



**BURDEKIN SHIRE COUNCIL**



# **AGENDA**

## **ORDINARY COUNCIL MEETING**

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

**on 11 July 2017**

**COMMENCING AT 9:00AM**

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

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

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



**TUESDAY 11 JULY 2017**

## **ORDER OF BUSINESS:**

<b>ITEM</b>	<b>PRECIS</b>	<b>PAGE</b>
<b>1</b>	<b>PRAYER</b>	<b>1</b>
<b>2</b>	<b>DECLARATIONS OF INTEREST</b>	<b>1</b>
<b>3</b>	<b>MINUTES AND BUSINESS ARISING</b>	<b>1</b>
<b>3.1</b>	<b>Ordinary Council Meeting Minutes - 27 June 2017</b>	<b>1</b>
<b>3.2</b>	<b>Budget Meeting Minutes - 27 June 2017</b>	<b>24</b>
<b>3.3</b>	<b>Burdekin Cultural Advisory Group Meeting Minutes - 22 May 2017</b>	<b>80</b>
<b>3.4</b>	<b>Local Disaster Management Meeting Minutes - 16 June 2017</b>	<b>86</b>
<b>3.5</b>	<b>Audit Committee Meeting Minutes - 21 June 2017</b>	<b>91</b>
<b>3.6</b>	<b>Community Grants Panel Meeting Minutes - 27 June 2017</b>	<b>97</b>
<b>4</b>	<b>REPORTS</b>	<b>101</b>
<b>4.1</b>	<b>Council Workshops - June 2017</b>	<b>101</b>
<b>5</b>	<b>GOVERNANCE &amp; LOCAL LAWS</b>	<b>103</b>
<b>5.1</b>	<b>Environmental Levy Application - Burdekin Combined State and Private Schools - 2017 National Tree Day for Schools Project</b>	<b>103</b>
<b>5.2</b>	<b>Groper Creek Reserve - Public Amenities Repairs</b>	<b>106</b>
<b>5.3</b>	<b>Appointment of Acting Chief Executive Officer</b>	<b>109</b>
<b>6</b>	<b>CLIENT SERVICES</b>	<b>111</b>
<b>7</b>	<b>FINANCIAL &amp; ADMINISTRATIVE SERVICES</b>	<b>111</b>
<b>8</b>	<b>OPERATIONS</b>	<b>111</b>
<b>9</b>	<b>TECHNICAL SERVICES</b>	<b>111</b>
<b>10</b>	<b>PLANNING &amp; DEVELOPMENT</b>	<b>111</b>
<b>11</b>	<b>COMMUNITY DEVELOPMENT</b>	<b>111</b>
<b>12</b>	<b>ECONOMIC DEVELOPMENT</b>	<b>111</b>



# BURDEKIN SHIRE COUNCIL



<b>13</b>	<b>NOTICES OF MOTION</b>	<b>111</b>
<b>14</b>	<b>CORRESPONDENCE FOR INFORMATION</b>	<b>111</b>
<b>15</b>	<b>GENERAL BUSINESS</b>	<b>111</b>
<b>16</b>	<b>CLOSED MEETING ITEMS</b>	<b>111</b>
<b>17</b>	<b>DELEGATIONS</b>	<b>111</b>
<b>17.1</b>	<b>Australian Citizenship Ceremony - 11 July 2017</b>	<b>111</b>

---

## **1 PRAYER**

## **2 DECLARATIONS OF INTEREST**

## **3 MINUTES AND BUSINESS ARISING**

### **3.1 Ordinary Council Meeting Minutes - 27 June 2017**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 27 June 2017 be received and confirmed.





# **MINUTES**

## **ORDINARY COUNCIL MEETING**

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

**on 27 June 2017**

**COMMENCING AT 10:00AM**



**TUESDAY 27 JUNE 2017**

### **ORDER OF BUSINESS:**

<b>ITEM</b>	<b>PRECIS</b>	<b>PAGE</b>
<b>1</b>	<b>PRAYER</b>	<b>1</b>
<b>2</b>	<b>DECLARATIONS OF INTEREST</b>	<b>1</b>
<b>3</b>	<b>MINUTES AND BUSINESS ARISING</b>	<b>2</b>
<b>3.1</b>	<b>Ordinary Council Meeting Minutes - 13 June 2017</b>	<b>2</b>
<b>3.2</b>	<b>Regional Arts Development Fund Advisory Group Meeting Minutes - 6 June 2017</b>	<b>2</b>
<b>3.3</b>	<b>Burdekin Shire Youth Council Meeting Minutes - 8 May 2017</b>	<b>3</b>
<b>3.4</b>	<b>Burdekin Shire Youth Council Meeting Minutes - 29 May 2017</b>	<b>3</b>
<b>4</b>	<b>REPORTS</b>	<b>3</b>
<b>4.1</b>	<b>Capital Projects Report for Period Ending 31 May 2017</b>	<b>3</b>
<b>4.2</b>	<b>Operating Statement for Period Ending 31 May 2017</b>	<b>4</b>
<b>5</b>	<b>GOVERNANCE &amp; LOCAL LAWS</b>	<b>4</b>
<b>5.1</b>	<b>Adoption of Revised Herbicide Subsidy Policy</b>	<b>4</b>
<b>5.2</b>	<b>Adoption of Wild Dog Control Assistance Policy</b>	<b>5</b>
<b>5.3</b>	<b>Repeal of Policy F021 - Business Management Compliance Policy and Manual</b>	<b>5</b>
<b>5.4</b>	<b>Acquisition of Easements over Irrigation Infrastructure by Lower Burdekin Water - Lot 393 on Crown Plan 855272 and Lot 384 on Crown Plan SB738 - Bojack Road, Home Hill</b>	<b>6</b>
<b>5.5</b>	<b>Adoption of Operational Plan 2017-2018</b>	<b>6</b>
<b>5.6</b>	<b>Request to Lease Lot 14 - Ayr Aerodrome</b>	<b>7</b>
<b>6</b>	<b>CLIENT SERVICES</b>	<b>7</b>
<b>7</b>	<b>FINANCIAL &amp; ADMINISTRATIVE SERVICES</b>	<b>7</b>
<b>7.1</b>	<b>Adoption of Non-Current Asset Accounting Policy</b>	<b>7</b>

Ordinary Council Meeting 27 June 2017



## BURDEKIN SHIRE COUNCIL



7.2	Department of Natural Resources and Mines are Questioning Council's Application of the Change of Ownership Fee	8
8	OPERATIONS	8
9	TECHNICAL SERVICES	8
9.1	Additional Information - Temporary Road Closure - Inkerman	8
9.2	Additional Information for Change to Easement Location - Anabran Road, Jarvisfield	9
9.3	Extension of Water Supply - South Ayr	10
9.4	2016/17 Capital Roadworks Interim Report	10
10	PLANNING & DEVELOPMENT	11
10.1	Development Application Material Change of Use and Reconfiguration of a Lot (99 year lease and two access easements) Mitchell Road, Clare (Lot 1 and 249 on GS1035)	11
11	COMMUNITY DEVELOPMENT	15
12	ECONOMIC DEVELOPMENT	15
13	NOTICES OF MOTION	15
13.1	Morris Creek Boat Ramp Upgrade	15
14	CORRESPONDENCE FOR INFORMATION	15
14.1	Request for Fill - Burdekin BMX Club Inc.	15
14.2	Request for Council's Consideration - Construction of Car Park and Student Pick-Up and Drop-Off Area - East Ayr State School	15
14.3	Request for Secretarial Support from Council - Burdekin Tourism Association Inc.	16
15	GENERAL BUSINESS	16
15.1	Approved Leave of Absence - Councillor Goddard	16
15.2	Approved Leave of Absence - Councillor Liessmann	16
15.3	Deletion of Project - Works for Queensland	16
16	CLOSED MEETING ITEMS	17
16.1	Renewal of Council Insurance Policies - 2017/2018	17

Ordinary Council Meeting 27 June 2017



## BURDEKIN SHIRE COUNCIL



16.2	Request for Rates Exemption - Property 6570	18
17	DELEGATIONS	18



---

## **ATTENDANCE**

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

Mr. T. Brennan - Chief Executive Officer  
Mr. D. Mulcahy – Manager Governance and Local Laws  
Mr. S. Great - Manager Planning and Development  
Mr. T. Vaccaro – Manager Community Development  
Mrs. K. Olsen - Manager Financial and Administrative Services  
Mr. W. Saldumbide - Manager Operations  
Mr. K. Byers - Manager Technical Services

Minutes Clerk – Mrs. S. Saunders

## **1 PRAYER**

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

## **2 DECLARATIONS OF INTEREST**

The Mayor called for declarations of interest.

Councillor Woods declared a perceived Conflict of Interest in relation to Item 3.2, CLAUSE 3 – Consideration of RADF Applications Received in June 2017 Round, Councillor Woods is the President of the Home Hill Harvest Festival Committee that have applied for funding. Councillor Woods advised of his intentions to leave the meeting during this discussion.

Councillor Goddard and Mr. T. Brennan - Chief Executive Officer declared a perceived Conflict of Interest in relation to Closed Business Item 16.1 – Renewal of Council Insurance Policies – 2017/2018. Mr. Brennan is a member of the LGM Board. Councillor Goddard advised that a family member works for one of the insurance companies. Councillor Goddard and Mr. Brennan advised of their intentions to leave the meeting during this discussion.

Councillor McLaughlin declared a perceived Conflict of Interest in relation to Item 9.1, Additional Information – Temporary Road Closure – Inkerman, as one of the users of the road is a family friend. Councillor McLaughlin advised of her intentions to leave the meeting during this discussion.

*10.08am - Councillor McLaughlin left the meeting to attend a media engagement relating to the Council Budget, with Councillor Goddard assuming the Chair.*

---

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

#### **3.1 Ordinary Council Meeting Minutes - 13 June 2017**

##### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 13 June 2017 be received as a true and correct record.

##### **Resolution**

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

CARRIED

Mr. T. Brennan - Chief Executive Officer noted the following:

- Item 15.6 - Action Required after Response to Show Cause Notice Issued Over 170-188 Craig Street and 49-55 Drysdale Street, Ayr (Lot 62 and 63 on A2658) by Contravening Section 578 of the Sustainable Planning Act 2009 – it was agreed that the recommendation continue to lay on the table until the next Ordinary Council meeting as legal advice is yet to be circulated and reviewed by the Councillors.

*10.10 am - Councillor Woods left the meeting as he declared a perceived Conflict of Interest in Item 3.2 due to being the President of the Home Hill Harvest Festival Committee that have applied for funding through RADF.*

#### **3.2 Regional Arts Development Fund Advisory Group Meeting Minutes - 6 June 2017**

##### **Recommendation**

That the minutes of the Regional Arts Development Fund Advisory Group Meeting held on 6 June 2017 be received as a true and correct record.

##### **Resolution**

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

CARRIED

*10.12am – Councillor Woods returned to the meeting.*

---

### **3.3 Burdekin Shire Youth Council Meeting Minutes - 8 May 2017**

#### **Recommendation**

That the minutes of the Burdekin Shire Youth Council Meeting held on 8 May 2017 be received as a true and correct record.

#### **Resolution**

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

CARRIED

### **3.4 Burdekin Shire Youth Council Meeting Minutes - 29 May 2017**

#### **Recommendation**

That the minutes of the Burdekin Shire Youth Council Meeting held on 29 May 2017 be received as a true and correct record noting the following amendment;

- CLAUSE 3 – That the name of the company is amended to GeoAR Games.

#### **Resolution**

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

CARRIED

## **4 REPORTS**

### **4.1 Capital Projects Report for Period Ending 31 May 2017**

#### **Recommendation**

That the Capital Projects Report for Period Ending 31 May 2017 be received.

#### **Resolution**

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

CARRIED



---

## **4.2 Operating Statement for Period Ending 31 May 2017**

### **Recommendation**

That the Operating Statement for Period Ending 31 May 2017 be received.

### **Resolution**

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

CARRIED

*10.19am - Councillor McLaughlin returned to the meeting and reassumed the Chair.*

## **5 GOVERNANCE & LOCAL LAWS**

### **5.1 Adoption of Revised Herbicide Subsidy Policy**

#### **Executive Summary**

Council and staff review the Herbicide Subsidy 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 revised Herbicide Subsidy Policy.

#### **Resolution**

Moved Councillor Liessmann, seconded Councillor Perry that the recommendation be adopted noting the following amendment to the wording of Clause 6:

- The Burdekin Shire Council will provide financial support to eligible landowners of up to 40% of the cost of the herbicide supplied to a maximum of \$1,600 per annum.

CARRIED



---

## **5.2 Adoption of Wild Dog Control Assistance Policy**

### **Executive Summary**

The Wild Dog Control Assistance Policy is a new policy that sets guidelines for providing financial support to Burdekin Shire landholders who need assistance in baiting/trapping wild dogs on their property.

### **Recommendation**

That Council adopt the Wild Dog Control Assistance Policy attached to the report.

### **Resolution**

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

CARRIED

## **5.3 Repeal of Policy F021 - Business Management Compliance Policy and Manual**

### **Executive Summary**

Existing policy F021 – Business Management Compliance Policy and Manual has been reviewed to determine if it is still current and/or required by Council. It is recommended that the policy be repealed.

### **Recommendation**

That Council repeals Policy F021 - Business Management Compliance Policy and Manual.

### **Resolution**

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

CARRIED

---

#### **5.4 Acquisition of Easements over Irrigation Infrastructure by Lower Burdekin Water - Lot 393 on Crown Plan 855272 and Lot 384 on Crown Plan SB738 - Bojack Road, Home Hill**

##### **Executive Summary**

Council has received correspondence from Cohen Legal acting on behalf of Lower Burdekin Water regarding the acquisition of easements over Lot 393 on Crown Plan 855272 over which Council has a term lease and Lot 384 on Crown Plan SB738 which is adjacent reserve land under the trusteeship of Council. The easements would provide tenure over irrigation infrastructure constructed on the land and would need to be approved by the Department of Natural Resources and Mines.

##### **Recommendation**

That Council offer no objection to Lower Burdekin Water acquiring easements over the irrigation infrastructure located on Lot 393 on Crown Plan 855272 and Lot 384 on Crown Plan SB738.

##### **Resolution**

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

CARRIED

#### **5.5 Adoption of Operational Plan 2017-2018**

##### **Executive Summary**

The Local Government Regulation 2012 requires Council to prepare and adopt an annual Operational Plan for each financial year. An Operational Plan for the 2017-2018 year has been developed by the Senior Leadership Group. This plan has strong links to the Corporate Plan 2017-2022 and aligns with the proposed 2017-2018 Council budget.

##### **Recommendation**

That Council adopts the Operational Plan 2017-2018, with progress reports to be provided to Council on a quarterly basis.

##### **Resolution**

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

CARRIED

---

## **5.6 Request to Lease Lot 14 - Ayr Aerodrome**

### **Executive Summary**

A request has been received from Mr. Paul Walsh for approval to lease Lot 14 at the Ayr Aerodrome.

### **Recommendation**

That Council agree to enter into a standard aerodrome lease with Mr. Paul Walsh for a term of 5 years, with a 5 year option, over Lot 14 at the Ayr Aerodrome described as Lease M in Lot 106 on RP898777 subject to the usual terms and conditions.

### **Resolution**

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

CARRIED

## **6 CLIENT SERVICES**

## **7 FINANCIAL & ADMINISTRATIVE SERVICES**

### **7.1 Adoption of Non-Current Asset Accounting Policy**

#### **Executive Summary**

Under the Local Government Act 2009 (the "Act") and Local Government Regulation 2012 (the "Regulation"), Council is required to prepare its general purpose financial statements in compliance with Australian Accounting Standards and to value its non-current physical assets using the prescribed accounting standards for Council's asset register. These requirements are covered in this policy.

A Non-Current Asset Accounting Policy is attached for consideration and adoption.

#### **Recommendation**

That Council adopts the Non-Current Asset Accounting Policy attached to the report.

#### **Resolution**

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

CARRIED



---

## **7.2 Department of Natural Resources and Mines are Questioning Council's Application of the Change of Ownership Fee**

### **Executive Summary**

Council charges a fee for registering a change of ownership on its property database. The Department of Natural Resources and Mines (DNRM) is questioning Council's application of this charge in relation to a name change of that Department.

### **Recommendation**

That, in the interests of maintaining a good working relationship with DNRM, Council writes off the change of ownership fees in this instance.

Further, that Council exempt all government departments from the fee where the transfer is for a change of name only.

### **Resolution**

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

FOR: 0

AGAINST: Councillors Woods, Perry, Goddard, Liessmann, Bonanno, Bawden and McLaughlin

LOST

## **8 OPERATIONS**

## **9 TECHNICAL SERVICES**

*10.38am - Councillor McLaughlin left the meeting as she declared a perceived Conflict of Interest in Item 9.1 due to one of the users of the road being a family friend. Councillor Goddard assumed the Chair.*

### **9.1 Additional Information - Temporary Road Closure - Inkerman**

#### **Executive Summary**

Additional information regarding the temporary closure of part of a road reserve, Inkerman as requested by Council at its meeting of 13 June 2017.

---

### **Recommendation**

Council accepts the report presented herewith.

### **Resolution**

Moved Councillor Woods, seconded Councillor Liessmann that Council accepts the report presented and object to the temporary road closure due to insufficient evidence of a suitable access road to ensure mining leases or other local businesses are not affected.

CARRIED

*10.48am - Councillor McLaughlin returned to the meeting and reassumed the Chair.*

## **9.2 Additional Information for Change to Easement Location - Anabranh Road, Jarvisfield**

### **Executive Summary**

Further information regarding Easement A RP739188 as requested by Council at its meeting of 8 May 2017.

### **Recommendation**

Council accepts the report presented herewith.

### **Resolution**

Moved Councillor Liessmann, seconded Councillor Woods that Council receive the report and resolve to allow the change to Easement A RP739188 on the condition that there be no cost to Council and that properties benefiting from the existing easement are not detrimentally impacted by the change.

CARRIED

---

### **9.3 Extension of Water Supply - South Ayr**

#### **Executive Summary**

Report on possible water network extension, South Ayr.

#### **Recommendation**

Council resolves that officers survey the affected property owners to judge their interest in extending the current water supply network, with a connection cost of \$19,286 for each property to be paid on connection to the system.

#### **Resolution**

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

FOR: Councillors Woods, Perry, Bonanno, Bawden, Goddard and McLaughlin

AGAINST: Councillor Liessmann

6/1

CARRIED

### **9.4 2016/17 Capital Roadworks Interim Report**

#### **Executive Summary**

The 2016/17 capital roadworks program was developed by Council during the budget process in May/June 2016. The program was amended several times throughout the year due to a variety of reasons. This report identifies the projects current status and level of expenditure.

#### **Recommendation**

That the 2016/2017 Capital Roadworks Interim Report be received and noted.

#### **Resolution**

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

CARRIED



---

## **10 PLANNING & DEVELOPMENT**

### **10.1 Development Application Material Change of Use and Reconfiguration of a Lot (99 year lease and two access easements) Mitchell Road, Clare (Lot 1 and 249 on GS1035)**

#### **Executive Summary**

Council has received a Development Application from AECOM on behalf of their client FRV Services Australia Pty Ltd for Material Change of Use for Solar Farm and Reconfiguration of a Lot (99 year lease and two access easements) at Mitchell Road, Clare (Lot 1 and 249 on GS1035).

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 Material Change of Use for Solar Farm and Reconfiguration of a Lot (99 year lease and two access easements) at Mitchell Road, Clare (Lot 1 and 249 on GS1035) subject to the following conditions:

#### **Approved Plans/Staging**

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.

<b>Document/Title</b>	<b>Reference</b>	<b>Revision</b>	<b>Date</b>
General Layout	CLII-LAY-001	0	
Reconfiguration of Lot 249 on GS1035	60508264	4	02/03/2017

(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.

#### **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.

### **Stormwater**

6.1 The approved development and use(s) must not interfere with the natural flow of stormwater in the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.

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

### **Operational Works**

7. 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;

### **On-site Sewerage Disposal**

8. Prior to commencement of construction the development must be serviced by an appropriate sewerage disposal system.



---

## **Refuse Facilities**

9. 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**

10.1 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.

10.2 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:

- a) details of how construction of the project will be managed in proximity to local and regional roads
- b) details of traffic routes for heavy vehicles, including any necessary route for oversized loads
- c) details of how any potential safety hazards resulting from the increased vehicle movements will be mitigated during the construction phase
- d) procedures for informing the public where any road access will be restricted as a result of the project
- e) dilapidation report for Mitchell Road
- f) details of access from Mitchell Road to project site

10.3 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:

---

a) 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

b) measures to reduce impacts of the development on the environment and surrounding land uses

c) details of how the land will be rehabilitated back to its predevelopment condition, including slope and soil profile.

### **Decommissioning/Post Operations**

11.1 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.

11.2 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.*

- *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.*

### **Resolution**

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

CARRIED



---

## **11 COMMUNITY DEVELOPMENT**

## **12 ECONOMIC DEVELOPMENT**

## **13 NOTICES OF MOTION**

### **13.1 Morris Creek Boat Ramp Upgrade**

#### **Recommendation**

That Council advise the Department of Transport and Main Roads that it consents to the upgrading of the existing public boat ramp on Morris Creek Road, Giru in accordance with the Code for self-assessable development for tidal works, or work completely or partly within a coastal management district.

#### **Resolution**

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

CARRIED

## **14 CORRESPONDENCE FOR INFORMATION**

### **14.1 Request for Fill - Burdekin BMX Club Inc.**

#### **Resolution**

Moved Councillor Bawden, seconded Councillor Woods that Council approve providing in kind support requested by the Burdekin BMX Club Inc. subject to the material being suitable for use.

CARRIED

### **14.2 Request for Council's Consideration - Construction of Car Park and Student Pick-Up and Drop-Off Area - East Ayr State School**

It was agreed that Council Officers consult with the School Principal in relation to the requested work.

---

### **14.3 Request for Secretarial Support from Council - Burdekin Tourism Association Inc.**

It was agreed that Council Officers provide a report on the request for assistance.

## **15 GENERAL BUSINESS**

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

#### **Resolution**

Moved Councillor Bawden, seconded Councillor Woods that Council approve leave of absence for Councillor Goddard from Wednesday 5 July 2017 to Wednesday 2 August 2017.

CARRIED

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

#### **Resolution**

Moved Councillor Bonanno, seconded Councillor Woods that Council approve leave of absence for Councillor Liessmann from Saturday 29 July 2017 to Friday 4 August 2017.

CARRIED

### **15.3 Deletion of Project - Works for Queensland**

#### **Resolution**

Moved Councillor Bonanno, seconded Councillor Liessmann that Council approves deletion of the project below from the Works for Queensland 2017 listing and agrees to reallocate the funding to existing projects on the grounds that it would prefer to consider the outcomes of the Sport and Recreation Plan prior to making a decision to proceed with this project.

- Installation of exercise stations along Burdekin Be Active Trail \$40,000  
FOR: Councillors McLaughlin, Goddard, Bawden, Bonanno, Liessmann, Woods

AGAINST: Councillor Perry

6/1

CARRIED

---

## **16 CLOSED MEETING ITEMS**

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

#### **Resolution**

Moved Councillor Bonanno, seconded Councillor Perry 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)(e) contracts proposed to be made by Council;

For the purpose of discussing:

- Renewal of Council Insurance Policies – 2017/2018
- Request for Rates Exemption – Property 6570

CARRIED

*Councillor Goddard and Mr. T. Brennan - Chief Executive Officer left the meeting during Closed Meeting Items due to a perceived conflict of interest in item 16.1 Renewal of Council Insurance Policies – 2017/2018 as outlined at the commencement of the meeting.*

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

#### **Resolution**

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

CARRIED

### **16.1 Renewal of Council Insurance Policies - 2017/2018**

#### **Resolution**

Moved Councillor Bonanno, seconded Councillor Liessmann that Council accept the quotation from Aon Risk Services Australia Limited for the renewal of Council's Insurance Policies (liability insurances excepted) for 2017/2018.

CARRIED

---

## **16.2 Request for Rates Exemption - Property 6570**

### **Resolution**

Moved Councillor Woods, seconded Councillor Perry that Council not grant any rate concession on property owned by the Lower Burdekin Masonic Temple Building Trust on the basis that the entity does not qualify as an automatic exemption under legislation and Council does not wish to set a precedent.

CARRIED

*12.10pm - Councillor Goddard and Mr. T. Brennan - Chief Executive Officer returned to the meeting.*

## **17 DELEGATIONS**

There being no further business the meeting closed at 12.15pm.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 11 July 2017.**

**MAYOR**

---

### **3.2 Budget Meeting Minutes - 27 June 2017**

#### **Recommendation**

That the minutes of the Budget Meeting held on 27 June 2017 be received and confirmed.





**BURDEKIN SHIRE COUNCIL**



# **MINUTES**

## **2017/18 BUDGET MEETING**

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

**on 27 June 2017**

**COMMENCING AT 9:00AM**





**TUESDAY 27 JUNE 2017**

**ORDER OF BUSINESS:**

<b>ITEM</b>	<b>PRECIS</b>	<b>PAGE</b>
1	Mayor's 2017/18 Budget Address	2
2	Adoption of Budget for the 2017/18 Financial Year	5
3	Adoption of the Revenue Statement for 2017/18 Financial Year	15
4	Adoption of Differential General Rates for the 2017/18 Financial	35
5	Year Making and Levying of Mount Kelly Rural Fire Brigade Special Charge for the 2017/18 Financial Year	37
6	Making and Levying of Scott Rural Fire Brigade Special Charge for the 2017/18 Financial Year	39
7	Making and Levying Environment Separate Charge for the 2017/18 Financial Year	41
8	Making and Levying of Rates and Charges for the 2017/18 Financial Year	42
9	Adoption of Interest on overdue Rates and Charges	43
10	Adoption of when Rates or Charges must be paid	44
11	Adoption of Pensioner Concessions	44
12	Adoption of Donations to Not for Profit Community Organisations	45
13	Adoption of the Debt Policy for 2017/18 Financial Year	46
14	Adoption of the Investment Policy for 2017/18 Financial Year	49
15	Recognition of Work Undertaken by Staff to Prepare the Budget	53

---

## **Attendance**

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

Mr. T. Brennan – Chief Executive Officer  
Mrs. K. Olsen – Manager Financial and Administrative Services  
Mr. D. Mulcahy – Manager Governance and Local Laws  
Mr. S. Great – Manager Planning and Development  
Mr. K. Byers – Manager Technical Services  
Mr. W. Saldumbide – Manager Operations  
Mr. T. Vaccaro – Manager Community Development  
Mrs. K. Cortabitarte – Financial Accountant Systems  
Miss F. Smith – Financial Accountant Reporting  
Mrs. R. Walker – Finance Officer  
Miss H. Johnstone – Financial Accountant (Graduate)  
Mrs. R. Afflick – Media and Communications Officer  
Ms. R. Woods - Executive Officer  
Miss R. Griffiths - Executive Secretary

Minutes Clerk – Mrs. J. Thomasson

## **Purpose of Meeting**

In accordance with the provisions of the *Local Government Act 2009* and the *Local Government Regulation 2012*, the Council will adopt its Budget for the 2017-18 financial year.

---

## **1. Mayor's 2017-18 Budget Address**

### **Recommendation**

That the Mayor's 2017/18 Budget Address be received.

### **Resolution**

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

CARRIED



---

## **Mayor's Budget Address**

### **27 June 2017**

I would like to welcome Councillors, Chief Executive Officer, Staff and Community Members to the Budget Meeting. It is with much pleasure that I present the 2017-2018 Budget for Council's consideration and adoption.

Council recognises that residents and businesses live in times of change and continue to face challenging financial circumstances. Council is also faced with increased costs and more legislative demands. These are key factors in Council's budget deliberations, while still ensuring that the high level of service is maintained and funds are allocated for asset replacement whilst still delivering new projects that enhance the liveability and vibrancy of the Burdekin Shire for residents and visitors.

The 2017-2018 Budget provides for a very modest average general rate rise of 1.5%. As explained in previous years, this does not mean that everyone will receive a 1.5% increase as each rate notice is based upon the land valuation which is determined by the Department of Natural Resources and Mines. The Department did not issue new valuations this year.

In last year's Budget, Council undertook a major review of differential categories. These categories have been maintained and no further changes were made this year.

This Budget includes a Capital Works program of \$15.6 million which will be achieved with no new debt. This includes \$7.24 million for roads and drainage, \$1.46 million for refurbishment and replacement of water supply assets and \$2.31 million to improve sewerage network reliability. Council's debt with Queensland Treasury Corporation is \$5.1 million.

The State Government recently provided funding of \$2.93 million under the Works for Queensland program with 20 projects to be completed by 30 November 2017. This new initiative supports regional Councils to undertake job creating maintenance and minor infrastructure projects, which otherwise would not have been incorporated due to funding restraints. Projects that Council will be undertaking from the current funding include the Plantation Park Nature Based Play Space, Kerb and Channelling of Fourth Street, Home Hill and upgrade of water supply infrastructure in Giru to improve resilience during times of disaster.

Council thanks the State Government for allocating further funds in the recent State Budget for the next two years for the Works for Queensland program to continue.

The charge for sewerage has increased by \$6 from \$529 to \$535 – this is a weekly increase of 11 cents. Council will spend \$2.3 million on sewerage projects including \$485,000 on mechanical and civil infrastructure at the Ayr/Brandon and Home Hill Wastewater Treatment Plants.

The water access charge has been kept to a minimum increasing by \$9 from \$438 to \$447. This is a weekly increase of 17 cents. Increases in bulk water purchase charges and projected electricity tariff increases have impacted on supply and pumping costs. This has led to an increase of 2 cents per kilolitre to 22 cents for water consumption for the first 1,000 kilolitres used and an increase of 10 cents per kilolitre to \$1.10 for each kilolitre used over 1,000 kilolitres. Burdekin Shire Council is still able to offer residents some of the most affordable water rates in the State. It is important for residents to understand the importance of treating water as a valuable resource to be used wisely.

In addition to the works at the Giru Water Tower being undertaken as part of the Works for Queensland program, Council will spend \$1.1 million on water projects including \$300,000 for the replacement of infrastructure to improve water supply reliability for the Mt Kelly area.



---

Council is progressing with the development of a Water Demand Management Strategy and continues to investigate options to mitigate future impacts of forecast energy cost increases. It is important that ratepayers consider their consumption and regularly review their meter to ensure water is being used as efficiently as possible.

Council is very pleased to announce that there will be no increase in charges for waste collection as a result of a very competitive tender process for this service having just been completed. Also, there will be no increase in the Waste Legacy Landfill Charge which remains at \$20 or the Environment Separate Charge which stays at \$10. However, I would flag that Council has an obligation to reduce the environmental and human health risks associated with former landfill sites and will be attempting to address this issue in current and future budgets. In addition, Council will be reviewing its landfill and transfer station licences with the Department of Environment and Heritage Protection and implementing operational and infrastructure changes where required.

Last year Council announced an increase in the pensioner rebate in recognition of the ongoing pressures pensioners face. Council has again increased the rebate a further \$8 this year and has flagged the intention to increase the rebate over the next two years. For a pensioner eligible for a maximum rate remission, this decision equates to an annual rate remission of up to \$358 a year from Council. The pensioner remission costs Council approximately \$295,000 per year. Pensioners may also be eligible for the State Government pensioner subsidy of \$200 and a 20 percent discount on their State Government Emergency Management Levy.

Council acknowledges the great work being undertaken by numerous volunteer organisations throughout the Shire and will continue to lobby for funding and provide assistance on behalf of organisations wherever possible.

A new project in this budget supporting the community is an investment of \$50,000 for the CCTV Pilot Program which will see installation of up to 10 new closed circuit television cameras at key locations across the shire. The aim of the program is to improve public safety, deter vandals and discourage anti-social behaviour.

The Federal Government has confirmed that indexation will be returned to Financial Assistance Grants following a three year freeze. This increases vital funding to Local Governments and allows Council to continue to plan and invest in important infrastructure and projects within the community.

Again, this year I am delighted to announce that Council's Budget will deliver an appropriate mix of fiscal restraint – keeping rate rises at a minimum, retaining existing services, delivering a capital works program, introducing some new initiatives and will not adversely impact Council's sound financial position going forward. We will continue to work towards better efficiencies and cost savings. This is a budget for the times. It is a budget that will keep the Burdekin on the path of a financially sustainable future.

I would like to take this opportunity to sincerely thank and acknowledge the commitment from Councillors and the Senior Leadership team in working closely together throughout preparations of the 2017-2018 Budget. I would also like to pass on Council's appreciation to the Chief Executive Officer Mr Terry Brennan and Senior Management Team, noting the tireless efforts and hard work of the experienced Finance Manager, Kim Olsen and the Finance Department staff.

I present the 2017-2018 Budget documents for your consideration.

---

## **2. Adoption of Budget for the 2017/18 Financial Year**

### **Recommendation**

That in accordance with Sections 169 and 170 of the *Local Government Regulation 2012*, adopt Council's Budget for the 2017/18 financial year, incorporating:

- i. Statement of Comprehensive Income and Expenditure;
- ii. Statement of Financial Position;
- iii. Statement of Cash Flows;
- iv. Statement of Changes in Equity;
- v. The relevant measures of financial sustainability;
- vi. The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget; and
- vii. The long-term financial forecast which includes the Statement of Comprehensive Income, Statement of Financial Position, Statement of Cash Flows and Statement of Changes in Equity
- viii. Revenue Policy (adopted by Council resolution on 23 May 2017)

### **Resolution**

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

CARRIED



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

For the periods ending 30 June

	RBUD 2016/17	2017/18	2018/19	2019/20
	\$	\$	\$	\$
<b>Revenue</b>				
Rates and utility charges	37,750,045	38,410,232	39,190,164	39,973,118
Less Pensioner Remissions	(292,000)	(295,000)	(303,000)	(311,000)
Net rates and utility charges	37,458,045	38,115,232	38,887,164	39,662,118
User fees and charges	1,903,775	1,923,070	1,961,531	2,000,760
Operating grants, subsidies and contributions	4,058,116	3,961,547	4,046,442	4,148,870
Interest revenue	1,724,600	1,717,800	1,729,030	1,692,415
Sales of contract and recoverable works	1,825,000	1,695,000	1,728,900	1,763,478
Other Income	203,959	130,150	132,753	135,405
<b>TOTAL OPERATING REVENUES</b>	<b>47,173,495</b>	<b>47,542,799</b>	<b>48,485,820</b>	<b>49,403,046</b>
<b>Expenses</b>				
Employee benefits	(19,054,443)	(20,129,602)	(20,641,600)	(21,184,988)
Materials and services	(14,831,135)	(14,686,885)	(14,726,054)	(15,239,931)
Depreciation and Amortisation	(10,448,100)	(10,756,900)	(11,004,523)	(11,221,641)
Finance Costs	(382,029)	(305,375)	(219,809)	(134,501)
<b>TOTAL OPERATING EXPENSES</b>	<b>(44,715,707)</b>	<b>(45,878,762)</b>	<b>(46,591,986)</b>	<b>(47,781,061)</b>
<b>Operating surplus (deficit)</b>	<b>2,457,788</b>	<b>1,664,037</b>	<b>1,893,834</b>	<b>1,621,985</b>
Capital income and expenditure:				
Cash capital grants, subsidies and contributions	5,407,635	4,273,541	3,194,419	1,277,000
Other capital expenses	(3,787,800)			
<b>Net result for the period</b>	<b>4,077,623</b>	<b>5,937,578</b>	<b>5,088,253</b>	<b>2,898,985</b>

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

As at the periods ending 30 June

	RBUD 2016/17	2017/18	2018/19	2019/20
	\$	\$	\$	\$
<b>Current Assets</b>				
Cash and deposits	41,893,835	41,750,995	40,138,200	42,235,886
Receivables	3,896,129	3,896,129	3,896,129	3,896,129
Inventories	677,742	892,742	892,742	892,742
	46,467,706	46,539,866	44,927,071	47,024,757
<b>Non-Current Assets</b>				
Receivables	157,104	157,104	157,104	157,104
Property, plant and equipment	481,020,323	485,372,323	490,569,661	490,186,359
Intangible assets	1,060,204	1,131,604	991,943	986,304
Capital Work in Progress	4,276,727	4,276,727	4,276,727	4,276,727
	486,514,358	490,937,758	495,995,435	495,606,494
<b>TOTAL ASSETS</b>	<b>532,982,064</b>	<b>537,477,624</b>	<b>540,922,506</b>	<b>542,631,251</b>
<b>Current Liabilities</b>				
Trade and other payables	3,931,023	4,021,946	4,069,225	4,129,506
Interest bearing liabilities	1,664,431	1,752,779	1,329,735	358,700
Provisions	2,618,000	2,733,711	2,788,385	2,858,094
	8,213,454	8,508,436	8,187,345	7,346,300
<b>Non-Current Liabilities</b>				
Interest bearing liabilities	3,441,214	1,688,435	358,700	
Provisions	17,577,733	17,593,512	17,600,967	17,610,472
	21,018,947	19,281,947	17,959,667	17,610,472
<b>TOTAL LIABILITIES</b>	<b>29,232,401</b>	<b>27,790,383</b>	<b>26,147,012</b>	<b>24,956,772</b>
<b>NET COMMUNITY ASSETS</b>	<b>503,749,663</b>	<b>509,687,241</b>	<b>514,775,494</b>	<b>517,674,479</b>
<b>Community Equity</b>				
Asset revaluation reserve	272,810,103	272,810,103	272,810,103	272,810,103
Accumulated surplus/(deficiency)	230,939,560	236,877,138	241,965,391	244,864,376
<b>TOTAL COMMUNITY EQUITY</b>	<b>503,749,663</b>	<b>509,687,241</b>	<b>514,775,494</b>	<b>517,674,479</b>



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

For the periods ending 30 June

	RBUD 2016/17	2017/18	2018/19	2019/20
	\$	\$	\$	\$
<b>Cash Flows from Operating Activities</b>				
Receipts				
Net rates and utility charges	37,458,045	38,115,232	38,887,164	39,662,118
Total fees and charges	1,903,775	1,923,070	1,961,531	2,000,760
Sales of contract and recoverable works	1,825,000	1,695,000	1,728,900	1,763,478
Interest revenue	1,724,600	1,717,800	1,729,030	1,692,415
Contributions and donations	221,487	246,482	253,876	261,492
Government subsidies and grants	3,836,629	3,715,065	3,792,566	3,887,378
Other Income	203,959	130,150	132,753	135,405
	47,173,495	47,542,799	48,485,820	49,403,046
Payments				
Employee benefits	(18,838,106)	(19,907,189)	(20,532,192)	(21,045,493)
Materials and services	(14,831,135)	(14,686,885)	(14,726,054)	(15,239,931)
Finance costs	(382,029)	(305,375)	(219,809)	(134,501)
Land and Development costs		(215,000)		
	(34,051,270)	(35,114,449)	(35,478,055)	(36,419,925)
<b>Cash provided by / (used in) operational activities</b>	13,122,225	12,428,350	13,007,765	12,983,121
<b>Cash Flow from Investing Activities:</b>				
Proceeds from sale of capital assets	566,000	420,000	505,000	505,000
Government grants and subsidies	5,407,635	4,273,541	3,194,419	1,277,000
Payments for property, plant and equipment	(18,155,083)	(15,360,300)	(16,537,200)	(11,167,700)
Payments for intangibles	(214,708)	(240,000)	(30,000)	(170,000)
Net cash provided by investing activities	(12,396,156)	(10,906,759)	(12,867,781)	(9,555,700)
<b>Cash Flow from Financing Activities:</b>				
Repayment of borrowings	(1,582,778)	(1,664,431)	(1,752,779)	(1,329,735)
Net cash provided by financing activities	(1,582,778)	(1,664,431)	(1,752,779)	(1,329,735)
<b>Net Increase (Decrease) in Cash Held</b>	(856,709)	(142,840)	(1,612,795)	2,097,686
Cash at beginning of reporting period	42,750,544	41,893,835	41,750,995	40,138,200
<b>Cash at end of Reporting Period</b>	41,893,835	41,750,995	40,138,200	42,235,886

---

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

For the periods ending 30 June

	RBUD 2016/17	2017/18	2018/19	2019/20
	\$	\$	\$	\$
<b>TOTAL COMMUNITY EQUITY</b>				
Balance at the beginning of period	499,672,040	503,749,663	509,687,241	514,775,494
Increase (decrease) in net result	4,077,623	5,937,578	5,088,253	2,898,985
<b>Balance at the end of period</b>	<b>503,749,663</b>	<b>509,687,241</b>	<b>514,775,494</b>	<b>517,674,479</b>
<b>Retained Surplus/Deficit</b>				
Balance at the beginning of period	226,861,937	230,939,560	236,877,138	241,965,391
Increase (decrease) in net result	4,077,623	5,937,578	5,088,253	2,898,985
<b>Balance at the end of period</b>	<b>230,939,560</b>	<b>236,877,138</b>	<b>241,965,391</b>	<b>244,864,376</b>
<b>Asset Revaluation Surplus</b>				
Balance at the beginning of period	272,810,103	272,810,103	272,810,103	272,810,103
Increase (decrease) in net result				
<b>Balance at the end of period</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>

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

For the year ended 30 June

	RBUD 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
	%	%	%	%	%	%	%	%	%	%	%
<b>Operating Surplus Ratio</b>											
<u>Net operating surplus</u>											
Total operating revenue	5.2%	3.5%	3.9%	3.3%	3.3%	3.1%	3.2%	3.3%	3.3%	3.4%	3.0%
The extent to which operating revenue covers operational expenses.											
Target: Between 0% and 10% per annum (on average over the long term)											
<b>Asset sustainability ratio</b>											
<u>Expenditure on Replacement Assets</u>											
Depreciation expense	143.4%	120.0%	102.9%	77.8%	74.0%	84.3%	73.0%	73.5%	82.3%	72.9%	71.3%
The extent to which the infrastructure assets are being replaced as they reach the end of their useful lives.											
Target: >90% per annum (on average over the long term)											
<b>Net Financial Liabilities Ratio</b>											
<u>Total liabilities-Current Assets</u>											
Operating revenue	-36.5%	-39.4%	-38.7%	-44.7%	-48.4%	-54.4%	-62.7%	-68.5%	-74.3%	-77.3%	-84.8%
Measures the extent to which the net financial liabilities of Council can be serviced by operating revenues.											
Target: <60% per annum (on average over the long term)											
Net rates & utility charges original budget prior year	37,468,045	38,115,232	38,887,164	39,662,118	40,453,561	41,269,855	42,103,372	42,954,491	43,823,601	44,711,098	
Net rates & utility charges budgeted for current year	38,115,232	38,887,164	39,662,118	40,453,561	41,269,855	42,103,372	42,954,491	43,823,601	44,711,098	45,617,389	
Change rates and utility charges net of discounts	647,187	771,932	774,954	791,443	816,294	833,517	851,119	869,110	887,497	906,291	
Percentage change	1.7%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	

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

For the periods ending 30 June

	RBUD 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Revenue</b>											
Rates and utility charges	37,760,045	38,410,232	39,190,184	39,973,118	40,772,561	41,588,865	42,422,372	43,273,491	44,142,601	45,030,098	45,938,389
Less Pensioner Remissions	(292,000)	(295,000)	(303,000)	(311,000)	(319,000)	(319,000)	(319,000)	(319,000)	(319,000)	(319,000)	(319,000)
Net rates and utility charges	37,468,045	38,115,232	38,887,184	39,662,118	40,453,561	41,269,865	42,103,372	42,954,491	43,823,601	44,711,098	45,617,389
User fees and charges	1,903,775	1,923,070	1,961,531	2,000,760	2,040,772	2,081,563	2,123,210	2,165,670	2,208,979	2,253,154	2,298,213
Operating grants, subsidies and contributions	4,058,118	3,961,547	4,048,442	4,148,870	4,253,896	4,361,587	4,472,010	4,585,235	4,701,337	4,820,382	4,942,450
Interest revenue	1,724,600	1,717,800	1,729,030	1,692,415	1,735,040	1,637,107	1,966,320	2,137,781	2,276,195	2,421,805	2,521,996
Sales of contract and recoverable works	1,825,000	1,695,000	1,728,900	1,763,478	1,769,747	1,834,721	1,871,415	1,908,843	1,947,019	1,985,959	2,025,678
Other Income	203,969	130,160	132,753	136,405	138,110	140,969	143,883	146,554	149,482	152,468	155,616
<b>TOTAL OPERATING REVENUES</b>	<b>47,173,495</b>	<b>47,542,799</b>	<b>48,485,820</b>	<b>49,403,046</b>	<b>50,420,126</b>	<b>51,525,722</b>	<b>52,680,010</b>	<b>53,898,575</b>	<b>55,106,613</b>	<b>56,344,926</b>	<b>57,581,241</b>
<b>Expenses</b>											
Employee benefits	(19,054,443)	(20,129,602)	(20,641,600)	(21,184,988)	(21,714,806)	(22,120,295)	(22,702,808)	(23,126,758)	(23,735,583)	(24,328,945)	(24,937,163)
Materials and services	(14,831,135)	(14,036,885)	(14,726,054)	(15,239,931)	(15,549,174)	(16,091,649)	(16,340,186)	(16,830,685)	(17,323,199)	(17,688,391)	(18,219,040)
Depreciation and Amortisation	(10,448,100)	(10,756,900)	(11,004,523)	(11,221,641)	(11,445,359)	(11,659,560)	(11,862,793)	(12,090,651)	(12,134,925)	(12,365,312)	(12,582,450)
Finance Costs	(382,029)	(306,375)	(219,809)	(134,521)	(68,932)	(64,945)	(66,243)	(67,567)	(66,918)	(70,296)	(71,701)
<b>TOTAL OPERATING EXPENSES</b>	<b>(44,715,707)</b>	<b>(45,878,762)</b>	<b>(46,591,986)</b>	<b>(47,781,081)</b>	<b>(48,778,071)</b>	<b>(49,938,449)</b>	<b>(50,971,828)</b>	<b>(52,115,660)</b>	<b>(53,282,605)</b>	<b>(54,452,944)</b>	<b>(55,810,354)</b>
<b>Operating surplus (deficit)</b>	<b>2,457,788</b>	<b>1,664,037</b>	<b>1,893,834</b>	<b>1,621,965</b>	<b>1,642,055</b>	<b>1,589,273</b>	<b>1,708,182</b>	<b>1,782,915</b>	<b>1,844,008</b>	<b>1,891,982</b>	<b>1,750,887</b>
<b>Capital income and expenditure:</b>											
Cash capital grants, subsidies and contributions	5,407,635	4,273,541	3,194,419	1,277,000	777,000	777,000	777,000	1,227,000	777,000	777,000	777,000
Other capital expenses	(3,787,800)										
<b>Net result for the period</b>	<b>4,077,623</b>	<b>5,937,578</b>	<b>5,088,253</b>	<b>2,898,965</b>	<b>2,419,055</b>	<b>2,366,273</b>	<b>2,485,182</b>	<b>3,009,915</b>	<b>2,621,008</b>	<b>2,668,982</b>	<b>2,527,887</b>



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

As at the periods ending 30 June

	RBUD 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Current Assets</b>											
Cash and deposits	41,893,855	41,750,995	40,138,200	42,235,866	44,332,883	48,080,791	53,243,725	57,266,672	61,482,099	64,230,968	69,650,328
Receivables	3,896,129	3,896,129	3,896,129	3,896,129	3,896,129	3,896,129	3,896,129	3,896,129	3,896,129	3,896,129	3,896,129
Inventories	677,742	892,742	892,742	892,742	892,742	892,742	892,742	892,742	892,742	892,742	892,742
	46,467,706	46,539,866	44,927,071	47,024,737	49,121,754	52,869,632	58,032,596	62,055,543	66,251,587	69,019,859	74,439,199
<b>Non-Current Assets</b>											
Receivables	157,104	157,104	157,104	157,104	157,104	157,104	157,104	157,104	157,104	157,104	157,104
Property, plant and equipment	481,020,323	485,372,323	490,569,681	490,186,359	490,405,066	489,318,572	486,968,145	486,148,339	484,879,584	484,744,402	482,036,852
Intangible assets	1,060,204	1,131,604	991,943	966,304	873,938	696,072	518,206	447,561	497,611	493,661	473,961
Capital Work in Progress	4,276,727	4,276,727	4,276,727	4,276,727	4,276,727	4,276,727	4,276,727	4,276,727	4,276,727	4,276,727	4,276,727
	486,514,358	490,937,758	495,995,435	495,606,494	495,712,835	494,448,475	491,920,182	491,029,731	489,811,006	489,671,894	486,644,644
<b>TOTAL ASSETS</b>	<b>532,982,064</b>	<b>537,477,624</b>	<b>540,922,506</b>	<b>542,631,251</b>	<b>544,834,589</b>	<b>547,318,107</b>	<b>549,952,778</b>	<b>553,085,274</b>	<b>555,892,573</b>	<b>558,691,753</b>	<b>561,383,643</b>
<b>Current Liabilities</b>											
Trade and other payables	3,531,023	4,021,048	4,089,225	4,129,506	4,191,204	4,241,980	4,306,560	4,359,532	4,427,071	4,496,299	4,567,257
Interest bearing liabilities	1,684,431	1,752,779	1,329,735	358,700							
Provisions	2,616,000	2,733,711	2,786,385	2,658,094	2,929,546	2,968,136	3,062,839	3,124,055	3,202,197	3,262,251	3,364,307
	8,213,454	8,508,436	8,187,345	7,346,300	7,120,840	7,230,096	7,369,399	7,483,627	7,629,268	7,778,550	7,931,564
<b>Non-Current Liabilities</b>											
Interest bearing liabilities	3,441,214	1,688,435	358,700								
Provisions	17,677,733	17,593,512	17,600,987	17,610,472	17,620,215	17,628,204	17,638,390	17,648,743	17,657,393	17,666,309	17,679,498
	21,018,947	19,281,947	17,959,687	17,610,472	17,620,215	17,628,204	17,638,390	17,648,743	17,657,393	17,666,309	17,679,498
<b>TOTAL LIABILITIES</b>	<b>29,232,401</b>	<b>27,790,383</b>	<b>26,147,012</b>	<b>24,956,772</b>	<b>24,741,055</b>	<b>24,858,300</b>	<b>25,007,789</b>	<b>25,130,370</b>	<b>25,286,661</b>	<b>25,446,859</b>	<b>25,611,062</b>
<b>NET COMMUNITY ASSETS</b>	<b>503,749,663</b>	<b>509,687,241</b>	<b>514,775,494</b>	<b>517,674,479</b>	<b>520,093,534</b>	<b>522,459,807</b>	<b>524,944,989</b>	<b>527,954,904</b>	<b>530,575,912</b>	<b>533,244,894</b>	<b>535,772,581</b>
<b>Community Equity</b>											
Asset revaluation reserve	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103
Accumulated surplus/(deficiency)	230,939,560	236,877,138	241,965,391	244,864,376	247,283,431	249,649,704	252,134,886	255,144,801	257,765,809	260,434,791	262,962,678
<b>TOTAL COMMUNITY EQUITY</b>	<b>503,749,663</b>	<b>509,687,241</b>	<b>514,775,494</b>	<b>517,674,479</b>	<b>520,093,534</b>	<b>522,459,807</b>	<b>524,944,989</b>	<b>527,954,904</b>	<b>530,575,912</b>	<b>533,244,894</b>	<b>535,772,781</b>

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

For the periods ending 30 June

	RBUD 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Cash Flows from Operating Activities</b>											
Receipts											
Net rates and utility charges	37,458,045	38,115,232	38,887,164	39,662,118	40,463,561	41,269,855	42,103,372	42,954,491	43,823,601	44,711,098	45,617,369
Total fees and charges	1,903,775	1,923,070	1,961,531	2,000,780	2,040,772	2,081,583	2,123,210	2,165,670	2,208,979	2,253,154	2,298,213
Sales of contract and recoverable works	1,625,000	1,695,000	1,728,900	1,753,473	1,798,747	1,834,721	1,871,415	1,908,843	1,947,019	1,985,959	2,025,878
Interest revenue	1,724,600	1,717,800	1,729,030	1,692,415	1,735,040	1,837,107	1,966,320	2,137,781	2,276,195	2,421,865	2,521,066
Contributions and donations	221,487	246,482	253,876	261,492	269,336	277,416	285,738	294,310	303,139	312,232	321,599
Government subsidies and grants	3,630,629	3,715,065	3,792,566	3,897,379	3,984,560	4,064,171	4,166,272	4,290,929	4,399,169	4,508,150	4,620,851
Other income	203,959	130,150	132,753	135,405	138,110	140,869	143,883	146,554	149,482	152,468	155,515
	47,173,495	47,542,799	48,485,620	49,403,046	50,420,126	51,525,722	52,680,010	53,898,575	55,106,613	56,344,926	57,561,241
Payments											
Employee benefits	(18,838,106)	(19,907,189)	(20,532,192)	(21,045,493)	(21,571,623)	(22,003,050)	(22,563,117)	(23,004,175)	(23,579,272)	(24,168,747)	(24,772,960)
Materials and services	(14,631,135)	(14,666,885)	(14,726,054)	(15,239,931)	(15,549,174)	(16,091,849)	(16,340,186)	(16,830,698)	(17,323,199)	(17,866,391)	(18,219,040)
Finance costs	(382,029)	(305,375)	(219,809)	(134,601)	(68,932)	(64,945)	(66,243)	(67,667)	(68,918)	(70,296)	(71,701)
Land and Development costs		(215,000)									
	(34,051,270)	(35,114,449)	(35,478,055)	(36,419,925)	(37,189,729)	(38,158,844)	(38,959,546)	(39,902,428)	(40,971,389)	(41,927,434)	(43,063,701)
<b>Cash provided by / (used in) operational activities</b>	<b>13,122,225</b>	<b>12,428,350</b>	<b>13,007,565</b>	<b>12,983,121</b>	<b>13,230,397</b>	<b>13,366,878</b>	<b>13,720,464</b>	<b>13,996,147</b>	<b>14,135,224</b>	<b>14,417,492</b>	<b>14,497,540</b>
<b>Cash Flow from Investing Activities</b>											
Proceeds from sale of capital assets	566,000	420,000	505,000	505,000	505,000	505,000	505,000	505,000	505,000	505,000	505,000
Contributions											
Government grants and subsidies	5,407,635	4,273,541	3,194,419	1,277,000	777,000	777,000	777,000	1,227,000	777,000	777,000	777,000
Payments for property, plant and equipment	(18,155,083)	(15,360,300)	(16,537,200)	(11,187,700)	(11,991,200)	(10,900,200)	(9,839,500)	(11,588,200)	(11,158,200)	(12,916,200)	(10,360,200)
Payments for intangibles	(214,708)	(240,000)	(30,000)	(170,000)	(65,500)			(117,000)	(65,000)	(15,000)	
Payments for rehabilitation work											
Net cash provided by investing activities	(12,396,156)	(10,906,759)	(12,867,781)	(9,555,700)	(10,774,700)	(9,618,200)	(8,557,500)	(9,973,200)	(9,939,200)	(11,646,200)	(9,078,200)
<b>Cash Flow from Financing Activities</b>											
Repayment of borrowings	(1,582,778)	(1,664,431)	(1,752,779)	(1,329,735)	(358,700)						
Net cash provided by financing activities	(1,582,778)	(1,664,431)	(1,752,779)	(1,329,735)	(358,700)	-	-	-	-	-	-
<b>Net Increase (Decrease) in Cash Held</b>	<b>(656,709)</b>	<b>(142,840)</b>	<b>(1,612,795)</b>	<b>2,097,686</b>	<b>2,096,997</b>	<b>3,747,878</b>	<b>5,162,964</b>	<b>4,022,947</b>	<b>4,196,024</b>	<b>2,768,292</b>	<b>5,419,340</b>
Cash at beginning of reporting period	42,750,544	41,893,835	41,750,995	40,138,200	42,235,686	44,332,883	48,080,761	53,243,725	57,268,672	61,462,696	64,230,988
<b>Cash at end of Reporting Period</b>	<b>41,893,835</b>	<b>41,750,995</b>	<b>40,138,200</b>	<b>42,235,686</b>	<b>44,332,883</b>	<b>48,080,761</b>	<b>53,243,725</b>	<b>57,268,672</b>	<b>61,462,696</b>	<b>64,230,988</b>	<b>69,650,328</b>

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

For the periods ending 30 June

	RBUD 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>TOTAL COMMUNITY EQUITY</b>											
Balance at the beginning of period	489,672,040	503,749,863	509,687,241	514,775,494	517,674,479	520,093,534	522,459,807	524,944,989	527,954,904	530,575,912	533,244,894
Increase (decrease) in net result	4,077,823	5,937,578	5,088,253	2,898,985	2,419,055	2,366,273	2,485,182	3,009,915	2,621,008	2,688,982	2,527,887
<b>Balance at the end of period</b>	<b>503,749,863</b>	<b>509,687,241</b>	<b>514,775,494</b>	<b>517,674,479</b>	<b>520,093,534</b>	<b>522,459,807</b>	<b>524,944,989</b>	<b>527,954,904</b>	<b>530,575,912</b>	<b>533,244,894</b>	<b>535,772,781</b>
<b>Accumulated surplus/(deficiency)</b>											
Balance at the beginning of period	225,861,937	230,939,560	236,877,138	241,965,391	244,864,376	247,283,431	249,649,704	252,134,888	255,144,801	257,785,809	260,434,791
Increase (decrease) in net result	4,077,823	5,937,578	5,088,253	2,898,985	2,419,055	2,366,273	2,485,182	3,009,915	2,621,008	2,688,982	2,527,887
<b>Balance at the end of period</b>	<b>230,939,560</b>	<b>236,877,138</b>	<b>241,965,391</b>	<b>244,864,376</b>	<b>247,283,431</b>	<b>249,649,704</b>	<b>252,134,888</b>	<b>255,144,801</b>	<b>257,785,809</b>	<b>260,434,791</b>	<b>262,962,678</b>
<b>Asset Sustainability Reserve</b>											
Balance at the beginning of period	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103	272,810,103
Increase (decrease) in net result											
<b>Balance at the end of period</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>	<b>272,810,103</b>

---

### **3. Adoption of the Revenue Statement for the 2017/18 Financial Year**

#### **Recommendation**

That the Council in accordance with Section 169 of the *Local Government Regulation 2012* adopt the Revenue Statement for the 2017/18 financial year.

#### **Resolution**

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

CARRIED



## A. GENERAL RATES - OVERVIEW

In accordance with section 94(1)(a) of the *Local Government Act 2009* and section 80(1) of the *Local Government Regulation 2012*, Council will levy differential general rates on all rateable land within the Shire.

For the 2017/18 financial year, Council has determined that it will, in accordance with section 81 of the *Local Government Regulation 2012*, adopt twelve (12) differential categories.

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

- the use of the land and the economic value of that use;
- the location of the land;
- the level of services provided to that land;
- the access that the land has to services; and
- the rateable value of land, including the potential for the land to produce income.

The annual valuation made by the Department of Natural Resources and Mines of all lands in the Shire shall have force and effect for the period of twelve months commencing on 1 July 2017.

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

## B. DIFFERENTIAL GENERAL RATING CATEGORIES

In accordance with section 81 of the *Local Government Regulation 2012*, the categories into which rateable land is categorised, the description of those categories and the method by which land is to be identified and included in its appropriate category is set out in the following table.

Category	Description	Identification
A - Residential	Land which is used or intended to be used for residential purposes.	Land with land use codes 01-06, 08, 09, 21, 72 and 97 and/or a property type of Urban Residential or Urban Vacant and as identified by the CEO, but excluding the following properties with assessment numbers:  1872, 3085, 3094, 3097, 3100, 3112, 6214, 6215, 6220, 6221, 6781, 6782, 12390, 12391, 12463 to 12465, 12580 to 12594, 15251 and 15252.
A1 – Rural Residential	Land which is used or intended to be used for rural residential purposes.	Land with land use codes 01, 02, 04-06, 09, and 72 and/or a property type of Rural Residential or Rural Vacant and as identified by the CEO.
B – Commercial and Industrial	Land used, or intended to be used, for commercial and/or industrial purposes other than land included with category B1.	Land with land use codes 07, 10-20, 22-59, 90-92, 96 and 99 and as identified by the CEO, and including the following properties with assessment numbers:  1872, 3085, 3094, 3097, 3100, 3112, 6214, 6215, 6220, 6221, 6781, 6782, 12390, 12391, 12463 to 12465, 12580 to 12594, 15251 and 15252.

Category	Description	Identification
B1 – Shopping Centre	Land used, or intended to be used, for the purposes of a shopping centre, or as a part of a shopping centre, having a gross floor area greater than 4,500 square metres, and on-site car parking for more than 80 vehicles	Land with land use code 16 and as identified by the CEO.
C – Grazing and Livestock	Land used for the purposes of grazing or livestock.	Land with land use codes 60-69, 85-87 and 89 and as identified by the CEO.
D – Sugar Cane	Land used for the purposes of growing sugar cane.	Land with land use code 75 and as identified by the CEO.
E – Rural (Other) - less than 20 hectares	Land used for rural purposes, other than land included in category C or D, with an area of less than 20 hectares.	Land with land use codes 70-71, 73-74, 76-84, 88, 93, 94 and as identified by the CEO.
E1 – Rural (Other) - 20 hectares or more	Land used for rural purposes, other than land included in category C or D, with an area of 20 hectares or greater.	Land with land use codes 70-71, 73-74, 76-84, 88, 93-94 and as identified by the CEO.
F – Sugar Milling	Land used, or intended to be used, for the purposes of sugar milling, including land used in connection or in association with sugar milling.	Land identified by the CEO.
G1 – Water (less than 10 hectares)	Land used, or intended to be used, for the extraction, storage, delivery, transport or drainage of water, with an area of less than 10 hectares.	Land with land use code 95 and as identified by the CEO.
G2 – Water (10 hectares or more)	Land used, or intended to be used, for the extraction, storage, delivery, transport or drainage of water, with an area of 10 hectares or greater.	Land with land use code 95 and as identified by the CEO
H – Other	Land not otherwise categorised.	Land identified by the CEO.

The land use codes referred to under the "Identification" column in the table above, are those land use codes used by the Department of Natural Resources and Mines to classify land within the Shire boundaries during the period of the valuation which becomes effective for rating purposes from 1 July 2017.

Council delegates its power, under section 81(4) of the *Local Government Regulation 2012*, to identify the rating category to which each parcel of rateable land within the Shire belongs to the Chief Executive Officer.



### C. DIFFERENTIAL GENERAL RATES AND MINIMUM GENERAL RATES

In accordance with section 77 and section 80 of the *Local Government Regulation 2012*, the differential general rate and minimum general rate for each differential rating category is set out in following table.

Category	Rate (cents) in the dollar (\$)	Minimum General Rate (\$)
A – Residential	1.446	\$1,035
A1 – Rural Residential	1.405	\$1,035
B – Commercial and Industrial	1.581	\$1,056
B1 – Shopping Centre	2.454	\$30,450
C – Grazing and Livestock	2.467	\$1,056
D – Sugar Cane	3.898	\$1,056
E – Rural (Other) less than 20 hectares	2.180	\$1,056
E1 – Rural (Other) 20 hectares or more	3.898	\$1,056
F – Sugar Milling	27.376	\$152,250
G1 – Water (less than 10 hectares)	20.295	\$1,056
G2 – Water (10 hectares or more)	67.78	\$4,904
H – Other	1.446	\$1,035

### D. LIMITATION OF INCREASE IN RATES LEVIED

Council has, in accordance with section 116 of the *Local Government Regulation 2012*, resolved not to limit the increase in general rates.

### E. REBATES AND CONCESSIONS

#### (a) Rate Concession – Pensioner Rebate

For the 2017/18 financial year, Council has determined that, in accordance with chapter 4, part 10 of the *Local Government Regulation 2012*, it shall grant rating concessions for eligible pensioners with respect to a property which is the principal place of residence of the eligible pensioner.

*Eligibility*

The concession shall only be granted with respect to a property which is owned solely by eligible pensioner/s and where the property is the principal place of residence of the eligible pensioner/s.

An eligible pensioner is one who is in receipt of a full pension/allowance, who produces a Pensioner Concession Card or a DVA Health Card (All Conditions within Australia or Totally & Permanently Incapacitated) issued by Centrelink or the Department of Veterans' Affairs.

This rebate shall also extend to:

- War Widows who are the holders of a Gold Card;
- Eligible pensioners who occupy a dwelling in respect to which a life tenancy has been granted by way of Will and providing there is no provision in the Will which relieves the life tenant of the obligation to pay the rates and charges; and
- Eligible pensioners who reside in an Institution caring for the aged, including hospitals and Blue Nursing Units, or are in family care irrespective of whether or not the property is occupied on a paid tenancy basis.

The pensioner rebate is to be calculated as half the sum of the relevant General Rates, Water Charges, and Sewerage Charges up to the maximum rebate set at **\$358**.

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

Applications for rate concessions by qualifying applicants who own relevant properties on 1 July 2017 are to be dealt with in the following manner:

1. for existing eligible pensioners, the details currently held continue to be used for annual verification with Centrelink/Department of Veterans' Affairs;
2. for new eligible Pensioners, an initial application is required to be made; and
3. for pensioners requesting a rebate due to special circumstances, an annual application is required to be made.

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

Any rebate granted pursuant to this section is only applicable for the period of time that the eligible pensioner is the owner of the property and all requirements set out above remain fulfilled. If the principal place of residence is disposed of during the financial year, a supplementary rates notice will be issued to the new owner of the property representing the proportionate share of the remission from date of sale to 30 June next.

*State Government Subsidy:*

For the year ending 30 June 2018, an approved pensioner as defined in guidelines for the State Government's Pensioner Rate Subsidy Scheme shall be entitled to a State Government subsidy equivalent to 20 per cent of the cost of rates and charges levied, excluding any amount in excess of \$1,000 per annum levied. The maximum entitlement is **\$200**.

*Donations to Not for Profit Community Organisations:*

For each financial year donations equivalent to 45% of the sum of the relevant sewerage charges in respect of second and subsequent pedestals and/or urinals at premises or land used for private schools, churches, welfare and youth organisations, sporting purposes and public halls, excluding premises licensed under the *Liquor Act 1992* will be made to the relevant community organisations immediately upon payment in full of all levied rates and charges, together with any overdue rates and charges, if any. Council may, at its discretion, consider any case on its merits where special circumstances apply and make such donations as Council considers appropriate.



**(b) Application for Rates Relief on Grounds of Hardship**

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

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

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

**F. WASTE MANAGEMENT UTILITY CHARGE****1.0 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, café, 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, showground or racecourse; or
- (e) an office, shop or other premises where business or work, other than a manufacturing process, is carried out.

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

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

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

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

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

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

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

**'Rates'** includes supplementary rates.

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

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

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

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

## **2.0 DOMESTIC SERVICES**

### **2.1 General**

Only bins supplied 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.

### **2.2 Kerbside Service**

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

The Two-Bin Service consists of:

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



### **2.3 Levying of Charges for Kerbside Waste Collection**

Council will provide waste services to occupied land only.

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

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

### **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 bin, 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 green waste.

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 (5 x 140L = 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 authorised 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).

### **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.

### **3.0 COMMERCIAL AND INDUSTRIAL SERVICES**

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

Each premise shall have either, a 240 litre mobile refuse bin or equivalent service provided by an approved private contractor plus a recycling service supplied through Council 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 e.g. bulk cardboard, scrap metal and the like may be available through a private contractor.

### **4.0 GENERAL ISSUES**

#### **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.

#### **4.2 Lost or stolen bins**

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.

#### **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.

#### **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.



**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.

**4.6 Variations 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.

**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 other hazardous material
  - Concrete, bricks, timber
  - Soil and rocks (large amounts)
  - Gas bottles and fire extinguishers
  - EPIRBs and marine flares
  - Firearms and ammunition
  - Car parts and batteries

**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.

## 5.0 BIN CHARGES

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

### 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.

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.

### 5.2 Removal of charges

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

- When Council identifies that the domestic or commercial structure has been demolished or is unfit for occupation; or
- 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.

## Waste Service Charges

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

140L Rural Residential 2 Bin Service	<b>\$406</b>
240L Rural Residential 2 Bin Service	<b>\$512</b>
140L Residential 3 Bin Service	<b>\$463</b>
240L Residential 3 Bin Service	<b>\$569</b>
240L Commercial 2 Bin Service	<b>\$448</b>
240L Commercial 3 Bin Service	<b>\$505</b>
140L Multiple Residential 2 Bin Service	<b>\$406</b>
240L Multiple Residential 2 Bin Service	<b>\$512</b>

Multiple Residential Green Waste Service as determined by Council authorised Officer and in proportion to residences serviced

Additional 140L Residential Refuse Bin	<b>\$332</b>
Additional 240L Residential Refuse Bin	<b>\$438</b>
Additional 240L Commercial Refuse Bin	<b>\$351</b>
Additional Residential Recycle Bin	<b>\$ 74</b>
Additional Commercial Recycle Bin	<b>\$ 97</b>
Additional Green Waste Bin	<b>\$ 57</b>

## 6.0 WASTE ACCESS CHARGE

A Waste Access Charge of **\$16** shall be levied on each rateable property without an existing refuse service in Category A (Residential), Category A1 (Rural Residential), Category C (Grazing & Livestock), Category D (Sugar Cane), Category E (Rural (Other) less than 20 hectares) and Category E1 (Rural (Other) 20 hectares or more) for access to free sorted domestic dumping at Landfill and Transfer Stations.

## 7.0 WASTE LEGACY LANDFILL CHARGE

In accordance with section 92(4) of the *Local Government Act 2009* and Section 99 of the *Local Government Regulation 2012*, Council shall levy a charge on every parcel of rateable land in the Shire to fund expenditure and projects that assist in remediating or reducing the environmental and human health risks associated with former landfill sites located in the Shire, including further detailed assessment of sites if required. For the 2017/18 financial year, the amount of the charge shall be **\$20**.



**G. SEWERAGE UTILITY CHARGE**

In accordance with section 94(1)(b)(ii) of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council shall levy a sewerage charge on each rateable property, both vacant and occupied, that Council has or is able to provide with sewerage services.

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

(a) The Sewerage Area shall consist of: -

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

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

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

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

Class 1: one or more buildings which in association constitute -

(a) Class 1a - a single dwelling being -

(i) a detached house; or

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

(b) Class 1b -

(i) a boarding house, guest house, hostel or the like -

(A) with a total area of all floors not exceeding 300 m<sup>2</sup> measured over the enclosing walls of the Class 1b; and

(B) in which not more than 12 persons would ordinarily be resident; or

(ii) 4 or more single dwellings located on one allotment and used for short-term holiday accommodation,

which are not located above or below another dwelling or another Class of building other than a private garage.

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

- Class 3:** a residential building, other than a building of Class 1 or 2, which is a common place of long term or transient living for a number of unrelated persons, including: -
- (a) a boarding house, guest house, hostel, lodging house or backpackers' accommodation; or
  - (b) a residential part of a hotel and motel; or
  - (c) a residential part of a school; or
  - (d) accommodation for the aged, children or people with disabilities; or
  - (e) a residential part of a health-care building which accommodates members of staff; or
  - (f) a residential part of a detention centre.
- Class 4:** a dwelling in a building that is Class 5, 6, 7, 8, or 9 if it is the only dwelling in the building.
- Class 5:** an office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8, or 9.
- Class 6:** a shop or other building for the sale of goods by retail or the supply of services direct to the public, including -
- (a) an eating room, cafe, restaurant, milk or soft drink bar; or
  - (b) a dining room, bar area that is not an assembly building, shop or kiosk part of a hotel or motel; or
  - (c) a hairdresser's or barber's shop, public laundry, or undertaker's establishment; or
  - (d) market or sale room, showroom, or service station.
- Class 7:** a building which is -
- (a) Class 7a - a car park; or
  - (b) Class 7b - for storage, or display of goods or produce for sale by wholesale.
- Class 8:** a laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale, or gain.
- Class 9:** a building of a public nature -
- (a) Class 9a - a health-care building, including those parts of the building set aside as a laboratory; or
  - (b) Class 9b - an assembly building, including a trade workshop, laboratory or the like in a primary or secondary school, but excluding any other parts of the building that are of another Class; or
  - (c) Class 9c - an aged care building.
- Class 10:** a non-habitable building or structure -
- (a) Class 10a - a non-habitable building being a private garage, carport, shed, or the like; or
  - (b) Class 10b - a structure being a fence, mast, antenna, retaining or free-standing wall, swimming pool or the like; or
  - (c) Class 10c - a private bushfire shelter.



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

A charge of **\$535** shall be made where sewerage is provided for a full year to Class 1a or Class 4 buildings and portion of buildings and to a single dwelling unit of a Class 2 building. This charge shall apply subject to Clause (c) hereunder. In respect of each and every parcel of vacant land separately valued for rating purposes, a charge of **\$535** for a full year shall be made.

A charge of **\$535** shall be made where sewerage is provided for a full year to a Lot contained in a *Body Corporate and Community Management Act 1997* or another community title Act. This charge shall apply subject to Clause (c) hereunder. This charge shall be payable from the date of registration of the community titles scheme and shall be payable by the owner.

A **pro rata charge** based on **\$535** per annum shall apply in respect of any parcel of land to which sewerage supply is or is not connected and which becomes separately valued during the financial year or to which the Chief Executive Officer deems shall be separately valued during the financial year. Such charge is to take effect from the date of possession or date of effect of valuation, whichever is the earlier.

A **pro rata charge** based on **\$535** per annum shall apply in respect of any parcel of land to which sewerage supply is connected.

- (c) Two or more water closet pans installed at Class 1a or Class 4 buildings or portions of buildings and to a single dwelling unit of a Class 2 building shall be permitted without the imposition of charges other than those in Clause (b).
- (d) A charge of **\$535** shall be made for each water closet pan and/or each 1,800 mm of urinal or part thereof (as defined by the Standard Sewerage By-laws) connected, proposed to be connected or required to be connected (in accordance with the minimum number/s of water closet pans and/or urinals specified in the Building Code of Australia) at Classes 1b, 3, 5, 6, 7, 8 & 9 buildings, or portions of buildings, where sewerage is available for a full year or on a pro rata basis according to the proportion of the year for which sewerage is available. In this sub- clause, the charge of **\$535** shall also apply in respect of three wall urinals or part thereof.
- (e) Notwithstanding the above, a charge of **\$535** shall be made for the first three and a charge of **\$267.50** for subsequent water closet pans and/or each 1,800 mm of urinal and/or part thereof (as defined by the Standard Sewerage By-laws) connected, proposed to be connected or required to be connected (in accordance with the minimum number/s of water closet pans and/or urinals specified in the "Building Code of Australia") at premises listed in the **Schedule** below, or as Council may determine by resolution.

Schedule

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

- i. In relation to the Burdekin Delta Cinema, the sewerage charge shall be calculated on the basis that there exists, in total, seven water closet pans and/or 1,800 mm of urinal or part thereof.*

- (f) A charge of **\$535** shall be made in respect of each separately valued parcel of land on which any building and portions of buildings are erected, and not being chargeable as hereinbefore set out.
- (g) Within the Sewerage Area, for premises that pump septic tank effluent to the sewer system, an annual charge equivalent to 60% of the standard sewerage charge of **\$535** which equates to **\$321** shall apply. Provided that approval of Council is received to dispose of the effluent as aforesaid. Provided also that Council shall apply an infrastructure contribution charge to be set as a General Charge by resolution of Council.



- (h) Sewerage charges to be levied on sporting and other organisations (including the Burdekin Race Club, Home Hill) located outside the sewerage areas where these organisations provide their own pumping facilities and sewer line for the conveyance of sewage from their premises into Council's Sewerage System be based on one-third (to the next) of the sum of the number of water closet pans plus each 1,800 mm of urinal installed for use at the premises at the rate of **\$535** per water closet pan.

## H. WATER UTILITY CHARGE

- (1) In accordance with section 94(1)(b)(ii) of the *Local Government Act 2009* and section 99 and section 101 of the *Local Government Regulation 2012*, Council has resolved to charge a utility charge for the provision of water services.
- (2) The charge shall be levied as a two-part charge with the following components:-
- (a) an access charge levied irrespective of the volume of water used; and
  - (b) a consumption charge calculated according to the metered volume of water used.
- (3) The charge shall be levied on every parcel of rateable land within the water area. The water area consists of all land to which Council is prepared to supply water including the Ayr/Brandon, Home Hill, Mt. Kelly and Giru Water Supply Schemes and the Airdmillan, Klondyke, Colevale, Groper Creek, Alva and Sutcliffe Water Supply Extensions ("**the Water Area**").
- (4) A parcel of land shall be deemed to be within a water area if Council is prepared to supply water to any part of the land.

### Access Charge

- (5) For the 2017/18 financial year, an access charge of **\$447** shall be levied on all land within the Water Area.

### Consumption Charge

- (6) A consumption charge shall apply for each kilolitre consumed as registered by a meter installed by Council in respect of water consumed. For any rates assessment with more than one (1) meter, consumption charges shall be calculated individually on the basis of water consumption of each meter. No summing of consumption for that rates assessment will occur.
- (7) For the 2017/18 financial year, the following charges shall apply:
- (a) water usage up to and including 1,000,000 litres – **22 cents** per 1,000 litres; and
  - (b) water usage above 1,000,000 litres – **\$1.10** per 1,000 litres.
- (8) The charge for consumption shall be payable in addition to the minimum access charge.
- (9) For premises containing Lots under the *Body Corporate and Community Management Act 1997* or another community title Act, where each Lot and Common Property is capable of separate measurement of water, consumption charges shall be calculated from the individual water meters serving each lot and common property.
- (10) For premises containing Lots under the *Body Corporate and Community Management Act 1997* or another community title Act, where each Lot and Common Property is not capable of separate measurement of water, consumption charges shall be calculated from the property primary water meter and charged to the lots proportional to the lot entitlement schedule for the Community Title unless an agreement between the Body Corporate and Council has been entered into pursuant to section 196(4) of the *Body Corporate and Community Management Act 1997*. Each such lot shall attract water consumption charges in accordance with clause (6) above.

- (11) In respect of fire hose reel services, all existing services are to have meters fitted retrospectively where practicable. All such services will be then capable of being measured in respect of their water consumption and Council will levy a consumption charge for each kilolitre consumed. Dedicated fire mains are to be installed with no meter and they are not intended to be metered for consumption. Where a fire hose reel is connected off a dedicated fire main, a combination meter is to be installed and the consumption measurement is to be taken from the low flow (fire hose reel) meter only.

**Other Matters**

- (12) Water meters are read twice per year in October/November (half year reading) and May/June (end of year reading).
- (13) Council resolves, in accordance with section 102(2) of the *Local Government Regulation 2012*, that a meter shall be taken to have been read on a day which starts two (2) weeks before, and ends two (2) weeks after, the date the meter is actually read.
- (14) If any meter in use ceases to register or is reported by an officer of Council to be out of order or registering inaccurately, the Chief Executive Officer may estimate the charge for the water supplied during the period such meter was not in working order by considering the daily average consumption of a comparative period selected by the engineer or the whole of the previous financial year, whichever is the lowest, and multiplying this average by the number of days the meter is out of order or registering inaccurately. Notwithstanding the above, the Chief Executive Officer may cause a check meter to be installed and estimate the charge upon the registration thereof.
- (15) In the case where the Chief Executive Officer is satisfied, on reasonable grounds, that there was a previously undetected leak within the property boundaries, the Chief Executive Officer, in accordance with delegated powers from Council, will determine the basis for charging consumption charges. His determination, entirely in his discretion, and if he is satisfied as to the bona fides of the claim, may provide a reduction of a maximum 50% of the difference between the consumption for the billing period and the average of the previous consumption history as recorded by Council over the preceding three (3) years.

**I. ENVIRONMENT SEPARATE CHARGE**

- (1) In accordance with section 94(1)(b)(iii) of the *Local Government Act 2009* and section 103 of the *Local Government Regulation 2012*, Council shall levy a separate charge on every parcel of rateable land within the Shire to fund projects that have an environmental benefit to the Burdekin community, including but not limited to the following environmental improvement and natural resources conservation initiatives:
- (a) Rehabilitation, care or maintenance of the natural environment in areas such as tree planting; fish restocking; aquatic weed management; wetland management; herbicide subsidy; and natural resource management.
  - (b) Preservation or remediation of environmentally important areas.
  - (c) Acquisition of land that has particular environmental value.
  - (d) Promotion and encouragement of sustainable practices such as energy efficiency and waste minimisation.
- (2) For the 2017/18 financial year, the amount of the charge shall be **\$10**.



**J. MOUNT KELLY RURAL FIRE BRIGADE SPECIAL CHARGE**

- (1) In accordance with section 94(1)(b)(i) of the *Local Government Act 2009* and section 94 of the *Local Government Regulation 2012* and section 128A of the *Fire and Emergency Services Act 1990*, Council will levy a special charge on land within the area marked on plan number RF2009 (as annexed hereto) to fund the ongoing provision and maintenance of rural fire fighting equipment for the rural fire brigades that operate in the Mount Kelly area ("**the Service**").
- (2) The land the subject of the special charge specially benefits from the provision of the Service, because this land is not otherwise serviced by urban fire fighting brigades.
- (3) For the 2017/18 financial year, the amount of the charge shall be **\$15**.
- (4) The overall plan for the special charge is as follows:
  - (a) The special charge is levied to fund the cost of providing rural fire fighting services to properties in the Mount Kelly area.
  - (b) The rateable land to which the special charge applies is every parcel of rateable land shown on plan number RF2009 (as annexed hereto).
  - (c) The estimated cost of carrying out the overall plan is \$2,295.
  - (d) The time for carrying out the overall plan is 12 months ending 30 June 2018.

**K. SCOTT RURAL FIRE BRIGADE SPECIAL CHARGE**

- (1) In accordance with section 94(1)(b)(i) of the *Local Government Act 2009* and section 94 of the *Local Government Regulation 2012* and section 128A of the *Fire and Emergency Services Act 1990*, Council will levy a special charge on land within the area marked on plan number RF0425 (as annexed hereto) to fund the ongoing provision and maintenance of rural fire fighting equipment for the rural fire brigades that operate in the Scott area ("**the Service**").
- (2) The land the subject of the special charge specially benefits from the provision of the Service, because this land is not otherwise serviced by urban fire fighting brigades.
- (3) For the 2017/18 financial year, the amount of the charge shall be **\$50**.
- (4) The overall plan for the special charge is as follows:
  - (a) The special charge is levied to fund the cost of providing rural fire fighting services to properties in the Scott area.
  - (b) The rateable land to which the special charge applies is every parcel of rateable land shown on plan number RF0425 (as annexed hereto).
  - (c) The estimated cost of carrying out the overall plan is \$4,400.
  - (d) The time for carrying out the overall plan is 12 months ending 30 June 2018.

**L. TIME WITHIN WHICH RATES MUST BE PAID**

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



**M. OVERDUE RATES AND CHARGES**

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

**N. INTEREST ON RATES AND CHARGES**

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

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

**O. RECOVERY OF OVERDUE RATES AND CHARGES**

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

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

Legal action for rates and charges recovery may commence where ratepayers have overdue rates.

**P. PERIODIC PAYMENTS POLICY***In arrears*

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

*In advance*

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

**Q. REGULATORY, COST RECOVERY, COMMERCIAL AND OTHER FEES**

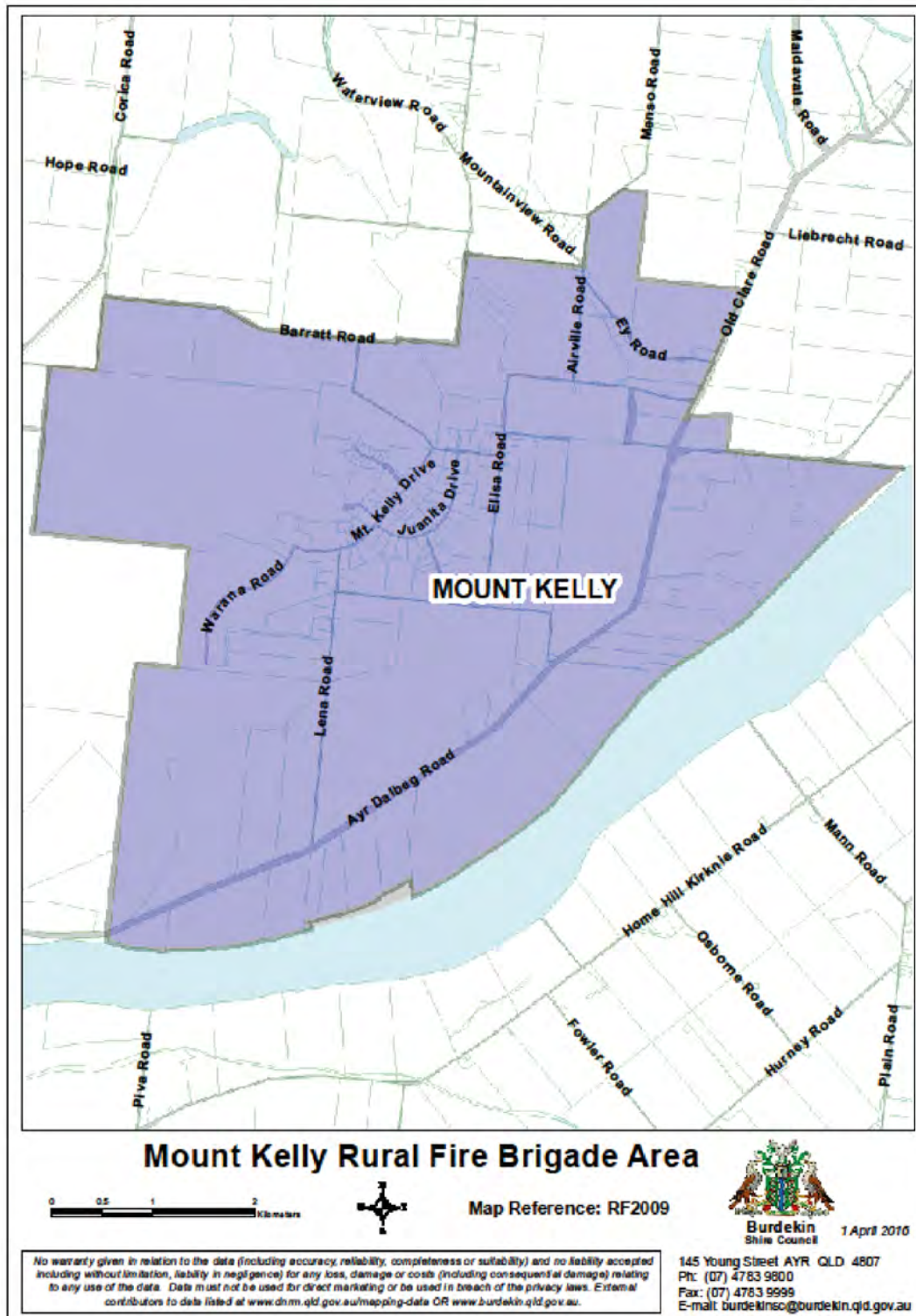
Council shall by resolution fix regulatory fees for services and facilities including but not limited to, an application for, or the issue of, an approval, consent, licence, permission, registration or other authority under a local government act. Such charges will generally be contained in the Register of Regulatory Fees as adopted by Council from time to time in the Fees and Charges schedule.

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

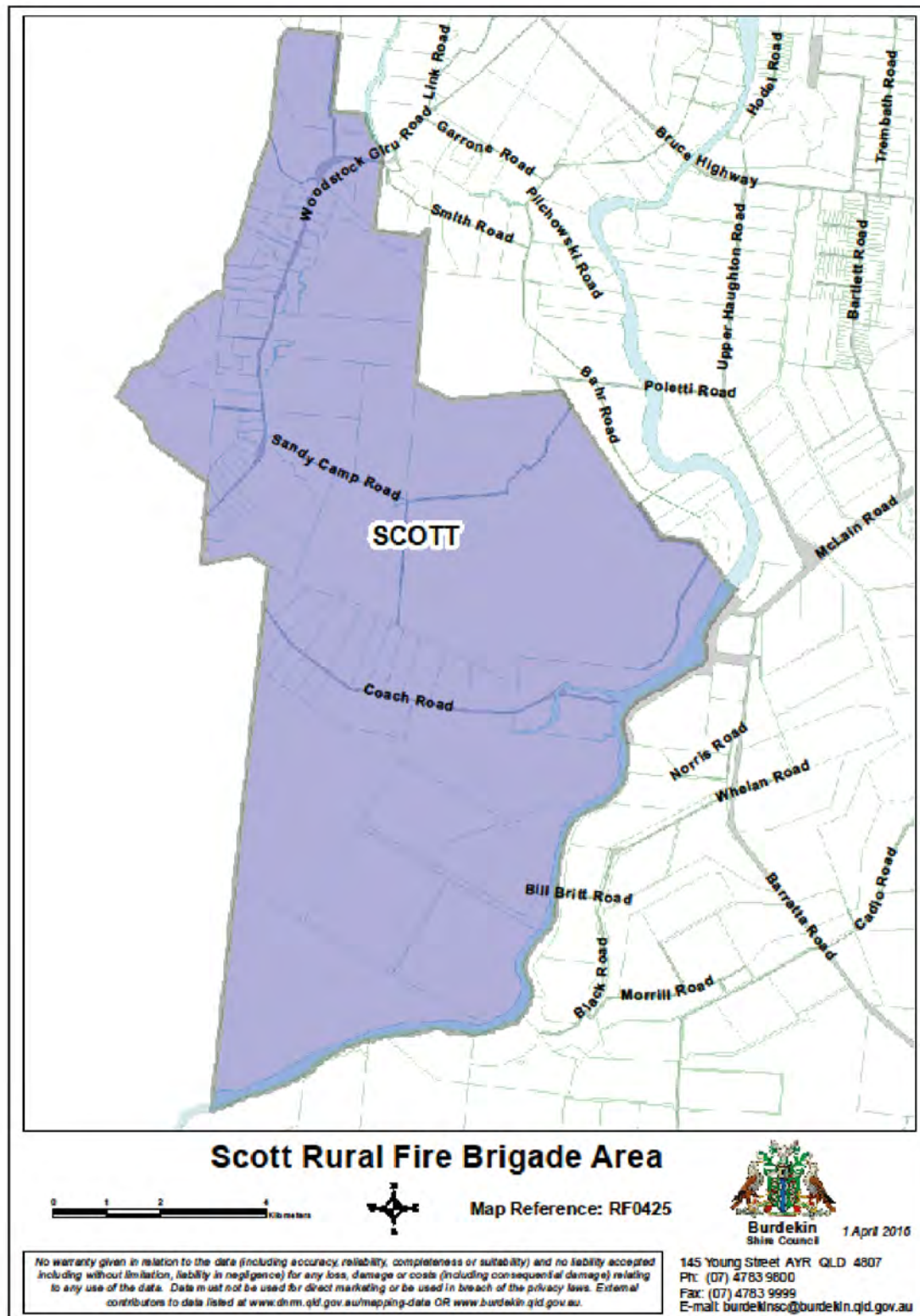
In accordance with Council's general corporate and contractual powers under the *Local Government Act 2009*, Council shall by resolution fix a fee for the commercial or other voluntary supply and acquisition of goods and services.

END

ANNEX







#### 4. Adoption of Differential General Rates for the 2017/18 Financial Year

##### Recommendation

That the Council in accordance with Section 81 of *the Local Government Regulation 2012* adopt the categories in to which rateable land is categorised and the description of each of the rating categories as follows:

Category	Description	Identification
A - Residential	Land which is used or intended to be used for residential purposes.	Land with land use codes 01-06, 08, 09, 21, 72 and 97 and/or a property type of Urban Residential or Urban Vacant and as identified by the CEO, but excluding the following properties with assessment numbers:  1872, 3085, 3094, 3097, 3100, 3112, 6214, 6215, 6220, 6221, 6781, 6782, 12390, 12391, 12463 to 12465, 12580 to 12594, 15251 and 15252.
A1 – Rural Residential	Land which is used or intended to be used for rural residential purposes.	Land with land use codes 01, 02, 04-06, 09, and 72 and/or a property type of Rural Residential or Rural Vacant and as identified by the CEO.
B – Commercial and Industrial	Land used, or intended to be used, for commercial and/or industrial purposes other than land included with category B1.	Land with land use codes 07, 10-20, 22-59, 90-92, 96 and 99 and as identified by the CEO, and including the following properties with assessment numbers:  1872, 3085, 3094, 3097, 3100, 3112, 6214, 6215, 6220, 6221, 6781, 6782, 12390, 12391, 12463 to 12465, 12580 to 12594, 15251 and 15252.
B1 – Shopping Centre	Land used, or intended to be used, for the purposes of a shopping centre, or as a part of a shopping centre, having a gross floor area greater than 4,500 square metres, and on-site car parking for more than 80 vehicles	Land with land use code 16 and as identified by the CEO.
C – Grazing and Livestock	Land used for the purposes of grazing or livestock.	Land with land use codes 60-69, 85-87 and 89 and as identified by the CEO.
D – Sugar Cane	Land used for the purposes of growing sugar cane.	Land with land use code 75 and as identified by the CEO.
E – Rural (Other) - less than 20 hectares	Land used for rural purposes, other than land included in category C or D, with an area of less than 20 hectares.	Land with land use codes 70-71, 73-74, 76-84, 88, 93, 94 and as identified by the CEO.
E1 – Rural (Other) - 20 hectares or more	Land used for rural purposes, other than land included in category C or D, with an area of 20 hectares or greater.	Land with land use codes 70-71, 73-74, 76-84, 88, 93-94 and as identified by the CEO.



Category	Description	Identification
F – Sugar Milling	Land used, or intended to be used, for the purposes of sugar milling, including land used in connection or in association with sugar milling.	Land identified by the CEO.
G1 – Water (less than 10 hectares)	Land used, or intended to be used, for the extraction, storage, delivery, transport or drainage of water, with an area of less than 10 hectares.	Land with land use code 95 and as identified by the CEO.
G2 – Water (10 hectares or more)	Land used, or intended to be used, for the extraction, storage, delivery, transport or drainage of water, with an area of 10 hectares or greater.	Land with land use code 95 and as identified by the CEO
H – Other	Land not otherwise categorised.	Land identified by the CEO.

### Resolution

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

CARRIED

---

## **5. Making and Levying of Mount Kelly Rural Fire Brigade Special Charge for the 2017/18 Financial Year**

### **Recommendation**

That the Council in accordance with Section 94 of the *Local Government Act 2009* and Section 94 of the *Local Government Regulation 2012* and Section 128A of the *Fire and Emergency Services Act 1990*, make and levy a special charge of \$15 on land within the area marked on plan number RF2009 to fund the ongoing provision and maintenance of rural fire fighting equipment for the rural fire brigades that operate in the Mount Kelly area.

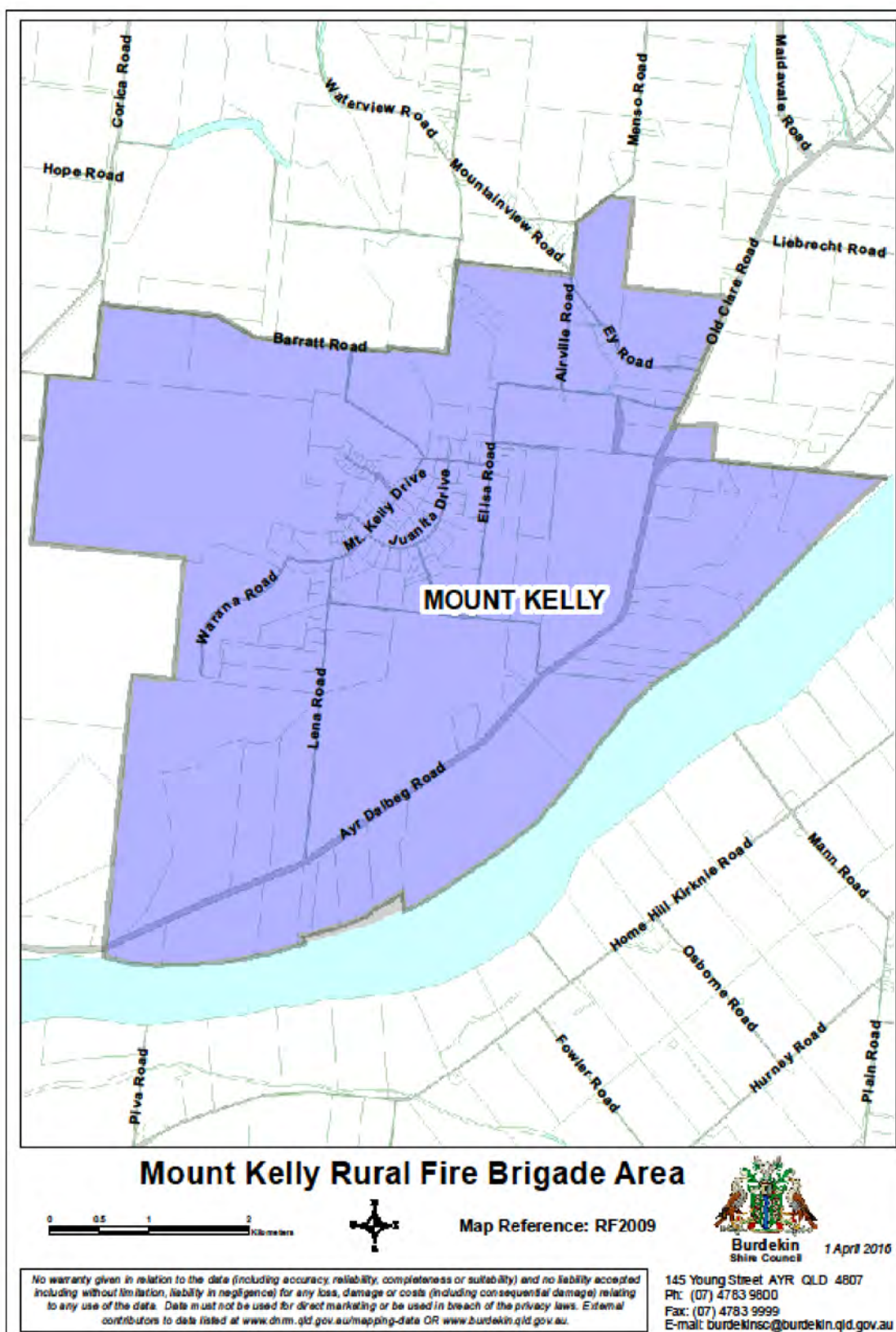
The overall plan for the special charge is as follows:

- (a) The special charge is levied to fund the cost of providing rural fire fighting services to properties in the Mount Kelly area.
- (b) The rateable land to which the special charge applies is every parcel of rateable land shown on plan number RF2009 (as annexed hereto).
- (c) The estimated cost of carrying out the overall plan is \$2,295.
- (d) The time for carrying out the overall plan is 12 months ending 30 June 2018.

### **Resolution**

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

CARRIED





---

## **6. Making and Levying of Scott Rural Fire Brigade Special Charge for the 2017/18 Financial Year**

### **Recommendation**

That the Council in accordance with Section 94 of the *Local Government Act 2009* and Section 94 of the *Local Government Regulation 2012* and Section 128A of the *Fire and Emergency Services Act 1990*, make and levy a special charge of \$50 on land within the area marked on plan number RF0425 to fund the ongoing provision and maintenance of rural fire fighting equipment for the rural fire brigades that operate in the Scott area.

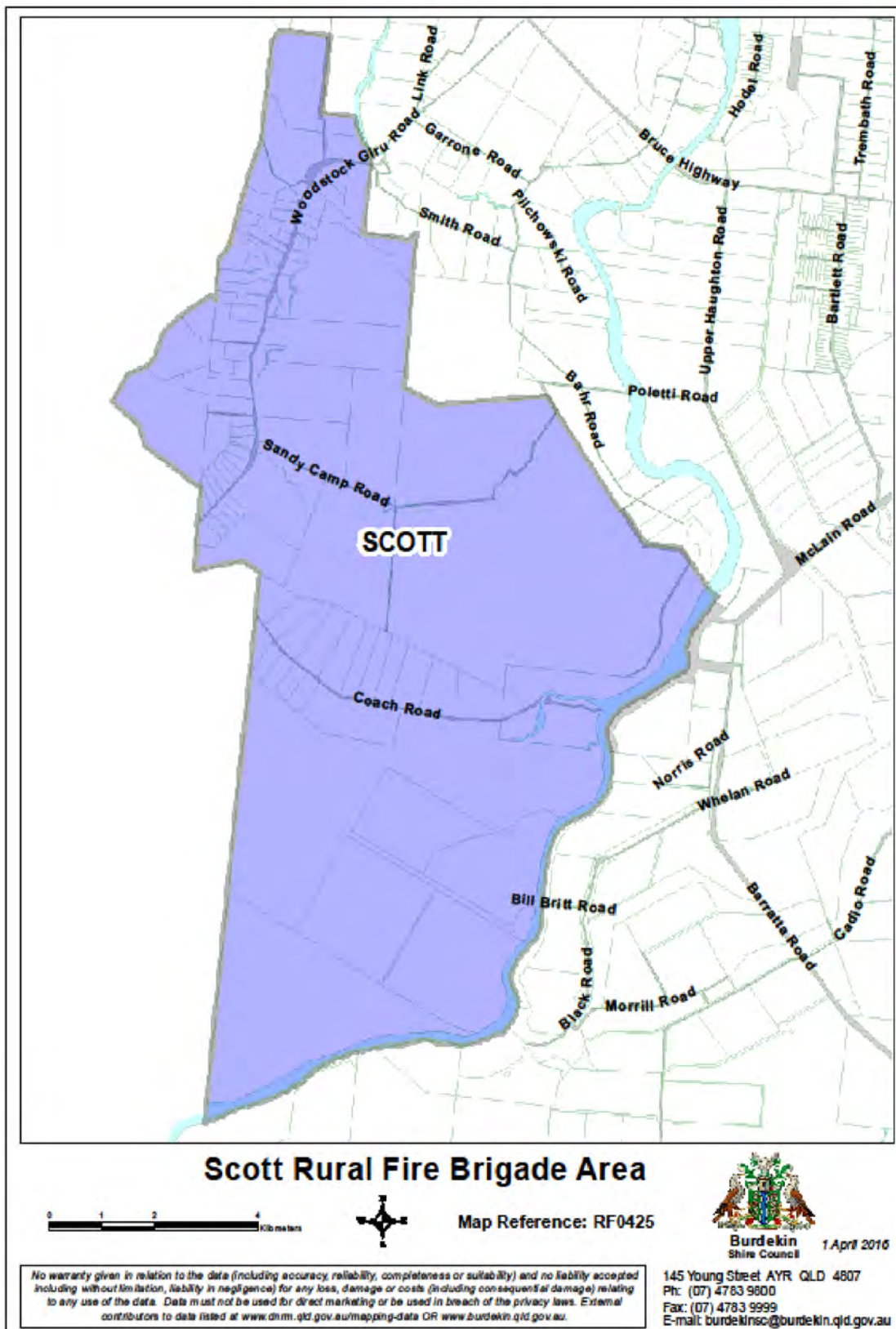
The overall plan for the special charge is as follows:

- (a) The special charge is levied to fund the cost of providing rural fire fighting services to properties in the Scott area.
- (b) The rateable land to which the special charge applies is every parcel of rateable land shown on plan number RF0425 (as annexed hereto).
- (c) The estimated cost of carrying out the overall plan is \$4,400.
- (d) The time for carrying out the overall plan is 12 months ending 30 June 2018.

### **Resolution**

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

CARRIED



---

## **7. Making and Levying Environment Separate Charge for the 2017/18 Financial Year**

### **Recommendation**

That the Council, in accordance with Section 94 of the *Local Government Act 2009* and Section 103 of the *Local Government Regulation 2012*, make and levy an Environment Separate Charge in the sum of \$10 for every parcel of rateable land within the Shire to fund projects that have an environmental benefit to the Burdekin community, including but not limited to the following environmental improvement and natural resources conservation initiatives:

- a. Rehabilitation, care or maintenance of the natural environment in areas such as tree planting; fish restocking; aquatic weed management; wetland management; herbicide subsidy; and natural resource management.
- b. Preservation or remediation of environmentally important areas.
- c. Acquisition of land that has particular environmental value.
- d. Promotion and encouragement of sustainable practices such as energy efficiency and waste minimisation.

### **Resolution**

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

CARRIED



## 8. Making and Levying of Rates and Charges for the 2017/18 Financial Year

### Recommendation

That the Council, in accordance with Section 94 of the *Local Government Act 2009*, make and levy the following differential general rates, minimum general rates, utility charges for waste services, utility charges for sewerage charges, utility charges for water, environment separate charge and rural fire brigade special charges for the 2017/18 financial year:

<b>Rates and Charges</b>	<b>2017/18</b>
<b>General Rate (Cents in the Dollar)</b>	
Category A - Residential	1.446
Category A1 - Rural Residential	1.405
Category B - Commercial & Industrial	1.581
Category B1 - Shopping Centre	2.454
Category C - Grazing & Livestock	2.467
Category D - Sugar Cane	3.898
Category E - Rural (Other) - less than 20 hectares	2.180
Category E1 - Rural (Other) - 20 hectares or more	3.898
Category F - Sugar Milling	27.376
Category G1 - Water (less than 10 hectares)	20.295
Category G2 - Water (10 hectares or more)	67.780
Category H - Other	1.446
<b>Minimum General Rate</b>	
Category A - Residential	\$1,035
Category A1 - Rural Residential	\$1,035
Category B - Commercial & Industrial	\$1,056
Category B1 - Shopping Centre	\$30,450
Category C - Grazing & Livestock	\$1,056
Category D - Sugar Cane	\$1,056
Category E - Rural (Other) - less than 20 hectares	\$1,056
Category E1 - Rural (Other) - 20 hectares or more	\$1,056
Category F - Sugar Milling	\$152,250
Category G1 - Water (less than 10 hectares)	\$1,056
Category G2 - Water (10 hectares or more)	\$4,904
Category H - Other	\$1,035
<b>Waste Service Charges</b>	
140L Rural Residential 2 Bin Service	\$406
240L Rural Residential 2 Bin Service	\$512
140L Residential 3 Bin Service	\$463
240L Residential 3 Bin Service	\$569
240L Commercial 2 Bin Service	\$448
240L Commercial 3 Bin Service	\$505
140L Multiple Residential 2 Bin Service	\$406
240L Multiple Residential 2 Bin Service	\$512
Additional 140L Residential Refuse Bin	\$332
Additional 240L Residential Refuse Bin	\$438
Additional 240L Commercial Refuse Bin	\$351
Additional Residential Recycle Bin	\$74

---

---

Additional Commercial Recycle Bin	\$97
Additional Green Waste Bin	\$57
<b>Waste Access Charge</b>	<b>\$16</b>
<b>Waste Legacy Landfill Charge</b>	<b>\$20</b>
<b>Sewerage Charge</b>	<b>\$535</b>
<b>Water Access Charge</b>	<b>\$447</b>
<b>Water Consumption Charge (cents per 1,000L)</b>	
For usage up to 1,000,000 litres	\$0.22
For usage above 1,000,000 litres	\$1.10
<b>Environment Separate Charge</b>	<b>\$10</b>
<b>Mount Kelly Rural Fire Brigade Special Charge</b>	<b>\$15</b>
<b>Scott Rural Fire Brigade Special Charge</b>	<b>\$50</b>

## Resolution

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

CARRIED

## 9. Adoption of Interest on Overdue Rates or Charges

### Recommendation

That pursuant to section 133 of the *Local Government Regulation 2012*, compound interest be charged on all overdue rates as that term is defined in the *Local Government Regulation 2012* at the rate of eleven percent (11%) per annum, calculated and charged on daily rests from the day they become overdue.

### Resolution

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

CARRIED



---

## 10. Adoption of when Rates or Charges must be paid

### Recommendation

That in accordance with Section 118 of the *Local Government Regulation 2012* and Section 114 of the *Fire and Emergency Services Act 1990*, Council's rates and charges, and the State Government's Emergency Management Levy, be paid within 30 days of the date of issue of the rates notice.

### Resolution

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

CARRIED

## 11. Adoption of Pensioner Concessions

### Recommendation

That in accordance with Chapter 4, Part 10 of the *Local Government Regulation 2012*, Council shall grant rating concessions for eligible pensioners with respect to a property which is the principal place of residence of the eligible pensioner.

#### *Eligibility*

The concession shall only be granted with respect to a property which is owned solely by eligible pensioner/s and where the property is the principal place of residence of the eligible pensioner/s.

An eligible pensioner is one who is in receipt of a full pension/allowance, who produces a Pensioner Concession Card or a DVA Health Card (All Conditions within Australia or Totally & Permanently Incapacitated) issued by Centrelink or the Department of Veterans' Affairs.

This rebate shall also extend to:

- War Widows who are the holders of a Gold Card;
- Eligible pensioners who occupy a dwelling in respect to which a life tenancy has been granted by way of Will and providing there is no provision in the Will which relieves the life tenant of the obligation to pay the rates and charges; and
- Eligible pensioners who reside in an Institution caring for the aged, including hospitals and Blue Nursing Units, or are in family care irrespective of whether or not the property is occupied on a paid tenancy basis.

The pensioner rebate is to be calculated as half the sum of the relevant General Rates, Water Charges, and Sewerage Charges up to the maximum rebate set at **\$358**.

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

Applications for rate concessions by qualifying applicants who own relevant properties on 1 July 2017 are to be dealt with in the following manner:

1. for existing eligible pensioners, the details currently held continue to be used for annual verification with Centrelink/Department of Veterans' Affairs;
2. for new eligible Pensioners, an initial application is required to be made; and



- 
3. for pensioners requesting a rebate due to special circumstances, an annual application is required to be made.

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

Any rebate granted pursuant to this section is only applicable for the period of time that the eligible pensioner is the owner of the property and all requirements set out above remain fulfilled. If the principal place of residence is disposed of during the financial year, a supplementary rates notice will be issued to the new owner of the property representing the proportionate share of the remission from date of sale to 30 June next.

### **Resolution**

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

CARRIED

## **12. Adoption of Donations to Not for Profit Community Organisations**

### **Recommendation**

That in accordance with Chapter 4, Part 10 of the *Local Government Regulation 2012*, donations equivalent to 45% of the sum of the relevant sewerage charges in respect of second and subsequent pedestals and/or urinals at premises or land used for private schools, churches, welfare and youth organisations, sporting purposes and public halls, excluding premises licensed under the *Liquor Act 1992* will be made to the relevant community organisations for each financial year immediately upon payment in full of all levied rates and charges, together with any overdue rates and charges, if any. Council may, at its discretion, consider any case on its merits where special circumstances apply and make such donations as Council considers appropriate.

### **Resolution**

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

CARRIED

---

### **13. Adoption of the Debt Policy for 2017/18 Financial Year**

#### **Recommendation**

That the Council in accordance with Section 192 of the *Local Government Regulation 2012* adopt the Debt Policy which states the new borrowings planned for the 2017/18 financial year and the next nine (9) financial years; and the time over which the local government plan to repay existing and new borrowings.

#### **Resolution**

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

CARRIED

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

## 1. Purpose

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

## 2. Scope

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

## 3. Policy Statement

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

### 3.1 Planned Borrowings

There are no planned borrowings in 2017/18 or during the next 9 financial years.



### 3.2 Existing Borrowings

As at 31st March 2017, Council's existing borrowings and expected final repayment dates are as follows:-

Loan	Debt Pool	Expected Completion Date
General 2015	GDP – Fixed Rate Loan	15 September 2020
Waste	GDP – Fixed Rate Loan	17 June 2019

## 4. Legislation

*Local Government Act 2009*

*Local Government Regulation 2012*

*Statutory Bodies Financial Arrangements Act 1982*

*Statutory Bodies Financial Arrangements Regulation 2007*

---

#### **14. Adoption of the Investment Policy for 2017/18 Financial Year**

##### **Recommendation**

That the Council in accordance with Section 191 of the *Local Government Regulation 2012* adopt the Investment Policy for the 2017/18 financial year.

##### **Resolution**

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

CARRIED

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

## 1. Purpose

This policy provides guidance and a framework for the prudent and appropriate investment of surplus funds controlled by Council that are not required for operational or capital purposes in the short to medium term.

## 2. Scope

This policy applies to Council officers involved in the investment of surplus funds in accordance with Council's investment objectives and risk philosophy.

## 3. Exceptions

Not applicable.

## 4. Definitions

Unless otherwise indicated, all terms used in this policy are to have the meaning outlined in:

- Local Government Act 2009
- Local Government Regulation 2012
- Statutory Bodies Financials Arrangements Act 1982
- Statutory Bodies Financial Arrangements Regulation 2007

## 5. Objectives

To maximise investment returns with agreed risk parameters and statutory constraints while meeting Burdekin Shire Council liquidity requirements.

Maintain a diversified portfolio of investments to manage interest rate risk, liquidity risk and credit risk.

Maintain the value of capital invested.

## 6. Policy Statement

Council is required to prepare an Investment Policy under section 191 of the Local Government Regulation 2012 and section 104(5)(c) of the Local Government Act 2009.

Council aims to maximise investment returns on all surplus cash within agreed risk parameters. Capital preservation and liquidity management are the key consideration when entering into investment transactions.



Council is committed to:

- Investing only in investments as authorised under current legislation
- Investing only with approved institutions
- Investing to facilitate diversification and minimise portfolio risk
- Investing to facilitate working capital requirements, and
- Maintaining documentary evidence of investments

Overall the amount invested with individual institutions should not exceed the following percentage as outlined in the below table:

<b>Long Term Rating (Standards &amp; Poors)</b>	<b>Short Term Rating (Standards &amp; Poors)</b>	<b>Investment Limit</b>
AAA to AA-	A1+	30%
A+ to A	A1	20%
A- to BBB+	A2	5%
Qualifying Local Financial Institution	Unrated or below A2	15%
QTC Cash Management Fund	No Limit	No Limit

### **Qualifying Local Financial Institutions (QLFI)**

In order to qualify for investment, local institutions must meet the following criteria:

- Provide a benefit to the local community, outside of standard financial institution services; and
- Be able to provide competitive term deposit rates that rival those able to be obtained from rated institutions.

Investment limits relative to their ratings will apply. If unrated or below A2 the investment limit will be 15%.

Council's Qualifying Local Financial Institutions include:

- Queensland Country Credit Union, and
- Bendigo Bank

### **Authorised Institutions**

Only those institutions identified as suitable under the Category 1 Investment Powers conferred by the Statutory Bodies Financial Arrangements Act 1982 S44(1) and listed on the APRA website as Authorised Deposit Taking Institutions (ADIs).

### **Term to Maturity**

The term of maturity of any Council investment may range from 'At Call' to 1 year.

### **Quotations**

With the exception of monies held with QTC, at least 3 quotations shall be sought from authorised institutions whenever an investment is proposed. The best quote will be assessed based on the objectives detailed above.

While having regard to the above, Council is a local community service organisation and at times will invest in QLFI's to ensure their continued support of and presence in the local community. These investments will not be subject to competitive quoting but must still provide a reasonable return to Council.

## **7. Principles**

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

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

## **8. Procedures**

Council is at all times to have in place appropriate internal controls to prevent the fraudulent use of public money. The following internal controls are required to be in place:

- A person is to be identified as the responsible officer for the investment function
- All investments are to be authorised by the Chief Executive Officer or nominated delegate
- Confirmation advices from the financial institution are to be attached to the Investment Authorisation Form providing evidence that the investment is in the name of Burdekin Shire Council, and
- A person other than the responsible officer is to perform the bank reconciliation at the end of each month.

## **9. Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

*Statutory Bodies Financial Arrangements Act 1982*

*Statutory Bodies Financial Arrangements Regulation 2007*

## **10. Associated Documents**

Council must keep records that show it has invested in the way most appropriate in all circumstances and retain documentary evidence of the investment.

---

#### **15. Recognition of Work Undertaken by Staff to Prepare the Budget**

The Mayor and Councillor Woods extended their thanks to the Senior Leadership Group and in particular the Finance Manager, Mrs. Kim Olsen and the Finance Department staff for the extensive work they had undertaken to prepare the Budget for adoption by Council. The Councillors supported and endorsed these comments.

There being no further business the meeting closed at 9.18am.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 11 July 2017.**

**MAYOR**



---

### **3.3 Burdekin Cultural Advisory Group Meeting Minutes - 22 May 2017**

#### **Recommendation**

That the minutes of the Burdekin Cultural Advisory Group Meeting held on 22 May 2017 be received and adopted.

---

**MINUTES**  
**BURDEKIN CULTURAL ADVISORY GROUP MEETING**  
**HELD AT JOHN HY-PEAKE ROOMS**  
**On 22 May 2017**  
**COMMENCING AT 3.40PM**

**ATTENDANCE**

Councillors Lyn McLaughlin (Mayor), John Woods and Sue Perry.

Mr. Tony Vaccaro – Manager Community Development, BSC  
Mr. Peter Pattinson - Community Member  
Mr. Brian Glover - Community Member  
Mrs Treena List - Community Member  
Mrs Jocelyn Defranciscis - Burdekin Memorial Hall Committee  
Mrs Cheryl Platt – Friends of the Burdekin Theatre

Minutes Clerk – Miss Laura Cox

Apologies – Mr. John Gooding – Community Member, Mrs Nicky Achurra – Community Member, Mr. Troy Everett – Cultural Venues Manager

**1 MINUTES AND BUSINESS ARISING**

**Recommendation**

That the minutes of the Burdekin Cultural Advisory Group Meeting held on 17 January 2017 be received as a true and correct record.

**Resolution**

Moved Mr. Glover, seconded Mr. Pattinson that the recommendation be adopted.

CARRIED

**2 GIFT VOUCHERS**

**Recommendation**

The Burdekin Cultural Advisory Group recommend to Council that gift vouchers be available for purchase for use at the Burdekin's cultural facilities.

**Resolution**

Moved Mr. Pattinson, seconded Mrs Defranciscis that the recommendation be adopted.

CARRIED

---

### **3 MEMORANDUM OF UNDERSTANDING**

It was resolved that the draft Memorandum of Understanding be forwarded to the Friends of the Burdekin Theatre and the Burdekin Memorial Hall Committee for their perusal and comment.

### **4 SCRIMS INSTALLED AT BURDEKIN THEATRE**

Mr. Pattinson and Cr. Woods expressed concern at the delay in the installation of the scrims at the Burdekin Theatre before the last Burdekin Singers production.

### **5 CURRENT COMMITTEE RESPENTATIVE FROM BURDEKIN JUNIOR EISTEDDFOD**

Discussion was held on the current membership of the Advisory Group.

It was resolved that correspondence be sent to Belinda Johnson, currently listed as representing the Burdekin Junior Eisteddfod, to enquire as to whether her intention is to remain on the Advisory Group.

### **6. DIGITALISE POSTERS AT BURDEKIN THEATRE**

Discussion was held on the posters from various past performances currently stored at the Theatre. The group discussed the possibility of digitising the posters, as this would allow them to be used in a variety of ways in the Theatre and around the community.

#### **Recommendation**

The Burdekin Cultural Advisory Group recommend to Council that investigation be made into the possibility of digitising all the posters currently stored at the Theatre, for future use at Theatre and around the community.

#### **Resolution**

Moved Mr. Glover, seconded Mrs Defranciscis that the recommendation be adopted.

CARRIED

### **7. DISPLAYS AT VARIOUS CULTURAL VENUES**

Discussion was held on the use of cultural venues to house various displays by groups.

It was resolved that the Advisory Group encourage the use of cultural venues to house displays provided there is availability in the venues.

Mr. Tony Vaccaro, Manager Community Development, entered the meeting at this stage.



---

## **8. FRIENDS OF THE THEATRE TO PURCHASE SOFAS FOR BURDEKIN THEATRE**

Friends of the Theatre representative, Mrs Cheryl Platt questioned whether Friends of the Theatre purchases for the Theatre needed to be reported to the Advisory Group as previously such purchases were just discussed with the Theatre Manager.

Cr. McLaughlin clarified that this was done as the Burdekin Theatre is now managed by Burdekin Shire Council and it allowed the Friends of the Theatre purchases to be highlighted to Council.

Mrs Platt gave the meeting an explanation of the purchase of sofa chairs to sit outside Door A & B at the Theatre. She explained that previous chairs had been a safety concern and that the purchase of sofas would assist the elderly when they wait for doors to open at the Theatre.

It was resolved that the Advisory Group support the purchase of sofa chairs for the Theatre, after consultation with the Cultural Venues Manager.

It was noted that the financial support that is given by the Friends of the Burdekin Theatre and the Burdekin Memorial Hall Committee should be included in the Memorandum of Understanding.

## **9. ROLES & RESPONSIBILITIES OF ADVISORY GROUP**

The list of the roles and responsibilities of the Advisory Group are to be distributed to members and discussed at the next meeting.

## **10. RECOGNITION OF THE ACHIEVEMENTS OF YOUNG PEOPLE FROM THE BURDEKIN**

Mr. Glover suggested to the meeting that Council recognise the achievements of the young people from the Burdekin. He cited an example in another region where artists had painted portraits of young achievers and that these portraits were put in a prominent place in the community.

Discussion was held on possible options to recognise the achievements of young people in the community.

It was resolved that the Advisory Group request that Council investigate options for the promotion of young achievers from the community, between the ages of 13 – 29, in public spaces.

## **11. CHANGES OF STAFFING AT THE THEATRE**

Mr. Vaccaro gave the meeting an update of changes to and future plans for staffing at the Theatre.

---

## **12. FUNDING FOR A VARIETY CONCERT**

Cr. McLaughlin advised the meeting that Drought Relief funding had been received by Council. She informed the meeting that half of this money was distributed to help fund the Australian Hand Cane Cutting Championship and the other half would be used to help fund a variety concert at either the Burdekin Theatre or Burdekin Memorial Hall.

Cr. McLaughlin said that the details of this concert had yet to be finalised but the group would be informed as this developed.

## **13. NEW TECHNICAL DESK AT THE MEMORIAL HALL**

Discussion was held on the construction of a new technical desk at the Memorial Hall that will be able to be moved around the hall depending on the event. This will result in the glass booth being removed.

## **14. CONCERN EXPRESSED AT STAFFING LEVELS AT THE HALL**

Mrs Defranciscis expressed concern at the staffing levels at the Memorial Hall during big events. She advised that only one person was employed during these events.

Mr. Vaccaro advised the meeting that this issue was being currently addressed in the discussion about future staffing.

## **15. ADVISORY GROUP MEMBERS TO PROVIDE FEEDBACK ON POSSIBLE CULTURAL ACTIVITIES**

Cr. McLaughlin asked members of the Advisory Group to provide feedback at the next meeting as to possible cultural activities they would like to see at the Theatre and Memorial Hall.

## **16. PLANS FOR THEATRE FORECOURT**

Cr. McLaughlin advised the group that possible changes to the Theatre Forecourt were in the planning stage and once plans were in place they could be presented to the Advisory Group.

There being no further business the meeting closes at 5.05 pm.

**Next meeting – Monday 26 June 2017 at 3.30pm in the John Hyde Peake Rooms.**

**Councillor Lyn McLaughlin**  
**CHAIRMAN**

---

## ACTION ITEMS

Action required	Person/s responsible	Status
Letter to be sent to Belinda Johnson regarding membership of Advisory Group	Tony	
Roles & Responsibilities of Advisory Group	Laura	To be distributed as part of agenda for next meeting
Gift Vouchers	Laura	



---

### **3.4 Local Disaster Management Meeting Minutes - 16 June 2017**

#### **Recommendation**

That the minutes of the Local Disaster Management Meeting held on 16 June 2017 be received and adopted.

---

**BURDEKIN SHIRE COUNCIL**

**MINUTES – BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP MEETING  
HELD ON FRIDAY 16 JUNE 2017 AT 12.05PM**

---

**CLAUSE 1     ATTENDANCE**

Core Members

Councillor Lyn McLaughlin – Chair - Burdekin Shire Council  
Councillor Tony Goddard – Deputy Chair – Burdekin Shire Council  
Ms. Eileen Robinson - Local Disaster Co-ordinator – Burdekin Shire Council  
Mr. Shane Great – Deputy Local Disaster Co-ordinator – Burdekin Shire Council  
Mr. Wayne Saldumbide – Manager Operations - Burdekin Shire Council  
Ms. Linda Govan – Co-ordinator Environment and Health – Burdekin Shire Council  
Ms. Debra Cochran – Welfare - Chief Executive Officer - Burdekin Community Association  
Mrs. Libby Preedy – Emergency Management Co-ordinator - Queensland Fire and Emergency Services  
Mr. Ken Johnson – Inspector – Queensland Fire and Emergency Services  
Mr. Robert Sutcliffe – Local Controller - State Emergency Service - Burdekin

Specialist Advisors

Mr. Terry Brennan – Chief Executive Officer – Burdekin Shire Council  
Councillor Ted Bawden – Burdekin Shire Council  
Mr. Brad Hutchinson – Burdekin Shire Council  
Ms. Dana Gluzde – Burdekin Shire Council  
Sergeant Brett Smith – Queensland Police Service – Home Hill  
Sergeant Ben Walsh – Queensland Police Service - Ayr  
Mr. Brett Maguire – Officer in Charge - Queensland Ambulance Service - Ayr  
Mr. Kevin Trueman – Station Officer - Queensland Fire and Emergency Services / Fire and Rescue Service – Ayr  
Ms. Sharon Galeano - Department of Communities, Child Safety and Disability Services  
Mrs. Tracey Hobbs – Burdekin Centre for Rural Health  
Ms. Deana Murray – Lower Burdekin Home for the Aged  
Mr. Mark Biffanti – Energy Queensland  
Mr. Steve Postma – Wilmar Sugar  
Mr. James Mummery – Sunwater

Minutes Clerk – Mrs. Anne-Maree Dale

Apologies for Absences

Mr. Dale Last – Burdekin Electorate Office  
Mr. Kevin Byers – Burdekin Shire Council  
Mrs. Janai Giddy – Burdekin Shire Council  
Mr. Peter McCulloch – Queensland Rail  
Senior Sergeant Steve Barton – Officer in Charge - Queensland Police Service – Ayr  
Mr. Daryl Hanger – Australian Red Cross  
Ms. Mary Vicary – Queensland Health – Ayr  
Mr. Andrew Thomas – Department of Transport and Main Roads  
Ms. Nicole Smart – Department of Transport and Main Roads  
Mr. John Winn – State Emergency Service – Ayr  
Mr. Steve Brennan – Queensland Fire and Rural Services – Home Hill  
Mr. Michael Thomson – Area Director – Queensland Fire and Emergency Services / Rural Fire Service Queensland  
Mr. Bryan Dudley – Ayr State School

---

**CLAUSE 2     MINUTES OF THE BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP MEETING HELD ON 21 APRIL 2017.**

Moved Mrs. Preedy, seconded Ms. Cochran that the minutes of the Burdekin Shire Council Local Disaster Management Group Meeting held on 21 April 2017 be received as a true and correct record.

CARRIED

---

**CLAUSE 3 BUSINESS ARISING OUT OF THE MINUTES**

Nil

---

**CLAUSE 4 CORRESPONDENCE FOR INFORMATION****1. 1380671 \* 286****Office of the Inspector-General Emergency Management**

Disaster Management Officer's Network Update and Conference and Network Forum – May 2017

---

**CLAUSE 5 AGENCY REPORTS****Mr. Robert Sutcliffe – Local Controller - Burdekin State Emergency Service**

1. Mr. Sutcliffe advised that the SES is currently packing all the equipment away for the next Cyclone Season.
2. The SES – Ayr Team received a letter of thanks from the SES – Regional Office for the work carried out during Tropical Cyclone Debbie event.

**Mr. Mark Biffanti – Energy Queensland**

1. Mr. Biffanti advised that Ergon Energy and Energex have merged to create Energy Queensland.
2. There is a new Disaster Management structure within Energy Queensland along with a new Disaster Management Representative – Ms. Michelle Bradshaw (Based in Maryborough). This will not impact or change the current local representatives at the Local Disaster Management Group meetings.

**Ms. Sharon Galeano - Department of Communities, Child Safety and Disability Services**

1. Ms. Galeano advised that the Department of Communities, Child Safety and Disability Services is still active in the Whitsunday and Mackay Regions with the anticipation of being active until 31 October 2017 with a possible extension period.
2. A recent review was conducted on the human and social impact of the event on departmental staff which identified staffing numbers to be the biggest concern.
3. It was identified that there was a Freedom of Information concern in relation to National Disability Insurance Scheme (NDIS) Providers generating a list of vulnerable people and resources required for the shire should there be an event. Mrs. Preedy advised that she would send through a letter of dispensation with the minutes as 'Preserving Life' overrides the Freedom of Information Act. Ms. Cochran advised that BCA has a good understanding of NDIS clients who are not managed by an agency. Mr. Johnson advised that the NDIS completes an assessment on clients to determine eligibility and therefore will have a record of provider managed and non-managed clients.
4. Ms. Galeano advised that the Burdekin Department is commencing preparations for next Cyclone Season.

**Mr. James Mummery – Sunwater**

1. Mr. Mummery advised that the dam capacity was currently at 98%.
2. A five yearly inspection was recently conducted at Sunwater – Burdekin Dam. There were only small improvements required to be made due to aging assets.
3. There is currently a two week shutdown on irrigation and 800mL of water is being released from the Burdekin Dam each day to assist with maintenance work on the dam.

**Mr. Brett Maguire – Officer in Charge - Queensland Ambulance Service - Ayr**

1. Mr. Maguire advised that he was the new Officer in Charge at the Ayr Station and commenced in the position on 1 May 2017.
2. Mr. Maguire advised that the Queensland Ambulance Service Burdekin Stations are fully stocked and will be fully staffed as at 17 June 2017.

**Ms. Deana Murray – Lower Burdekin Home for the Aged**

1. Ms. Murray advised that the Home for the Aged has had multiple debriefs, reviewed processes and updated Disaster Management Plans.
2. Lower Burdekin Home for the Aged – Ayr and Home Hill are preparing for the upcoming season.

**Mr. Kevin Trueman – Station Officer - Queensland Fire and Emergency Services / Fire and Rescue Service – Ayr**

1. Nothing to report for Local Fire and Rescue Service.

**Sergeant Ben Walsh – Queensland Police Service - Ayr**

1. Sergeant Walsh advised that the Ayr Station is short on staff at present, however another two or three officers are expected during the next month or so.



---

**Sergeant Brett Smith – Queensland Police Service – Home Hill**

1. Sergeant Smith advised that Home Hill Station was operating business as usual.

**Mr. Steve Postma – Wilmar Sugar**

1. Nil

**Ms. Debra Cochran – Welfare - Chief Executive Officer - Burdekin Community Association**

1. Nil

**Mr. Ken Johnson – Inspector – Queensland Fire and Emergency Services**

1. Mr. Johnson advised that QFES ran a two day training session in preparation for the Commonwealth Games Torch Baton Relay and Townsville activities for the 18/19 March 2018.

**Mrs. Libby Preedy – Emergency Management Co-ordinator - Queensland Fire and Emergency Services**

1. Please refer to attached report.

**Ms. Eileen Robinson - Local Disaster Co-ordinator – Burdekin Shire Council**

1. Nil

**Councillor Tony Goddard – Deputy Chair – Burdekin Shire Council**

1. Nil

**Mr. Wayne Saldumbide – Manager Operations - Burdekin Shire Council**

1. Mr. Saldumbide advised that he is currently reviewing/submitted counter disaster claims as a result of Tropical Cyclone Debbie, mostly for road closures and flooding. In terms of Disaster Resilience, State Government may have Disaster Management Resilience Funding Program available soon.
2. The generator at Home Hill Courthouse/Police Station has been repaired and is now operational.
3. A new generator is currently being installed at the South Ayr Water Treatment Plant, including a backup emergency generator. This will increase the Council's resilience regarding water supply network in future years.

---

**CLAUSE 6 COMMUNITY EDUCATION PROGRAM**

Ms. Robinson requested that agencies continue to email through individualised agency responses and provide feedback to the Local Disaster Management Group with what actions the agency will take in the first twelve, twenty-four, forty-eight and seventy-two hours post event.

A list of feedback compiled from the Tropical Cyclone Debbie Debrief Workshop will be emailed along with the Minutes of this meeting held today on Friday 16 June 2017.

Information fact sheets will be developed and distributed to the community which will increase community resilience before, during and after an event.

A brief summary of feedback obtained is as follows;

- Burdekin Local Disaster Management Group being the sole source of information – Council Website, Media Releases Facebook and Twitter updates.
- Advertising to the Community that BoM is the single source for weather updates.
- Community Education Programs on the stages of activation – Alert, Leaning Forward, Stand-up Stand-down etc.
- Complacency
- Fatigue Management
- The Multipurpose Hall Operational Standards
- More specific Emergency Alerts – town specific
- NBN impacts
- Increase communication – Backpacker establishments, Hotels, Motels etc.
- Stricter media schedule – media updates at the same time each day.
- Advertise pre-season clean-up program more effectively to assist with alleviating the Transfer Station line-ups prior to an event.

---

**CLAUSE 7 GET READY BURDEKIN**

1. Area Warden Training – Funding for this program was part of the Get Ready Queensland Grant and all Area Warden Manuals and kits will be completed by the 30 June 2017. Training for the Area Warden Program will be finalised by November 2017.

- 
2. Emergency Action Guide – This guide is currently under development and is in the final drafting stages. 10,000 copies of this guide is expected to be finalised and printed by 30 June 2017 with a Community Awareness Program rolled out by November 2017. New maps will be included in the guide to assist the community with preparedness.

---

## **CLAUSE 8      GENERAL BUSINESS**

### **Councillor Lyn McLaughlin – Chairperson - Burdekin Shire Council**

1. Councillor McLaughlin advised that she along with Councillor Goddard and Ms. Robinson attended the 2017 LGAQ Disaster Management Conference in Mackay on 9 to 11 May 2017.  
Cr McLaughlin stated this was an excellent Conference covering many relevant topics. There was representation from many Departments, including Queensland Police Service; Queensland Fire & Emergency Services; Queensland Ambulance Service; and Inspector General of Emergency Management. Councils affected by Tropical Cyclone Debbie provided presentations on their challenges and achievements in dealing with this disaster. There were many opportunities for open discussion throughout the Conference.
2. Ms. Robinson advised that she attended the DMO Network which was facilitated by IGEM. Ms. Robinson advised that the content of the Network was regarding the future of Disaster Management, resources allocated to Disaster Management and Resilience among Councils.
3. Councillor Goddard stated that there was a representative from NBN who confirmed that there was a known issue with the NBN system which will be further investigated.

### **Mrs. Libby Preedy – Emergency Management Co-ordinator - Queensland Fire and Emergency Services**

1. Mrs. Preedy informed the Local Disaster Management Group about two publications that James Cook University has produced post Tropical Cyclone Debbie:-
  - *Tropical Cyclone Debbie – Damage to Buildings in the Whitsunday Region – CTS Tech Report No.63*
  - *Community Post Impact Assessment – Rapid Appraisal*

### **Ms. Dana Gluzde – Burdekin Shire Council**

1. Ms. Gluzde displayed several Storm Surge and Evacuation Route Maps for townships within the Burdekin Shire. There was discussion on whether these maps would create negative effects on the community through increased insurance costs, reduced real estate sales and general panic from the community when looking at the colours displayed on the maps.

Councillor McLaughlin thanked all agencies for their attendance.

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

The next meeting will be held in October 2017.

## **CHAIRMAN**

---

### **3.5 Audit Committee Meeting Minutes - 21 June 2017**

#### **Recommendation**

That the minutes of the Audit Committee Meeting held on 21 June 2017 be received and adopted.



# Minutes

## Audit Committee Meeting

<b>Meeting</b>	Audit Committee Meeting		
<b>Date</b>	Wednesday, 21 June 2017	<b>Time</b>	9am
<b>Attendees</b>	Ian Jessup (Chair), Jim Fahey (Independent Business Member), Jim Nuttall (Independent Community Member), Cr. John Woods, Cr. Sue Perry, Terry Brennan (CEO), Kim Olsen (Manager Financial and Administrative Services), Rebecca Woods (Executive Officer), Helen Swinney (Financial Accountant), Dale Hassell (QAO via telephone), Natalia Kolakowski (QAO via telephone).		
<b>Apologies</b>	Lyn McLaughlin, Mayor (Observer).		
<b>Minutes Clerk</b>	Rebecca Woods		

### Agenda Items

1. Apologies
2. Approval of minutes from previous meeting
3. Financial Reporting- Non-current Asset Accounting Policy
4. QAO-
  - 4.1. Briefing Paper
  - 4.2. Consider need for closed briefing session
5. Management Updates
  - 5.1. Long Term Financial Strategy
  - 5.2. Rolling Review of Policies
6. Chairman's Annual Report
7. Other Business- Feedback- QAO "Audit Committee Chair Briefing- 16 May 2017" - Ian Jessup

### Minutes

Meeting declared open at 9:01am.

1. An apology from Lyn McLaughlin (observer) who was unable to make today's meeting.
2. Approval of previous minutes.  
The minutes of the previous meeting on 10 May, 2017 are taken to be true and correct. Moved Cr. Woods, Seconded Jim Nuttall, carried.
3. Financial reporting- Non-current Asset Accounting Policy  
Kim Olsen provided an overview of the Draft Non-current Asset Accounting Policy. She advised that there have been very few changes made to the policy from the year before and that this policy relates to the previous financial year. Kim Olsen explained that Council would like to only review the

---

## Minutes

policy in the future when there are changes in the accounting standards, rather than reviewing the policy annually. Terry Brennan advised that the policy included recognition threshold of \$5000 which seemed to be consistent with councils of similar size to Burdekin Shire Council. Kim advised that this level would be assessed by the asset management group to determine if this threshold is still appropriate. Kim advised that the asset management unit will assess this within the next twelve months. The Audit committee endorsed the policy for adoption by Council- Moved Ian Jessup, seconded Jim Fahey, carried.

Helen Swinney left the meeting at this stage.

#### 4. QAO

##### 4.1. QAO- Briefing.

Natalia Kolakowski presented the QAO briefing note and Interim Management Letter. Natalia advised that no new issues have been raised during the recent audit visit but she asked for it to be noted that significant work had been completed to address issues raised in previous audit reports. Natalia provided an overview of the interim management letter highlighting the audit approach and explaining that substantive testing was completed in the areas of revenue, expenditure, payroll and assets and no deficiencies were identified. Natalia highlighted that currently there is an amber light in the COSO table in relation to the control environment- Natalia advised that this was due to issues that had been raised in previous audits. Natalia provided an overview of the QAO status updates for each of the issues raised in previous audit reports. Two of the issues have now been marked as resolved, and there are a further 5 issues which are still listed as "works in progress". Natalia advised that for most of the issues listed it is expected that by the final audit visit these issues will be finalised and marked as resolved. Natalia advised that Council staff have worked very hard to meet deficiencies highlighted in the previous audits to resolve the issues.

Natalia advised that the timetable for the external audit is currently progressing as per the adopted time schedule. Chairperson Ian Jessup advised that two of the Audit Committee Members would be unavailable to attend the Audit Committee Meeting on 4 October 2017. He asked for the Audit Committee Meeting to be rescheduled to Friday 6 October, 2017 and the subsequent certification date to be rescheduled to Tuesday 10 October 2017. Natalia and Dale both advised that they could not foresee any issues with this change in date. CEO Terry Brennan advised that this would not pose any issues from his point of view. It was agreed that these dates would be rescheduled.

Natalia advised that the estimated audit fee has not been modified and is not expected to be exceeded.

Natalia covered other topics highlighted in the briefing note including the QAO strategic Audit Plan, Parliamentary reporting updates and QAO Events and Publications.

##### 4.2. QAO- Consideration of need for closed session.

Committee Chair and QAO officers both agreed there was no need for a closed briefing session this meeting.

##### 4.3. Item 7 moved forward – Feedback on QAO Audit Committee Chair Briefing.

Ian Jessup provided a brief verbal overview of the information provided to Audit Committee Chairs by the QAO through their recent briefing. Ian was not able to attend in person, however, attended electronically. Ian advised that it was quite an informative briefing and provided a brief overview of the topics he thought would be relevant to Council. Ian advised the committee that there is a great deal of relevant information available on the QAO website which may be of interest to committee members.



---

## Minutes

### 5. Management Updates

#### 5.1. Long Term Financial Strategy

Kim Olsen provided an overview of the Long Term Financial Forecast. Kim advised the committee that the strategy is still considered to be confidential as it has not yet been adopted by Council. Kim Olsen indicated that when looking at the asset sustainability program it is apparent that the capital program and renewals are not well developed in the latter years, however this is something that Council is continuing to work on and improve. Kim advised that she had developed a list of assumptions that the long term financial forecast had been based on and was happy to take questions on any of the assumptions that had been made. Kim advised that known information such as past rates trends, new long term garbage contract, Giru water supply contract, future commitments and works programs and road run patterns, and Council expectations were all taken into consideration when developing the forecast. Loan borrowings which are due to be finalised within the forecast period have been reflected in the forecast. One area that was difficult to forecast was the employee benefits as Council is currently in the early stages of EBA negotiations and it is not yet clear what impact a new EBA will have on the long term financial forecast. Kim advised that the Council have workshopped the long term financial forecast as part of the current budget discussions.

The audit committee noted the Long Term Financial Forecast.

#### 5.2. Policy Update

Rebecca Woods provided the audit committee with an update on the current policy review. Council adopted a policy framework in February this year and following that, Council have decided to conduct a full policy review. Rebecca Woods provided a detailed report of which policies have been recently reviewed by Council and the list of policies that Council have recently rescinded to be developed as Operational Standards.

The audit committee noted the Policy Update.

### 6. Chairman's Annual Report

Ian Jessup provided the committee with a draft annual report on the activities of the Audit Committee. The report was discussed and some minor amendments were recommended. Jim Fahey commended Ian Jessup on the preparation of such a comprehensive report, given the short time that the committee had been formed. The report was amended and signed by Ian Jessup immediately following the meeting.

### 7. Other Business

#### 7.1. General Business- Presentation of Internal Audit Plan 2017-2018

A copy of the draft Internal Audit Plan was presented to the audit committee for review. The Internal Audit Schedule has been reviewed by Bradley Hutchinson, Terry Brennan and Kim Olsen. As per previous Internal Audit Plans, the selection of audit topics has been developed from risks listed within Council's Risk Register. Natalia Kolakowski noted that the Internal Audit Plan should be prepared in compliance with Section 207 of the *Local Government Regulation* and recommended that the Plan be reviewed to specifically address requirements of Section 207 (2) (a), (b), (c).



---

## Minutes

Rebecca Woods provided a brief verbal update on the review of Council's Operational Risk Register and advised that the revised risk register should be ready to present to the Audit Committee at the next meeting.

### 7.2. General Business- EBA

Terry Brennan provided a brief verbal update on the progress with EBA negotiations. He advised that Council is keen to progress and finalise the EBA negotiations as soon as possible. Terry advised that he will provide further updates as negotiations progress.

### 7.3. General Business- Works For Queensland Funding

Terry Brennan advised the committee that Council has recently received funding through the "Works for Queensland" program and that Council is currently working to deliver programs that are due to be finalised by November 2017. A second round of funding has recently been announced in the State Budget. Council has a fairly wide scope for how the funding can be applied; however there is a focus on creating employment opportunities through the various projects.

8. Next Meeting will be held on 30 August 2017 at 9am.

9. Meeting closed at 10:16 am

<END>

---

## Minutes

### Action List

Agenda Reference	Action Item	Person Responsible	Due Date	Action Register Reference

---

### **3.6 Community Grants Panel Meeting Minutes - 27 June 2017**

#### **Recommendation**

That the minutes of the Community Grants Panel Meeting held on 27 June 2017 be received and adopted.



---

**MINUTES**  
**COMMUNITY GRANTS PANEL MEETING**  
HELD AT JOHN HY PEAKE ROOM  
On 27 June 2017  
COMMENCING AT 1.50PM

**ATTENDANCE**

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

Minutes Clerk – Miss Lucy Poppi

**2 COMMUNITY GRANTS FOR COUNCIL CONSIDERATION**

<b>Applicant</b>	<b>Project</b>	<b>Letter No</b>	<b>Requested Funding</b>	<b>Requested In-Kind Funding</b>	<b>Recommended Funding</b>
Golden Octopus Foundation Limited	Golden Octopus Charity Bullride to be held at Ayr Showgrounds on 19 August 2017. The Golden Octopus Charity is a registered charity in Ayr raising funds for improvements in paediatric oncology facilities. The charity is aiming to grow the inaugural Bullride, affiliated with the ABCRA, into an annual rodeo for the district.		\$5,000	Nil	Nil

Home Hill Bowls Club	Burdekin Winter Bowls Carnival to be held at the Home Hill Bowls Club over the course of a week from 23 July 2018. The event aims to create a week long competition for local bowlers and attract visitors who would like to participate also, predominantly those in caravans.		\$5,000	Nil	Nil
<b>Totals</b>			<b>\$10,000</b>		<b>\$0.00</b>

#### **Golden Octopus Foundation Limited – Golden Octopus Charity Bullride**

The Community Grants Application for funding for the Golden Octopus Charity Bullride needs more detail around the event budget, what the Grant funds will be used for and what in-kind support the Charity is seeking. In the Grant Request section of the Community Grants Application the Golden Octopus Foundation has stated that the "Foundation is seeking assistance with some of the major event costs such as prize money, judge/announcer costs, bulls and arena costs (estimated total \$16,000). As per Clause 5.2 in the Community Grants Guide prize money, salaries, wages and ongoing costs are ineligible projects/expenses.

In the budget, on page 8 of the application, the applicant has not included the following expenses:

- Venue Hire
- Equipment Hire
- Marketing and Promotion

The applicant has not listed in-kind support being sought from Council such as additional rubbish bins, venue hire, traffic management equipment etc.

#### **Home Hill Bowls Club – Burdekin Winter Bowls Carnival**

The Community Grants Application for funding for the Burdekin Winter Bowls Carnival is requesting \$5,000 in funds to promote the event by way of:

- Bowls magazines and promotional material
- Flyer production
- Advertising in local and regional newspapers
- CMCA publications

- 
- Via Television and other electronic media

Whilst these are eligible projects/expenses for grant funds the Budget on page 5 requires more detail. There are no costs currently listed against:

- Equipment Hire
- Marketing and Promotion

If Council is to grant funds to assist the Home Hill Bowls Club further information on estimated expenses needs to be provided.

### **3 RECOMMENDATION FOR COMMUNITY GRANTS FUNDING 2017/2018**

The Community Grants Panel recommends that Council not adopt funding of community projects as it appears in Clause 2 for the 2017/2018 financial year.

There being no further business, the meeting closed at 2.05pm

Tony Vaccaro  
CHAIRMAN

---



---

## 4 REPORTS

### 4.1 Council Workshops - June 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 6 and 20 June 2017 to discuss a range of policy and operational issues, receive presentations and undertake inspections of Council facilities.

A brief summary of the issues discussed at the June workshops are outlined in the report.

#### Recommendation

That the report on the Council workshops held on the 6th and 20<sup>th</sup> June 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 6 and 20 June 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.

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

#### **6 June 2017**

- Works for Queensland Program – project update and approval of project locations
- Inspection of the Burdekin Library Music Loft
- Review of various current policies

- 
- Presentation by Proponents - Burdekin Bio-Futures Project

### **20 June 2017**

- Mount Inkerman Project – upgrade of access road to lookout
- Works for Queensland – Burdekin Be Active Trail – locations for solar lighting
- Review of existing Herbicide Subsidy policy and proposed new Wild Dog policy
- Update on deer at Rita island
- Burdekin Theatre Forecourt – Shade Sail options
- Works for Queensland – possible locations for fitness exercise station
- 2017/18 Operational Plan – review of draft Operational Plan
- Presentation - Council's direction with Tourism
- Presentation – Mary Jeavons Landscape Architect – Plantation Park Nature Based Playground

### **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**

Nil

---

## 5 GOVERNANCE & LOCAL LAWS

### 5.1 Environmental Levy Application - Burdekin Combined State and Private Schools - 2017 National Tree Day for Schools Project

#### Document Information

**Referring Letter No:** 1513275

**File No:** 342

**Name of Applicant:** Burdekin Combined State and Private Schools

**Location:** Moratt's Pit

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

---

#### Executive Summary

Burdekin Combined State and Private Schools has applied for \$5,400 from the Environmental Levy fund to undertake a revegetation project at Moratt's Pitt in conjunction with the 2017 National Tree Day for Schools which is on 28 July.

#### Recommendation

That Council not approve the allocation of \$5,400 from the Environmental Levy fund to Burdekin Combined State and Private Schools for a revegetation project at Moratt's Pitt in conjunction with National Tree Day for Schools on 28 July 2017 due to adequate land not being available at the present time.

#### Background Information

A request has been received for funding under Council's Environmental Levy program from Burdekin Combined State and Private Schools. The Lower Burdekin Landcare Association is supporting the proposed revegetation project. The project has been assessed against the Environmental Levy criteria established by Council.

The project description below is quoted from the project application.

*"Project Description:* Moratt's Pit provides an environmental opportunity to increase both flora and fauna. An area of the site has already been partially revegetated while the overall site offers a much larger space waiting to be developed. The intention of the project is to co-ordinate the plantings on National Tree Day for Schools and encourage schools to participate.

This proposal follows a successful NTD4S planting at Plantation Park. Participating schools in 2016 indicated their willingness to be involved in an annual event such as NTD4S. Many schools have once again indicated their intentions to participate this year if approval is gained."



---

The application provides for up to 800 tree plantings.

This is the second application from Burdekin Combined State and Private Schools for funding from the Environmental Levy. The Schools obtained funding of \$10,760 (plus GST) from the levy for the 2016 tree planting project.

### Comments

There are potentially 2 separate plantings associated with National Tree Day. The community NTD could see approximately 300 plantings. The recently introduced NTD4S could see up to 1,000 plantings.

Council has recently corresponded with the Burdekin Combined Schools on 20 June 2017 advising that whilst Council agrees in principle to the NTD4S concept, it cannot guarantee the availability of Council controlled or owned sites for the event.

In explanation, it was advised that Council has to balance tree plantings against future plans for the use of various sites and Council does not want to be in a position where it may have to remove trees to pursue future plans that may emerge for the development of these locations.

Council further suggested that as the Landcare Association has a strong interest in supporting the event that it may be able to identify private lands on which tree plantings may improve environmental outcomes.

As a separate matter Landcare have also indicated their willingness to develop a site management plan for the Moratt's Pit area. This idea is supported as long as Council provides input and as the landowner, considers and adopts the plan. This should assist in determining future areas suitable for tree plantings.

A smaller area of Moratt's Pit has been identified as suitable for tree planting for the community tree planting day on Sunday 30 July 2017. This has been verbally advised to Keith Kiloh on site.

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

4.1.1 Attain a sustainable economic balance between positive environmental outcomes and ongoing development.

### **Consultation**

Onsite discussion at Moratt's Pit with Keith Kiloh, representative of Burdekin Combined Schools and Landcare.

### **Legal Authority or Implications**

N/A

---

## **Policy Implications**

N/A

## **Financial and Resource Implications**

If application is approved funding of \$5,400 will be provided from the Environmental Levy fund.

### **Report prepared by:**

Dan Mulcahy - Manager Governance and Local Laws

### **Report authorised by:**

Dan Mulcahy - Manager Governance and Local Laws

## **Attachments**

N/A

---

## 5.2 Groper Creek Reserve - Public Amenities Repairs

### Document Information

**Referring Letter No:** 1353069

**File No:** 1091 & 1092

**Name of Applicant:** N/A

**Location:** Groper Creek Reserve

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

---

### Executive Summary

Council has received correspondence from the Home Hill Boat Club Inc. requesting some discussion with Council in relation to repairs to the public amenities block at Groper Creek, namely the urinal trough and internal doors. Council had a previous agreement with the HHBC in relation to certain responsibilities and obligations at Groper Creek which is relevant to this discussion.

### Recommendation

That in relation to repairs required at the public conveniences at Groper Creek, the Council approves to bear the costs of repairs/replacement of the urinal in the men's toilets and to write to the Home Hill Boat Club Inc. advising that they are responsible for repairs required to the 4 shower doors.

### Background Information

The public amenities block at the Groper Creek Reserve serves both the public visitors to the area and also the patrons of the Groper Creek Caravan Park who pay a fee to the HHBC.

Council has received correspondence from the Home Hill Boat Club Inc. requesting some discussion with Council in relation to repairs to the public amenities block at Groper Creek, namely the urinal trough and all internal doors. It is stated that the urinal trough located in the men's toilet is in poor condition and all internal doors in the amenities block are in a poor state.

Within the amenities block, there are doors to the toilets accessible by the public. The showers are only accessible by key, presumably for use by patrons of the caravan park.

Council had a previous agreement with the HHBC in relation to certain responsibilities and obligations at Groper Creek which is relevant to this discussion. The agreement sets out responsibilities for the Council and for the HHBC for certain works and activities at Groper Creek as listed below. In exchange for the HHBC exercising its responsibilities under the



---

agreement, the HHBC receives an annual contribution of \$14,400 (inc. GST) from the Council. The agreement has expired but is still being followed.

- Roads
- Water supply
- Effluent disposal
- Electricity
- Storage shed and high level storage
- Ablutions facility
- Mowing
- Refuse collection
- General maintenance
- General

In relation to the ablutions facility, the HHBC is responsible for:

- the operation and maintenance of the facility including the carrying out of the daily cleaning and supply of consumables such as chemicals and cleaning agents;
- electricity costs and other general operational expenses associated with the facility including sanitary services, repairs and pest control;
- determining appropriate hours for public access to the facilities and charges to be made in respect to the use of the facilities.

In comparison, Council is responsible for any structural maintenance required on the building.

#### Structural v. Repairs and Maintenance

So the question becomes who is responsible and for what components?

In commercial leases, the common interpretation of a 'structural' element is "one which is necessary to hold the building together, such as foundations, walls, roofs and floor structures, as opposed to an element which is necessary only for the use made of the building such as partition walls, stairways and windows, or merely "decorative" features such as carpeting. Mechanical systems, such as heating and plumbing, are generally not considered structural elements." (Source – Miller Thomson, Lawyers December 1982).

Based on the above interpretation, the HHBC would be responsible for the repairs/replacement of the urinal and repairs to the internal doors.

However, considering the agreement has expired and was not created on the premise of a commercial lease, Council can be more lenient in its interpretation and determine what is fair and reasonable in the circumstances.

#### Inspection

An inspection of the ablutions block has been undertaken by Council Facility Maintenance staff and the following repairs are recommended:

1. Replacement of the existing urinal with a new waterless wall hung trough urinal together with associated fixings.

- 
2. Remove the shower doors (4), cut back the rotten bottoms, repaint and rehang; or supply, fit and paint 4 new marine plywood doors complete with new hinges and privacy snibs.

Advantages of a waterless urinal are:

- It will reduce the volume of water required at the site;
- it will subsequently assist in reducing the volume of effluent at the site which will assist in meeting the requirements of a new treatment system.

The disadvantages of a waterless urinal are:

- daily and periodic cleaning is required to be carried out as per the manufacturers specification.

### **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**

An estimate of costs for installation of a waterless urinal and repairs to the wall is \$6,000.

### **Report prepared by:**

Dan Mulcahy - Manager Governance and Local Laws

### **Report authorised by:**

Dan Mulcahy - Manager Governance and Local Laws

### **Attachments**

1. N/A

---

### 5.3 Appointment of Acting Chief Executive Officer

#### Document Information

**Referring Letter No:** N/A

**File No:** 405

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Terry Brennan – Chief Executive Officer

---

#### Executive Summary

The Chief Executive Officer (CEO) will be taking a short period of annual leave from 13 to 19 July 2017. During the absence of the CEO the Council should take action to appoint an Acting CEO. It is proposed that the Manager Governance & Local Laws, Mr Dan Mulcahy be appointed Acting CEO for this period.

#### Recommendation

That the Manager Governance & Local Laws, Mr Dan Mulcahy, be appointed Acting CEO from 13 to 19 July 2017 during the absence of the CEO on annual leave.

#### Background Information

The Chief Executive Officer, Mr Terry Brennan, will be taking a short period of annual leave from 13 to 19 July 2017. During the absence of the CEO on leave the Council should take action to appoint another officer to act as CEO.

It is proposed that the Manager Governance & Local Laws, Mr Dan Mulcahy, be appointed as Acting CEO during the absence of the CEO on leave. The appointment of Mr Mulcahy as Acting CEO should be by resolution of Council.

#### Link to Corporate/Operational Plan

5.2.3 Build effective leadership and management capability

#### Consultation

N/A

#### Legal Authority or Implications

Section 195 of *Local Government Act 2009* provides for the appointment of an Acting CEO by the Council.



---

**Policy Implications**

N/A

**Financial and Resource Implications**

Nil –covered within existing salaries budget.

**Report prepared by:**

Terry Brennan - Chief Executive Officer

**Report authorised by:**

Terry Brennan - Chief Executive Officer

**Attachments**

Nil

---

**6 CLIENT SERVICES**

**7 FINANCIAL & ADMINISTRATIVE SERVICES**

**8 OPERATIONS**

**9 TECHNICAL SERVICES**

**10 PLANNING & DEVELOPMENT**

**11 COMMUNITY DEVELOPMENT**

**12 ECONOMIC DEVELOPMENT**

**13 NOTICES OF MOTION**

**14 CORRESPONDENCE FOR INFORMATION**

Tabled Separately

**15 GENERAL BUSINESS**

**16 CLOSED MEETING ITEMS**

**17 DELEGATIONS**

**17.1 Australian Citizenship Ceremony - 11 July 2017**

10.15am - Australian Citizenship Ceremony

