



BURDEKIN SHIRE COUNCIL



AGENDA

ORDINARY COUNCIL MEETING

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

on 13 June 2017

COMMENCING AT 9:00AM

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TUESDAY 13 JUNE 2017

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1 PRAYER

2 DECLARATIONS OF INTEREST

3 MINUTES AND BUSINESS ARISING

3.1 Ordinary Council Meeting Minutes - 23 May 2017

Recommendation

That the minutes of the Ordinary Council Meeting held on 23 May 2017 be received and confirmed.



BURDEKIN SHIRE COUNCIL



MINUTES

ORDINARY COUNCIL MEETING

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

on 23 May 2017

COMMENCING AT 9:00AM



TUESDAY 23 MAY 2017

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ATTENDANCE

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

Mr. T. Brennan - Chief Executive Officer
Mr. D. Mulcahy – Manager Governance and Local Laws
Mrs. K. Olsen - Manager Financial and Administrative Services
Mr. W. Saldumbide - Manager Operations
Mr. K. Byers - Manager Technical Services
Mrs. E. Robinson – Manager Client Services

Minutes Clerk – Mrs. S. Saunders

Apologies: Councillor J.T. Bonanno

1 PRAYER

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

15 GENERAL BUSINESS

15.1 Approved Leave of Absence - Councillor Bonanno

Resolution

Moved Councillor Goddard, seconded Councillor Perry that Council approve leave of absence to Councillor Bonanno for Tuesday 23 May 2017.

CARRIED

2 DECLARATIONS OF INTEREST

The Mayor called for declarations of interest.

Councillors McLaughlin and Woods declared a perceived Conflict of Interest in relation to Correspondence for Information, Letter 13 as Councillor Woods is President of the Home Hill Harvest Festival Inc. and Councillor McLaughlin is related to members of the committee's executive. Councillors McLaughlin and Woods advised of their intentions to leave the room during discussion of this item.

3 MINUTES AND BUSINESS ARISING

3.1 Ordinary Council Meeting Minutes - 8 May 2017

Recommendation

That the minutes of the Ordinary Council Meeting held on 8 May 2017 be received and confirmed.

Resolution

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

CARRIED

16 CLOSED MEETING ITEMS

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

Resolution

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

275(1)(d) rating concessions;
275(1)(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.

For the purpose of discussing;

- Discussion – Request for rating concessions.
- Presentation - Townsville Enterprise - Update on current and future projects and possible service level agreement.

CARRIED

Council Meeting opened to Public

Resolution

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

CARRIED

3 MINUTES AND BUSINESS ARISING

3.2 Burdekin Cultural Advisory Group Meeting Minutes - 18 January 2017

Recommendation

That the minutes of the Burdekin Cultural Advisory Group Meeting held on 18 January 2017 be received and adopted.

Resolution

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

CARRIED

3.3 Burdekin Shire Youth Council Minutes - 20 March 2017

Recommendation

That the minutes of the Burdekin Shire Youth Council Meeting held on 20 March 2017 be received and adopted.

Resolution

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

It was noted that an amendment to Clause 4, Election of Youth Council Executive is required to reflect that all office bearers had been elected rather than appointed to the positions.

CARRIED

3.4 Local Disaster Management Group Meeting Minutes - 21 April 2017

Recommendation

That the minutes of the Local Disaster Management Group Meeting held on 21 April 2017 be received and noted.

Resolution

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

Noting an amendment that Councillor Bawden had recorded an apology for this meeting.

CARRIED

3.5 Audit Committee Meeting Minutes - 10 May 2017

Recommendation

That the minutes of the Audit Committee Meeting held on 10 May 2017 be received and adopted.

Resolution

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

Noting an amendment to the Apologies that Mrs. E. Robinson – Manager Client Services was attending a Disaster Management Conference in Mackay.

CARRIED

4 REPORTS

4.1 Capital Report for Period Ending 30 April 2017

Recommendation

That the Capital Report for Period Ending 30 April 2017 be received.

Resolution

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

CARRIED

4.1.2 Home Hill Caravan Park Amenities Upgrade

Resolution

Moved Councillor Liessmann, seconded Councillor Woods that in conjunction with the Home Hill Caravan Park Amenities Upgrade project, a black water dump point be installed as part of this project.

CARRIED

4.2 Operating Statement for Period Ending 30 April 2017

Recommendation

That the Operating Statement for Period Ending 30 April 2017 be received.

Resolution

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

CARRIED

10.40am – Break for Morning Tea.

11.06am – Resumed meeting.

5 GOVERNANCE & LOCAL LAWS

5.1 Rescission of Purchase of Tickets to North Queensland Sports Star of the Year Awards

Executive Summary

Council is in the process of reviewing and updating policies within Council's policy register. The Purchase of Tickets to North Queensland Sports Star of the Year Awards Policy was last reviewed by Council in 1999. It is considered that the practice of purchasing tickets for this event can be dealt with administratively and that Council does not require a policy for this purpose.

Recommendation

That Council rescind the Purchase of Tickets to North Queensland Sports Star of the Year Awards Policy and that provisions are included within another relevant Community assistance policy in future updates.

Resolution

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

CARRIED

5.2 Rescission of Event Attendance by Councillors and Officers Policy

Executive Summary

As part of the ongoing review of Council policies, the Event Attendance by Councillors and Officers Policy has been reviewed. Council have a number of other policies and operational standards that address the intended scope of the Event Attendance by Councillors and Officer Policy and it is now considered unnecessary to retain this policy. The Councillor Expense Reimbursement Policy along with the Training and Development Operational Standard and the Travel, Accommodation, Food and Beverage Operational Standard provide the necessary governance framework to appropriately administer the scope of this policy.

Recommendation

That Council rescind the Event Attendance by Councillors and Officers Policy as attached.

Resolution

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

CARRIED

5.3 End of Third Quarter Comments 2016/2017 Operational Plan

Executive Summary

The end of third quarter comments for the 2016/2017 Operational Plan have been collated and are now presented to Council for adoption. The report includes comments and a traffic light system to indicate the progress towards reaching the set targets for each activity. Comments are inclusive of progress for the entire financial year to 30 April 2017.

Recommendation

That Council receives the attached end of third quarter comments for the 2016/2017 Operational Plan.

Resolution

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

CARRIED

Councillor McLaughlin asked if a review of the traffic light system used in the report could occur and this was noted.

5.4 Adoption of Corporate Plan 2017-2022

Executive Summary

Council's Corporate Plan 2017-2022 outlines the Council's five-year strategic direction and includes strategies within the five key strategic areas of Infrastructure, Economic Development, Social Wellbeing, Environment and Organisational Sustainability. The strategies within the plan have been designed to cover the broad range of services and projects delivered by Council throughout the next five years.

A small number of public submissions were received during the public consultation process and these submissions have been duly considered. Analysis of the submissions has found that suggested projects can be aligned to existing strategies within the draft plan and therefore no further amendments have been made. Adoption of the Corporate Plan at this time will allow for the annual budget and annual operational plans to be adopted in line with the first financial year of the plan.

Recommendation

That Council adopt the Corporate Plan 2017-2022 as attached to the report.

Resolution

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

CARRIED

6 CLIENT SERVICES

7 FINANCIAL & ADMINISTRATIVE SERVICES

7.1 Adoption of 2017/2018 Revenue Policy

Executive Summary

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

The policy identifies the principles Council intends to apply in relation to levying rates and charges, granting concessions for rates and charges, recovering overdue rates and charges and cost-recovery methods.

A draft revenue policy for 2017/18 is attached for consideration and adoption.

Recommendation

That Council adopt the 2017/2018 Revenue Policy as attached to the report.

Resolution

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

CARRIED

8 OPERATIONS

9 TECHNICAL SERVICES

10 PLANNING & DEVELOPMENT

11 COMMUNITY DEVELOPMENT

12 ECONOMIC DEVELOPMENT

13 NOTICES OF MOTION

13.1 Home Hill Bowls Club - Renewal of Special Lease

Recommendation

That Council confirms the action of the Mayor, Councillor McLaughlin in authorising the consent of the Council as Mortgagee in connection with the renewal of Special Lease SL 44/50071 by the Home Hill Bowls Club Inc. over Lot 1 CP H61649.

Resolution

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

CARRIED

14 CORRESPONDENCE FOR INFORMATION

14.1 Request Support and Assistance - Relocation of Cenotaph and Flagpole - The Returned & Services League of Australia - Home Hill Sub Branch

Resolution

Moved Councillor Woods, seconded Councillor Liessmann that Council support and assist the Home Hill RSL Sub Branch with the relocation of the Cenotaph and Flagpole to the Memorial Hall Park, Home Hill with the exact location in relation to the existing Rotunda to be negotiated and an application for this project be submitted to the Queensland Anzac Centenary Spirit of Service Grant Program.

CARRIED

11.42am – Councillors McLaughlin and Woods left the meeting due to a perceived Conflict of Interest in relation to the letter from the Home Hill Harvest Festival, as identified at the start of the meeting and Councillor Goddard assumed the Chair.

14.2 Request Support - Use of Lloyd Mann Park - Home Hill Harvest Festival Inc.

Resolution

Moved Councillor Liessmann, seconded Councillor Perry that Council agree to support the Home Hill Harvest Festival Inc. Art Event, Home Hill Ephemera, at Lloyd Mann Park in Eighth Avenue, Home Hill for an extended period to display art works.

CARRIED

11.46am - Councillors McLaughlin and Woods returned to the meeting. Councillor McLaughlin assumed the Chair.

14.3 Report – Virtual Magical Park - Plantation Park

Resolution

Moved Councillor Woods, seconded Councillor Perry that the Manager Operations provide a report to Council outlining the costs involved in the possible implementation of the Virtual Magical Park at various locations across the Burdekin Shire for a period of one year.

CARRIED

15 GENERAL BUSINESS

15.2 2017/2018 Fees and Charges

Resolution

Moved Councillor Goddard, seconded Councillor Perry that Council adopt the 2017/2018 Fees and Charges as tabled, noting that legislative changes affecting Planning and Development fees and charges will require amendment to comply with the *Planning Act 2016* as at 3 July 2017.

CARRIED

15.3 Burdekin Brass Band - Request to Waive Annual Water Access Charge

Resolution

Moved Councillor Bawden, seconded Councillor Liessmann that Council donate \$438 to the Burdekin Brass Band which is equivalent to the water access charge for the 2016/17 period, noting that this donation will not be continued in future years.

CARRIED

15.4 Relocation of Art Project - Works for Queensland Program

Resolution

Moved Councillor Liessmann, seconded Councillor Woods that Council relocate the Works for Queensland Program Art Project from the Ayr Water Tower to three locations around the Home Hill Comfort Stop Precinct including 72 Eighth Avenue, 75-81 Eighth Avenue (Corner Seventh Street) and 76 Eighth Avenue, Home Hill and that the Department of Infrastructure, Local Government and Planning be advised of the proposed change of scope.

CARRIED

15.5 Future Budget - Plantation Creek Crossing - Giddy Road, Ayr

Resolution

Moved Councillor Liessmann, seconded Councillor Bawden that Council list the Plantation Creek Crossing on Giddy Road, Ayr for future budget consideration.

CARRIED

12.33pm – Mr. Great entered the meeting to discuss a planning matter.

12.37pm – Mr. Great left the meeting.

15.6 Request - Council Support the Use of Council Equipment - Removal of Marshall Tractor - The Burdekin Machinery Preservationists Inc.

Resolution

Moved Councillor Woods, seconded Councillor Goddard that Council support the use of Council equipment for the transportation of The Burdekin Machinery Preservationists' Marshall Tractor from Brandon to The Cane Cutting Championships at Gudjuda, Home Hill Show Grounds and return and from Brandon to the Ayr Showgrounds and return for the Burdekin Show Display.

CARRIED

16 CLOSED MEETING ITEMS

17 DELEGATIONS

17.1 Presentation - Townsville Enterprise

9.15am – Presentation and update on current and future projects by Ms. Patricia O'Callaghan - Chief Executive Officer, Mr. Michael McMillan – Director (Policy and Investment) and Ms. Bridget Woods - Director (Tourism & Events) from Townsville Enterprise.

There being no further business the meeting closed at 1.30pm.

These minutes were confirmed by Council at the Ordinary Council Meeting held on 13 June 2017.

MAYOR

3.2 Aerodrome Advisory Group Meeting Minutes - 19 April 2017

Recommendation

That the minutes of the Aerodrome Advisory Group Meeting held on 19 April 2017 be received and adopted.

Aerodrome Advisory Group Meeting

Meeting Number: #4
Date: Wednesday, 19 April 2017
Time: 12.00 noon
Location: Ayr Aerodrome
Chair: Cr. Lyn McLaughlin

ATTENDEES:

Cr. Lyn McLaughlin	Burdekin Shire Council
Cr Tony Goddard	Burdekin Shire Council
Dan Mulcahy	Burdekin Shire Council
Rob Potter	Burdekin Shire Council
Eliza Lovell	Burdekin Shire Council
Rupert Kefford	Lease Holder
Neil Hoffensetz	Ayr Flying Services
Brad Pfeiffer	Ayr Craft Avionics
Graham Andersen	Lease Holder
Robert Oar	Lease Holder, Burdekin Aero Club
Steve McGuire	Interested stakeholder
Beth McGuire	Interested stakeholder
Brian Richardson	Interested stakeholder
Paul Burgess	Ayr Sports Inc.
Ross Garrett	Ayr Sports Inc.

APOLOGIES:

June Powell	Department of State Development
Talbot Cox	Rocks Farming
Hylton Ward	Roncato Helicopters
Kevin Scheuber	Lease Holder
Steve Garrard	Ayr Sports Inc
Bill Meehan	Interested stakeholder
Paul Walsh	Interested stakeholder

1. Welcome and apologies

Cr. Lyn McLaughlin welcomed members to the meeting.

2. Minutes of previous meeting

It was resolved to adopt the minutes of the previous minutes as true and accurate.

3. Action Table (refer Appendix A)

2.1.3 Lots 14 & 15

Discussion held on options for Lots 14 and 15 and the most suitable configuration. It was recommended for Council to consider reoffering Lots 14 and 15 for lease as per the plan.

3.3.1 Fuel Facility

Eliza Lovell tabled fuel facility survey results. 6 responses were received. Questions and responses as follows:

- 1) Do you currently have your own aviation fuel facility that you use to fuel your aircraft? 1 Yes 5 No
- 2) If a public aviation fuel facility was installed at the Ayr Aerodrome would you use it? 6 Yes 0 No
- 3) How much aviation fuel would you use in one month? Total -Approx 3000L
- 4) Do you know of any other operators that may use a public aviation fuel facility and what quantity of aviation fuel they would use? Comments received:
 - Not outside of survey recipients
 - Avgas is required by a number of operators in the area
 - Yes – at least 3 others and similar fuel use to myself
 - Yes
 - There are at least 3 others based at the Ayr Aerodrome that would use between 75L-200L/week
 - 4 at 200L each x Woodstock

4. General Business

Item 1 – Fuel Facility

Eliza Lovell tabled emails as follows from members unable to attend the meeting:

Hylton Ward – Checked with the accommodation provider at Winton and a flow on from supplying fuel to those people so far has been ten people stayed overnight at the North Gregory Hotel supplied all meals etc. Could I also reaffirm my support for the fuel facility, although it may not be a huge marketing success on fuel alone, I feel it would a massive attraction for creating more benefits within the local shire. It would enable Ayr to become a destination in its own right as an aviation facility based Aerodrome. A big thank you also to Robert Oar, Chad Mann, Steve and Beth McGuire and Rupert Kefford, who have all put a large effort into pushing forward with turning the Airport and Club into something special for all to enjoy. As a thought on the fuel to give it a bit more credit, we had 5000L of Jet A1 here on a truck and sold 1700L in two weeks simply because it was here and available. We only bought it out here for us to use, not to sell.

Kev Scheuber – I would like to endorse Hylton's comments as I think they cover my thoughts on the benefits of having credit card fuel facilities available to all aircraft and flow on that will result.

We have just returned from a trip to the south west Burnett area and purchased fuel at Gayndah (a town that we normally would not have stopped at), but due to the availability of fuel we included it into a stopover.

Bill Meehan also provided an article that reiterated that the flow on effects from people that fly into town provide an economic boost for the community.

Dan Mulcahy advised that he contacted IOR Petroleum. It was noted that survey results are important for Council and any company wanting to install a fuel facility at the aerodrome. IOR can construct and then operate the facility or the Council could install the facility and collect the revenue. Dan Mulcahy noted that IOR advised that charging landing fees is a disincentive for landing at an aerodrome.

If Council installed the facility, it would be expected that the flow on effect for the community would be the benefit. IOR advised that they would be looking at 8,000L-10,000L per month. It was estimated that the cost of the facility would be about \$130,000. IOR advised that if they didn't reach the anticipated usage they would also promote the facility. IOR would be willing to visit the Burdekin to investigate further.

Cr. Tony Goddard tabled an email from Brian Richardson which included some data on Avgas fuel sales for the past 12 months totalled about 8000L. This usage was only from aero club members. Brian Richardson advised that IOR could install a container on a suitable pad in a convenient location with the Council to supply power to the unit and a fence to secure the facility. It would also require a weekly inspection.

Brian Richardson advised that the Council survey data and Aero club usage can be collated as they are from users, aero club selling and then the visitor usage. It was noted that commercial operators are to be contacted to obtain their usage and if they would use a fuel facility at the aerodrome.

Dan Mulcahy advised that Council is governed by regulations and would have to advertise expressions of interest for the fuel facility.

Action: Eliza Lovell to investigate if a more detailed survey could be distributed via RAAUS, Aircraft and Pilot Association and Australian Flying Database. Rupert Kefford to email database to Eliza Lovell.

Action: It was resolved to recommend to Council that based on existing and projected fuel usage, the committee recommends Council seek expressions of interest for provision of a fuel facility (AVGas and/or Jet fuel) for the Ayr Aerodrome.
All in favour.

Item 2

Steve McGuire thanked Council for the work carried out on the removal/eradication of bull heads growth. Robert Potter will arrange for weed sprayer to spray the road access to the strip.

Item 3

Dan Mulcahy advised that Council received a letter from the Australian Airforce Association requesting Council lobby Members of Parliament to increase annual funding for regional airports to ensure their ongoing viability. Council will make a submission.

Cr. McLaughlin also advised that Council has appointed a new Media Officer and any good new stories be forwarded to Eliza Lovell for follow up.

There been no further business the meeting closed at 1pm

ACTION TABLE

Appendix A

ACTION ITEMS FROM MINUTES OF MEETING #1 – 16/8/2016

	Action	Person(s) responsible	Status
1.1.1	Liaise with Charters Towers Council with regards to the provision of fuel at their facility.	Dan Mulcahy	Completed. Information from Charters Towers received.

ACTION ITEMS FROM MINUTES OF MEETING #2 – 2/11/2016

	Action	Person(s) responsible	Status
2.1.1	Ascertain whether or not overnight / periodic accommodation alongside or inside hangers is allowable under current Building and Planning Regulations.	Dan Mulcahy	Ongoing. Dan Mulcahy advised that periodic accommodation would not be allowed; however, as it is not causing any issues Council would not investigate until a complaint is received.
2.1.3	Develop a business case for the development of Lots 14 and 15 as follows – <ul style="list-style-type: none"> Estimated cost of a prefabricated hanger. Fire Safety requirements. Provide a plan of the proposal. Expression of interest within the market (sell off the plan) to ascertain the likelihood of a shared wall hanger facility being sold. 	Dan Mulcahy	Ongoing. Council's building department is investigating this matter, however, due to other priorities within the department this project will be explored at a later date. It was recommended for Council to consider reoffering Lots 14 and 15 for lease as per the plan.

ACTION ITEMS FROM MINUTES OF MEETING #3 – 8/2/2017

	Action	Person(s) responsible	Status
3.3.1	Eliza to distribute a survey to members to obtain an estimate on the existing usage and any additional usage for Council consideration.	Eliza Lovell	Completed.
3.3.2	Council to investigate if there are any funding opportunities available to undertake a Pavement Classification (PCN) study.	Eliza Lovell	Completed. Eliza Lovell advised that Council's Grants Officer is investigating any opportunities for funding. Cr. McLaughlin advised that a relationship with RAAF has been re-established and this may be good a opportunity to see if they have capacity to undertake any research into the Pavement Classification.
3.3.3	Contact Monto and Gayndah Councils for information on their aerodrome facility.	Eliza Lovell	Completed. Eliza Lovell advised that Monto and Gayndah have provided information on their aerodromes. Gayndah has 2 x 10,000L tank – Jet and Avgas.
3.3.4	Investigate if Council can apply for funding to host a future Queensland Week event at the Ayr Aerodrome.	Eliza Lovell	Eliza Lovell advised that the Council will consider incorporating a future Queensland Day event at the aerodrome which could incorporate the history of the aerodrome. Cr.

			<p>McLaughlin advised she has spoken with Ian Russell who would be willing to provide input into the history of the aerodrome.</p> <p>Robert Oar advised that he has a box of historical documents that he will deliver to Council, that may provide additional information.</p> <p>It was noted that no event in NQ have a Wings and Wheels event.</p> <p>New Action: Eliza Lovell to investigate events held at aerodromes in the surrounding region.</p>
3.4.1	Investigate the amount of fill required in the area at the entrance to the aerodrome and further discuss opportunities for the area including if Council should hold onto the land for future use or open the area up to expressions of interest to the community.	Robert Potter	<p>Completed. Robert Potter advised that he spoke with Council's Design Officer Manager, Matthew Ingle who advised the flood levels at the front gate were: 400ml in 1 in 50 year event; and 1.4m in 100 year event.</p> <p>It was noted that this extra space may be needed should an event be held at the aerodrome in the future.</p>
3.4.2	Dan Mulcahy to advise if any expressions of interest were received for the agricultural land.	Dan Mulcahy	<p>Completed. Tenders were received and one was accepted to use the land for small crops. It was noted that the area looked good.</p>

ACTION ITEMS FROM MINUTES OF MEETING #4 – 19/4/2017

	Action	Person(s) responsible	Status
4.3	Eliza Lovell to investigate events held at aerodromes in the surrounding region. RAAUz have an events calendar that may be of assistance.	Eliza Lovell	
4.4.1	Eliza Lovell to investigate if a more detailed survey could be distributed via RAAUS, Aircraft and Pilot Association and Australian Flying Database. Rupert Kefford to email database to Eliza Lovell.	Eliza Lovell	
4.4.1	It was resolved to recommend to Council that based on existing and projected fuel usage, the committee recommends Council seek expressions of interest for provision of a fuel facility (AVGas and/or Jet fuel) for the Ayr Aerodrome. All in favour.	Dan Mulcahy	

3.3 Economic Action Group Meeting Minutes - 11 May 2017

Recommendation

That the minutes of the Economic Action Group Meeting held on 11 May 2017 be received and adopted.

ECONOMIC ACTION GROUP
Meeting held on Thursday 11 May 2017

Held at Ernie Ford Board Room
Commencing at 1pm
(Appendix A – Action Table)

ATTENDANCE

Cr. Sue Perry
Ms Eliza Lovell
Ms. Carmel Dal Ponte
Mr. Neil Green
Mr Gordon Edwards
Mr John Moloney
Mr. Jim Collins

Apologies for Absence:

Cr. Lyn McLaughlin
Mr. Gary Spotswood
Mr. Dan Horan
Ms Carla Dal Santo
Mr. Talbot Cox
Mr. Darren West
Mr. Peter McDonnell
Mr Travis Richards
Mr Rane Reguson
Mr Jim Lewty

1. Welcome

Cr. Sue Perry welcomed members to the meeting.
Moved Carmel Dal Ponte seconded Gordon Edwards that Cr. Sue Perry be appointed to the position of chair for the Economic Action Group.

2. Terms of Reference

It was resolved that the group accept the Terms of Reference as reviewed and updated.

3. Review of previous minutes and action table

Minutes of previous meeting accepted as true and correct. Action table (Appendix A attached).

4. Projects Update

4.1 Marine Recreation Pre-Feasibility Study

Discussion held on Marine Recreation Pre-feasibility study and access at Kierle's Landing. Neil Green suggested that the project be undertaken as an environmental project and include a boat ramp. Neil Green has contacted relevant agencies including GBRMPA and Department of State Development to discuss the project on behalf of the Economic Action Group and provide feedback. Eliza Lovell will provide an update to the Mayor and CEO and finalise a way forward to progress this project.

4.2 Marketing and Promotional Material

Council is in the process of updating its investment promotional material. The text will be completed in house. Eliza Lovell may contact some members for feedback and updates to different sections of the documents.

4.3 MBD Energy

Council is continuing to support MBD Energy during the construction of the astaxanthin project. It is on track to be completed in the coming months and Council would like to coordinate an open day in conjunction with MBD Energy to showcase this new industry in the Burdekin. Eliza Lovell will keep members updated.

Council has also been working with MBD Energy and JCU who have been conducting trials at our Sewerage Treatment Plant to treat our waste water using algae. Funding opportunities are currently being investigated.

4.4 Ageing in Place Project

On 28 March 2017, Council agreed to participate in the Ageing in Place pilot project in Ayr being undertaken by Economic Development Queensland (EDQ) and in recognition of the lack of suitable housing specifically designed for senior citizens in the area.

4.5 Solar Farm

Council is working with 4 companies wanting to establish solar farms in the Burdekin. Downer has commenced construction of the FRV 150MW Clare Solar Farm. The Burdekin Shire is ideal for large scale solar farms as it is recognised as having high levels of solar irradiation.

4.6 Burdekin Industry Breakfasts

The Burdekin Industry Breakfasts have been extremely successful with our third breakfast being held on Wednesday, 17 May as a 'New Ideas Forum'. The purpose of the 'New Ideas Forum' is to help and enable upcoming business intenders to turn innovative ideas into a new business or additional income stream. At this free workshop, a team of industry experts will help people test ideas, understand their market, show how to create a business plan, and get people thinking like an entrepreneur. This is not only for new ideas but for existing businesses who want to refresh and have new ideas on how to build and grow their businesses.

4.7 Aerodrome Advisory Committee

The Aerodrome Advisory Committee has submitted a recommendation to Council that they seek expressions of interest for provision of a fuel facility (AVGas and/or Jet fuel) for the Ayr Aerodrome. This would have economic benefits for the community as it would encourage more visitors to the area. Council will consider this recommendation at a future meeting.

4.8 Burdekin Water Futures

Burdekin Water Futures (BWF) group was established in 2006 to facilitate a more strategic approach to water management in the Burdekin River region. Currently there are several different bodies operating at various levels, which currently manage the region's water resources. BWF brings these different bodies together so there is greater coordination between them, and better alignment of their efforts. BWF will be hosting a Burdekin Water Forum on 9/10/11 October with the theme 'Managing Irrigated Agriculture in Great Barrier Reef Catchments'.

4.9 Tourism development

Council has appointed an officer within the Economic and Community development section of Council. Lucy Poppi has commenced in the fixed term role which has a focus on tourism development in the shire. Lucy will also coordinate the Australian Hand Cane Cutting Championships to assist to develop it into an iconic event for the Burdekin.

4.10 Building Better Regions fund

Council has submitted a funding application under the Federal Government's Building Better Regions fund – Community Investments Stream to prepare a Tourism Development Strategy for the shire. The strategy will outline the strategic direction for Burdekin Shire Council to plan and develop tourism opportunities for the period 2017-2022.

4.11 Works for Queensland

Council has been provided with \$2.93 million through the Works for Queensland program to complete a variety of community and infrastructure projects throughout the Shire. A major project within the program includes in the installation of a nature based playground at Plantation Park, Ayr. Cr. Sue Perry advised that Jeavons Landscape Architects has been appointed to develop a concept for the nature based playground.

5. Members Update

5.1 Gordon Edwards – KFSU

Gordon Edwards mentioned there is a *Made in Queensland* funding program available to businesses. *Made in Queensland* is a Queensland Government initiative supporting the manufacturing sector to become more internationally competitive and adopt innovative processes and technologies. KFSU has just completed going through legal requirements for a contract with AB Mauri (ingredient distributors) in the United States. KFSU is also in the process of being listed on the Stock Exchange.

5.2 Camel Dal Ponte - QCCU

Carmel Dal Ponte advised that the Queensland Country Credit Union has refurbished the Ayr Branch. This is a significant investment by QCCU into the Burdekin and was a thank you to Burdekin residents for supporting the QCCU.

5.3 John Moloney – Pacific Reef Fisheries

Pacific Reef Fisheries is getting close to finalising investment for the new prawn farm at Guthalungra. John also advised that the prawn farm is currently undergoing environmental certification. Part of the certification is community consultation. Cr. Sue Perry will meet with the consultant to provide feedback on behalf of the group.

5.4 Neil Green – Commercial Fisherman

Neil Green advised that Cyclone Debbie has caused damage to the outer reef and water quality. It is unknown what effect this will have on the commercial and recreational fishing industries.

5.5 Cr. Sue Perry

Cr. Sue Perry advised that she attended an event coordinated by Townsville Enterprise 'Taking Townsville North Queensland to George Street' in Brisbane on Wednesday, 10 May 2017. Cr. Perry attended the event, on behalf of Burdekin Shire Council, which aimed to promote the opportunities available in the region.

Cr. Sue Perry advised that Council has completed a draft of the Corporate Plan which is now seeking community feedback. Cr. Perry requested members to review and submit feedback on the plan which is available on Council's website.

Next Meeting

The next meeting will be held on Thursday, 13 July 2017 at 12noon.

With there being no further business the meeting was closed at 2pm

Cr. Sue Perry

Chairman

APPENDIX A – ACTION TABLE

Action Table – 18 – 11-05-2017

Agenda Reference	Action Item	Responsible Officer	Status
4.1	Eliza Lovell to discuss Marine Recreation Pre-feasibility study with Mayor/CEO to finalise a way forward to progress this project.	Eliza Lovell	Discussion held on study. Neil Green to follow up on behalf of the Economic Action Group and continue to provide feedback at future meetings.

3.4 Community Grants Panel Meeting Minutes - 23 May 2017

Recommendation

That the minutes of the Community Grants Panel Meeting held on 23 May 2017 be received and adopted.

MINUTES
COMMUNITY GRANTS PANEL MEETING
HELD AT JOHN HY PEAKE ROOM
On 23 May 2017
COMMENCING AT 1.30PM

ATTENDANCE

Mr. Tony Vaccaro – Manager Community Development
Cr. Lyn McLaughlin (Mayor)
Cr. Uli Liessmann
Mrs. Janice Horan – Grants and Property Officer

Apologies: Cr. John Bonanno

Minutes Clerk – Miss. Lucy Poppi

2 COMMUNITY GRANTS FOR COUNCIL CONSIDERATION

Applicant	Project	Letter No	Requested Funding	Requested In Kind Funding	Recommended Funding
Burdekin Water Festival Committee Inc	Burdekin Water Festival Event, Flavours of the World promotes the multi-cultural makeup of the Burdekin district through food, provides community groups and local businesses an opportunity to raise funds and provides a low cost event for Burdekin residents and visitors. Funding will be used primarily for event promotion via the		\$5000	<ul style="list-style-type: none">• Assistance with planning road closures• Implementation with road closures• Collection and return of seating & tables from Cyclone Shelter and Burdekin Hire Services• Assistance with set up by Parks and Gardens• Assistance with waste receptacles, disposal and presentation of areas	Has not completed the correct application form.

	Advocate and regional radio (4TO-FM and HOT-FM). Funds also used to cover venue hire and audio visual services. Also requesting in-kind support equal to the in-kind support Council offered in 2016.				
Home Hill Harvest Festival Committee Inc	The Home Hill Harvest Festival has run for over 50 years and celebrates the harvest of the crops in the region. It provides an affordable community event for visitors and residents and attracts tourists from nearby towns. Funds requested will be used to promote the event via radio and television primarily through Southern Cross Austereo, as well as the Advocate, Sweet FM radio, billboards, posters and program distribution.		\$5000	<ul style="list-style-type: none"> • Street closures • Street/road signage • Rubbish bins for events • Street clean up after Mardi Gras • Witches hats and barrier mesh 	\$5000 + requested in-kind support.
Totals			\$10,000		\$5000 + in kind

Burdekin Water Festival Committee Inc did not complete the correct application form. The current and correct application for funding is available on the Burdekin Shire Council website. The Panel recommends that Council deem the application for funding unsuccessful and Burdekin Water Festival Committee Inc be advised and encouraged to complete the correct application form and reapply.

The Home Hill Harvest Festival Committee Inc submitted an application for \$5000 in funding along with in kind support as requested. The application was completed correctly and the event and request for funding meet the criteria in the Community Grant Guidelines.

3 RECOMMENDATION FOR COMMUNITY GRANTS FUNDING 2017/2018

The Community Grants Panel recommends that Council adopt funding of community projects as it appears in Clause 2 for the 2016/2017 financial year.

4 REVIEW OF COMMUNITY GRANTS APPLICATION FORM

The Community Grants Panel reviewed the Community Grants Application form. The Panel recommends that the Community Grants Application Form be amended/adjusted for the 2017/2018 year to reflect that of Tourism Events Queensland. The aim is to encourage committee's and organisations to adopt better Event Organisation and Coordination practices and to encourage them to gather information and data that will provide better insight into the impact the event has on the community.

There being no further business, the meeting closed at 2.30pm.

Tony Vaccaro
CHAIRMAN

4 REPORTS

4.1 Council Workshops - May 2017

Document Information

Referring Letter No: N/A

File No: 1394

Name of Applicant: N/A

Location: N/A

Author and Title: Terry Brennan – Chief Executive Officer

Executive Summary

During the past month workshops were conducted by Council on 2 May and 30 May 2017 to discuss a range of policy and operational issues, receive a presentation and undertake inspections of Council facilities. Workshops were also held during the month associated with finalising the preparation of the 2017/18 Budget.

A brief summary of the issues discussed at the May workshops is outlined in the report.

Recommendation

That the report on the Council workshops held on 2 May and 30 May 2017 be received and noted.

Background Information

Following the review of existing governance arrangements in late 2016 the Council agreed to adopt a fortnightly Council meeting cycle which subsequently commenced in February 2017. In conjunction with this change it was also agreed to conduct workshops with councillors on the alternate week to the fortnightly Council meetings.

During the past month workshops were held on 2 May and 30 May 2017 dealing with a range of policy and operational issues and a presentation by an external party. An inspection of some Council facilities was also undertaken.

Workshops were also held during the month associated with finalising the preparation of the Budget for the 2017/18 financial year.

A brief summary of the issues discussed at the workshops is as follows:

2 May 2017

- Works for Qld Program – project update
- Water Demand Management and development of a strategy

-
- Review of existing policies relating to:
 - Sporting and Cultural Grants
 - Arts & Cultural Development
 - Various other sporting and community policies
 - Inspections of the Ayr/Brandon Waste Water Treatment Plant , South Ayr Water Treatment Plant and selected water infrastructure in Ayr

30 May 2017

- Presentation and discussion on Rangemore Road
- Presentation on Nature Based Playground – Plantation Park by Mary Jeavons, Landscape Architect

Link to Corporate/Operational Plan

5.3.1 Demonstrate open and transparent leadership

Consultation

Consultation was undertaken with various parties both internal and external associated with the workshop topics.

Legal Authority or Implications

N/A

Policy Implications

Any policy proposals are subsequently referred to a Council meeting via a report for consideration and adoption.

Financial and Resource Implications

As highlighted in the workshop presentations.

Report prepared by

Terry Brennan - Chief Executive Officer

Report authorised by

Terry Brennan - Chief Executive Officer

Attachments

1. N/A

5 GOVERNANCE & LOCAL LAWS

5.1 Adoption of Revised Waste Management Policy

Document Information

Referring Letter No: N/A

File No: 438 & 436

Name of Applicant: N/A

Location: N/A

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

Executive Summary

Council and staff review the Waste Management Policy annually to determine if any improvements or changes are required.

A review has been undertaken of the policy and a revised version is attached for consideration and adoption.

Recommendation

That Council adopt the attached revised Waste Management Policy and repeals Policy H011 – Policy to Allow Free Disposal of Pre-Cyclone Clean Up Waste during Period of Cyclone Watch/Warning.

Background Information

The Waste Management Policy is an important budget document in that it explains, amongst other things, the method of charging for the kerbside collection service which is the main revenue income for the waste function.

The majority of the Waste Management Policy is inserted into the Revenue Statement which is a key document in the Budget adoption process.

Generally, the policy has been updated in minor areas. No changes have been made to the charging mechanisms as mentioned above.

Three (3) changes made to the policy are detailed below:

1. The section authorising Council's authorised officers to *grant an exemption, refund, or part refund on payments for waste service charges or for a waste service charge for a 'special event' by charities and non-profit community groups*, has been deleted. There have been minimal requests in this area over time and it is more consistent to treat these requests like other requests which are taken to Council.

-
2. Section 6.4.8 which outlines the consequences for those that have contaminated their bin has been amended, to reflect current practices and provide a better outcome for Council and the resident.
 3. Section 7 dealing with pre cyclone clean-up of waste has been added rather than have a separate policy.

Link to Corporate/Operational Plan

- 4.1.5 Continually improve waste management practices.
- 5.3.3 Adhere to the governance framework and public reporting systems
- 5.3.4 Undertake regulatory responsibilities in accordance with state regulations

Consultation

Council reviewed this policy at a workshop on 6 June, 2017.

Legal Authority or Implications

N/A

Policy Implications

This policy will replace the existing Waste Management Policy that was adopted on 12 May 2015 and repeals Policy H011 – Policy to Allow Free Disposal of Pre-Cyclone Clean Up Waste during Period of Cyclone Watch/Warning.

Financial and Resource Implications

N/A

Report prepared by

Dan Mulcahy – Manager Governance and Local Laws

Report authorised by

Dan Mulcahy – Manager Governance and Local Laws

Attachments

1. Waste Management Policy



Commencement Date: 14 July 2009

Function: Waste Management

RESPONSIBILITIES

Policy Owner	<i>Manager Governance and Local Laws</i>
Policy Contact	<i>Coordinator Waste Services</i>
Approval Authority	<i>Council</i>
Next Review Date	<i>1 June 2018</i>

REVISION HISTORY

Rev	Status	Date	Approver / Meeting	Resolution / Document No.
1	<i>Adopted</i>	<i>14/07/2009</i>	<i>Council Ordinary Meeting</i>	<i>Clause 12</i>
1.1	<i>Amended</i>	<i>12/03/2013</i>	<i>Council Ordinary Meeting</i>	<i>1239075</i>
1.2	<i>Amended</i>	<i>25/06/2013</i>	<i>Council Ordinary Meeting</i>	<i>1267418</i>
1.3	<i>Amended</i>	<i>12/05/2015</i>	<i>Council ordinary Meeting</i>	<i>140332</i>

1 PURPOSE

This policy explains the objectives and general principles of the Burdekin Shire Council in the optimum delivery of waste management services for the community.

2 SCOPE

This policy applies to waste services within defined service areas and waste facilities in the Burdekin Shire area.

3 OBJECTIVES

The aim of the policy is to:

- reduce the amount of waste produced by the community
- reduce the amount of waste going to landfill;
- encourage greater recycling;
- increase the communities knowledge of waste management issues;and
- reduce the impact of the waste disposal on the environment.

4 PRINCIPLES

Burdekin Shire Council embraces the Waste Management hierarchy of waste avoidance, waste re-use, waste recycling, energy recovery from waste, and waste disposal. We encourage residents and businesses to think about their activities and use the hierarchy as a guide. By working together, we can minimise our impact on the environment and reduce our costs involved in the processing, manufacturing, transport, and disposal of materials.

5 DEFINITIONS

'Authorised Officer' means a person authorised under the *Environmental Protection Act 1994*, the *Waste Reduction & Recycling Act 2001*, *Local Government Act 2009* and all Council Local Laws & Subordinate Local Laws.

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

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

'Defined Service Area' means the sections of the Burdekin Shire that are provided with a waste service as shown in Schedule 1 of this policy.

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

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

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

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

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

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

'Rates' includes supplementary rates.

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

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

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

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

6 POLICY STATEMENT

6.1 Waste Facilities

The Kirknie landfill is the only landfill within the Burdekin Shire. Council closed all other landfills and replaced them with transfer stations, which have fewer long-term impacts on the environment.

The following waste facilities are available for community use, as detailed below.

<u>Transfer Stations:</u>	
<u>Ayr</u>	
Location	53-57 Jones Street, Ayr
Accepted waste	General household waste and recyclables, car batteries, cardboard, furniture, fridges and freezers, e-waste, scrap metal, tyres, waste oil, domestic quantities of timber (up to half a ute load or small trailer load) and green waste. A full list is available on Council's web site
<u>Home Hill</u>	
Location	Bojack Road, Home Hill
Accepted waste	General household waste and recyclables, car batteries, cardboard, furniture, fridges and freezers, e-waste, scrap metal, tyres, waste oil, domestic quantities of timber (up to half a ute load or small trailer load) and green waste. A full list is available on Council's web site
<u>Clare</u>	
Location	Ayr Dalbeg Road
Accepted waste	General household waste and recyclables, car batteries, cardboard, furniture, fridges and freezers, scrap metal, tyres, waste oil, domestic quantities of timber (up to half a ute load or small trailer load).A full list is available on Council's web site
<u>Giru</u>	
Location	Cromarty Creek Road, Giru
Accepted waste	General household waste and recyclables, car batteries, cardboard, furniture, fridges and freezers, scrap metal, tyres, waste oil, domestic quantities of timber (up to half a ute load or small trailer load) and green waste. A full list is available on Council's web site
<u>Landfill:</u>	
<u>Kirknie Landfill</u>	
Location	1608 Kirknie Road, Osborne
Accepted waste	Household waste, commercial and industrial waste, construction and demolition waste, greenwaste, timber, logs over 300mm, scrap metal and tyres. A full list is available on Council's web site

Charges may vary depending on the items taken to the landfill or transfer stations. Please refer to Council's Fees and Charges Schedule for more details.

DrumMuster – Council accepts drums on the first Wednesday of the month at the Ayr transfer station by appointment and at Giru and Home Hill waste transfer stations during normal operating hours to assist local farmers in the responsible disposal of chemical containers. The Clare DrumMuster collection site is available by appointment.

Opening Hours- can be found on Council's website and are contained in the Opening Hours Policy.

Closed Landfills

Investigations of Council's closed landfills will continue to determine the remediation requirements for each facility. Resourcing requirements to remediate each facility will depend on access to external funding, ten-year budgeting cycle/plan, state government requirements and environmental issues.

6.2 Domestic Services

6.2.1 General

Only bins supplied and rated by Burdekin Shire Council are eligible for Council's collection service. The Council will not service ineligible bins that residents leave out for collection, including bins that residents bring from other councils or buy privately.

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

6.2.2 Kerbside Service

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

The Two-Bin Service consists of:

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

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

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

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

6.2.3 Levying of charges for kerbside waste collection

Council will provide waste services to occupied land only.

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

For a residential premises or land outside of these areas, the owner or occupier is required to service their own refuse bins on a weekly basis. Fees may apply for the disposal of these wastes at Council's waste facilities. Waste Fees & Charges are available on Council's website.

6.2.4 Services based on type of residential premise

House or House with Granny Flat

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

Multi-Residential Premise including Duplexes

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

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

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

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

Example

Multi-Residential Premise of five units (5x140L = 700L) is required to have at least 5 x 140L mobile refuse bins or the equivalent in bulk waste bin, serviced at least once per week; and at least 5 x 240L mobile recycling bins and a sufficient number of 240L mobile green waste bins (as determined by the Council's authorized officer), serviced at least once per fortnight.

Residential Unit attached to Commercial/Industrial Premises

The commercial/industrial portion of the premises shall receive a commercial/industrial service (refer to Commercial/Industrial Requirements). The residential unit shall receive the appropriate domestic kerbside service (refer to Domestic Services Requirements).

6.2.5 Residential premises not within the defined service area

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

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

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

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

6.3 Commercial and Industrial Services

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

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

Where it is deemed by the Manager of Governance and Local Laws that the replacement general waste or recycle service provided by a private contractor are not an equivalent service, then waste charges levied will consist of the relevant component as detailed in the revenue statement.

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

6.4 General Issues

6.4.1 Change to Service Level

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

The minimum charge levied for the change to service level will be 50% of the annual waste service charge of the service requested.

6.4.2 Change to Service Level

The replacement of lost or stolen bins will be at the discretion of the Manager Governance and Local Laws.

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

6.4.3 Cancelling a service

Cancelling of a waste service will only occur where the building has been demolished or is

unfit for occupation. The cancelling of a waste service will not occur where the premises are unoccupied for a period.

A commercial or industrial premise may cancel their waste service provided they are to receive an equivalent waste and recycling service from an approved private contractor. The premises must provide a copy of their waste service agreement as proof of alternative service.

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

6.4.4 Commencing a service

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

6.4.5 Bulk Bin service

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

6.4.6 Variation under this Policy

The Manager Governance and Local Laws will assess written requests for an exemption, refund, part refund or variation under this policy. Assessments are to take into account the waste generated at the premises.

6.4.7 Requirements to kerbside collection

- Place bins on the kerb prior to 6:00am on collection day, and brought back within the property boundaries as soon as possible after collection, preferably by dusk.
- Place bins approximately one (1) metre apart and are not to be located near trees, parked cars or other obstacles that may prevent the truck from emptying the bin.
- Bins that are overfull (with the lid open more than 45 degrees); or too heavy (weigh more than 55 kilograms) will not be collected. Residents will need to take their waste to the landfill or transfer station, as the truck will not return to empty the bin. Disposal costs may apply.
- The following items are not to be placed into the kerbside collection bins but may be accepted at Council's Waste Facilities (Details are available on Council's website):
 - Paints, solvents, motor and cooking oils
 - Asbestos or the other hazardous material
 - Concrete, bricks, timber
 - Soil and rocks (large amounts)
 - Gas bottles and fire extinguishers
 - EPIRBs and marine flares
 - Fire arms and ammunition
 - Car parts and batteries

6.4.8 Bin contamination

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

Where the premises receives three contamination notices in any 12-month period (which starts on the day of any notice), the service may be suspended by Council:

- I. Initially for one month; and
- II. For an additional month if the premises receives a notice within 3 months of the service being reinstated

at the discretion of the Manager Governance and Local Laws.

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

6.5 Bin Charges

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

6.5.1 Consistent commencement of charges

The levy for all waste and recycling charges will apply on a pro-rata basis from the date of delivery of the bins to the property.

6.5.2 Where Council identifies that a domestic structure or occupied land is without a general waste, recycling or green waste collection charge, the charge will be levied pro-rata from the time that the structure was completed, or the occupied land was capable of producing waste.

6.5.3 Removal of Charges

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

- a) When Council identifies that the domestic or commercial structure has been demolished or is unfit for occupation; or
- b) Upon supply of written evidence (e.g. copy of new waste contract) that a commercial premise has an equivalent service provided by an alternative waste service provider.

6.6 Council Public Services

Council will provide appropriate street, park waste and recycling services to public areas.

6.7 Education Program

Council in conjunction with the contractor will provide an education program, including with the schools, throughout the Shire and over the term of the contract.

7 PRE-CYCLONE CLEAN UP

When a cyclone watch and/or warning has been issued for the Burdekin area, the Council will allow free disposal of certain wastes to Shire facilities during the period of the watch and/or warning. It is noted that for Burdekin residents, sorted domestic waste is free. Council retains the right to nominate which wastes may still attract a charge and where certain volumes may be disposed of. In providing this service, Council does not want the pre cyclone clean up to replace an orderly waste disposal requirement for residents.

8 PROCEDURES

Waste Management Procedures

9 LEGISLATION

Local Government Act 2009

Environmental Protection Act 1994

Environmental Protection Regulation

2008 Waste Reduction and Recycling

Act 2011

10 ASSOCIATED DOCUMENTS

Schedule 1 - Maps of Waste Collection Areas (see attached) Current Waste Contract

Subordinate Local Law No. 1.11 (Operation of Rental Accommodation) 2012.

5.2 Additional Funding Sought for Construction of New Amenities Block at Home Hill Caravan Park

Document Information

Referring Letter No: N/A

File No: N/A

Name of Applicant: N/A

Location: Home Hill Caravan Park

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

Executive Summary

Council has carry over funds available to construct the new amenities block at the Home Hill Caravan Park. Quotations have been sought and received and additional funds are required to complete the work.

Recommendation

That Council approve the additional funds to the value of \$65,000 to complete the construction of the new amenities block and installation of a dump point at the Home Hill Caravan Park.

Background Information

Council originally budgeted \$85,000 in 2014-15 to upgrade the amenities block at the Home Hill Caravan Park.

Since that time there has been discussion with the previous Council and current Council in relation to whether the project should be done and if so, should the funds be spent on refurbishing or to build new.

Previous estimates received for the upgrade or refurbishment works were in the order of \$134,000.

Decisions were then made by the previous and current Council to build new.

Given the amount of the preferred quotation plus an allowance for the installation of the dump point and plus an allowance for removal of the old amenities building, additional funds of \$65,000 are required to complete the project.

Link to Corporate/Operational Plan

1.1.1 Plan and build infrastructure that adds value to Council and community assets.

Consultation

N/A

Legal Authority or Implications

N/A

Policy Implications

N/A

Financial and Resource Implications

The total shortfall from the budgeted amount is \$65,000. A funding source has been identified, being excess funds from the Ayr Pool project (approximately \$350,000) and unspent depreciation funds, which could be utilised to allow the project to proceed.

Report prepared by

Dan Mulcahy – Manager Governance and Local Laws

Report authorised by

Dan Mulcahy – Manager Governance and Local Laws

Attachments

1. N/A

6 CLIENT SERVICES

7 FINANCIAL & ADMINISTRATIVE SERVICES

7.1 Adoption of Procurement Policy 2017/2018

Document Information

Referring Letter No: N/A

File No: N/A

Name of Applicant: N/A

Location: N/A

Author and Title: Kim Olsen – Manager of Financial and Administrative Services

Executive Summary

Council is required under legislation to prepare and adopt a procurement policy. This policy must detail the principles that Council will apply in all purchasing and disposal activities. In line with legislative requirements, this policy has been reviewed and a revised policy has been developed. Council is required to review this policy annually.

Recommendation

That Council adopt the Procurement Policy 2017/2018.

Background Information

The revised policy includes amendments to clause 7.2 Contractual arrangement under \$15,000.

A new clause has been added –

b) For purchases **over \$50 and under \$1,000, excluding GST** at least one verbal quotation is required and may be made by purchase card subject to procedural limitations.

The following clauses have been amended –

c) For purchases from **\$1,000 to under \$5,000, excluding GST**, a minimum of two verbal quotations are required and details notated on the purchase order in the financial system; *(Note - was previously one verbal quotation)*

d) For purchases from **\$5,000 to under \$15,000, excluding GST**, a minimum of two written quotations are required and details attached to the purchase order in the financial system. *(Note – was previously two verbal quotations)*

A Procurement Guideline has been developed to support this policy and provides further explanation and guidance for staff.

There are no other major changes to the previous policy.

Link to Corporate/Operational Plan

5.3.2 Ensure Council's financial position is effectively managed.

5.3.3 Adhere to the governance framework and public reporting systems

Consultation

Four of Council's officers have completed a Diploma of Government (Procurement & Contracting) (PSP52512) and as part of the training undertook a review of Council's Procurement Policy. As part of this review various Council departments were consulted. The officers identified a number of improvements that could be made and have also developed a supporting Procurement Guideline.

The Procurement Policy was workshopped with Council on 23 February 2017 and was also considered at a meeting of the Senior Leadership Group (SLG).

Legal Authority or Implications

Local Government Regulation 2012 Section 198

198 Procurement Policy

- (1) A local government must prepare and adopt a policy about procurement (a ***procurement policy***).
- (2) The procurement policy must include details of the principles including the sound contracting principles that the local government will apply in the financial year for purchasing goods and services.
- (3) A local government must review its procurement policy annually.

Policy Implications

This policy is a revised policy and will replace the existing Procurement Policy 2016/2017 previously adopted by Council.

Financial and Resource Implications

N/A

Report prepared by

Rebecca Walker – Finance Officer

Report authorised by

Kim Olsen – Manager Financial and Administrative Services

Attachments

1. Procurement Policy 2017/2018

Procurement Policy 2017/2018

Policy Type	Statutory
Function	Financial Management
Policy Owner	Manager Financial and Administrative Services
Policy Contact	Manager Financial and Administrative Services
Review Schedule	12 Months
Resolution No.	Enter Resolution Number

1. Purpose

The purpose of this policy is to regulate and guide all Council procurement and contracting activities to be carried out in compliance with the *Local Government Act 2009* (the "Act") and the *Local Government Regulation 2012* (the "Regulation").

2. Scope

This policy applies when entering into contracts for the carrying out of work by others; or, the supply of goods or services; or, the disposal of non-current assets but not the making of a contract of employment.

3. Objectives

The objectives of this policy are to achieve advantageous procurement outcomes by:

- promoting value for money with probity and accountability; and
- advancing Council's economic, social and environmental policies; and
- providing reasonable opportunity for competitive local businesses that comply with relevant legislation to supply to Council; and
- promoting compliance with relevant legislation.

4. Guidelines

This policy is to be read in conjunction with the Procurement Guidelines. Council officers must comply with the Procurement Guidelines in all purchasing and disposal activities.

5. Principles

Council officers must have regard to the following **sound contracting principles** in all purchasing and disposal activities in accordance with the Act Section 104:

5.1 Value for money

Council must harness its purchasing power to achieve the best value for money. The concept of value for money is not restricted to price alone. The value for money assessment must include consideration of:-

Procurement Policy 2017/2018

- a) contribution to the advancement of Council's priorities; and
- b) fitness for purpose, quality, services and support; and
- c) whole-of-life costs including costs of acquiring, using, maintaining and disposal; and
- d) internal administration costs; and
- e) technical compliance issues; and
- f) risk exposure; and
- g) the value of any associated environmental benefits.

5.2 Open and effective competition

Purchasing and disposal should be open and result in effective competition in the provision of goods and services and disposal of assets. Council must give fair and equitable consideration to all prospective suppliers or purchasers.

5.3 The development of competitive local business and industry

Council encourages the development of competitive local businesses within its local government area.

Where price, performance, quality, suitability and other evaluation criteria are comparable, the following areas may be considered in evaluating offers:

- creation of local employment opportunities;
- more readily available servicing support;
- more convenient communications for contract management;
- economic growth within the local area;
- benefit to Council of associated local commercial transaction.

5.4 Environmental protection

Council promotes environmental protection through its procurement procedures and will:

- promote the purchase of environmentally friendly goods and services that satisfy value for money criteria; and
- foster the development of products and processes of low environmental and climatic impact; and
- provide an example to business, industry and the community by promoting the use of environmentally friendly goods and services; and
- encourage environmentally responsible activities.

Procurement Policy 2017/2018

5.5 Ethical behaviour and fair dealing

Council officers involved in contracting activities for purchasing and disposal are to behave with impartiality, fairness, independence, openness, integrity, and professionalism in their discussions and negotiations with suppliers or purchasers and their representatives. Council officers shall identify and manage conflicts of interest in accordance with the Procurement Guidelines.

6. Definitions

Contract is an agreement between two or more parties, especially one that is written and enforceable by law e.g. petty cash receipt, purchase card receipt, purchase order, formal contract document.

Contracting activities are activities for the making of a contract for—

- a) the carrying out of work; or
- b) the supply of goods or services; or
- c) the disposal of non-current assets but
- d) not for a contract of employment with a local government employee.

Expected value of a contractual arrangement with a supplier for a financial year is the total expected value of all the Council's contracts in the financial year with the supplier for goods and services of a similar type.

Medium-sized contractual arrangement is a contractual arrangement with a supplier that is expected to be worth, exclusive of GST, \$15,000 or more but less than \$200,000 in a financial year.

Large-sized contractual arrangement is a contractual arrangement with a supplier that is expected to be worth, exclusive of GST, \$200,000 or more in a financial year.

7. Policy Statement

7.1 Responsibility of Council Officers

Council officers shall comply with Procurement Guidelines when planning purchasing and disposal activities, and in particular in the development of evaluation criteria, specifications and terms and conditions. It is the responsibility of Council officers involved in the procurement and contracting process to understand the meaning and intent of this policy and the Procurement Guidelines.

Substantial or repeated non-compliance with this policy or the Procurement Guidelines by Council officers will be subject to disciplinary procedures as stated in the Enterprise Bargaining Agreement or in the case of Contract employees as per the Contract of Employment.

7.2 Contractual Arrangement Under \$15,000

- a) For purchases **under \$50, excluding GST**, for day to day minor expenses, payment may be made out of petty cash or by purchase card except where defined otherwise by the policy.

Procurement Policy 2017/2018

- b) For purchases **over \$50 and under \$1,000, excluding GST**, at least one verbal quotation is required and may be made by purchase card subject to procedural limitations.
- c) For purchases from **\$1,000 to under \$5,000, excluding GST**, a minimum of two verbal quotations are required and details notated on the purchase order in the financial system.
- d) For purchases from **\$5,000 to under \$15,000, excluding GST**, a minimum of two written quotations are required and details attached to the purchase order in the financial system.

These requirements are subject to the exceptions paragraph in this policy.

Purchases shall be made by purchase orders except where defined otherwise in this policy.

7.3 Medium-Sized Contractual Arrangement - Quotes Needed First

These arrangements are for purchases from a supplier that it is expected to be worth **over \$15,000 but less than \$200,000 excluding GST**.

The **expected value** of a contractual arrangement with a supplier for a financial year is the total expected value of all of the Council's contracts, in the financial year, with the supplier for goods and services of a similar type.

These purchases are governed by the Regulation Sections 224, 225 and Division 3 of Chapter 6 Contracting.

Generally, the following applies:

Council cannot enter into a medium-sized contract unless Council first invites written quotes for the contract.

The invitation must be to at least three persons who Council considers can meet Council's requirements, at competitive prices. Council may decide not to accept any of the quotes it receives.

However, if Council does decide to accept a quote, Council must accept the quote most advantageous to it having regard to the sound contracting principles.

These requirements are subject to the exceptions paragraph in this policy.

Records of quotes must be attached to the Purchase Order in the financial system.

Purchases shall be made by purchase orders except where defined otherwise in this policy.

7.4 Large-Sized Contractual Arrangements - Tenders Needed First

These arrangements are for purchases from a supplier that it is expected to be worth **\$200,000 or more excluding GST**.

The **expected value** of a contractual arrangement with a supplier for a financial year is the total expected value of all of the Council's contracts, in the financial year, with the supplier for goods and services of a similar type.

These purchases are governed by the Regulation Sections 224, 226, 228 and Division 3 of Chapter 6 Contracting.

Generally, the following applies:

Procurement Policy 2017/2018

Council must either invite written tenders under the Regulation Sections 226 and 228 or invite expressions of interest decided by Council resolution under Section 228(3) before considering whether to invite written tenders under Section 228(6)(b).

The invitation for tenders or expressions of interest must:

- a) be made by an advertisement in a newspaper that circulates generally in the local government area of Council; and
- b) allow written tenders or expressions of interest to be given to Council for at least 21 days after the advertisement is published.

These requirements are subject to the exceptions paragraph in this policy.

Records of tenders must be kept on file in the ECM Records system.

Purchases shall be made by purchase orders or certified progress certificates whichever is more efficient and effective relevant to the contract arrangement details such as contract term.

7.5 Exceptions

The Regulation Chapter 6 Contracting, Part 3 Default contracting procedures at Division 3 (Sections 229-235) identifies exceptions for medium-sized and large-sized contracts. If one of the exceptions applies, Council may enter into:-

- a) a medium-sized contract without first inviting written quotes; or
- b) a large-sized contract without first inviting written tenders.

The exceptions are summarized as follows:

- Section 230 – If quote or tender consideration plan prepared
- Section 231 – For contractor on approved contractor list
- Section 232 – Register of pre-qualified suppliers
- Section 233 – For a preferred supplier arrangement
- Section 234 – For LGA arrangement*
- Section 235 – Other exceptions
 - a) resolution on sole supplier
 - b) specialized or confidential nature of services
 - c) genuine emergency exists
 - d) purchase of goods at auction
 - e) purchase of second-hand goods
 - f) an arrangement with a government agency.

* A range of **LGA arrangements** are put in place by LGAQ Ltd and Local Buy.

When assessing the most effective and advantageous method of obtaining goods and/or services, Council officers should consider the administrative and price costs to Council of seeking tenders or quotations independently, and the reduction of these costs which can be achieved by use of LGAQ Ltd and Local Buy arrangements.

Procurement Policy 2017/2018

7.6 Valuable Non-Current Asset Contract – Tenders or Auction Needed

A valuable non-current asset contract is a contract for the **disposal of a valuable non-current asset**.

A valuable non-current asset is:-

- a) land; or
- b) another non-current asset that has an apparent value that is equal to or more than the limit set by Council.

The **apparent value** limits for disposal of valuable non-current assets set by Council in compliance with the Regulation Section 224 (8) are:-

- a) for plant or equipment - \$5,000; and
- b) for another type of non-current asset - \$10,000

Regulation Section 227 provides that Council cannot enter into a valuable non-current asset contract unless it first:-

- a) invites written tenders for the contract under the Regulation Section 228; or
- b) offers the non-current asset for sale by auction.

This requirement is subject to the Regulation Section 236 Exceptions for valuable non-current asset contracts.

Disposal of a less than valuable Council asset or goods is to be authorised by the appropriate manager.

The method used for the disposal of less than valuable non-current assets is to maximise the return to Council. The accepted means of disposal under this category may include, but not limited to:

- External quotation - 2 quotes required; or
- Public auction or tender; or
- Disposal to a community organisation; or
- Disposal to a government agency; or
- Sale to second hand dealer.

7.7 Publishing Details of Particular Contracts

The Regulation Section 237 requires that, Council must as soon as practicable after entering a **contract worth \$200,000 or more exclusive of GST** –

- a) publish the relevant details of the contract on the Council's website; and
- b) display the relevant details of the contract in a conspicuous place in the Council's public office for a period of at least 12 months.

Relevant details of a contract means:

- a) the person with whom the Council has entered into the contract;
- b) the value of the contract;

- c) the purpose of the contract.

7.8 Delegations

The Council delegates to the **Chief Executive Officer (CEO)**, in accordance with the Act Section 257 Delegation of Local Government Powers and the Regulation Section 238 Entering into a contract under delegation, the power to make, amend or discharge a contract for the Council as follows and the CEO may delegate this power under the Act Section 259:-

- 1) The delegate may make, amend or discharge a contract (the *contractual action*) for the local government if—
 - a) the local government's expenditure, because of the contractual action, has been provided for in the approved annual budget for—
 - i. the financial year when the contractual action is taken; or
 - ii. the financial year in which the delegation is made, if the expenditure is within the limits stated in the resolution making the delegation; or
 - b) the contractual action has been taken because of genuine emergency or hardship.
- 2) The delegate may take the contractual action in the same way as an individual.
- 3) This section does not affect another law that requires—
 - a) an approval, consent or permission to be obtained; or
 - b) a procedure to be complied with for taking the contractual action.

Only Council officers listed in the **Financial Delegations Register** are entitled to authorise purchase orders, and then only in accordance with their financial delegation limits. By authorising a purchase order, all officers are confirming that they have taken full notice and will comply with all of the requirements of this policy.

7.9 Specialty Purchasing

Certain goods and services shall be purchased by officers with experience and expertise in that particular area. The use and type of certain goods and services may be subject to legislation and/or codes of practice or other external influences that have a bearing on the type of goods or services purchased.

There is a benefit to Council and its employees in having those officers responsible for sourcing and purchasing such goods and services.

The **Specialty Purchasing Register** lists the type of goods and services and the associated officers responsible for purchasing same.

7.10 Goods or Services Exempt from Issue of Purchase Order

Certain goods and services by their nature do not require a purchase order to be prepared to effect their payment. These goods and services require the preparation of a voucher only authorised by the appropriate officer with sufficient financial delegation to authorise payment.

Procurement Policy 2017/2018

There is an efficiency benefit to Council and its employees in following this course of action. The **Register of Goods and Services Exempt from Issue of Purchase Orders** identifies the type of goods and services pertaining to this section.

7.11 Effective & Efficient Purchasing Processes

Council officers will undertake purchasing activities in the most effective and efficient manner to minimise administrative costs associated with purchasing by:

- seeking opportunities to streamline purchasing processes;
- utilising technological advancements and electronic commerce applications, supported by appropriate controls aimed at reducing the administrative costs associated with purchasing;
- adopting a clear and consistent approach to its purchasing activities including the use of standard documents and contracts;
- seeking continuous improvement of purchasing practices by maintaining a program of training and professional development for staff.

8. Legislation

Local Government Act 2009

Local Government Regulation 2012

Procurement Policy 2017/2018

9. Related Documents

Document Title	Description

10. Document History

Revision Number	Revision Details	Approved By (Officers Name)	Resolution Number	Date
0.0				00/00/0000

8 OPERATIONS

8.1 Annual and Biennial Tenders and Quotations for the Period 1 July 2017 to 30 June 2019

Document Information

Referring Letter No: N/A

File No: 632, 633, 631, 909, 629 and 188

Name of Applicant: N/A

Location: N/A

Author and Title: Alan Drew – Stores/Purchasing Officer

Executive Summary

Under the requirements of the Local Government Act Queensland 2009, Council is required to invite written tenders for large-sized contractual arrangements for goods and services purchased from a supplier that is expected to exceed \$200,000 ex GST per financial year.

Recommendation

It is recommended that Council accept tenders as follows:

(1) TBSC/17/007 – Supply and Delivery of Stone Products – 2017/2018

It is recommended that Council accept the tender from BQC Quarries based on price, previous supply history and this being the only submission received.

(2) TBSC/17/008 – Supply and Delivery of Bulk Sodium Hypochlorite – 2017/2018

It is recommended that Council accept the tender from Elite Chemicals based on past performance, quality of service and this being the only submission received.

(3) TBSC/17/009 – Supply and Delivery of Ready Mixed Concrete – 2017/2019

It is recommended that Council accept the tender from Burdekin Concrete Pty Ltd based on past performance, quality of service and this being the only submission received.

(4) QBSC/17/012 – Supply, Storage and Delivery of Herbicides – 2017/2019

It is recommended that Council accept tenders from both Landmark Operations and Elders Rural Services as a cost saving will be delivered to council based on the individual products sourced. Authorised Requisitioning Officers are to choose the most advantageous supplier from the tender schedule based on the individual product

required. The schedule indicates the most advantageous supplier of each product tendered.

(5) QBSC/17/013 – Supply and Delivery of Cement Products – 2017/2019

It is recommended that Council accept the tender from Parkside Mitre 10 based on price.

(6) QBSC/17/014 – Cleaning Services for the Jones Street Depot – 2017/2019

It is recommended that Council accept the tender from DJ Cleaning Service based on past performance and price.

Background Information

(1) TBSC/17/007 – Supply and Delivery of Stone Products – 2017/2018

One submission was received from BQC Quarries who state prices will alter if significant changes (>5%) occur to royalties, diesel, precoat and cement rates compared to those at time of tender.

(2) TBSC/17/008 – Supply and Delivery of Bulk Sodium Hypochlorite – 2017/2018

One submission was received from Elite Chemicals who are the current supplier to council. Elite Chemicals state that prices remain firm for the duration of the contract period.

(3) TBSC/17/009 – Supply and Delivery of Ready Mixed Concrete – 2017/2019

One submission was received from Burdekin Concrete Pty Ltd who are the current supplier to council. Burdekin Concrete state that prices will vary with the rise and fall of Cement Australia pricing and CPI indexing.

(4) QBSC/17/012 – Supply, Storage and Delivery of Herbicides – 2017/2019

Three submissions were received from Landmark, Elders Rural Services and E.E. Muir and Sons.

Landmark has advised prices will only vary if there is a rise of more than 5%.

Elders Rural Services advised that prices are subject to change if there are changes to the cost or procurement, freight and any other fees and charges.

E.E. Muir and Sons advised pricing may increase or decrease if significant changes occur to the cost of goods.

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(5) QBSC/17/013 – Supply and Delivery of Cement Products – 2017/2019

Four submissions were received from Parkside Mitre 10, Parkside Building Supplies, Rural Quip and Burdekin Home Hardware.

Parkside Mitre 10 advised pricing may vary due to CPI.

Parkside Building Supplies pricing will vary as per suppliers price increase.

Rural Quip and Burdekin Home Hardware have stated pricing is fixed for the 24 month contract period.

(6) QBSC/17/014 – Cleaning Services for the Jones Street Depot – 2017/2019

Two submissions were received from DJ Cleaning Service and Biniris (Aust) Pty Ltd. Both respondents have advised pricing is fixed for the 24 month contract period.

Link to Corporate/Operational Plan

5.3.2 Adhere to the governance framework and public reporting systems.

5.3.3 Ensure Council's financial position is effectively managed.

5.3.4 Undertake regulatory responsibilities in accordance with state regulations.

Consultation

Tenders were advertised in the Burdekin Advocate and Townsville Bulletin on Friday 17 and Saturday 18 March, 2017 respectively.

Legal Authority or Implications

Local Government Act Queensland 2009
Chapter 4 Finances and Accountability
Part 3 Financial Planning and Accountability
Section 104 Financial Management Systems

Policy Implications

The Burdekin Shire Council Procurement Policy states Council officers must have regard to the following sound contracting principles in all purchasing and disposal activities:

- a) Value for money
- b) Open and effective competition
- c) The development of competitive local business and industry
- d) Environmental protection
- e) Ethical behaviour and fair dealing

Financial and Resource Implications

A comparison between the new submissions and the previous year tender pricing was conducted and the results are as follows:

(1) TBSC/17/007 – Supply and Delivery of Stone Products – 2017/2018

No amendments were received throughout the previous twelve month tender period.

BQC Quarries: A comparison was conducted on the most frequently used products and the results showed an average decrease of 3.35% to pricing based on product bin prices. A comparison on cartage rates was also conducted and pricing remained the same as the previous tender period.

(2) TBSC/17/008 – Supply and Delivery of Bulk Sodium Hypochlorite – 2017/2018

No amendments were received throughout the previous twelve month tender period.

Elite Chemicals: A comparison against the previous tender pricing was conducted and the results showed an increase in price of 5.23%.

(3) TBSC/17/009 – Supply and Delivery of Ready Mixed Concrete – 2017/2019

One amendment was received throughout the previous twenty-four month tender period.

Burdekin Concrete: A comparison against the previous tender pricing was conducted and the result showed an average decrease in price of approximately 1.13%.

(4) QBSC/17/012 – Supply, Storage and Delivery of Herbicides – 2017/2019

No amendments were received throughout the previous twenty-four month tender period.

Landmark: A comparison against the previous tender pricing was conducted and the results showed an average decrease in price of approximately 10.51%.

(5) QBSC/17/013 – Supply and Delivery of Cement Products – 2017/2019

No amendments were received throughout the previous twenty-four (24) month tender period.

Parkside Mitre 10: New supplier with an average price of 3.57% less than the previous tender pricing.

(6) QBSC/17/014 – Cleaning Services for the Jones Street Depot – 2017/2019

No amendments were received throughout the previous twenty-four month tender period.

DJ Cleaning Service: A comparison against the previous tender pricing was conducted and the results showed an increase in price of 29.1%.

Report prepared by

Alan Drew – Stores/Purchasing Officer

Report authorised by

Wayne Saldumbide – Manager Operations

Attachments

1. N/A

9 TECHNICAL SERVICES

9.1 Request for a Disabled Access Ramp - Queen Street Ayr

Document Information

Referring Letter No: CrDes17/0045

File No: 705

Name of Applicant: June Bosel

Location: 136 Queen Street, Ayr

Author and Title: Glen Stockdale – Senior Technical Officer

Executive Summary

A customer request was received requesting installation of a disability access ramp in the loading zone in front of Snap Fitness.

Recommendation

Council resolves to install a disability access ramp in the loading zone in front of Snap Fitness.

Background Information

The installation of the access ramp in front of Snap Fitness will provide a suitable drop-off point for people visiting the Burdekin Community Association. This ramp will provide an access for people with disabilities without requiring the pedestrian crossing on Queen Street.

Link to Corporate/Operational Plan

Section 3.1.3 – Encourage equitable access to facilities.

Consultation

N/A

Legal Authority or Implications

N/A

Policy Implications

N/A

Financial and Resource Implications

Approx \$2000 from the Operational Budget.

Report prepared by

Glen Stockdale – Senior Technical Officer

Report authorised by

Matthew Ingle – Design Office Manager

Attachments

1.



9.2 Request for a Disabled Car Park Space - Mackenzie Street Ayr - NQ Employment

Document Information

Referring Letter No: CrDes17/0050

File No: 705

Name of Applicant: Mark Haynes

Location: 53 Graham Street, Ayr

Author and Title: Glen Stockdale – Senior Technical Officer

Executive Summary

A customer request was received requesting installation of a disabled parking space in Mackenzie Street adjacent to NQ Employment (53 Graham Street).

Recommendation

Council resolves to install a disabled parking space in the centre-parking section of Mackenzie Street adjacent to NQ Employment.

Background Information

Glen Stockdale spoke with Mark Haynes from NQ Employment regarding the request for a disabled parking space. Glen informed Mark that Council has recently removed trees from the section of centre parking in front of NQ Employment and the area requires bitumen resurfacing. The disabled parking space could be installed once this section of road is resurfaced, rather than disturb the existing side parking spaces. Mark Haynes said he would be happy with this result.

Link to Corporate/Operational Plan

Section 3.1.3 – Encourage equitable access to facilities.

Consultation

Consultation was undertaken with Mark Haynes from NQ Employment.

Legal Authority or Implications

N/A

Policy Implications

N/A

Financial and Resource Implications

Negligible - Council will be replacing the line marking to this section of Mackenzie Street once it is bitumen surfaced.

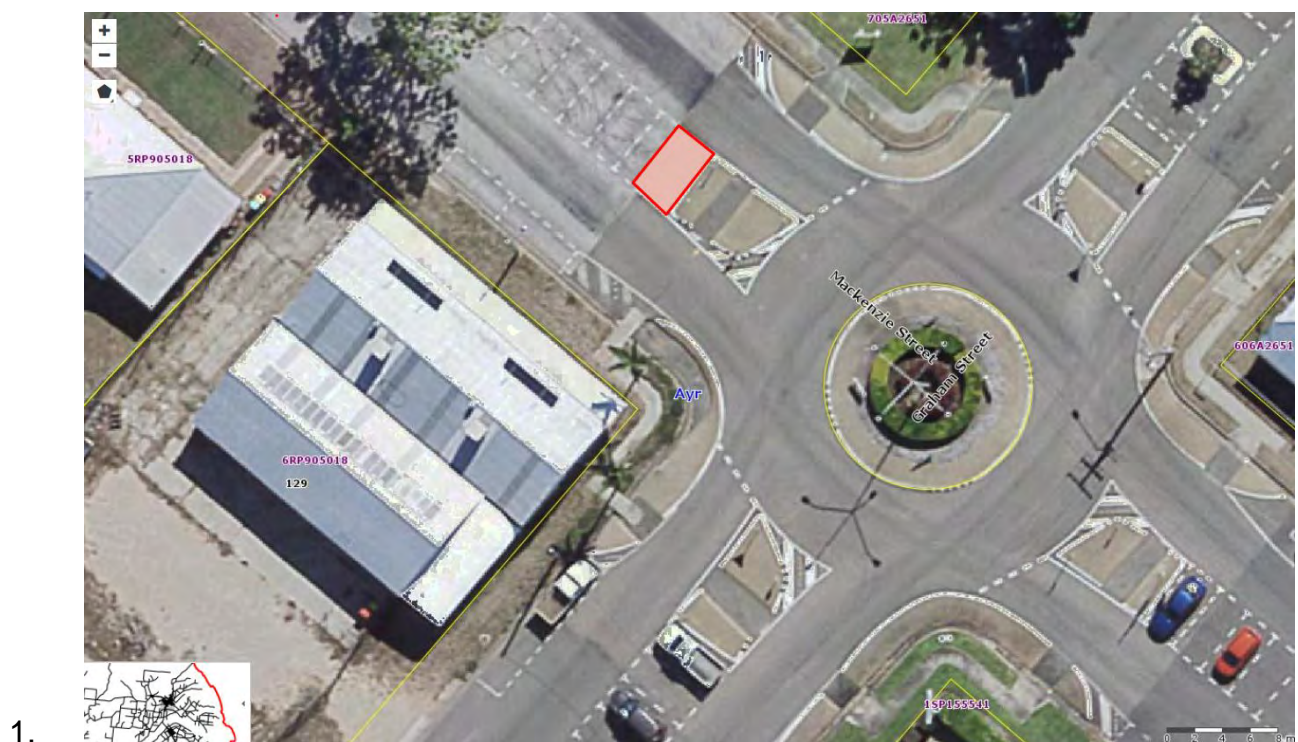
Report prepared by:

Glen Stockdale – Senior Technical Officer

Report authorised by:

Matthew Ingle – Design Office Manager

Attachments



9.3 Change to Parking - Young Street Ayr

Document Information

Referring Letter No: N/A

File No: 705

Name of Applicant: M & A Escriva

Location: Young Street, Ayr

Author and Title: Matthew Ingle – Design Office Manager

Executive Summary

Request to change several centre car parking spaces in Young Street from 3P to 1P.

Recommendation

Council resolves to change three existing car parking spaces in the centre parking of Young Street, near Queen Street, to one hour parking.

Background Information

Mrs Escriva met with the Mayor and Technical Services Manager requesting that the time limit on parking spaces near their newsagency be reduced. She produced a list, that she had prepared, of nearby businesses whose staff were utilising the centre parking all day. The centre parking is currently signed as “3P”. Mrs Escriva believes that the all-day use of the centre parking by shop staff is impacting on their business and that reducing the time limit may discourage this practice.

Link to Corporate/Operational Plan

N/A

Consultation

Mrs Escriva met with the Mayor and Technical Services Manager.

Legal Authority or Implications

N/A

Policy Implications

N/A

Financial and Resource Implications

Sign changes and installation will be paid for from operational budget.

Report prepared by

Matthew Ingle – Design Office Manager

Report authorised by

Matthew Ingle – Design Office Manager

Attachments

1.



9.4 Temporary Road Closure - Inkerman

Document Information

Referring Letter No: 1388825

File No: 543

Name of Applicant: R & J Dobe

Location: Inkerman

Author and Title: Matthew Ingle – Design Officer Manager

Executive Summary

Request for Council's view on the temporary closure of part of a road reserve, Inkerman.

Recommendation

Council resolves not to object to the temporary closure of the road adjoining the southern boundaries of lot 328 SP149505 and lot 327 RP748501.

Background Information

R and J Dobe, owners of Inkerman Station, have written to council requesting council's view on the temporary closure of part of the road adjoining the southern boundaries of lot 327 SP149505 and lot 328 RP748501. After closure, they will apply for a permit to use the land for grazing purposes. They have stated the reasons for their application are for land management and security.

The road is unformed and there is already a permit to occupy over the section of road to the east.

The owners of lot 327 and 328 were contacted by telephone and neither had any concern over the temporary closure of the road.

Link to Corporate/Operational Plan

N/A

Consultation

M Populin owner of lot 328 and L Populin owner of lot 327 were contacted by telephone to obtain their views on this matter.

Legal Authority or Implications

Council is the road manager for all non-state controlled roads, whether constructed or not, in the shire.

Policy Implications

N/A

Financial and Resource Implications

N/A

Report prepared by

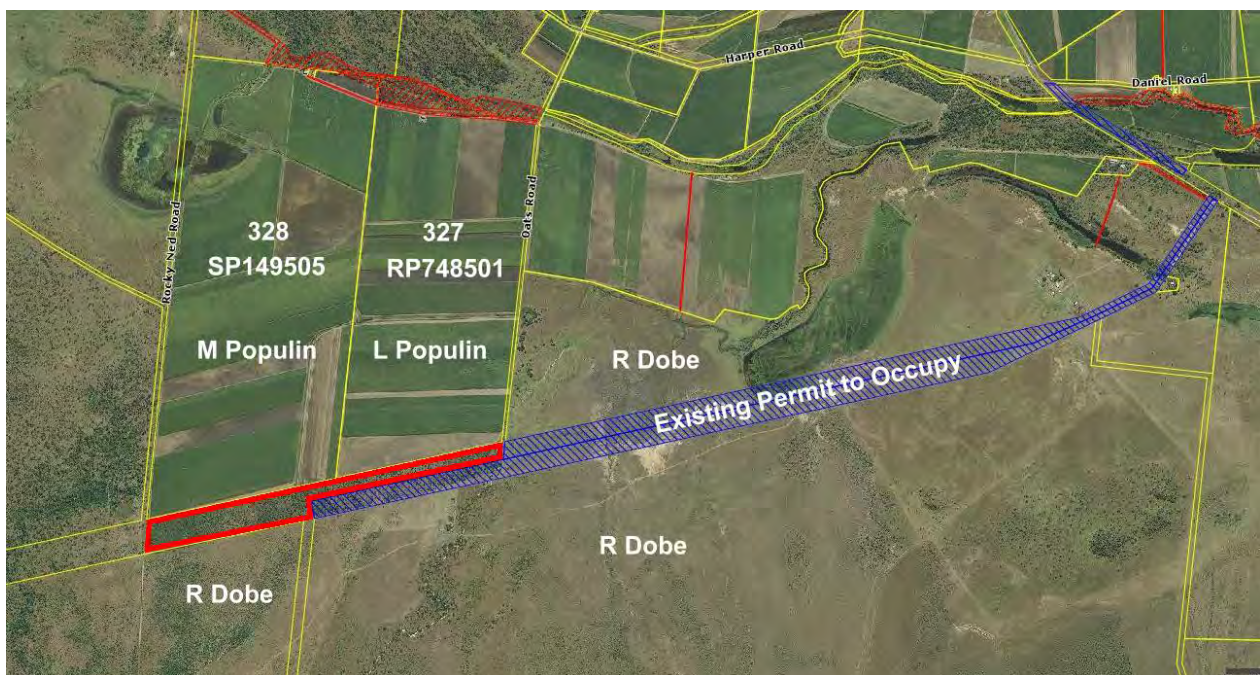
Matthew Ingle – Design Officer Manager

Report authorised by

Matthew Ingle – Design Officer Manager

Attachments

1.



10 PLANNING & DEVELOPMENT

10.1 Development Application Material Change of Use for a Renewable Energy Facility (Solar Farm and Battery Storage) at Keith Venables Road, Upper Haughton (Lot 4 on GS602 & Lot 30 on SP100843)

Document Information

Referring Letter No: 1382282

File No: 226 and CONS17/0002

Name of Applicant: Pacific Hydro AUSTRALIA Developments Pty Ltd

Location: Keith Venables Road, Upper Haughton (Lot 4 on GS602 & Lot 30 on SP100843)

Author and Title: Shane Great – Manager Planning and Development

Executive Summary

Council has received a Development Application from Pacific Hydro for Material Change of Use for Renewable Energy Facility (Solar Farm and Battery Storage) at Keith Venables Road, Upper Haughton (Lot 4 on GS602 & Lot 30 on SP100843).

The Material Change of Use proposal is for a non-defined use and triggers an 'Impact Assessable' Development Application in accordance with the provisions of the Burdekin Shire Council's IPA Planning Scheme (the scheme).

Recommendation

That Council approves the Development Application for a Renewable Energy Facility (Solar Farm and Battery Storage) at Keith Venables Road, Upper Haughton (Lot 4 on GS602 & Lot 30 on SP100843) subject to the following conditions:

Approved Plans/Staging

- 1.1(a) The development and conduct of the approved use of the premises, the carrying out and maintenance of any works on the premises and construction and maintenance of any building on the premises must be generally in accordance with the applications supporting material including all drawings/documents identified in the Table below, except as otherwise specified by any condition of this approval.

Document/Title	Reference	Revision	Date
Site Location Plan – Figure 1	PH - 1307	A	09/03/17
Cadastral Plan – Figure 2	PH - 1308	A	09/03/17
Indicative Layout Plan – Figure 4	PH - 1313	A	09/03/17

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- (b) Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) will prevail.
 - (c) The proposed development must comply with all Planning Scheme requirements as applying at the date of this approval, except as otherwise specified by any condition.
- 1.2 The development may be staged in accordance with the timeframes and capacities located in section 3.5, Staging; of the Planning Report submitted as part of the Development Application. If staged, the development need not be completed in the stage order indicated in section 3.5 submitted provided that any road access and infrastructure services required to service the particular stage are constructed with that stage.
 - 1.3 Pursuant to s342 of the Sustainable Planning Act 2009, the uncompleted aspects of this development approval lapse if the whole of the approved use has not happened by 20 June, 2025. (8 years)

Compliance with conditions

- 2. The proposed development must comply with all conditions of this development permit prior to the commencement of the use.

Outstanding charges

- 3. All rates and charges (including regulated infrastructure charges), in arrears in respect of the land, subject of the application, are paid in full prior to the commencement of the proposed use.

Notice of Intention to commence the use

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

Public Utility Services/Damage

- 5.1 The developer must at its own cost undertake all necessary alterations to public utility mains and services as are rendered necessary by the carrying out of any required external works or other works associated with the approved development.
- 5.2 Any damage which is caused to Council's infrastructure as a result of the proposed development must be repaired immediately.

Road/Access

- 6.1 Prior to commencement upgrade the existing formed pavement of Keith Venables Road for a distance of 275 metres easterly from the property boundary of Lot 30 on SP100843. The upgrade is to provide a minimum 5 metre wide, 150mm thick compacted gravel pavement.

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- 6.2 Prior to the commencement of construction, the developer must undertake a dilapidation audit of the existing Council road network of Keith Venables Road from the property boundary of Lot 30 on SP100843 for the distance of 275 meters.
 - 6.3 Prior to the commencement of the use, the developer must undertake a second dilapidation audit of the road sections addressed in the pre-construction report above. This audit must clearly quantify any damage that has been caused as a result of this construction traffic. Any damage created by this development must be rectified by a contractor approved by Council.
 - 6.4 Provide evidence that the irrigation channel crossing on Keith Venables Road in close proximity to the property boundary has sufficient structural capacity to support the type and volume of proposed construction traffic.
 - 6.5 The construction of any crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of the Chief Executive Officer.

Stormwater

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

Operational Works

8. Where operational works are required to be carried out for the proposed solar farm, the developer must, within the timeframe required by the Sustainable Planning Act 2009 and prior to the commencement of any work, lodge with Council an application for a development permit for operational works. As part of such application, the developer must submit:-
 - (a) detailed and complete engineering drawings and specifications of the proposed works prepared by a civil engineer, who is both registered under the Professional Engineer's Act 2002 and is current Registered Professional Engineer of Queensland; and
 - (b) a certificate from the engineer who prepared the drawings stating that the design and specifications have been prepared in accordance with these conditions, relevant Council Codes and Planning Scheme Policies and the relevant Australian Standard Codes of Practice;

Amenity

9. The use of the development must not cause an unreasonable nuisance to the surrounding rural area.

On-site Sewerage Disposal

10. The development must be serviced by an appropriate sewerage disposal system during the construction phase of the development.

Refuse Facilities

11. All waste generated as a result of the construction activities is to be effectively controlled and contained entirely within the boundaries of the site before disposal, unless otherwise approved by Council.

Management Plans

- 12.1 Prepare, implement and maintain a Construction Management Plan (CMP) for the subject site. The CMP must be prepared and certified by a Registered Professional Engineer of Queensland (RPEQ), submitted to the Council and available on site at all times. The CMP must include, but not be limited to, the following details for the construction phase of the approved development:
 - a) a description of all relevant activities to be undertaken on the site during construction including the anticipated staging for bulk earthworks and the construction works program
 - b) a description of the roles and responsibilities for all relevant employees involved in the construction of the project including relevant training and induction provisions for ensuring that all employees, contractors and sub-contractors are aware of their environmental and compliance obligations under these conditions of approval
 - c) details of any construction sites and mitigation, monitoring, management and rehabilitation measures specific to the site that would be implemented
 - d) statutory and other obligations that the applicant is required to fulfil during construction including all relevant approvals, consultations and agreements required from authorities and other stakeholders, and key legislation and policies
 - e) details of how the environmental performance of construction will be monitored, and what actions will be taken to address identified potential adverse environmental impacts including soil and water impacts and dust emissions
 - f) emergency management measures including measures to control bushfires.
- 12.2 Prior to the commencement of construction, the applicant must submit to the Council a Traffic Management Plan (TMP) prepared and certified by a Registered Professional Engineer of Queensland (RPEQ). The TMP must include, but is not limited to:
 - i) details of how construction of the project will be managed in proximity to local and regional roads

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- ii) details of traffic routes for heavy vehicles, including any necessary route for oversized loads
 - iii) details of how any potential safety hazards resulting from the increased vehicle movements will be mitigated during the construction phase
 - iv) procedures for informing the public where any road access will be restricted as a result of the project.

12.3 No later than one month prior to the decommissioning of the project, or otherwise agreed to by the Chief Executive Officer, the applicant is to submit to the Council a Decommissioning and Rehabilitation Management Plan prepared and certified by a suitably qualified person. The plan must include but is not limited to:

- i) identification of structures, including but not limited to all solar panels, the substation, the control and facility building and electrical infrastructure, including underground infrastructure to be removed, except where the substation, control room or overhead electricity lines are transferred to or in control of the local electricity network operator, and how they will be removed
- ii) measures to reduce impacts of the development on the environment and surrounding land uses
- iii) details of how the land will be rehabilitated back to its predevelopment condition, including slope and soil profile.

Decommissioning/Post Operations

13.1 If the solar farm is not used for the generation of electricity for a continuous period of 12 months, the use shall be considered decommissioned, and the site shall be returned as far as practical, to its condition prior to the commencement of the use, unless otherwise agreed by the Chief Executive Officer.

13.2 Within 18 months of the site being decommissioned the site shall be returned as far as practicable to its condition prior to the commencement of construction. All solar panels and associated above ground structures including but not necessarily limited to, the substation, the control and facilities building and electrical infrastructure, including underground infrastructure shall be removed from the site unless otherwise agreed by the Chief Executive Officer, except where the substation, control room or overhead electricity lines are transferred to or in the control of the local electricity network operator.

Advice;

- *Given that the site is located in a cyclonic region defined as C2, it will be necessary for all buildings and for the solar panel supporting framework (Special structures) to be designed assessed and constructed in accordance with relevant Building Regulations.*
- *All waste is to be disposed of in accordance with the Environmental Protection (Waste Management) Regulation 2000.*

Background Information

Burdekin Shire Council acting as the Assessment Manager has received a Development Application for a Material Change of Use to establish a Renewable Energy Facility (Solar Farm and Battery Storage) at Keith Venables Road, Upper Haughton (Lot 4 on GS602 & Lot 30 on SP100843). The proposal is for a non-defined use and triggers an 'Impact Assessable' Development Application in accordance with the provisions of the Burdekin Shire Council's IPA Planning Scheme (*the scheme*)

The proposal is located on land zoned 'Rural'. The application has been assessed against the relevant sections of the scheme including the "Rural Zone" code.

The Application:

The applicants' intent is to develop a large scale Solar Photovoltaic facility including an area for battery storage, when constructed the panels will be no higher than 4m above ground level. The Renewable Energy Facility is proposed to be built over a development area of 1,181ha which will reach up to a maximum capacity of 500MW. Pacific Hydro proposes to construct the facility in 3 stages over 8 years and connect to the existing 275kV ETL line that crosses the development area.

The built form of the developed site will consist of:

- Site office/warehouse building
- Car parks and temporary laydown area
- Solar panels constructed in a grid pattern
- An area for future battery energy storage opportunities
- Power conversion units (including inverters, transformers and ring main units)
- Electrical substation.

A security fence of approximately 2metres in height will be erected around the development area, with CCTV cameras at the entrance to monitor visitors.

Site Description and Surrounding Land Uses:

The subject site is a partially cleared vacant rural lot which includes some grazing land and is located approximately 17 kilometres towards the west from the township of Clare. The total site area of the land for the application is over 6500ha with the investigation area being 3000ha. The actual development area for the proposed project of approximately 1,181ha. The site is devoid of any structures within the development area however some pumps, small dams, fencing and gates are located over the balance of the site.

The surrounding area consists of mainly irrigated sugar cane farm land to the north and east with unimproved rural land to the west and south of the subject site. The nearest residential property is approximately 2.7km west of the development area.

Scheme Definition:

There is no specific definition for 'Renewable Energy Facility (PV Solar Farm)' in the scheme. As such, the development falls within the 'Use not defined' use definition, which is defined as:

"A development use not defined in this Schedule 1 will be considered to have its ordinary meaning and will be assessed as impact assessable development."

As the proposed use is presently undefined, the application will be assessed against the entire scheme and in particular, the “Rural Zone Code”.

In the new Planning Act 2016 scheme it is intended to include a new definition:

“Renewable Energy Facility” – Premises used for the generation of electricity or energy from renewable (naturally occurring) sources such as solar or wind power”.

Scheme Assessment

Council’s current IPA Planning Scheme has very limited content that facilitates assessment outcomes for a Renewable Energy Facility. The proposed use is not referenced or included in any component of the scheme. In assessing the application, consideration has been given to all relevant components of the scheme including the Desired Environmental Outcomes (DEO’s), Specific Outcomes in the ‘Rural Zone Code’. Given the nature of the proposal, general compliance with the overall schemes objectives can be achieved and are summarised as follows:

- *Desired Environmental Outcomes* – The proposed land use is generally in accordance with the adopted DEO’s. In particular, the proposal will provide opportunities for diversification, economic gain and renewable energy infrastructure.
- *Visual amenity*- the proposed solar PV modules will be erected no more than 4m above ground level. Setbacks from road frontages and adjoining properties have also been incorporated in the design to further mitigate the visual impacts to the wider community.
- *Water Quality Maintenance*-All potential impacts to groundwater, waterways and surface water will be managed through the implementation of a Construction Management Plan (CMP). The plan will need to detail methods for minimising sediment-laden runoff in accordance with best practice guidelines.
- All other identified ‘specific outcomes’ in the ‘Rural’ zone code are either ‘not applicable’ or the project complies with the ‘acceptable solutions’ contained in the code.

As previously stated, the proposed use is considered to be a relatively new industry (i.e. *renewable energy resource*). From a State’s perspective, ‘Renewable Energy Facilities’ are recognised in the new Queensland Planning Provisions (QPP) by way of a new definition.

“Premises used for the generation of electricity or energy from renewable (naturally occurring) sources.”

This initiative by the state indicates that these new uses are not only a recognised use but also an acceptable one. Obviously, this depends on the ability of the proposal to meet the adopted requirements of the Local Authority and the State.

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

- *The proposed solar farm will use PV modules to generate clean renewable energy, which will represent a positive diversification of the local economy*
- *The solar farm will benefit the local economy through the creation of up to 240 jobs during the construction phase, up to 10 ongoing jobs during the operational phase and indirect benefits to local businesses, contractors and suppliers*

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- *The project meets the intent and desired outcomes of the Burdekin Shire IPA Planning Scheme 2011, and is consistent with the applicable codes of the planning scheme*
 - *The proposed development area is located on an already cleared and modified site and the proposed temporary works will not negatively impact the character and amenity of the site and the adjoining land uses.*

It is not considered that the application is in substantial conflict with any planning scheme Desired Environmental Outcome (DEO's) or Specific Outcomes of the Rural Zone Code that would warrant refusal or that could not be justified by reasonable planning grounds. In particular, there is a potential economic and community benefit of producing a clean green alternate energy supply that this project could deliver to the Burdekin Shire.

Good Quality Agricultural Land (GQAL)

Another important issue for Council to consider when assessing this application is the potential impact on existing GQAL and the obligations Council has to ensure that protection of GQAL is highly regarded.

Burdekin Shire is surrounded by GQAL and apart from the built environment, encompasses much of the shire. Uses such as a solar farm require large land areas situated in suitable areas. The applicant has chosen the subject land because of its many positive attributes that meet many of the criteria needed to ensure a successful outcome is delivered in the most cost effective manner.

The use does not compromise the long term productive capacity of the land nor does it negatively impact on current soil classes.

The land is not being converted or changed to a state that would negatively impact on its future productive capabilities. If the solar farm becomes unviable or past its operational lifespan, the land can be converted back to agricultural land unencumbered. The long term GQAL preservation objectives will not be compromised.

Comment on Submissions

The Development Application required public notification due to the proposal triggering a Material Change of Use – Impact Assessable.

The application was advertised in the Advocate on Friday 24 April 2017 and at the closing date for submissions on Thursday 18 May 2017, one properly made submission was received from SunWater Limited.

The submission states that a formal application is required to gain access over SunWater land. This matter will be negotiated outside of this approval process and is therefore not considered to be a valid ground for refusal.

Conclusion

Assessment of the proposal against the planning scheme requirements has demonstrated that the proposed development will achieve compliance with relevant aspects of the scheme.

Recommendations including conditions have been based on the overall impact the proposed use may have considering the schemes DEO's, Zone Codes and State Interests.

Council's Development Assessment Team members have assessed the application and in accordance with Section 345 of the Sustainable Planning Act (SPA), have included reasonable and relevant conditions as part of the recommended approval. Given that the proposal generally complies with the provisions contained in Council's IPA Planning Scheme and other relevant planning instruments, it is recommended that Council approves the application subject to the abovementioned conditions.

Link to Corporate/Operational Plan

The proposal relates to the newly adopted Corporate Plan in that it meets several of the objectives identified in 'Key Strategic Areas' including Infrastructure, Economic Development and Environment.

Consultation

The application was publicly notified between 24 April 2017 and 18 May 2017. There was 1 properly made submissions received. All relevant Council Departments have been consulted with comments and development conditions included as part of the recommendation.

Legal Authority or Implications

A potential risk is present in that any decision made by the Assessment Manager may attract an appeal in the Planning and Environment Court.

Policy Implications

N/A

Financial and Resource Implications

Possible legal fees associated with any Planning and Environment Court appeal.

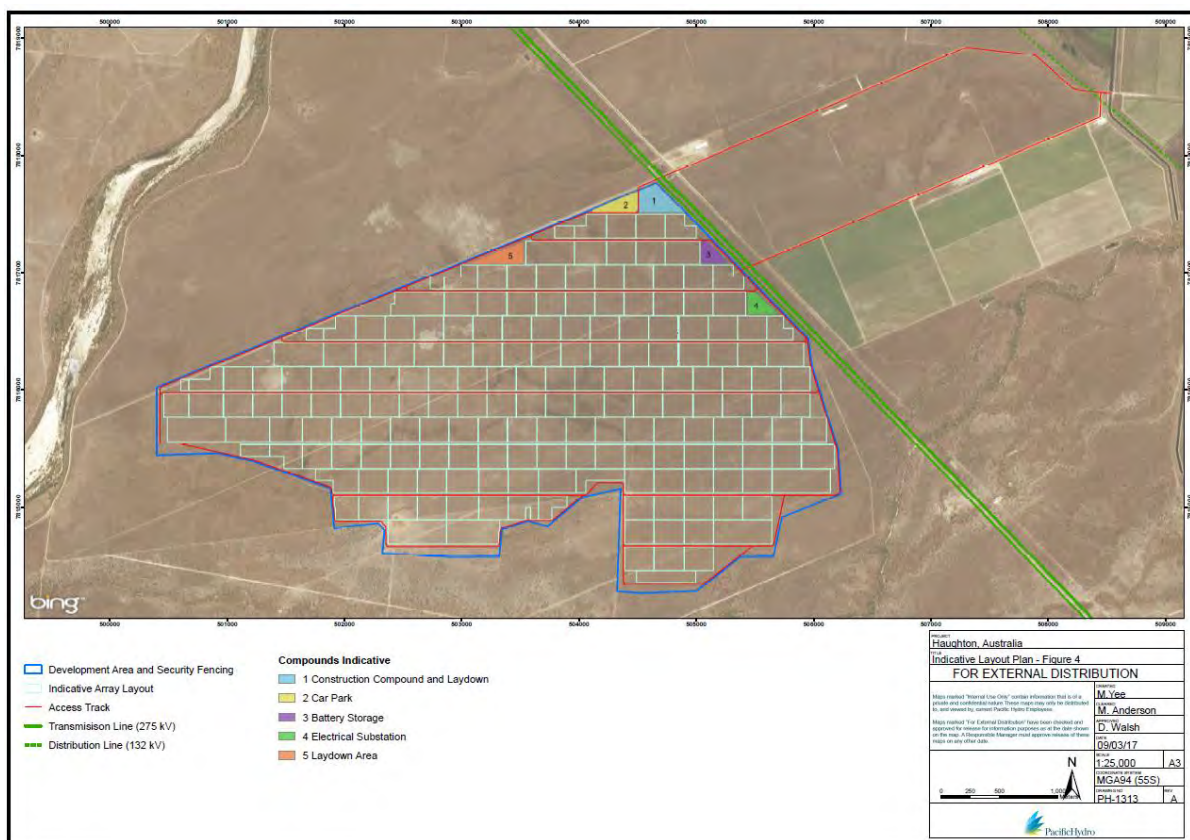
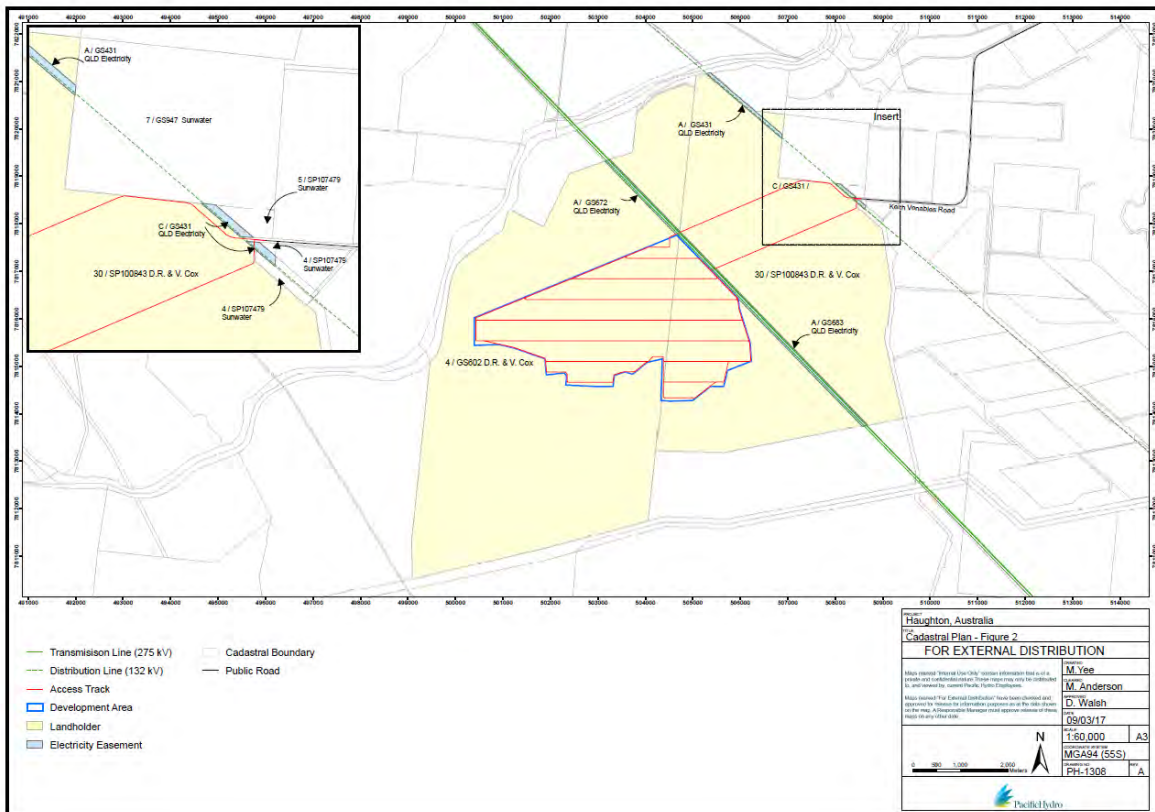
Report prepared by

Shane Great – Manager Planning and Development

Report authorised by

Shane Great – Manager Planning and Development

Attachments



11 COMMUNITY DEVELOPMENT

11.1 Additional Capital Funding - Renovation of Staff Amenities at the Burdekin Library

Document Information

Referring Letter No: N/A

File No: N/A

Name of Applicant: Burdekin Library

Location: 108 Graham Street, Ayr

Author and Title: Tony Vaccaro – Manager Community Development

Executive Summary

New Staff amenities at the Burdekin Library are required as the existing amenities are inadequate. Capital funding was set aside in the 2016/17 Budget for this project. Three quotes were sought for the work however the lowest quote received was above the amount budgeted for the project.

Recommendation

That Council approve the additional funds to the value of \$28,700 to complete the upgrade to the Burdekin Library amenities and the funds be provided from the reduction in the project cost for the Ayr Swimming Pool Refurbishment Project.

Background Information

Provision was made in the 2016/2017 budget to upgrade the staff amenities at the Burdekin Library. An amount of \$75,000 was allocated in the budget to undertake this project. Quotations for the work have recently been called and the lowest quote received was for \$91,167.08.

Current costs incurred to date for the project amount to \$12,445 for the relocation of the data rack and for designs and plans for the work. Therefore the total funding shortfall for this project is \$28,612.

Link to Corporate/Operational Plan

3.3.1 Encourage increased use of community spaces and facilities.

Consultation

Internal consultation with the Manager Governance and Local Laws and Finance Department staff.

Legal Authority or Implications

N/A

Policy Implications

N/A

Financial and Resource Implications

The additional capital funding required to complete the project is \$28,612. A funding source to cover this shortfall has been identified, being funds from the Ayr Swimming Pool Refurbishment project. This is due to a reduction in the estimated cost of the project following the awarding of the tender for the project.

Report prepared by

Tony Vaccaro – Manager Community Development

Report authorised by

Terry Brennan – Chief Executive Officer

Attachments

1. N/A

12 ECONOMIC DEVELOPMENT

13 NOTICES OF MOTION

14 CORRESPONDENCE FOR INFORMATION

Tabled Separately

15 GENERAL BUSINESS

16 CLOSED MEETING ITEMS

1. Development and Planning matter
2. Donation to Burdekin Chaplains
3. Burdekin Growers Race Day

17 DELEGATIONS

