



BURDEKIN SHIRE COUNCIL



AGENDA

ORDINARY COUNCIL MEETING

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

on 28 July 2015

COMMENCING AT 9:00AM

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TUESDAY 28 JULY 2015

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1 PRAYER

2 DECLARATIONS OF INTEREST

3 MINUTES AND BUSINESS ARISING

3.1 Ordinary Council Meeting - 14 July 2015

Recommendation

That the minutes of the Ordinary Council Meeting held on 14 July, 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 14 July 2015

COMMENCING AT 9:00AM



TUESDAY 14 JULY 2015

ORDER OF BUSINESS:

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Ordinary Council Meeting 14 July 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
Mr. D. Mulcahy – Manager Governance and Local Laws
Mrs. K. Olsen - Manager Financial and Administrative Services
Mr. W. Saldumbide - 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 Father Dway Goon Chew of the All Saints Anglican 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 - 23 June 2015

Recommendation

That the minutes of the Ordinary Council Meeting held on 23 June 2015 be received as a true and correct record.

Resolution

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

CARRIED

3.2 Council Budget Meeting - 23 June 2015

Recommendation

That the minutes of the Council Budget Meeting held on 23 June 2015 be received as a true and correct record.

Resolution

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

CARRIED

3.3 Burdekin Building Safer Communities Action Team Meeting - 17 June 2015

Recommendation

That the minutes of the Burdekin Building Safer Communities Action Team Meeting held on 17 June 2015 be received and adopted.

Resolution

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

CARRIED

3.4 Burdekin Building Safer Communities Action Team Meeting - 20 May 2015

Recommendation

That the minutes of the Burdekin Building Safer Communities Action Team Meeting held on 20 May 2015 be received and adopted.

Resolution

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

CARRIED

3.5 Burdekin Shire Youth Council Meeting - 22 June 2015

Recommendation

That the minutes of the Burdekin Shire Youth Council Meeting held on 22 June 2015 be received and adopted.

Resolution

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

CARRIED

3.6 Burdekin Road Safety Advisory Committee Meeting - 27 May 2015

Recommendation

That the minutes of the Burdekin Road Safety Advisory Committee Meeting held on 27 May 2015 be received and adopted.

Resolution

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

CARRIED

4 REPORTS

5 GOVERNANCE & LOCAL LAWS

6 CLIENT SERVICES

6.1 ANZAC Day Library Book Donations

Executive Summary

In February 2005, the Council of the time passed a motion to correspond with the Returned Services League regarding an initiative to see the donation of ANZAC books to the library in lieu of wreaths being laid at the cenotaph as part of ANZAC day commemorations. The practise of book donation has continued since this time and the Library has identified that the requirement for ANZAC literature has been fulfilled.

Recommendation

That Council consult with the returned services league to identify appropriate alternatives to the donation of ANZAC books in lieu of laying wreaths on ANZAC day.

Resolution

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

CARRIED

7 FINANCIAL & ADMINISTRATIVE SERVICES

8 OPERATIONS

9 TECHNICAL SERVICES

9.1 Temporary Road Closure - Clare

Executive Summary

The Department of Natural Resources and Mines (DNRM) has requested Council's views on a temporary road closure

Recommendation

Council resolves not to object to the temporary road closure shown as Lot A on plan TSV15095

Resolution

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

CARRIED

10 PLANNING & DEVELOPMENT

11 COMMUNITY DEVELOPMENT

12 ECONOMIC DEVELOPMENT

13 GENERAL BUSINESS

13.1 Leave of Absence - Councillor Liessmann

Resolution

Moved Councillor Liessmann, seconded Councillor Dalle Cort that Councillor Liessmann be granted a leave of absence from 1 to 30 September, 2015.

CARRIED

13.2 Burdekin Machinery Preservationists - Renewal of Lease

Resolution

Moved Councillor McCathie, seconded Councillor Liessmann that Council approves in principle the renewal of the current lease arrangement with the Burdekin Machinery Preservationists over the whole of the Brandon Heritage Precinct (Lot 3 on SP1422546) for a further term of 10 years on the expiration of the current lease on 20 November 2016.

CARRIED

13.3 Animal Registration 2016/17 - Pensioner Discount Clarification

Resolution

Moved Councillor Dalle Cort, seconded Councillor Liessmann that the new interpretation of Pensioner which is to include Pensioner Concession Cards and those over 65, be implemented from and including the 2016/17 Animal Registrations.

CARRIED

14 CORRESPONDENCE FOR INFORMATION

Tabled Separately

15 NOTICES OF MOTION

16 URGENT BUSINESS

17 CLOSED MEETING ITEM

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

Resolution

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

- 275(1)(d) rating concessions;
- 275(1)(f) starting or defending legal proceedings involving it;

for the purpose of discussing:

- 1) Legal developments for Development Application CONS14/0028
- 2) Rate concession for property number 17956
- 3) Sunwater contesting differential rating category.

CARRIED

Councillor Lewis declared a perceived conflict of interest in respect of the discussion on the rates concession.

Council Meeting opened to Public

Resolution

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

CARRIED

17.1 Ministerial Call in Sought for Development Application - CONS14/0028

Resolution

Moved Councillor Loizou, seconded Councillor Dalle Cort that Council ratify the Mayor's action in seeking a Ministerial call in, in respect of Development Application CONS14/0028.

CARRIED

17.2 Rates Concession for Dalbeg Property Not Approved

Councillor Lewis declared a perceived conflict of interest in respect of this matter as a businessman involved in gravel haulage. He remained in the meeting with Councillors consent.

Resolution

Moved Councillor Bawden, seconded Councillor Liessmann that an in principle rates trade-off for gravel at Dalbeg (property 17956) not be approved.

CARRIED

18 DELEGATIONS

There being no further business the meeting closed at 11.10am.

These minutes were confirmed by Council at the Ordinary Council Meeting held on 14 July 2015.

MAYOR

3.2 Burdekin Shire Council Local Disaster Management Group Meeting - 17 April 2015

Recommendation

That the minutes of the Burdekin Shire Council Local Disaster Management Group Meeting held on 17 April 2015 be received as a true and correct record.

BURDEKIN SHIRE COUNCIL

MINUTES – BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP MEETING
HELD ON 17 APRIL, 2015

CLAUSE 1 ATTENDANCE

Core Members

Cr. Bill Lewis - (Chairman) Burdekin Shire Council
Cr. Ross Lewis - Burdekin Shire Council
Ms. Eileen Robinson - Local Disaster Co-ordinator
Senior Sgt. Steve Barton - Queensland Police Service, Ayr
Mr. Robert Sutcliffe - Burdekin SES Controller
Ms. Debra Cochran - Burdekin Community Association
Mrs Libby Preedy - Queensland Fire and Emergency Services
Mr. Wayne Saldumbide – Burdekin Shire Council

Specialist Advisors

Mr. Brad Hutchinson – Burdekin Shire Council
Mr. Steve Postma - Wilmar
Mrs. Tracey Hobbs - Burdekin Community Association
Mrs Deana Murray - Lower Burdekin Home for the Aged
Mrs. Mary Vicary - Queensland Health
Ms. Linda Govan - Burdekin Shire Council
Mr. Dale Last – Member for Burdekin
Mr. Kevin Anderson - Queensland Fire and Emergency Services
Mr. Kevin Byers - Burdekin Shire Council
Mrs. Sean O'Shea - Burdekin Community Association
Mr. James Stuart – Sunwater

Minutes Clerk – Miss S. Cronin

Apologies for absences

Mrs Julie Davies - Burdekin Shire Council
Sgt. Brett Smith - Queensland Police Service, Home Hill
Mr. Bruce Smith - St John Ambulance, Burdekin
Cr. Ted Bawden - Burdekin Shire Council
Mr. Matthew Oar - Ergon Energy
Mr. Dan Mulcahy - Burdekin Shire Council
Mr. Matthew Magin - Deputy Local Disaster Co-ordinator
Mrs. Janai Giddy – Burdekin Shire Council
Mr. Mal Bouker – Queensland Fire and Emergency Services
Cr. Lou Loizou – Burdekin Shire Council (Delegate Representative)
Mr. Peter McCulloch - Queensland Rail
Mr. Jim Collins - Lower Burdekin Home for the Aged
Mr. Alan Parravicini - Burdekin SES
Mr. Mark Biffanti - Ergon Energy
Ms. Liza Clews - Deaf Services Queensland
Mr. Gordon Yorke - Queensland Fire and Rescue Services
Mrs. Merle Scott - Radio Sweet FM
Mr. Darryl Hanger – Australian Red Cross
Mr. James Mummary – Sunwater
Mr. Frank D'Souza - Maritime Safety Queensland

CLAUSE 2 MINUTES OF THE BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP MEETING HELD ON 20 MARCH, 2015

Moved Councillor Lewis, seconded Ms. Cochran that the minutes of the Burdekin Shire Council Local Disaster Management Group Meeting held on 20 March, 2015 be received as a true and correct record.

CARRIED

CLAUSE 3 BUSINESS ARISING

1. Ms Robinson reported on additional funding for the Cyclone Shelter.
2. Moved Mrs Preedy, seconded Sgt. Barton that an application be made for additional funding through the Department for an engineer to inspect the facility to report on the current status of the Cyclone Shelter in relation to the State guidelines.

CLAUSE 4 AGENCY REPORTING

Mrs Libby Preedy - Queensland Fire and Emergency Services

1. Please refer to Mrs Preedy's attached report

Mr. James Stuart - Sunwater

1. Presentation of revised Emergency Action Plan.

Ms. Deanna Murray – Lower Burdekin Home for the Aged

1. Ms Murray thanked the SES for talking them through their emergency procedures.
2. Two new generators are being installed into the Ayr and Home Hill branches.

Councillor Lowis – Burdekin Shire Council

1. Councillor Lowis spoke about a meeting that was held with the Minister regarding telecommunications in the Burdekin. These items included Barkleys Tower during the event of a cyclone, upgraded mobile towers at Baratta, Clare and Alva and satellite to cover all areas by 2016.

There being no further business the meeting closed at 1.00pm.

The next meeting will be held on Friday 16 October 2015.

CHAIRMAN



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

This report covers the period 21 Mar – 17 Apr 2015

Emergency Management Meetings/Activities attended:	
<ul style="list-style-type: none">Attended meeting with DPWH regarding Establishing Building Emergency Procedures for PCS projects in Townsville (23/03/15)	
Topics of Interest:	
<ul style="list-style-type: none">New Disaster Management LMS – Libby to provide short overview presentation todayReview of QDMTF – consultation with QFES EMCs, LGs and other stakeholders (Brisbane, 22 Apr 2015)Assisting in review of all LDMP sub plans, including development of Cyclone Shelter Operations Sub Plan (ongoing)	
Training and Exercises	
Training conducted:	<ul style="list-style-type: none">1 day NDRRA/SDRA & REPA workshop by QldRA in Townsville Thu 9 April 2015. This offered the opportunity for participants to receive a Certificate for the DRRFA module, as well as explore the intricacies of REPA over the course of a full day with the experts from QldRA. Good information, robust discussion and well attended and supported by BSC, neighboring councils and other agencies involved with NDRRA in the Townsville Disaster District
Scheduled training:	<ul style="list-style-type: none">As per Disaster Management Training Needs Analysis (updated version attached)
Exercises conducted:	<ul style="list-style-type: none">Exercise 'Dam-Nation!' – evacuation based discussion exercise (dam break scenario) today.
Scheduled exercises:	<ul style="list-style-type: none">Planning underway to conduct a series of discussion exercises/workshop around evacuation (exploring exactly how we would conduct an evacuation in the Shire and calculating the evacuation timeline); also practicing Emergency Alert messaging/preparing templates.
Community Awareness and Education	
Public awareness activities conducted:	<ul style="list-style-type: none">NTR
Proposed public awareness activities:	<ul style="list-style-type: none">NTR
Operations	
Conducted:	<ul style="list-style-type: none">TC Nathan (FNR)
Current Impediments	<ul style="list-style-type: none">Nil
Report authorised by:	
Name:	Libby Preedy
Position:	QFES Emergency Management Coordinator, Townsville
Date:	15 April 2015

4 REPORTS

4.1 Capital Projects Monthly Report for Period Ending 30 June 2015

Recommendation

That the Capital Projects Monthly Report for Period Ending 30 June 2015 be received.



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

Period Ending 30 June 2015

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
Manager Community Development							
-92,673	-92,672.73	0%	12007 - Burd Rural Multi-Tenant Service Centre	227,673	240,783.76	6%	Construction started in April 2015 with project due to be completed end of September 2015. Currently slab, walls and roof are completed. Progress payment received to 30 June more than estimated, however total project on track and budget will be adjusted in first revision.
-10,421	-10,675.20	2%	12041 - Burdekin Library	67,700	66,341.84	-2%	Actual expenses relate to Library reception desk, office renovations, and replacement air-conditioners at both the Loft and the Home Hill library.
-87,450	-81,476.68	-7%	12044 - Burdekin Library Other Assets	92,700	79,111.81	-15%	Under budget on library book purchases. Carryover \$13,588.
-190,544	-184,824.61		Total	388,073	386,237.41		
Manager Client Services							
0	0.00	-	11001 - IT Hardware Purchases	44,000	36,672.70	-17%	No longer replacing printers and change of photocopier supplier resulted in savings therefore under budget. Design office plotter \$14,450, Community Development photocopier \$6,740, Data3 NAS (Network Additional Storage) \$10,141, and Executive Office photocopier \$5,342.
0	0.00	-	11006 - IT Communication Purchases	130,600	117,716.79	-10%	Project completed under budget. PABX phone system installation. Investigating additional software Licences for Reporting and upgrading of Customer Service phone set up.
0	0.00	-	11007 - IT Software Purchases	343,000	227,896.84	-34%	Majority of expenditure is for Asset management software implementation costs including consultants and Tech One Licences. Trial configuration and data load commenced in March - project 'go live' has been deferred to September 2015.
0	0.00		Total	517,600	382,286.33		
Manager Governance and Local Laws							
0	0.00	-	10001 - Ayr Industrial Estate	50,000	36,350.51	-27%	Progressively filling with excess roadworks spoil.
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.
-46,663	-46,663.04	0%	10020 - Land Purchases/Sales	0	0.00	-	Income from sale of Paine Street, Ayr.
0	0.00	-	11104 - Comm & Cul Furniture & Fittings Capital Purchases	11,362	11,362.00	0%	Completed. Shelving for storage of corporate records at Cyclone Shelter.
0	0.00	-	12012 - Ayr Showgrounds Grounds	5,774	11,989.65	108%	Completed. Reroof main toilet block at Ayr Showgrounds \$5,774. Extra work - Supply and install pump and effluent line from main ablutions to sewer line \$6,216.
0	0.00	-	12013 - Burdekin Amateur Basketball Assn	52,742	12,087.50	-77%	\$12,088 expense to replace flooring of stadium out of budget of \$22,742. Budget \$30,000 is for new aircon at stadium - deferred.
-2,133,746	-2,133,746.31	0%	12029 - Cyclone Shelter	1,751,792	1,752,471.78	0%	Project completed. Over budget due to minor final works.



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

Period Ending 30 June 2015

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
0	0.00	-	16201 - Ayr Transfer Station	40,523	20,987.50	-48%	Completed installation of boom gates. Actual \$14,265 Budget \$13,023. Completed reseal of existing bitumen. Actual \$6,723 Budget \$27,500.
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	9,308	9,308.37	0%	Completion of Oil Shed.
0	0.00	-	16206 - Home Hill Transfer Station	38,000	29,788.28	-22%	Completed erection of second hand shed. Actual \$26,556 Budget \$25,000. Completed chip seal and profile correction. Actual \$3,232 Budget \$13,000 - \$3,232 to be journalled to OJ.
0	0.00	-	16220 - Kirknie Landfill Cell Liner	2,143,003	40,447.58	-98%	Project to start in July 2015. Current spend is mainly for design. Carryover \$2,102,555.
0	0.00	-	16251 - Burdekin Cascades Caravan Park	210,000	0.00	-100%	Budget \$210,000 for 3 new cabins. Profitability of Park has been considered at Workshop. To monitor occupancy rates for cabins for 3 months prior to decision on commencing. Carryover \$210,000.
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. Profitability of HHCP has been considered at workshop. Agreed to proceed. Carryover \$85,000.
-2,000,000	0.00	-100%	16301 - Ayr Pool	2,161,165	48,889.57	-98%	Pool refurb \$2M dependent on grant funding - Ayr Pool design tender awarded to GHD. Design budget \$150,000 - \$37,725 expended. Project scope to alter to refurbish existing instead of redesign and replace. Installation of safety balustrades \$11,165 - completed. Carryover \$2,112,275 (based on \$2,000,000 grant).
0	0.00	-	16304 - Home Hill Pool	38,411	51,042.96	33%	Safety balustrades \$11,165 - completed. Pool shade covers - completed \$27,246. Additional expend of \$12,632 for outflow pipe replacement.
-61,000	-10,498.00	-83%	16305 - Millaroo Pool	65,500	15,498.00	-76%	Pool refurb dependent on grant funding - priorities for refurbishment yet to be determined - budget \$50,000. Shade sail storm repair budget \$15,500 - insurance claim received in June \$10,498. Carryover \$50,000 (\$50,000 grant).
-4,241,409	-2,190,907.35		Total	6,684,909	2,062,562.39		

Manager Operations

-1,335,123	-1,335,123.00	0%	27003 - NDRRA - Mar 12 Event	0	0.00	-	Completed 30 June 2014.
-2,267,899	-591,629.07	-74%	27100 - NDRRA - Feb 13 Event	3,888,233	2,691,589.69	-31%	2013 NDRRA Restoration of Essential Public Assets - works completed by June 30. Some works still to be completed under Betterment funding arrangements on Phillips Camp and Rifle Range Road.
0	0.00	-	27151 - NDRRA - Apr 14 Event	0	9,851.99	-	NDRRA resheeting program commenced - 2014 Event, completion by June 30 2016.
0	0.00	-	16003 - Home Hill Cemetery	86,718	76,513.64	-12%	Project Completed under budget.
0	0.00	-	16005 - Ayr Cemetery Other Assets	70,000	59,921.39	-14%	Construction completed. Minor ancillary works such as naming plaques and water connection to be completed as carry over.
0	0.00	-	16412 - Coutts Park - Other Assets	45,000	39,635.18	-12%	Project complete.
0	0.00	-	16420 - Spiller Street Park Exceloo	32,000	30,723.30	-4%	Project Completed under budget.
0	-35,000.00	-	16421 - Skate Park - Giru	0	59,995.00	-	Project completed under budget.



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

Period Ending 30 June 2015

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
0	0.00	-	16503 - Playground Equipment - Various Parks	40,000	0.00	-100%	Giru Skate Park - Project Completed. Expenditure and donation from Giru Progress Assn. at 16421
0	0.00	-	16519 - Miscellaneous Park Furniture - Various Parks	56,494	50,217.52	-11%	Project completed - replaced picnic table settings and bins in various parks - Ayr, Brandon and Home Hill.
0	0.00	-	23250 - Depot/Store Building	80,000	4,527.55	-94%	Balance carried over and added to 2015/16 budget Scope modified and revised quotations being sought from four local builders.
0	0.00	-	30000 - Sewerage Construction Budget	168,500	0.00	-100%	Sewerage replacement/refurbishment of assets.
0	0.00	-	30203 - Pump Station 3 Ayr	100,000	12,123.01	-88%	Replacement Pumps. Install April 2015. Total actuals \$83,215 (Pump Station 3-18 Ayr).
0	0.00	-	30212 - Pump Station 12 Ayr	0	10,404.32	-	Replacement Pumps. Install April 2015. Budgeted at CJ 30203.
0	0.00	-	30213 - Pump Station 13 Ayr	0	11,395.31	-	Replacement Pumps. Install April 2015. Budgeted at CJ 30203.
0	0.00	-	30214 - Pump Station 14 Ayr	0	12,352.14	-	Replacement Pumps. Install April 2015. Budgeted at CJ 30203.
0	0.00	-	30215 - Pump Station 15 Ayr	0	12,475.33	-	Replacement Pumps. Install April 2015. Budgeted at CJ 30203.
0	0.00	-	30217 - Pump Station 17 Ayr	0	11,955.63	-	Replacement Pumps. Install April 2015. Budgeted at CJ 30203.
0	0.00	-	30218 - Pump Station 18 Ayr	0	12,508.86	-	Replacement Pumps. Install April 2015. Budgeted at CJ 30203.
0	0.00	-	30221 - Pump Station 21 Ayr	8,000	8,093.02	1%	Works Complete.
0	0.00	-	30223 - Pump Station 23 Ayr	73,500	73,293.71	0%	Project Complete.
0	0.00	-	30330 - Telemetry - Sewerage	0	31,772.46	-	Budgeted at CJ 30000.
0	0.00	-	30406 - Treatment Plant Primary Clarifier Ayr/Br	150,000	0.00	-100%	Unable to source original design plans. Project to carry Over to 15/16
0	0.00	-	30458 - Treatment Plant Trickling Filter Home Hi	0	10,382.07	-	Recirculation Pump - HH WWTP
0	0.00	-	31050 - Sewer Reline Project	781,810	0.00	-100%	Carry over. Budget combined with \$400,000 allocation in 15/16 for total allocation of \$1,181,810. Project to include manhole refurbishment. Tender awarded to Interflow.
0	0.00	-	35000 - Water Construction Budget	35,000	0.00	-100%	Water replacement/ refurbishment of assets including Install Scour Injection point 525mm main South Ayr WTP scheduled for June.
0	0.00	-	35034 - Bore 4 Nelson's	28,000	27,954.58	0%	Upgrade/Refurb of Bore Screen, casing. Works Complete.
0	0.00	-	35156 - Balance Tank - Mt Kelly	60,000	552.83	-99%	Tank ordered - waiting delivery. Carry Over.
0	0.00	-	35230 - Telemetry - Water	60,000	51,033.40	-15%	Upgrade analog telemetry to digital.
0	-18,855.81	-	35257 - Control Building Nelson's	30,000	28,143.00	-6%	Auto cut over switch - project completed.
0	0.00	-	35265 - Control Building Conlan Street	0	31,576.98	-	Budget at 35901 - new bore field project Completed
0	0.00	-	35302 - Aeration Home Hill Tower	393,094	16,730.47	-96%	Application for funding from resources to the regions program unsuccessful. New application for Local Gov. Grants and Subsidy - Infrastructure Program for 40% contribution. Design \$16,730 To be carried over to 15/16
0	0.00	-	35340 - Low Level Storage Giru	27,000	26,585.91	-2%	Replaced roof structure. Works completed.
0	0.00	-	35352 - Distribution Mains Ayr	60,000	59,213.51	-1%	Wickham Street - 150mm main to PCYC. Project complete.
0	0.00	-	35355 - Valves/Scours Ayr	0	11,293.89	-	Work in progress. Budgeted at CJ 35000.
-281,293	-281,293.50	0%	35901 - Investigation of New Bore Locations	2,049,214	2,180,218.13	6%	Project completed and operational. Budget amended.
-3,884,315	-2,261,901.38		Total	8,322,563	5,663,033.82		

Manager Technical Services

-718,000	-732,834.01	2%	20000 - Roadworks	6,169,853	5,155,061.85	-16%	Underspend due to timing of major projects and prioritisation of Home Hill and Spiller Street drainage schemes and NDRRA projects. Carryover \$1,312,507.
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**BURDEKIN SHIRE COUNCIL
MONTHLY REPORT - CAPITAL PROJECTS**

Period Ending 30 June 2015

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
0	0.00	-	11003 - Eng Office Equipment Capital Purchases	8,000	0.00	-100%	
-11,094	-9,433.20	-15%	23121 - CBD Home Hill Comfort Stop	11,215	7,061.53	-37%	Project completed under budget.
-320,000	0.00	-100%	24000 - Drainage Budget	19,425	10,610.50	-45%	
0	-96,000.00	-	24029 - Spiller Street Drainage	820,000	47,127.62	-94%	Construction commenced. Completion due September 2015. Expenditure of \$297,716 booked to Roadworks to be transferred to project CJ 24029. Income budget at CJ 24000 - balance of funding to be received in 2015/16. Carryover \$475,156.
0	0.00	-	24030 - Mugira's Drain	59,179	4,534.52	-92%	Project completed under budget.
-1,512,000	-840,000.00	-44%	24031 - Home Hill Stormwater Drainage Upgrade	2,845,824	2,528,566.75	-11%	Currently under construction. Extension until November 2015 approved. Currently negotiating a further extension with Department of State Development for the highway crossing at the intersection of Eighth Avenue and Ninth Street. Carryover \$317,257.
0	-200,000.00	-	24035 - Ayr Town Drain - Clayton Street	600,000	349,795.50	-42%	Upgrade to Ahern Street completed. Stage 2 of upgrade works to Clayton Street and Porter Street to be constructed in 2015/16. Carryover \$250,205.
-45,000	-33,340.92	-26%	25001 - Sedans	100,000	28,181.82	-72%	Carryover \$51,500 for outstanding deliveries - Replacement bus
-135,000	-81,545.46	-40%	25002 - Utilities	355,000	176,845.19	-50%	Carryover \$148,350 for outstanding deliveries - 6 replacement utilities
-95,000	-79,318.18	-17%	25003 - Trucks	1,100,000	736,794.94	-33%	Carryover \$328,500 for outstanding deliveries - 3 replacement trucks
-23,000	-23,000.00	0%	25004 - Machines	294,675	294,675.46	0%	
-10,000	-7,610.00	-24%	25005 - Plant and Equipment	140,000	40,772.46	-71%	Carryover \$63,660 for outstanding deliveries - Replacement sewer cleaner
-2,869,094	-2,103,081.77		Total	12,523,171	9,380,028.14		
-11,185,362	-6,740,715.11		TOTAL CAPITAL PROJECTS	28,436,516	17,874,148.09		

4.2 Operating Statement for Period Ending 30 June 2015

Recommendation

That the Operating Statement for the Period Ending 30 June 2015 be received.



BURDEKIN SHIRE COUNCIL
OPERATING STATEMENT
Period Ending 30 June 2015
 (End of Year Accruals Incomplete)

	Note	Actual YTD	Revised Budget	\$ Variance Actual to Revised	% Variance Actual to Revised
Operating Revenue					
Rates and Utility Charges	1	35,534,977.55	35,570,691	-35,713	0%
Pensioner remissions		-274,797.28	-279,000	4,203	-2%
User fees and charges	2	2,249,162.88	2,313,535	-64,372	-3%
Interest Received	3	1,810,879.00	1,684,000	126,879	8%
Operational contributions and donations	4	222,531.75	207,535	14,997	7%
Operational grants and subsidies	5	4,909,326.37	4,593,350	315,976	7%
Contract and recoverable works	6	1,347,124.96	1,610,000	-262,875	-16%
Other operating revenue	7	295,190.79	229,051	66,140	29%
Total operating revenue		46,094,396.02	45,929,162.00	165,234	0%
Operating Expenses					
Employee benefits	8	17,071,942.45	17,945,946	-874,004	-5%
Materials and services	9	13,786,517.28	16,334,628	-2,548,111	-16%
Depreciation and amortisation		10,015,500.44	10,015,500	0	0%
Finance Costs	10	486,129.75	454,270	31,860	7%
Other expenses		-3,464.90	0	-3,465	-
Total operating costs		41,356,625.02	44,750,344.00	-3,393,719	-8%
Surplus (deficit) from operating activities		4,737,771.00	1,178,818	3,558,953	302%
Capital contributions	11	147,156.97	27,673	119,484	432%
Capital grants and subsidies	12	6,347,502.67	10,792,026	-4,444,523	-41%
Other capital income (expense)	13	-99,751.88	-47,337	-52,415	111%
Net result for period		11,132,678.76	11,951,180	-818,501	-7%

BURDEKIN SHIRE COUNCIL
OPERATING STATEMENT
NOTES FOR VARIANCES TO BUDGET
Period Ending 30 June 2015
(End of Year Accruals Incomplete)

Note

1 Rates and Utility Charges

Rates in advance received in excess of estimate. Second water consumption charges yet to be accrued.

2 User Fees & Charges

Slightly under budget due to private certification fees resulting from a downturn in the building industry throughout the state. Also under budget in caravan parks income and animal management administration.

3 Interest Received

Over budget for the year due to longer term investments gaining better rates.

4 Operational Contributions and Donations

Over budget mainly due to contributions received for drainage, roads and park infrastructure.

5 Operational Grants and Subsidies

Over budget for year - NDRRA events 2013 and 2014 finalised and payments received (part NDRRA funding to be transferred to capital), along with NQ Dry Tropics payment received in advance.

6 Contract and Recoverable works

Under budget mainly due to BSRIT works. Main roads under budget however accrued debtors yet to be entered for final RMPC claim.

7 Other Operating Revenue

Over budget due to high amount of income received for metal recycling sales, and unbudgeted income from theatre ticket sales.

8 Employee Benefits

Total employee benefits under budget due to - delayed replacement of vacancies, leave not taken, underspend in water operational wages due to capital project, and reduced wages in drainage maintenance due to lack of wet season. Annual leave and long service leave provision adjustments outstanding.

9 Materials and Services

Materials and services under budget for year. A large section of the NDRRA 2014 project has been postponed until 2015/16, and the NDRRA 2013 event was completed well under budget. BSRIT is under budget due to a lack of works projects, while a lack of wet season resulted in roads maintenance being completed under budget. The new Conlan Street pipeline project was a priority, resulting in less maintenance works for water supply, water treatment, and property connections. Waste disposal was under budget due to a reduction in the IPA contract payments, with mulching expenses and external plant hire also costing less than expected.

10 Finance Costs

Four quarters of interest payments made on QTC loans.

11 Capital Contributions

Over budget due to unbudgeted contributions received on various projects - asphaltting both Porter and Hurney Roads, new Giru skate park, and drainage on Maidavale Road.

12 Capital Grants and Subsidies

Grant application not made for the swimming pool upgrade as scope of works still to be decided. Remaining funding for drainage projects are due to be received at completion of project in 2015/16. NDRRA 2013 Restoration of Essential Public Assets and Betterment projects completed under budget, therefore funding received under budget.

13 Other Capital Income

Capitalisation not yet completed for the June quarter - further journals to be entered. Entries to date have resulted in a loss on sale of land for \$47,337, profit on sale of motor vehicles of \$48,807, and a loss on sale of plant and equipment of \$101,222.

5 GOVERNANCE & LOCAL LAWS

5.1 Adoption of Environmental Levy Policy

Document Information

Referring Letter No: N/A

File No: 882

Name of Applicant: N/A

Location: N/A

Author and Title: Dan Mulcahy, Manager Governance and Local Laws

Executive Summary

The Environmental Levy Policy was last formally reviewed and adopted on 24 August 2008. Minor amendments are required to reflect current practices and the current policy template.

Recommendation

That the Council adopts the Environmental Levy Policy, as attached; and agrees to an annual system of public calling for applications for use of the Environmental Levy funds.

Background Information

The Environmental Levy Policy has not been reviewed since 24 August 2008. In addition, there have only been a small number of applications from external organisations or individuals to use the funds available for accepted environmental purposes. Publicly calling for applications to use the funds should assist in promoting the levy and funds available.

Link to Corporate/Operational Plan

4.2.3 Promote the adoption of environmental best practice by Council, residents and business.

Consultation

Nil

Legal Authority or Implications

N/A.

Policy Implications

N/A

Financial and Resource Implications

Funds exist in the Environmental Levy recurrent maintenance reserve.

Report prepared by:

Dan Mulcahy, Manager Governance and Local Laws

Report authorised by:

Dan Mulcahy, Manager Governance and Local Laws

Attachments

1. Environmental Levy Policy.



Environmental Levy Policy

Commencement Date: 24 August 2004

Function: Environmental Health

RESPONSIBILITIES

Policy Owner	Manager Governance and Local Laws
Policy Contact	Manager Governance and Local Laws
Approval Authority	Council
Next Review Date	30 June 2017

REVISION HISTORY

Rev	Status	Date	Approver / Meeting	Resolution / Document No.
0	Adopted	24/08/2004	Council – Ordinary Meeting	
1	Adopted	28 July 2015	Council - Ordinary Meeting	

1 PURPOSE

The purpose of this policy is to promote a consistent approach to the use of the Environmental Levy.

2 SCOPE

This policy applies to eligible applications for funding under Council's Environmental Levy Program.

3 OBJECTIVES

The aim of the policy is to establish criteria to guide how the Environmental Levy will be applied and to establish basic reporting and recording guidelines.

4 POLICY STATEMENT

4.1 Eligibility Criteria

The Environmental Levy is to be used to undertake projects that have an environmental benefit to the Burdekin community. To achieve this Council has established the following criteria to guide how the Burdekin Shire Council Environmental Levy will be applied.

- 4.1.1 To provide funding support, (internal, funding assistance, seed funding, etc.) that can assist or enable community groups or individuals to:
 - (a) gain access to grants and other funding opportunities; and
 - (b) deliver projects or environmental outcomes which benefit the environment and community of the Burdekin.
- 4.1.2 For funding projects that are considered to have environmental benefit but are not eligible for funding from existing schemes or whose funding application was not successful.
- 4.1.3 To undertake rehabilitation, care or maintenance of the natural environment in areas such as:

-
- (a) Tree planting
 - (b) Providing bird nesting and owl roosting boxes
 - (c) Fish restocking
 - (d) Aquatic weed management
 - (e) Wetland management
 - (f) Herbicide subsidy
 - (g) Coastal management and beach protection
 - (h) Biodiversity preservation or enhancement
 - (i) Storm water litter management
 - (j) Water quality preservation
 - (k) Natural resource management
 - (l) Salinity
 - (m) Legacy landfill remediation
- 4.1.4 To provide for the preservation or remediation of environmentally important areas. Such programs will only be considered after exploring other opportunities available through government agencies to gain rate relief and/or other funding.
- 4.1.5 To undertake acquisition of land that has particular environmental value.
- 4.1.6 To promote and encourage sustainable practices such as energy efficiency, reduction in greenhouse gas emissions, utilisation of alternative energy sources, waste minimisation, water efficiency, or biodiversity conservation.
- 4.1.7 To promote and publish in an appropriate manner, e.g. via signs and promotional material, specific projects which have benefited from the levy.
- 4.2 All Environmental Levy funds are to be recorded in Council's financial records and reported at regular intervals in such a manner that fully discloses, in a transparent manner, the purpose for which it is used.
- 4.3 Any unspent funds from one financial year are to be placed in an environmental reserve fund set aside specifically to fund environmental levy projects in subsequent years.

5 PROCEDURES

Nil

6 LEGISLATION

N/A

7 ASSOCIATED DOCUMENTS

Environmental Levy Application Form

Environmental Policy

5.2 Adoption of Organisational Structure

Document Information

Referring Letter No: N/A

File No: N/A

Name of Applicant: N/A

Location: N/A

Author and Title: Rebecca Woods- Executive Officer

Executive Summary

Council is required to adopt an organisational structure that is appropriate to the performance of its duties. Council adopted, at a closed meeting on 10 July 2014, an organisational structure as part of a restructure proposed by the CEO. Although the minutes of this meeting were presented to be received by Council, a copy of the organisational chart was not attached. For completeness sake, Council should pass a resolution to adopt the new organisation structure.

Recommendation

That Council adopts the attached Organisational Structure.

Background Information

Council adopted a new organisational structure on 10 July 2014 which saw the removal of the directorship level and the introduction of a flat line reporting structure. Some operational changes have occurred since the adoption of the new organisational chart, however all of the Senior Leadership Group level has remained the same. It is not usual practice for Council to be involved in operational decisions, therefore changes of a operational nature can be made by the CEO without this effecting the core organisational structure.

Link to Corporate/Operational Plan

5.2.3 Build effective leadership and management capability

5.3.2 Adhere to the governance framework and public reporting systems.

5.4.1 Develop a professional, capable and responsive workforce.

Consultation

Council were consulted on the proposed organisational restructure on 4 July, 2014 and adopted the organisation structure on 10 July 2014.

Legal Authority or Implications

196 Appointing other local government employees

(1) A local government must, by resolution, adopt an organisational structure that is appropriate to the performance of the local government's responsibilities.

Policy Implications

N/A

Financial and Resource Implications

N/A

Report prepared by:

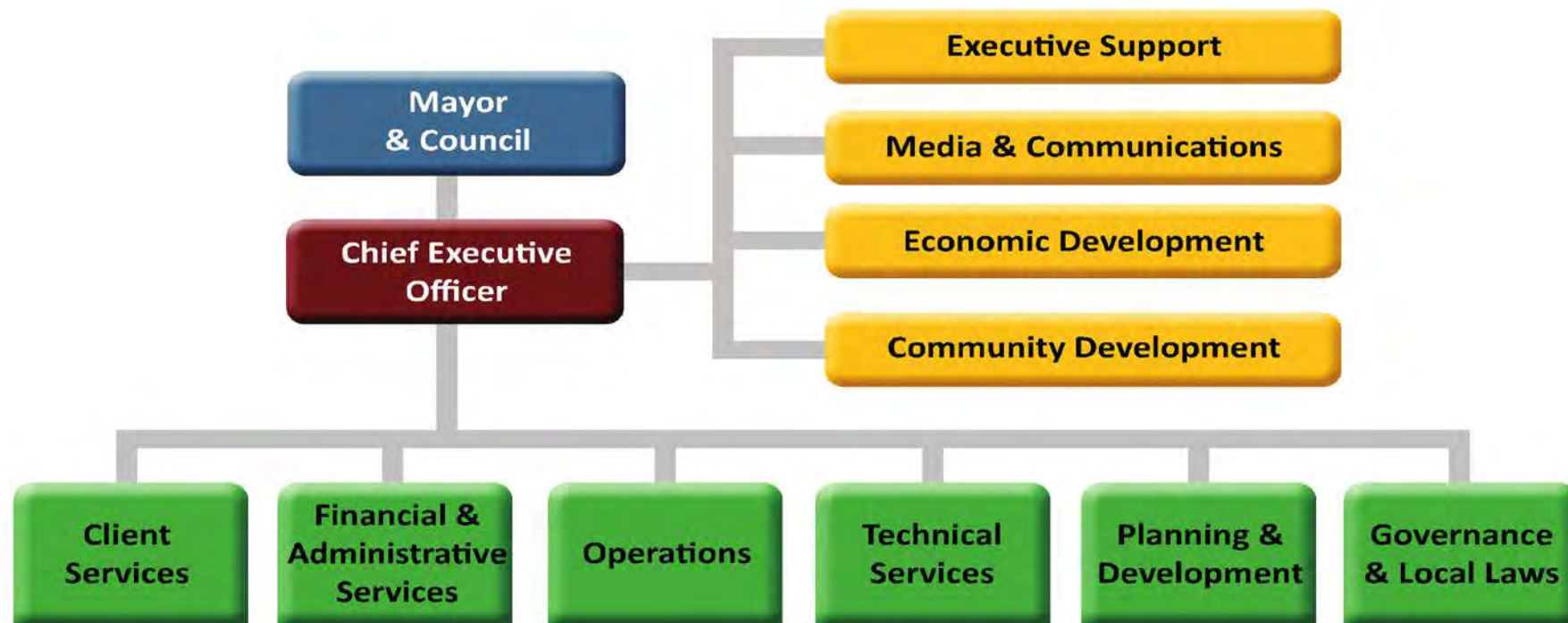
Rebecca Woods- Executive Officer

Report authorised by:

Matthew Magin- Chief Executive Officer

Attachments

1. Burdekin Shire Council Organisational Structure Chart



6 CLIENT SERVICES

7 FINANCIAL & ADMINISTRATIVE SERVICES

8 OPERATIONS

9 TECHNICAL SERVICES

9.1 Disabled Parking - First In Physio - Queen Street, Ayr

Document Information

Referring Letter No: Document number: 1444464

File No: 724

Name of Applicant: Ted Bawden *for* Burdekin Seniors Advisory Group

Location: Queen Street, Ayr

Author and Title: Glen Stockdale, Senior Technical Officer

Executive Summary

Council has received repeated requests to improve parking arrangements and access in the area of First-In Physio for customers requiring assistance to visit the physio and/or optometrist.

Recommendation

Council install a disabled parking bay and construct a pram ramp in the vicinity of First-In Physio to improve access for aged/disabled persons to the physiotherapist, optometrist, and dentist.

Background Information

Council has previously received customer requests to improve access in this area, due to an increasing number of aged/disabled people requiring assistance to reach the physiotherapist, dentist, and/or optometrist.

The increasing ageing population of the Burdekin Shire, and the concentrated location of three businesses serving the aged community are the primary reasons for the recommendation of the disabled park and access ramp.

Currently the closest disabled parking is in the East End centre which requires elderly/disabled customers to walk an approximately 200m return trip.

This recommendation has previously been rejected by Council, however the Burdekin Seniors Advisory Group has since conducted a parking survey which they believe proves there is adequate vacant parking in the area to allow the installation of a disabled parking bay.

This request is also in accordance with Council's Corporate Plan.

Link to Corporate/Operational Plan

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

Consultation

First-In Physio, Sextons Dental, and Helene Holmes Optometrist are all in support of the disabled parking bay and pram ramp being installed.

Legal Authority or Implications

N/A

Policy Implications

N/A

Financial and Resource Implications

Approx \$2000.00 funded by Roadworks Maintenance

Report prepared by:

Glen Stockdale, Senior Technical Officer

Report authorised by:

Matthew Ingle, Design Office Manager

Attachments

1. N/A

10 PLANNING & DEVELOPMENT

10.1 Peter and Julie Kingston - Material Change of Use for Home Occupation (Upholstery) at 8 Spiller Street, Brandon (Lot 1 on SP129541, Parish of Jarvisfield, County of Gladstone)

Document Information

Referring Letter No: 1426763

File No: 226, CONS15/0010

Name of Applicant: Peter and Julie Kingston

Location: 8 Spiller Street, Brandon (Lot 1 on SP129541, Parish of Jarvisfield, County of Gladstone)

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

Executive Summary

An application has been received from Peter and Julie Kingston, seeking approval for a Home Occupation (Upholstery) at 8 Spiller Street, Brandon (Lot 1 on SP129541, Parish of Jarvisfield, 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 Home Occupation (Upholstery) at 8 Spiller Street, Brandon (Lot 1 on SP129541, Parish of Jarvisfield, 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 The Home Occupation can only be operated strictly in accordance with the supporting material and approved plans submitted with the application and can only be conducted by a person resident therein.
- 1.3 No source of power other than one or more single phase electric motors having a total connected load of not more than 2.2 kilowatts is used.
- 1.4 The floor area used (whether temporarily or permanently) does not exceed more than one-third of the total floor area of the dwelling house, except with and in accordance with the conditions of an express permission of the Council.

-
- 1.5 No load is imposed on any local utility greater than that which is normally required by other uses permitted in the zone in which the dwelling house is situated.
 - 1.6 No machinery or apparatus causing interference with reception of radio or television signals is used or operated.
 - 1.7 There is no public display of goods on the premises.
 - 1.8 Only one sign with a maximum face area of 0.5 m² and bearing only the name of the person carrying out the business and the type of business is to be provided on the premises.
 - 1.9 The activity does not cause any injury to or have a prejudicial effect on the amenity of the locality in which it is carried out due to the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, grit, oil, waste products, or anything whatsoever.
 - 1.10 The approved use shall be undertaken so that no undue disturbance is caused to neighbouring properties by virtue of noise, bright lights, traffic movements or interference with radio and television reception.

BUILDING WORK

2. A development permit for 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;

ADVICE (Note: These are not conditions)

- *The footpath between the kerb and property boundary is to be kept clear of parked vehicles.*

Background Information

An IDAS Development Application has been received from Peter and Julie Kingston seeking permission to conduct an Upholstery business as a Home Occupation. The subject land is zoned 'Residential' with a Low Density Sub Area under the provisions of Council's IPA Planning Scheme. The proposed use of a 'Home Occupation (Upholstery)' triggers assessable development and is consistent with similar activities that have gained the appropriate approvals for a Home Occupation. The level of assessment is 'Impact Assessable'.

The Application:

The applicants intent is to operate a Home based upholstery business from the existing shed towards the rear of the property. The current access will be utilised which is from the Spiller street side of the property along an unformed road. The applicant has indicated that there will be no employees as part of the proposal and that it is expected there will be no more than

a few customers attending the premises per week with the majority of the customer contact being offsite. The application is typical of a Home Occupation and is considered to be an allowable use if compliance with the Burdekin Shire Council's Planning Scheme (*the scheme*) is achieved. In this case, the application has met all of the overall outcomes for the Home Occupation code.

Given that the Development Application was triggered as 'Impact Assessable', public notification was required. The application was advertised in the Burdekin Advocate on Friday 29 May, 2015 and at the closing date for submissions on Wednesday 24 June, 2015, no properly made submissions were received.

Site Description/Surrounding Land Uses:

The subject site is located at 8 Spiller Street, Brandon on a regular shaped allotment of approximately 1738m² and is improved with a dwelling house and shed. The locality is considered to be predominantly residential with a vacant Council lot as well as agricultural uses to the rear and a Swim School adjoining the property.

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 minimised. Given that the proposal complies with the provisions contained in Council's 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 Friday 29 May, 2015 and at the closing date for submissions on Wednesday 24 June, 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

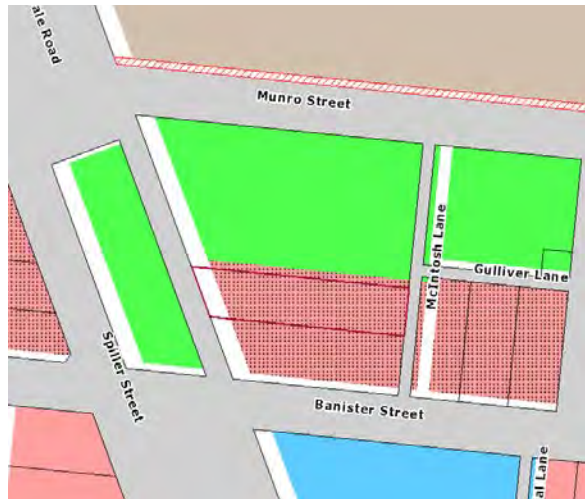
Report prepared by:

S. Great – Manager Planning and Development

Report authorised by:

S. Great – Manager Planning and Development

Attachments



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

11 COMMUNITY DEVELOPMENT

12 ECONOMIC DEVELOPMENT

13 GENERAL BUSINESS

14 CORRESPONDENCE FOR INFORMATION

Tabled Separately

15 NOTICES OF MOTION

16 URGENT BUSINESS

17 CLOSED MEETING ITEMS

18 DELEGATIONS

10:30am Presentation by Mr. Geoff Croke from Psi Delta – Contractor engaged by the Department of State Development Infrastructure and Planning for the Lower Burdekin Catchment Development Project.

