



**BURDEKIN SHIRE COUNCIL**



# **AGENDA**

## **ORDINARY COUNCIL MEETING**

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

**on 10 February 2015**

**COMMENCING AT 11:00AM**

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**TUESDAY 10 FEBRUARY 2015**

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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 - 20 January 2015**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 20 January 2015 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 20 January 2015**

**COMMENCING AT 9:00AM**



TUESDAY 20 JANUARY 2015

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Ordinary Council Meeting 20 January 2015



## **BURDEKIN SHIRE COUNCIL**



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## **ATTENDANCE**

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

Mr. M. Magin - Chief Executive Officer  
Mrs. K. Olsen - Manager Financial and Administrative Services  
Mr. G. Keane - Acting Manager Operations  
Mr. K. Byers - Manager Technical Services  
Mrs. E. Robinson – Manager Client Services

Minutes Clerk - Mrs. C. Kirke

### **1 PRAYER**

The meeting prayer was delivered by Pastor Gavin Henderson of the Presbyterian Church.

### **2 DECLARATIONS OF INTEREST**

The Mayor called for declarations of interest.

No declarations of interest were identified.

### **3 MINUTES AND BUSINESS ARISING**

#### **3.1 Ordinary Council Meeting - 16 December 2014**

##### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 16 December 2014 be received as a true and correct record.

##### **Resolution**

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

CARRIED

#### **3.2 Burdekin Shire Council Local Disaster Management Group Meeting - 28 November 2014**

##### **Recommendation**

That the minutes of the Burdekin Shire Council Local Disaster Management Group Meeting held on 28 November 2014 be received as a true and correct record.



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## **Resolution**

Moved Councillor Lewis, seconded Councillor Liessmann that the minutes of the Burdekin Shire Council Local Disaster Management Group Meeting held on 28 November 2014 be received and adopted.

CARRIED

### **3.3 Audit Committee Meeting - 8 December 2014**

## **Recommendation**

That the minutes of the Audit Committee Meeting held on 8 December 2014 be received as a true and correct record.

## **Resolution**

Moved Councillor Lewis, seconded Councillor McCathie that the minutes of the Audit Committee Meeting held on 8 December 2014 be received and adopted subject to the following amendment:

Item 3 - Amendment to reflect that the 3 year audit plan as provided be adopted and that the amended quotation from PricewaterhouseCoopers (including the utilisation of Council staff) for the delivery of the 12 month audit plan for the two areas identified be accepted.

CARRIED

## **4 REPORTS**

### **4.1 Capital Projects Monthly Report for Period Ending 30 November 2014**

## **Recommendation**

That the Capital Projects Monthly Report for Period Ending 30 November 2014 be received.

## **Resolution**

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

CARRIED

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## **4.2 Operating Statement for Period Ending 30 November 2014**

### **Recommendation**

That the Operating Statement for the Period Ending 30 November 2014 be received.

### **Resolution**

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

CARRIED

## **5 GOVERNANCE & LOCAL LAWS**

### **5.1 TBSC/14/001 - Kirknie Road Landfill - Construction of a New Lined Cell**

#### **Executive Summary**

As the current waste disposal cell at Kirknie landfill nears completion, a further waste disposal cell is required. Designs were completed and tenders for construction of a new cell closed on the 9 January 2015. Tenders were received from seven construction companies. Six of these provided conforming tenders and were assessed by consultant engineers Harrison Grierson

Note: This matter was not dealt with by Council. The report will be resubmitted for consideration at a future Ordinary Council Meeting.

## **6 CLIENT SERVICES**

## **7 FINANCIAL & ADMINISTRATIVE SERVICES**

### **7.1 First Amended Budget for 2014/2015**

#### **Executive Summary**

In accordance with the Local Government Act 2009 and the Local Government Regulation 2012, Council may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

Management has completed a review of the 2014/15 Budget based on results to the end of November and estimated transactions for the remainder of the financial year.

An amended budget for the 2014/15 financial year is submitted for adoption.

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### **Recommendation**

That the amended budget and report for the period ending 30<sup>th</sup> June, 2015 as tabled be adopted.

### **Resolution**

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

CARRIED

## **8 OPERATIONS**

## **9 TECHNICAL SERVICES**

## **10 PLANNING & DEVELOPMENT**

## **11 COMMUNITY DEVELOPMENT**

## **12 ECONOMIC DEVELOPMENT**

## **13 GENERAL BUSINESS**

### **13.1 Extension of Burdekin Shire Boundary**

#### **Resolution**

Moved Councillor Lewis, seconded Councillor Loizou that Council investigates the process to proceed with the extension of the Burdekin Shire boundary to the south.

CARRIED

### **13.2 Return of Home Hill Court House to the State**

#### **Resolution**

Moved Councillor McCathie, seconded Councillor Liessmann that Council investigates the return of the Home Hill Court House to the responsibility of the State.

CARRIED



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### **13.3 Return of Home Hill Showgrounds to the State**

#### **Resolution**

Moved Councillor Dalle Cort, seconded Councillor Liessmann that Council investigates the return of the Home Hill Showgrounds to the responsibility of the State.

CARRIED

### **13.4 Burdekin Cultural Complex Board to Cease Business**

#### **Resolution**

Moved Councillor McCathie, seconded Councillor Dalle Cort that Council supports the decision for Burdekin Cultural Complex Board to cease business.

CARRIED

Councillors Liessmann and Bawden voted against the motion.

## **14 CORRESPONDENCE FOR INFORMATION**

### **14.1 Supply of Wheelie Bins to Hell Hole Hut Owners Association**

#### **Resolution**

Moved Councillor Loizou, seconded Councillor Bawden that Council provides wheelie bins to the Hell Hole Hut Owners and Anglers Association in lieu of industrial bins for the Association's general clean-up to be held in or around February 2015.

CARRIED

### **14.2 Supply of Wheelie Bins to Giru State School P & C**

#### **Resolution**

Moved Councillor Loizou, seconded Councillor Bawden that Council provides wheelie bins to the Giru State School P & C BBQ Fundraiser to be held on 30 and 31 January 2015.

CARRIED

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### **14.3 2015 NQLGA Conference - Palm Island**

#### **Resolution**

Moved Councillor Lewis, seconded Councillor Liessmann that Councillors McCathie, Loizou and Dallecort and the Chief Executive Officer (to be confirmed) attend the North Queensland Local Government Association (NQLGA) Conference to be held at Palm Island on 3-5 August 2015.

CARRIED

### **15 NOTICES OF MOTION**

#### **15.1 Supply and Erection of Shed - Home Hill Transfer Station**

#### **Recommendation**

That the Council confirms the action of the Mayor in proceeding with the supply and erection of a shed for the second hand sales area at the Home Hill Transfer Station.

#### **Resolution**

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

CARRIED

### **16 URGENT BUSINESS**

### **17 CLOSED MEETING ITEMS**

### **18 DELEGATIONS**

10.30am – Presentation by Mr. Steven Isles, Katter Australia Party Candidate for Burdekin

11.00am – Presentation by Mr. BJ Davison, Independent Candidate for Burdekin

11.30am – Presentation by Ms. Angela Zyla, Queensland Labor Party Candidate for Burdekin

12.00pm - Presentation by Belinda Johnson, One Nation Candidate for Burdekin

12.30pm - Presentation by Jacinta Warland, Palmer United Party Candidate for Burdekin

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There being no further business the meeting closed at 12.42pm.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 10 February 2015.**

**MAYOR**



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### **3.2 Burdekin Cultural Complex Board Minutes - 20 October 2014**

#### **Recommendation**

That the minutes of the Burdekin Cultural Complex Board Meeting held on 20 October 2014 be received as a true and correct record.

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**BURDEKIN CULTURAL COMPLEX BOARD INCORPORATED**

**MINUTES – GENERAL MEETING**

Held on Monday 20 October 2014

Commencing at 5.30 p.m.

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Clause 1      **ATTENDANCE**

Crs. R. Lewis (as acting Chairman), L. Loizou and L. McCathie – representing Burdekin Shire Council

Mrs J. Defranciscis (as proxy for Mr. Marriott) and Mrs T. List representing Burdekin Memorial Hall Committee

Mr. M. Calder – Burdekin Cultural Complex Manager

Mrs D. Schultz - Secretary

Miss L. Cox – Minutes Clerk

Apologies – Cr. B. Lowis representing Burdekin Shire Council, Mr. R. Marriott representing Burdekin Memorial Hall Committee and Mr. J. Gooding representing Friends of the Burdekin Theatre.

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Clause 2      **MINUTES RECEIVED**

Moved Cr. Loizou, seconded Mrs List, that the Minutes of the General Meeting held on 20 August 2014, be received as a true and correct record.

CARRIED

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Clause 3      **BOARD CONFIRMS TOTAL CASH DISBURSEMENTS FOR AUGUST 2014**

Moved Cr. McCathie , seconded Mrs Defranciscis, that the Board confirm total cash disbursements from the General Account for the month of August 2014 for \$64,385.96.

CARRIED

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Clause 4      **BOARD CONFIRMS TOTAL CASH DISBURSEMENTS FOR SEPTEMBER 2014**

Moved Cr. McCathie, seconded Mrs List , that the Board confirm total cash disbursements from the General Account for the month of September 2014 for \$54,843.90.

CARRIED

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Clause 5      **FINANCIAL STATEMENTS FOR PERIOD FROM 1 MAY 2014 to 30 SEPTEMBER 2014 BE RECEIVED**

Moved Cr. Loizou, seconded Cr. McCathie, that the financial statements of the Burdekin Cultural Complex Board for the period from 1 May, 2014 to 30 September 2014, be received.

CARRIED

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**Clause 6 BOARD RECEIVES RECEIVABLES RECONCILIATION REPORT**

Secretary, Mrs Schultz, tabled a detailed report listing Outstanding Debtors to 30 September 2014. The Board noted that the total outstanding debtors in respect of the Burdekin Theatre and Burdekin Memorial Hall Complex were \$16,439.45. The Board also noted the recovery arrangements to collect the amount outstanding.

Moved Cr. McCathie, seconded Cr. Loizou, that the report on Receivables Reconciliation be received.

CARRIED

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**Clause 7 PAYMENT DEADLINE TO BE ISSUED TO OUTSTANDING DEBTORS**

Moved Cr. McCathie, seconded Cr. Loizou that the Board place the following conditions on the repayment of all monies owing to the Burdekin Cultural Complex Board by Karen Healy and Jake Healy:-

- (a) full payment be made of all monies owing by Monday 15 December 2014;
- (b) if full payment is not made, the offer of venue space to hire in 2015 be withdrawn; and
- (c) if full payment is not made, legal action to recovery monies owing commence.

CARRIED

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**Clause 8 BOARD NOTES DETAILS OF EXPENDITURE TO 30 SEPTEMBER 2014 FOR ADMINISTRATION AND OPERATION OF BURDEKIN CULTURAL COMPLEX**

Moved Cr. McCathie, seconded Mrs Defranciscis, that the report listing receipts and expenditure to 30 September 2014 of Council costs associated with administration and operation of the Burdekin Theatre and Burdekin Memorial Hall by the Burdekin Shire Council as follows be received:-

<u>Receipts</u>	<u>Item</u>	<u>Expenditure</u>
0.00	Capital	0.00
0.00	Current	132,935.20
<b>\$0.00</b>		<b>\$132,935.20</b>

CARRIED

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**Clause 9 BOARD NOTES DETAILS OF LIVE PERFORMANCES IN BURDEKIN THEATRE AND BURDEKIN MEMORIAL HALL SINCE LAST MEETING**

At this stage Members discussed details of reconciliations for performances in the Burdekin Theatre and Burdekin Memorial Hall since the last meeting.

The Chairman advised the meeting that it was necessary to confirm the Theatre Director's action in exercising discretionary powers concerning fee structures negotiated for some performances in the Burdekin Theatre and Burdekin Memorial Hall since the last Board meeting.

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Details of performances in the Burdekin Theatre and Burdekin Memorial Hall during the period are set out hereunder:-

Production: .....Peace Train  
 Date:..... 15/6/2014  
 Promoted By:.....QLive  
 Ticket Sales:..... CANCELLED  
 Cost to Promoter: .....\$42.04

Production: .....Managing Carmen  
 Date:..... 29/6/2014  
 Promoted By:.....Burdekin Events & Entertainment  
 Ticket Sales:.....28  
 Cost to Promoter: .....\$4,157.38

Production: .....Open Mic Night  
 Date:..... 25/7/2014  
 Promoted By:.....Burdekin Events & Entertainment  
 Ticket Sales:.....0  
 Cost to Promoter: .....\$876.38

Production: .....Looking Thru Glass Onion  
 Date:..... 31/7/2014  
 Promoted By:.....Burdekin Events & Entertainment  
 Ticket Sales:.....88  
 Cost to Promoter: .....\$3,006.23

Production: .....Peter Pan  
 Date:..... 1 – 9/8/2014  
 Promoted By:.....Ayr State High School  
 Ticket Sales:.....1395  
 Refund to Promoter: .....\$13,248.16

Production: .....Fasttrack Talent Showcase  
 Date:..... 16/8/2014  
 Promoted By:.....Burdekin Shire Council  
 Ticket Sales:.....495  
 Refund to Promoter: .....\$4,267.20

Production: .....Soweto Gospel Choir  
 Date:..... 21/8/2014  
 Promoted By:.....HVK Productions  
 Ticket Sales:.....156  
 Refund to Promoter: .....\$7,001.13

Production: .....Open Mic Night  
 Date:..... 22/8/2014  
 Promoted By:.....Burdekin Events & Entertainment  
 Ticket Sales:.....0  
 Cost to Promoter: .....\$542.07

Production: .....Goldilocks Rocks  
 Date:..... 27/8/2014  
 Promoted By:.....Burdekin Events & Entertainment  
 Ticket Sales:.....225  
 Cost to Promoter: .....\$1,517.73

Production: ..... Water Festival Event  
 Date: ..... 6/9/2014  
 Promoted By: ..... Burdekin Water Festival  
 Ticket Sales: ..... 0  
 Cost to Promoter: ..... \$3,009.00

Production: ..... Masterworks  
 Date: ..... 7/9/2014  
 Promoted By: ..... Barrier Reef Orchestra  
 Ticket Sales: ..... 40  
 Cost to Promoter: ..... \$82.80

Moved Cr. Loizou, seconded Mrs. List, that the Board note details provided by the Theatre Director in respect of performances in the Burdekin Theatre and Burdekin Memorial Hall since the last meeting be received.

CARRIED

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Clause 10     **REPORT ON EXPENDITURE TO 30 SEPTEMBER 2014 FOR BOARD PROMOTIONS RECEIVED**

Moved Cr. McCathie, seconded Mrs Defranciscis, that the report listing expenditure for Board Promotions as at 30 September 2014, be received.

CARRIED

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Clause 11     **BURDEKIN CULTURAL COMPLEX MANAGER'S REPORT RECEIVED**

Burdekin Cultural Complex Manager, Mr. Calder, informed the meeting that the Friends of the Burdekin Theatre had recently agreed to purchase radio communications for the Theatre. Mr. Calder also presented to the meeting an example of a proposed uniform for the Theatre staff.

Mr. Calder provided an update on his proposal to tender for external operators for the provision of coffee and refreshments in the foyer. Mr. Calder indicated that he had been in contact with possible applicants. Those applicants advised that they could be interested in the proposal if use of the kitchen and bar were included. Possible applicants also advised that operational hours would be requested to include Theatre performances.

Discussion was regarding the proposed tender on:-

- (a) use of the various parts of the complex for the tender;
- (b) establishment of a working party with the Friends of the Theatre to work through any matters arising from this proposal;
- (c) the purchase of kitchen equipment by the Friends of the Theatre;
- (d) the liquor licence and how this would be affected by the proposal;
- (e) current profit from the bar for the Board;
- (f) bar profit offset against income from a rental agreement;
- (g) current operation of the Friends of the Theatre in serving coffee and the possible loss of services from the Friends if the tender is established;
- (h) the hours of operation for the tender; and
- (i) the catering of non-performance events by the tender.

Discussion was also held on:-

- (a) the conservation of electricity at the Theatre;
- (b) the promotion of purchases by the Friends of the Theatre in the local newspaper;
- (c) Open Mic Nights and the shift to a new time to encourage more participation;
- (d) the history of Morning Melodies and how these shows are operated; and
- (e) possible alternative models for shows aimed at senior citizens.

Moved Mrs List, seconded Cr. Loizou, that the report from the Burdekin Cultural Complex Manager, be received.

CARRIED

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Clause 12     **GENERAL MEETING TO BE HELD ON MONDAY 8 DECEMBER 2014**

It was confirmed that the next meeting of the Board General Meeting would be held on Monday 8 December 2014 at 5.30 p.m.

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Clause 13     **UPDATE ON MEMORIAL HALL**

Mrs Defranciscis provided an update of matters at the Memorial Hall.

She indicated that no response had been received by the Theatre in regard to costs associated in hiring the dry bars for an upcoming conference at the Hall. Mr. Calder advised that he would look into the matter.

She advised that there had been no progress on painting the front roof at the Memorial Hall and that this had been in the planning for a long time. She also advised that there had been no indication as to when the carpet on the steps of the hall was being replaced.

Discussion was held on maintenance matters at the Hall and that the process should be that direct contact be made with Council regarding these matters to expedite the process.

Discussion was also held on electricity use at the Hall and availability of results from a recent electricity audit.

There being no further business the Meeting concluded at 6.45 p.m.

R. Lewis  
ACTING CHAIRMAN

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### **3.3 Burdekin Shire Council Local Disaster Management Group Meeting - 23 January 2015**

#### **Recommendation**

That the minutes of the Burdekin Local Disaster Management Group Meeting held on 23 January 2015 be received and adopted.

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**BURDEKIN SHIRE COUNCIL**

**MINUTES – BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP MEETING  
HELD ON 23 JANUARY, 2015**

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**CLAUSE 1     ATTENDANCE**

Core Members

Cr. Bill Lewis - (Chairman) Burdekin Shire Council  
Mr. Matthew Magin - Deputy Local Disaster Co-ordinator  
Cr. Ross Lewis –Burdekin Shire Council  
Ms. Eileen Robinson - Local Disaster Co-ordinator  
Mr. Mal Bouker – Queensland Fire and Emergency Services  
Mr. Kevin Byers - Burdekin Shire Council  
Mr. Robert Sutcliffe - Burdekin SES Controller

Specialist Advisors

Cr. Lou Loizou – Burdekin Shire Council (Delegate Representative)  
Mrs Julie Davies - Burdekin Shire Council  
Sgt. Brett Smith - Queensland Police Service, Home Hill  
Mrs Deana Murray - Lower Burdekin Home for the Aged  
Mr. Kevin Anderson - Queensland Fire and Emergency Services  
Mr. Bruce Smith - St John Ambulance, Burdekin  
Ms. Debra Cochran - Burdekin Community Association  
Mrs. Janai Giddy – Burdekin Shire Council  
Mrs. Sean O'Shea - Burdekin Community Association  
Sgt. Ben Walsh - Queensland Police Service, Ayr  
Mrs. Mary Vicary - Queensland Health  
Mr. Peter McCulloch - Queensland Rail  
Mr. Steve Postma - Wilmar

Minutes Clerk – Miss S. Cronin

Apologies for absences

Mr. Wayne Saldumbide – Burdekin Shire Council  
Mr. Daryl Hanger – Red Cross  
Mrs. Sue Collier - Flexi Queensland  
Mr. Wayne Preedy - Queensland Fire and Emergency Services  
Ms. Nicole Smart - Department of Transport and Main Roads  
Mr. Andrew Thomas - Department of Transport and Main Roads  
Ms. Liza Clews - Deaf Services Queensland  
Mr. Alan Parravicini - Burdekin SES  
Senior Sgt. Steve Barton - Queensland Police Service, Ayr  
Ms. Linda Govan - Burdekin Shire Council  
Mr. James Mummery - Sunwater  
Mr. Dan Mulcahy - Burdekin Shire Council

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**CLAUSE 2 MINUTES OF THE BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP MEETING HELD ON 28 NOVEMBER, 2015**

Moved Cr. Lewis, seconded Ms. Cochran that the minutes of the Burdekin Shire Council Local Disaster Management Group Meeting held on 28 November, 2014 be received as a true and correct record.

CARRIED

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**CLAUSE 3 CORRESPONDENCE FOR INFORMATION**

Nil

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**CLAUSE 4 AGENCY REPORTING**

**Mr. Mal Bouker - Queensland Fire and Emergency Services**

1. Please refer to Mrs Libby Preedy's attached report

**Ms. Eileen Robinson - Local Disaster Co-ordinator**

1. Ms. Robinson thanked everyone for their feedback and input on the Local Disaster Management Plan. The plan will be uploaded onto Council's website on Tuesday 27 January 2015.
2. Ms. Robinson advised that they receive weather warnings from the State District Control Centre.

**Ms. Debra Cochran - Burdekin Community Association**

1. Burdekin Community Association donated evacuation kits and these kits are located at the Cyclone Shelter.

**Sunwater**

1. Burdekin Falls Dam was at 73% capacity at 2.30pm on Thursday 22 January 2015.

**Mr. Robert Sutcliffe - State Emergency Services**

1. Starting to deliver fuel for boats and trucks.
2. 56 sandbags were handed out in Cox Street and Ferguson Road on Thursday 22 January 2015 due to the heavy rainfall.

**Mr. Steve Postma - Wilmar**

1. Wilmar have published a book of maps of the Burdekin including the rail network.

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There being no further business the meeting closed at 12.20pm.

The next meeting will be held on Friday 20 February 2015.

**CHAIRMAN**



**Queensland Fire & Emergency Services  
Emergency Management report to the Burdekin  
Local Disaster Management Group**

*This report covers the period 29 Nov 2014 – 23 Jan 2015*

**Emergency Management Meetings/Activities attended:**

- Official opening of Burdekin Public Cyclone Shelter and Multi-Purpose facility (29 Nov 2014)

**Topics of Interest:**

- Libby Preedy on leave (overseas) from Thu 15 Jan – Mon 9 Feb 2015
- Mal (Malcolm) Bouker, QFES relieving during Libby's absence (contact details have been provided separately).
- Assisting in review of all LDMP sub plans, including development of Cyclone Shelter Operations Sub Plan
- Agreement between Northern Region QFES and 2 other regions to supply QFES F&R staff to PCS. Delivered QDMA & CSM 1,2,3 to 5 x QFES F&R staff (13 Dec 2014) who are able to deploy to those other regions to support their PCS (with staff in those regions being similarly trained to support our PCS)

**Training and Exercises**

**Training conducted:**

- Updated Training Needs Analysis provided to meeting (attached)

**Scheduled training:**

- Tentative 3-day DM training workshop (Townsville) – 10-12 Mar 2015. Details to follow when confirmed. Open to all LDMG member agencies – good opportunity to train some other staff for redundancy planning.

**Exercises conducted:**

- Dam failure exercise postponed till 2015 due to PCS walkthrough, training commitments in Dec 2014 – to be addressed in Feb/Mar 2015

**Scheduled exercises:**

- Planning underway to conduct a series of discussion exercises around evacuation (exploring exactly how we would conduct an evacuation in the Shire and calculating the evacuation timeline).

**Community Awareness and Education**

**Public awareness activities conducted:**

- Get Ready Burdekin Family Day at Showgrounds/Public Cyclone Shelter (30 Nov 2014)

**Proposed public awareness activities:**

- NTR

**Operations**

**Conducted:**

- Nil

**Current Impediments**

- Nil

**Report authorised by:**

Name:	Libby Preedy
Position:	QFES Emergency Management Coordinator, Townsville
Date:	13 January 2015

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## **4 REPORTS**

### **4.1 Capital Projects Monthly Report for Period Ending 31 December 2014**

#### **Recommendation**

That the Capital Projects Monthly Report for Period Ending 31 December 2014 be received.





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

Period Ending 31 December 2014

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
<b>Manager Community Development</b>							
-650,000	0.00	-100%	12007 - Burd Rural Multi-Tenant Service Centre	672,742	1,648.35	-100%	Tender process is completed. Malas Construction has been appointed as builder. Sub-agreement for funding has been executed. Construction to begin in March 2015.
<b>-650,000</b>	<b>0.00</b>		<b>Total</b>	<b>672,742</b>	<b>1,648.35</b>		
<b>Manager Client Services</b>							
0	0.00	-	11001 - IT Hardware Purchases	36,300	10,000.01	-72%	Payment of Design office plotter - additional payment of \$4,450 to be journalled from CJ11003. Photocopier for Community Development to be ordered in January 2015.
0	0.00	-	11002 - Admin Office Equipment Capital Purchases	0	11,362.00	-	Cyclone Shelter shelving for Admin Records - transferred to CJ11004 in period 7.
0	0.00	-	11006 - IT Communication Purchases	130,800	117,716.79	-10%	PABX phone system installation, funded from carry over.
0	0.00	-	11007 - IT Software Purchases	343,000	92,760.12	-73%	Additional licences for Tech One - Assets.
-10,421	0.00	-100%	12041 - Burdekin Library	92,520	27,111.11	-71%	Replacement of main Library air-conditioning system has been put on hold. Life span of air-conditioner now expected for another 36 months. Actual expenses relates to Library reception desk and renovations - funded by grant and carry over.
-87,450	-43,717.84	-50%	12044 - Burdekin Library Other Assets	92,700	39,555.78	-57%	Ongoing purchases of library books.
<b>-97,871</b>	<b>-43,717.84</b>		<b>Total</b>	<b>695,320</b>	<b>298,505.81</b>		
<b>Manager Governance and Local Laws</b>							
0	0.00	-	10001 - Ayr Industrial Estate	11,976	20,764.17	73%	Progressively filling with excess roadworks spoil. Preparing land for sale. Unbudgeted.
0	0.00	-	10007 - Council Properties Community	6,380	6,379.58	0%	Completed. Relocation of donga to Clare from Depot. Approved 22 July 2014.
-43,963	-46,663.04	5%	10020 - Land Purchases/Sales	0	0.00	-	Income from sale of Paine Street, Ayr.
0	0.00	-	11104 - Comm & Cul Furniture & Fittings Capital Purchases	20,000	0.00	-100%	Shelving for storage of corporate records at Cyclone Shelter. Actual costs to be transferred in period 7 from CJ11002.
0	0.00	-	12012 - Ayr Showgrounds Grounds	0	5,773.68	-	Reroof toilet block at Ayr Showgrounds.
0	0.00	-	12013 - Burdekin Amateur Basketball Assn	30,000	12,097.50	-60%	Replace flooring of stadium. Carry over funding of \$22,742.
-2,133,746	-1,863,746.31	-13%	12029 - Cyclone Shelter	1,739,673	1,751,791.78	1%	Project completed. Over budget due to required fire hydrant not included in tender.
0	0.00	-	16201 - Ayr Transfer Station	25,000	7,689.00	-69%	Completed. Installation of boom gates. Order written for \$13,023.
0	0.00	-	16203 - Ayr Transfer Station Building	15,949	15,949.21	0%	Completion of new office building.
0	0.00	-	16205 - Giru Transfer Station	10,083	9,308.37	-8%	Completion of Oil Shed with carry over funding of \$10,000 available.
0	0.00	-	16206 - Home Hill Transfer Station	50,000	0.00	-100%	Council resolution 26 August 2014 to delete second bin for HHTS and consider cover for second hand goods sales area. Quotations received and order written for \$23,673.
0	0.00	-	16208 - Kirknie Landfill	0	56.03	-	





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

Period Ending 31 December 2014

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
0	0.00	-	16220 - Kirknie Landfill Cell Liner	2,023,780	23,380.50	-99%	Tender documentation completed and funded from carry over. Tenders close 9 January 2015.
0	0.00	-	16251 - Burdekin Cascades Caravan Park	210,000	0.00	-100%	Business case for 3 new cabins \$210,000 currently being prepared prior to decision on commencing.
0	0.00	-	16252 - Home Hill Caravan Park	85,000	0.00	-100%	Upgrade amenities - scope of works to be determined and then quotes to be obtained.
-2,000,000	0.00	-100%	16301 - Ayr Pool	2,168,165	15,801.36	-99%	Pool refurb \$2M dependent on grant funding - Ayr Pool design tender awarded to GHD. Further detail to be obtained on method and costs of pool construction. Gym shed re-roof budget \$7,000 - order written for \$4,636. Installation of safety balustrades \$11,165 - completed.
0	0.00	-	16304 - Home Hill Pool	41,165	38,411.00	-7%	Budget is for installation of safety balustrades \$11,165 - completed. Pool shade covers funded by carry over \$30,000 - completed \$27,246.
-50,000	0.00	-100%	16305 - Millaroo Pool	50,000	0.00	-100%	Pool refurb dependent on grant funding - priorities for refurbishment yet to be determined.
<b>-4,227,709</b>	<b>-1,910,409.35</b>		<b>Total</b>	<b>6,487,171</b>	<b>1,907,414.18</b>		

**Manager Operations**

-1,335,123	0.00	-100%	27003 - NDRRA - Mar 12 Event	0	0.00	-	Completed June 30. Funds to be transferred from operating.
-2,649,823	0.00	-100%	27100 - NDRRA - Feb 13 Event	4,270,157	828,491.05	-81%	Programme commenced. 30 June 15 deadline for completion.
0	0.00	-	16003 - Home Hill Cemetery	85,718	76,513.64	-12%	Building completed and occupied - IT and ancillary equipment currently being installed
0	0.00	-	16005 - Ayr Cemetery Other Assets	70,000	21,226.00	-70%	Ayr Rotary Club has withdrawn from this project. Quotations being sought from local builders.
0	0.00	-	16412 - Coutts Park - Other Assets	45,000	0.00	-100%	Additional developer contributions anticipated. Topic for discussion at future Council workshop.
0	0.00	-	16420 - Spiller Street Park Exceloo	30,000	0.00	-100%	Awaiting Quotation from Exceloo.
-20,000	0.00	-100%	16503 - Playground Equipment - Various Parks	60,000	0.00	-100%	Giru Skate Park - Proposals received from Urban Play. Discuss at future Council workshop. Wilmar have advised that they will construct slab.
0	0.00	-	16519 - Miscellaneous Park Furniture - Various Parks	56,494	7,340.92	-87%	Expenditure is for picnic tables and benches at Ford Park. Balance of funds intended for Coutts Park Upgrade.
0	0.00	-	23250 - Depot/Store Building	80,000	0.00	-100%	Ultimate Design Solutions commissioned to undertake design and certification compliance
0	0.00	-	30000 - Sewerage Construction Budget	350,000	0.00	-100%	Replace number 23 sewerage pump station.
0	0.00	-	30201 - Pump Station 1 Ayr	200,000	0.00	-100%	Replace primary clarifier bridge Ayr STP
0	0.00	-	30203 - Pump Station 3 Ayr	0	6,824.35	-	Design for duplication of existing rising main.
0	0.00	-	30212 - Pump Station 12 Ayr	0	7,224.33	-	- Replacement Pumps. Install Jan/Feb 2015
0	0.00	-	30213 - Pump Station 13 Ayr	0	6,824.35	-	- Replacement Pumps. Install Jan/Feb 2015
0	0.00	-	30214 - Pump Station 14 Ayr	0	7,224.34	-	- Replacement Pumps. Install Jan/Feb 2015
0	0.00	-	30215 - Pump Station 15 Ayr	0	7,224.35	-	- Replacement Pumps. Install Jan/Feb 2015
0	0.00	-	30217 - Pump Station 17 Ayr	0	7,224.34	-	- Replacement Pumps. Install Jan/Feb 2015



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

Period Ending 31 December 2014

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
0	0.00	-	30218 - Pump Station 18 Ayr	0	7,224.34	-	Replacement Pumps. Install Jan/Feb 2015
0	0.00	-	30221 - Pump Station 21 Ayr	0	8,093.02	-	Works complete. Carry over from 13/14.
0	0.00	-	30223 - Pump Station 23 Ayr	0	73,293.71	-	Installation Completed. Budget at 30000 - Sewerage Construction Budget.
0	0.00	-	30401 - Treatment Plant Operations Ayr/Brandon	0	4,547.80	-	Concrete walkway from Lab to plant - will require Journal to operational budget.
0	0.00	-	30406 - Treatment Plant Primary Clarifier Ayr/Br	150,000	0.00	-100%	Budget at 30000 - Sewerage Construction Budget
0	0.00	-	31050 - Sewer Reline Project	781,810	0.00	-100%	Combined budget from 13/14. Tender to be called Feb/March 2015.
0	0.00	-	35000 - Water Construction Budget	500,000	0.00	-100%	Install scour injection point 525mm main South Ayr WTP. New break tank Mt. Kelly.
0	0.00	-	35034 - Bore 4 Nelson's	0	27,954.58	-	Upgrade/Refurb of Bore Screen, casing.
0	0.00	-	35156 - Balance Tank - Mt Kelly	0	552.83	-	Budgeted at CJ 35000. Awaiting condition assessment report.
0	0.00	-	35230 - Telemetry - Water	0	18,872.00	-	Budgeted at CJ 35000.
0	-6,030.00	-	35257 - Control Building Nelson's	0	28,143.00	-	Auto cut over switch - Installed - operational testing to be completed.
0	0.00	-	35265 - Control Building Conlan Street	0	30,958.98	-	Budget at 35901 - new bore field project.
0	0.00	-	35302 - Aeration Home Hill Tower	393,094	16,730.47	-96%	Application for funding from resources to the regions. Works cannot start prior to funding being announced.
0	0.00	-	35340 - Low Level Storage Giru	0	26,585.91	-	Replaced roof structure. Works completed. Budgeted at CJ 35000.
0	0.00	-	35352 - Distribution Mains Ayr	0	59,213.51	-	Wickham Street - 150mm ring main to PCYC dead end. Budgeted at CJ 35000.
-261,293	-228,677.50	-19%	35901 - Investigation of New Bore Locations	2,049,214	1,050,029.08	-49%	Extension of time granted to 31 March 2015. Underboring of QR and Highway commencing mid January 2015.
<b>-4,286,239</b>	<b>-234,707.50</b>		<b>Total</b>	<b>9,122,487</b>	<b>2,328,316.90</b>		

**Manager Technical Services**

-718,000	-261,409.00	-64%	20000 - Roadworks	6,669,853	1,502,102.34	-77%	Currently under budget due to timing of major projects and prioritisation of Home Hill drainage scheme.
0	0.00	-	11003 - Eng Office Equipment Capital Purchases	12,000	4,449.99	-63%	Design Office Plotter part payment - to be journalled to CJ11001.
-11,094	0.00	-100%	23121 - CBD Home Hill Comfort Stop	11,215	7,061.53	-37%	Balance on refurbishment of Mosaic.
-320,000	0.00	-100%	24000 - Drainage Budget	1,498,604	0.00	-100%	Spiller Street and Clayton Street projects to be completed. Clayton Street commenced. Spiller Street not yet commenced
0	-96,000.00	-	24029 - Spiller Street Drainage	0	0.00	-	Detail design of Spiller Street drainage underway. Construction to commence early February.
-1,512,000	-840,000.00	-44%	24031 - Home Hill Stormwater Drainage Upgrade	2,845,824	1,588,768.75	-44%	Currently under construction. To be completed by March 2015.
0	0.00	-	24035 - Ayr Town Drain - Clayton Street	0	208,783.40	-	Includes upgrades to drainage in Ahern and Clayton Streets. To be funded from budget allocation for CJ 24000.
-90,000	-33,340.92	-63%	25001 - Sedans	220,000	0.00	-100%	3 sedans disposed. Total number of sedans/wagons reduced therefore no further replacements planned. Some funding may be required to transfer to Utilities - CJ25002. Awaiting funding assistance from state government for replacement of SES controller vehicle.



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

**Period Ending 31 December 2014**

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
-220,000	-64,818.18	-71%	25002 - Utilities	440,000	159,553.06	-64%	4 utilities delivered. Awaiting delivery of one utility and 7 more utilities to be replaced early 2015. Total number of utilities increased which may require funding transferred from Sedans - C.J25001.
-176,000	-46,590.91	-74%	25003 - Trucks	1,150,000	478,959.29	-58%	6 trucks delivered which includes 4 that were ordered in 2013/14. Quotations called for 2 trucks in December, orders to be placed in February. Specifications for remaining trucks currently being prepared.
-40,000	-23,000.00	-43%	25004 - Machines	330,000	294,675.46	-11%	Delivery of forklift ordered in 2013/14. Loader ordered in October, delivery expected before end of December. No further purchases planned.
-20,000	-7,610.00	-62%	25005 - Plant and Equipment	169,000	27,500.00	-84%	Front deck mower purchased. Replacement high pressure drain cleaner yet to be purchased.
-3,107,094	-1,372,769.01		<b>Total</b>	<b>13,346,496</b>	<b>4,271,653.82</b>		
-12,368,913	-3,561,603.70		<b>TOTAL CAPITAL PROJECTS</b>	<b>30,324,216</b>	<b>8,807,739.06</b>		

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## **4.2 Operating Statement for Period Ending 31 December 2014**

### **Recommendation**

That the Operating Statement for Period Ending 31 December 2014 be received.



**BURDEKIN SHIRE COUNCIL  
OPERATING STATEMENT  
Period Ending 31 December 2014**

	Note	Actual YTD	YTD Revised Budget	\$ Variance Actual to Revised	% Variance Actual to Revised
<b>Operating Revenue</b>					
Rates and Utility Charges	1	34,623,812.13	35,468,883	-845,071	-2%
Pensioner remissions		-282,128.19	-281,000	-1,128	0%
User fees and charges	2	1,240,785.60	1,130,815	109,971	10%
Interest Received	3	658,652.73	835,000	-176,347	-21%
Operational contributions and donations	4	77,605.32	74,985	2,620	3%
Operational grants and subsidies	5	3,565,075.62	2,214,087	1,350,989	61%
Contract and recoverable works	6	296,171.71	795,000	-498,828	-63%
Other operating revenue	7	138,572.43	91,188	47,385	52%
<b>Total operating revenue</b>		<b>40,318,547.35</b>	<b>40,328,957.50</b>	<b>-10,410</b>	<b>0%</b>
<b>Operating Expenses</b>					
Employee benefits	8	8,624,015.16	8,958,907	-334,891	-4%
Materials and services	9	7,081,315.84	8,166,995	-1,085,679	-13%
Depreciation and amortisation		5,081,008.50	5,007,750	73,259	1%
Finance Costs		226,481.43	227,135	-654	0%
Other expenses		-80.50	0	-81	-
<b>Total operating costs</b>		<b>21,012,740.43</b>	<b>22,360,786.00</b>	<b>-1,348,046</b>	<b>-6%</b>
<b>Surplus (deficit) from operating activities</b>		<b>19,305,806.92</b>	<b>17,968,172</b>	<b>1,337,635</b>	<b>7%</b>
Capital grants and subsidies	10	3,339,580.65	5,889,475	-2,549,894	-43%
Other capital income (expense)	11	-58,956.43	-25,019	-33,938	136%
<b>Net result for period</b>		<b>22,586,431.14</b>	<b>23,832,628</b>	<b>-1,246,197</b>	<b>-5%</b>



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**BURDEKIN SHIRE COUNCIL**  
**OPERATING STATEMENT**  
**NOTES FOR VARIANCES TO BUDGET**  
**Period Ending 31 December 2014**

**Note**

**1 Rates and Utility Charges**

Rates are on target - approximately \$600,000 rates in advance will be journalled as income at the end of the financial year. Water consumption has been levied in December and an accrual journal will be prepared for the 6 months consumption to June.

**2 User Fees & Charges**

Above budget mainly due to annual trade waste charges and annual dog registrations being issued. Water connections, caravan park fees, and second hand culvert sales are above budget. Unbudgeted income received for change of ownership fees.

**3 Interest Received**

A number of long term investments will mature in March. Currently on target to meet annual budget. Interest on rates accounts are as per budget.

**4 Operational Contributions and donations**

Unbudgeted infrastructure contributions have been received. Half year contribution to weed control at Barratta Creek has been raised, and unbudgeted funds received for workplace wellness project.

**5 Operational Grants and Subsidies**

QRA NDRRA acquittal payments for 2011 and 2012 have been received, along with an advance payment for 2013 event - part to be transferred to capital. The first two quarterly FAGS payments have been received. Unbudgeted funds received from Fuel Tax Credit review resulting in payment of additional claims over four years. RADF funding, Aquatic Weed Control funding, and part of the PCYC funding has been received.

**6 Contract and Recoverable works**

Large RMPC claims for November and December to be raised in January. BSRIT projects waiting on approvals from DNR - approximate schedule to start May/June 2015.

**7 Other Operating Revenue**

High amount of income received for metal recycling sales - already at annual budget amount. Unbudgeted income received for Feral Pig control project, Groper Creek public conveniences and insurance payout for a pump station.

**8 Employee Benefits**

Some areas slightly over budget, however total is under budget mainly due to works section currently concentrating on capital projects with shorter deadlines before continuing on operational work.

**9 Materials & Services**

Currently under budget mainly due to timing of recoverable works and plant maintenance - costs will accelerate after wet season. Below budget in waste collection and disposal. BCCB contribution and BSRIT precept payment yet to be made.

**10 Capital Grants and Subsidies**

QRA claims have been received and are currently in operational - part to be transferred to capital. Continuing work on the January 2013 reconstruction with claims progressively being made. Funding is yet to be received for the PCYC extension, swimming pools upgrade, and the remaining funding for drainage projects. Roads 2 Recovery projects have not yet commenced. Milestone payment received for the Home Hill Drainage project, and part payment received for TIDS.

**11 Other Capital Income**

Capitalisation has been completed for the September quarter, which has resulted in a loss on sale of land for \$47,337, and loss on sale of plant and equipment of \$11,619.



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## 5 GOVERNANCE & LOCAL LAWS

### 5.1 TBSC/14/0001 - Kirknie Road Landfill - Construction of a new lined cell

#### Document Information

**Referring Letter No:** N/A

**File No:** 791

**Name of Applicant:** N/A

**Location:** Kirknie Road landfill

**Author and Title:** Anne McLaughlin, Waste Management and Environment Officer

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#### Executive Summary

As the current waste disposal cell at Kirknie landfill nears completion, a further waste disposal cell is required. Designs were completed and tenders for construction of a new cell closed on the 9 January 2015. Tenders were received from seven construction companies. Six of these provided conforming tenders and were assessed by consultant engineers Harrison Grierson who recommended that the tender be awarded to AllCiv Pty Ltd. Whilst two million dollars have been budgeted for the works in this financial year additional funds including a contingency amount of 5% should be budgeted for the proposed works.

#### Recommendation

1. That Contract TBSC/14/0001 be awarded to Allciv Pty Ltd for the adjusted lump sum price of \$2,014,912.74 GST exclusive subject to undertaking satisfactory completion of post tender correspondence that shall include obtaining confirmation that the adjusted lump sum tender price and rates cover all costs for sourcing and utilisation of on-site materials to meet the specification (eg removal of overburden, sediment control, access, remediation/reinstatement and mixing in of imported materials in required etc).
2. That the Contractor confirms that he is prepared to carry the risk and should insufficient suitable material be available on-site there will be no additional claim on Council if this occurs.
3. That should the confirmation as described above not be received, then the Contract TBSC/14/0001 be awarded to Olsen Contracting for the sum of \$2,089,909.26 GST exclusive.

#### Background Information

Kirknie Road landfill is Council's waste disposal facility taking approximately 8,000 tonne of waste per year disposed into the currently existing waste disposal cell. Whilst waste minimisation activities are conducted to lessen the volume of waste to landfill, a further waste cell is required to ensure the continuance of waste disposal which is currently the least costly

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means of disposing of waste. The design of the second waste disposal cell has been completed, and tenders called for construction to commence in April 2015. Seven companies submitted tenders and three of these also submitted alternate tenders whilst one of the seven did not submit a conforming tender. The tender evaluation has been completed by the consulting engineers Harrison Grierson based on scores issued relating to price (60%), and non price related items including financial assessment, program of works, contractual performance, ability to resource the project, local content, environment and quality assurance (40%). The report recommended AllCiv Pty Ltd as the most advantageous tender on the provision that savings from utilising material on site are realised.

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

In accordance with Council's current Corporate plan, this project meets the Environment Strategy to construct an additional cell at the Kirknie road Landfill within the 2014-2015 financial year.

### **Consultation**

N/A

### **Legal Authority or Implications**

Waste disposal is required to be undertaken in accordance with licence conditions and in accordance with legislative requirements including the *Environmental Protection Act 1994*. This requires that waste disposal cells be constructed in accordance with standards that ensure that waste disposal does not cause contamination to ground or surface waters amongst other matters. The design for the new cell and leachate pond will ensure that compliance is achieved for waste disposal at the Kirknie Road landfill site.

### **Policy Implications**

Construction of the waste disposal cell and leachate pond will ensure that waste disposal at the landfill is in compliance with legislative requirements.

### **Financial and Resource Implications**

The construction of the new waste disposal cell and leachate pond will be a major capital investment and has already been approved in the 2014-2015 Capital Works budget. It is expected that given the current rates of waste disposal the additional cell will in combination with the existing cell provide an additional five years of waste disposal capacity. In addition, once cells are complete final capping will be required that will have additional costs and care and maintenance of the area will also provide further costs.

### **Report prepared by:**

Anne McLaughlin, Waste Management and Environment Officer

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**Report authorised by:**

Dan Mulcahy, Manager Local Laws and Governance

**Attachments**

N/A

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## 5.2 RADF Funding - December 2014 Round

### Document Information

**Referring Letter No:** N/A

**File No:** 1056

**Name of Applicant:** Burdekin RADF Committee

**Location:** N/A

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

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### Executive Summary

On 19 January 2015, Burdekin RADF Committee met to consider applications received in the latest round. The committee's recommendations in relation to funding of these projects are listed below.

### Recommendation

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

<b>Applicant</b>	<b>Project</b>	<b>Letter No</b>	<b>Requested Funding</b>	<b>Recommended Funding</b>
Burdekin Singers & Theatre Co	Towards the cost of employing a Lighting Design Engineer for their production of "Boy from Oz"	1403094	\$9,294	\$9,294
Burdekin Art Society Inc	Towards cost of employing tutor, Dr Barbara Cheshire for two day landscape workshop	1394823	\$580	\$580
Burdekin Artisan Community Association Inc	Towards cost of conducting workshop with tutor, Wanda Bennett, in felt making, fabric dyeing and weaving, and purchase of tables and chairs for venue	1398933	\$1,514	\$1,514
Burdekin Patchwork and Quilters Guild	Towards cost of conducting two workshops using	1394291	\$1,729	\$1,729

	organic material to dye and treat natural fibres and fabrics in different environmentally friendly ways			
Burdekin Potters Inc	Towards cost of conducting a portraiture sculpture workshop using soft terracotta clay and an armature	1392995	\$1,800	\$1,800
Burdekin Shire Council	Towards cost of creating an art space within Burdekin Shire Council Chambers (John Hy Peake Heritage Rooms)	1405872	\$4,500	\$4,500
Burdekin Readers and Writers Association	Towards cost of employing eight well known authors to present workshops at inaugural Burdekin Readers and Writers Festival	1406753	\$8,800	\$8,800
Zonta Club Burdekin Inc	Towards cost of two guest speakers for International Women's Day Breakfast	1407059	\$800	\$800
<b>TOTALS</b>			<b>\$29,017</b>	<b>\$29,017</b>

## Background Information

The RADF Committee, comprising Council and community representatives, invites applications for the funding of arts and cultural related projects in two funding rounds each year in December and June. Funds available for the December 2014 and June 2015 total \$40,000. (70% Arts Queensland contribution and 30% Council contribution).

## Link to Corporate/Operational Plan

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

## Consultation

Burdekin RADF Committee met on 19 January 2015 to consider funding applications received.

## Legal Authority or Implications

Nil



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## **Policy Implications**

Nil

## **Financial and Resource Implications**

Funding of \$40,000 available for this round and the next round to be conducted in June 2015.

### **Report prepared by:**

Mrs Janice Horan, RADF Liaison Officer

### **Report authorised by:**

Mr Dan Mulcahy, Manager – Governance and Local Laws

## **Attachments**

1. Nil

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## 6 CLIENT SERVICES

## 7 FINANCIAL & ADMINISTRATIVE SERVICES

## 8 OPERATIONS

## 9 TECHNICAL SERVICES

### 9.1 Request for Disabled Parking - East Ayr State School (Ross Street Entrance)

#### Document Information

**Referring Letter No:** CrDes15/0007

**File No:** 18

**Name of Applicant:** Megan Caspaney

**Location:** East Ayr State School

**Author and Title:** Glen Stockdale – Senior Technical Officer

---

#### Executive Summary

Council has received a customer request (CrDes15/0007) for the installation of a Disabled Parking bay adjacent to the Ross Street entrance to East Ayr State School.

#### Recommendation

That Council install Disabled Parking linemarking to the existing parking bay shown in the attached photo.

#### Background Information

Megan Caspaney's son attends East Ayr State School and requires disabled parking to allow access to the school. They previously used the disabled access in James Street as the child was in Grade 1. This year they will need to park at the Ross Street entrance, where there aren't any disabled parking spaces. There are other students who require disabled parking when arriving/leaving the school.

---

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

5.7 Encourage equitable access to facilities, services and opportunities for all members of the community.

## **Consultation**

N/A

## **Legal Authority or Implications**

N/A

## **Policy Implications**

N/A

## **Financial and Resource Implications**

Approx \$400 ex GST - Funded under Road Maintenance.

## **Report prepared by:**

Glen Stockdale

## **Report authorised by:**

Matthew Ingle

## **Attachments**

1. Photo showing proposed Disabled Parking bay on Ross Street.



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## 9.2 Installation of 15 minute parking - 89/914 Eighth Avenue, Home Hill

### Document Information

**Referring Letter No:** CrDes15/0004

**File No:** 18

**Name of Applicant:** Trevor Sutcliffe

**Location:** 89-91 Eighth Avenue, Home Hill

**Author and Title:** Glen Stockdale, Senior Technical Officer

---

### Executive Summary

Council has received a customer request (CrDes15/0004) from Trevor Sutcliffe that consideration be given to changing some of the existing parking in front of his son's business located at 89-91 Eighth Avenue, Home Hill to 15 minute parking.

### Recommendation

That Council install 15 minute parking signs at the end parking bay in front of 89-91 Eighth Avenue, Home Hill.

### Background Information

Trevor Sutcliffe's son owns the tackle shop located at 89-91 Eighth Avenue, Home Hill. Mr Sutcliffe is having problems with people parking in front of his business and visiting the Crown Hotel for extended periods, leaving limited parking available for his business.

### Link to Corporate/Operational Plan

N/A

### Consultation

N/A

### Legal Authority or Implications

N/A

### Policy Implications

N/A

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## **Financial and Resource Implications**

Approx \$450 ex GST – Funded under road maintenance

### **Report prepared by:**

Glen Stockdale

### **Report authorised by:**

Matthew Ingle

## **Attachments**

1. N/A



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### 9.3 Asset Management Policy Review

#### Document Information

**Referring Letter No:** N/A

**File No:** N/A

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Kevin Byers- Manager Technical Services

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#### Executive Summary

The current asset management policy was adopted in 2010 to provide principles and objectives for the development of an asset management framework for the provision of sustainable services to the community. The policy has been reviewed with only minor changes to the Policy Content in the responsibilities section and the value of assets in section 6.3.

#### Recommendation

That Council adopts the amended Asset Management Policy – Revision 1

#### Background Information

Council commenced the implementation of an asset management framework following the adoption of the current policy in 2010. Council has developed an Asset Management Strategy and Asset Management Plans for all classes of infrastructure assets.

#### Link to Corporate/Operational Plan

Section 2.2 of the Burdekin Shire Council Corporate Plan 2013-2018 states that Council will implement a robust Asset Management framework to ensure optimal decisions are made, regarding asset creation, operation, maintenance, rehabilitation/replacement, disposal and performance, based on agreed service levels.

#### Consultation

The Asset Management Group has reviewed the policy and adopted the amendments as shown in the attached copy of the policy.

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## **Legal Authority or Implications**

The Local Government Act 2009 and Local Government Regulation 2012 require local government to develop, implement, and review long term asset management plans

## **Policy Implications**

This policy provides guidance for Council to allocate adequate resources and funding for the provision of services to the Community.

## **Financial and Resource Implications**

The Asset Management Policy is the foundation for the ongoing development of an asset management framework. This framework will inform and integrate with the long-term financial plan.

### **Report prepared by:**

Kevin Byers

### **Report authorised by:**

Kevin Byers

## **Attachments**

1. Asset Management Policy- Revision 1



## Asset Management Policy

**Commencement Date:** 10 February 2015

**Function:** Governance

### RESPONSIBILITIES

Policy Owner	CEO
Policy Contact	Manager Technical Services
Approval Authority	Council
Next Review Date	10 February 2018 (every 5 years)

### REVISION HISTORY

Rev	Status	Date	Approver / Meeting	Resolution / Document No.
0	ADOPTED	14/12/2010	Council – General	1011401
1.0	Revised Draft	3/02/2015		

## 1 PURPOSE

The Burdekin Shire Council provides a range of services to the community utilising a wide range of infrastructure assets. The Council has a stewardship role to care for and protect these assets for present and future generations.

The purpose of this policy is to guide the Council in the delivery of needs-based services to the community and visitors to the Shire. Council will achieve this policy through the provision, maintenance, renewal, and disposal of infrastructure assets in an optimal, cost-effective manner using consistent asset management processes across all classes of assets.

## 2 SCOPE

This policy applies to all Council activities, employees, and councillors.

## 3 DEFINITIONS

**'infrastructure assets'** include, but is not limited to the following asset classes:

- Transport (roads, bridges, footpaths, kerb and channel, traffic control devices, roundabouts, and crossroad drainage)
- Drainage
- Water Supply (infrastructure associated with the provision of potable water supply)
- Sewerage (infrastructure associated with the collection and treatment of wastewater from sewered areas within the Shire)
- Buildings
- Other assets, including recreation, open space, and waste facilities.

## 4 POLICY STATEMENT

**4.1** Council will develop an Asset Management Framework that encompasses all classes of infrastructure assets. This framework will ensure that Council's departments apply a systematic approach in the management of these assets.

- 
- 4.2 Asset management will take into account all relevant legislative, political, social, and economic factors.
  - 4.3 Integration of asset management within existing planning and operational processes is to occur. In some cases, operational processes may change to suit the management of assets.
  - 4.4 The Council will document and adopt service levels and response times. Council will monitor service levels and response times to ensure an equitable balance between safety, community expectations, and financial capability.
  - 4.5 Asset management plans will inform the long-term financial plan.
  - 4.6 Council will prioritise asset renewals within budget constraints and in accordance with outputs from the asset management framework.
  - 4.7 Council will undertake systematic and cyclic reviews of all asset classes to ensure that it manages, values, and depreciates assets in accordance with appropriate best practice and applicable Australian Standards.
  - 4.8 Council will consider lifecycle costs when it decides to develop or construct new services and assets or upgrade existing assets.

## 5 OBJECTIVES

The objective of this policy is to develop and apply an asset management framework to ensure effective management of Council assets by:

- 5.1 ensuring that Council provides services and infrastructure in a sustainable manner, with the appropriate levels of service to the community, visitors, and the environment;
- 5.2 safeguarding Council assets by implementing appropriate asset management strategies and appropriate financial treatment of those assets;
- 5.3 embedding asset management in the organisational culture;
- 5.4 meeting or surpassing legislative compliance for asset management;
- 5.5 identifying resources and operational capabilities and allocating responsibility for asset management; and
- 5.6 demonstrating transparent and responsible asset management processes that align with appropriate best practice.

## 6 PRINCIPLES

- 6.1 Council has a service-centric approach to managing its assets.
- 6.2 Council recognises that its current infrastructure assets incur ongoing operating costs, require regular maintenance, and need periodic component renewal to ensure that they remain serviceable throughout their lives. Eventually some assets require full renewal or may be disposed of if no longer required or do not meet the required demand or functionality. This combined cost, along with the capital cost of acquisition or construction, is termed the "lifecycle cost" of the asset. Council acknowledges through this policy that it will consider the lifecycle costs as part of any new asset proposal.
- 6.3 Council owns and uses approximately \$630m of non-current infrastructure assets to support its services to the community.

## 7 LEGISLATION

*Local Government Act 2009*

*Local government regulations*

## 8 ASSOCIATED DOCUMENTS

Infrastructure Asset Management Plans

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## 10 PLANNING & DEVELOPMENT

### 10.1 FNQ Trading Pty Ltd - Material Change of Use for Bottle Shop and Office at 203-205 Queen Street, Ayr (Lots 95 and 96 on A26512 Parish of Antill, County of Gladstone)

#### Document Information

**Referring Letter No:** 1383219

**File No:** 226 (Cons14/0021)

**Name of Applicant:** FNQ Trading Pty Ltd

**Location:** 203-205 Queen Street, Ayr (Lots 95 and 96 on A26512 Parish of Antill, County of Gladstone)

**Author and Title:** S Great – Manager Planning and Development

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#### Executive Summary

An application has been received from Milford Planning Consultants on behalf of their client FNQ Trading Pty Ltd, seeking approval for a Material Change of Use for Bottle Shop and Office at 203-205 Queen Street, Ayr (Lots 95 and 96 on A26512 Parish of Antill, County of Gladstone). A Development Application (Code Assessable) has been triggered in accordance with the Burdekin Shire Council's IPA Planning Scheme.

#### Recommendation

That Council approves the Development Application for a Material Change of Use for Bottle Shop and Office at 203-205 Queen Street, Ayr (Lots 95 and 96 on A26512 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 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 supporting documents in the application submitted and in particular, the amended site plan (Ref: DWG No. A101 C).
- 1.4 Unless otherwise approved by Council, the activities associated with the use must only be conducted between.



- 
- Bottle shop: 8.00 am to 5.00 pm Monday to Saturday inclusive;
  - Office: 8.00a.m. – 5.00p.m. Monday to Friday

## **BUILDING WORK**

2. A development permit for all assessable building works is to be obtained before any building works are carried out on the premise.

## **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.

## **ROADWORKS**

4. The construction of any additional crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of the DTMR and Chief Executive Officer of Burdekin Shire Council

## **DRAINAGE**

- 5.1 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.
- 5.2 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.

## **OPERATIONAL WORKS**

6. Where operational works are required to be carried out for the development, the developer must, within a period of two years from the date of this permit 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;

## **ACCESS AND CAR PARKING**

- 7.1 Parking shall be provided generally in accordance with the approved plan from the application submitted.

- 
- 7.2 Any new parking spaces, accesses and layout must be generally designed in accordance with the provisions contained in Schedule 2 – Vehicle Parking Rates & Standards of the Planning Scheme.
- 7.3 Access to the premises, new 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.

## **ENVIRONMENT AND HEALTH**

- 8.1 The operation of the premises, including operation of any plant or equipment or vehicles on the site to which this development permit relates shall be undertaken in such a manner that shall not cause an environmental nuisance to occupants of nearby noise sensitive sites.
- 8.2 Additional lighting devices to be installed on the site, i.e. security lights or similar, are to be appropriately designed, sited, installed and tested to be in accordance with Australian Standard AS 4282-1997 *“Control of the obtrusive effects of outdoor lighting”*.
- 8.3 Car parks, landscaping and paved areas shall be regularly maintained clear of litter and potential contaminants shall be cleaned from the site on a regular basis.
- 8.4 There shall be no release of litter or contaminants from the site to any roadside gutter, drain or waters.
- 8.5 Hours of access, manoeuvring, and delivery (including loading and unloading) of service vehicles is limited strictly to between the hours of 7am to 6pm Monday to Saturday and not at all on Sundays or public holidays. The body corporate manager/shopping centre manager shall be responsible for ensuring that this condition is adhered to at all times.

## **NOTICE OF INTENTION TO COMMENCE THE USE**

9. Prior to the commencement of the use on the site, written notice must be given to Council that the use (development and/or works) fully complies with the decision notice issued in respect of the use.

## **Background Information**

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

### **Details of the Application:**

Burdekin Shire Council acting as the Assessment Manager has received a properly made Development Application for a Material Change of Use (Bottle Shop and Office) from Milford Planning Consultants on behalf of their client FNQ Trading Pty Ltd. The land is zoned ‘Retail and Commercial’ under the provisions of Burdekin Shire Council’s IPA Planning Scheme. (*the scheme*) The applicant’s intent is to gain approval to use an existing building to establish a new Bottle Shop and Office on the premises. The proposal triggers a ‘Code Assessable’ Development Application in accordance with the scheme.

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Both access and egress will be via Queen Street, Ayr. On-site parking has been provided. A total of 29 on-site car-parking bays, including 27 standard bays and two handicapped bays, and will cater for customers and staff of the premises. It is considered that the proposed on-site car parking provisions are adequate. Given that the site fronts Queen Street - a State Controlled Road; the application was referred to the Department of Transport and Main Roads (DTMR). The DTMR have supported the application with conditions being imposed. These conditions will be included as part of any approval granted by the Assessment Manager. These conditions will ensure that any works proposed on Queen Street are done in accordance with DTMR specifications.

The applicant has not proposed any trading hours in the application. Unless otherwise approved by Council, the activities associated with the use are to be conducted between the following hours:

- Bottle shop: 8.00 am to 5.00 pm Monday to Saturday inclusive;
- Office: 8.00a.m. – 5.00p.m. Monday to Friday

**Site Description and Surrounding Land Uses:**

The subject site (lots 95 and 96 on A26512) is a 2051m<sup>2</sup> commercial property, located at 203-205 Queen Street, near the CBD of Ayr. The land has previously been used for a car sales yard, and therefore currently contains an existing commercial building at the centre of the site (previously the sales office) and a large car-park and driveway area. Landscaping beds are provided along the car-park and site frontage. Surrounding land uses are predominately commercial in nature.

**Recommendation:**

After consideration of the application, Council's Development Assessment Team (DAT) members have assessed the application and have drafted specific development conditions that will ensure any negative impacts emanating from the proposal will be minimised. Outcomes sought will ensure that a vacant building will once again become occupied. This will contribute towards improving existing amenity in this particular section of Queen Street.

Given that the proposal can comply with the relevant Codes contained in Council's Planning Scheme, it is recommended that Council approve the application subject to the abovementioned conditions.

**Link to Corporate/Operational Plan**

N/A

**Consultation**

All relative Council Departments have been consulted. The Department of Transport and Main Roads (DTMR) were triggered as Concurrence Agency for the application. Any comments and /or development conditions will be included as part of any Decision Notice issued.

**Legal Authority or Implications**

N/A

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## Policy Implications

N/A

## Financial and Resource Implications

N/A

### Report prepared by:

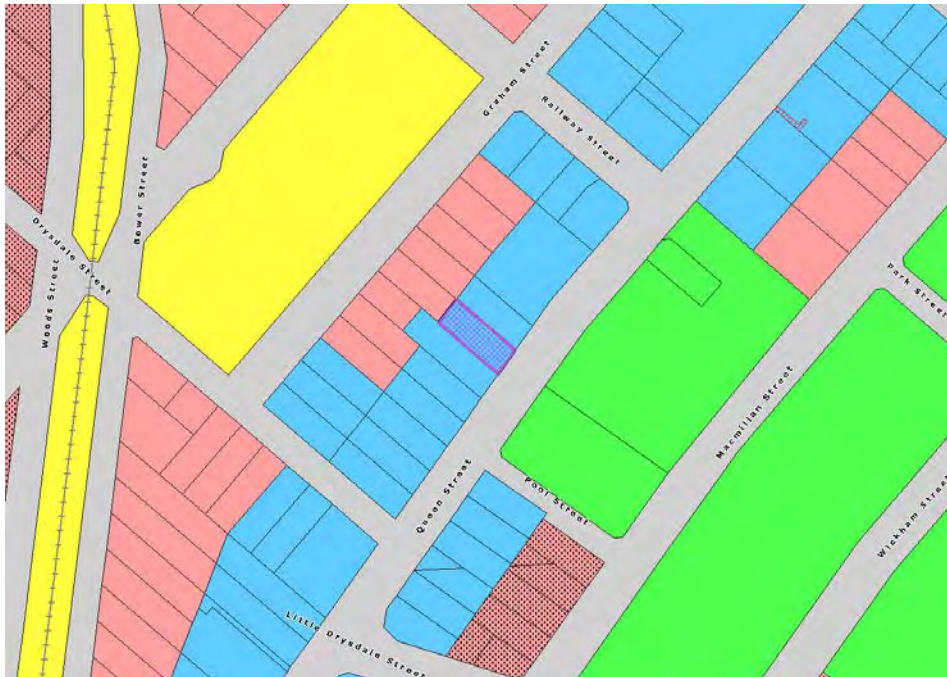
S Great – Manager Planning and Development

### Report authorised by:

S Great – Manager Planning and Development

## Attachments











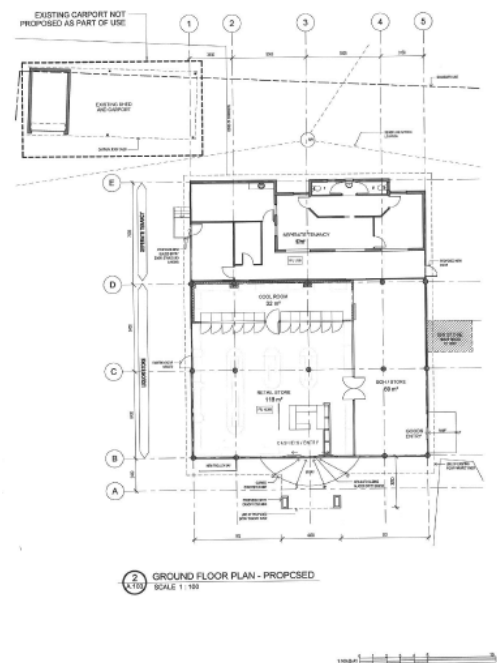
## Planning Scheme

-  Rural
-  - Rural Industry Sub Area
-  - Rural Nature Based Recreation Sub Area
-  - Rural Settlement Sub Area
-  Residential
-  - Residential Low Density Sub Area

## Zone Map

-  Retail and Commercial
-  Industrial
-  - Extractive Industry Sub Area
-  - Industry Investigation Sub Area
-  Public Purpose
-  Community Infrastructure Designation

-  Village
-  Open Space & Recreation







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## **10.2 New Directions Health and Fitness Centre Material Change of Use for Sport, Recreation and Entertainment Centre (Health & Fitness Centre) at Shop E, 167-169 Queen Street, Ayr (Lot 1 on RP731251)**

### **Document Information**

**Referring Letter No:** 1397449

**File No:** 226, CONS14/0026

**Name of Applicant:** New Directions Health and Fitness Centre (Luis Bello)

**Location:** Shop E, 167-169 Queen Street, Ayr (Lot 1 on RP731251, Parish of Antill, County of Gladstone)

**Author and Title:** S Great - Manager Planning and Development

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### **Executive Summary**

An application has been received from New Directions Health and Fitness Centre, seeking approval for a Sport, Recreation and Entertainment Centre (Health and Fitness Centre) at Shop E, 167-169 Queen Street, Ayr (Lot 1 on RP731251, Parish of Antill, County of Gladstone). A Development Application (Impact Assessable) has been triggered in accordance with the Burdekin Shire Council's IPA Planning Scheme.

### **Recommendation**

That Council approves the Development Application for a Material Change of Use for a Sport, Recreation and Entertainment Centre (Health and Fitness Centre) at Shop E, 167-169 Queen Street, Ayr (Lot 1 on RP731251, 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 supporting material included in the application and approved plans listed below submitted with the application; except where modified by the conditions of this Development Permit and any approval issued there under.

#### **BUILDING WORK**

- 
2. A development permit for Building Works is to be obtained before any building works are carried out on the premise.

### **NOTICE OF INTENTION TO COMMENCE THE USE**

3. Prior to the commencement of the use on the site, written notice must be given to Council that the use (development and/or works) fully complies with the decision notice issued in respect of the use.

### **AMENITY**

4. Any night and outdoor lighting must be designed, conducted and operated in accordance with 'AS 4282 – Control of the obtrusive effects of outdoor lighting'. Lighting for the car park is not to cause a nuisance to any persons.

### **PUBLIC UTILITY SERVICES**

5. 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**

6. Any construction or modification of any crossovers to give access to the development is to be the owner's responsibility and to the satisfaction of the Chief Executive Officer.

### **DRAINAGE**

- 7.1 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.
- 7.2 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.

### **ENVIRONMENT AND HEALTH**

- 8.1 An enclosed area of suitable size shall be provided to store the number of bins required to service this site. The area shall be of adequate size for the storage of all bins and have a floor which is raised and imperviously paved.
- 8.2 There must be no release of waste water from the washing of waste bins to stormwater, to the ground or to any roadside gutter.
- 8.3 The use of the development must not cause an unreasonable nuisance to the surrounding area.

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## **Background Information**

An IDAS Development Application has been received from New Directions Health and Fitness Centre (Luis Bello) seeking permission to conduct a Health and Fitness Centre. The subject land is zoned 'Retail & Commercial' under the provisions of Council's IPA Planning Scheme. The proposed use of a 'Health and Fitness Centre' triggers assessable development and is consistent with similar activities that have gained the appropriate approvals for Sport, Recreation and Entertainment Centre. The level of assessment is 'Impact Assessable'.

### ***The Application:***

The proposed development is to be carried out on land situated at Shop E, 167-169 Queen Street, Ayr. The subject land has an approx. 50m frontage to Queen Street and approx. 54m frontage to Mackenzie Street, Ayr. Vehicular access to the property is via Mackenzie Street. Currently the land contains a commercial building that has various separate tenancies, with the proposed Health and Fitness Centre occupying the largest Gross Floor Area (GFA) of all the tenancies. This area of the building was vacant but utilised intermittently for storage and associated uses.

The application has been assessed against the relevant provisions of the scheme and was triggered as assessable development under Table 3 – Assessment Categories and relevant assessment criteria for making a Material Change of Use. The defined use is best described as a 'Sport, Recreation and Entertainment Centre' (Health and Fitness Centre) '

The applicant has indicated that there will be at least two employees and one volunteer from the commencement of the use. If the business grow and becomes more successful, there may be an opportunity to employ an additional administration person and at least two more casual fitness trainers. The operator of the business is hopeful to have approximately 100 clients in the first year of operation and growing the business to 150-200 by the end of the second year of operation.

Given that the Development Application was triggered as 'Impact Assessable', public notification was required. The application was advertised in the Burdekin Advocate on Wednesday 7<sup>th</sup> January, 2015 and at the closing date for submissions on Thursday 29<sup>th</sup> January, 2015, no properly made submissions were received.

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

The subject site is located on the Mackenzie street side (known as Shop E) of a larger block within the Ayr CBD at 167-169 Queen Street, Ayr having a total site area of 2729m<sup>2</sup>. The part of the existing building footprint that Mr Bello will utilise is approximately 500m<sup>2</sup>. The surrounding area is predominantly retail/commercial uses. There are 12 parking bays on-site in Mackenzie Street. It is considered that sufficient side and centre on-street parking exists within the locality of the proposal.

### ***Conclusion:***

Council's Development Assessment Team members have assessed the application and included reasonable and relevant conditions as part of the recommended approval. These conditions have been included to ensure any possible negative impacts on amenity are

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minimised. Given that the proposal complies with the provisions contained in Council's IPA Planning Scheme, it is recommended that Council approves the application subject to the abovementioned conditions.

**Link to Corporate/Operational Plan**

N/A

**Consultation**

The application was advertised in the Burdekin Advocate on Wednesday 7<sup>th</sup> January, 2015 and at the closing date for submissions on Thursday 29<sup>th</sup> January, 2015, no properly made submissions were received. All relative Council departments have been consulted, there was no external consultation required for this application.

**Legal Authority or Implications**

N/A

**Policy Implications**

N/A

**Financial and Resource Implications**

N/A

**Report prepared by:**

S Great – Manager Planning and Development

**Report authorised by:**

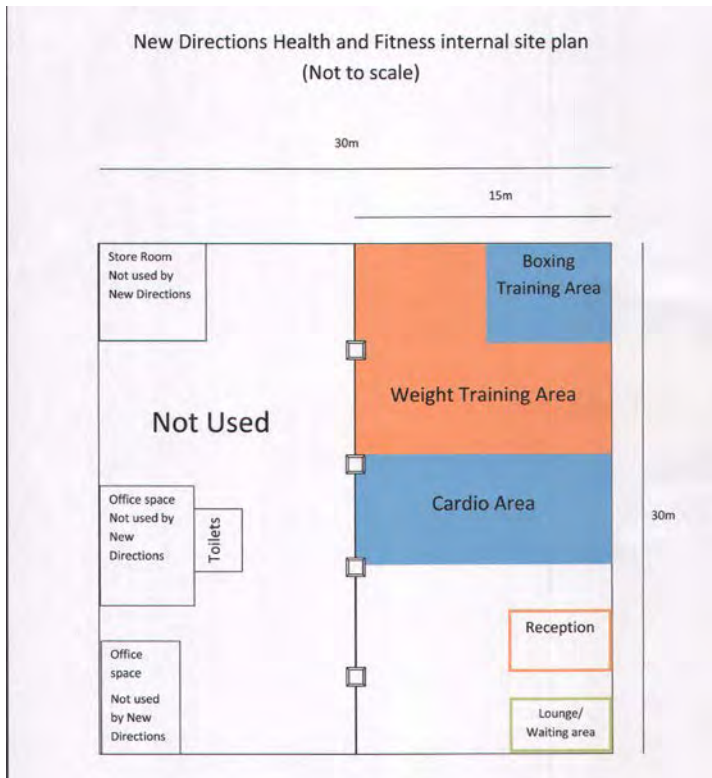
S Great – Manager Planning and Development



## Attachments







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## **11 COMMUNITY DEVELOPMENT**

### **11.1 Burdekin Readers' & Writers' Festival**

#### **Document Information**

**Referring Letter No:** N/A

**File No:** 281

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Kelly Lund – Community Development Support Officer

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#### **Executive Summary**

The Burdekin Readers' & Writers' Festival will be held on Friday 17 July and Saturday 18 July 2015. The objectives are to stage a cultural event for the community and to provide the public with an opportunity to meet and listen to popular, high profile authors and also to hone their writing skills.

In the main the festival activities, author panel sessions, writing workshops and discussions will be held at the Burdekin Theatre and the Burdekin Library. A number of high profile authors have already confirmed their attendance including Matthew Condon, Nick Earls, David Hunt and Robert Hoges along with a number of other national and local authors.

The organisers are estimating attendance of between 100-150 pax, with an estimated 40% travelling from outside the region to attend.

#### **Recommendation**

Given the engagement with Council venues and the potential boost to the Burdekin economy provided by those attending the conference it is recommended that Council provide Seed Funding of \$1000 to the Burdekin Readers' & Writers' Association.

The Community Development Team also intend to aid in the promotion of what is expected to become an annual signature event for the region.

#### **Background Information**

N/A

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

6.6 Encourage and support community events including seed funding for new events.

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## **Consultation**

Preliminary discussions have been held with the Burdekin Readers' & Writers Festival Committee.

## **Legal Authority or Implications**

N/A

## **Policy Implications**

N/A

## **Financial and Resource Implications**

The Community Development budget has sufficient funds to cover this contribution towards seed funding for the event.

### **Report prepared by:**

Kelly Lund

### **Report authorised by:**

Tony Vaccaro

## **Attachments**

1. N/A

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## **12 ECONOMIC DEVELOPMENT**

## **13 GENERAL BUSINESS**

## **14 CORRESPONDENCE FOR INFORMATION**

Tabled Separately

## **15 NOTICES OF MOTION**

### **15.1 Statement of Support and Cooperative Intent - Community Buy-back of Assets**

#### **Recommendation**

That Council ratifies the Mayor's action in signing the 'Statement of Support and Cooperative Intent' in relation to the proposal by the Northern Australia Community Ports Corporation Limited to coordinate a community buy-back of the Port of Townsville and Mt Isa-Townsville Rail Line and any other relevant assets via long-term lease offered by the State Government, should this be available after 31 January, 2015.

### **15.2 Withdrawal of Council Support - Carstairs Area - Home Hill**

#### **Recommendation**

That Council will not support any further project proposals for the Carstairs area, Home Hill that will incur further maintenance costs from Council's Parks and Gardens Team or other maintenance costs in the future.

### **15.3 Council to Commence Proceedings to Recover Overdue Rates and Charges**

#### **Recommendation**

Pursuant to Part 12 Division 3 of the Local Government Regulation 2012, Council commences sale proceedings to recover overdue rates and charges for the following properties:

Property Numbers: 384, 883, 1335, 4303, 7623, 8158, 10303 and 14066

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## **16 URGENT BUSINESS**

## **17 CLOSED MEETING ITEMS**

## **18 DELEGATIONS**

11.00am      Presentation from Joann Pyne, General Manager of TAFE North.



