



**BURDEKIN SHIRE COUNCIL**



# **AGENDA**

## **ORDINARY COUNCIL MEETING**

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

**on 24 January 2017**

**COMMENCING AT 9:00AM**

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**TUESDAY 24 JANUARY 2017**

## **ORDER OF BUSINESS:**

<b>ITEM</b>	<b>PRECIS</b>	<b>PAGE</b>
<b>1</b>	<b>PRAYER</b>	<b>1</b>
<b>2</b>	<b>DECLARATIONS OF INTEREST</b>	<b>1</b>
<b>3</b>	<b>MINUTES AND BUSINESS ARISING</b>	<b>1</b>
<b>3.1</b>	<b>Ordinary Council Meeting Minutes - 17 January 2017</b>	<b>1</b>
<b>3.2</b>	<b>Burdekin Building Safer Communities Action Team Meeting Minutes - 7 December 2016</b>	<b>17</b>
<b>3.3</b>	<b>RADF Advisory Group Meeting Minutes - 8 December, 2016</b>	<b>21</b>
<b>4</b>	<b>REPORTS</b>	<b>24</b>
<b>4.1</b>	<b>Capital Projects Monthly Report for Period Ending 31 December 2016</b>	<b>24</b>
<b>4.2</b>	<b>Operating Statement for Period Ending 31 December 2016</b>	<b>43</b>
<b>5</b>	<b>GOVERNANCE &amp; LOCAL LAWS</b>	<b>46</b>
<b>5.1</b>	<b>Ayr Showgrounds - Proposed Master Plan</b>	<b>46</b>
<b>5.2</b>	<b>Councillor Remuneration</b>	<b>49</b>
<b>6</b>	<b>CLIENT SERVICES</b>	<b>83</b>
<b>7</b>	<b>FINANCIAL &amp; ADMINISTRATIVE SERVICES</b>	<b>83</b>
<b>8</b>	<b>OPERATIONS</b>	<b>83</b>
<b>9</b>	<b>TECHNICAL SERVICES</b>	<b>83</b>
<b>10</b>	<b>PLANNING &amp; DEVELOPMENT</b>	<b>83</b>
<b>10.1</b>	<b>Reconfiguring a lot (2 into 3 lots) at 103 Towers Road and 26 Moody Road, Jarvisfield (Lots 125 &amp; 126 on SP240072, Parish of Morrill, County of Gladstone)</b>	<b>83</b>
<b>11</b>	<b>COMMUNITY DEVELOPMENT</b>	<b>89</b>
<b>11.1</b>	<b>Sport and Recreation Planning Program Funding Application</b>	<b>89</b>
<b>11.2</b>	<b>Burdekin Community Grants Panel Application Ayr</b>	<b>105</b>



## Amateur Swimming Club

12	ECONOMIC DEVELOPMENT	107
13	NOTICES OF MOTION	107
14	CORRESPONDENCE FOR INFORMATION	107
15	GENERAL BUSINESS	107
16	CLOSED MEETING ITEMS	107
17	DELEGATIONS	107
17.1	Presentation - NQ Dry Tropics - Update on Current Projects	107
17.2	Presentation - Councillor Liessmann - National Arts Conference - Dubbo	107

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## **1 PRAYER**

## **2 DECLARATIONS OF INTEREST**

## **3 MINUTES AND BUSINESS ARISING**

### **3.1 Ordinary Council Meeting Minutes - 17 January 2017**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 17 January 2017 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 17 January 2017**

**COMMENCING AT 9:00AM**



TUESDAY 17 JANUARY 2017

## ORDER OF BUSINESS:

ITEM	PRECIS	PAGE
1	PRAYER	1
2	DECLARATIONS OF INTEREST	1
15.1	Approved Leave of Absence - Councillor Bonanno	1
3	MINUTES AND BUSINESS ARISING	2
3.1	Ordinary Council Meeting Minutes - 13 December 2016	2
3.2	Burdekin Senior Advisory Group Meeting Minutes - 9 November 2016	2
3.3	Local Disaster Management Group Meeting Minutes - 9 December 2016	3
4	REPORTS	3
5	GOVERNANCE & LOCAL LAWS	3
5.1	Amendment to Subordinate Local Law No 3 (Community and Environmental Management) 2012	3
5.2	Appointment of Acting Chief Executive Officer	5
5.3	Attendance at LGAQ/QTC Financial Sustainability Summit	5
6	CLIENT SERVICES	6
7	FINANCIAL & ADMINISTRATIVE SERVICES	6
8	OPERATIONS	6
8.1	Calling of Tenders to Establish a Register of Pre-qualified Suppliers for the Supply of Electrical Trade Services	6
9	TECHNICAL SERVICES	7
10	PLANNING & DEVELOPMENT	7
11	COMMUNITY DEVELOPMENT	7
12	ECONOMIC DEVELOPMENT	7
13	NOTICES OF MOTION	7
14	CORRESPONDENCE FOR INFORMATION	7

Ordinary Council Meeting 17 January 2017



## **BURDEKIN SHIRE COUNCIL**



<b>14.1</b>	<b>Formation of a Regional Pest Management Sub-Committee - Invasive Plants and Animals Coinvestment Model</b>	<b>7</b>
<b>15</b>	<b>GENERAL BUSINESS</b>	<b>7</b>
<b>15.2</b>	<b>Approved Leave of Absence - Councillor Bawden</b>	<b>7</b>
<b>15.3</b>	<b>Approved Leave of Absence - Councillor Goddard</b>	<b>8</b>
<b>16</b>	<b>CLOSED MEETING ITEMS</b>	<b>8</b>
<b>16.1</b>	<b>Advertising Proposal from Burdekin Advocate</b>	<b>9</b>
<b>16.2</b>	<b>Giru Reserve Land Contamination - Proposed Stage 2</b>	<b>10</b>
<b>16.3</b>	<b>Tender Evaluation - TBSC/16/010 - Provision of Waste Management Services</b>	<b>11</b>
<b>17</b>	<b>DELEGATIONS</b>	<b>12</b>



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## **ATTENDANCE**

Councillors L.A. McLaughlin (Mayor), J.F. Woods (Deputy Mayor), E.J. Bawden, A.J. Goddard, U.E. Liessmann and S.P. Perry.

Mr. T. Brennan - Chief Executive Officer  
Mr. D. Mulcahy – Manager Governance and Local Laws  
Mr. S. Great - Manager Planning and Development  
Mr. T. Vaccaro – Manager Community Development  
Mr. K. Byers - Manager Technical Services  
Mr. G. Keane – Acting Manager Operations

Minutes Clerk – Mrs. J. Thomasson

Apologies – Councillor J.T. Bonanno – Approved Leave of Absence

## **1 PRAYER**

The meeting prayer was delivered by Pastor Andrew Ballin of the Baptist Church.

## **2 DECLARATIONS OF INTEREST**

The Mayor called for declarations of interest.

Councillor McLaughlin declared a perceived conflict of interest in respect of agenda item 8.1 as one of the tenderers is a close family friend. Councillor McLaughlin advised of her intention to leave the meeting during consideration of this item.

### **15.1 Approved Leave of Absence - Councillor Bonanno**

#### **Resolution**

Moved Councillor Woods, seconded Councillor Perry that Council approve leave of absence for Councillor Bonanno for the Ordinary Council Meeting held on Tuesday, 17 January 2017.

CARRIED



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

#### **3.1 Ordinary Council Meeting Minutes - 13 December 2016**

##### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 13 December 2016 be received as a true and correct record.

##### **Resolution**

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

CARRIED

#### **3.2 Burdekin Senior Advisory Group Meeting Minutes - 9 November 2016**

##### **Recommendation**

That the minutes of the Burdekin Senior Advisory Group Meeting held on 9 November 2016 be received and adopted.

##### **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that the recommendation be adopted.

CARRIED

It was suggested that an article be published in the Round-a-bout Magazine inviting new members to join the Burdekin Seniors Advisory Group. Rates information sessions were proposed to provide seniors with a greater understanding of discounts available through the Pensioner Rate Subsidy Scheme and available payment options. These sessions could also include information on the services Council's Customer Service Centre can provide.

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### **3.3 Local Disaster Management Group Meeting Minutes - 9 December 2016**

#### **Recommendation**

That the minutes of the Local Disaster Management Group Meeting held on 9 December 2016 be received as a true and correct record.

#### **Resolution**

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

CARRIED

## **4 REPORTS**

## **5 GOVERNANCE & LOCAL LAWS**

### **5.1 Amendment to Subordinate Local Law No 3 (Community and Environmental Management) 2012**

#### **Executive Summary**

Council at its meeting held on 1 November 2016 agreed to amend Subordinate Local Law No 3 (Community and Environmental Management) 2012 to include neem tree as a declared local pest.

To facilitate this process, Council is required to resolve to propose to make Community and Environmental Management (Amendment) Subordinate Local Law (No 1) 2016.

#### **Recommendation**

That Council proposes to make Community and Environmental Management (Amendment) Subordinate Local Law (No 1) 2016 as tabled below (Attachment 1).

#### **Resolution**

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

CARRIED

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Attachment 1.

**Burdekin Shire Council  
Community and Environmental Management (Amendment)  
Subordinate Local Law (No. 1) 2016**

Contents

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<b>Part 1</b>	<b>Preliminary .....</b>	<b>1</b>
1	Short title .....	1
2	Subordinate local law amended .....	1
<b>Part 2</b>	<b>Amendment to subordinate local law .....</b>	<b>1</b>
3	Amendment of sch 1 (Declared local pests) .....	1

**Part 1 Preliminary**

**1 Short title**

This subordinate local law may be cited as *Community and Environmental Management (Amendment) Subordinate Local Law (No. 1) 2016*.

**2 Subordinate local law amended**

This subordinate local law amends *Subordinate Local Law No. 3 (Community and Environmental Management) 2012*.

**Part 2 Amendment to subordinate local law**

**3 Amendment of sch 1 (Declared local pests)**

Schedule 1, item 1, column 2, after 'Itch grass (*Rottboelia cochinchinensis*)'—  
*insert—*

Neem tree (*Azadirachta indica*)

This and the preceding page bearing my initials is a certified copy of *Community and Environmental Management (Amendment) Subordinate Local Law (No. 1) 2016* made in accordance with the provisions of the *Local Government Act 2009* by Burdekin Shire Council by resolution dated the                      day of                      2016.

.....  
Chief Executive Officer



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## **5.2 Appointment of Acting Chief Executive Officer**

### **Executive Summary**

The Chief Executive Officer (CEO) will be taking prearranged annual leave between 20 January and 6 February 2017. During the absence of the CEO the Council should take action to appoint an Acting CEO. It is proposed that Mr Dan Mulcahy, Manager Local Laws and Governance, be appointed Acting CEO for this period.

### **Recommendation**

That the Manager Local Laws and Governance, Mr Dan Mulcahy, be appointed Acting CEO from 20 January to 6 February 2017 during the absence of the CEO on prearranged leave.

### **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that the recommendation be adopted.

CARRIED

## **5.3 Attendance at LGAQ/QTC Financial Sustainability Summit**

### **Executive Summary**

The LGAQ and QTC will be conducting the 5<sup>th</sup> Local Government Financial Sustainability Summit in Cairns on 29 & 30 March 2017. The program for the summit includes a number of presentations relevant to local government financial sustainability and it is requested that approval be granted for the Mayor and CEO to attend.

### **Recommendation**

That approval be granted to the Mayor and CEO to attend the Local Government Financial Sustainability Summit being conducted by the LGAQ and QTC on 29 and 30 March 2017 in Cairns and their expenses of attendance be met by Council.

### **Resolution**

Moved Councillor Goddard, seconded Councillor Woods that the recommendation be adopted.

CARRIED

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## **6 CLIENT SERVICES**

## **7 FINANCIAL & ADMINISTRATIVE SERVICES**

## **8 OPERATIONS**

### **8.1 Calling of Tenders to Establish a Register of Pre-qualified Suppliers for the Supply of Electrical Trade Services**

9.28am - Councillor McLaughlin declared a perceived conflict of interest as one of the tenderers is a close family friend and left the meeting during consideration of this report.

Councillor Woods (Deputy Mayor) chaired the meeting in the Mayor's absence.

#### **Executive Summary**

Tenders for TBSC/16/012 – register of Pre-Qualified Suppliers – Electrical Trade Services closed at 12 noon on the 19 December, 2016.

Twelve (12) sets of documents were requested and issued to prospective tenderers.

Five tenders were received at the nominated closing time. Four tenders received were from local suppliers of the requested services and one from a Townsville supplier.

#### **Recommendation**

That Council accepts the tenders submitted by Driveman, Laser Electrical, Burdekin Air Conditioning and Electrical, North Queensland Electrical and Instrumentation and Industrial, Commercial, Solutions Electrical Contractors for the purpose of establishing a Register of Pre-qualified Suppliers – Electrical Trade Services.

The register will be effective for a period of two years from the date of Council resolution.

#### **Resolution**

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

#### **CARRIED**

9.32am – Councillor McLaughlin (Mayor) returned to the meeting and resumed the role of chair.

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## **9 TECHNICAL SERVICES**

## **10 PLANNING & DEVELOPMENT**

## **11 COMMUNITY DEVELOPMENT**

## **12 ECONOMIC DEVELOPMENT**

## **13 NOTICES OF MOTION**

## **14 CORRESPONDENCE FOR INFORMATION**

### **14.1 Formation of a Regional Pest Management Sub-Committee - Invasive Plants and Animals Coinvestment Model**

#### **Resolution**

Moved Councillor Goddard, seconded Councillor Perry that Council endorse the action taken to advise the LGAQ that Council supports the existing Regional Pest Management Committee undertaking the role of the Regional Pest Management Sub- committee with the intention to work with the Department of Agriculture and Fisheries to deliver the Invasive Plants and Animal Coinvestment Model.

CARRIED

## **15 GENERAL BUSINESS**

### **15.2 Approved Leave of Absence - Councillor Bawden**

#### **Resolution**

Moved Councillor Perry, seconded Councillor Liessmann that Council approve leave of absence for Councillor Bawden on Tuesday, 31 January 2017.

CARRIED



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### **15.3 Approved Leave of Absence - Councillor Goddard**

#### **Resolution**

Moved Councillor Liessmann, seconded Councillor Woods that Council approve leave of absence for Councillor Goddard on Tuesday, 31 January 2017.

CARRIED

10.09am – Councillor Liessmann requested an update on the issue of car bodies stored at a property in the Mount Kelly area. Councillor McLaughlin declared a perceived conflict of interest as she is an adjoining landholder of the property owner in question and left the meeting during discussions. Councillor Woods (Deputy Mayor) chaired the meeting during the Mayor's absence.

Mr Great briefed Council on the progress and indicated that Council is undertaking regular inspections of the property and working with the owners to monitor and reduce the number of abandoned vehicles on site.

10.14am – Councillor McLaughlin (Mayor) returned to chair the meeting.

Councillor Liessmann raised an issue in regards to the toilet facilities at Groper Creek. Mr Mulcahy advised that Council is currently looking at options to rectify the issue.

Attendees Mr Great, Mr Vaccaro and Mr Keane retired from the meeting at this time.

### **16 CLOSED MEETING ITEMS**

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

#### **Resolution**

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

- 275(1)(e) contracts proposed to be made by Council;
- 275(1)(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.



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For the purpose of discussing;

- Consideration of report on Giru reserve land contamination – Proposed Stage 2
- Consideration of report on tenders received for TBSC/16/010 – Tender for provision of Waste Management Services
- Advertising proposal from Burdekin Advocate
- Discussions in regards to Burdekin Touch Association Lease
- Works for Queensland Program

CARRIED

10.30am – Break for Morning Tea

11.00am – Recommenced closed meeting

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

#### **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that the Council meeting be opened to the public.

CARRIED

### **16.1 Advertising Proposal from Burdekin Advocate**

#### **Executive Summary**

Council, including the Burdekin Library, Burdekin Theatre and Burdekin Memorial Hall, annually spends a significant amount of money on advertising in the Burdekin Advocate and producing the quarterly newsletter Council In Focus which is delivered to each home in the Shire.

North Queensland Newspapers, owners of the Burdekin Advocate, have approached Council to have a paid weekly page. It is envisaged that this will enable residents to find all of Council's news in one printed location and guarantee important information would be published in its full form. They have offered a similar opportunity to other Councils in the region. Charters Towers Regional Council has a page with The Miner each week. Hinchinbrook Council has a page once a fortnight in the Herbert River Express. Whitsunday Regional Council has decided not to take up the offer at this time.

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## Resolution

Moved Councillor Woods, seconded Councillor Perry that Council trial the agreement with the Burdekin Advocate for a weekly Council page and review its effectiveness after three months to ascertain the full impact of the workload on Council staff and its community reach.

## Amendment

Moved Councillor Liessmann, seconded Councillor Bawden that Council trial the agreement with the Burdekin Advocate for a **fortnightly** Council page and review its effectiveness after three months to ascertain the full impact of the workload on Council staff and its community reach, noting that costing may increase.

## Voting on Amendment

FOR – Councillors Liessmann and Bawden

AGAINST – Councillors Woods, Perry, Goddard and McLaughlin

2/4

LOST

The original motion was then put.

FOR – Councillors Woods, Perry, Goddard and McLaughlin

AGAINST – Councillors Liessmann and Bawden

4/2

CARRIED

## 16.2 Giru Reserve Land Contamination - Proposed Stage 2

### Executive Summary

Council has previously resolved to achieve formal approval for the operation of a self-contained motorhome stopover in the reserve area bounded by Luxton, Walton and Brookes Streets, Giru.

To achieve this objective, the contamination of certain lots (3, 2 & 4) need to be addressed satisfactorily. To date, a preliminary site investigation of the affected areas has been undertaken as Stage 1 of the project.



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## Resolution

Moved Councillor Liessmann, seconded Councillor Bawden that in relation to the objective of achieving formal approval for the operation of a self-contained motorhome stopover in an area bounded by Luxton, Walton and Brookes Streets, Giru and for the purposes of providing Council with relevant information in relation to the contamination issue on Lot 3 GS71311, Lot 2 EP835494 and Lot 4 EP835494, Township of Giru, Council engages IMEMS Pty Ltd under Local Buy Contract BUS 225-1211 to complete a detailed site investigation noting that the costs will be borne by the proceeds of the Waste Legacy Landfill Charge.

CARRIED

## 16.3 Tender Evaluation - TBSC/16/010 - Provision of Waste Management Services

### Executive Summary

In recognition of the financial significance and long term impact of the waste management services to the budget and operations of the Council, Council has previously resolved to examine and analyse the most beneficial mean of procuring or implementing waste collection services from 1 July 2017.

This Report briefly outlines the history of considerations and decisions made to date and provides a recommendation on how to continue the waste collection services from 1 July 2017.

This Report should be read in conjunction with a further confidential report prepared by Resource Innovations titled "*Provision of Waste Management Services Tender Evaluation Report*" dated 13 January 2017.

## Resolution

Moved Councillor Goddard, seconded Councillor Woods that in respect of Tender TBSC/16/010 – Provision of Waste Management Services for an 8 year period commencing 1 July 2017 with an extension option of up to 2 years, the Council approves the tender received from Cleanaway Pty Ltd (alternate offer) and authorises the Chief Executive Officer to negotiate and finalise any specification and contract variations in order to award the contract.

CARRIED

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## **17 DELEGATIONS**

There being no further business the meeting closed at 1.11pm.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on Tuesday, 24 January 2017.**

**MAYOR**

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### **3.2 Burdekin Building Safer Communities Action Team Meeting Minutes - 7 December 2016**

#### **Recommendation**

That the minutes of the Burdekin Building Safer Communities Action Team Meeting held on 7 December, 2016 be received and adopted.

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**Minutes of Meeting**  
**Burdekin Building Safer Communities Action Team (BSCAT)**  
**Meeting held on 7<sup>th</sup> December, 2016**

Held in the John Hy Peake Heritage Rooms  
The meeting commenced at 10.30am

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**CLAUSE 1      ATTENDANCE**

Brad Taylor	Crime Prevention Officer, QPS, Townsville
Tammy Quagliata	Community Development Support Officer, BSC
Cr. Tony Goddard	BSC
Chris O'Shea	BNA, Operations Manager
Steve Barton	QPS
Alison Johnson	Life Without Barriers
Cheryl Lawrence	Ray White
Natalie Saroglia	Burdekin Neighbourhood Centre
Rebecca Grogan	Burdekin Community Association
Julie Davies	Burdekin Shire Council
Janet King	NQ Domestic Violence Resource Service
Sally Atkins	Youth Justice
Angie Bramwell	Uniting Care Community

**APOLOGIES**

Cr. Lyn McLaughlin	Mayor, Burdekin Shire Council
Tony Vaccaro	Manager Community Development, BSC
Brett Smith	QPS, Home Hill
Corey Lane	QPS
Jackie Kiloh	Burdekin PCYC
Tracey Hobbs	BCA
Venus Tufuga	BCA
Peta Anderson	Family and Child Connect
Narelle Hibberd	Community Representative

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**CLAUSE 2      CONFIRMATION OF PREVIOUS MINUTES**

Moved Steve Barton, seconded Tammy Quagliata that the minutes of the BSCAT Meeting held 12<sup>th</sup> October, 2016 be received.

CARRIED

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**CLAUSE 3      ADDRESS BY CR. GODDARD RE ATTENDANCE AT CRIME PREVENTION & COMMUNITIES CONVENTION**

Cr. Tony Goddard addressed the meeting following his recent attendance at the Crime Prevention & Communities Convention held in Brisbane on 3<sup>rd</sup> November. A copy of information from the convention will also be circulated to all members.

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**CLAUSE 4      CORRESPONDENCE**

**Inward & Outward Correspondence**

NIL

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**CLAUSE 5      FINANCIAL REPORT**

It was noted that the current balance for BSCAT & Crime Prevention Conference is \$7659.00.

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**CLAUSE 6      POLICE REPORT**

Snr Sgt Steve Barton gave a brief overview on crime in the Ayr area over the past month.

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**CLAUSE 7      LOCK IT OR LOSE IT CHRISTMAS HOLIDAY PROMOTION**

Tammy Quagliata provided members with the new Lock It or Lose It poster which had been distributed throughout local shops, the Council Chambers and the Ayr & Home Hill Libraries. It was also noted that a half page spread with the poster also appeared in the Burdekin Advocate today (Wed 7<sup>th</sup> Dec), which was tabled for the group. The poster will be placed on Council's Facebook Page throughout the upcoming holiday period.

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**CLAUSE 8      REQUEST FOR ASSISTANCE TO FUND 'LOVE BITES' TRAINING**

Tammy Quagliata tabled late correspondence from Jackie Kiloh, Burdekin PCYC, regarding the possibility of BSCAT providing funding to assist with running Love Bites training within community. Jackie had advised that Corey Lane and herself were looking into this. The program is a Respectful Relationships Program designed for ages 11 to 15 years. The program also touches on relationship violence.

The Committee agreed that they would like some additional information regarding the program and any other similar programs which were already running locally. There were also concerns regarding a commitment from schools to run the program, should trainers be available locally. Tammy undertook to invite Jackie & Corey to address a meeting in early 2017 with further details regarding costs, training requirements and any ongoing commitments from schools etc.

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**CLAUSE 9      OTHER GENERAL BUSINESS/SERVICE UPDATES****Service Updates**

Alison Johnson from Life Without Barriers advised that in the new year a new room would be set up at Court for DV victims. This comes following some issues at the courthouse.

Babette advised that there were a lot of positive changes happening at Victims Assist which should be in operation in 2017.

Burdekin Night Alert noted that any household/business alarms that were running on the old 2G Network would now not be working. Members were asked to circulate this information to ensure all residents were aware that the 2G Network was no longer operating.

Natalie Saroglia advised that the Burdekin Neighbourhood Centre has recently undergone an \$80,000 upgrade to the centre. It was further noted that the BNC are looking for projects to become involved in within the Community.

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Janet advised that the DV Network Meeting was running well and they were currently putting together an action plan to be finalised in the New Year. Sally from Youth Justice introduced herself to the meeting and advised that she was available to support regional youth and families in the youth justice system. Tammy Quagliata advised that Youth Council is currently looking for sponsors for their upcoming Burdekin Fast Track Talents Showcase. Further information can be provided to any groups/businesses that would be interested.

**Media Release re 10 years of Burdekin BSCAT**

Brad Taylor advised that he believed it would be coming close to 10 years that Burdekin BSCAT has been operating. It was agreed that a media release/promotion regarding the groups' success over the past 10 years be developed and circulated.

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There being no further business, the meeting closed at 11.30am

**NEXT MEETING – 8<sup>th</sup> February, 2017 at 10.30am**

**CURRENT ACTION ITEMS**

Action	Person(s) responsible	Status
Letter from Council re School Based Police Officer	Lyn McLaughlin Tammy Quagliata	

Meeting Minutes taken by Tammy Quagliata.

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### **3.3 RADF Advisory Group Meeting Minutes - 8 December, 2016**

#### **Recommendation**

That the minutes of the RADF Advisory Group Meeting held on 8 December, 2016 be received and adopted.

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**Burdekin Shire Council**

**Minutes – RADF Advisory Group Meeting held on 8 December 2016**

Held at Ernie Ford Board Room  
The meeting commenced at 5.00pm

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**CLAUSE 1      ATTENDANCE**

Cr U Liessmann – Chairman  
Cr John Bonanno  
Mr Tony Vaccaro  
Mrs Mickey McKellar  
Ms Erin Alloway

Mrs Janice Horan – RADF Liaison Officer

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**CLAUSE 2      MINUTES RECEIVED**

Moved Mr Vaccaro, seconded Cr Liessmann that the Minutes of the RADF Advisory Group meeting held on 14 June 2016 be received.

CARRIED

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**CLAUSE 3      MATTERS ARISING FROM MINUTES**

**Clause 4** – It was resolved that the nomination received from Mrs Treena List (1501307 37) for the third community representative position on RADF Advisory Group be accepted.

**Clause 6** – Cr Liessmann advised the meeting that he is pursuing further contacts concerning the concept for display of artwork from Townsville Strand Ephemera in the Burdekin

**Clause 8** – The idea of establishing an Information Discussion/Think Tank Group for arts development and promotion in Burdekin Shire was further discussed and discussion was held on names of possible participants. It was decided to give further consideration to the make-up of the group with the intention to convene the first meeting at Burdekin Library in February 2017.

It was resolved that the minutes of the meeting held on 14 June 2016 be adopted with the above additions.

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**CLAUSE 4      CONSIDERATION OF RADF APPLICATIONS RECEIVED IN DECEMBER 2016 ROUND**

Applicant	Project	Letter No.	Requested Funding	Recommended Funding
Burdekin Brass Band	Learner classes and two band camp for new members plus refurbishment of some band instruments	1546645	\$4,500	\$3,450
Burdekin Artisan Community Assn Inc	Install automatic cataloguing system for sale of artworks	1546649	\$2,925	\$ Nil
Burdekin Shire Youth Council	Conduct Fast Track Talent Showcase and workshops	1545098	\$8,000	\$5,000

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Kerry Banks	Attend woodturning symposium, Turnfest 2017 at Gold Coast	1545591	\$500	\$500
Geoffrey Mains	Attend woodturning symposium, Turnfest 2017 at Gold Coast	1545592	\$500	\$500
Zonta Burdekin Club Inc	Attendance by Australian Bush Poetry Champion, Gary Fogarty at Bush Poet's Breakfast and conduct workshop for school children	1545594	\$2,500	\$250
Burdekin Singers & Theatre Co	Towards cost of producing, financing and performing "Phantom of the Opera"	1543213	\$5,000	\$5,000
Burdekin Machine Embroidery Mates	Conduct "Strike a Pose" Workshop with tutor, Jane Groves	1546710	\$540	\$ Nil
Ayr Community Kindergarten Assoc	Create permanent totems and artworks	1547311	\$3,790	\$2,000
Lower Burdekin Celtic Dancing Assoc Inc	Employ tutor to conduct 2017 Highland Dancing Workshop	1550023	\$1,600	\$1,180
Totals			\$29,855	\$17,880

Funds available for Round 2: \$22,120. Round 2 will be advertised in May 2017 for projects to be undertaken between July and December 2017.

The meeting resolved to recommend funding of RADF projects as listed above for Round 1 of the 2016/17 funding year.

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#### **CLAUSE 5      VERBAL REPORT ON REGIONAL ARTS CONFERENCE, DUBBO**

Cr Liessmann provided a verbal report on attendance at the Regional Arts Conference "Artlands" held in Dubbo from 27 to 30 October 2016.

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#### **CLAUSE 6      OUTCOME OF 2016/17 RADF BID SUBMITTED TO ARTS QUEENSLAND**

Mrs Horan advised the meeting that the RADF Bid for funding in 2016/17 had been positively received by Arts Queensland. She advised that funding had been increased from \$34,400 to \$40,000 for the 2016/17 year.

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There being no further business, the meeting closed at 6.30pm.

Cr U Liessmann  
CHAIRMAN

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## **4 REPORTS**

### **4.1 Capital Projects Monthly Report for Period Ending 31 December 2016**

#### **Recommendation**

That the Capital Projects Monthly Report for Period Ending 31 December 2016 be received.



**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>		<u>Comments</u>
<b>MCD - Manager Community Development</b>								
-	-	-	24101 Burdekin Library Building Capital	117,000	1,060.00	-99%	June 2017	Budget \$75,000 Actual \$1,060 Ayr Library kitchen refurbishment including second toilet. Project is currently in discussion with new architect.
							June 2017	Budget \$15,000 Ayr Library security upgrade - includes panic button and swipe cards. I.T. are currently looking at compatibility issues with the panic button and the NBN. Security swipe cards will be completed in conjunction with kitchen refurbishment.
							March 2017	Budget \$15,000 Home Hill Library security upgrade and replace front desk. Plans for refurbishments currently being developed.
							March 2017	Budget \$12,000 Home Hill Library shelving upgrade. Order to be placed early 2017.
(80,000)	(44,881.00)	-44%	24103 Burdekin Library Office Equip Capital	98,400	36,266.86	-63%	June 2017	Budget \$98,400 Book purchases. Target to spend 55% by December 31 was not achieved, however project will be completed by end of financial year.



Burdekin Shire Council

**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u>	<u>Income Actual</u>			<u>Revised</u>	<u>Expenditure</u>			
<u>Budget</u>	<u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Budget</u>	<u>Actual to</u>	<u>Variance</u>		<u>Comments</u>
-	-	-	24141 Burd Mem Hall Office Equipment Capital	15,000	9,853.69	-34%	April 2017	Budget \$15,000 Replace sound mixing console. Console arrived in December, with housing to be built early 2017.
-	-	-	24170 Burdekin Theatre Building Capital	52,000	13,045.98	-75%	March 2017	Budget \$22,000 Actual \$13,046 Replace LED cyc (stage lights). Units arrived in December, with cables still to be purchased. Project is expected to be completed under budget.
							March 2017	Budget \$30,000 Replace house lights with LED lights. Decided by Council resolution 6 December 2016 to remove project from 2016/17 budget. Adjustment will be made in second revised budget.
<b>(80,000)</b>	<b>(44,881.00)</b>		<b>Total</b>	<b>282,400</b>	<b>60,226.53</b>			





**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>	<u>Comments</u>
<b>MCS - Manager Client Services</b>							
-	-	-	11501 IT Hardware Purchases	217,719	-	-100%	Early 2017 Budget \$150,000 SAN replacement – Tier 1 & 2 storage. To be ordered January 2017. Was put on hold due to late delivery of our 2015/16 computers and subsequent upgrade as a result of Hewlett Packard splitting their operations and transferring all sales and orders. Received 2015/16 computers in July 2016 instead of January 2016.
							Early 2017 Budget \$20,000 Replace backup and archive system. To be ordered January 2017. Put on hold as above.
							June 2017 Budget \$40,000 High speed network link WWW treatment plant and second external site (library) - waiting on final quotations as it is a specialised service expected to be ordered early 2017 and installed and completed by June 2017.
							June 2017 Budget \$7,719 Wi-Fi network for Community Development. In negotiation with Telstra on pricing and coverage.



**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>	<u>Comments</u>
-	-	-	11503 IT Software Purchases	187,736	60,699.93	-68%	<p>June 2017 Budget \$30,000 Virtual desktop infrastructure pilot for 10 desktop computers. Has been put on hold until computer upgrade project is finalised and resources are available. This project is set to be started by February 2017.</p> <p>First quarter of 2017 Budget \$65,500 Actual \$27,924 - Software ECM upgrade allowance. This project is currently underway and is estimated to go "live" on 1 March 2017.</p> <p>March 2017 Budget \$15,000 Actual \$12,470 Corporate photo gallery. Professional photographer still to take senior employee photos, and photos at various locations in the Burdekin.</p> <p>Early 2017 Budget \$20,000 GIS spacial imagery replacement. Project due for completion June 2017 - after finalisation of Intramaps project.</p> <p>Project Complete Actual \$-1,252.00 Consulting for archiving module implementation project. 30 June accrual amount higher than final invoice received.</p> <p>March 2017 Budget \$57,236 Actual \$21,558 Intramaps. Public implementation still to be carried out.</p>



Burdekin Shire Council

**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

			<u>Expenditure</u>					
<u>Revised</u>	<u>Income Actual</u>			<u>Revised</u>	<u>Actual to</u>			
<u>Budget</u>	<u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Budget</u>	<u>Period End</u>	<u>Variance</u>		<u>Comments</u>
-	-	-	11508 Administration Office Equip Capital	13,000	5,593.00	-57%	March 2017	Budget \$13,000 Replace office photocopiers. Installed one photocopier (Administration) and Engineering is due to be ordered in Jan 2017 (when current maintenance agreement lapses) and installed by March 2017.
-	-		<b>Total</b>	<b>418,455</b>	<b>66,292.93</b>			



**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u>	<u>Income Actual</u>			<u>Revised</u>	<u>Expenditure</u>			
<u>Budget</u>	<u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Budget</u>	<u>Actual to</u>	<u>Period End</u>	<u>Variance</u>	<u>Comments</u>

**MGLL - Manager Governance and Local Laws**

-	-	-	21122 Aerodrome Runways & Other Assets Capital	225,000	-	-100%	June 2017	Budget \$225,000 Ayr Aerodrome electrical upgrade - stage 2. No objection from Aerodrome Advisory Group for upgrade. Next step to engage consultants to prepare tender documentation.
-	-	-	21150 Showgrounds Other Buildings Capital	7,250	7,294.09	1%	Project Complete	Budget \$7,250 Ayr Showgrounds. Open bar structure, replace roof sheeting and fascia.
(87,600)	(26,547.28)	-70%	22130 Burdekin Multi-Purpose Building Capital	219,000	114,522.50	-48%	January 2017	Budget \$219,000 Building fitout. Actuals are for industrial fans, water extinguishers, installation of phone service, support beams for mounting of fans and generator room enclosure. Still to be completed - window glazing, relocation of solar panels, installation of storage cupboard, backup lighting and manually operated ventilation system. Expected to be completed in January 2017, however lighting and ventilation system may take until March 2017.





**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>		<u>Comments</u>
-	-	-	46401 Waste Disposal Other Assets Capital	11,600	11,600.00	0%	Project Complete	Budget \$11,600 Fencing Kirknie Landfill New Cell. Project complete.
-	-	-	46460 Kirknie Landfill Cell Liner Capital	12,000	11,362.70	-5%	Project Complete	Budget \$12,000 Hydro Mulching Batters at Kirknie Landfill New Cell. Project completed under budget.
-	-	-	47101 Caravan Parks Buildings Capital	85,000	-	-100%	June 2017	Budget \$85,000 Home Hill Caravan Park amenities upgrade. Decision made 6 December 2016 on location of amenities. Quotations to be sought for construction.
-	-	-	47102 Caravan Parks Other Assets Capital	22,500	223.19	-99%	June 2017  June 2017	Budget \$7,500 Home Hill Caravan Park replace powerheads (x5). Actual \$223. Two powerheads installed so far (including expenditure from 2015/16). Remaining powerheads to be installed after layout finalised.  Budget \$15,000 HHCP fence. Works deferred pending investigation of boundary and layout.



**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>	<u>Comments</u>
(1,404,000)	(210,600.00)	-85%	47501 Swimming Pool Buildings Capital	1,492,157	38,982.93	-97%	Project Complete  Project Complete  September 2017
							Budget \$21,550 Actual \$21,528 Ayr Pool replace shade sails.  Budget \$66,607 Actual \$17,455 Ayr Pool Design Detail. Scope of works reduced to detailed design documents. Balance of scope of works to be included in new project Ayr Pool Refurbishment.  Budget \$1,404,000 Ayr Pool Refurbishment. Advice of approval of Government grant of \$702,000 just received. GHD engaged under Local Buy Contract to prepare tender documentation and project manage work. Initial estimate is to complete within pool close down period.
<b>(1,491,600)</b>	<b>(237,147.28)</b>		<b>Total</b>	<b>2,074,507</b>	<b>183,985.41</b>		



**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
 Period Ending 31 December 2016

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>		<u>Comments</u>
<b>MOPS - Manager Operations</b>								
(250,670)	(50,670.00)	-80%	43302 Parks Other Assets Capital	820,906	191,917.30	-77%	June 2017	Budget \$400,000 Actual \$10,740 Mt Inkerman lookout facilities upgrade. Public consultation currently taking place for final concept.
							June 2017	Budget \$50,000 Miscellaneous park furniture. Projects identified will be contained in report to Council as part of five year strategic plan for Parks.
							June 2017	Budget \$50,000 Shade structures and playground equipment. Projects identified will be contained in report to Council as part of five year strategic plan for Parks. \$45,595 of budget available as \$4,405 of budget has been applied to Coutts Park playground equipment project - detailed below.
							Completed October 2016	Budget \$80,115 (plus \$4,405 detailed above totals \$84,520) Actual \$84,520 Coutts Park Playground equipment. Project completed.





Burdekin Shire Council

**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>	<u>Comments</u>
							May 2017 Budget \$50,000 Ayr Skate Park shade structures. \$57,736 funding approved under the State Government Get Playing Places and Spaces program. Budget to be increased in second revised budget to include grant funding.
							Completed November 2016 Budget \$190,791 Actual \$96,657 Plantation Park and Juru Walk Development. Project completed - final report and financial acquittal to be completed.



Burdekin Shire Council

**BURDEKIL SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>		<u>Comments</u>
-	-	-	44102 Cemetery Other Assets Capital	50,000	-	-100%	February 2017	Budget \$50,000 Ayr Cemetery - Mackenzie Street entry statement. Contractor appointed. Works scheduled to commence January 2017.
-	-	-	45101 Public Conveniences Buildings Capital	130,000	-	-100%	May 2017  June 2017	Budget \$55,000 Cromarty Boat ramp. Replace existing public toilet. Building Services currently investigating suitable replacement.  Budget \$75,000 Groper Creek septic relocation. Estimate end January 2017 to complete application to DEHP for project approval.
(17,730)	(17,729.69)	0%	57252 Roads Capital NDRRA Apr 14	-	-	-	Physical Works Completed 30 June 2016	Final acquittal of submissions 29.14 and 31.14 outstanding. All other commitments complete.
-	-	-	58101 Depot Buildings Capital	25,000	-	-100%	May 2017	Budget \$25,000 Laboratory WWW office (Jones Street depot). Quotations to be sought end of January 2017.



**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>		<u>Comments</u>
-	-	-	61110 Sewerage Reticulation Capital	587,490	204,290.13	-65%	June 2017	Budget \$200,000 Sewerage replacement/refurbishment of assets - ongoing throughout financial year. Actual \$6,800 Replace No 2 Pump.
							June 2017	Budget \$40,000 Ayr Industrial Estate expansion project - Sewerage. Awaiting State Government approval and final Council decision.
							Project Complete	Budget \$197,490 Actuals \$197,490 Final progress payment for Sewer reline Contract which is funded from carry over.
							June 2017	Budget \$150,000 Sewerage manhole refurbishment. Project dependant on results of in-house repair trial.



**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>		<u>Comments</u>
-	-	-	62120 Pump Stations Capital	999,580	374,403.40	-63%	Funding agreement to be signed. Completion June 30 2018	Budget \$959,580 Sewer Pump Station switchboard replacement program. State Government Building Our Regions Fund grant approved of \$952,000 - new budget to be recognised at second revised budget. Expenditure of \$273,136 is for four SPS switchboards including design and platforms carried over from 2015/16. Expenditure of \$101,267 is for digital telemetry and alarm upgrades at eighteen SPS's with overflows to the environment.
							Pending final decision	Budget \$40,000 Home Hill No 1 SPS rising main duplication (survey and design). Final discussions to be held on whether this project will go ahead.
-	-	-	63140 Sewerage Treatment Capital	398,220	133,542.84	-66%	March 2017	Budget \$40,000 Ayr WWTP refurbish secondary digester bridge. Contractor appointed works to commence in January 2017.
							June 2017	Budget \$175,000 Home Hill WWTP refurbish secondary clarifier bridge. Quotations to be sought end of January 2017.
							Project Completed	Budget \$183,220 Actual \$133,542 Ayr WWTP refurbish primary clarifier. Project completed. Contract payments outstanding.



**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>		<u>Comments</u>
-	-	-	71001 Water Production Capital	300,000	-	-100%	June 2017	Budget \$200,000 Water supply replacement/refurbishment of assets. Ongoing throughout financial year.
							June 2017	Budget \$75,000 Relocation 100mm water main Invicta Mill Giru. Design consultation with Wilmar representative on-site January 2017.
							Awaiting Council decision	Budget \$25,000 Ayr Industrial Estate expansion project - Water. Awaiting State Government approval and final Council decision.





Burdekin Shire Council

**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>		<u>Comments</u>
(160,790)	(230,432.89)	43%	72120 Water Treatment Capital	1,642,394	573,868.53	-65%	Funding agreement to be signed. Completion June 17	Budget \$450,000 Actual \$14,441 South Ayr WTP switchboard replacement. Design and tender documentation in final draft stage. Register of Pre- qualified suppliers for electrical services closed 19/12/16. Report to Council for adoption 17/01/17 with quotations for construction released late January 2017. \$308,037 funding approved under the LG Grants and Subsidies Program.
							Project Completed November 2016	Budget \$505,340 Actual \$476,234 South Ayr WTP and Ayr Water Tower - install variable speed drive - works completed.
							June 2017	Budget \$687,054 Actual \$3,139 Home Hill Water Tower Replace Aerators. Project to be re-tendered January 2017 with modified specification.
							Completed	Actual \$20,923 Nelson's Lagoon repair main; Actual \$56,375 South Ayr repair main - both budgeted at PR 71001.
							Completed	Actual \$2,756 Valves/Scours Ayr - expenses to be journalled to operational.



Burdekin Shire Council

**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>		<u>Comments</u>
-	-	-	73140 Water Reticulation Capital	-	6,647.66	-	Project Completed	Expenses for Burke Street Scour ancillary works. Budgeted at PR 71001.
<b>(429,190)</b>	<b>(298,832.58)</b>		<b>Total</b>	<b>4,953,590</b>	<b>1,484,669.86</b>			



**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u>	<u>Income Actual</u>			<u>Revised</u>	<u>Expenditure</u>			
<u>Budget</u>	<u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Budget</u>	<u>Actual to</u>	<u>Period End</u>	<u>Variance</u>	<u>Comments</u>

**MTS - Manager Technical Services**

(1,784,000)	(804,680.70)	-55%	51101 Roadworks Capital	6,841,679	2,605,117.55	-62%	June 2017	Budget \$6,615,679 The majority of carryover projects are complete. 18 of 39 projects complete. Current expenditure is tracking forecasts with approximately \$1.7M worth of rural road construction projects to be completed after end of crushing season.
							Awaiting Council decision	Budget \$226,000 Ayr Industrial Estate expansion - Roadworks. Awaiting State Government approval and final Council decision.
-	-	-	51130 Reseals Capital	900,000	312,130.94	-65%	June 2017	Reseal designs completed. Remaining works planned to be completed by May 2017.
-	-	-	51620 Drainage Capital	289,274	244,648.99	-15%	June 2017	Budget \$269,274 Actual \$244,649 Works complete for Sixth Street, Fourteenth A Street and Lando Street (carryover project of \$19,274 for Lando Street completed). Work in progress on South Ayr open drain.
							Awaiting Council decision	Budget \$20,000 for Ayr Industrial Estate expansion - Drainage. Awaiting State Government approval and final Council decision.



**BURDEKIN SHIRE COUNCIL**  
**MONTHLY REPORT - CAPITAL PROJECTS**  
**Period Ending 31 December 2016**

<u>Revised</u> <u>Budget</u>	<u>Income Actual</u> <u>to Period End</u>	<u>Variance</u>	<u>Description</u>	<u>Revised</u> <u>Budget</u>	<u>Expenditure</u> <u>Actual to</u> <u>Period End</u>	<u>Variance</u>	<u>Comments</u>
-	-	-	53102 Boat Ramp & Pontoon Other Assets Capital	-	346.22	-	Expense of \$346 to be capitalised.
(370,000)	(78,493.45)	-79%	55150 Light Vehicles Fleet Capital	1,085,000	160,306.74	-85%	June 2017 Quotations called for eight light vehicles with further quotations due early 2017. Further purchases planned for early 2017.
(167,686)	(122,686.38)	-27%	55151 Trucks Fleet Capital	798,000	400,500.50	-50%	March 2017 Actuals of \$400,500 for trucks ordered in 2015/16. Quotations called for two gravel trucks. Orders placed in September with delivery expected in January.
(30,000)	(35,000.00)	17%	55152 Machines Fleet Capital	210,000	205,520.00	-2%	March 2017 Backhoe received. No further purchases planned for 16/17.
(23,000)	(20,727.28)	-10%	55153 Plant & Equipment Fleet Capital	267,954	253,550.10	-5%	March 2017 Outstanding orders for mowers to be received in January.
<b>(2,374,686) (1,061,587.81)</b>			<b>Total</b>	<b>10,391,907</b>	<b>4,182,121.04</b>		
<b>(4,375,476) (1,642,448.67)</b>			<b>TOTAL CAPITAL PROJECTS</b>	<b>18,120,859</b>	<b>5,977,295.77</b>		



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## **4.2 Operating Statement for Period Ending 31 December 2016**

### **Recommendation**

That the Operating Statement for the Period ending 31 December 2016 be received.



**BURDEKIN SHIRE COUNCIL  
OPERATING STATEMENT  
Period Ending 31 December 2016**

	Note	Actual YTD	YTD Revised Budget	\$ Variance Actual to Revised	% Variance Actual to Revised
<b>Operating Revenue</b>					
Rates and Utility Charges	1	35,765,167.86	37,727,885	-1,962,717	-5%
Pensioner remissions		-298,754.33	-292,000	-6,754	2%
User fees and charges	2	1,114,422.91	935,838	178,585	19%
Interest Received	3	720,056.54	842,300	-122,243	-15%
Operational contributions and donations	4	120,379.40	96,337	24,043	25%
Operational grants and subsidies	5	1,973,041.79	1,869,603	103,439	6%
Contract and recoverable works	6	751,112.77	848,750	-97,637	-12%
Other operating revenue	7	119,230.22	97,335	21,895	22%
<b>Total operating revenue</b>		<b>40,264,657.16</b>	<b>42,126,046.50</b>	<b>-1,861,389</b>	<b>-4%</b>
<b>Operating Expenses</b>					
Employee benefits	8	8,582,764.56	9,551,670	-968,905	-10%
Materials and services	9	7,132,831.63	7,627,762	-494,930	-6%
Depreciation and amortisation	10	5,155,254.54	5,276,900	-121,645	-2%
Finance Costs	11	214,035.11	188,738	25,298	13%
Other expenses		2,477.55	0	2,478	-
<b>Total operating costs</b>		<b>21,087,363.39</b>	<b>22,645,069.00</b>	<b>-1,557,706</b>	<b>-7%</b>
<b>Surplus (deficit) from operating activities</b>		<b>19,177,293.77</b>	<b>19,480,978</b>	<b>-303,684</b>	<b>-2%</b>
Capital contributions	12	6,000.00	0	6,000	-
Capital grants and subsidies	13	1,379,541.56	1,892,395	-512,853	-27%
Other capital income (expense)	14	-557,958.51	0	-557,959	-
<b>Net result for period</b>		<b>20,004,876.82</b>	<b>21,373,373</b>	<b>-1,368,496</b>	<b>-6%</b>

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**BURDEKIN SHIRE COUNCIL  
OPERATING STATEMENT  
NOTES FOR VARIANCES TO BUDGET  
Period Ending 31 December 2016**

**Note**

- 1 Rates and Utility Charges**  
Rates are on target - the negative variance will be negated by six monthly water consumption charges (first half water consumption charges to be levied in January 2017) and recognition of rates in advance of approximately \$1.1M at the end of the financial year.
  - 2 User Fees and Charges**  
Ahead of budget, mainly animal management and trade waste (due to annual animal registration fees and annual trade waste fees being raised in July), and hire of cultural facilities. Other fees above budget include health licences, animal fines, and plumbing inspections.
  - 3 Interest Received**  
Council has longer term investments which were selected based on more advantageous interest rates. Budget should be met by the end of the financial year.
  - 4 Operational Contributions and Donations**  
Above budget mainly due to infrastructure charges for multiple new units.
  - 5 Operational Grants and Subsidies**  
Two quarterly payments for Financial Assistance Grant have been received. PCYC annual grant received in full, along with the First State Grant and RADF Grant. Also includes income from fuel tax credits.
  - 6 Contract and Recoverable Works**  
Under budget due to the timing and payment of main roads claims. Private works income is received throughout the year.
  - 7 Other Operating Revenue**  
Above budget due to annual Fire Levy collection fees and insurance settlements.
  - 8 Employee Benefits**  
Employee benefits below budget mainly due to unfilled positions and delay in EBA negotiations. Movement in annual leave and long service leave provisions will be journaled at the end of the financial year.
  - 9 Materials and Services**  
Materials and services under budget due to timing of waste disposal and waste collection contract payments. RMPC expenditures is under budget due to timing of major works. Roads maintenance under budget due to delay of wet season.
  - 10 Depreciation and Amortisation**  
Depreciation marginally under budget due to timing of capitalisations.
  - 11 Finance Costs**  
Over budget mainly due to bank charges. Also includes interest paid on QTC loans for September and December quarters.
  - 12 Capital Contributions**  
Contributions received from property owners towards works on Irving Street, Ayr.
  - 13 Capital Grants and Subsidies**  
Under budget due to timing of grants. Income received includes Roads to Recovery, TIDS, Ayr pool upgrade, South Ayr variable speed drive, Beach Road cycleway, Skilling Queenslanders for Work, Multi-Purpose Building fit-out, NDRRA April 2014 final payment, and two quarterly payments from State Library. Income yet to be received for Mount Inkerman lookout and road upgrade, and Blackspot funding.
  - 14 Other Capital Income**  
Loss on write offs of assets include Transport, Buildings, Office, Other and Water due to full/partial replacement of assets. Loss on disposal of assets from sales for Fleet. Includes loss on donation of building asset.
-

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## **5 GOVERNANCE & LOCAL LAWS**

### **5.1 Ayr Showgrounds - Proposed Master Plan**

#### **Document Information**

**Referring Letter No:** N/A

**File No:** 897

**Name of Applicant:** N/A

**Location:** Ayr Showgrounds

**Author and Title:** Dan Mulcahy – Manager Governance and Local Laws

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#### **Executive Summary**

The Ayr Showgrounds is located at the northern outskirts of the Town of Ayr and hosts the annual Burdekin Show as well as other miscellaneous events. The venue is characterised by aging infrastructure (excluding the newly constructed multi-purpose building) and requires a vision and master plan so that public funds are spent wisely and the potential of the area can be met.

#### **Recommendation**

That Council approves the calling of quotations for the development of a Master Plan for the Ayr Showgrounds noting that funds can be allocated from the recurrent maintenance reserve.

#### **Background Information**

The Ayr Showgrounds is located at the northern outskirts of the Town of Ayr on Lot 45 GS490 (Show Ground Reserve) and Lot 88 SP250568 (Showground Extension Reserve).

The land is reserve land of which the Council is the Trustee.

Historically, the land was leased to the Ayr Pastoral Agricultural and Industrial Association Inc. for many years until recent times when control of the land was passed onto the Council as the Association did not have the funds to maintain the infrastructure and the grounds.

The land hosts the annual Burdekin Show as well as other miscellaneous events and the Showgrounds Hall is regularly hired out. The new multi-purpose building is leased to the PCYC organisation. Sheds, being the property of the Lions and Rotary Clubs also exist on the land.



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The venue is characterised by aging infrastructure (excluding the newly constructed multi-purpose building) and requires a vision and master plan so that public funds are spent wisely and the potential of the area can be met.

Why is a Master Plan recommended?

The purpose of a master plan is to establish the vision for the future of the facility and to determine the key elements that should be included in the design, as well as the most appropriate locations for those elements. A master plan guides the more detailed, ongoing planning for a facility.

A well planned approach to the development of the site will enable it to better meet the needs of the community and maybe encourage increased levels of participation in show activities, horse and field sports and community events.

In addition, some existing known deficiencies within the showgrounds such as the following can be addressed:

- Aging electrical infrastructure
- Aging buildings
- Lack of adequately sited ablutions
- Poor site drainage around existing buildings and trafficked areas
- Inadequate onsite all weather parking
- Vegetation causing problems with infrastructure

As well as a strategic document, the master plan will position the Council much better to take advantage of Government funding programmes such as the Building Better Regions Fund.

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

- 1.1.1 Plan and build infrastructure that adds value to Council and community assets.
- 1.2.5 Provide sporting, recreational, parks playgrounds and aquatic facilities that meet the needs of our community.
- 3.2.3 Provide support for key community events and committees.
- 3.3.1 Encourage increased use of community spaces and facilities.
- 3.4.1 Encourage active communities through the provision and maintenance of recreational facilities.

### **Consultation**

Nil to date. Consultation will be a key component of the development of a master plan.

### **Legal Authority or Implications**

N/A

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## **Policy Implications**

N/A

## **Financial and Resource Implications**

The final cost of a master plan is unknown but could range from \$30,000 to \$35,000. This expense is unbudgeted but funds could be allocated from the recurrent maintenance reserve.

### **Report prepared by:**

Dan Mulcahy – Manager - Governance and Local Laws

### **Report authorised by:**

Dan Mulcahy – Manager - Governance and Local Laws

---

## 5.2 Councillor Remuneration

### Document Information

**Referring Letter No:** N/A

**File No:** 404

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Rebecca Woods- Executive Officer

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### Executive Summary

The Local Government Remuneration and Discipline Tribunal have finalised its determination of remuneration arrangement for mayors, deputy mayors and councillors to apply from 1 July 2017. The tribunal's determination was published in the Queensland Government Gazette on 9 December 2016. The determination is attached to this report. The 2016 remuneration determination sees an increase to remuneration levels for mayors, deputy mayor and councillors by 2.0% from 1 July 2017.

Councillors must be paid the maximum amount of remuneration as per the tribunal's determination unless the local government, by resolution, decides the maximum amount is not to be paid to councillors. Council can choose to make a resolution, prior to 1 July of a particular year, to set a lower amount of remuneration for each councillor which will take effect from 1 July of that year.

If Council does not make any resolution to set a lower remuneration amount, the remuneration arrangements set out in the tribunal's determination automatically take effect from 1 July 2017.

### Recommendation

That Council notes the attached Local Government Remuneration and Discipline Tribunal Report 2016.

### Background Information

Section 183 of The Local Government Act 2009 establishes the Local Government Remuneration and Discipline Tribunal (the tribunal). The Tribunal is responsible for the establishment of categories of local government, deciding the category to which each local government has been assigned, and determining the remuneration levels for mayors, deputy mayors and councillors in each council category.

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In making its decisions about the remuneration to be paid to mayors, deputy mayors and councillors, the tribunal must have regard to:

- provisions of the Local Government Act 2009 relating to the entitlements and responsibilities of councillors
- community expectations about what is an appropriate level of remuneration in the circumstances.

The 2016 remuneration determination sees an increase to remuneration levels for mayors, deputy mayor and councillors by 2.0% from 1 July 2017.

Under the remuneration schedule (to apply from 1 July 2017), Burdekin Shire Council is classed as a Category 1 Council which means that the following remuneration determinations have been made:

Mayor	\$101,631(pa)
Deputy Mayor	\$58,633 (pa)
Councillor	\$50,815 (pa)

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

5.3.1 Demonstrate open and transparent leadership

5.3.2 Ensure Council's financial position is effectively managed

### **Consultation**

N/A

### **Legal Authority or Implications**

*Local Government Act 2009- Part 3, Section 183*

#### **183 Establishing the tribunal**

(1) The Local Government Remuneration and Discipline Tribunal (the **tribunal**) is established.

(2) As well as the responsibilities mentioned in section 176, the tribunal is responsible for—

- (a) establishing the categories of local governments; and
- (b) deciding which category each local government belongs to; and
- (c) deciding the maximum amount of remuneration that is payable to the councillors in each of the categories; and
- (d) any other functions that the Minister directs the tribunal to perform.

*Local Government Regulation 2012- Chapter 8 Section 247*

#### **247 Remuneration payable to councillors**

(1) A local government must pay remuneration to each councillor of the local government.



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(2) The maximum amount of remuneration payable to a councillor under the remuneration schedule must be paid to the councillor, unless the local government, by resolution, decides the maximum amount is not payable to the councillor.

(3) In a resolution made under subsection (2), the local government must also decide the amount of remuneration payable to the councillor.

(4) The amount of remuneration decided under subsection (3) for each councillor must not be more than the maximum amount of remuneration payable to the councillor under the remuneration schedule.

(5) The amount of remuneration for each councillor, other than a mayor or deputy mayor, must be the same.

(6) The local government must make a resolution under subsection (2), for the remuneration payable from 1 July of a particular year, before 1 July of that year.

(7) Subsections (4) and (5) are subject to section 248.

### **248 Submission to vary remuneration in exceptional circumstances**

(1) This section applies if a local government considers that, having regard to exceptional circumstances, a councillor of its local government is entitled to an amount of remuneration that is more than the maximum amount of remuneration payable to the councillor under the remuneration schedule.

(2) The local government may make a submission to the tribunal for approval to pay the councillor an amount of remuneration of more than the maximum amount (a higher amount).

(3) The tribunal may, but is not required to, consider the submission.

(4) If the tribunal is satisfied that, having regard to the exceptional circumstances, the councillor is entitled to be paid any higher amount, the tribunal may approve payment of that amount.

### **Policy Implications**

Council did have an adopted Councillor Remuneration Policy for the 2014/2015 financial year which provided further direction around acceptable absences from Council meetings. Consideration should be given as to whether a new policy should be developed for the 2017/2018 financial year to provide similar guidance.

### **Financial and Resource Implications**

As per the above information, Councillor Remuneration would increase at 1 July if Council takes no action. The table below, details the potential increase in remuneration.

	2016/2017	2017/2018	Difference
Mayor	\$99,638pa	\$101,631pa	\$1993pa
Deputy Mayor	\$57,483pa	\$58,633pa	\$1150pa
Councillor	\$49,819pa	\$50,815pa	\$996pa

### **Report prepared by:**

Rebecca Woods- Executive Officer

### **Report authorised by:**

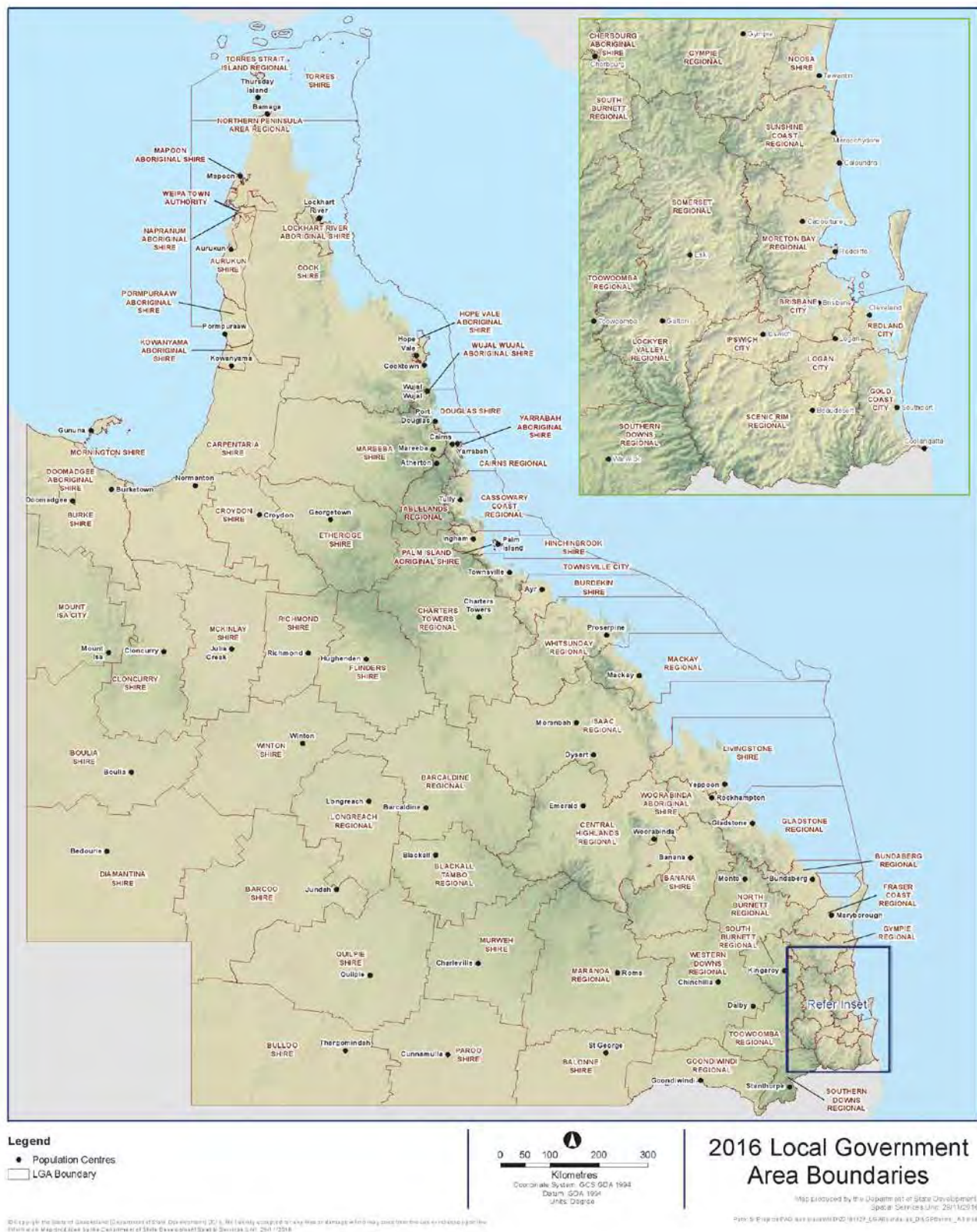
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Terry Brennan- Chief Executive Officer

**Attachments**

1. Remuneration and Discipline Tribunal Report 2016

# Local Government Remuneration and Discipline Tribunal Report 2016





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**Local Government Remuneration and  
Discipline Tribunal**

1 December 2016

The Honourable Jackie Trad MP  
Deputy Premier  
Minister for Infrastructure,  
Local Government and Planning  
and Minister for Trade and Investment  
Level 39  
1 William Street  
Brisbane QLD 4000

Dear Deputy Premier,

On 24 November 2016 the Local Government Remuneration and Discipline Tribunal concluded its review of remuneration for mayors, deputy mayors and councillors of Local Governments as required by Chapter 8, Part 1, Division 1 of the Local Government Regulation 2012.

Our determinations on the matters we are required to address, as well as the remuneration schedule to apply from 1 July 2017 and a summary and outcome of the discipline matters decided by the Tribunal in 2016, are included in the enclosed report, which we commend to you.

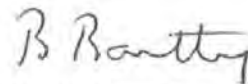
Yours sincerely



Mr Col Meng  
Chairperson



Deputy President Adrian Bloomfield  
Member



Mr Brian Bartley  
Member

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Any references to legislation are not an interpretation of the law. They are to be used as a guide only. The information in this publication is general and does not take into account individual circumstances or situations. Where appropriate, independent legal advice should be sought.

An electronic copy of this report is available on the Tribunal's website at [www.dilgp.qld.gov.au/local-government/remuneration/tribunal-reports.html](http://www.dilgp.qld.gov.au/local-government/remuneration/tribunal-reports.html)

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## Contents

<b>2016 Report at a glance</b>	<b>4</b>
Remuneration determination	4
Discipline matters	4
<b>1. The Tribunal</b>	<b>5</b>
Formation and composition	5
Responsibilities of the Tribunal	6
Remuneration responsibilities	6
Discipline responsibilities	6
Previous reports of the Tribunal	7
<b>2. Discipline matters</b>	<b>9</b>
Matters referred to the Tribunal	9
<b>3. Remuneration determination</b>	<b>11</b>
Method of remunerating councillors in Category 1	11
Expenses	11
Superannuation	11
Pro rata payment	12
Remuneration schedule	12
Remuneration schedule (to apply from 1 July 2017)	13
Notes to the remuneration schedule	15
<b>4. Other activities of the Tribunal</b>	<b>16</b>
Exceptional circumstances submissions	16
Submissions received by the Tribunal	16
Meetings and deputations with stakeholders	16
Review of councillor complaints process	16
 Appendix 1 – Submissions received by the Tribunal	 17
Appendix 2 – Stakeholders who met with the Tribunal	19
Appendix 3 – Comparative data	22

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## 2016 Report at a glance

### Remuneration determination

The Tribunal has decided to:

- increase remuneration levels for mayors, deputy mayors and councillors by 2.0% from 1 July 2017
- elevate Maranoa Regional Council from Category 2 to Category 3.

In making its determination the Tribunal has considered the following facts and circumstances:

- increases in the Consumer Price Index (CPI) for the financial year ended 30 June 2016, as follows:
  - weighted average of the eight capital cities – 1.4%
  - Brisbane – 1.6%
- increases in the Wage Price Index (WPI) for the financial year ended 30 June 2016, as follows:
  - Australia – 2.1%
  - Queensland – 1.9%
- Determination 12/2016 (2 August 2016) of the Queensland Independent Remuneration Tribunal which increased remuneration levels for Members of the Legislative Assembly by 2.25% from 1 September in each of 2015, 2016 and 2017
- the decision of the (federal) Remuneration Tribunal not to increase remuneration levels for Members of the Federal Parliament and Senate 'until well into 2017', with the last increase of 2.0% from 1 January 2016 being the only increase in remuneration for federal parliamentarians since 1 July 2013
- anecdotal reports of continuing financial pressures being experienced by many local governments
- the conservative approach to the setting of remuneration levels previously adopted by the Tribunal.

### Discipline matters

There were 12 allegations of serious misconduct, involving five councillors, decided by the Tribunal in 2016, the majority of which concerned alleged release of information that the councillor knew, or should reasonably have known, was confidential to the local government.



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## 1. The Tribunal

### Formation and composition of the Tribunal

The Local Government Remuneration and Discipline Tribunal is an independent entity established under the *Local Government Act 2009* (the Act).

On 26 June 2014, Her Excellency the then Governor, approved the appointment of a Chairperson and Members to the Tribunal from 1 July 2014 for a four year term.

The current members of the Tribunal are:

**Colin (Col) Meng – Chairperson (1 July 2015 to 30 June 2018). Member (1 July 2014 to 30 June 2015)**

Col Meng served as Mayor of Mackay Regional Council for a four-year term from 2008 to 2012 then as Queensland Boundaries Commissioner overseeing the de-amalgamation process of four local governments during 2013.

Mr Meng was chair of Mackay Hospital and Health Service until June 2016, and has extensive local government, board and business experience in the Mackay region.

Mr Meng was raised and educated in the Mackay region and has extensive involvement in a range of community organisations. He is a past president of the Mackay Chamber of Commerce and the Mackay Golf Club and was chairman of the Mackay Regional Area Consultative Committee for seven years.

Mr Meng has been a longstanding member of the Australian Institute of Company Directors and the Australian Institute of Management. He brings to the Tribunal extensive knowledge of and experience in local government, community affairs, public administration, public sector ethics and public finance.

Mr Meng assumed the role of Chairperson on 1 July 2015.

**Adrian Bloomfield – Member (1 July 2015 to 30 June 2018). Chairperson (1 July 2014 to 30 June 2015)**

Adrian Bloomfield is a Deputy President of the Queensland Industrial Relations Commission. Prior to joining the Queensland Industrial Relations Commission in 1993, he was Director of the Queensland Branch of Metal Trades Industry Association of Australia. He also has an accountancy background having held chartered accountancy positions in both Australia and New Zealand.

Deputy President Bloomfield is the immediate past Tribunal Chairperson and assumed the role of member from 1 July 2015. He brings to the role extensive knowledge of and experience in industrial relations, local government and public administration. He was appointed as the first chairperson of the former Local Government Remuneration Tribunal upon its formation in October 2007 before his appointment as chairperson of the Local Government Remuneration and Discipline Tribunal in 2010.

**Brian Bartley – Member (19 December 2014 to 30 June 2018)**

Brian Bartley was admitted to practice as a solicitor in 1973 having studied at the University of Queensland. He joined the firm Chambers McNab & Co where he had served two years articles prior to admission. He became a partner in that firm in 1977 and remained with the firm (which ultimately became the national firm Corrs Chambers Westgarth) until 2000 when he resigned to establish Brian Bartley & Associates.

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Mr Bartley has specialised in the areas of commercial litigation, professional negligence, professional disciplinary, insurance law and medical and health law.

At various times he has been Chair, Queensland Law Society Ethics Committee (2010-2012); President, Medico-Legal Society of Queensland; member, Queensland Health Ethics Council; Board member, Centre for Law & Medicine, Bond University; consulting editor, Uniform Civil Procedure, Lexis Nexis; and council member, Incorporated Council of Law Reporting responsible for publication of the Queensland Reports. He is currently chair of the Camerata of St John's, Queensland's Chamber Orchestra.

### **Responsibilities of the Tribunal**

Section 183 of the Act sets out that the Tribunal is responsible for:

- establishing categories of local governments
- deciding which category each local government belongs to
- deciding the maximum amount of remuneration payable to councillors in each of the categories
- any other functions that the Minister directs the Tribunal to perform.

### **Remuneration responsibilities**

Chapter 8, Part 1, Division 1 of the Local Government Regulation 2012 (the Regulation) sets out the processes of the Tribunal in deciding the remuneration that is payable to councillors.

The Regulation requires the Tribunal to review the categories of local governments once every four years, in the year prior to each quadrennial election, to determine whether the categories and the assignment of local governments to those categories require amendment. In line with this requirement, the Tribunal conducted a review of local government categories in 2015. As a result of this review a number of councils were re-assigned to a new category from 1 July 2016.

After determining the categories of local governments, the Regulation also requires the Tribunal to decide annually, before 1 December each year, the maximum amount of remuneration to be paid to mayors, deputy mayors and councillors in each category from 1 July of the following year.

In addition, section 248 of the Regulation allows a local government to make a submission to the Tribunal to vary the remuneration for a councillor, or councillors, to a level higher than that stated in the remuneration schedule where the local government considers exceptional circumstances apply. The Tribunal may, but is not required to, consider any such submission. If the Tribunal is satisfied that exceptional circumstances exist, the Tribunal may approve payment of a higher amount of remuneration.

### **Discipline responsibilities**

As well as the responsibilities set out in section 183 of the Act, section 176 provides the Tribunal with jurisdiction for dealing with complaints about misconduct as defined by subsection 176(3) of the Act.

The legislation provides a point of reference for the conduct, performance and behaviour of councillors and includes expectations for councillor conduct in terms of principles, responsibilities and obligations. It also includes disciplinary provisions where those expectations are not met.

Councillor conduct that is not in accordance with the principles and obligations set out in the legislation may represent inappropriate conduct, misconduct or official misconduct. The role of the Tribunal is to hear and determine the most serious complaints of councillor misconduct referred to it.



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If the allegation is sustained, the Tribunal may make any order or recommendation that it considers appropriate in view of the circumstances relating to the misconduct. For example, the Tribunal may make one or more of the following orders or recommendations:

- an order that the councillor be counselled about the misconduct, and how not to repeat the misconduct
- an order that the councillor make an admission of error or an apology
- an order that the councillor participate in mediation with another person
- a recommendation to the department's Chief Executive to monitor the councillor or the local government for compliance with the Act and Regulation
- an order that the councillor forfeit an allowance, benefit, payment or privilege
- an order that the councillor reimburse the local government
- a recommendation to the Minister that the councillor be suspended for a specified period, either wholly or from performing particular functions
- a recommendation to the Minister that the councillor be dismissed
- a recommendation to the Crime and Corruption Commission or the Police Commissioner that the councillor's conduct be further investigated
- an order that the councillor pay to the local government an amount of not more than the monetary value of 50 penalty units.

Records about complaints and the determinations that the Tribunal makes in relation to disciplinary matters are required to be published on the relevant local government website as they are concluded, in accordance with section 181A of the Act.

#### **Previous reports of the Tribunal**

This is the tenth report of the Tribunal and the former Local Government Remuneration Tribunal. Each of the nine previous reports have canvassed, to varying degrees, the roles and responsibilities of local government elected representatives as well as the particular matters which the respective Tribunals have taken into consideration in establishing categories of councils, the assignment of individual councils to a particular category, and the remuneration levels determined for each category each year.

The Tribunal encourages all readers of this report to review the previous reports which are available at [www.dilgp.qld.gov.au/local-government/remuneration/tribunal-reports.html](http://www.dilgp.qld.gov.au/local-government/remuneration/tribunal-reports.html).

Of particular note are the deliberations on:

- the amalgamation loading put in place (in 2007) for the 2008-2012 term
- matters surrounding the setting of the remuneration rate for the (previous) Special Category of Councils in 2008
- the establishment of and rationale for the use of ranges of remuneration in 2007 and the reason/s for the removal of ranges in 2011
- the discussion in 2008 about the nature of the structures adopted by various councils and the resultant decision of the (then) Tribunal not to establish a system of paying higher levels of remuneration to committee chairs/members
- guidance on matters of annual leave and sick leave for councillors in 2010

- 
- a review of the issue of attendance at meetings in 2010
  - the full category review in 2011
  - the reassignment of all Special Category and Category 1 and 2 Councils to Category 3 in 2013
  - the decision to restructure Category 3 councillors' remuneration to be paid as a base amount (50%) and meeting fees (50%) in 2013
  - the decision in 2014 to restructure the method of remunerating Category 3 councillors (that is, not including mayors and deputy mayors) to comprise a base rate of two thirds of the determination amount with the remaining one third to be paid as meeting fees reflecting attendance at, and participation in, council meetings
  - the decision in 2015 to reduce the number of categories to eight (from 10), incorporating a new category of local government (Category 2) positioned between the previous Category 3 and Category 4 levels.



## 2. Discipline matters

### Matters referred to the Tribunal

Since the preparation of the 2015 report, there were 12 allegations of serious misconduct, involving five councillors, decided by the Tribunal. The majority of these concerned the alleged release of information that the councillor knew, or should reasonably have known, was confidential to the local government.

Table 1 summarises the complaints decided by the Tribunal in the period December 2015 – December 2016.

**Table 1 Complaints decided by the Tribunal in 2016**

Council	Nature of complaint	Outcome	Decision date
Fraser Coast Regional Council	That the accused councillor engaged in misconduct by failing to comply with section 176(3)(b)(ii) of the Act by breaching the trust placed in the councillor.  That the accused councillor failed to comply with the requirements of section 176(3)(b)(iii) of the Act by misusing information or material acquired in connection with the performance of responsibilities as a councillor.	Misconceived  Misconceived	14 July 2016
Fraser Coast Regional Council	That the accused councillor engaged in misconduct by failing to comply with section 171(3) of the Act by releasing information the councillor knew, or should reasonably have known, was confidential to the local government.  That the accused councillor engaged in misconduct of the type defined in section 176(3)(b)(ii) of the Act by failing to comply with Council's Advice Guidelines Policy.  That the accused councillor breached section 171(1)(b) and section 171(3) of the Act by releasing information the councillor knew, or should reasonably have known, was confidential to the local government.  That the accused councillor breached section 171(1)(b) and 171(3) of the Act by releasing information the councillor knew, or should reasonably have known, was confidential to the local government.	Misconceived  Lacking in substance  Lacking in substance  Lacking in substance	14 July 2016

	That the accused councillor engaged in misconduct by failing to comply with section 176(3)(b)(iii) of the Act by misusing information obtained in connection with the duties as a councillor.	Lacking in substance	
Douglas Shire Council (carried over from 2015)	<p>That the accused councillor breached section 171(3) of the Act by releasing information the councillor knew or should reasonably have known, was information confidential to the local government.</p> <p>That the accused councillor engaged in misconduct by failing to comply with section 176(3)(b)(i) of the Act by performing responsibilities or exercising powers in a way that is not honest or impartial.</p> <p>That the accused councillor engaged in misconduct by failing to comply with section 176(3)(b)(iii) of the Act by misusing information or material acquired in connection with the performance of responsibilities a councillor.</p>	<p>Not sustained</p> <p>Sustained</p> <p>Sustained</p>	29 July 2016
Redland City Council	That the accused councillor breached section 171(3) of the Act by releasing information the councillor knew, or should reasonably have known, was information confidential to the local government.	The Tribunal decided, pursuant to section 176A(2) of the Act to take no further action as it was not in the public interest to continue	2 November 2016
Toowoomba Regional Council	That the accused councillor breached section 171(3) of the Act by releasing information that the councillor knew, or should reasonably have known, was information confidential to the local government.	Misconceived	6 October 2016



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### 3. Remuneration determination

Chapter 8, Part 1, Division 1 of the Regulation sets out the processes which the Tribunal is required to observe in deciding the remuneration that is payable to councillors.

In accordance with the Regulation, the Tribunal has decided to:

- increase the remuneration levels for mayors, deputy mayors and councillors by 2.0% from 1 July 2017
- elevate Maranoa Regional Council to Category 3.

#### Method of remunerating councillors in Category 1

In its 2014 report the Tribunal explained the rationale behind the adoption of a system of remuneration which comprised a base payment (of two thirds of the annual remuneration) and a monthly payment based upon attendance at, and participation in, the twelve mandated council meetings. As a result of feedback received over the past two years the Tribunal has decided to slightly modify the basis upon which the 'meeting fee' is paid.

Rather than the meeting fee being based, solely, on attendance at and participation in mandated council meetings, the Tribunal believes that the meeting fee concept should be extended to incorporate other important meetings which require a councillor's attendance, and participation, such as budget meetings, planning sessions, and the like. This is because the role of a councillor requires them to fully participate in, and contribute to, such meetings.

As such, councils should identify, at the commencement of each year, those meetings where the presence of all councillors is expected so as to identify the number of meetings which each councillor will need to attend to receive the meeting fee component of the remuneration level set out in the note at the foot of the remuneration schedule below.

Further, a number of councils have asked the Tribunal whether the meeting fee component of their annual remuneration can be paid on a fortnightly, rather than monthly, basis so as to reduce administrative arrangements and better balance councillors' fortnightly incomes. On this topic, the Tribunal has no difficulty whatsoever in the meeting fee part of annual remuneration being converted to a fortnightly payment so long as the principles enunciated in the 2014 report, and above, are followed.

#### Expenses

Subsection 244(3) of the Regulation precludes the Tribunal from including amounts in its remuneration determination for expenses to be paid or facilities to be provided to councillors under a council's expenses reimbursement policy.

#### Superannuation

Further, subsection 244(3) also precludes the Tribunal from including in its remuneration determination any contribution a local government may make to a voluntary superannuation scheme for councillors. Accordingly, the level of superannuation payments made to a councillor is a matter to be determined by each individual council having regard to the relevant Commonwealth legislation and section 226 of the Act, as is the issue of whether a councillor may salary sacrifice such contributions.

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***Pro rata payment***

Should an elected representative hold a councillor position for only part of a financial year, he or she is only entitled to remuneration to reflect the portion of the year served.

**Remuneration schedule**

As required by section 246 of the Regulation the Tribunal has prepared a remuneration schedule for the 2017-2018 financial year, which appears on the following three pages.

Arrangements have been made to publish the remuneration schedule in the Queensland Government Gazette and for this report to be printed and presented to the Minister for Infrastructure, Local Government and Planning.



## Remuneration schedule (to apply from 1 July 2017)

Category	Local Governments assigned to categories	Remuneration determined (from 1 July 2017)	
		(see Note 1)	(\$ pa)
<b>Category 1</b> (see Note 2)	Aurukun Shire Council	Mayor	\$101,631
	Balonne Shire Council	Deputy mayor	\$58,633
	Banana Shire Council	Councillor	\$50,815
	Barcaldine Regional Council		
	Barcoo Shire Council		
	Blackall-Tambo Regional Council		
	Boulia Shire Council		
	Bulloo Shire Council		
	Burdekin Shire Council		
	Burke Shire Council		
	Carpentaria Shire Council		
	Charters Towers Regional Council		
	Cherbourg Aboriginal Shire Council		
	Cloncurry Shire Council		
	Cook Shire Council		
	Croydon Shire Council		
	Diamantina Shire Council		
	Doomadgee Aboriginal Shire Council		
	Douglas Shire Council		
	Etheridge Shire Council		
	Flinders Shire Council		
	Goondiwindi Regional Council		
	Hinchinbrook Shire Council		
	Hope Vale Aboriginal Shire Council		
	Kowanyama Aboriginal Shire Council		
	Lockhart River Aboriginal Shire Council		
	Longreach Regional Council		
	Mapoon Aboriginal Shire Council		
	McKinlay Shire Council		
	Mornington Shire Council		
	Murweh Shire Council		
	Napranum Aboriginal Shire Council		
	North Burnett Regional Council		
	Northern Peninsula Area Regional Council		
	Palm Island Aboriginal Shire Council		
	Paroo Shire Council		
	Pormpuraaw Aboriginal Shire Council		
	Quilpie Shire Council		
	Richmond Shire Council		
	Torres Shire Council		
	Torres Strait Island Regional Council		
	Winton Shire Council		
	Woorabinda Aboriginal Shire Council		
	Wujal Wujal Aboriginal Shire Council		
	Yarrabah Aboriginal Shire Council		

Category	Local Governments assigned to categories	Remuneration determined (from 1 July 2017)	
		(see Note 1)	(\$ pa)
Category 2	Mareeba Shire Council	Mayor	\$117,265
	Mount Isa City Council	Deputy mayor	\$70,360
	Somerset Regional Council	Councillor	\$58,633
Category 3	Cassowary Coast Regional Council	Mayor	\$125,084
	Central Highlands Regional Council	Deputy mayor	\$78,177
	Gympie Regional Council	Councillor	\$66,450
	Isaac Regional Council		
	Livingstone Shire Council		
	Lockyer Valley Regional Council		
	Maranoa Regional Council		
	Noosa Shire Council		
	Scenic Rim Regional Council		
	South Burnett Regional Council		
	Southern Downs Regional Council		
	Tablelands Regional Council		
	Western Downs Regional Council		
	Whitsunday Regional Council		
Category 4	Bundaberg Regional Council	Mayor	\$148,536
	Fraser Coast Regional Council	Deputy mayor	\$97,722
	Gladstone Regional Council	Councillor	\$85,994
	Rockhampton Regional Council		
Category 5	Cairns Regional Council	Mayor	\$171,989
	Mackay Regional Council	Deputy mayor	\$117,265
	Redland City Council	Councillor	\$101,631
	Toowoomba Regional Council		
Category 6	Ipswich City Council	Mayor	\$195,442
	Townsville City Council	Deputy mayor	\$132,901
		Councillor	\$117,265
Category 7	Logan City Council	Mayor	\$218,896
	Moreton Bay Regional Council	Deputy mayor	\$151,663
	Sunshine Coast Regional Council	Councillor	\$132,901
Category 8	Gold Coast City Council	Mayor	\$242,349
		Deputy mayor	\$168,081
		Councillor	\$144,627

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**Notes to the remuneration schedule**

- Note 1      The monetary amounts shown are the per annum figures to apply from 1 July 2017. If an elected representative only serves for part of a full year (that is, 1 July to 30 June) they are only entitled to a pro rata payment to reflect the portion of the year served.
- Note 2      For councillors in Category 1 councils, a base payment of \$33,877 is payable for the 12 months commencing on 1 July 2017. A meeting fee of \$1,411.50 per calendar month (or \$651.46 per fortnight) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive officer of the council. Mayors and deputy mayors in category 1 councils are to receive the full annual remuneration level shown.



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## **4. Other activities of the Tribunal**

### **Exceptional circumstances submissions (Section 248, Local Government Regulation 2012)**

On 14 April 2016, Logan City Council wrote to the Tribunal seeking additional remuneration for seven committee chairs for a number of reasons set out in the submission.

On 12 May 2016 the Tribunal decided not to approve Logan City Council's request on the basis that there were no exceptional circumstances present.

### **Submissions received by the Tribunal**

As part of its process for determining remuneration levels of local government elected representatives, the chairperson of the Tribunal wrote to mayors and chief executive officers of the 76 councils within the Tribunal's jurisdiction inviting them to provide a written submission to the Tribunal or meet with the Tribunal by way of deputation, to help inform the Tribunal's deliberations.

At the same time, the chairperson released a press release to a number of media outlets inviting members of the public to lodge submissions if they were so inclined.

At the close of submissions the Tribunal received 14 submissions or deputations from councils and councillors. This compares with 137 in 2015 (118 of which were template submissions from ratepayers of the Whitsunday Council), 33 in 2014, 31 in 2013, 40 in 2012 and 29 in 2011.

Summaries of the submissions received are contained at Appendix 1 of this report.

### **Meetings and deputations**

Local governments were provided with the opportunity to meet with the Tribunal at the 120<sup>th</sup> annual conference of the Local Government Association of Queensland at the Gold Coast Convention and Exhibition Centre, on 19 and 20 October 2016. Mr Col Meng, chairperson of the Tribunal, gave a presentation at the conference providing an update on the activities of the Tribunal for local government delegates.

During the course of the conference the Tribunal received deputations from six local governments as detailed in Appendix 2 of this report.

### **Review of councillor complaints process**

On 18 October 2016, the Tribunal met with, at its invitation, the Independent Councillor Complaints Review Panel established by the Queensland Government to review the Queensland councillor complaints process.

During the course of this meeting, members of the Tribunal were able to respond to a number of questions put to them by members of the panel concerning the practices and processes adopted by the Tribunal in dealing with complaints which came before it.

In addition, members of the Tribunal were invited to respond to points raised by the panel in its discussion paper, released in August 2016.



## Appendix 1 – Submissions received by the Tribunal

	Date Received	Received from	Summary of submission
1	22 September 2016	Mr Arun Pratap, Acting Chief Executive Officer  Toowoomba Regional Council	<p>The Toowoomba Regional Council (TRC) feels very strongly that its current category 5 status should be elevated to category 6.</p> <p>TRC believes that a number of unique circumstances apply to the Toowoomba region that justify alignment with the Ipswich and Townsville City Councils for remuneration purposes that reflect the issues and the complexity of matters confronting the Toowoomba region.</p> <p>TRC continues to manage the challenges that come with being a growth council, including a range of large infrastructure projects, requiring significant capital investment by council, as well as the challenges related to reforming and restructuring the organisation following amalgamation of eight councils.</p>
2	28 September 2016	Mr Des Howard, Chief Executive Officer  Barcaldine Regional Council	<p>Barcaldine Regional Council considered the remuneration for councillors at its meeting held on 21 September 2016. At this meeting it was resolved to forward a submission to the Tribunal on the following grounds:</p> <ul style="list-style-type: none"> <li>• That the Tribunal set the amount of remuneration without an option to accept less than that set amount.</li> <li>• That provision be made for leave to be granted by council due to sickness or other genuine reasons.</li> </ul>
3	10 October 2016	Mr Chris Cowley, Chief Executive Officer  Paroo Shire Council	<p>Council agrees with the process of the Tribunal conducting reviews and setting the remuneration to be paid to elected representatives, however requests that s247 and more specifically s247(3) of the Local Government Regulation 2012 be retained.</p> <p>The Paroo Shire Council area has suffered devastating drought conditions over the last few years and is cognizant of the effect on the rural industry and the flow on effect to local businesses and the community at large. Council has acted responsibly in deciding to pay councillors less than the maximum amounts set by the Tribunal and wishes to continue to have the ability to set lower amounts.</p>
4	25 October 2016	Mr Michael Whittaker, Chief Executive Officer  Sunshine Coast Regional Council	<p>Sunshine Coast Regional Council supports the Tribunal's consistently prudent approach to councillor remuneration. While significant remuneration adjustments are not defensible in either a public policy or work value change context, it is important that the remuneration arrangements are reflective of market conditions and comparable movements in related occupational categories and professions.</p> <p>Council suggests that the Tribunal give consideration to a general remuneration increase across all categories of up to two per cent. This would place the quantum of the increase at the lower end of the range for representatives of each tier of government and be reflective of indices for wages and prices.</p>

	Date Received	Received from	Summary of submission
5	25 October 2016	Mr John Oberhardt, Deputy Chief Executive Officer Logan City Council	<p>Council requests that additional remuneration be paid to a local government councillor who is formally appointed to a chairperson role for local government meetings.</p> <p>It is common industry and business practice for chairs to be remunerated at a higher level than board or committee members. In government, ministers are paid more than members. In private enterprise, chairs of boards/committees are paid more.</p> <p>Committee chairs are required to not only manage meetings effectively and with efficiency, they also have an important role in ensuring quality decisions are reached for the council and the community. They also have corporate and industry obligations as chair of their portfolios.</p>
6	28 October 2016	Mr Ross Musgrove, Chief Executive Officer Western Downs Regional Council	<p>Council seeks to vary the amount of remuneration payable to the mayor, deputy mayor and councillors pursuant to section 248(1) and 248(2) of the Local Government Regulation 2012 by reclassification from category 3 to category 4.</p> <p>Grounds advanced in support of the submission included: continued growth in the resources sector; size of the council area; quantum of council's budget; size of the workforce; diversity of the region; and diversity of services.</p>
7	28 October 2016	Mr David Keenan, Chief Executive Officer Southern Downs Regional Council	<p>Southern Downs Regional Council considered the remuneration review at the general meeting of council on 26 October 2016 and resolved the following:</p> <ul style="list-style-type: none"> <li>That council write to the Local Government Remuneration and Discipline Tribunal indicating that Southern Downs Regional Council should remain a category 3 local government authority and make no comment in relation to the remuneration for mayor, deputy mayor and councillors.</li> </ul>
8	28 October 2016	Councillor Allan Sutherland, Mayor Moreton Bay Regional Council	<p>Moreton Bay Regional Council (MBRC) contends that the current categorisation needs to be changed to more accurately reflect the current context for MBRC. As Australia's third largest local government (behind Brisbane and the Gold Coast), combined with the associated population and economic growth, large physical size, councillor demands, and complexity of services provided, MBRC should be a category 8 council, alongside the Gold Coast City Council.</p>
9	1 November 2016	Mr Edward Natera, Chief Executive Officer Pormpuraaw Aboriginal Shire Council	<p>The current remuneration for Indigenous councils should now be capped and common sense must prevail.</p> <p>We are trying to start economic activities but it will take a new generation before any real ability to raise additional revenue is realised.</p> <p>Common sense must now prevail knowing that taxpayers funding will continue to be reduced. All those in Indigenous councils running for office must now: <i>'Ask not what your council can do for you but what you, as the elected individual, can do for your council'</i>.</p>



## Appendix 2 – Stakeholders who met with the Tribunal

No	Date	Council	Summary of submission
1	19 October 2016	Torres Shire Council	<ul style="list-style-type: none"> <li>Torres Shire Council (TSC) councillors believe the two-thirds and one-third split between remuneration and meeting fee for councillors except the mayor and deputy mayor is discriminatory. TSC believes that each elected councillor has the same level of responsibility, an equal vote during council meetings and each councillor has the same value when forming the quorum for a meeting.</li> <li>There are cultural expectations that require councillors in small remote communities to be available for community members 24/7, and therefore the additional hours for cultural duties are not factored into the remuneration.</li> <li>It is evident that remote communities and townships, more than 1000 kilometres away from metropolitan and capital cities, face extreme financial disadvantage predominantly due to the high costs of living. This high cost of living needs to be taken into consideration when setting salary levels.</li> <li>TSC is asking the Tribunal to review all categories on the basis of electors per councillor when considering the different categories of councils. Consideration should be given to re-categorisation of the Indigenous councils back into a special category as there seems to be a vast difference in electors/population per councillor figures.</li> <li>TSC believes that the remuneration and rules (such as note 2) set by the Tribunal for councillors have the potential to deter suitable community members to nominate as candidates.</li> </ul>
2	19 October 2016	Maranoa Regional Council	<p>Maranoa Regional Council's submission requests the Tribunal's consideration of the following matters:</p> <ul style="list-style-type: none"> <li>A focus on resident population and indicators linked to resident population do not reflect the extent of services provided by Maranoa Regional Council – which is far beyond what would ordinarily be provided by a local government organisation of Maranoa's size.</li> <li>Resident population statistics also do not reflect that a significant portion of demand for a number of these services is generated beyond the boundaries of the Maranoa region.</li> <li>As evidenced by the financial information provided councillor workload is similar to category 3 councils (in fact, general meetings are of greater duration and complexity, as reflected in the records summarised in the report attached to council's submission).</li> <li>The workload and time commitment required for complex decision making cannot be divided up and shared amongst councillors, and therefore indicators that apportion operating income by the number of councillors do not accurately represent the workload faced by all Maranoa councillors.</li> </ul>

No	Date	Council	Summary of submission
3	19 October 2016	Ipswich City Council	<ul style="list-style-type: none"> <li>Ipswich City Council seeks to be elevated to the category 7 level created in 2015.</li> <li>Ipswich City is facing significant growth and development activity which has a major impact on councillor workloads and responsibilities. It is the nature of growth and development in Ipswich City that form the rationale for elevation to Category 7.</li> <li>The operating revenue of the council is forecast to grow from \$321 million in 2016/17 to some \$574 million in 2025/26, an increase of 79 per cent. This contrasts with a much lower rate of budget growth for other councils in categories 6 and 7.</li> <li>The resident population of the city is forecast to increase to 306,132 by 2026 using the state government's medium forecast and to around 390,000 by 2033. This expected growth is a 58.6 per cent change from 2015 to 2026 and is more than double the rate of growth of any other Queensland council area.</li> <li>In the last four years, council has approved more than 13,000 residential lots, which is 50 per cent higher than any other South East Queensland council included in category 7.</li> <li>Not only is the council facing substantial residential growth on a number of separate development fronts, non-residential development is also a significant issue for council. In the 12 months to July 2016, the value of residential development approved was more than \$637 million. This was at least 44 per cent higher than any other category 7 council. These non-residential development applications are complex and need significant strategic input.</li> </ul>
4	19 October 2016	Torres Strait Island Regional Council	The mayor informed the Tribunal, two members of which were relatively new, of the particular issues facing local government in the Torres Strait region - including special factors arising from the shared border with Papua New Guinea as well as the difficulties of providing services to 15 different communities spread across the region.
5	19 October 2016	Burke Shire Council	Burke Shire Council raised a number of governance matters with the Tribunal. The Tribunal advised the council that it has no jurisdiction under the <i>Local Government Act 2009</i> to provide advice on such matters.



No	Date	Council	Summary of submission
6	19 October 2016	Somerset Regional Council	<ul style="list-style-type: none"> <li>Somerset Regional Council (SRC) requests the Tribunal to either move SRC to a category 3 or leave it in category 2 but apply an allowance, similar to the amalgamation loading allowance, to the remuneration of councillors in undivided regional councils.</li> <li>SRC is an undivided council which means councillors have responsibility to assist all of the residents of the Somerset region, which covers an area of about 5381 square kilometres, with a population of approximately 23,952.</li> <li>SRC asked the Tribunal to consider, pursuant to section 242 of the Local Government Regulation 2012, the area to be administered by a councillor when determining remuneration.</li> <li>Councillors must make themselves available to the entire 24,000 residents of this region, as well as attending meetings and events throughout the region.</li> <li>Councillors are also required to attend meetings as a representative of council outside the SRC area, in Ipswich, Toowoomba, Brisbane and other regions.</li> <li>It is noted that in the past the Tribunal has included SRC in the same category as Lockyer Valley Regional Council and Scenic Rim Regional Council.</li> <li>SRC also notes that the councils in category 2, although larger in area, do not have the same spread of townships as SRC, i.e. their urban areas are more consolidated, i.e. Mt Isa and Mareeba.</li> <li>It is also noted that at least two category 3 councils have very similar populations (Tablelands Regional Council and Isaac Regional Council) and not the same growth rates and expectations of service that SRC faces due to its proximity to Brisbane and major cities.</li> </ul>

## Appendix 3 – Comparative data

Local Governments	Number of Councillors (excluding Mayors)	Area not Divided (U)	Community equity 2015 (\$M)	Rank (high to low)	Operating income 2015 (\$M)	Rank (high to low)	Operating income per Councillor 2015 (\$M)	Rank (high to low)	Average annual community equity 2008-2015 (\$M) ^	Rank (high to low)	Average annual operating income 2008-2015 (\$M) ^ #	Rank (high to low)
Aurukun Shire Council	4	U	\$111.4	68	\$15.7	57	\$3.92	54	\$117.9	60	\$14.5	57
Balonne Shire Council	6	U	\$264.2	45	\$22.4	48	\$3.73	56	\$197.0	45	\$30.5	42
Banana Shire Council	6	U	\$702.2	28	\$73.0	24	\$12.17	21	\$556.7	29	\$63.9	24
Barcaldine Regional Council	6	U	\$352.6	38	\$31.5	43	\$5.25	44	\$248.9	41	\$34.9	38
Barcoo Shire Council	4	U	\$190.2	53	\$10.9	67	\$2.72	66	\$131.5	56	\$17.5	51
Blackall - Tambo Regional Council	6	U	\$228.5	46	\$29.8	44	\$4.96	45	\$180.9	46	\$24.2	43
Boulia Shire Council	4	U	\$157.6	60	\$10.2	69	\$2.55	68	\$116.1	62	\$14.9	56
Bulloo Shire Council	4	U	\$211.6	50	\$14.5	59	\$3.63	58	\$167.4	48	\$14.4	58
Bundaberg Regional Council	10	U	\$1,716.9	14	\$164.1	14	\$16.41	16	\$1,559.6	13	\$136.8	13
Burdekin Shire Council	6	U	\$494.9	32	\$46.2	34	\$7.70	34	\$432.3	32	\$41.4	31
Burke Shire Council	4	U	\$146.4	61	\$9.7	71	\$2.42	70	\$99.0	66	\$13.1	63
Cairns Regional Council	9	U	\$3,513.4	7	\$285.6	6	\$31.74	6	\$3,286.6	7	\$270.5	6
Carpentaria Shire Council	6	U	\$349.8	39	\$67.3	26	\$11.22	25	\$275.5	40	\$42.1	30
Cassowary Coast Regional Council	6	U	\$1,110.3	17	\$74.1	23	\$12.34	20	\$832.5	21	\$75.4	22
Central Highlands Regional Council	8	U	\$1,416.1	15	\$116.0	16	\$14.49	17	\$1,035.4	16	\$130.6	15
Charters Towers Regional Council	6	U	\$508.4	31	\$33.2	41	\$5.54	43	\$440.5	31	\$50.0	29
Cherbourg Aboriginal Shire Council	4	U	\$118.6	66	\$7.8	73	\$1.94	73	\$84.3	70	\$9.0	69
Cloncurry Shire Council	4	U	\$286.8	42	\$24.9	47	\$6.22	40	\$217.6	43	\$21.6	45
Cook Shire Council	6	U	\$283.3	44	\$19.0	50	\$3.16	63	\$277.9	39	\$41.1	32
Croydon Shire Council	4	U	\$117.0	67	\$13.2	60	\$3.30	59	\$98.1	67	\$13.2	62
Diamantina Shire Council	4	U	\$160.0	59	\$16.5	53	\$4.13	49	\$119.1	58	\$31.7	40
Doomadgee Aboriginal Shire Council	4	U	\$120.3	65	\$9.0	72	\$2.24	72	\$118.3	59	\$7.3	70
Douglas Shire Council	4	U	\$316.2	40	\$36.9	38	\$9.23	30	\$318.7	37	N/A	
Etheridge Shire Council	4	U	\$192.3	52	\$15.8	56	\$3.95	53	\$144.5	55	\$20.0	48
Flinders Shire Council	6	U	\$221.1	47	\$25.6	46	\$4.26	48	\$145.5	53	\$23.1	44
Fraser Coast Regional Council	10	U	\$2,144.2	11	\$195.7	11	\$19.57	13	\$1,625.5	12	\$136.7	14
Gladstone Regional Council	8	U	\$2,023.4	13	\$174.6	13	\$21.82	12	\$1,395.5	14	\$145.2	12
Gold Coast City Council	14	U	\$12,962.2	1	\$1,349.5	1	\$96.39	1	\$10,492.1	1	\$1,134.8	1
Goondiwindi Regional Council	6	U	\$428.1	34	\$33.9	40	\$5.65	42	\$389.5	35	\$37.9	37
Gympie Regional Council	8	U	\$1,108.8	18	\$81.2	21	\$10.15	27	\$948.0	18	\$77.9	21
Hinchinbrook Shire Council	6	U	\$284.6	43	\$45.3	35	\$7.55	35	\$245.9	42	\$40.5	34
Hope Vale Aboriginal Shire Council	4	U	\$92.3	70	\$14.8	58	\$3.71	57	\$77.7	71	\$16.4	53
Ipswich City Council	10	U	\$2,466.6	9	\$259.3	9	\$25.93	10	\$2,168.8	9	\$232.5	8
Isaac Regional Council	8	U	\$1,107.6	19	\$91.4	19	\$11.42	24	\$876.9	19	\$97.2	18
Kowanyama Aboriginal Shire Council %	4	U	N/A		N/A		N/A		\$102.7	65	\$15.8	55



## Appendix 3 – Comparative data

Livingstone Shire Council	6	U	\$760.3	25	\$75.3	22	\$12.55	19	\$754.1	24	N/A	
Lockhart River Aboriginal Shire Council	4	U	\$66.1	73	\$12.3	64	\$3.07	64	\$55.6	75	\$10.2	65
Lockyer Valley Regional Council	6	U	\$557.0	30	\$62.2	28	\$10.37	26	\$423.4	33	\$71.4	23
Logan City Council	12		\$5,023.9	3	\$450.2	3	\$37.51	5	\$4,106.2	4	\$317.1	5
Longreach Regional Council	6	U	\$217.1	48	\$37.6	36	\$6.27	38	\$197.4	44	\$31.6	41
Mackay Regional Council	10	U	\$3,487.3	8	\$265.3	8	\$26.53	9	\$2,648.2	8	\$232.3	9
Mapoon Aboriginal Shire Council	4	U	\$64.0	74	\$7.4	75	\$1.86	75	\$63.9	74	\$6.7	72
Maranoa Regional Council	8	U	\$871.8	22	\$94.2	18	\$11.78	22	\$772.8	23	\$87.9	19
Mareeba Shire Council	6	U	\$361.3	37	\$52.3	32	\$8.72	31	\$355.9	36	N/A	
McKinlay Shire Council	4	U	\$163.7	57	\$13.1	62	\$3.27	61	\$152.0	52	\$19.6	49
Moreton Bay Regional Council	12		\$5,100.8	2	\$456.4	2	\$38.03	3	\$4,790.6	2	\$409.8	3
Mornington Shire Council	4	U	\$130.0	62	\$10.2	70	\$2.54	69	\$95.5	68	\$9.8	67
Mount Isa City Council	6	U	\$407.5	35	\$49.5	33	\$8.25	32	\$390.0	34	\$40.7	33
Murweh Shire Council	4	U	\$294.3	41	\$17.2	52	\$4.29	47	\$128.2	57	\$21.0	47
Napranum Aboriginal Shire Council	4	U	\$75.2	72	\$10.5	68	\$2.61	67	\$65.4	73	\$9.9	66
Noosa Shire Council	6	U	\$1,007.1	21	\$85.0	20	\$14.17	18	\$990.3	17	N/A	
North Burnett Regional Council	6		\$853.2	24	\$36.7	39	\$6.12	41	\$833.8	20	\$39.1	36
Northern Peninsula Area Regional Council	5		\$124.1	63	\$32.8	42	\$6.55	36	\$172.9	47	\$32.2	39
Palm Island Aboriginal Shire Council	4	U	\$208.5	51	\$19.1	49	\$4.78	46	\$164.7	49	\$16.7	52
Paroo Shire Council	4	U	\$216.2	49	\$13.0	63	\$3.25	62	\$156.2	51	\$16.3	54
Pormpuraaw Aboriginal Shire Council	4	U	\$122.3	64	\$11.7	65	\$2.92	65	\$110.3	63	\$11.3	64
Quilpie Shire Council	4	U	\$165.4	56	\$26.0	45	\$6.51	37	\$117.7	61	\$21.1	46
Redland City Council	10		\$2,299.9	10	\$238.6	10	\$23.86	11	\$1,992.2	10	\$190.6	10
Richmond Shire Council	5	U	\$168.3	55	\$11.6	66	\$2.33	71	\$105.6	64	\$14.0	59
Rockhampton Regional Council	7		\$2,102.4	12	\$186.0	12	\$26.57	8	\$1,919.1	11	\$180.9	11
Scenic Rim Regional Council	6		\$744.9	26	\$59.3	30	\$9.89	28	\$621.5	27	\$53.4	28
Somerset Regional Council	6	U	\$363.0	36	\$37.4	37	\$6.23	39	\$286.6	38	\$39.2	35
South Burnett Regional Council	6		\$855.9	23	\$68.6	25	\$11.43	23	\$615.7	28	\$61.3	25
Southern Downs Regional Council	8	U	\$717.4	27	\$62.4	27	\$7.80	33	\$712.9	25	\$60.6	26
Sunshine Coast Regional Council	10		\$4,471.2	4	\$380.3	5	\$38.03	4	\$4,307.9	3	\$412.4	2
Tablelands Regional Council	6		\$463.1	33	\$58.5	31	\$9.75	29	\$461.5	30	\$79.4	20
Toowoomba Regional Council	10	U	\$4,164.1	6	\$282.8	7	\$28.28	7	\$3,364.6	6	\$244.8	7
Torres Shire Council	4	U	\$163.5	58	\$16.0	55	\$4.00	52	\$145.3	54	\$14.0	60
Torres Strait Island Regional Council	15		\$692.9	29	\$60.0	29	\$4.00	51	\$653.0	26	\$57.3	27
Townsville City Council	10		\$4,212.6	5	\$391.5	4	\$39.15	2	\$3,710.4	5	\$346.7	4
Western Downs Regional Council	8	U	\$1,414.1	16	\$152.6	15	\$19.07	14	\$1,203.6	15	\$119.0	16
Whitsunday Regional Council	6	U	\$1,034.1	20	\$104.5	17	\$17.41	15	\$803.9	22	\$107.9	17
Winton Shire Council	5	U	\$187.5	54	\$18.7	51	\$3.75	55	\$156.9	50	\$17.6	50
Woorabinda Aboriginal Shire Council	4	U	\$88.9	71	\$16.1	54	\$4.01	50	\$72.6	72	\$9.6	68
Wujal Wujal Aboriginal Shire Council	4	U	\$37.7	75	\$7.6	74	\$1.89	74	\$43.1	76	\$7.0	71
Yarrabah Aboriginal Shire Council	4	U	\$98.0	69	\$13.1	61	\$3.28	60	\$93.8	69	\$13.8	61



## Appendix 3 – Comparative data

Local Governments	Estimated resident population 2015	Rank (high to low)	Average annual resident population change 2011-2015 (%)	Rank (high to low) - Fastest growth ranking	Estimated population per Councillor (excluding Mayor) 2015	Rank (high to low)	Electors 2015	Rank (high to low)	Electors per Councillor (excluding Mayor) 2015	Rank (high to low)	Projected resident population 2026	% growth 2015-2026	Rank (high to low)
Aurukun Shire Council	1,424	54	0.46%	47	356	52	996	55	249	52	1,550	8.8%	40
Balonne Shire Council	4,826	39	-0.18%	62	804	42	3,493	40	582	43	4,800	-0.5%	61
Banana Shire Council	15,209	32	0.67%	40	2,535	33	11,039	32	1,840	33	15,807	3.9%	52
Barcaldine Regional Council	3,342	46	0.38%	49	557	47	2,580	45	430	46	3,362	0.6%	59
Barcoo Shire Council	357	72	-0.41%	67	89	72	302	72	76	72	325	-9.0%	74
Blackall - Tambo Regional Council	2,238	51	-0.20%	63	373	51	1,743	48	291	50	2,371	5.9%	47
Boulia Shire Council	490	70	-0.15%	61	123	70	387	70	97	70	484	-1.2%	63
Bulloo Shire Council	396	71	-1.34%	75	99	71	328	71	82	71	372	-6.1%	70
Bundaberg Regional Council	94,380	12	0.62%	43	9,438	13	73,311	12	7,331	13	106,641	13.0%	26
Burdekin Shire Council	17,831	31	0.08%	54	2,972	31	13,626	31	2,271	31	18,651	4.6%	50
Burke Shire Council	562	68	0.22%	52	141	68	446	68	112	68	667	18.7%	16
Cairns Regional Council	160,285	8	1.51%	16	17,809	7	119,158	8	13,240	7	193,970	21.0%	14
Carpentaria Shire Council	2,262	50	0.73%	38	377	50	1,722	49	287	51	2,250	-0.5%	60
Cassowary Coast Regional Council	28,689	25	0.05%	56	4,782	22	22,462	25	3,744	22	28,471	-0.8%	62
Central Highlands Regional Council	31,454	24	1.59%	14	3,932	27	23,125	24	2,891	27	35,890	14.1%	23
Charters Towers Regional Council	12,433	34	0.00%	57	2,072	34	9,010	36	1,502	35	12,857	3.4%	54
Cherbourg Aboriginal Shire Council	1,291	57	0.53%	45	323	54	763	60	191	60	1,362	5.3%	49
Cloncurry Shire Council	3,351	45	0.07%	55	838	41	2,659	44	665	40	3,434	2.5%	55
Cook Shire Council	4,388	42	-0.09%	60	731	43	3,497	39	583	42	4,421	0.8%	58
Croydon Shire Council	326	73	-0.07%	58	82	73	246	74	62	74	338	3.7%	53
Diamantina Shire Council	288	76	-0.34%	65	72	76	247	73	62	73	277	-3.8%	67
Doomadgee Aboriginal Shire Council	1,399	55	0.45%	48	350	53	846	57	212	56	1,568	12.1%	31
Douglas Shire Council	11,661	35	1.05%	31	2,915	32	9,176	34	2,294	30	13,255	13.7%	24
Etheridge Shire Council	926	65	-0.08%	59	232	65	754	61	189	61	871	-5.9%	69
Flinders Shire Council	1,792	53	-0.66%	71	299	57	1,414	52	236	53	1,708	-4.7%	68
Fraser Coast Regional Council	101,977	11	1.09%	29	10,198	12	79,284	11	7,928	12	118,650	16.3%	19
Gladstone Regional Council	67,464	14	3.21%	1	8,433	15	49,617	14	6,202	15	87,764	30.1%	2
Gold Coast City Council	555,608	1	1.91%	8	39,686	1	433,851	1	30,989	1	698,404	25.7%	7
Goondiwindi Regional Council	11,022	37	0.28%	51	1,837	36	8,051	38	1,342	37	11,243	2.0%	57
Gympie Regional Council	48,681	16	0.97%	32	6,085	19	36,991	16	4,624	19	54,758	12.5%	29
Hinchinbrook Shire Council	11,352	36	-1.00%	72	1,892	35	9,039	35	1,507	34	10,569	-6.9%	73
Hope Vale Aboriginal Shire Council	1,125	60	1.69%	12	281	59	790	58	198	58	1,382	22.8%	13
Ipswich City Council	193,015	6	2.89%	2	19,302	6	139,251	6	13,925	6	306,132	58.6%	1
Isaac Regional Council	24,267	27	1.15%	26	3,033	30	17,701	28	2,213	32	28,171	16.1%	20
Kowanyama Aboriginal Shire Council %	1,142	59	0.67%	39	286	58	788	59	197	59	1,210	6.0%	46



## Appendix 3 – Comparative data

Livingstone Shire Council	37,001	19	2.60%	3	6,167	18	28,015	19	4,669	18	45,994	24.3%	11
Lockhart River Aboriginal Shire Council	548	69	1.32%	21	137	69	409	69	102	69	698	27.4%	5
Lockyer Valley Regional Council	38,798	18	1.98%	7	6,466	17	28,938	18	4,823	17	48,218	24.3%	12
Logan City Council	308,681	3	1.80%	11	25,723	4	226,355	3	18,863	4	384,454	24.5%	9
Longreach Regional Council	4,092	43	-1.20%	73	682	44	2,879	43	480	44	3,953	-3.4%	65
Mackay Regional Council	123,724	10	1.64%	13	12,372	10	92,863	10	9,286	10	146,269	18.2%	17
Mapoon Aboriginal Shire Council	294	75	1.14%	27	74	75	229	75	57	75	327	11.2%	33
Maranoa Regional Council	13,862	33	0.78%	35	1,733	37	10,367	33	1,296	38	15,102	8.9%	39
Mareeba Shire Council	21,833	30	1.29%	22	3,639	29	16,760	29	2,793	28	24,412	11.8%	32
McKinlay Shire Council	1,062	61	-0.53%	69	266	61	862	56	216	55	1,124	5.8%	48
Moreton Bay Regional Council	425,482	2	2.20%	5	35,457	2	317,292	2	26,441	2	529,057	24.3%	10
Mornington Shire Council	1,225	58	0.10%	53	306	56	744	62	186	62	1,438	17.4%	18
Mount Isa City Council	22,517	29	0.50%	46	3,753	28	16,488	30	2,748	29	24,658	9.5%	36
Murweh Shire Council	4,626	41	-0.56%	70	1,157	39	3,405	41	851	39	4,470	-3.4%	64
Napranum Aboriginal Shire Council	962	63	1.46%	18	241	63	631	65	158	64	1,040	8.1%	42
Noosa Shire Council	53,515	15	1.19%	25	8,919	14	42,213	15	7,036	14	58,154	8.7%	41
North Burnett Regional Council	10,292	38	-0.20%	64	1,715	38	8,052	37	1,342	36	9,915	-3.7%	66
Northern Peninsula Area Regional Council	2,714	47	2.46%	4	543	48	1,700	50	340	49	3,134	15.5%	21
Palm Island Aboriginal Shire Council	2,671	49	1.29%	23	668	46	1,799	47	450	45	2,927	9.6%	35
Paroo Shire Council	1,841	52	-1.26%	74	460	49	1,361	53	340	48	1,675	-9.0%	75
Porpuraaw Aboriginal Shire Council	743	67	0.97%	33	186	66	541	67	135	66	813	9.4%	37
Quilpie Shire Council	948	64	-1.49%	76	237	64	684	63	171	63	888	-6.3%	72
Redland City Council	149,989	9	1.07%	30	14,999	9	114,571	9	11,457	9	172,673	15.1%	22
Richmond Shire Council	832	66	-0.44%	68	166	67	667	64	133	67	740	-11.1%	76
Rockhampton Regional Council	83,653	13	1.46%	17	11,950	11	62,272	13	8,896	11	94,647	13.1%	25
Scenic Rim Regional Council	39,757	17	1.52%	15	6,626	16	30,239	17	5,040	16	51,205	28.8%	3
Somerset Regional Council	24,007	28	1.98%	6	4,001	26	18,043	27	3,007	26	30,303	26.2%	6
South Burnett Regional Council	32,575	23	0.60%	44	5,429	21	24,687	22	4,115	21	36,597	12.3%	30
Southern Downs Regional Council	35,738	20	0.78%	37	4,467	23	27,187	20	3,398	23	38,490	7.7%	43
Sunshine Coast Regional Council	287,539	4	1.85%	10	28,754	3	223,346	4	22,335	3	366,932	27.6%	4
Tablelands Regional Council	24,997	26	0.64%	42	4,166	25	18,648	26	3,108	24	27,322	9.3%	38
Toowoomba Regional Council	163,232	7	1.23%	24	16,323	8	122,015	7	12,202	8	184,311	12.9%	27
Torres Shire Council	3,665	44	1.33%	20	916	40	2,407	46	602	41	3,911	6.7%	45
Torres Strait Island Regional Council	4,635	40	0.31%	50	309	55	3,003	42	200	57	4,737	2.2%	56
Townsville City Council	193,946	5	1.87%	9	19,395	5	145,707	5	14,571	5	241,872	24.7%	8
Western Downs Regional Council	33,799	22	1.09%	28	4,225	24	24,545	23	3,068	25	37,309	10.4%	34
Whitsunday Regional Council	34,312	21	1.44%	19	5,719	20	26,892	21	4,482	20	40,869	19.1%	15
Winton Shire Council	1,359	56	-0.38%	66	272	60	1,094	54	219	54	1,276	-6.1%	71
Woorabinda Aboriginal Shire Council	1,001	62	0.64%	41	250	62	624	66	156	65	1,074	7.3%	44
Wujal Wujal Aboriginal Shire Council	296	74	0.78%	36	74	74	191	76	48	76	309	4.4%	51
Yarrabah Aboriginal Shire Council	2,686	48	0.87%	34	672	45	1,615	51	404	47	3,031	12.8%	28



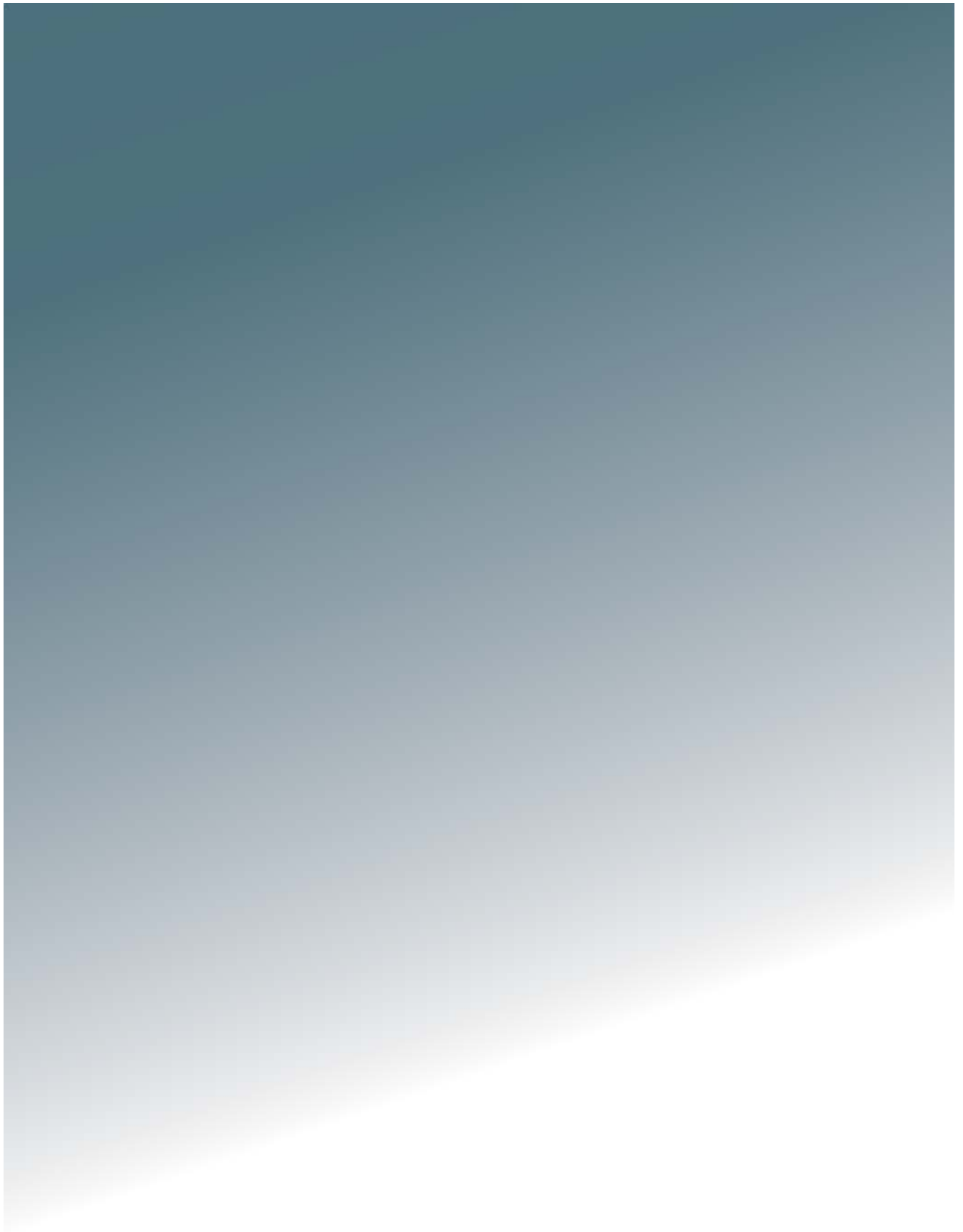
## Appendix 3 – Comparative data

Local Governments	Index of relative socio-economic advantage and disadvantage ^^	Rank (high to low)	Indigenous estimated resident population 2015 (%)	Rank (high to low)	Total staff 2015 (FTE)	Rank (high to low)	Area (sq kms)	Rank (high to low)	Total road length (kms)	Rank (high to low)	Building approvals 2016	Rank (high to low)	Average annual number of building approvals 2009-2016	Rank (high to low)
Aurukun Shire Council	586.32	74	92.05%	8	103	48	7,347	39	85	70	0	52	0	63
Balonne Shire Council	950.43	30	17.07%	26	86	56	31,106	25	2,605	19	5	40	10	41
Banana Shire Council	980.45	18	4.03%	56	263	29	28,546	28	4,002	6	27	30	37	34
Barcaldine Regional Council	974.35	21	6.34%	43	145	42	53,521	13	2,986	14	4	42	7	44
Barcoo Shire Council	947.37	31	8.47%	36	52	72	61,825	7	1,666	42	0	52	0	63
Blackall - Tambo Regional Council	944.96	33	4.23%	55	130	44	30,389	26	1,843	36	0	52	3	47
Boulia Shire Council	886.02	59	40.38%	18	39	74	60,956	8	1,329	48	0	52	0	58
Bulloo Shire Council	984.93	15	10.81%	31	67	62	73,763	3	1,990	33	0	52	0	56
Bundaberg Regional Council	916.88	50	3.32%	65	832	11	6,436	44	3,009	13	415	12	499	13
Burdekin Shire Council	944.35	34	5.14%	48	230	31	5,043	46	1,146	52	24	31	46	32
Burke Shire Council	914.54	53	27.08%	21	29	76	40,039	22	713	57	2	44	1	50
Cairns Regional Council	976.1	20	9.24%	34	1169	7	1,688	60	1,316	49	761	9	639	11
Carpentaria Shire Council	865.32	60	36.79%	19	108	46	64,125	6	1,637	43	9	37	5	46
Cassowary Coast Regional Council	925.57	48	9.37%	33	321	25	4,685	47	1,218	51	96	26	113	28
Central Highlands Regional Council	1024.14	3	3.56%	60	431	17	59,835	9	4,589	4	13	35	244	20
Charters Towers Regional Council	930.61	45	7.90%	37	206	33	68,374	4	3,247	10	11	36	38	33
Cherbourg Aboriginal Shire Council	555.67	75	97.47%	1	58	68	32	75	70	71	0	52	0	63
Cloncurry Shire Council	934.07	42	21.78%	24	119	45	47,983	15	1,571	45	0	52	12	40
Cook Shire Council	897.95	58	20.00%	25	103	48	105,782	1	2,927	16	19	32	17	39
Croydon Shire Council	937.73	39	23.96%	22	35	75	29,487	27	1,088	53	0	52	0	58
Diamantina Shire Council	916.78	51	23.19%	23	65	65	94,667	2	1,061	54	0	52	0	63
Doomadgee Aboriginal Shire Council	617.15	71	91.85%	9	60	67	1,835	59	113	69	1	48	0	61
Douglas Shire Council	961.18	27	8.55%	35	151	41	2,427	54	372	60	107	24	70	30
Etheridge Shire Council	937.14	40	4.00%	57	58	68	39,201	23	1,757	39	1	48	2	48
Flinders Shire Council	943.42	36	6.42%	41	95	52	41,193	18	1,992	32	1	48	1	52
Fraser Coast Regional Council	908.49	56	3.59%	59	697	13	7,103	41	2,594	20	713	10	634	12
Gladstone Regional Council	1007	6	3.54%	61	676	15	10,466	36	2,590	21	167	19	643	10
Gold Coast City Council	1015.76	4	1.25%	75	3766	1	3766	61	3,131	11	8,084	1	4,169	1
Goondiwindi Regional Council	962.73	26	4.86%	49	166	39	19,256	32	2,483	24	39	28	25	38
Gympie Regional Council	915.64	52	2.80%	68	446	16	6,895	42	2,278	27	351	13	336	16
Hinchinbrook Shire Council	944.04	35	5.65%	47	174	37	2,801	52	693	58	14	34	31	36
Hope Vale Aboriginal Shire Council	677.94	67	94.40%	5	90	54	1,105	63	132	68	0	52	0	63
Ipswich City Council	959.61	28	3.84%	58	1015	9	1,089	64	1,749	40	2,903	4	1,928	4
Isaac Regional Council	1028.36	2	2.67%	70	377	19	58,720	10	3,254	9	2	44	178	25
Kowanyama Aboriginal Shire Council %	643.6	70	90.60%	11	81	59	2,543	53	352	63	0	52	0	63



## Appendix 3 – Comparative data

Livingstone Shire Council	995.7	12	3.41%	63	359	20	11,752	34	1,415	47	231	18	306	17
Lockhart River Aboriginal Shire Council	713.24	64	89.23%	14	75	61	3,578	51	167	66	5	40	1	55
Lockyer Valley Regional Council	938.22	38	2.90%	66	319	26	2,269	55	1,428	46	276	16	290	18
Logan City Council	965.29	23	2.80%	69	1390	6	958	66	2,334	25	2,547	5	1,885	5
Longreach Regional Council	982.81	16	6.85%	40	162	40	40,572	21	2,748	18	2	44	7	45
Mackay Regional Council	1007.07	5	4.35%	52	1050	8	7,601	38	2,514	23	291	14	968	8
Mapoon Aboriginal Shire Council	739.79	62	89.26%	13	43	73	548	69	45	74	0	52	0	63
Maranoa Regional Council	989.22	13	7.34%	39	397	18	58,711	11	5,857	3	7	39	61	31
Mareeba Shire Council	927.17	47	13.37%	28	224	32	53,505	14	2,308	26	127	21	115	27
McKinlay Shire Council	1001.43	9	4.28%	53	58	68	40,734	19	1,633	44	0	52	0	56
Moreton Bay Regional Council	999.08	11	2.24%	72	1505	4	2,033	57	3,496	7	4,115	2	3,602	2
Mornington Shire Council	668.54	68	88.01%	15	66	63	1,244	62	158	67	0	52	0	63
Mount Isa City Council	986.34	14	15.09%	27	172	38	43,188	17	2,033	30	8	38	32	35
Murweh Shire Council	946.75	32	11.48%	29	101	50	40,699	20	2,761	17	3	43	9	42
Napranum Aboriginal Shire Council	602.36	72	96.25%	3	87	55	1,998	58	171	65	0	52	0	63
Noosa Shire Council	1002.36	8	1.06%	76	344	22	870	68	870	56	501	11	347	15
North Burnett Regional Council	917.08	49	6.00%	46	206	33	19,667	31	4,178	5	19	32	28	37
Northern Peninsula Area Regional Council	750.34	61	85.47%	16	139	43	1,057	65	363	62	0	52	0	61
Palm Island Aboriginal Shire Council	650.15	69	94.51%	4	181	35	71	74	42	75	0	52	0	63
Paroo Shire Council	905.09	57	30.59%	20	83	58	47,616	16	2,249	28	0	52	1	50
Porpurnaw Aboriginal Shire Council	687.08	66	90.35%	12	85	57	4,429	48	566	59	0	52	0	63
Quilpie Shire Council	940.52	37	11.35%	30	66	63	67,423	5	2,080	29	1	48	2	49
Redland City Council	1030.45	1	1.89%	73	873	10	536	70	1,061	54	1,138	7	914	9
Richmond Shire Council	964.06	24	6.14%	44	62	66	26,580	29	1,296	50	0	52	1	54
Rockhampton Regional Council	953.81	29	6.37%	42	804	12	6,560	43	1,995	31	267	17	389	14
Scenic Rim Regional Council	978.75	19	2.56%	71	350	21	4,248	49	1,781	38	283	15	220	21
Somerset Regional Council	932.24	43	2.83%	67	180	36	5,373	45	1,882	34	116	23	219	22
South Burnett Regional Council	913.53	54	4.38%	51	307	27	8,382	37	3,277	8	66	27	171	26
Southern Downs Regional Council	928.89	46	3.32%	64	343	23	7,112	40	3,049	12	127	21	191	24
Sunshine Coast Regional Council	1001.3	10	1.58%	74	1573	3	2,251	56	2,971	15	3,909	3	2,422	3
Tablelands Regional Council	936.44	41	7.75%	38	263	29	11,289	35	1,845	35	131	20	110	29
Toowoomba Regional Council	980.5	17	3.47%	62	1435	5	12,958	33	6,597	2	1,382	6	1,047	7
Torres Shire Council	910.1	55	63.32%	17	105	47	883	67	299	64	0	52	7	43
Torres Strait Island Regional Council	729.05	63	90.68%	10	305	28	489	71	369	61	2	44	0	58
Townsville City Council	1002.37	7	6.13%	45	1687	2	3,727	50	1,725	41	851	8	1,308	6
Western Downs Regional Council	962.94	25	4.49%	50	692	14	37,939	24	7,527	1	38	29	254	19
Whitsunday Regional Council	966.12	22	4.24%	54	328	24	23,804	30	1,841	37	101	25	200	23
Winton Shire Council	930.78	44	9.83%	32	95	52	53,814	12	2,515	22	0	52	1	52
Woorabinda Aboriginal Shire Council	591.77	73	92.80%	7	56	71	390	72	56	73	0	52	0	63
Wujal Wujal Aboriginal Shire Council	697.11	65	93.66%	6	76	60	11	76	18	76	0	52	0	63
Yarrabah Aboriginal Shire Council	554.4	76	97.10%	2	99	51	159	73	56	72	0	52	0	63





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## **6 CLIENT SERVICES**

## **7 FINANCIAL & ADMINISTRATIVE SERVICES**

## **8 OPERATIONS**

## **9 TECHNICAL SERVICES**

## **10 PLANNING & DEVELOPMENT**

### **10.1 Reconfiguring a lot (2 into 3 lots) at 103 Towers Road and 26 Moody Road, Jarvisfield (Lots 125 & 126 on SP240072, Parish of Morrill, County of Gladstone)**

#### **Document Information**

**Referring Letter No:** 1553686

**File No:** 234, (SUB16/0046)

**Name of Applicant:** Robert Pirrone

**Location:** 103 Towers Road and 26 Moody Road, Jarvisfield (Lots 125 & 126 on SP240072, Parish of Morrill, County of Gladstone)

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

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#### **Executive Summary**

A Development Application has been received from Brazier Motti on behalf of their client Robert Pirrone seeking approval for Reconfiguring a Lot (1 into 3 lots) at 103 Towers Road and 26 Moody Road, Jarvisfield (Lots 125 & 126 on SP240072, Parish of Morrill, County of Gladstone). A Development Application (Code Assessable) has been triggered in accordance with the Burdekin Shire IPA Planning Scheme. Given the 'Rural' zoning, it is considered that the application is contrary to achieving the purpose of the Planning Scheme. Refusal of the application is recommended.

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## Recommendation

That Council refuse the Development Application for Reconfiguring a Lot at 103 Towers Road and 26 Moody Road, Jarvisfield (Lots 125 & 126 on SP240072, Parish of Morrill, County of Gladstone). A Development Application (Code Assessable) based on the following grounds:

- The proposed development compromises the achievement of specific Desired Environmental Outcomes (DEO's) contained within the Burdekin Shire Council's IPA Planning Scheme.
- The development proposed has not demonstrated sufficient grounds to justify or override the identified conflicts with the Burdekin Shire Council's IPA Planning Scheme and in particular the Reconfiguring a Lot Code.
- The development proposed is not located in an area planned to benefit from all relevant urban infrastructure and current planning assumptions. Consequently, the proposal conflicts with the provisions of the scheme.

## Background Information

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

A Development Application has been received from Brazier Motti on behalf of their client Robert Pirrone seeking approval for Reconfiguring a Lot (2 into 3 lots) at 103 Towers Road and 26 Moody Road, Jarvisfield (Lots 125 & 126 on SP240072, Parish of Morrill, County of Gladstone). The land is zoned 'Rural' with the proposal triggering a 'code assessable' development application for Reconfiguring a Lot. The application has been assessed against the Reconfiguring a Lot Code under the provisions of the Burdekin Shire Council's IPA Planning Scheme (the scheme).

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

The subject lots comprise a total area of approximately 95.267ha with road frontages to Moody, Towers and Rita Island Roads. It is the applicant's intent to subdivide existing Lot 125 on SP240072 into 2 lots being proposed Lots 2 and 3 as well as increasing the area by realigning the boundary of existing Lot 126 to become proposed Lot 1. Proposed Lot 1 will have an increased area of approximately 1.145ha and is currently improved with an existing dwelling and shed, this application will also allow a smaller shed to be rationalised into proposed Lot 1. Proposed Lot 2 will have an area of approximately 2.043 ha and is currently vacant. Proposed Lots 1 and 2 will have frontages to Moody Road. Proposed Lot 3 being the balance area containing the existing cane farm will total approximately 92.195 ha in area with road frontages to Towers and Rita Island Roads.

The applicants have argued in their report that the proposed new lots 1 & 2 are already fragmented and not conducive to cropping due to an easement splitting the existing farm. The easement is held in joint arrangements with the North Burdekin

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Water Board (as part of their irrigation system) and Burdekin Shire Council (for drainage purposes). The applicant further states that the application should be supported due to the minimal area of Good Quality Agricultural Land (GQAL) being affected and that this will not detrimentally impact on the overall rural/agricultural opportunities of the region.

As is the case with all subdivisions in the rural zone, proposals that increase the overall number of individual lots in the rural areas of the shire, increase the potential for incompatible land use conflicts. Allowing such development compromises specific intent of the planning scheme. It also means that once habitation of these lots occurs, the ability to service the lots with appropriate infrastructure may be difficult to achieve.

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

The subject site consists of regular shaped lots located in the farming community of Jarvisfield. Existing Lot 126 on SP240072 is improved with a dwelling house and farm sheds. Existing Lot 125 on SP240072 is currently a fully developed sugarcane farm. Two registered easement dissect the farm to protect drainage paths and allow irrigation re-charge practices to occur as part of water board operations. Predominate land use in the surrounding area is agricultural with some scattered farm houses and sheds nearby. Sugar cane has been the preferred crop to be grown on the subject land for many years.

***Conclusion:***

Although it has been stated by the applicant that the site is already fragmented by previous reconfigurations and the North Burdekin Water Board Irrigation Easement, there is not sufficient evidence provided in the application that overrides the overall objectives contained within the Burdekin Shire Council's IPA Planning Scheme. Given this lack of evidence and non-compliance, it is recommended that Council adopt the recommendation to refuse the application.

**Link to Corporate/Operational Plan**

N/A

**Consultation**

All other relative Council Departments have been consulted with any comments/conditions being included in this report and recommendation. The application did not require referral to the State Assessment and Referral Agency (SARA).

**Legal Authority or Implications**

N/A



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## Policy Implications

N/A

## Financial and Resource Implications

N/A

### Report prepared by:

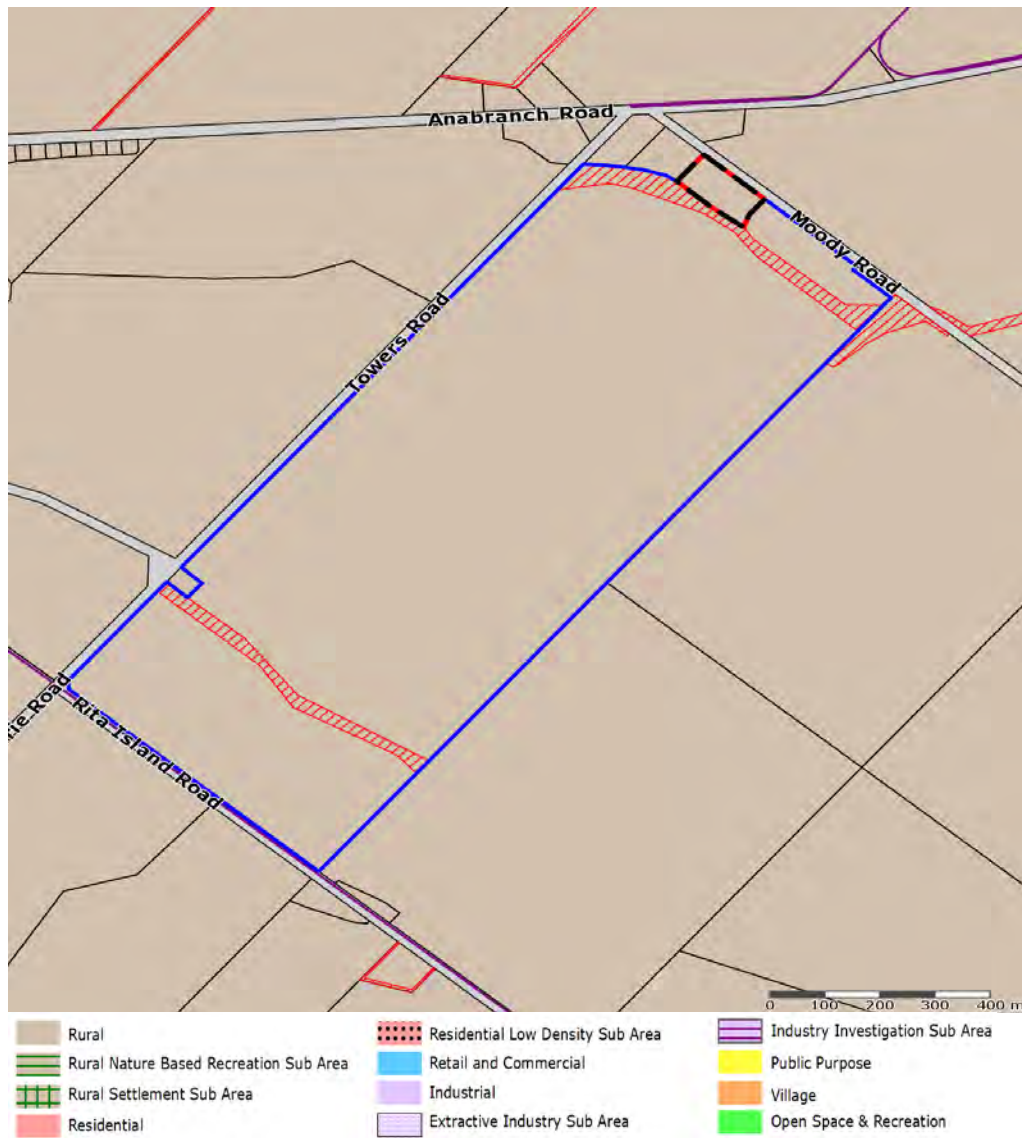
Shane Great – Manager Planning and Development

### Report authorised by:

Shane Great – Manager Planning and Development

## Attachments





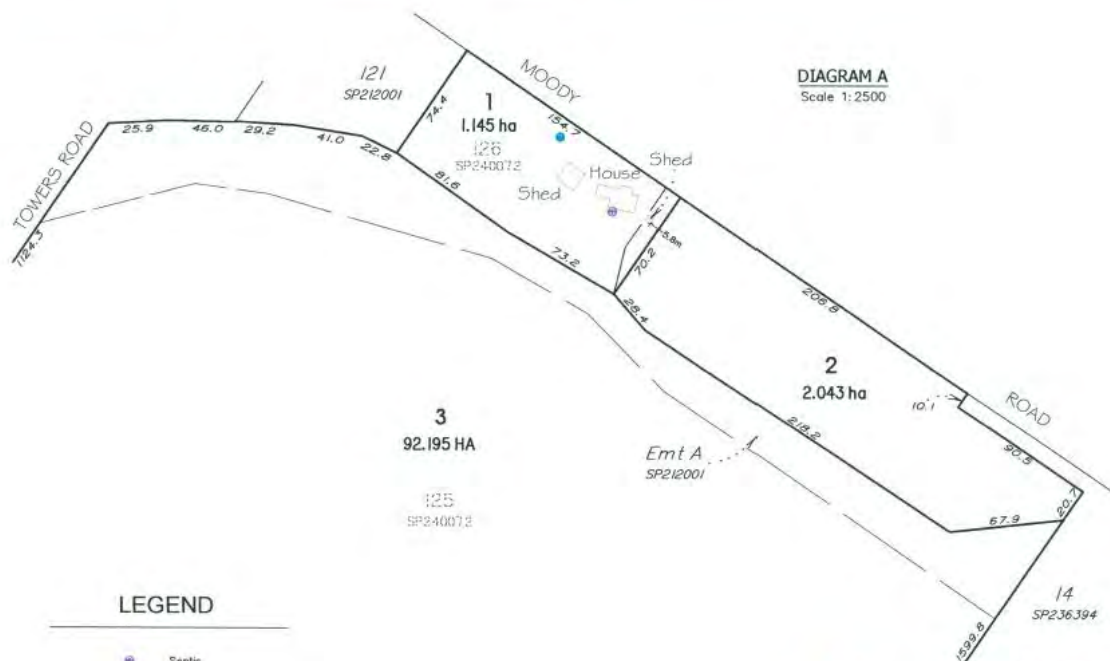
# PROPOSED RECONFIGURATION

Lots 1, 2 & 3  
Cancelling Lots 125 & 126  
on SP240072

Parish of Morill  
County of Gladstone  
Shire of Burdekin



Note: Image provided by Google Earth  
Imagery date - 5/18/2016  
Image © 2016 DigitalGlobe



## LEGEND

- Septic
- Bore
- Cancelled Boundary

This plan is conceptual and for discussion purposes only. All areas, dimensions and land uses are preliminary, subject to investigation, survey, engineering, and Local Authority and Agency approvals.

**brazier morill**  
1300 267 878  
www.braziermorill.com.au

Date: 10 November 2016  
Scale: 1:10000 @ A3  
Drawn: PLT  
Job No: 56269-001-01  
Plan No: 56269/001A

surveying | town planning | project management | mapping and GIS

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## **11 COMMUNITY DEVELOPMENT**

### **11.1 Sport and Recreation Planning Program Funding Application**

#### **Document Information**

**Referring Letter No:** 1558380

**File No:** 1635

**Name of Applicant:** N/A

**Location:** N/A

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

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#### **Executive Summary**

An opportunity has arisen to obtain funding from the Queensland Government Department of National Parks, Sport & Racing under the 'Sport and Recreation Planning' Program. The objective of the program is to improve the quality of evidence-based decision making and strategic planning for sport and recreation infrastructure across Queensland.

#### **Recommendation**

That Council approves an application to be submitted under the Queensland Government Department of National Parks, Sport & Racing under the 'Sport and Recreation Planning' Program to develop a Sport and Recreation Plan for Burdekin Shire noting that Council's contribution would be 25% of the project costs.

#### **Background Information**

The Burdekin Shire Council wishes to achieve an enhanced understanding of its role and responsibilities in regard to sport and recreation service provision. Council wishes to focus on how the current provision of sport and recreational opportunities for the Shire satisfies the current needs and projected wishes of local and regional communities.

Council views sport and recreation provision as a part of an integrated planning and service delivery approach within its community governance responsibilities. Council will take a lead role in planning and co-ordination, however the outcomes are to be a partnership of shared responsibilities across the community. This will include other governments, voluntary groups and organisations, and public and private sectors within a regional context of co-operation.



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The Shire has a diverse range of Sport and Recreation facilities, both passive and active. These include swimming pools, halls, reserves, walking tracks, and playgrounds offering both organised and unstructured recreation and leisure activities. Also included is the natural environment such as a number of lagoons and rivers that offer many leisure and recreation opportunities such as boating, skiing, fishing, camping and walking. There are also many cultural and heritage sites and areas of significant remnant vegetation within flora and fauna reserves.

Council is seeking a strategy to assess its provision of sport and recreation facilities and services now and into the future. In particular, some of the key outcomes Council is seeking to address through the Strategy include:

- Review and update the 2007 Burdekin Sport and Recreation Plan;
- Explore opportunities to support the recommissioning of the Burdekin Speedway (Pioneer Park);
- Explore options to address the impact of high participation growth in some sports (eg. touch football and soccer); and
- Explore opportunities to expand Plantation Park in order to accommodate sport use.

A Sport and Recreation Plan will provide Council with a strong planning tool for the future. It will assist Council in meeting the identified needs and expectations of the local community and also the need for prioritisation of Council funds. The Plan will be an invaluable resource tool to assist Council to make informed decisions on the priority sport and recreation needs of the Shire and its residents over the next ten years. It will also be beneficial in obtaining funding under future sport and recreation funding programs as Council will have an up-to-date strategy to support applications.

Council has received a quotation of \$58,400 (plus GST) to develop a sport and recreation strategy for Burdekin Shire. The Queensland Government through the 'Sport and Recreation Planning' Program will contribute 75% towards the plan with Council being required to contribute 25%. Therefore, the amount of funding that will be applied for through the program will be \$43,800 (plus GST) and the contribution required from Council would be \$14,600 (plus GST).

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

3.1.7 Build active communities by delivering programs around sport, recreation, parks, playgrounds and aquatic activities that promote regular physical activity as well as individual and community wellbeing.

### **Consultation**

N/A

### **Legal Authority or Implications**

N/A

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## **Policy Implications**

N/A

## **Financial and Resource Implications**

A budget allocation will be made in the 17/18 Budget. The project will need to be completed by 31 March, 2018.

### **Report prepared by:**

Eliza Lovell, Economic Development Support Officer

### **Report authorised by:**

Tony Vaccaro, Community Development Manager

## **Attachments**

1. Sport and Recreation Planning Program Guidelines

# Sport and Recreation Planning Program

Planning for places to play

## Guidelines



## Contents

1.0	What is the Sport and Recreation Planning Program .....	3
2.0	Objective .....	3
3.0	Key definitions .....	3
4.0	Funding available .....	3
5.0	Important dates .....	4
6.0	Who is eligible to apply?.....	4
7.0	Who is not eligible to apply? .....	5
8.0	Eligible projects .....	5
9.0	Eligible components .....	6
10.0	Ineligible projects/components .....	6
11.0	Proposal process.....	6
12.0	Assessment process .....	7
13.0	Approval process.....	8
14.0	Delivering the project.....	8
15.0	Payment arrangements .....	9
16.0	GST application.....	9
17.0	Project report and acquittal .....	10
18.0	Audit.....	10
19.0	Privacy disclaimer of organisations .....	10
Appendix 1	Sport and Recreation Services offices .....	11
Appendix 2	Local government populations .....	12
Appendix 3	Project brief.....	13



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## Assistance



Interpreting services are available for people who have difficulty communicating in English. Sport and Recreation Services will engage an interpreter to talk with clients. Information on how to access interpreter services is located here:

<https://www.communities.qld.gov.au/multicultural/policy-and-governance/translating-and-interpreting-services>

### 1.0 What is the Sport and Recreation Planning Program

Sport and Recreation Services seeks to implement better planning and prioritisation of sport and recreation infrastructure across Queensland.

The Sport and Recreation Planning Program (the program) will provide organisations with funding to develop quality infrastructure planning documents. These will contribute to the evidence base regarding future infrastructure needs for sport and recreation in Queensland.

### 2.0 Objective

The objective of the program is to improve the quality of evidence-based decision making and strategic planning for sport and recreation infrastructure across Queensland.

### 3.0 Key definitions

**Sport** is a human physical activity involving physical exertion and skill as the primary focus of the activity, with elements of competition where rules and patterns of behaviour governing the activity exist formally through organisations and is generally recognised as a sport.

**(Active) recreation** activities are those involving physical exertion where the primary focus is individual or group participation and enjoyment over elements of competition where rules and patterns of behaviour govern the activity. Active recreation does not include 'active work' or 'active living'. For the purpose of this program, any reference to 'recreation' is defined as 'active recreation'.

**Organisation** is interchangeable with an 'association', 'state sport or recreation organisation' or 'local government' and includes those bodies that meet the eligibility criteria for the program as outlined in Section 6, and provides sport and/or recreation infrastructure and services.

**State level organisations** are sport and recreation bodies funded under the Queensland Sport and Recreation Industry Development Program (QSRIDP) 2014–2016 or the State Development Program (SDP) 2017–2019.

### 4.0 Funding available

The program will be open for proposals on an annual basis and will provide maximum funding of up to \$100,000 (GST exclusive) for projects that result in the development of quality, evidence-based infrastructure planning documents.

Funding amounts and expected contributions are dependent on the organisation type. Departmental and organisational funding contributions are outlined in the table in section 6.0.

## 5.0 Important dates

Date	Activity
10 November 2016	Proposals open
30 January 2017	Proposals close
March 2017	Successful projects approved
1 April 2017* – 31 March 2018	Program period
30 April 2018	Project acquittal and reporting

\*projects may commence earlier if the grant deed has been executed

## 6.0 Who is eligible to apply?

Organisations eligible to apply for funding are:

- local governments constituted under the *Local Government Act 2009 (Qld)*, the *City of Brisbane Act 2010 (Qld)* and the *Commonwealth Aluminium Corporation Pty Ltd Agreement Act 1957 (Qld)*
- state level organisations or state level sport or recreation peak organisations incorporated under the:
  - *Associations Incorporation Act 1981 (Qld)*
  - *Corporations Act 2001 (Cwlth)*
  - *Cooperatives Act 2002 (Cwlth)*
  - *Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cwlth)*.

Eligible organisations*		Maximum department percentage***	Maximum departmental amount (GST exclusive)
State level organisations	State level organisations with: <ul style="list-style-type: none"> <li>• revenue stream of over \$10 million; or</li> <li>• maximum funding from QSRIDP/SDP</li> </ul>	75%	Up to \$100,000
	All other state level organisations	100%	Up to \$50,000
Local governments**	Population > 100,000	50%	Up to \$100,000
	Population between 5,000 – 100,000	75%	Up to \$75,000
	Population < 5,000	100%	Up to \$50,000
Queensland Outdoor Recreation Federation		100%	Up to \$75,000
Other peak organisations		75%	Up to \$100,000
Collaborations across sport/recreation activities and/or local government areas		75%	Up to \$100,000

\*Other organisations may be deemed eligible by the department - contact the department to seek advice on eligibility and departmental approval

\*\*Refer to **Appendix 2**

\*\*\*Exceptions to contribution percentage may be considered in exceptional circumstances



Organisations must also meet the following eligibility criteria:

- be compliant with all requirements for any projects currently funded by the department. Contact the nearest Sport and Recreation Services (SRS) office to determine whether the organisation has any outstanding compliance issues with the department. Refer to **Appendix 1** for office locations.
- be compliant with all requirements of the Office of Fair Trading (where applicable). Contact the Office of Fair Trading to determine whether the organisation has any outstanding issues. Go to [www.fairtrading.qld.gov.au](http://www.fairtrading.qld.gov.au) or telephone 13 QGOV (13 74 68).

### Collaboration

The department encourages a collaborative approach. Where possible:

- local governments are encouraged to collaborate with neighbouring local governments to investigate the feasibility of developing a regional strategy
- state level organisations that utilise similar facilities are encouraged to develop their plans in a collaborative manner.

The department will actively encourage collaborations between organisations, based on the project proposals submitted.

Organisations may collaborate in more than one project but are not able to be the funding recipient for more than one project. Where collaborative proposals are successful in receiving funding, the department will only enter into a grant deed with one organisation involved in the collaboration.

## 7.0 Who is not eligible to apply?

Individuals and organisations **NOT** eligible to apply for funding are:

- local and regional not-for-profit sport and recreation organisations
- not-for-profit organisations that do not have a primary objective relating to sport or recreation
- unincorporated organisations
- for-profit groups
- religious groups
- political organisations / government departments
- schools / TAFE colleges / universities
- national sport and recreation organisations (except where no state body in Queensland exists)
- Queensland government agencies.

## 8.0 Eligible projects

The following projects will be considered as eligible\*:

Plan	Description
State Wide Facility Planning	Planning from a state sport/recreation industry organisation that seeks to identify and prioritise facility needs across Queensland
Regional Recreation Planning	Planning that serves a regional purpose with strategies and priorities identified for the development of active recreation facilities (e.g. walking/riding trails) across local government borders
Regional Sports Facility Planning	Planning that serves a regional purpose with strategies and priorities identified for development of sport facilities across local government borders
Local Sport/Recreation Planning	Planning that identifies strategies and priorities addressing community needs, including the provision of sport/recreation facilities across a local government area
Sport and Recreation Precinct Master Plan	Planning to develop a comprehensive master plan that will provide direction for the long term facility development of a specific site

*\*Other plans may be deemed eligible at the discretion of the department*

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The Sport and Recreation Services' website [www.npsr.qld.gov.au/recreation/planning](http://www.npsr.qld.gov.au/recreation/planning) is designed to assist organisations with effective sport and recreation planning.

## 9.0 Eligible components

Costs relating to the development and publication of plans listed above are considered eligible. These costs may include:

- advertising of public meetings
- procurement costs (including advertising)
- consultant fees
- data collection and analysis
- facility audits
- consultation with stakeholders
- distribution of final plan
- printing of planning reports/maps
- administration costs specific to the project
- travel costs specifically related to consultation/development of plan.

## 10.0 Ineligible projects/components

The following projects and components are ineligible for funding:

- open space planning
- organisational strategic planning
- projects that look at an organisations' internal structure
- in-kind costs
- facility feasibility studies
- facility management plans
- environmental impact statements
- purchase of merchandise or materials including promotional brochures
- purchase of land
- costs incurred outside of the funding period
- salaries and wages
- office facilities costs
- supervisory and management costs (e.g. attendance/travel to steering committee meetings)
- food/catering
- capital works.

Sport and Recreation Services officers will be able to assist organisations in determining the eligibility of project/s and specific components of these. Elements within the project/s which are deemed ineligible may be deducted from the total eligible project cost. The total eligible project cost will determine the final funding contribution from the department.

## 11.0 Proposal process

Proposals must be submitted using the proposal form by 5.00pm on Monday 30 January 2017. Applicants should contact their nearest Sport and Recreation Services office as soon as possible to discuss the proposed project. Refer to **Appendix 1** for office locations.

Proposals must consist of:

- proposal form
- project brief.

Refer to **Appendix 3** for specific details on the project brief requirements.

It is recommended that any relevant previous planning documentation is submitted with the proposal.



Submission process:

State level organisation	Local government
Email project proposal to <a href="mailto:SRindustries@npsr.qld.gov.au">SRindustries@npsr.qld.gov.au</a>	Email project proposal to nearest regional office as per <b>Appendix 1</b>

## 12.0 Assessment process

Proposals that are deemed eligible will be assessed against the following program criteria:

- need
- ability to deliver
- program priorities
- relevant strategic considerations.

### 12.1 Need

Project proposals must demonstrate:

- a clear linkage to the program objective (Section 2.0)
- that an appropriate needs analysis has been undertaken.

### Collaboration

Proposals that are collaborations across local governments and/or sport and recreation organisations are encouraged. The proposal should include details of how the collaboration is to occur and the endorsement of all organisations involved.

### 12.2 Ability to deliver

Project proposals will need to include the following in order to demonstrate an ability to deliver the project:

- project budget estimate (including written evidence or reasoning behind estimate)
- procurement methodology demonstrating value for money
- project delivery timeframes
- evidence of financial contributions.

### Project delivery timeframes

Organisations will need to demonstrate that the project can be delivered within the program timeframes. Projects that cannot be delivered by 31 March 2018 will be deemed a lower priority by the department.

### Financial contributions

Financial contributions from the applicant must, at least, meet the minimum percentage contribution towards the total eligible project cost outlined in Section 6.0.

Evidence of financial contributions must be provided and may include:

#### Local governments

- a letter from the Chief Executive Officer/Chief Financial Officer committing the local government's budget commitment; or
- an excerpt from council's budget; or
- a copy of council meeting minutes.

#### Other organisations

- a copy of a recent bank statement which includes the organisation's name and account information; or
- an approved loan document; or
- a letter from the appropriate delegate such as the Chief Financial Officer or Accountable Officer of the organisation confirming that funds are available; or
- meeting minutes confirming allocation of funds to the project.

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Projects where there is no evidence that some or all financial contributions have been confirmed will be deemed a lower priority and a higher risk by the department.

**Note:** Grants from other Queensland Government agencies will be deducted from the total eligible project cost and as a consequence may reduce the maximum amount of funding provided by the department.

### 12.3 Program priorities

Taking into account the need for the project and the ability of the applicant organisation to deliver the project, the department will prioritise meritorious projects that are:

1. state-wide plans linked to:
  - the department's Geographical Information System (GIS) mapping project; or
  - high participation activities (facilities-based) identified in the SRS [Active Queensland Survey](#)
2. collaborative plans and projects
3. council wide/other statewide plans
4. specific site plans.

### 12.4 Strategic considerations

The department will also take into account a number of factors including, but not limited to:

- emerging trends with respect to participation in sport and recreation
- access to participation in rural/remote areas and low socio-economic status communities
- distribution of funding across the diversity of sport and recreation activities
- population distribution, regional priorities and potential areas of growth
- provision of sport and recreation opportunities for children and young people
- supporting active female involvement in sport and recreation
- projects likely to lead to improved social cohesion and inclusion.

### 13.0 Approval process

All applicants will be advised in writing whether their application has been approved. Expenses incurred prior to Ministerial approval are not eligible for funding.

### 14.0 Delivering the project

The project delivery period is from 1 April 2017 to 31 March 2018. Successful organisations must enter into a grant deed, as stipulated by the department. Projects are not to commence prior to meeting with departmental staff and execution of the grant deed. Approved applicants must meet the terms and conditions of the grant deed.

#### Collaboration

Where organisations combine to develop a regional or collaborative strategy, a representative project management team must be established and include a client manager from Sport and Recreation Services. This project management team may be an already established voluntary alliance of local governments.

#### Data sets

Depending on the project, the department reserves the right to request raw data collected by successful organisations relating to location/s, infrastructure standards and conditions, participant numbers and membership data. A data model can be provided to assist this process. This data may be used to support an evaluation of the program and in the department's statewide GIS. The type and format of data to be provided to the department will be negotiated with each successful organisation.



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### **Draft plan**

A draft plan must be provided to the department. The department has the right to review the draft plan and provide feedback and/or request amendments before the plan is finalised.

### **Final plan**

The final plan must be provided to the department once completed and may be released as a public document.

At a minimum the final plan must contain:

- overview/executive summary of major findings, suggested future direction, recommended actions
- short, medium and long term priority list of infrastructure development
- links to regional and/or state-wide needs
- participation trends
- relevant emerging issues
- gaps in existing service provision and infrastructure
- population demographics including growth
- demonstrated community and stakeholder consultation
- reference of any relevant facility standards.

A comprehensive list of items that should be included within the planning document/s developed under the program will be discussed with successful applicants.

### **Decision making and implementation of recommendations**

The final document/s must be tabled and minuted by the executive of the organisation. It is not a requirement to accept all of the recommendations within the document. The organisation will be required to develop an implementation plan and submit it with the final plan or acquittal report. The implementation plan must identify how the outcome of the project will be used to support future decision making and how the organisation plans to monitor and implement recommendations identified in the resulting planning document/s (so far as practicable).

## **15.0 Payment arrangements**

Organisations will require an ABN to be able to be paid by the department. While it is not necessary to have an ABN to be eligible, should the organisation be successful, an ABN will be required for the department to pay funding for the approved project.

Grant amounts will be paid in three instalments as follows:

- 50% of funding paid upfront upon execution of the grant deed
- 40% of funding paid upon milestone compliance (to be agreed with successful organisations; for example, presentation of facilities audit and/or submission of raw data)
- 10% of funding paid upon the department accepting the final tabled plan and the associated implementation plan.

Organisations that are registered for GST will be issued with a Recipient Created Tax Invoice (RCTI) for the funding payment. Where the approved organisation is not registered for GST, the GST amount will not be added and remittance advice will be provided for the approved funding payment (refer to section 16.0 below in regards to GST application).

## **16.0 GST application**

Goods and Services Tax (GST) is a broad-based tax of 10% on the sale of most goods and services purchased in Australia.



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Organisations with current or projected annual turnover for all revenue activities of \$150,000 or more (including this project), must be registered for GST. Compliance with the legislation is a requirement of Federal taxation legislation. The Australian Taxation Office can provide more information—refer to the website [www.ato.gov.au](http://www.ato.gov.au) or telephone 13 24 78. If your organisation receives a grant from the department you must be aware that this may affect your turnover amount and whether or not your organisation must register for GST.

Organisations that are not registered for GST are responsible for the GST component of the funded project. Please consider this when completing the project budget details as all costs must be GST exclusive. This also applies when acquitting the grant the amount and if not completed correctly may result in a shortfall where unspent funds will need to be returned to the department.

For more information about GST and examples of how this is applied please see the fact sheet available at [www.npsr.qld.gov.au/assets/documents/sports/funding/getinthegame/gst-fact-sheet-gitg.pdf](http://www.npsr.qld.gov.au/assets/documents/sports/funding/getinthegame/gst-fact-sheet-gitg.pdf)

## 17.0 Project report and acquittal

Organisations will need to provide a financial acquittal and report by 30 April 2018. Details of these requirements will be outlined in a grant deed with successful organisations.

## 18.0 Audit

Approved applicants may be subject to an audit by the department. The department will undertake an audit of up to 20% of approved projects to ensure that projects are delivered as approved. All organisations funded by the department are required to keep accurate records to support the development and delivery of the approved project. These records are to be made available to the department should the applicant be selected for an audit. Full details of records that should be maintained will be included in the grant deed.

## 19.0 Privacy disclaimer of organisations

The Department of National Parks, Sport and Racing is collecting the information in the Sport and Recreation Planning Program proposal to assess applications for funding under the Sport and Recreation Planning Program. Information will also be used to help the department monitor and evaluate programs and resources. This information will only be accessed and used by authorised employees within the department and approved contractors appointed by the department to conduct a program evaluation.

The department will disclose details of approved funding and details of accountable officers (such as name, position in the organisation, and telephone number) to local members of Parliament. Information on approved organisations and details of approved projects, such as funding approved and location of the project will also be made available on the department's website and may be provided to local governments and relevant sport and recreation organisations for the purpose of advice on approved project information. Your information will not be disclosed to any other parties unless authorised or required by law, subject to the above.

If you have any further questions regarding privacy, please contact the department's Privacy Contact Officer at [privacy@npsr.qld.gov.au](mailto:privacy@npsr.qld.gov.au)

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## Appendix 1 Sport and Recreation Services offices

Departmental offices are located across the state, with staff available to offer advice and assistance with the application. Please direct enquiries to your nearest Sport and Recreation office or alternatively phone 1300 656 191.

### Industry Capacity and Support (for SLOs)

Email: [SRindustries@npsr.qld.gov.au](mailto:SRindustries@npsr.qld.gov.au)

Address: Level 6, 400 George Street,  
Brisbane QLD 4000  
Postal: PO Box 15187, City East QLD 4002  
Phone: (07) 3338 9259

### Brisbane Region

Email: [srs.bris.sportrec@npsr.qld.gov.au](mailto:srs.bris.sportrec@npsr.qld.gov.au)

#### Brisbane regional office

Address: Level 6, 400 George Street,  
Brisbane QLD 4000  
Postal: PO Box 15187, City East QLD 4002  
Phone: (07) 3333 5309

### South East Region

Email: [south.east@npsr.qld.gov.au](mailto:south.east@npsr.qld.gov.au)

#### South East regional office

Address: Building D, Unit 2, 54 Perrin Drive, Underwood QLD  
4119  
Postal: PO Box 956, Sunnybank QLD 4109  
Phone: (07) 3872 0226

#### Gold Coast area office

Address: Tallebudgera Recreation Centre  
1525 Gold Coast Highway,  
North Palm Beach QLD 4221  
Postal: PO Box 50, Burleigh Heads QLD 4220  
Phone: (07) 5507 0214

### South West Region

Email: [southwestsportrec@npsr.qld.gov.au](mailto:southwestsportrec@npsr.qld.gov.au)

#### South West regional office

Address: Toowoomba Sports Ground  
Ground Floor, Clive Berghofer Stadium  
47 Arthur Street, Toowoomba QLD 4350  
Postal: PO Box 2259, Toowoomba QLD 4350  
Phone: (07) 4596 1006

#### Dalby area office

Address: 30 Nicholson Street, Dalby QLD 4405  
Postal: PO Box 3, Dalby QLD 4405  
Phone: (07) 4531 8525

#### Warwick area office

Address: Corner Guy and Fitzroy Street,  
Warwick QLD 4370  
Postal: PO Box 13, Warwick QLD 4370  
Phone: (07) 4667 5100

#### Ipswich area office

Address: Level 4, 117 Brisbane Street, Ipswich QLD  
Postal: PO Box 2259, Toowoomba QLD 4350  
Phone: 0477 317 531

### North Coast Region

Email: [north.coast@npsr.qld.gov.au](mailto:north.coast@npsr.qld.gov.au)

#### North Coast regional office

Address: Level 6, 12 First Avenue,  
Maroochydore QLD 4558  
Postal: PO Box 3008, Maroochydore QLD 4558  
Phone: (07) 5459 6176

### Central Queensland Region

Email: [srcentralqld@npsr.qld.gov.au](mailto:srcentralqld@npsr.qld.gov.au)

#### Central Queensland regional office

Address: 61 Yeppoon Road,  
Parkhurst QLD 4701  
Postal: PO Box 822, Rockhampton QLD 4700  
Phone: (07) 4936 0510

#### Bundaberg area office

Address: 16 Enterprise Street, Bundaberg QLD 4670  
Postal: PO Box 618, Bundaberg QLD 4670  
Phone: (07) 4131 2702

#### Hervey Bay area office

Address: Ground Floor, 50-54 Main Street,  
Hervey Bay QLD 4655  
Postal: PO Box 3054, Hervey Bay QLD 4655  
Phone: (07) 4125 9352

#### Emerald area office

Address: 99 Hospital Road, Emerald QLD 4720  
Postal: PO Box 346, Emerald QLD 4720  
Phone: (07) 4982 1510

### North Queensland Region

Email: [northernsportrec@npsr.qld.gov.au](mailto:northernsportrec@npsr.qld.gov.au)

#### North Queensland regional office

Address: 3-9 Redpath Street,  
North Ward QLD 4810  
Postal: PO Box 1468, Townsville QLD 4810  
Phone: (07) 4799 7010

#### Mount Isa area office

Address: Suite 27, Mount Isa House, Mary Street,  
Mount Isa QLD 4825  
Postal: PO Box 1605, Mount Isa QLD 4825  
Phone: (07) 4747 2186

#### Mackay area office

Address: Level 5, 44 Nelson Street, Mackay QLD 4740  
Postal: PO Box 239, Mackay QLD 4740  
Phone: (07) 4999 8520

### Far North Queensland Region

Email: [srfarnorth@npsr.qld.gov.au](mailto:srfarnorth@npsr.qld.gov.au)

#### Far North Queensland regional office

Address: Level 2, William McCormack Building  
5B Sheridan Street, Cairns QLD 4870  
Postal: PO Box 2494, Cairns QLD 4870  
Phone: (07) 4222 5236



## Appendix 2 Local government populations

### Estimated resident population Queensland 2015

LGA	Population	LGA	Population
Aurukun (S)	1,410	Logan (C)	305,110
Balonne (S)	4888	Longreach (R)	4,238
Banana (S)	15,236	Mackay (R)	123,383
Barcaldine (R)	3359	Mapoon (S)	293
Barcoo (S)	362	Maranoa (R)	13,862
Blackall Tambo (R)	2306	Mareeba (S)	21,537
Boulia (S)	497	McKinlay (S)	1083
Brisbane (C)	1,146,787	Moreton Bay (R)	417,137
Bulloo (S)	406	Mornington (S)	1223
Bundaberg (R)	94,283	Mount Isa (C)	22,717
Burdekin (S)	17,916	Murweh (S)	44,714
Burke (S)	559	Napranum (S)	943
Cairns (R)	158,985	Noosa (S)	53,052
Carpentaria (S)	2,245	North Burnett (R)	10,311
Cassowary Coast (R)	28,705	Northern Peninsula Area (R)	2663
Central Highlands (R)	31,595	Palm Island (S)	2617
Charters Towers (R)	12,517	Paroo (S)	1888
Cherbourg (S)	1292	Pormpuraaw (S)	731
Cloncurry (S)	3399	Quilpie (S)	975
Cook (S)	4260	Redland (C)	148,641
Croydon (S)	324	Richmond (S)	847
Diamantina (S)	292	Rockhampton (R)	83,439
Doomadgee (S)	1395	Scenic Rim (R)	39,463
Douglas (S)	11,607	Somerset (R)	23,952
Etheridge (S)	921	South Burnett (R)	32,941
Flinders (S)	1822	Southern Downs (R)	35,716
Fraser Coast (R)	101,306	Sunshine Coast (R)	282,822
Gladstone (R)	66,097	Tablelands (R)	24,973
Gold Coast (C)	546,067	Toowoomba (R)	161,970
Goondiwindi (R)	11,024	Torres Strait Island (R)	4319
Gympie (R)	48,464	Torres (S)	3651
Hinchinbrook (S)	11,541	Townsville (C)	192,038
Hope Vale (S)	1095	Weipa (T)	3856
Ipswich (C)	188,047	Western Downs (R)	33,653
Isaac (R)	24,455	Whitsunday (R)	34,211
Kowanyama (S)	1125	Winton (S)	1379
Livingstone (S)	36,378	Woorabinda (S)	1002
Lockhart River (S)	540	Wujal Wujal (S)	291
Lockyer Valley (R)	38,312	Yarrabah (S)	2687

(C) = City (R) = Regional Council (S) = Shire (T) = Town

Source: ABS 3218.0, *Regional Population Growth, Australia*, 2015.



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## Appendix 3      Project brief

The proposal must include a project brief of at least two and a maximum of five pages. The project brief should include the following components:

- **Needs analysis**  
Outline why the project is being conducted including objectives of the project, how the need for the project was identified and the benefits to the community.
- **Scope of study and collaboration**  
Provide details regarding the limits or boundaries of the project. Detail any collaboration and include details of how any collaboration is to occur. Provide written and the endorsement of all organisations involved. This section should identify if the proposed plan is new or updating an existing or expired plan and outline how the proposed plan is to complement any existing plans.
- **Consultation**  
Identify key stakeholders, user groups, community and education organisations, state or national peak bodies, and if relevant, other councils and outline the engagement strategy for the project.
- **Project management and timeframes**  
Outline how the project will be managed including key project elements (such as facilities audits and other data collection) and the proposed procurement methodology demonstrating value for money. Indicate the proposed start and finish dates, as well as timing of key project elements.
- **Implementation**  
Outline strategies and actions the organisation aims to use to communicate, implement and monitor the final plan. This section may identify how your organisation and any collaborators will prioritise future development and budgeting for identified projects.

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## **11.2 Burdekin Community Grants Panel Application Ayr Amateur Swimming Club**

### **Document Information**

**Referring Letter No:** 1550616

**File No:** 1534

**Name of Applicant:** N/A

**Location:** N/A

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

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### **Executive Summary**

On 9 December 2016, Council received an application for funding under the current *Community Grants Program* from the Ayr Amateur Swimming Club seeking support for their event the “2017 Coral Coast Marina Ayr Sprint” which was held on 14 January 2017. The funding application was for a total of \$250 to contribute towards the costs of advertising and promotional material via printed press, flyers and official program booklet. Under Council’s Community Grants Policy, the Burdekin Community Grants Panel assesses each application and makes a recommendation to Council. A Council resolution is required to approve any application for funding. There was not sufficient time for Council to make a resolution to approve the Ayr Amateur Swimming Club’s application, however, verbal permission was granted via phone conversations with all five of the Burdekin Community Grants Panel members. Payment has already been made due to timing of the event and Council approval is required immediately to complete the Community Grant Application process.

### **Recommendation**

That Council formally adopts the Burdekin Community Grants Panel’s recommendation for the Ayr Amateur Swimming Club to receive funding of \$250 (exc GST) to assist with advertising and promotion of the “2017 Coral Coast Marina Ayr Sprint”.

### **Background Information**

Ayr Amateur Swimming Club’s Community Grant Application was received during the 2016 Christmas holiday period and as such members of the Burdekin Community Grant Panel were unable to meet to discuss the application. Alternatively, each of the Panel members was contacted via telephone to place their vote for or against the application. All Panel members - Mayor Lyn McLaughlin, Cr Uli Liesmann, Cr John Bonanno, Mr Tony Vaccaro and Mrs Janice Horan - verbally agreed to provide the \$250 amount requested in the application.

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

- 3.2.3 Provide support for key community events and committees
- 3.3.2 Highlight the benefits of living, working and playing in the Burdekin
- 3.4.2 Support sporting organisations in providing opportunities for physical activity

### **Consultation**

N/A

### **Legal Authority or Implications**

N/A

### **Policy Implications**

This application has been treated outside of Council's Policy. The opportunity to apply for community grants is available twice annually however the Community Grant Application Handbook states that consideration will also be given to small emergency grants between grant rounds on a case by case basis.

### **Financial and Resource Implications**

N/A

#### **Report prepared by:**

Lauren McKaig – Community Development Support

#### **Report authorised by:**

Tony Vaccaro – Community Development Manager

### **Attachments**

1. N/A



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## **12 ECONOMIC DEVELOPMENT**

## **13 NOTICES OF MOTION**

## **14 CORRESPONDENCE FOR INFORMATION**

Tabled Separately

## **15 GENERAL BUSINESS**

## **16 CLOSED MEETING ITEMS**

- Boat Ramp Rubbish Collection

## **17 DELEGATIONS**

### **17.1 Presentation - NQ Dry Tropics - Update on Current Projects**

10.00 am - Mr. Scott Fry, Senior Project Officer – Waterways, Wetlands and Coasts Program of NQ Dry Tropics to provide an update on current projects.

### **17.2 Presentation - Councillor Liessmann - National Arts Conference - Dubbo**

11.00am - Presentation by Councillor Uli Liessmann on attendance at the National Arts Conference, Dubbo.

