,586, Cemeteries \$17,487, Public Conveniences \$11,462, and Swimming Pools 10,749. Over budget Animal Management \$10,557.

**Sew - Under Budget \$154,970** - In the areas of Sewerage Reticulation \$76,566 and Sewerage Treatment \$40,825.

**Wat - Under Budget \$98,791** - Mainly Water Admin \$21,294, Water Operational \$9,249, Water Treatment \$14,962, and Water Reticulation \$34,037.

**Eng - Under Budget \$291,003** - Mainly Works Supervision Section \$69,052, Roads Maintenance \$153,448, and Rec Wks Main Roads \$146,692. Over budget mainly Rec Wks Other \$157,304.

**Waste - Over Budget \$27,497** - In the area of Waste Management Admin \$7,922, and Waste Disposal \$19,575.

**6 Materials & Services**

**Admin - Under Budget \$130,352** - Trade/Contract Services on Council Properties under budget \$49,000, Consultants under budget \$39,570.

**C&C - Under Budget \$117,472** - Main areas under budget are Community Assistance \$6,906, Counter Disaster \$17,497, Cultural Facilities \$50,457, and Development and Other Tourism \$34,902

**Dev - Under Budget \$131,964** - Mainly Town Planning \$102,995.

**Env - Under Budget \$419,225** - Mainly Health Admin \$66,281, Public Conveniences \$43,658, Caravan Parks \$45,584, Swimming Pools \$56,160, Environmental Levy \$59,218, and Land Protection \$45,436

**Sew - Over Budget \$11,179** - In the area of Sewerage Reticulation \$36,152. Under budget in the areas of Sewerage Admin \$9,006, and Sewerage Treatment \$13,737.

**Waste - Under Budget \$303,765** - In the area of Waste Disposal \$305,137.

**Wat - Under Budget \$233,867** - Mainly Water Supply \$152,392, Water Treatment \$22,652, and Water Reticulation \$30,133.

**Eng - Over Budget \$451,193** - Over budget mainly Roads Maintenance \$188,790, Rec Wks Main Roads \$247,324, and Rec Wks Other \$396,454. Under Budget mainly Street Lighting \$153,895, Workshop Operations \$81,010, and Plant Management \$55,196.



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**7 Depreciation & Amortisation**

**All Sections** - Actuals still to be calculated for year, current balance estimates.

**8 Capital Contributions**

**Admin - Over Budget \$5,846** - Contribution from Friends of the Theatre towards PA System.

**Eng - Over Budget \$136,935** - Contributions from developers, project contributions toward footpath works, regrading work & Bartlett Road drainage.

**Env - Over Budget \$45,455** - Monies received from Developers for Parks Contributions.

**9 Capital Grants & Subsidies**

**Eng - Under Budget \$13,488,253** - Timing difference, NDRRA grants not yet received.

**Wat - Under Budget \$121,971** - Grant for Water Fluoridation not yet received.

**10 Other Capital Income**

**Eng - Over Budget \$189,813** - Proceeds from sale of equipment.

**Admin - Under Budget \$62,721** - Sale of lot at Ayr Industrial Estate and Conley Street and 55 14th Avenue, HH.

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## **5 ENVIRONMENT & OPERATIONS**

### **5.1 Environmental Policy**

#### **Document Information**

##### **Referring Letter No:**

**File No:** 430

##### **Name of Applicant:**

##### **Location:**

**Author and Title:** Tracy Jensen, Manager Environment and Health

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#### **Executive Summary**

An Environmental Policy is required to continue to undertake Department of Main Roads works through the Council's Road Maintenance Performance Contract (RMPC).

Council previously had a Health, Safety, Environment and Quality Policy. A new Environmental Policy is proposed for Council adoption. The policy applies to all Council operations and activities.

#### **Recommendation**

That Council adopts the Environmental Policy.

#### **Background Information**

Until 2011, Council's policies regarding workplace health and safety, quality, and the environment were included in one combined policy document.

A separate Quality Policy was adopted by Council 30 August 2011.

A new Work Health & Safety Policy was adopted in 2011, to be reviewed annually. The current Work Health & Safety Policy was adopted by Council on 20 September 2012.

On 27 September 2011, Council resolved to remove the previous Health, Safety, Environment and Quality Policy from the policy register, leaving Council with no adopted Environment Policy.

An Environment Policy is a requirement of the Department of Main Roads through Council's Road Maintenance Performance Contract (RMPC).

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## Link to Corporate/Operational Plan

The Environment Policy supports the achievement of the environmental strategies contained within the Burdekin Shire Corporate Plan.

### **4. Environment**

#### **Objective**

*Preserve, protect and restore the natural environment for current and future generations and encourage environmental responsibility throughout the community.*

### **3. Land Use Planning**

#### **Strategies**

*3.4 Recognise and preserve, where possible, the special characteristics of the Shire's diverse environment.*

*3.7 Provide public open space that meets user requirements for recreational and social activities, amenity and a landscape that contributes to the identity of Burdekin Shire and the environmental health of the community.*

## Consultation

N/A

## Legal Authority or Implications

The policy endorses Council's commitment to ensuring compliance with environmental legislation.

## Policy Implications

This is a new Policy for Council adoption.

## Financial and Resource Implications

The policy is required by DMR to continue to undertake RMPC work.

### **Report prepared by:**

Tracy Jensen, Manager Environment and Health

### **Report authorised by:**

Trevor Williams, Director Environment and Operations

## Attachments

1. Environmental Policy



## Environmental Policy

**Commencement Date:**

**Function:** Environmental Health

### RESPONSIBILITIES

Policy Owner	Director Environment and Operations
Policy Contact	Manager Environment and Health
Approval Authority	Council
Next Review Date	13 August 2014

### REVISION HISTORY

Rev	Status	Date	Approver / Meeting	Resolution / Document No.
0	DRAFT			

### 1 PURPOSE

The purpose of this policy is:

- to recognise Council's responsibilities and commitment to prevent, manage and minimise environmental impacts associated with our operations and activities; and
- to advocate protecting, conserving and enhancing sustainable use and management of our natural resources.

### 2 SCOPE

This policy relates to the management of Council's own activities and operations as well as protection and management of natural resources and environmental assets within our Shire. The policy is applicable to all councillors, staff and contractors across all Council sites and operations.

### 3 DEFINITIONS

'*Ecological sustainability*' integrates:

- a) the protection of ecological processes and natural systems at local, regional, state and wider levels;
- b) Economic development; and
- c) Maintenance of the cultural, economic, physical and social well being of people and communities (*S8 Sustainable Planning Act 2009*).

### 4 POLICY STATEMENT

Burdekin Shire Council will incorporate the principles of environmental sustainability into our operations and management systems and decision-making processes, to ensure the continual improvement of our operations.

Council will achieve this through the following actions:

- Being aware of possible direct and indirect environmental effects of our operations and services, and minimising these effects.



- Minimise adverse environmental impacts of work activities and establish practices that meet or exceed relevant legislation, policies and standards to continually improve our environmental performance.
- Ensure our employees, suppliers and contractors are aware of and able to respond to their environmental responsibilities.
- Develop initiatives, including supporting residents and businesses, to minimise resource consumption and use energy, fuel and water efficiently.
- Support and implement waste reduction, reuse and recycling programs both within Council and the community.
- Develop purchasing guidelines that consider life cycle analysis and encourage the purchase of reusable, recycled and environmentally friendly products.
- Work in partnership with the community and other organisations to enhance the Shire's environmental assets and natural resources.
- Minimise the adverse impacts of development on the natural environment through the integration of the principles of Ecologically Sustainable Development in our planning instruments.

## 5 PRINCIPLES

Council is committed to:

- Demonstrating environmental leadership and encouraging staff and the community to adopt environmentally sustainable practices;
- Managing and protecting the natural and built environment through sustainable growth and development; and
- Carrying out all operations and activities in an environmentally sustainable manner whilst integrating sustainability into its processes and decision making.

### Waste Reduction and Recycling

Council will promote the efficient use of resources by applying the waste management hierarchy of waste reduction, reuse, recycling, and disposal as least preferred option.

### Sustainable Design and Maintenance

Council will encourage sustainable design and practices related to building, infrastructure and maintenance projects to include tropical design, energy efficiency, demand management and greenhouse gas emissions to reduce operating costs over the life of the asset.

### Water Management

Council will continue to improve its management of water consumption and endeavour to reduce the impact of waste water discharge and run off within its areas of operation.

### Sustainable Planning

Council will consider ecological sustainability principles in its strategic land use, infrastructure and development planning to facilitate the protection of Shire's natural environment.

### Biodiversity Protection and Management

Council will work with and support the community and other organisations to manage and protect the natural environment.

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#### Purchasing Goods and Services

When purchasing goods and services, Council will apply the contracting principles set out in the Local Government Act, one of which is Environmental Protection. Consideration should be given to the effective and efficient use of materials and resources to minimise environmental impact.

### **6 LEGISLATION**

- Environment Protection Act & Regulation
- Waste Reduction and Recycling Act & Regulation
- Environment Protection Policies
- Sustainable Planning Act
- Local Government Act
- Environment Protection and Biodiversity Conservation Act
- Clean Energy Act
- Coastal Protection and Management Act
- Fisheries Act
- Land Protection (Pest & Stock Route Management) Act
- Vegetation Management Act
- Water Act

### **7 ASSOCIATED DOCUMENTS**

- Development Permits for Environmentally Relevant Activities
- Burdekin Shire Council Corporate Plan
- Burdekin Shire Pest Management Plan
- Environmental Levy Policy & Application Form

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## 5.2 Change to Drainage Easement Thirteenth Ave Home Hill

### Document Information

**Referring Letter No:** 1274911

**File No:** 723

**Name of Applicant:** S. Danziger

**Location:** 92 Thirteenth Avenue Home Hill

**Author and Title:** Matthew Ingle, Design Office Manager

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### Executive Summary

Ms Danziger has requested that council allow a change to the existing drainage easement within her property

### Recommendation

Council resolves to allow the change to the easement as requested, provided that there is no cost to council.

### Background Information

Easement A RP716811 runs diagonally across the rear half of 92 Thirteenth Avenue and then along the southern boundary of the lot to Thirteenth Avenue. There is a small open concrete drain contained within the easement. Ms Danziger wishes to more effectively utilise the rear of her property and has requested that council allow the drain to be realigned along the rear (western) boundary then along the southern boundary. She has also requested that the easement be narrowed from 4.023m to 3m.

The existing drain carries surcharge water, from the drainage system in Twelfth Avenue, and some local drainage to Thirteenth Avenue. The applicant has been advised that an open grassed drain with a concrete invert would be a satisfactory alternative to the existing construction and has agreed that she will install the new drain once the easement had been changed.

The applicant has further requested that council provide some assistance in changing the existing section parallel with the southern boundary from the concrete lined channel to a grassed drain with concrete invert.

### Link to Corporate/Operational Plan

NA





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## 6 CORPORATE & COMMUNITY SERVICES

### 6.1 RADF Funding - Round 2 2012/13

#### Document Information

**Referring Letter No:** N/A

**File No:** 38

**Name of Applicant:** Burdekin RADF Committee

**Location:** N/A

**Author and Title:** Mrs Janice Horan, RADF Liaison Officer

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#### Executive Summary

Advertisements appeared in the Advocate on 15 May and Observer on 16 May inviting applications for funding under the Regional Arts Development Fund Program

#### Recommendation

That funding be provided from the Regional Arts Development Fund as follows:

Applicant	Project	Letter No	Requested Funding	Recomm- ended Funding
	<b>Out of Round Applications</b>			
Burdekin Cultural Complex Board	Conducting youth workshops with cast of 360 Allstars	1237665	\$3,000	\$3,000
Sacred Heart Parish Pastoral Council	Towards collection of data and printing costs of centenary booklet	1250147	\$1,500	\$1,500
	<b>June Applications</b>			
Zaro Cultural Gallery	Establish display as part of 150 years of South Sea Islanders in the Burdekin district	1264618	\$3,980	\$3,000
Burdekin Woodcrafts Association	Conduct workshop in scroll saw techniques	1263744	\$945	\$945
Burdekin Woodcrafts Association	Conduct workshop in bandsaw techniques	1263745	\$450	\$450
Burdekin Potters	Conduct workshop on clay decoration techniques	1263746	\$1,245	\$1,245
Burdekin Shire Council	Towards costs of attending RADF Conference in Rockhampton 21-23 August 2013	1259683	\$4,873	\$4,873
Totals			\$15,993	\$15,013

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## **Background Information**

At its meeting held on 25 July 2013, the Burdekin RADF Committee considered all applications for funding in Round 2 of the 2012/13 funding year.

## **Link to Corporate/Operational Plan**

5.8 Provide ongoing support for art, culture, seniors, youth, sport, recreation and welfare.

## **Consultation**

Burdekin RADF Committee, comprising council and community representatives, met on 25 July 2013 to consider funding applications received.

## **Legal Authority or Implications**

Nil

## **Policy Implications**

Nil

## **Financial and Resource Implications**

Funds of \$17,966 available for Round 2 of 2012/13 year.

### **Report prepared by:**

Mrs Janice Horan, RADF Liaison Officer

### **Report authorised by:**

Cr Uli Liessmann, Chairman, Burdekin RADF Committee

## **Attachments**

1. Nil



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## 6.2 Request to consider naming the site containing the Lions' Diorama - "Carstairs Park"

### Document Information

**Referring Letter No:** 1272659

**File No:** 557

**Name of Applicant:** Home Hill Centenary Celebrations Committee

**Location:** Lot 375 on SB550, Home Hill

**Author and Title:** Tony Vaccaro – Economic & Community Development Manager

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### Executive Summary

The Home Hill Centenary Celebrations Committee seeks Council's support to name the land described as Lot 375 on SB550, which houses the Lions' Diorama, as Carstairs Park.

### Recommendation

That Council agrees to name the land described as Lot 375 on SB550, which houses the Lions' Diorama, Carstairs Park.

### Background Information

Council has been approached by the Home Hill Centenary Celebrations Committee with a request to consider naming the site containing the Lions' Diorama, Carstairs Park. In its letter, the Committee highlights the following points to show why Carstairs Park is a fitting choice for the un-named land:

- 1912-13 John Drysdale erected Inkerman Mill on the south bank of the Burdekin River on the proviso that a railway line was built running through his land and near the proposed mill, with a siding to cater for delivery of materials and export of sugar from the Inkerman Sugar Mill;
- During 1913, the Queensland government gradually completed the railway link from Bobawaba to Ayr;
- In May 1913, the names for the railway stations were gazetted and the railway station originally known as 64m 79c became 'Carstairs Railway Station' to honour John Drysdale's mother's family name;
- The Carstairs Station, served by its own station master and porter for a number of years, played an important role in support of the mill, but also as the sanctuary for distressed passengers waiting to be transported by boat across the flooded Burdekin;
- The name became widely used for the whole area from Kidby's Gully to the mill, known then as Mill Road, along Milburn Road and along Kirknie Road, as well as the

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mill estate. 'Carstairs' was always included in the address for people living there, as found in evidence in electoral roles; and

- The shop built in 1947 to service those involved in the construction of the high level bridge was called 'Carstairs Cash Store' in recognition of the name generally given to that area. That shop has recently closed, but had been rebadged itself some years ago, consequently losing the last official link with the name.

The Committee strongly believes that Home Hill is in danger of losing a wonderful piece of history which indirectly honours the tremendous efforts of John Drysdale in establishing the environment for the district to flourish. They hope that naming the land would preserve the Carstairs name and its connection to the area.

### **Link to Corporate/Operational Plan**

N/A

### **Consultation**

N/A

### **Legal Authority or Implications**

The land described as Lot 357 on SB550, which houses the Lions' Diorama, lists Council as Trustee. The neighbouring land is partly owned by Queensland Rail and the other part is Road Reserve.

### **Policy Implications**

N/A

### **Financial and Resource Implications**

N/A

### **Report prepared by:**

Lauren McKaig

### **Report authorised by:**

Tony Vaccaro

### **Attachments**

N/A

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## 6.3 Introduction of User Charge for Wi-Fi Access Burdekin Library Ayr

### Document Information

**Referring Letter No:** N/A

**File No:** 366

**Name of Applicant:** N/A

**Location:** Burdekin Library Ayr

**Author and Title:** John Scott, Manager Library Services

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### Executive Summary

Proposal to introduce a usage fee for non-members of the Burdekin Library for the public Wi-Fi service.

### Recommendation

A charge of \$1 per hour is levied on non-members who wish to access the public Wi-Fi service at the Burdekin Library, Ayr.

### Background Information

In the period 1 January 2013 to 30 June 2013 there were 2,000 bookings on our Public Wi-Fi service equalling 4,000 hours of usage of which 98 percent of this usage is by non-library members. The Wi-Fi service has been enthusiastically embraced by its users as evident by its monthly usage figures

State Library standards require us to provide free access to Library members which we are currently doing.

Under the Service Level Agreement with the State Library of Queensland, reciprocal borrowers from other Queensland Public Libraries are provided with free access to our Library Services including wi-fi and this will not change.

The current charges are:-

\$89.95 per month for a 200GB monthly allowance. This is insufficient for existing needs.

We are shortly to move to an unlimited monthly download allowance at a cost of \$280.00 per month or \$3,360 per year. On the current rate of Wi-Fi usage, a revenue stream of approximately \$18,000 could result.



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The introduction of this charge will allow the internet service to be self-funding and provide a small revenue stream for the library.

**Link to Corporate/Operational Plan**

N/A

**Consultation**

State Library of Queensland, Director Corporate & Community Services, Library Staff

**Legal Authority or Implications**

N/A

**Policy Implications**

N/A

**Financial and Resource Implications**

The provision of the Wi-Fi service is a fixed monthly cost. The introduction of this fee will provide a small revenue stream for the Burdekin Library and allow the service to be provided at no cost to council.

**Report prepared by:**

John Scott, Manager Library Services

**Report authorised by:**

Dan Mulcahy, Director of Corporate & Community Services

**Attachments**

N/A

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## 6.4 Sponsorship for 2013 Home Hill Harvest Festival

### Document Information

**Referring Letter No:** 1272646

**File No:** 103

**Name of Applicant:** Home Hill Harvest Festival Inc.

**Location:** N/A

**Author and Title:** Tony Vaccaro, Economic and Community Development Manager

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### Executive Summary

The Home Hill Harvest Festival Committee requested financial assistance towards the 2013 Harvest Festival to be held from 2<sup>nd</sup> November to 9<sup>th</sup> November 2013. The Home Hill Harvest Festival has been largely self-serving in the financing, organisation and management of this successful event. Last year Council provided sponsorship to the value of \$4,000-00 plus in-kind support.

### Recommendation

Council approves a donation of \$4000.00 (inc. GST) and in-kind support of \$3000.00 towards the 2013 Home Hill Harvest Festival.

### Background Information

Council has supported the Home Hill Harvest Festival for numerous years. In-kind support for the Festival includes the erection and dismantling of road closure signs and street sweeping to the value of approximately \$3000.00.

The small group of volunteers who co-ordinate the Festival work tirelessly for six months to organise the week-long celebrations. There has been renewed support for this event with attendance numbers increasing over the past five years. The committee has provided a copy of their profit and loss statement.

Given the ongoing success and significant economic value of the event, I recommend that Council continue its annual sponsorship towards the event. Being one of the key events recognised in the Economic Development budget event allocation, a contribution to the value of \$4,000 in cash is considered reasonable.

### Link to Corporate/Operational Plan

6.6 Encourage and support community events

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**Consultation**

Discussions with Harvest Festival Representatives.

**Legal Authority or Implications**

N/A

**Policy Implications**

N/A

**Financial and Resource Implications**

The Economic Development budget has sufficient funds to cover the contribution of \$4000.00 (inc. GST)

**Report prepared by:**

Tony Vaccaro  
(Economic and Community Development Manager)

**Report authorised by:**

Mr. Ken Holt  
(Chief Executive Officer)

**Attachments**

1. N/A



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## 6.5 Burdekin Library Collection Development Policy Report

### Document Information

**Referring Letter No:** N/A

**File No:** 425

**Name of Applicant:** Dan Mulcahy - Director Corporate & Community Services

**Location:** Burdekin Library Ayr

**Author and Title:** John Scott, Manager Library Services

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### Executive Summary

This policy provides a formally endorsed framework for the development, acquisition, and maintenance of the library collections.

### Recommendation

That council adopts the Library Collection Development Policy as tabled.

### Background Information

The “Queensland Public Library Standards and Guidelines - Library Collections Standard” from the State Library of Queensland states;

#### *6.2.2 Standard for Collection Development Policy*

*Each library service should have a Collection Development Policy to guide the development and maintenance of library collections and access to resources. It should be endorsed by the library’s Council, aligned to the Strategic Plan and updated every 2 to 4 years.*

The Collection development policy provides a formal mechanism for the development of the collections of the Burdekin Library and is an important document for the Library Service.

### Link to Corporate/Operational Plan

Burdekin Library Strategic Plan 2011 – 2015

Objective 9: To provide up to date policies and procedures

### Consultation

State Library of Qld, Director Corporate & Community Services, Library Staff

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## **Legal Authority or Implications**

N/A

## **Policy Implications**

Nil

## **Financial and Resource Implications**

Nil, collection budget provided by State Library of Queensland State Library of Qld, Director Corporate & Community Services, Library Staff

## **Report prepared by:**

John Scott, Manager Library Services

## **Report authorised by:**

Dan Mulcahy – Director of Corporate & Community Services

## **Attachments**

1. Burdekin Library Collection Development Policy



## Library Collection Development Policy

**Commencement Date:** <D Month YYYY>

**Function:** The Arts and the Library

### RESPONSIBILITIES

<b>Policy Owner</b>	<i>Director Corporate and Community Services</i>
<b>Policy Contact</b>	<i>Manager Library Services</i>
<b>Approval Authority</b>	<i>Council</i>
<b>Next Review Date</b>	<D Month YYYY>

### REVISION HISTORY

Rev	Status	Date	Approver / Meeting	Resolution / Document No.
0	DRAFT	16 July 2013		

### 1 PURPOSE

This policy provides a formally endorsed framework for the development, acquisition, and maintenance of the library collections.

### 2 SCOPE

This policy applies to all Library personnel and suppliers.

### 3 EXCEPTIONS

Nil

### 4 DEFINITIONS

**'collection'** means the total accumulation of books and other materials owned by the Burdekin Shire Library, organised and catalogued for ease of access by its users.

**'floating collection'** means that any material returned to a branch of the library stays at that branch rather than being returned to the branch where it was borrowed.

### 5 OBJECTIVES

The objectives of this policy are to:

- ensure the provision of, and access to, resources to support the informational, educational, recreational and cultural needs of the community;
- facilitate community participation in the selection of library resources through purchase suggestions; and
- provide a formally endorsed framework for the development, acquisition and maintenance of the library collections.



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## 6 POLICY STATEMENT

- 6.1 The procurement of library resources is managed in accordance with Council's Purchasing Policy. Whenever possible, library suppliers are sourced from the Local Government Association of Queensland (LGAQ) Local Buy contract for the provision of library resources.
- 6.2 Funding for the Burdekin Library Resources Budget is derived largely from the State Library of Queensland and Burdekin Shire Council.
- 6.3 Library collections are evaluated regularly by suitably experienced personnel to ensure their currency, accuracy, quality, and ongoing appeal and usefulness. This evaluation includes ongoing weeding and discard practices, as well as regular stock-takes to ensure the integrity of the library catalogue.
- 6.4 Most library collections are available for loan. Exceptions include local history materials that are for in-house use only. Access to the collections is via the library catalogue. Through the catalogue, customers can identify titles and hold titles for future collection.
- 6.5 Library collections are regularly refreshed across the library using the principle of "floating collections" and through the periodic transfer of library items from one library to another.
- 6.6 The Manager Library Services is responsible for all collection development matters and will respond to all concerns about content raised by community members.
- 6.7 The following principles will apply to the future development of the library collection:

### **General Library Collection**

- The collection development process will ensure that materials are available in a variety of formats, which may include, but are not limited to, print, serial, audio-visual and digital formats. While the relevance of the content of the material is of primary consideration, format can affect suitability. Material must be suitable for public lending purposes with consideration to appropriate distribution and licensing agreements, packaging, and presentation.
- Material with distribution restrictions will generally not be purchased, however, some material, such as electronic resources, may be purchased for the collection and made available for use as reference items in the library.
- Materials prohibited by law will not be considered for inclusion in the collection. Council is obliged to comply with decisions made under lawful federal or state prohibition, for example by the Classification Board.
- Council is not a censoring body. No material will be rejected or removed from the library collection solely on the basis of artisan or doctrinal disapproval, or because of concern that children may access some materials intended for adult use. Parents or guardians are responsible for the suitability of materials perused or borrowed by their child.
- Council supports the principles of equity and access encapsulated in the Australian Library and Information Association's (ALIA) policy statements including Statement on Public Library Services and Statement on Free Access to Information.
- Donated material is accepted on the clear understanding by the donor that the library service may dispose of those items that fail to meet the criteria for collection development, and that items may be discarded at a later date in accordance with collection maintenance guidelines. Only material considered appropriate to the collection will be considered.

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- Textbooks prescribed for study may be included in the collection where they are of general interest or value to the community and they are the most appropriate materials available. Textbooks for formal courses of study will not be included in the collection.
  - Every member of the community shall have the right to suggest materials for consideration for purchase by the library service. Specific titles requested by registered members of the library service may be purchased if they meet the criteria for collection development. Material not suitable for purchase may be obtained on inter-library loan.
  - Requests for reconsideration of a selection decision must be submitted in writing to the Manager, Library Services. All requests for reconsideration are actioned using ALIA's policy statement on Statement on Free Access to Information. Customers will be notified of the outcome of the review in writing.
  - The criteria used when making selection decisions include:
    - The suitability of the item in terms of subject, style, accuracy, level and language. Consideration is given to impartial reviews and to the reputation of the publisher and/or author. Priority is given to material that is popular as well as being relevant to Burdekin lifestyles and trends
    - The construction quality of the item. Material should be attractive, well made and durable
    - The potential use of the item. Library personnel use their experiences, knowledge and historical data to anticipate demand and identify potential turnover of new titles
    - The make-up of the collection
    - Consideration is given to how the item would strengthen the collection, whether it would fill a gap, supplement or update the existing collection, or provide an alternative viewpoint. Consideration is also given to whether the item is widely available elsewhere in the community
    - Cost and availability
  - Individual purchasing decisions are made for each item on merit. Library Resources must be purchased in accordance with Council's Procurement Policy.
  - Photographs must be of significant research and cultural interest. They should enhance understanding of the Burdekin and focus on significant themes relating to its history, heritage and character. It is the practice of the Library Service to digitise the photographic collection and make the digital copies accessible from the library catalogue. Digitisation must comply with copyright legislation. The Library will confirm copyright ownership and clearance for each digitised image.

### **Reference and Information Resources**

Reference resources will be made available in the most appropriate format to ensure accuracy and currency of information, and where possible, be available to the community outside opening hours via online access. Electronic resources are the preferred option.

### **Languages Other Than English**

The library service borrows small collections in languages other than English from the State Library of Queensland and these are regularly reviewed for usage and need. Bilingual material meeting the needs of a variety of age groups and reading levels, including that associated with learning a specific language (including English) may be included in the collection.

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### **Local History Collection**

The emphasis of the collection is on records and information of local value rather than of state or national significance. Items may include:

- published and unpublished material including biographies, genealogies, oral histories, statistical information, photographs, newspapers and maps;
- births, deaths, marriages and cemetery indexes; shipping lists and other relevant publications.

The collection continues to expand through the generous contributions made by the Burdekin community. Donations of photographs and other heritage materials are always appreciated but are accepted on the clear understanding by the donor that the library service may dispose of those items which fail to meet the criteria for collection development or be discarded at a later date in accordance with collection management guidelines

## **7 LEGISLATION**

Libraries Act 1988

## **8 ASSOCIATED DOCUMENTS**

State Library of Queensland, *Guidelines and Standards for Queensland public libraries*

Australian Library and Information Association, *Statement on public library services*

Australian Library and Information Association, *Statement on free access to information*

Australian Library and Information Association, *Library and information services and Indigenous peoples*

Australian Library and Information Association, *Library and information services for people with a disability*

Local Government Association of Queensland, *Local Buy Contract for the Provision of Library Resources to Queensland Local Government*

Burdekin Shire Council Purchasing Policy



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## 6.6 Museum of Tropical Queensland Community Pass Program

### Document Information

**Referring Letter No:** 1264867

**File No:** 446

**Name of Applicant:** Museum of Tropical Queensland

**Location:** Townsville

**Author and Title:** Mrs Janice Horan, Grants and Property Officer

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### Executive Summary

At its meeting held on 11 June 2013, Council decided not to enter into a further three year agreement with the Museum of Tropical Queensland (MTQ) for the Community Pass Program at a cost of \$10,798 (ex GST) per annum. It was decided to seek further advice from MTQ on the level of service that could be offered for a contribution of \$5,399 (ex GST) per annum

### Recommendation

That Council agrees to enter into a new agreement formalising Council's participation in the Community Pass Program with the Museum of Tropical Queensland for the period 1 August 2013 to 30 June 2016 for a reduced annual fee of \$5,399 (ex GST) providing that the Museum of Tropical Queensland continues to supply Council with visitation statistics and continues to market and promote the Community Pass Program and Museum of Tropical Queensland within the Burdekin Shire, noting that Burdekin Shire residents will be entitled to the following:

- Half priced admission to MTQ's permanent exhibitions and general facilities. (MTQ would reserve the right to charge additional fees for admission to any short-term or periodical special events including high investment programs such as touring exhibitions);
- Free access to curriculum-based education programs for schools. (Educational groups who require lesson plans to be guided or delivered by MTQ's specialist education staff would be subject to a small fee [currently \$5.50 per student].
- Half priced access to MTQ's new membership program (see attached letter for details); and
- Monthly free day.

### Background Information

Council's existing agreement to participate in the Community Pass Program with the MTQ expired on 30 June 2013.

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Council has entered into 4 agreements with MTQ as follows:

- 8 March 2004 to 31 December 2007
- 1 January 2008 to 30 June 2009
- 1 July 2009 to 30 June 2012
- 1 July 2012 to 30 June 2013.

As directed by Council, advice was sought from MTQ as to what arrangements could be put in place for a contribution of \$5,399 (ex GST) per annum.

The following advice is proposed by MTQ:

Residents of the Burdekin Shire area could be provided with the same offer available to Townsville residents, which includes

- Half priced admission to MTQ's permanent exhibitions and general facilities. (MTQ would reserve the right to charge additional fees for admission to any short-term or periodical special events including high investment programs such as touring exhibitions);
- Free access to curriculum-based education programs for schools. (Educational groups who require lesson plans to be guided or delivered by MTQ's specialist education staff would be subject to a small fee [currently \$5.50 per student].
- Half priced access to MTQ's new membership program (see attached letter for details); and
- Monthly free day.

Please refer to the attached letter for details of admission and membership fees proposed for Burdekin residents (effective August 2013). The timeframe for the proposed new agreement is 1 August 2013 to 30 June 2016.

### **Link to Corporate/Operational Plan**

5.4 Plan and encourage equitable access to facilities, services and opportunities for all members of the community.

### **Consultation**

Director of MTQ

### **Legal Authority or Implications**

Nil

### **Policy Implications**

Nil

### **Financial and Resource Implications**

\$5,177 saving on previous annual payment

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**Report prepared by:**

Mrs Janice Horan, Grants and Property Officer

**Report authorised by:**

Mr Dan Mulcahy, Director of Corporate and Community Services

**Attachments**

Nil



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## 6.7 Draft Land Management Plan for Community Consultation - Ayr Showgrounds

### Document Information

**Referring Letter No:** N/A

**File No:** 1017

**Name of Applicant:** N/A

**Location:** Ayr Showgrounds

**Author and Title:** Connie Elton, Corporate Management Support Officer

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### Executive Summary

It is a requirement of Council to monitor and review Land Management Plans over Reserves and Deeds of Grant in Trust at appropriate intervals.

The Ayr Showgrounds Land Management Plan has been reviewed and updated in the latest Department format for the purpose of undertaking community consultation.

### Recommendation

That Council approves to undertake community consultation, by way of public advertisement on a Draft Land Management Plan for the Ayr Showgrounds (Lot 45 on Plan GS490 and Lot 88 on Plan GS312). Feedback will be sought from the community over a period of 21 working days.

### Background Information

A Land Management Plan for the Ayr Showgrounds was prepared in consultation with the Ayr Pastoral, Agricultural and Industrial Association and adopted by Council on 18 April, 2000. The Management Plan was open for public consultation from 15 March – 29 March 2000. No comments were received. Subsequently the Management Plan was approved by the Department of Natural Resources and Mines on 25 August, 2000.

Council at its meeting held 19 April 2005 resolved to adopt a Land Management Plan for Secondary Use of Trust Land for the Ayr Showgrounds as a draft document for the purposes of entering into community consultation. The draft Land Management Plan was amended in consultation with the Department to include provisions of the Department's Secondary Use of Trust Land Policy.

Council consulted with the community and caravan park operators by way of public meetings held in Ayr (26 May 2005) and Home Hill (12 May 2005).

Divergent views were raised on Council's interpretation of the impact a motorhome park may have on local caravan park owners. Local caravan park operators responded with a general

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consensus the operation of an additional motorhome park would have an adverse affect on existing operators, contrary to the advice provided in Council's Land Management Plan.

The consultation responses were forwarded to the Department for comment. The Department responded with the recommendation that Council demonstrate that the operation of a motorhome park would not have an adverse affect on local caravan park operators. No further action was taken at this time.

The Land Management Plan has again been reviewed and updated in the latest Department format for the purpose of undertaking community consultation.

Community consultation in relation to this draft Land Management Plan is proposed to be undertaken as follows:

**Newspaper Public Notice**

A public notice will be published in the Ayr Advocate, inviting public submissions. A copy of the public notice will also be displayed on Council's website.

**Display and Distribution of Draft Plan**

Copies of the draft management plan will be made available to view or download from Council's website. Hardcopies of the plan will also be made available from the Council Chambers.

**Link to Corporate/Operational Plan**

6.1 Promote community participation, support community groups, and maintain and grow social capital.

6.4 Facilitate and provide ongoing support for approved community groups.

**Consultation**

Previous community consultation on a Draft Land Management Plan and discussions with DNRM.

**Legal Authority or Implications**

In accordance with DNRM Policy on Secondary Use of Trust Land and the Land Act 1994.

**Policy Implications**

N/A

**Financial and Resource Implications**

N/A

**Report prepared by:**

Connie Elton, Corporate Management Support Officer

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**Report authorised by:**

Dan Mulcahy, Director of Corporate and Community Services

**Attachments**

Basic Trust Land Management Plan – Ayr Showgrounds





**BURDEKIN SHIRE COUNCIL**

**BASIC TRUST LAND MANAGEMENT PLAN  
AYR SHOWGROUNDS - DEED OF GRANT IN TRUST (DOGIT)  
LOT 45 ON PLAN GS490 AND  
LOT 88 ON PLAN GS312**

**Land Management Plan Duration:** Minimum of 10 years - maximum of 30 years or from the date of approval to the expiry of the Trustee Lease, if applicable.

**1. COMPLIANCE WITH LEGISLATION, PLANNING SCHEMES ETC**

This Land Management Plan is prepared in accordance with the Land Act 1994 and Department of Natural Resources and Mines (DNRM) Policies - Policy Number: PUX/901/209 and Caravan Park Policy PUX/901/102 Version 3.

It is the responsibility of the Management Agent (being the Ayr Pastoral, Agricultural and Industrial Association) to ensure that all activities conducted on the trust land are done so within the provisions of all relevant Local Laws, Council's IPA Planning Scheme, State and Commonwealth Statutes (and amendments).

**2. TRUSTEE DETAILS**

Burdekin Shire Council  
PO Box 974  
Ayr 4807

**3. EXISTING TENURE OF THE SUBJECT LAND**

Land Description	Deed of Grant in Trust (DOGIT)	Deed of Grant in Trust (DOGIT)
Lot and Plan	Lot 45 on Plan GS490	Lot 88 on Plan GS312
Parish	Antill	Antill
County	Gladstone	Gladstone
Local Government	Burdekin Shire Council	Burdekin Shire Council

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Land Management Plan  
Ayr Showgrounds DOGIT  
Lot 45 on GS490 & Lot 88 on GS312

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Area of Land	8.903 hectares	1.29 hectares
Conditions of Tenure	Council holds the abovementioned land upon trust for Showground purposes and for no other purposes whatsoever.	

#### 4. EXISTING DESCRIPTION OF THE SUBJECT LAND

##### History of the Subject Land

Lot 45 – Deed of Grant in Trust issued on 27 April, 1967.  
Burdekin Shire Council as Trustee recorded as registered proprietor on 30 June 1983.

Lot 88- Deed of Grant of Land issued to Burdekin Shire Council on 20 January, 1983.

##### Local Area Description

The land is zoned 'Public Purpose' allowable uses under Burdekin Shire Council's IPA Planning Scheme include use by government, or an instrumentality of government for the provision or delivery of services, or for the conduct of its statutory duties and affairs.

##### Existing Use and Interests:

The primary purpose of the trust land is for showgrounds (lawful fettered uses include: exhibitions, funfairs, rodeo yards, showgrounds and travelling circuses).

The Burdekin Annual Show is to be held each year in June. The event includes free family entertainment, rides, showbags, food stalls, equestrian program, fireworks, exhibits and retail displays.

Council continues to work with the Management Agent to maintain the grounds and facilities and will also continue to periodically review the intrinsic value of the land and improvements to warrant retention for its gazetted purposes.

##### Existing Secondary Use - Public Halls

Council accepts the operation of public halls on the land which operate as a fundraiser for the Association. The public halls may be used purposes connected to the above activities.

The main showgrounds hall is used for general event hire such as weddings, birthdays, church groups, wakes etc. Including hire to commercial organisations.



### **Existing Interests**

No existing Trustee Lease exists over the trust land. A Management Agent (The Ayr Pastoral Agricultural and Industrial Society) has been appointed to manage all administrative tasks associated with the operation of the Ayr Showgrounds buildings and facilities, and to maintain the grounds in a neat and tidy condition.

The Management Agent is bound by the statutory obligations and conditions of a management agreement. A copy of the agreement can be found annexed to this plan. **Appendix A**

The Rotary and Lions Clubs have storage sheds erected on the trust land. The Clubs are responsible for the maintenance and up-keep of the sheds and surrounding grounds. Use of the facility is restricted to club members.

### **Exclusivity and Restrictions of Proposed Uses of the Public Hall and Associated Development:**

Excluding the buildings located on the trust land that are occupied by the Rotary and Lions Clubs, any area will be available for use by community organisations/associations or individuals providing permission is obtained by the Management Agent.

Restricted Club Permits and General Purpose Permits will generally be allowed subject to the specific approval by Council. Gaming licences will not be allowed.

All forms of development such as changes in land use or the erection of any fixed improvements will require the approval of the Council.

### **Existing Infrastructure:**

Council was appointed Trustee of the lands in 1983. Prior to this date, the land was under the control of other Trustees.

Prior to the appointment of the Council as Trustees, the majority of the existing improvements were erected and development undertaken.

With the Council now as Trustee, consent of the Council is now required for improvements to be erected on the land.

Existing improvements include horse stables, public hall, secretaries building, pavilions, ablutions, bar enclosures, sheds, caretakers' residence, arena and perimeter fencing, ticket booths and power poles and power boxes.

The existing caretaker's residence was demolished in August 2012 due to the building being beyond reasonable repair. Council replaced the building in December 2012 with a 2 bedroom demountable caretakers' cabin to



accommodate an on-site caretaker. The Management Agent (The Ayr Pastoral, Agricultural and Industrial Society) funded part of the development.

**Detailed Site Description**

A sketch detailing the improvements and their location on the property is attached at **Appendix B**.

**Native Title Status:**

To be advised by the Department of Natural Resources and Mines (DNRM).

**5. PROPOSED USES/S OF THE SUBJECT LAND**

Use of the trust land will be in accordance with the Land Act 1994 and the policies of the Department of Natural Resources and Mines.

Due to the location of parks and schools in the area, passive use of the trust land by residents is limited. Ad hoc requests are received and will continue to be received from members of the community to utilise the grounds and facilities located on the trust land. The Management Agent considers/approves each request on a case by case basis.

Council is supportive of the following proposed secondary uses:

**1. Use by Community/Not for Profit Associations**

Council has encouraged secondary use of the land by community based not-for-profit organisations, recreation clubs and associations' and commercial organisations where it is related to the activities of recreation and showgrounds as it is Council's objective to improve the sporting, recreational, welfare, cultural, social, economic or business interests of the Shire.

**Constraints and Opportunities of the Proposed Use by Associations:**

The Management Agent is to ensure activities conducted upon the trust land are done so in accordance with this Land Management Plan and without undue interruption or obstruction to existing uses.

Opportunity exists for community based not-for-profit community organisations or associations or individuals to utilise the trust land to encourage community participation, and utilize/improve/develop existing infrastructure in consultation with the Management Agent.

Opportunities identified include improving and encouraging community participation/utilisation of the trust land while assisting in the revegetation, rehabilitation and maintenance of the Showgrounds assets.

**Development Intended**

There is currently no development intended. All forms of development such as changes in land use or the erection of any fixed improvements will require the approval of the Council.

**Exclusivity and Restrictions of Proposed Use by Associations and Associated Development:**

Use is subject to approval by the Management Agent. Approvals may also be subject to Government approval if funding is provided.

The extent of the public's right of access has been reviewed. Council understands the existing fencing promotes exclusive use, however the fencing is required to prevent public intrusion and to protect the assets and grounds.

Restricted club permits and general purpose permits will generally be allowed subject to the specific approval by Council.

Gaming licences will not be allowed.

Excluding the buildings located on the trust land that are occupied by the Rotary and Lions Clubs, any area will be available for use by other community groups or individuals or commercial organisations providing permission is obtained by the Management Agent.

**Commerciality:**

Commercial use of the land will not be considered if the nature of those commercial activities has a negative effect on the public's interest.

Minor commercial activity will be considered providing:

1. The activity is consistent with those outlined in this document.
2. Funds levied are to maintain or develop the facilities of the Trust land or to provide a service for the public.
3. The scale of income generated is light to moderate, and the activities carried out to generate funds are derived from activities carried out in accordance with the Trust land purpose.
4. Only a small area is occupied by profit making facilities.

**2. Motorhome Area (Self-contained Motorhomes Only)**

The Council agrees in principle to the use of part of the land for the purposes of conducting the operation of a Motorhome area for parking of self-contained motorhomes only.

Approval is subject to compliance with the following acts, regulations and local government policies and plans:



1. Land Act 1994;
2. Land Regulation 2009, which are regulations that enhance the clauses of the Land Act 1994;
3. DNRM Policies, including the Secondary Use of Trust Land Policy PUX/901/209, Caravan Park Policy PUX/901/102, and Land Management Planning Information Kit;
4. Environmental Protection Act 1994;
5. Local Government Act 2009;
6. Sustainable Planning Act 2009,
7. Burdekin Shire Council's IPA Planning Scheme; Material Change of Use application;
8. Burdekin Shire Council – Land Management Plan, Ayr Showgrounds;
9. Compliance with relevant Local Laws. (Council's local law for Caravan Parks

The designated area for the purposes of periodic/short term parking for travellers with fully self-contained motorhomes has been identified at **Appendix C**.

Council has considered the following factors prior to approving use of the land for such activity:

**Sanitation**

Facilities for the disposal of toilet waste and greywater from the motorhomes e.g. Dump Ezy dump points are not provided on-site. Patrons are to travel into town to use these facilities.

**Litter Control**

Motorhomers are to be responsible for disposal of all waste and litter.

**Land Degradation**

The Management Agent will observe its 'duty of care' for the Trust land which will entail preventing degradation and contamination and ensuring good management practices prevail and will also fulfil its statutory obligations in accordance with:

- Land Act 1994 and Land Regulation 2009;

**Length of Stay**

Any stay will be limited to no longer than three (3) nights which may be extended to no more than seven (7) nights with the proviso that:

1. there is no adverse affect on local licensed caravan and/or tourist park owners; and,
2. The Motorhome is able to store all toilet waste and grey water for this length of time.



It is recognised that the trust land could be used for camping at other times but only for the travelling public and taking into account relevant issues including having regard to the Department's Caravan Park Policy PUX/901/102.

**Type of Facilities Provided**

The designated area has been identified at **Appendix C** attached. No facilities on the basis that the motorhomes are fully self-contained.

Onsite accommodation and facilities such as kiosk, laundry and associated facilities are not available. The travelling public are to use the facilities within their motorhome or travel into town to access these facilities.

Offering limited facilities will ensure the operations do not tend toward a commercial caravan park or activities of commercial nature.

Ongoing maintenance and upgrade of the existing facilities is the responsibility of the Management Agent.

**Affect on Local Licensed Caravan and/or Tourist Park Owners**

All local licensed Caravan/Tourist Park operators will have the opportunity to consult with Council on the proposed secondary use.

**Constraints and Opportunities:**

In accordance with Burdekin Shire Council's IPA Planning Scheme, a Material Change of Use application will need to be approved prior to utilising the land as a Motorhome area.

It is the obligation of the Management Agent, to ensure activities conducted upon the trust land are done so in accordance with this Land Management Plan and without undue interruption or obstruction to existing uses.

Council's support of a restricted motorhome area is based on the following:

- The motorhome traveller is a low infrastructure tourist and tends not to frequent caravan parks.
- If low infrastructure, low cost parks are available, the motorhome traveller is likely to stop.
- Feedback from Motorhome organisations suggests that if low infrastructure, low cost parks are not available in the district, the likely result will be that these travellers will avoid the district.
- The community can gain a financial benefit by attracting motorhome travellers to the district and restrict the loss of economy accommodation by preserving caravan parks and camping grounds on State-owned land.

When a rally is being held, the number and location of sites will increase providing that environmental, health and safety concerns of the Council are satisfied. The total number of sites will not exceed 50 at any given time. It is also understood that the number of rallies may be not more frequent than one per year.

In allowing this activity the Council is cognisant of the trend of motorhomes to hold rallies and the inability of the Shire to adequately cater for these forms of transport. Such rallies are infrequent and do not interfere with the operation of the land.

The motorhome activity is not considered to be commercial in size and is to be run to raise funds for the upgrade and upkeep of the facilities upon the trust land. The motorhome area is not to evolve into a commercial activity by incremental progression.

The motorhome area is to be run in accordance with provisions of all relevant Local Laws, Council's IPA Planning Scheme, State and Commonwealth Statutes (and amendments). All applications will also be considered in accordance with the Department's Secondary Use of Trust Land Policy PUX/901/209.

#### **Maximum Capacity**

It is considered that the land may hold up to 50 sites maximum at any one time. It is understood that from a practical point of view, the number of sites occupied at any one time will be considerably less than this.

#### **Development Intended**

There is currently no development intended. All forms of development such as changes in land use or the erection of any fixed improvements will require the approval of the Council.

#### **Exclusivity and Restrictions of Proposed Motorhome Area and Associated Development:**

The Council and the Management Agent will conform with the principles of PUX/901/102 (Version 3) Caravan Park and PUX/901/209 (Version 5) Secondary Use of Trust Land namely:

- retention of, and primary use of, trust land for camping and recreation and showgrounds;
- ensure uses of trust land containing a commercial element are appropriately managed;
- limit intensive development;
- ensure the use does not diminish the purpose of the trust land or adversely affect any local licensed caravan and/or tourist park owners, or other private businesses;



- maintain equitable access to the public;
- manage and protection of assets; and
- limit the period of continuous occupation.

**Commerciality:**

Commercial use of the land will not be considered if the nature of those commercial activities has a negative effect on the public's interest.

Minor commercial activity by not-for-profit organisations will be considered providing:

1. The activity is consistent with those outlined in this document.
2. Funds levied are to maintain or develop the facilities of the Trust land or to provide a service for the public.
3. The scale of income generated is light to moderate, and the activities carried out to generate funds are derived from activities carried out in accordance with the Trust land purpose.
4. Only a small area is occupied by profit making facilities.

**3. Other Uses**

Other allowable uses include night time illumination of fields for activities consistent with those outlined in this document.

**Constraints and Opportunities:**

It will be an obligation of the Management Agent, to ensure activities conducted upon the trust land are done so in accordance with this Land Management Plan and without undue interruption or obstruction to existing uses.

Opportunity exists for not-for-profit community organisations/associations or individuals to occupy the trust land to encourage community participation, and utilize/improve/develop existing infrastructure.

**Development Intended:**

All forms of development such as changes in land use or the erection of any fixed improvements will require the approval of the Council.

Future allowable development will include infrastructure and improvements deemed consistent with the purpose of the trust land and which would not detract from the public use of the land.



**Exclusivity and Restrictions of Proposed Use and Associated Development:**

Excluding the buildings located on the trust land that are occupied by the Rotary and Lions Clubs, any area will be available for use by not-for-profit community organisations/associations or individuals or commercial organisations providing permission is obtained by the Management Agent.

Restricted club permits and general purpose permits will generally be allowed subject to the specific approval by Council.

Gaming licences will not be allowed.

All forms of development such as changes in land use or the erection of any fixed improvements will require the approval of the Council.

**Commerciality:**

Commercial use of the land will not be considered if the nature of those commercial activities has a negative effect on the public's interest.

Minor commercial activity will be considered providing:

1. The activity is consistent with those outlined in this document.
2. Funds levied are to maintain or develop the facilities of the Trust land or to provide a service for the public.
3. The scale of income generated is light to moderate, and the activities carried out to generate funds are derived from activities carried out in accordance with the Trust land purpose.
4. Only a small area is occupied by profit making facilities.

**6. COMMUNITY CONSULTATION**

Interest has been expressed in the past by the Ayr Pastoral, Agricultural and Industrial Association (formerly the Ayr Show Committee) in utilising the trust land for the operation of a motorhome area (for self-contained motorhomes only). A management plan was adopted by Council on 18 April 2000 after consultation with the Association. The management plan was subsequently approved by the Department of Natural Resources and Mines on 25 August 2000.

A review of the plan was undertaken in 2005, Council resolved at its meeting 19 April 2005 to adopt the Land Management Plan for the purposes of entering into community consultation prior to finalising the document. Community consultation was undertaken by way of public meetings in both Ayr (held 26 May 2005) and Home Hill (held 12 May 2005). Feedback was received from local caravan park operators. No further action was followed to progress the proposal.

Community consultation in relation to this management plan is proposed to be undertaken as follows:

**Newspaper Public Notice**

A public notice will be published in the Ayr Advocate, inviting public submissions in respect of this draft management plan. A copy of the public notice will also be displayed on Council's website: [www.burdekin.qld.gov.au](http://www.burdekin.qld.gov.au).

**Display and Distribution of Draft Plan**

Copies of this consultation draft management plan will be made available to view or download from Council's website at [www.burdekin.qld.gov.au](http://www.burdekin.qld.gov.au).  
Hardcopies of the plan will also be made available from the Council Chambers, 145 Young Street, Ayr.

**7. GOALS OF THE LAND MANAGEMENT PLAN**

The plan will ensure the amenity and prevailing value of the site is not diminished in any way and that the community benefits to be derived from the use of any part of the site for its dedicated purpose are maximised, managed effectively by Council and the Management Agent in line with the objects of the Land Act 1994.

**8. MONITORING AND REVISION**

Council is committed to ensuring the ongoing maintenance of the area is carried out by the occupiers of the land. This includes the responsibility for chemical or mechanical maintenance (round-up/slashing) around all structures and facilities where fire could impact on such assets. Pests and declared weeds would need to be well maintained.

Council is committed to ensure that all responsibilities and obligations of the Management Agent are complied with.

The community is also encouraged to lodge with Council their complaints/concerns or suggestions regarding Council matters. Any matters relating to the trust land are referred to the relevant staff for attention and follow up.

Council staff will monitor activity within the trust land to ensure this Land Management Plan is relevant and being complied with. This Land Management Plan will be reviewed as and when the need arises and in any case, at the expiration of the Management Agreement.

**9. SUMMARY AND RECOMMENDATIONS**

The primary goal of the Land Management Plan is to ensure the continued use of the trust land is in accordance with the gazetted purpose and in a way that benefits the community.

**10. APPENDICES**

Appendix A - Management Agreement

Appendix B - Detailed Site Plan

Appendix C - Plan Identifying Designated Area for Self-Contained Motorhomes

Appendix D - Locality Map

Appendix E - Site Map





## **Burdekin Shire Council**

**Management Agreement  
for Operation of the  
Ayr Showgrounds  
9-21 Edwards Street, Ayr**

## **1. INTRODUCTION**

Council is seeking interested community groups/organisations/associations/individuals to:

- manage all administrative tasks associated with the operation of the Ayr Showgrounds buildings and facilities, and
- to maintain the grounds in a neat and tidy condition.

The appointment of a Management Agent will be by way of agreement for a period of three (3) years.

## **2. BACKGROUND INFORMATION**

The Ayr Pastoral Agricultural & Industrial Association entered into a ten (10) year lease arrangement commencing 24th February 2003 to manage and maintain the Ayr Showgrounds. In March 2010, the Association advised Council that it wished to surrender the lease over the Ayr Showgrounds due to the lack of funds held by the Association to maintain the buildings and fixtures on the Reserve. Council is now seeking interested community groups/organisation/association/individuals to take over the management of the Ayr Showgrounds.

## **3. PARTICULARS OF SERVICES**

- 3.1. The Management Agent will be fully responsible for the operation, management and minor maintenance of all of the buildings, facilities and grounds referred to in Appendix 1.
- 3.2. It will be the responsibility of the Management Agent to co-ordinate and engage local community groups wishing to utilise particular areas within the Reserve.
- 3.3. The Reserve is gazetted for Showground purposes and activities conducted within the reserve must be consistent with the Reserve purpose. Users will also need to be aware that there may be a requirement to vacate the Showgrounds facilities in preparation for the Annual Show.
- 3.4. Buildings located on the Reserve that are occupied by the Rotary and Lions Club are excluded from this agreement. The maintenance and operation of these buildings is the responsibility of the Rotary and Lions Clubs.
- 3.5. As part of the future arrangement a Caretaker will be appointed to provide assistance with the maintenance and upkeep of the grounds. The Caretaker duties are performed in lieu of rent, electricity, sewerage and water charges. It is the responsibility of the Council and Management Agent to work with the Caretaker to develop a comprehensive list of Caretaker duties. An example of duties can be found at Appendix 2.

## **4. MANAGEMENT AGENT'S OBLIGATIONS**

The Management Agent shall diligently carry out the following duties in respect of the Ayr Showground Reserve:

- 4.1. The Management Agent shall manage the buildings and facilities to allow the use/hire by members of the public in accordance with all Laws, Local Laws and Regulation and any rules as adopted and amended by Council at all times.
- 4.2. At the time of entering into this contract, the Management Agent will be required to nominate to Council the person or persons responsible to Council on a day to day basis for the management of the Showgrounds Reserve.
- 4.3. Collection of all fees and charges associated with the dealings held between the Management Agent and the community.
- 4.4. Promote and operate a customer friendly environment for customers utilising the area.
- 4.5. Explain limitations and specific boundaries to all customers to ensure an understanding of their responsibilities while occupying designated parts of the reserve.

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- 4.6. Ensure that all customers and persons using the premises do so in a manner so as not to cause undue noise, or interfere in any other way with other persons/neighbouring occupiers reasonably using facilities within the vicinity of the area.
  - 4.7. Ensure satisfactory customer service is available during each day that the Facility is required to be open to the public; including a satisfactory out of office procedure.
  - 4.8. The Management Agent shall employ such number of employees as are required to be on duty from time to time to ensure the proper supervision, management, public safety and the protection of the property at all times. The Management Agent shall advise the Council of the number of employees that shall be employed at any one time.
  - 4.9. The Management Agent shall personally meet with Council Officers when required by the Council and produce to the Council as and when required by the Council the following information:-
    - 4.9.1. records of occupation (including types of occupation, length and other such information that Council may require from time to time;
    - 4.9.2. accident report records;
    - 4.9.3. records of rentals and income received from hire of the Showgrounds hall e.g. audited financials;
    - 4.9.4. any other reports as requested by the Council from time to time.
  - 4.10. If the Management Agent becomes aware of persons who have been injured while attending at the facility, the agent must ensure the person immediately seeks first aid or medical assistance.
  - 4.11. As soon as possible after the Management Agent has complied with the provisions of the clause 4.11, the agent shall notify the Council by telephone or otherwise by the quickest medium, of all of the facts and circumstances surrounding the aforesaid injury or illness.
  - 4.12. The Management Agent shall forthwith after the occurrence of any misadventure effecting the public, public safety or the property of the Council; notify the Council in writing of full particulars of such misadventure.
  - 4.13. Upon becoming aware of any theft or loss of property within the facility the Management Agent should notify both the officer in charge at the nearest Police Station and the Council of the full particulars of the theft or loss of property.
  - 4.14. The Management Agent or occupant must not without the written consent of the Council, conduct any other business activity other than what has been agreed in the management agreement at or from the premises.
  - 4.15. **Management Agent Financial Arrangements**

The Management Agent is responsible for the following expenses and outlays:

- 4.15.1. All administrative tasks associated with the operation of the Reserves buildings and facilities e.g. handling bookings, charging and recouping expenses
- 4.15.2. Staffing, operational costs and public liability
- 4.15.3. Cleaning and presentation of the land, building, fixtures, fittings including maintenance of grounds, water pipes and drains (to the extent that same are situated above the ground);
- 4.15.4. Supply of the all plant and equipment required to perform maintenance duties;
- 4.15.5. Removal of green waste;
- 4.15.6. Private telephone costs and charges;
- 4.15.7. Any required licenses and permits;



- 4.15.8. Erosion and weed control.

**4.16. Provision of Labour and Materials**

The Management Agent will be required to:-

- 4.16.1. Ensure Caretaker's compliance with Caretaker's contract and assigned duties.
- 4.16.2. Arrange the procurement and management of all labour necessary to ensure the proper management, operation, and cleaning of the facility;
- 4.16.3. The Management Agent together with its/his/her employees shall be neat and clean in appearance, courteous to the public and in a state of strict sobriety at all times whilst on duty or when any part of the facility is open to use by members of the public.
- 4.16.4. The Management Agent shall maintain and shall ensure that its/his/her employees maintain a state of good public relations with persons using the facility.
- 4.16.5. The Management Agent together with its/his/her employees shall not make any press or public comment concerning the facility unless the Management Agent and/or it/his/her employees have first obtained the permission to do so from the Council.

**4.17. Absence of Management Agent**

- 4.17.1. The Management Agent shall be responsible for the engagement and payment of any relief staff required during any periods of absence by the Management Agent.
- 4.17.2. The Management Agent shall obtain the written consent of Council as to the appointment of any relief staff whom the Management Agent seeks to engage to manage the facility during any periods of absence of the Management Agent.

**4.18. Cleaning and Maintenance**

- 4.18.1. Ensure that all facilities are cleaned and maintained at all times and in an appropriate condition for use by public and hirers.
- 4.18.2. Ensure that the facility and any improvements in the facility (including and without limiting the generality of this), all buildings, shade sails, fences and recreational equipment are regularly monitored and any maintenance items reported to Council's representative immediately after such matters come to the attention of the Management Agent.
- 4.18.3. The Management Agent shall accompany Council's representative on an annual (or other times as required) safety inspection of the facility.
- 4.18.4. The Management Agent shall undertake any operational procedure required by the Council to be instigated to ensure the safety of the public or in maintaining public health standards in the facility.
- 4.18.5. The Management Agent is responsible to supply and maintain plant or equipment required to maintain around the hall and buildings. Council will not be responsible for any breakdown or repair.
- 4.18.6. The Management Agent shall not burn or permit to be burnt upon the premises or any part thereof any rubbish or waste or any other matter or thing unless approved by the appropriate authority.
- 4.18.7. The Management Agent shall ensure the orderly collection of litter and placement of garbage in containers.
- 4.18.8. The Management Agent shall undertake minor maintenance (not requiring tradesman qualifications) including:-

**4.18.8.1.** The maintenance of fixtures and fittings including but not limited to tap fittings, washers, seals and the public address system.

**4.18.8.2.** The maintenance of light and power to the facility including all internal and external lighting (except floodlights) inclusive of bulbs, fluorescent tubes and starters.

**4.18.8.3.** Touching up of paint to the buildings, fences, recreational facilities, electrical outlet poles and any other property within the facility.

**4.18.8.4.** All such other works reasonably required from Council from time to time.

**4.18.9.** The Management Agent shall carry out the works set out herein in a proper and workmanlike manner.

**4.18.10.** As soon as the Management Agent becomes aware of any major repairs, improvements or alterations which in the Management Agent's opinion are required to be undertaken by the Council to the facility, including the buildings, fixtures and fitting, plant and equipment etc, the Management Agent shall notify the Council of such works that are required to be undertaken.

**4.18.11.** The Management Agent shall notify the Council at the earliest possible time of any major defect in any goods, plant, property or equipment used on or in connection with the facility where these occur outside of Council's annual inspection of the condition of the assets of the facility.

**4.19. Workplace Health and Safety**

**4.19.1.** The Management Agent shall comply with the provisions of the following legislation:-

**4.19.1.1.** Workplace Health and Safety Act

**4.19.1.2.** Fire Safety Act

**4.19.1.3.** Environmental Protection Act

**4.19.1.4.** Dangerous Goods Act

**4.19.2.** The Management Agent must implement a Workplace Health and Safety management system to meet the statutory obligations and all aspects of the Management Agent's operation including but not limited to working at heights, dangerous goods, hazardous substances, chemical storage and handling, emergency procedures and staff training.

**4.20. Provision of Plant Equipment and Consumables**

**4.20.1.** The Management Agent shall be responsible for all "Consumables, Materials and Equipment" as defined in section seven (7).

**4.21. Compliance**

The Management Agent must comply with:-

**4.21.1.** All requirements of the Local Government Act, the Land Act 1994 and any other regulations or statutes relevant in the performance of this agreement; and

**4.21.2.** All rules, regulations and directions which may be given from time to time by the Council with respect to the facility and the management of the facility.

**4.22. Prohibitions**

The Management Agent must not:-

**4.22.1.** Set up, or permit the installation of vending machines or coin operated appliances, other than in conjunction with the annual show.

**4.22.2.** Conduct at or from the facility, any business activity (whether that business caters for the hire of the facility or otherwise) other than the business of managing the facility as provided for in this agreement without the written approval of Council. The Council's approval may be



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subject to any conditions determined by the Council.

- 4.22.3. Sublease, assign or part with possession of the building and facilities situated within the Ayr Showgrounds Reserve.

**4.23. Conflict of Interest**

- 4.23.1. The Management Agent shall not, directly or indirectly, be engaged or involved in any activity that competes or conflicts with the Management Agent's obligations under this agreement.

**4.24. Setting of Fees and Charges**

- 4.24.1. All fees and charges for the operation of the facility are set by the Management Agent. The Management Agent reserves the right to change such fees and charges during the term of the Contract.
- 4.24.2. The Management Agent must notify the Council in writing of any variation in fees or charges, and the date from which such variation is to take effect, e.g. hire charges.

**4.25. Change of Management Agent**

- 4.25.1. The Management Agent shall, if requested by Council, at any reasonable time within six months prior to the expiry or sooner seek termination of this agreement. The Management Agent shall allow the Council and any person or persons who register an interest in a management contract for a term after the expiration or termination of this agreement, to inspect the facilities.
- 4.25.2. Where the Council appoints a new Management Agent at the expiry of the term or sooner termination of this agreement, the Management Agent shall, if requested by Council, at any reasonable time within one month prior to the expiry or sooner termination of this agreement, allow the Council and the new Management Agent to inspect the facilities and any books and records of the facility, and facilitate in good faith the familiarisation of the new Management Agent with the operations and management of the facility.
- 4.25.3. The Management Agent must make available to Council to inspect, all books of record for the preceding year.

**4.26. Termination**

- 4.26.1. Upon termination of this agreement the Management Agent must forthwith:-
- 4.26.1.1. Cease carrying on the management of the facility;
  - 4.26.1.2. Return to the Council all books of account and any document or thing related directly or indirectly to the management of the facility that are not the property of the Management Agent;
  - 4.26.1.3. Yield up possession of the facility to the Council and remove all personal effects owned by the Management Agent.
- 4.26.2. The Management Agent may terminate this agreement by written notice if:
- 4.26.2.1. The Council fails to comply with any of the terms of this agreement, and that failure is capable of remedy, and is not remedied within fourteen (14) days of receipt of a written notice of failure from the Management Agent; or
  - 4.26.2.2. The Management Agent is unable to perform its duties under the agreement owing to incapacity, illness or other cause beyond the Management Agent's control, and in such cases shall give two (2) months written notice of termination of the agreement.
  - 4.26.2.3. In the event of any major and unforeseen change in circumstances, beyond the control of both parties, which could cause the closure of the Showgrounds for a period



exceeding three (3) months, each party reserves the right to terminate the agreement.

**4.26.3.** If not sooner terminated under this clause this agreement will terminate on the expiry date.

**4.27. Remuneration**

**4.27.1.** The Management Agent shall be entitled to all income received from the operation of the building and facilities located at the Ayr Showgrounds facility.

**4.28. Insurance**

**4.28.1.** The Management Agent must effect a public liability insurance policy with an insurer authorised under the Insurance Act 1973 (Cth), naming the Management Agent as the insured covering legal liability for any loss of or damage to any property and for the injury (including death) to any person arising out of anything done or omitted on or about the facility and against all claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof subject to the terms and conditions of the insurance policy.

Such policy must:

- a. be for an amount of not less than twenty million dollars (\$20,000,000.00) in respect of all claims arising out of single event or such higher amounts as the Council may reasonably require; and
- b. be effected on a "claims occurring" basis so that any claim made by the Management Agent under the policy after the expiration of the period of policy cover but relating to an event occurring during the currency of the policy will be covered by the policy subject to the claim meeting the policy's other terms and conditions; and
- c. be maintained at all times during the currency of this Management Agreement, and upon receipt of any Notice of Cancellation, the Management Agreement must immediately affect another public liability insurance policy in accordance with the terms and conditions of this Management Agreement.

**4.28.2.** The Management Agent must forward a certificate of currency to the Council within ten (10) business days of the commencement of each respective renewal period.

**4.28.3.** The Management Agent must, as soon as practicable, inform the Council, in writing, of the occurrence of any event that the Management Agent considers is likely to give rise to a claim under the policy of insurance effected and must ensure that the Council is kept fully informed of subsequent actions and developments concerning the claim.

**4.28.4.** To remove doubt, the requirement of clause 4.30 applies to any other area of the facility used by the Management Agent.

**4.29. Release and Indemnity**

**4.29.1.** The Management Agent indemnifies and agrees to keep indemnified the Council against all actions, suits, proceedings, claims, demands, costs, losses, damages and expenses ("Claim") arising out of or in any way connected to or resulting from the granting of this Management Agreement to the Management Agent or which is connected to or resulting from the Management Agent's use and occupation of the facility (all of which are referred to as "the indemnified acts or omissions") save to the extent that the Claim arises as a result of any negligent act or omission of the indemnified parties, however, any negligent act or omission of one of the indemnified parties does not negate the indemnity to any of the other indemnified parties.

**4.29.2.** The Management Agent hereby releases and discharges the indemnified parties from any Claim relating to the indemnified acts or omissions which may be made against the indemnified parties, save to the extent that the Claim arises as a result of any negligent act or omission of the indemnified parties, however, any negligent act or omission of one of the indemnified parties does not negate the release and discharge in favour of any of the other indemnified parties.

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- 4.29.3.** To remove doubt, the Management Agreement specifically agrees that the indemnity provided by the Council in this clause 4.31 extends to any Claim (as defined by this clause 4.31) arising from the use of any other area of the facility by the Management Agent.

## **5. COUNCIL OBLIGATIONS**

- 5.1.** The Council may conduct and document, performance reviews annually with the Management Agent, or more frequently if required by Council due to the receipt of complaints regarding the conduct or performance of the Management Agent or persons under the control of the Management Agent, or due to actions of the Management Agent considered to be inconsistent with the terms of this contract. Council will provide a minimum of seven (7) days notice in writing prior to a performance review meeting and the Management Agent must attend at the set time and date, unless otherwise agreed to by Council.

### **5.2. Council Financial Arrangements**

The Council is responsible for payment of the following expenses and outlays:

- 5.2.1.** General rates and charges including sewerage and water charges;
- 5.2.2.** Building insurance charges;
- 5.2.3.** All electricity and phone charges incurred in respect of the operation of the Facility, excluding private call charges;
- 5.2.4.** Buildings and infrastructure in respect of capital replacement, structural work, major upgrading or refurbishment only and any items not deemed as minor maintenance.
- 5.2.5.** Major upgrades to fencing.

### **5.3. Provision of Plant Equipment and Consumables**

Council will not be responsible for:

- 5.3.1.** any plant equipment and consumables associated with the maintenance and management of the Showgrounds hall and surrounding grounds.
- 5.3.2.** all linen, tableware and kitchen appliances and other goods used in the occupation of the rented halls.

### **5.4. Council to Supply Utilities**

- 5.4.1.** The Council shall, at its expense, supply all electricity, gas and water as is required for the operation of the facility. Further, the Council shall meet all rates, taxes and rentals payable in respect of the facility. The Management Agent shall implement initiatives where possible to minimise these associated expenses.

### **5.5. Workplace Health and Safety**

- 5.5.1.** Council may develop maintenance, management and safety performance criteria which the Management Agent is required to meet which will be utilised as the basis for performance reviews.
- 5.5.2.** Ensure suitable attire and the correct use of personal protective equipment at all times when on duty.

### **5.6. Right of Entry to Effect Works**

- 5.6.1.** The Management Agent shall permit the Council with contractors, workmen and others and with all necessary materials, machinery and appliances to enter upon the demised premises for all or any of the following purposes:-
- 5.6.1.1.** To inspect the facility assets.



- 5.6.1.2. Effecting any alterations, remodelling or repairs which the Council may wish to carry out; or
- 5.6.1.3. For the safety, preservation or improvement of the Showgrounds; or
- 5.6.1.4. To exercise any of the powers, rights and remedies conferred on the Council under this agreement without being liable to the Management Agent.
- 5.6.2. No right of entry shall be exercised under this clause unless:
  - 5.6.2.1. Notice to the Management Agent has been given on the intention to enter the said premises and it's stated to the Management Agent for which of the provisions of clause 5.6.1 hereof the right of entry is sought.

## **5.7. Termination**

The Council may, within its sole discretion, terminate this agreement in the event that one or more of the following occurs.

- 5.7.1. The Management Agent breaches any term of this agreement and the breach, if capable of being remedied, is not remedied within fourteen (14) days of receipt of a written notice of that failure from Council;
- 5.7.2. The Management Agent suspends payment of its debts or is unable to pay its debts;
- 5.7.3. The Management Agent, the employees or agents of the Management Agent are guilty of a serious misconduct, dishonesty or neglect of duty in the performance of the Management Agent's obligations as set out herein;
- 5.7.4. The Management Agent fails or refuses to comply with any reasonable instructions or directions given by the Council;
- 5.7.5. If the Management Agent enters into an arrangement, reconstruction or compromise with its creditors or ;
  - 5.7.5.1. has a receiver appointed in respect to all or any part of the assets of the Management Agent;
  - 5.7.5.2. has an application made or order filed for the Management Agent's administration, voluntary or compulsory liquidation, winding-up, dissolution or bankruptcy;
- 5.7.6. There is a change in the shareholding or directorship of the Management Agent (unless that change is approved by the Council in writing);
- 5.7.7. In the event that the Council passes a resolution to redevelop or use the Ayr Showgrounds for a purpose inconsistent with this agreement.
- 5.7.8. If the State or Federal Government or other competent authority requires the Showgrounds for purposes inconsistent with this agreement;
- 5.7.9. The Management Agent ceases to carry on business;

## **6. APPOINTMENT OF A CARETAKER**

- 6.1. It is a requirement from Council that an onsite Caretaker is appointed under a contract arrangement with the Council.
- 6.2. The Caretaker may wish to:
  - 6.2.1. Occupy the Caretaker's residence on the premises or;



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**6.2.2.** Seek Council approval to reside in a personal Caravan within close proximity to the Caretaker's residence.

- 6.3.** The Caretaker must hold their own insurance over their personal property and provide a copy of the documentation to Council upon request.
- 6.4.** The Management Agent and Caretaker may not sublet, assign or part with possession of the Caretaker's residence.
- 6.5.** The Management Agent must ensure the Caretaker's residence is maintained in a good, clean and tidy condition;
- 6.6.** The Caretaker is responsible to arrange with the relevant telecommunications provider their own connection to the available phone line at the Caretakers residence, line rental costs and associated personal call costs will be the Caretakers responsibility.

## **7. INTERPRETATION**

In this agreement the following terms have the following meanings:-

**"Books of record"** means all documents, books and things including computer generated material and methods of recording, related directly or indirectly to the recording of financial particulars or other particulars relevant to the management, by the Management Agent, of the facility.

**"Commencement Date"** means the date so nominated.

**"Consumables, Materials and Equipment"** means all fuels, cleaning agents, fertilisers, chemicals, brooms, hoses, gardening utensils, tools, light bulbs, light tubes, plants, landscaping supplies, locks and all other consumables, materials and equipment of any kind whatsoever which are reasonably necessary for the performance by the Management Agent, including small plant and motorised maintenance equipment.

**"Expiry Date"** means the date so nominated.

**"Facility"** means the Ayr Showground infrastructure including the main hall, pavilions, other buildings, toilets, septic, horse stalls, fencing, public seating, main arena, open grounds and electrical infrastructure.

**"Fees"** means the charges set by Council, from time to time.

**"Minor Maintenance"** means responsibility for the grounds, buildings and infrastructure in respect of operational and minor maintenance and repairs. Generally, repairs up to \$200 would be considered minor maintenance.

**"Operating Income"** means those receipts of the facility.

**"Outgoings"** means all monies expended by the Management Agent to manage the facility with a view to deriving a profit and complying with the Management Agent's obligations as set out in this agreement. The term "Outgoings" shall not include any monies required to be paid by Council as set out in this agreement.

**"Hirer"** means all persons renting/utilizing the facility, or who pay for use of any of the buildings, grounds and/or other facilities.

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## **8. IMPLEMENTATION TIMETABLE**

The contract is to commence on 30<sup>th</sup> April 2012 and is for an initial period of three (3) years. Provided the Management Agent has complied with the terms of this agreement Council may, in its absolute discretion, grant to the Management Agent two (2) further terms of one (1) year each should Council elect to do so.

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**9. EXECUTION**

The following parties have caused this Agreement to be executed and delivered by their duly authorised officers or agents as set forth below.

**BURDEKIN SHIRE COUNCIL**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_

Position: \_\_\_\_\_

Organisation: Burdekin Shire Council

**AYR PASTORAL, AGRICULTURAL AND INDUSTRIAL ASSOCIATION INC.**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_

Position: \_\_\_\_\_ (president/secretary/treasurer)

Organisation: Ayr Pastoral, Agricultural and Industrial Association Inc.

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_

Position: \_\_\_\_\_ (president/secretary/treasurer)

Organisation: Ayr Pastoral, Agricultural and Industrial Association Inc.

## APPENDIX 2 – CARETAKER

### CARETAKER'S GENERAL DUTIES AS DIRECTED BY MANAGEMENT AGENT

In lieu of rental payments, storage, electricity costs and septic pump out, the Caretaker is responsible for the following Caretaker Duties up to 20 hours per week as per agreement:

- 1) The Caretaker shall have the following **general duties** and obligations:
  - a. Provide the services of a Caretaker of the Showgrounds and properly and efficiently perform these general duties and the specific duties set out in Clause 2 of this schedule ("Specific Duties").
  - b. With the aid of the plans issued to the Caretaker:
    - i. ascertain and be aware of the layout, construction, location, character, plan and operation of the power, lighting, heating, plumbing, ventilation systems and other mechanical equipment installed in the Showgrounds; and
    - ii. advise the Council from time to time on their condition generally; and
    - iii. recommend to the Management Agent, should the Caretaker consider it necessary, any changes or modifications to be made to them with a view to ensuring the continued practical operation of any such items.
  - c. Ensure that the Showgrounds are kept in good order and repair and are maintained in a clean and tidy condition.
  - d. Generally be available to:
    - i. collect rent from travellers who camp on grounds;
    - ii. let travelling horses and/or livestock on to grounds;
    - iii. collect rent from campers who have stayed with horses/livestock;
    - iv. clean up stables/grounds after horses/livestock leave;
    - v. open up for a contractor to do work/repairs when needed;
    - vi. any other caretaking duties as required that may arise.
  - e. Assist any employees or invitees of the Council engaged in their lawful activities in the Showgrounds;
  - f. Regularly inspect the Showgrounds to ensure that no unauthorised persons are using the Showgrounds and so far as the Caretaker is reasonably able and lawfully capable of so doing, ensure that all persons using the Showgrounds maintain proper behaviour standards.
  - g. Take such precautions as the Caretaker sees fit to safeguard, so far as is practicable, the Showgrounds against unlawful entry or accident or damage.
  - h. Report promptly to the Council Representative on all things requiring repair and on all matters creating a hazard or danger and arrange for remedial action to be taken where appropriate.
  - i. Obtain quotes for repairs, replacements, materials and services and to complete insurance claim documents as requested and where appropriate for the Caretaker to do so.
  - j. At all times to ascertain and be aware of the general condition of the Showgrounds and the Consumables, Materials and Equipment and upon request inform the Council Representative in respect of their condition.
  - k. Account promptly and faithfully to the Council for all funds or other property (if any) coming into the Caretaker's hands or custody.



- i. Comply with and carry out all reasonable directions from time to time given by the Council to the Caretaker in and about the control, administration and management of the Showgrounds.
  - m. To be in attendance at the Showgrounds at all reasonable times to enable the Caretaker to properly and efficiently perform or supervise its duties.
  - n. Perform such other acts and things, as are reasonably necessary and proper in the discharge of its duties under this Agreement.
- 2) Without limiting the generality of the general duties and obligations, the Caretaker shall have the following **specific duties** and obligations:-
- a. **Routine Event Preparations –**
    - i. If Management Agent is not available;
      1. Be available at the pre-arranged set up times for customers' functions;
      2. Make arrangements for collection of keys prior to functions.
    - ii. Prior to functions:
      1. sweep and mop floors;
      2. wipe down all surfaces;
      3. check toilet paper supplies;
      4. check gas supply;
      5. clean wheelie bins and kitchen;
      6. arrange PA system (if needed);
      7. turn security system off (prior);
      8. supply urn (if needed);
      9. check all light bulbs are in working order;
      10. clean and disinfect toilets;
      11. wipe down fridges;
      12. check cleanliness of stove/oven ;
      13. clean and wipe bain-marie;
      14. arrange garbage bins to be left outside;
      15. turn security lights on;
      16. check air-conditioner meter reading;
      17. supply customer with cleaning products;
      18. check bins in toilet cubicles and sinks.
    - iii. After each function:
      1. turn outside security lights off;
      2. put security system on;
      3. take back customer's hall key;
      4. read air-conditioning meter for supply used and notify Management Agent;
      5. if required, be available to check that customer's cleaning is to standard;
      6. be available to carry out cleaning of hall in early hours of morning or late at night to accommodate for bookings overlapping;
    - iv. After each hire, the hall must be thoroughly cleaned:
      1. sweep and mop floors;
      2. wipe down all surfaces;
      3. clean stove/oven (if used);
      4. notify Management Agent if the industrial bin needs to be emptied;
      5. pick up cigarette butts;
      6. empty and clean bins in toilets;
      7. scrub, clean and disinfect toilets;
      8. clean and wipe out fridge, freezers and cold room;
      9. remove all inside rubbish bins, empty, clean and return;
      10. hose cement area around hall;
      11. clean bain-marie (if used);

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**b. On-Call –**

- i. The Caretaker shall be available for call outs between 5:00pm - 8:00am each night to attend to, check or reset security alarms;
- ii. One free weekend will be granted each month at a mutually agreeable time between the Caretaker and the Management Agent.

**c. Routine Gardening –**

- i. Regularly mow and water all lawns situated within and upon the Showgrounds and ensure all lawn is mowed prior to functions;
- ii. Regularly remove weeds and trim hedges along fence line and buildings;
- iii. Promptly remove all lawn trimmings, prunings, cuttings, rubbish or other debris from the lawns and landscaping;
- iv. Supervise, regulate and perform minor maintenance of all or any irrigation systems within the landscaping.
- v. Distribute or spread mulch or fertilizer as directed from time to time by the professional landscaping consultant engaged by the Council. The Caretaker is not responsible for the cost of supply and delivery of mulch or fertilizer.

**d. Routine Cleaning –**

- i. On a regular basis to sweep, vacuum or clean all paths and walkways, paved areas and access areas within the Showgrounds and to remove all leaf or other litter and to keep all such areas in a clean and tidy condition.
- ii. Regularly clean all plate glass windows and doors forming part of the Showgrounds;
- iii. Regularly clean toilet and shower block at front gate and check and refresh toilet paper supply;
- iv. Clean toilet block in the middle of the grounds quarterly/or as and when necessary and refresh toilet paper supply;
- v. Clean ceiling fans, walls (including finger prints, smears, blu-tack etc) in main hall and pavilion;
- vi. Clean the main hall and pavilion glass sliding door tracks – remove gravel etc;
- vii. Clean air-conditioning area (minimum every two months) to remove leaves and rubbish. Clean air-conditioning front panel (minimum once a month or as needed);
- viii. Clean all tables and chairs in main hall (chewing gum etc);
- ix. As required to treat and remove any build up of mould or moss from all paths and walkways, paved areas, stairwells, lobbies and access areas within the Showgrounds.
- x. As required, remove any wasp nests, bird nests or spider webs from both the interior and exterior of the main hall and pavilion.
- xi. Ensure that all drainage from the Showgrounds and associated buildings is clear and functioning. The Caretaker is not responsible for the cost of servicing, replacing or repairing any drainage, pipes, sewers or other utility services.
- xii. The Caretaker shall not be responsible for pressure cleaning the outside walls, surfaces or roof of any building forming part of the Showgrounds nor for removing leaves or other debris from roof gutters.

**e. Routine Maintenance –**

- i. Ensure all locks and latches are lubricated and maintained in good working order.
- ii. Perform minor and routine repairs and maintenance on the Consumables, Materials and Equipment including any Motorised Maintenance Equipment or any Specialist Maintenance Equipment.

**f. Rubbish Removal -**

- i. Regularly remove all rubbish and waste material from any area of the Showgrounds to the rubbish utility room and place all rubbish and waste material into the wheelie bins provided by the Council (or its contractor) for use by the public.
- ii. Seek the Management Agent's approval prior to placing wheelie bins together with all rubbish and waste material at a common disposal point upon or adjacent to the Showgrounds for collection by the Council (or its contractor) on the day or days nominated by the Council for the collection of rubbish and waste material.
- iii. Return bins to the area designated by the Management Agent once emptied.
- iv. Regularly hose out and clean all rubbish bins provided by the Council or wheelie bins provided by the Council (or its contractor) for use by the Management Agent.
- v. Ensure that the rubbish collection areas are maintained in a clean and tidy condition and free of vermin or noxious odours.

**g. Fire Fighting Equipment**

- i. Regularly inspect smoke alarms.

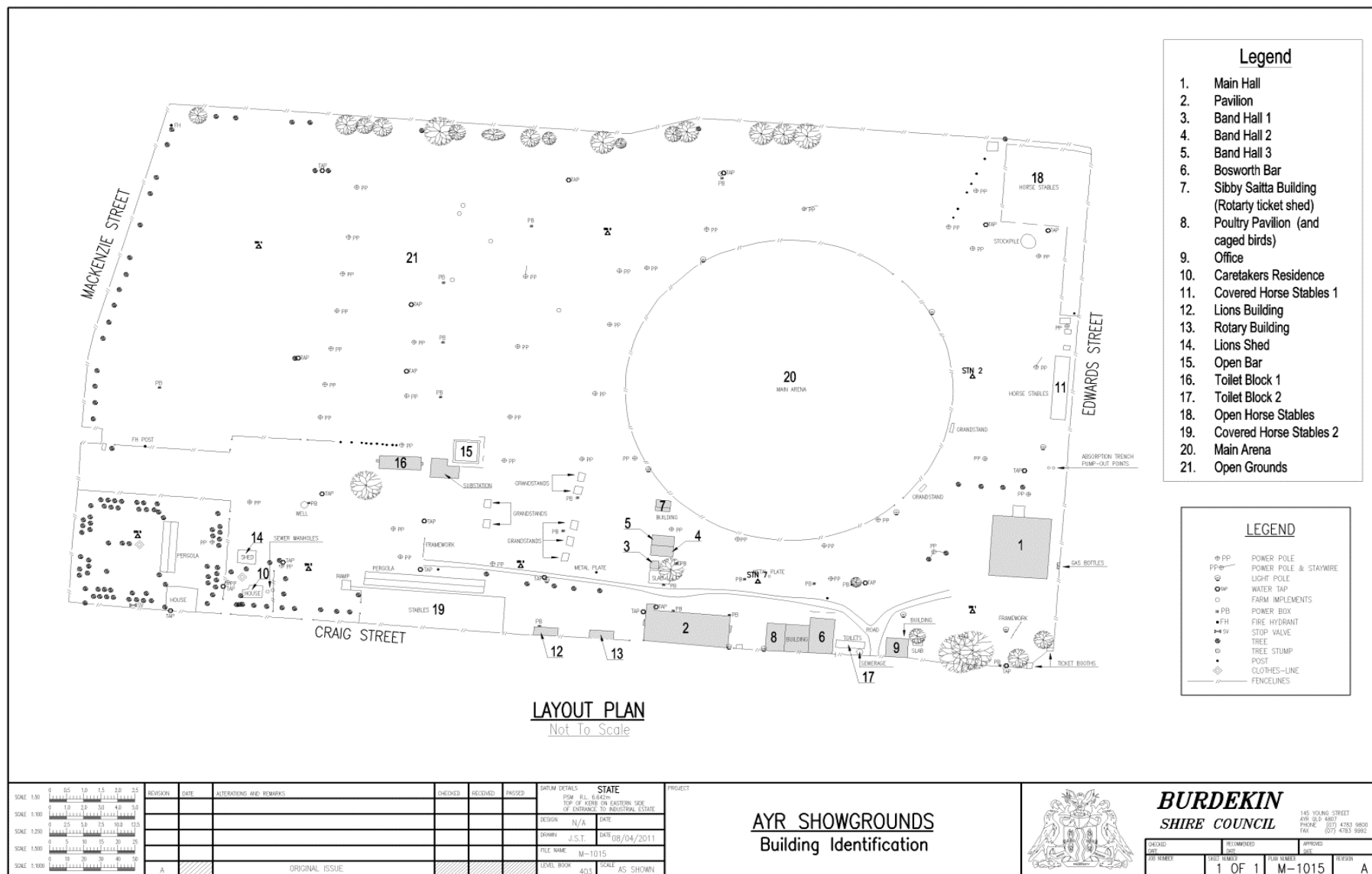
**h. Car Parking -**

- i. Supervise the car parking arrangements at the Showgrounds;
- ii. Maintain the car parking areas in a tidy condition.

**i. Pumps and Motors -**

- i. To ensure that any pumps, ventilation fans, auxiliary motors, petrol engines, pressurized water systems and gas hot water systems in or upon the Showgrounds are operating properly and being serviced regularly by others. The Caretaker is not responsible for the cost of servicing, replacing or repairing any such items.





PROJECTS/2013 FEB 2013 - 008 - PROPOSED CAMPER VAN PARKING AREA AT THE AYR SHOWGROUND/1072 DRAFT.DWG PENDING 15 May 2013 11:50 AM Printed by: Sarah Allen Lazzarini



Revision	Date	Alterations and Remarks

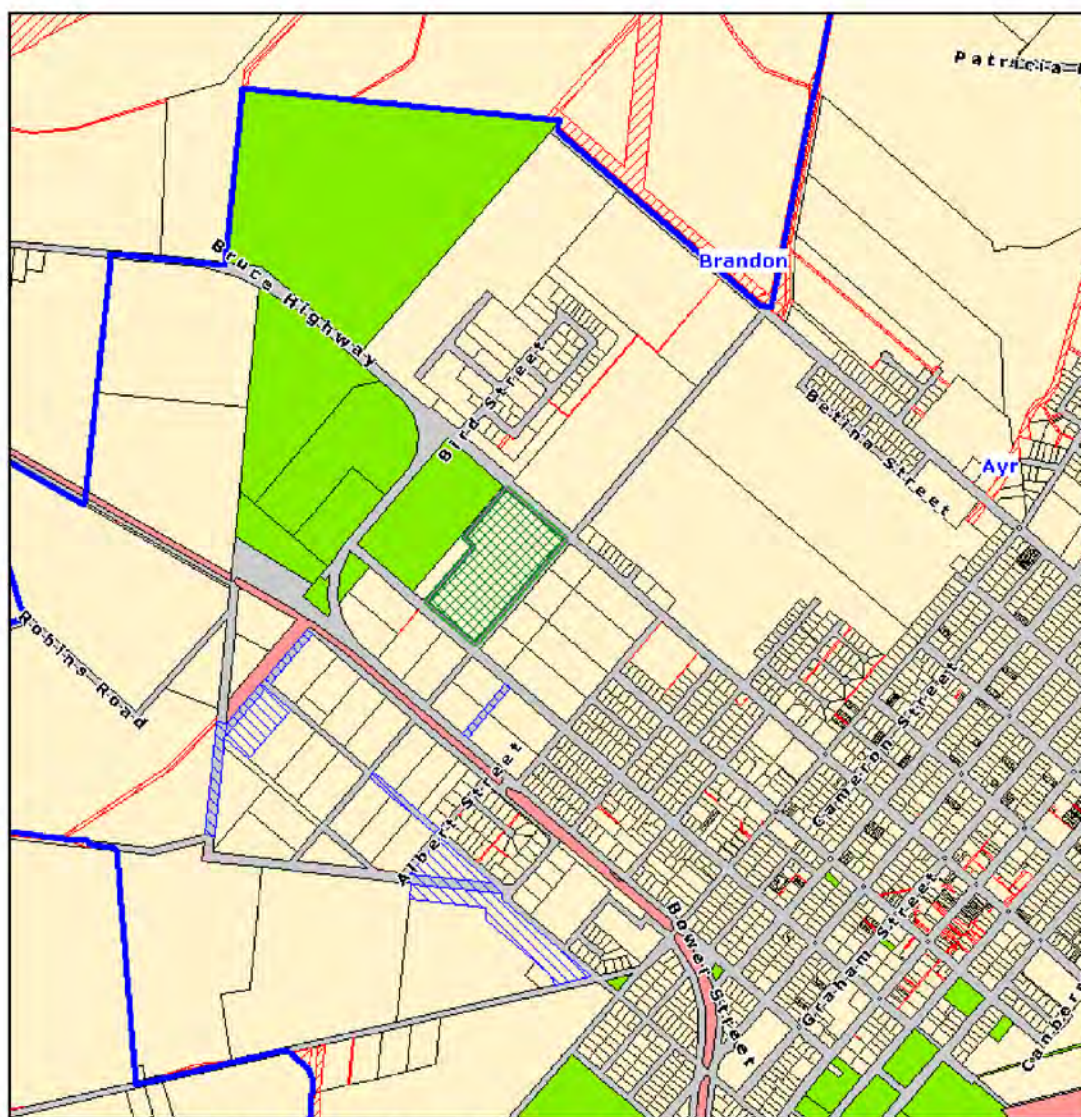
Level Datum	N/A	Original Page Size	A3
Datum Location	N/A	Scale	1:2000
Design		Level Book No.	
Date			
Drawn	SAL	Date	15/05/2013

# AYR SHOWGROUND PROPOSED CAMPER VAN PARKING AREA



<b>Burdekin Shire Council</b>			
145 Young Street, AYR P.O. Box 974 AYR, Queensland 4807		Phone: (07) 4783 9800 Fax: (07) 4783 9999 Email: burdekin@burdekin.qld.gov.au	
Job Number	Sheet Number	Plan Number	Revision
	1 OF 1	M-1072	A
Checked	Recommended	Approved	





Not to Scale - Cadastral Information from Department of Natural Resources, Queensland Digital Cadastral Database DCDB (Crown Copyright Reserved)

#### Land Details

Lot Plan	PropertyID	LandID	Owners	Property Desc	Land Desc	Physical Address	Default Address
45GS490	3065	87	Burdekin Shire Council	No related land	Lot 45 GS 490	Ayr Showgrounds 9-21 Edwards Street AYR QLD 4807	P O Box 974, AYR QLD 4807

#### Shire of Burdekin

PO Box 974, Ayr, Qld 4807  
Telephone (07) 4783 9800  
Facsimile (07) 4783 9999  
E-mail: burdekin@burdekin.qld.gov.au

Council Chambers,  
145 Young Street,  
Ayr, Qld, 4807



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Created by connee on Tuesday, 30 July 2013





Not to Scale - Cadastral Information from Department of Natural Resources, Queensland Digital Cadastral Database DCDB (Crown Copyright Reserved)

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#### Shire of Burdekin

PO Box 974, Ayr, Qld 4807  
Telephone (07) 4783 9800  
Facsimile (07) 4783 9999  
E-mail: burdekinsc@burdekin.qld.gov.au

Council Chambers,  
145 Young Street,  
Ayr, Qld, 4807



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Created by connee on Tuesday, 30 July 2013

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## 6.8 Enterprise Risk Management Policy

### Document Information

**Referring Letter No:** N/A

**File No:** N/A

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Rebecca Donovan Acting Executive Officer

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### Executive Summary

The Enterprise Risk Management Policy has been developed to outline Council's commitment to the development and maintenance of an enterprise risk management framework.

### Recommendation

That Council adopt the attached Enterprise Risk Management Policy

### Background Information

The Policy has been created to be consistent with AS/NZS ISO 31000:2009 Risk Management – Principles and Guidelines.

The Policy forms part of an Integrated Risk Management Framework which includes:

- 1) Corporate and Operational Plans
- 2) Enterprise Risk management Policy
- 3) Risk Management Guidelines

### Link to Corporate/Operational Plan

The Enterprise Risk Management Policy supports the following Corporate Plan Strategies:

1.5 Foster an organisational culture that is challenging, rewarding and values employees committed to innovative, quality outcomes, teamwork, customer service and continuous improvement.

1.7 Ensure effective corporate governance through compliance with legislation and adoption of risk management strategies.

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## **Consultation**

This policy has been developed in consultation with Managers and Directors, and Ian Barton, Regional Risk Coordinator – North Queensland Jardine Lloyd Thompson Pty Ltd.

## **Legal Authority or Implications**

Local Government Regulation 2012 (s164)

### **164 Requirement to keep record of particular matters**

(1) A local government must keep a written record stating the following—

(a) the risks the local government's operations are exposed to, to the extent they are relevant to financial management;

(b) the control measures adopted to manage the risks.

(2) The local government must keep, with the record, a copy of each of the following—

(a) its community grants policy;

(b) its entertainment and hospitality policy;

(c) its advertising spending policy;

(d) its procurement policy.

## **Policy Implications**

Community Grants Policy- to be reviewed and updated if necessary

Entertainment and Hospitality Policy- to be reviewed and updated if necessary

Advertising Spending Policy- to be reviewed and updated if necessary

Procurement Policy- to be reviewed and updated if necessary

## **Financial and Resource Implications**

Nil

### **Report prepared by:**

Rebecca Donovan

### **Report authorised by:**

Ken Holt

## **Attachments**

1. Enterprise Risk Management Policy





## Enterprise Risk Management Policy

**Commencement Date:** <D Month YYYY>

**Function:** Governance

### RESPONSIBILITIES

<b>Policy Owner</b>	CEO
<b>Policy Contact</b>	Director- Corporate & Community Services
<b>Approval Authority</b>	Council
<b>Next Review Date</b>	<D Month YYYY>

### REVISION HISTORY

Rev	Status	Date	Approver / Meeting	Resolution / Document No.
0	DRAFT			

### 1 PURPOSE

This policy outlines Council's commitment to the development and maintenance of an enterprise risk management framework.

### 2 SCOPE

This policy applies to all elected representatives and officers of the Burdekin Shire Council involved in the identification and management of risks associated with the performance of Council functions and the delivery of Council services.

Contractors, committees and volunteers engaged in the provision of Council services, or the management of Council facilities and assets are also required to comply with this policy.

### 3 OBJECTIVES

The objectives of this policy are to:

- Align Council activities to, and support, business objectives identified in Council's corporate and operational plans;
- Maintain and improve reliability and quality of service provided by Burdekin Shire Council, within Council's controls and capabilities;
- Minimise or eliminate adverse impacts from Council's services or infrastructure on the community, visitors and the environment;
- Capitalise on opportunities identified for Burdekin Shire Council;
- Safeguard Council's employees, contractors, committees, volunteers, assets, financial sustainability, property, reputation and information;
- Promote risk management principles as a strategic tool to ensure better-informed decision making throughout Council; and
- Embed a culture of risk management across the Council.

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## 4 PRINCIPLES

The following principles will be adopted to ensure that the objectives are achieved:  
Apply a risk management framework, which is consistent with the current Australian Standard AS/NZS ISO 31000:2009 Risk Management – Principles and Guidelines, for making decisions about how best to identify, assess, and manage risk throughout all departments of Council;

Prioritise identified risks and implement treatments progressively, based on the level of risk assessed and the effectiveness of the current treatments;

Integrate risk management with existing planning and operational processes, including the Corporate Plan;

Take into account relevant legislative requirements and political, social and economic environments in managing risks;

Create a culture of risk awareness throughout the organisation through training, induction, promotion, risk review, and reporting mechanisms; and

Ensure resources and operational capabilities are identified and responsibility for managing risk is allocated.

## 5 POLICY STATEMENT

**5.1** Council recognises that, as a public authority, it is exposed to a broad range of risks that, if not managed, could have an adverse impact on the ability of the organisation to achieve its strategic objectives

**5.2** Council will implement a systematic risk management methodology to identify and address, where practical, areas of potential risk within Council. Any methodologies adopted will be consistent with AS/NZS ISO 31000:2009 Risk Management – Principles and Guidelines.

**5.3** Through this policy and the enterprise risk management framework, Council will create an environment where Council's elected representatives, management team, and employees assume responsibility for risk management through consistent risk management practices.

## 6 ROLES AND RESPONSIBILITIES

<b>Council</b>	<i>Council is responsible for adoption of this policy and retains the ultimate responsibility for risk management and for determining the appropriate level of risk that it is willing to accept in the conduct of Council business activities. Council will review the effectiveness of the risk management systems.</i>
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<b>Chief Executive Officer</b>	<i>Council's Chief Executive Officer is responsible for identifying, evaluating and managing risk in accordance with this policy through a formal enterprise-wide risk management framework. Formal risk assessments must be performed at least once a year as part of the business planning and budgeting process. The Chief Executive Officer will report to Council annually on the progress made in implementing a sound system of risk management and internal compliance and control across Council's operations.</i>
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**Senior Management Team (Executive)**

*Council's Senior Management Team will perform the function of the Risk Management Committee which has oversight of developing the risk management framework and monitoring risk treatment.*

*The team will ensure the risk management framework identifies high-level strategic risks and aligns with the Internal Audit Plan. The Senior Management Team will ensure that the results of its reviews are provided to Council to inform updates of the Council's risk profile.*

*The Senior Management Team will also ensure periodic reviews of the risk management framework are carried out by Internal Audit pursuant to the Internal Audit Plan.*

**Management Team**

*Council's Management Team is responsible for the accuracy and validity of risk information reported to the Council. In addition, it will ensure clear communication throughout the council of Council's and senior management's position on risk.*

**Employees including casual staff, contractors and volunteers**

*All employees are responsible for management of risks within their areas of responsibility as determined under any risk treatment plans.*

*Employees will be responsible for the timely completion of activities contained within these risk treatment plans.*

*Awareness sessions will be conducted routinely to ensure that employees are familiar with risk management and how it is applied within Burdekin Shire Council.*

**Risk Monitoring**

*Council utilises a number of functions, including Internal Audit, to perform independent and objective monitoring of risk areas including, if necessary, external agency reviews of Council's operations and risk areas.*

*The scope of the work undertaken by all of these functions and the reviews by external agencies will be considered in conjunction with Council's risk profile at least annually. This will assess the independent monitoring of key risk areas within Council's risk profile.*

## **7 DEFINITIONS**

### **Risk**

A risk to the council is any action or event that has an effect of uncertainty on the objectives of Burdekin Shire Council. It is measured in terms of consequence and likelihood.

Risk arises as much from the possibility that opportunities will not be realised as it does from the possibility that threats will materialise or that errors will be made.



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### ***Risk Management***

Risk management for Council refers to the culture, processes and structures developed to effectively manage potential opportunities and adverse effects for any activity, function or process undertaken by the Council.

Managing risk is achieved through the systematic application of policies, procedures and practices to identify, analyse, evaluate, treat, monitor and communicate risk.

### ***Enterprise Risk Management (ERM)***

Enterprise risk management encompasses all of Council's major risk categories including financial, business continuity, environmental, information technology, governance, human resources, infrastructure, and safety, and includes the coordination, integration, consolidation and consistency of reporting by the various Council functions with identified risks.

### ***Risk Register***

The risk register lists identified and assessed risks.

## **8 REVIEW**

This policy will be reviewed when any of the following evaluations occur:

Audit reports relating to risk management activities being undertaken by Council indicate that a policy review from a legislative, compliance or governance perspective is justified;

Relevant legislation, regulations, standards, and policies are amended or replaced; and

Other circumstances as determined from time to time by the Chief Executive Officer or through a resolution of Council.

Notwithstanding the above, this policy and Council's risk management framework will be reviewed at least annually by Council's Management Team to review its effectiveness and to ensure its continued application and relevance.

## **9 PROCEDURES**

Nil at this stage

## **10 LEGISLATION**

Local Government Regulation 2012 (s164)

## **11 ASSOCIATED DOCUMENTS**

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## 6.9 Floor Heights for Habitable Rooms Policy

### Document Information:

**Referring Letter No:** N/A

**File No:** N/A

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Rebecca Donovan, Acting Executive Officer

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### Executive Summary

A Council Policy has been drafted to help reduce the risk of inundation from floods. There have been some concerns raised in regards to new dwellings being constructed within the Shire with insufficient floor heights to withstand known flood levels. Council's past practice has been to rely upon the Queensland Development Code (QDC) for direction in this matter.

### Recommendation

That Council adopts the attached Floor Heights for Buildings with Habitable Rooms Policy.

### Background Information

Council has undertaken a flood study over specific regions of the Shire. Currently, Council does not have a Policy in place to stipulate the floor height of habitable buildings.

### Link to Corporate/Operational Plan

The Floor Heights for Buildings with Habitable Rooms Policy supports the following Corporate Plan strategies:

1.7 Ensure effective corporate governance through compliance with legislation and adoption of risk management strategies

### Consultation

This Policy has been developed in consultation with Shane Great - Manager Planning and Development, Trevor Williams - Director Environment and Operations, Kevin Byers - Manager Technical Services, and Ken Holt - CEO.

### Legal Authority or Implications

N/A

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## **Policy Implications**

When adopted, this policy will need to be taken into consideration for all new building applications for habitable buildings and alterations and additions to habitable buildings. Private Certifiers, certifying buildings within Burdekin Shire Local Government Area, will also have to be made aware of, and ensure that buildings comply with, this policy.

## **Financial and Resource Implications**

N/A

### **Report prepared by:**

Rebecca Donovan, Acting Executive Officer

### **Report authorised by:**

Ken Holt, Chief Executive Officer

## **Attachments**

1. Floor Heights for Buildings with Habitable Rooms Policy
2. Regional Study Area Map
3. Ayr 100 year Flood Study Map
4. Home Hill 100 year Flood Study Map
5. Regional 100 year Flood Study Map





## Floor Heights for Buildings with Habitable Rooms Policy

**Commencement Date:**

**Function:** Development and Building Control

### RESPONSIBILITIES

Policy Owner	Director Environment & Operations
Policy Contact	Manager Planning & Development
Approval Authority	Council
Next Review Date	August 2016

### REVISION HISTORY

Rev	Status	Date	Approver / Meeting	Resolution / Document No.
	DRAFT			

### 1 PURPOSE

The purpose of this policy is to ensure new building works with habitable rooms are constructed with floor heights that minimise inundation from floods.

### 2 SCOPE

This policy applies to all new dwellings or alterations and additions to habitable rooms in existing dwellings within the Shire of the Burdekin. This policy is intended to be an interim policy which will be reviewed as State requirements come into effect.

### 3 POLICY STATEMENT

#### 3.1 Identified Areas

Council has undertaken a flood study over specific regions of the Shire. Appendix 1 shows the area of the flood study.

#### 3.2 Adopted Flood Level

The adopted flood level for the purpose of this policy is 1% AEP<sup>1</sup>

#### 3.3 Minimum Floor Heights within areas with adopted flood levels

In areas with adopted flood levels, the floor height of habitable rooms must be the highest of:

- 100mm above the adopted flood level, or
- 300mm above the crown of the road, or
- 300mm above the finished ground level.

#### 3.4 Minimum Floor Heights within areas with no adopted flood levels

In areas without adopted flood levels, the floor height for habitable rooms must be the highest of:

- 300mm above the crown of the road, or
- 300mm above the finished ground level, or

<sup>1</sup> 1% Annual Exceedance Probability (AEP)

- 
- 300mm above any known flood level of the land.

#### **4 EXCEPTIONS**

This policy does not apply to buildings or structures which are classed for non-habitable purposes.

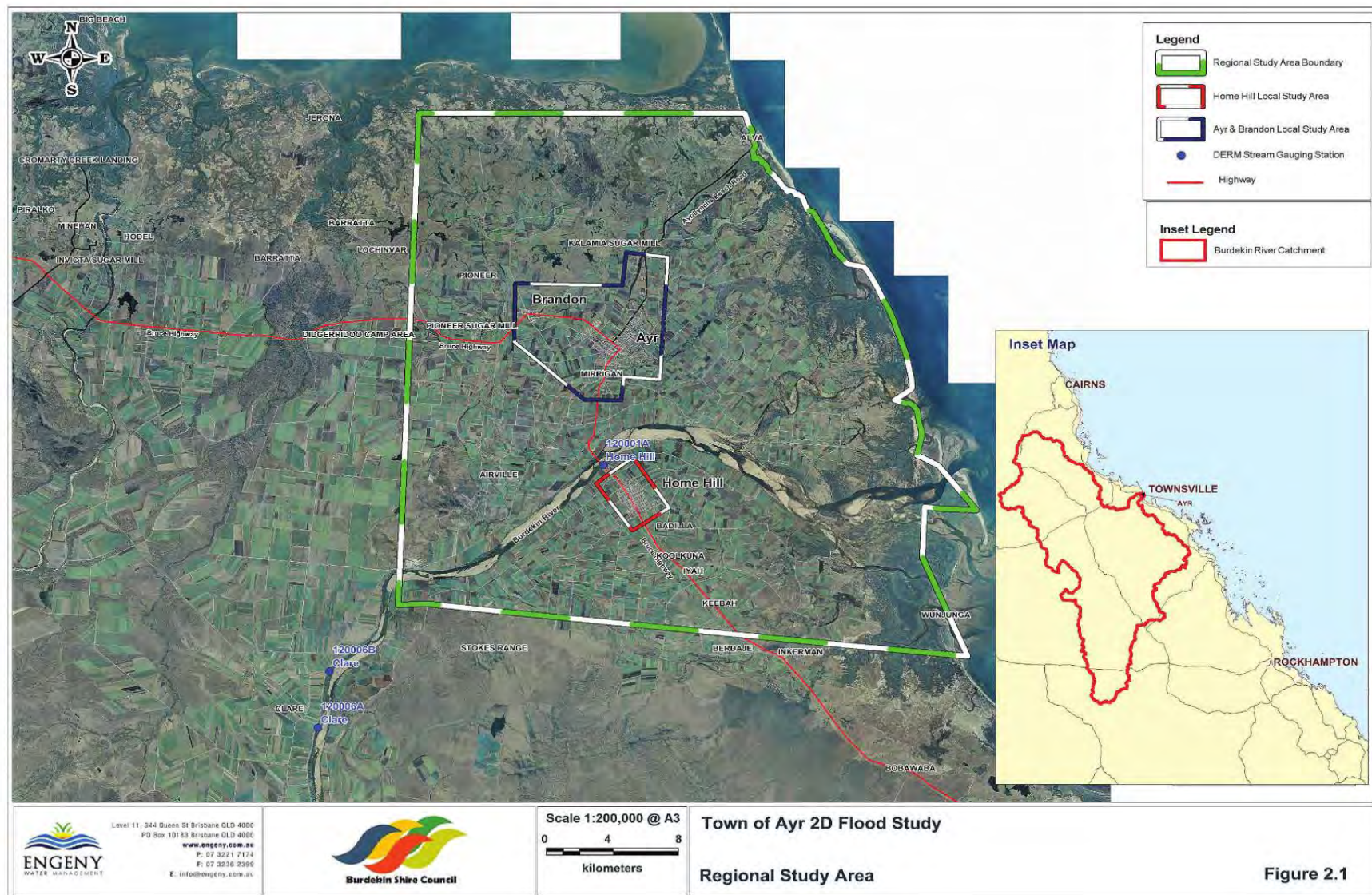
Where the applicant can demonstrate that the topography of the land provides adequate flood immunity, without meeting the minimum floor heights, Council officers may approve a variation to the policy.

#### **5 ASSOCIATED DOCUMENTS**

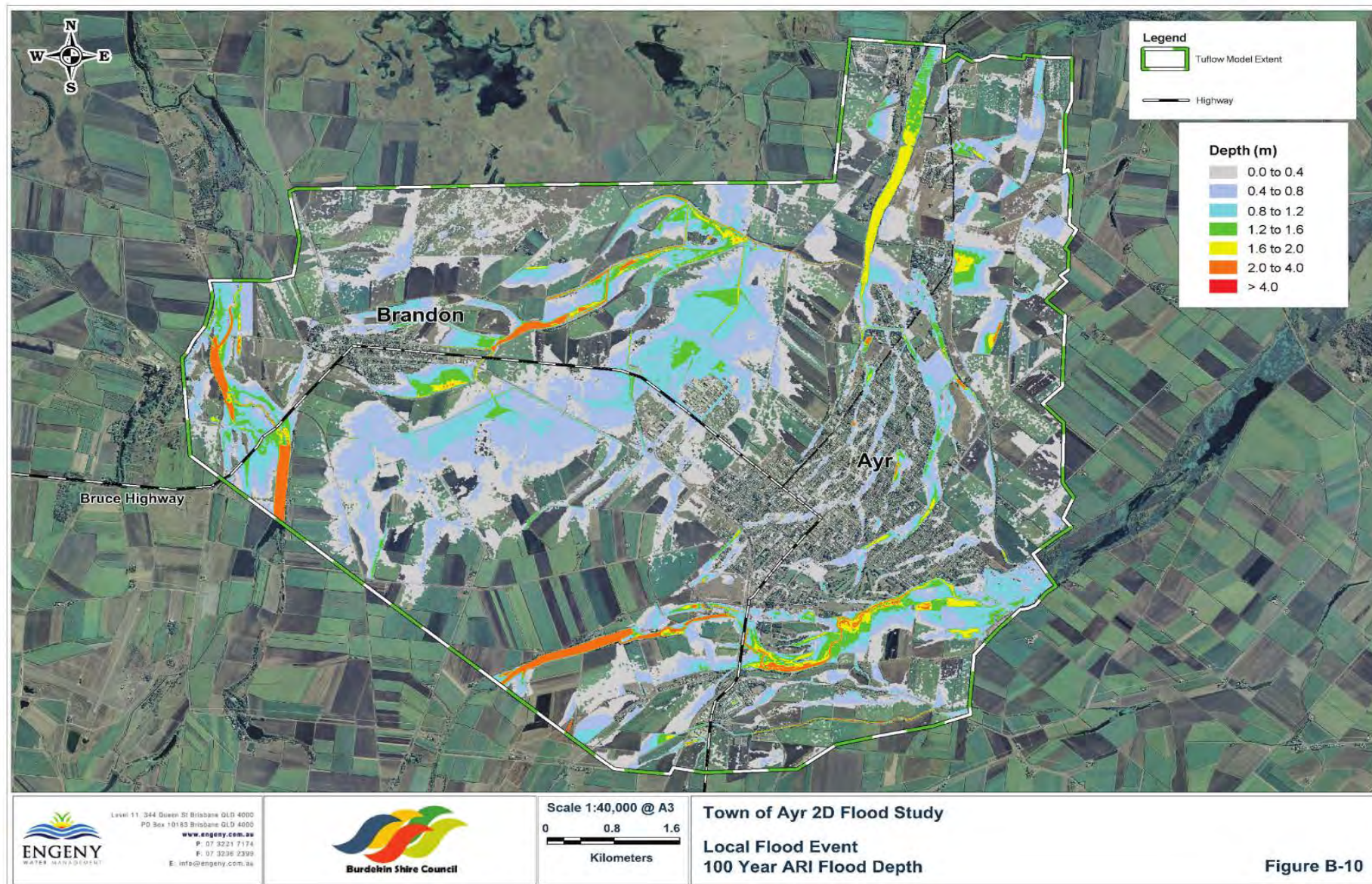
##### **5.1 Appendix 1**

Adopted Flood Levels Map





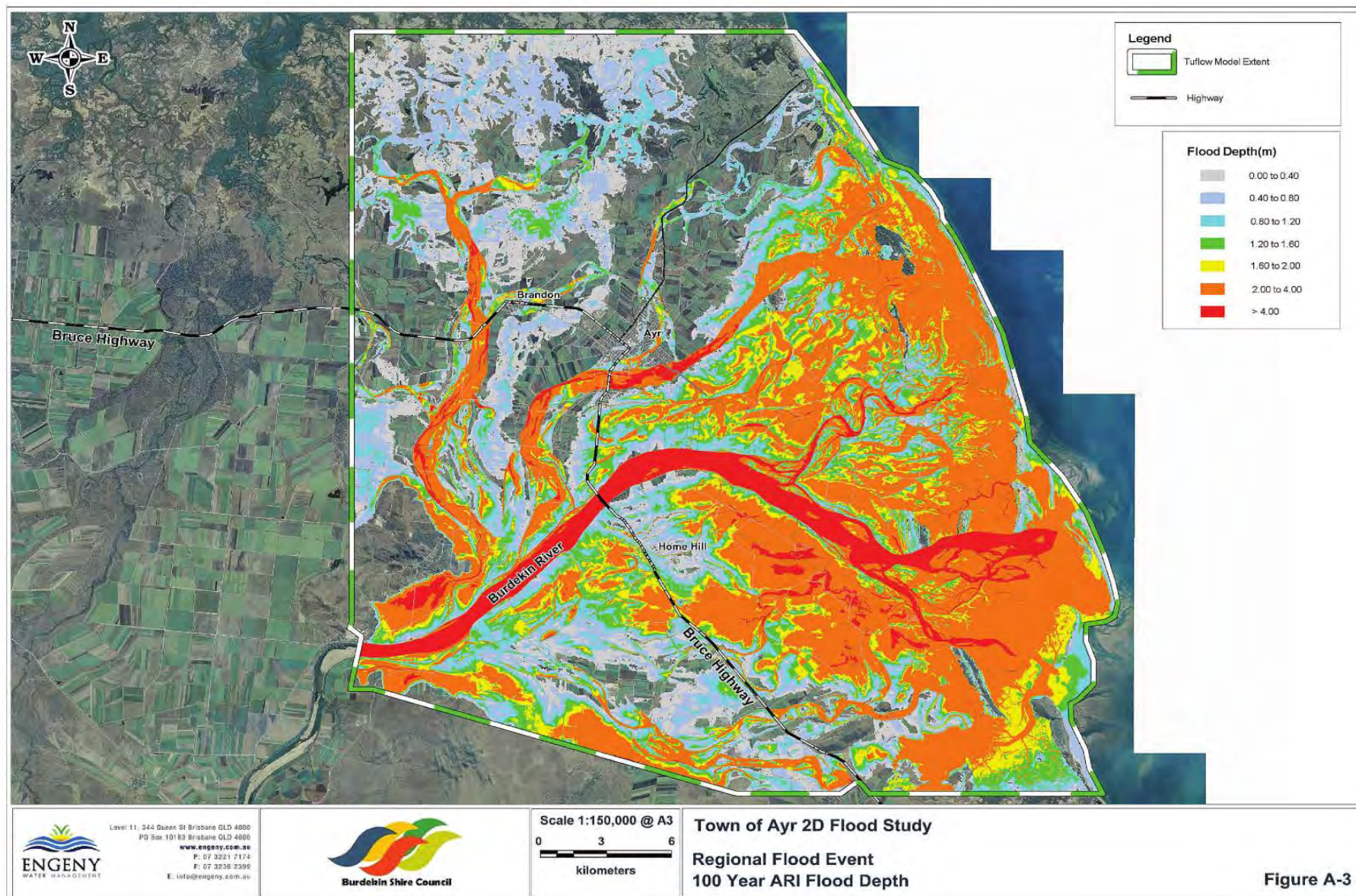














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## **7 CORRESPONDENCE FOR INFORMATION**

Tabled Separately

## **8 NOTICES OF MOTION**

## **9 URGENT BUSINESS**

## **10 GENERAL BUSINESS**

## **11 CLOSED MEETING ITEMS**

## **12 DELEGATIONS**

