



Burdekin Shire Council

AGENDA

ORDINARY COUNCIL MEETING

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

on 25 September 2018

COMMENCING AT 9:00AM

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Burdekin Shire Council

TUESDAY 25 SEPTEMBER 2018

ORDER OF BUSINESS:

ITEM	PRECIS	PAGE
1	PRAYER	1
2	DECLARATIONS OF INTEREST	1
3	MINUTES AND BUSINESS ARISING	1
3.1	Ordinary Council Meeting Minutes - 11 September 2018	1
3.2	Road Safety Advisory Committee Meeting Minutes - 22 August 2018	13
3.3	Burdekin Shire Youth Council Meeting Minutes - 27 August 2018	21
4	REPORTS	25
4.1	Council Workshops - August 2018	25
4.2	Capital Projects Report for Period Ending 31 August 2018	27
4.3	Operational Monthly Report for Period Ending 31 August 2018	36
5	GOVERNANCE	55
5.1	Transfer of Lease - Ayr Aerodrome - Blanchair Pty Ltd to RC Jacob Family Investments Pty Ltd	55
6	ENVIRONMENTAL AND HEALTH SERVICES	58
7	CLIENT SERVICES	58
8	FINANCIAL & ADMINISTRATIVE SERVICES	58
9	OPERATIONS	58
10	TECHNICAL SERVICES	58
11	PLANNING & DEVELOPMENT	58
12	COMMUNITY DEVELOPMENT	58
13	ECONOMIC DEVELOPMENT	58
14	NOTICES OF MOTION	58



Burdekin Shire Council

15	CORRESPONDENCE FOR INFORMATION	58
16	GENERAL BUSINESS	58
17	CLOSED MEETING ITEMS	58
18	DELEGATIONS	58

1 PRAYER

2 DECLARATIONS OF INTEREST

3 MINUTES AND BUSINESS ARISING

3.1 Ordinary Council Meeting Minutes - 11 September 2018

Recommendation

That the minutes of the Ordinary Council Meeting held on 11 September 2018 be received and confirmed.



Burdekin Shire Council

MINUTES

ORDINARY COUNCIL MEETING

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

on 11 September 2018

COMMENCING AT 9:00AM



Burdekin Shire Council

TUESDAY 11 SEPTEMBER 2018

ORDER OF BUSINESS:

ITEM	PRECIS	PAGE
1	PRAYER	1
2	DECLARATIONS OF INTEREST	1
3	MINUTES AND BUSINESS ARISING	1
3.1	Ordinary Council Meeting Minutes - 28 August 2018	1
3.2	Burdekin Senior Advisory Group Meeting Minutes - 8 August 2018	2
4	REPORTS	2
5	GOVERNANCE	2
5.1	Repealing Community Grants Policy	2
5.2	Repealing the Pioneer Family Sponsorship of Trees in Pioneer Avenue Policy	3
6	ENVIRONMENTAL AND HEALTH SERVICES	3
7	CLIENT SERVICES	3
8	FINANCIAL & ADMINISTRATIVE SERVICES	4
8.1	Sale of Land by Auction - 269 Hodel Road Giru and 52-56 George Road Clare	4
9	OPERATIONS	4
9.1	Establishment of a Register of Pre-qualified Suppliers for Engineering Consultancy Services - Water and Waste Water	4
9.2	Removal of Playground Equipment at Dalbeg	5
10	TECHNICAL SERVICES	6
10.1	Adoption of Council's Asset and Service Management Policy	6
11	PLANNING & DEVELOPMENT	6
12	COMMUNITY DEVELOPMENT	6



Burdekin Shire Council

13	ECONOMIC DEVELOPMENT	6
14	NOTICES OF MOTION	6
15	CORRESPONDENCE FOR INFORMATION	6
16	GENERAL BUSINESS	7
16.1	Approved Leave of Absence - Councillor Liessmann	7
17	CLOSED MEETING ITEMS	7
17.1	Canegrower Collectives - Request for Rating Concessions	8
18	DELEGATIONS	8

ATTENDANCE

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

Mr. N. O'Connor – Director Corporate and Community Services
Mr. N. Wellwood – Director of Infrastructure, Planning and Environmental Services
Mrs. K. Olsen - Manager Financial and Administrative Services (part of meeting)
Mr. W. Saldumbide - Manager Operations
Mr. K. Byers - Manager Technical Services (part of meeting)
Mrs. E. Lovell – Economic Development Coordinator (part of meeting)

Minutes Clerk – Ms. K. Flanagan

Apologies - Councillor A.J. Goddard – Approved Leave of Absence, Mr. T. Brennan (CEO) – LGMA Conference

1 PRAYER

The meeting prayer was delivered by Pastor Esava Kovo of the Seventh Day Adventist Church.

2 DECLARATIONS OF INTEREST

The Mayor called for declarations of interest.

No declarations of interest were identified.

3 MINUTES AND BUSINESS ARISING

3.1 Ordinary Council Meeting Minutes - 28 August 2018

Recommendation

That the minutes of the Ordinary Council Meeting held on 28 August 2018 be received and confirmed.

Resolution

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

CARRIED

It was noted that the date for the 24th Annual Cowboys Presentation Ball in Item 16.1 was incorrectly recorded and should read Thursday 13 September 2018.

3.2 Burdekin Senior Advisory Group Meeting Minutes - 8 August 2018

Recommendation

That the minutes of the Burdekin Senior Advisory Group Meeting held on 8 August 2018 be received and adopted.

Resolution

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

CARRIED

It was noted that in regard to CLAUSE 6.3, the public meeting with Guest Speaker Jim Collins would be opened to the wider senior community with a focus on the continual changes in aged care and how the Lower Burdekin Home for the Aged facility can adapt to these changes.

It was noted that in regard to CLAUSE 6.4, that staff will submit this as a Customer Request and will provide an asset update regarding the conditions of signage around the Burdekin Shire with feedback to be given to Councillor Bawden to report back to the Senior Advisory Group.

4 REPORTS

5 GOVERNANCE

5.1 Repealing Community Grants Policy

Executive Summary

Council adopted a Community Assistance Policy in July 2018. The Community Assistance Policy sets out the eligibility criteria and kinds of community support made available by Council to the community, including community grant funds. Council is required to have a policy dealing with Community Grants. Council's existing Community Grants Policy is now effectively incorporated in the Community Assistance Policy and is seen as an unnecessary duplication. Accordingly, Council should formally repeal the Community Grants Policy and deal with all Community Grants under the Community Assistance Policy.

Recommendation

That Council repeals the Community Grants Policy and that all community grants are dealt with under Council's Community Assistance Policy as adopted in July 2017.

Resolution

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

CARRIED

5.2 Repealing the Pioneer Family Sponsorship of Trees in Pioneer Avenue Policy

Executive Summary

Council first adopted a policy in 2000 dealing with the installation of commemorative plaques along "Pioneer Avenue" in Home Hill. The purpose of this initiative was to develop a community space that recognises the names of the pioneers who settled in the Burdekin Shire prior to 1925. The policy has been reviewed by Council during several Council Workshops and in line with Council's adopted policy framework it is considered that there is no need to retain this policy. In reviewing the existing policy, council officers identified that of the fifty-one existing plaque sites, forty-six plaques have now been installed. The Pioneer Avenue Plaque Project will continue to provide the opportunity to eligible families to recognise their family name with the installation of future plaque at the remaining five plaque sites.

Recommendation

That Council repeals the existing Pioneer Family Sponsorship of Trees in Pioneer Avenue Policy and that the remaining vacant plaques are managed through a Pioneer Avenue Plaque Project to be coordinated by Council's Community Development Section.

Resolution

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

CARRIED

6 ENVIRONMENTAL AND HEALTH SERVICES

7 CLIENT SERVICES

8 FINANCIAL & ADMINISTRATIVE SERVICES

8.1 Sale of Land by Auction - 269 Hodel Road Giru and 52-56 George Road Clare

Executive Summary

Approval is sought to engage a real estate agent to market and sell by auction parcels of land acquired following the April auction of properties with overdue rates.

Recommendation

That Council engages a real estate agent to market and subsequently sell by auction (conducted by a licensed auctioneer) the following parcels of land:-

Property Number 8576 – 269 Hodel Road, Giru – Lot 9 RP 748492

Property Number 14619 – 52-56 George Road, Clare – Lot 32 SP 216751

Resolution

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

CARRIED

9 OPERATIONS

9.1 Establishment of a Register of Pre-qualified Suppliers for Engineering Consultancy Services - Water and Waste Water

Executive Summary

Council currently utilises engineering consultants registered in Local Buy to procure the services of suitably qualified water and wastewater professionals to provide specialist advice for Council projects. This approach restricts Council's ability to identify and access the expertise of smaller consultancies that provide specialist services in a particular field that are not registered with Local Buy and therefore not immediately visible to Council Officers requesting quotations.

The creation of a register of pre-qualified suppliers for Engineering Consultancy Services – Water and Wastewater will broaden the selection field for Council officers when requesting advice from Consultants with expertise in a particular discipline. It will also afford Council access to specialist niche consultancies operating in lower overhead environments. Council will still retain the ability to source and engage consultants from Local Buy.

The register would be renewed on a two-yearly cycle.

Recommendation

That Council call tenders to establish a register of pre-qualified suppliers for Engineering Consultancy Services – Water and Waste Water.

Resolution

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

CARRIED

9.2 Removal of Playground Equipment at Dalbeg

Executive Summary

The findings from a Level 3 Playground Safety audit conducted by an accredited playground safety auditor on 1 November, 2017 have identified the existing playground equipment at Dalbeg to be non-compliant with Australian Playground Standards AS4685:2014 and AS/NZS 4486 Part 1-1997 with a number of high, moderate and low risk non-conformances.

The equipment if left in its current condition presents an unacceptable risk of entrapment and serious injury to anyone using it. As the original equipment brand is no longer available, the major components of the equipment are unable to be sourced for replacement. It is estimated that a similar configuration of new equipment would cost in the order of \$65,000 excl. GST installed.

Attempts to salvage the existing equipment for disposal to third parties would be problematic and simply transfer the identified safety risks to the acquirer.

Recommendation

That Council approves the removal and scrapping of the existing playground equipment located in Lot 7D RP 91513 Reserve 217 adjacent to the Dalbeg Community Hall and tennis courts.

Resolution

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

CARRIED

10 TECHNICAL SERVICES

10.1 Adoption of Council's Asset and Service Management Policy

Executive Summary

This revised version of Council's Asset and Service Management Policy replaces the previous Asset Management Policy, adopted at Council's General Meeting on 10 February 2015.

The original policy has been superseded with extensive changes that align more closely with the objectives according to Council's Asset Roadmap, and principles as recommended by AS 55000, the current Australian Standard for asset management.

Recommendation

That Council adopts the revised Asset and Service Management Policy.

Resolution

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

CARRIED

9:45am – Mr. Kevin Byers – Manager Technical Services entered the meeting.

11 PLANNING & DEVELOPMENT

12 COMMUNITY DEVELOPMENT

13 ECONOMIC DEVELOPMENT

14 NOTICES OF MOTION

15 CORRESPONDENCE FOR INFORMATION

16 GENERAL BUSINESS

16.1 Approved Leave of Absence - Councillor Liessmann

Resolution

Moved Councillor Bawden, seconded Councillor Perry that Council approves a leave of absence for Councillor Liessmann from Monday 15 October 2018 to Wednesday 17 October 2018.

CARRIED

10:04am – Break for Morning Tea.

10:33am – Meeting Resumed.

10:33am – Mrs. Eliza Lovell – Economic Development Coordinator entered the meeting.

10:50am – Mrs. Kim Olsen – Manager Financial and Administrative Services entered the meeting.

17 CLOSED MEETING ITEMS

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

Resolution

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

275(1)(d) rating concessions;

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

For the purpose of discussing:

1. North Queensland Agricultural Market and Supply Chain Study Update – Presentation by Robert Poole (KPMG Head of Agribusiness) and Evie Murdoch (KPMG Agribusiness Consultant)
2. Canegrower Collectives Request for Ratings Concessions
3. Discussion regarding confirmation of preferred route for the Burdekin Be Active Trail

CARRIED

Council Meeting opened to Public

Resolution

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

CARRIED

17.1 Canegrower Collectives - Request for Rating Concessions

Resolution

Moved Councillor Woods, seconded Councillor Bonanno that Council reaffirms its previous decision to not grant any additional rate concessions for a category or group of ratepayers and that any individual requests for payment plans or hardship will be considered under Council's Rates and Charges Recovery Policy and Rates and Charges Hardship Policy.

CARRIED

18 DELEGATIONS

There being no further business the meeting closed at 11:55am.

These minutes were confirmed by Council at the Ordinary Council Meeting held on 25 September 2018.

MAYOR

3.2 Road Safety Advisory Committee Meeting Minutes - 22 August 2018

Recommendation

That the minutes of the Road Safety Advisory Committee Meeting held on 22 August 2018 be received and adopted.

Burdekin Shire Road Safety Advisory Committee Meeting

Held on 22 August 2018 at 10.30am

Council Administration Building - John Hy Peake Heritage Room

1. Attendance

Core Members

Councillor Ted Bawden	Councillor (Acting Chairman)	Burdekin Shire Council
Mr. Kevin Byers	Manager Technical Services	Burdekin Shire Council
Mr. Matthew Ingle	Manager Design Office	Burdekin Shire Council
Mr. Kevin Riseley	Technical Officer (Road Safety)	Department of Transport and Main Roads
Senior Constable Brett Elton	Road Unit	Queensland Police Service – Ayr
Sergeant Andrew McDowell	Acting Officer in Charge	Queensland Police Services – Home Hill

Core Members Apologies

Councillor Tony Goddard	Chairman	Burdekin Shire Council
Senior Sergeant Steven Barton	Officer in Charge	Queensland Police Service – Ayr

Advisors

Mr. Peter Luke	Cane Supply Manager	Wilmar Sugar
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Advisors Apologies

Mrs. Barbara Stockdale	Senior Works Administration Officer	Burdekin Shire Council
Ms. Rachel Coulson	Manager Road Safety Northern	Department of Transport and Main Roads
Ms. Nicole Smart	Senior Engineer (Civil)	Department of Transport and Main Roads
Ms. Marita Stecko	Acting Senior Advisor (Road Safety)	Department of Transport and Main Roads
Ms. Denise Elrick	Senior Road Safety Officer	Department of Transport and Main Roads
Ms. Beverly Gorman	Road Safety Officer	Department of Transport and Main Roads
Mr. Warren Hubbard	Representative	NDL Transport
Mr. Brett Maguire	Officer in Charge - Ayr	Queensland Ambulance Service

Minutes Clerk – Mrs. S. Saunders

2. Minutes Received

MINUTES OF THE BURDEKIN SHIRE ROAD SAFETY ADVISORY COMMITTEE MEETING HELD ON 23 MAY 2018.

The Flying Minute sent on 4 June 2018 endorsed that the Minutes of the Burdekin Shire Road Safety Advisory Committee Meeting held on Wednesday 23 May 2018 were true and correct.

3. Business Arising out of Minutes and Review of Action Items List

- 3.1 Business Arising out of Minutes – NIL
- 3.2 Review of Action Items List – Please refer to Action Table at the end of Minutes.

4. Correspondence for Information

NIL

5. General Business - Reports for Consideration

5.1 Burke Street Ayr – Bus Area and Driveway - St Francis Primary School

Mr Ingle has received complaints regarding the St. Francis Primary School bus area and driveway leading onto Burke Street. Motorists are crossing the double lines and turning left when exiting. He advised he will send a letter to the school principal recommending the school remind parents of correct entering and exiting procedures in this area.

5.2. Donaghue Street, Giru – Speed Limit Change

Mr. Ingle advised concern has been raised over the speed limit along Donaghue Street, Giru coming into town from the boat ramp direction. Mr Ingle advised a speed review will be conducted and a warning '50km/h zone ahead' sign will be installed to remind motorists to slow down on approach to the residential area.

5.3 Old Clare Road Speed Limit

Mr. Ingle advised a complaint has been received regarding the Old Clare Road speed limit near the adjoining Cislowski Road and Mirrigan Road. It has been reported to him that motorists are speeding along the residential area approaching Cislowski Road. There are 50km/h signs on Mirrigan Road just after the rail crossing and on Cislowski Road as you approach the Old Clare Road intersection. It is suggested that more signage be placed on Old Clare Road at either end of the residential area. Mr. Ingle advised that a speed limit review will be conducted.

It was noted that Senior Constable Brett Elton is not in favour of the speed limit increasing to 60km/h.

5.4 Mt. Inkerman Walking Trail Parking

It has been reported that motorists are leaving the turning lane to park at the base of the Mt. Inkerman walking trail rather than parking at the Mt. Inkerman shop and walking to the trail. Mr. Riseley advised that this matter will be referred to Corridor Management for review/action.

5.5 Request for a Roundabout to be installed at the Corner of Wilmington and Soper Streets, Ayr

Mr. Ingle has received a request for a roundabout to be installed at the intersection of Wilmington Street and Soper Street as it was reported there have been several accidents at this intersection. Mr. Ingle recommended that he review the crash history on this intersection and monitor it for further incidents.

6. General Business

- 6.1 Mr. Riseley informed the committee Road Safety Week is next week and there are many events and activities planned in Townsville to support this.
- 6.2 Senior Constable Elton reported there has been a couple of recent minor accidents on the Burdekin Road bridge leading to the Home Hill Primary School. He has received a request for installation of reflectors on the bridge. Mr. Ingle advised that reflectors can be installed, and this location recommended for the 'Bridge Review Funding' as it is a narrow 'one way' bridge.
- 6.3 Senior Constable Elton has received a request for the widening of the exit and entry point at the Burdekin Rugby Union field, from Jones Street. Mr. Ingle advised that Council requires a letter from the Rugby Union Club with this request.
- 6.4 Senior Constable Elton requested a stop sign be installed at the intersection of Bower Street and Drysdale Street, Ayr. A near fatal accident occurred at this intersection recently. Other suggestions to make the crossing of Bower Street safer are to make Drysdale Street one-way traffic only or alter the angle of the street at the intersection to increase ease of visibility. Mr. Byers suggested the matter be raised at an Ordinary Council Meeting and this intersection be identified for Black Spot funding.
- 6.5 Mr. Luke reported that the mills are about 50 % through the crushing. He advised that the Sheep Station Creek train lights will be upgraded, and pre-warning lights installed.
- 6.6 Mr. Riseley confirmed the Haughton River Project has a starting date of around April 2019, after the wet season. The project between Mailman Road and Killymoon Creek will commence at around this time also. The Elliot Spring traffic lights on the Bruce Highway went live last week.
- 6.7 Mr. Byers raised the matter of the prioritisation of Soper Street. This topic will be addressed within the Council's strategic plan and will include other cross intersections in the shire. Senior Constable Elton and Mr. Riseley advised they support the option of prioritising Soper Street to support the Emergency Services.
- 6.8 Mr. Ingle advised that the intersection at Macmillan Street and Parker Street, Ayr is flagged for a future roundabout.

There being no further business, the meeting closed at 11.55am.

The next meeting will be held on Wednesday 28 November 2018 at 10.30am.

Councillor T. Bawden
Acting Chairperson

ACTION TABLE

ACTION ITEMS FROM MINUTES OF MEETING – 23 AUGUST 2017

Item	Action	Person(s) Responsible	Status
3.1	Collection of accident information from Police through Web Crash Reports and Crash Data Reports to assist Council with future Black Spot Funding Applications and damaged structure updates.	Senior Sergeant Steve Barton – Ayr Police Station	28/2//2018 - Waiting on advice from the new Inspector. 28/2//2018 - Police will be instructed to email infrastructure damage to Council. 23/05/2018 – Request raised again by Kevin Byers. He provided an example from Charters Towers Shire. 22/08/2018 – Senior Sergeant Barton absent from meeting.
6.5.2	Woods and Groper Creek Roads Intersection, Home Hill	Mr. Matthew Ingle – Burdekin Shire Council	28/2//2018 - Mr Ingle advised a report is being prepared. 23/05/2018 – Mr. Ingle advised investigation by Council Officers has taken place regarding this intersection. A staggered T intersection and widening of narrow sections leading up to this intersection have been considered. The speed limit of 80km/h to be extended both ways, past the crossing, has also been proposed. A QL limit review supported the 80km/h speed zone extension. This treatment along with widening the road at the culverts is endorsed by the Road Safety Advisory Group. 22/08/2018 – Mr Ingle advised this matter has been discussed at an Ordinary Council Meeting. Council Officers to complete process of design and costing. ACTION COMPLETED
6.6	Vehicles are exiting right, over the painted traffic island and double barrier lines (and chevron) at the United Service Station on the Ayr side of the Burdekin Bridge	Mr. Matthew Ingle – Burdekin Shire Council Mr. Kevin Riseley -TMR	28/2//2018 - Council to review Development Application Conditions and liaise with Mr. Riseley as there are two State Controlled Roads involved (entry and exit driveways). Property owner to be contacted by BSC regarding the possibility of voluntarily installing line marking on driveway and a 'No Right Turn' sign at exit. 23/05/2018 – Mr. Riseley advised that TMR has investigated the extent of the issue via the fixed traffic and NPR cameras on the Home Hill bridge approaches in March, April and May of this year. Information (registration numbers, vehicle makes and models, trend data etc.) has been provided to the local QPS – Home Hill to enable enforcement action. The amount of road users conducting this unlawful movement has been steadily increasing from initially about 13 per day in March 2018, to 30 per day in May 2018. One of the greatest concerns is the fact there have also been two B Doubles (livestock), two semi-trailers, two rigid trucks and two motorcycles (April & May) captured on camera conducting these movements during morning and afternoon peak periods. This matter was referred to Corridor Management on 24/04/2018 (following the observed B Double movements) for contact with the United Service station owner/s. Previous correspondence about this issue dating back to 2010 was provided by Corridor Management and reviewed by Road Safety. A treatment proposed back in 2010 by TMR to resolve the issue does not appear to have been installed by the Service Station owner/s. 22/08/2018 – Mr. Riseley advised he has liaised with the United Service Station owners with recommendations to help alleviate this issue. TMR will continue to monitor this issue. ACTION COMPLETED

ACTION ITEMS FROM MINUTES OF MEETING – 22 November 2017

Item	Action	Person(s) Responsible	Status
6.7.1	Mr. Ingle will inspect the sign at the intersection of Hoey and Sayers Roads, Brandon	Mr. Ingle	28/02/2018 - To be reviewed by Mr. Ingle 22/08/2018 – Mr. Ingle advised he has reviewed the sign and is satisfied its positioning is currently correct. ACTION COMPLETED
6.8	Senior Constable Elton will follow up the 'advice to Council when damage occurs' notification process to enable the possibility of remuneration for damages.	Senior Constable Elton	28/02/2018 - Awaiting follow up information 23/05/2018 – Senior Constable Elton absent from this meeting. 22/08/2018 – Senior Constable Elton advised this has been completed. ACTION COMPLETED

ACTION ITEMS FROM MINUTES OF MEETING – 28 February 2018

Item	Action	Person(s) Responsible	Status
6.3	Safety concerns relating to queued traffic when there is a closure of Burdekin River Bridge. Particularly queued traffic in the south bound lane on the northern side of the bridge approach around the bend where a speed zone of 80km/hr. applies. These motorists have no prior warning of the queued traffic ahead. Even when the overhead message board is activated, this is not visible in advance of the bend. Request for warning signs.	TMR	23/05/2018 - Mr. Riseley advised that preliminary investigations have been conducted. The Stopping Sight Distance – SSD along the inside of the horizontal curve prior to 18 and 19 April 2018, (where vegetation clearing at the Northern Stopping Bay was conducted), appears to have been restricted. SSD measurements are pending at the physical location following this meeting. 22/08/2018 – Mr. Riseley advised investigations have been completed and SSD measurements are correct. ACTION COMPLETED
6.5	Intersection of Beach Road and Parker Road, Ayr, investigate replacing the painted island with a raised island.	Mr. Ingle	23/05/2018 – Mr. Ingle advised investigation is underway. 22/08/2018 – Mr. Ingle advised this matter is not yet resolved. He suggested the best treatment for this issue is a low rubber island. This would allow semi-trailers easier navigation through the bend in the road, whilst still slowing down vehicles. Lighting on this section of road needs to be investigated.
6.7.2	'Give Way' sign currently on Fourteenth Street, Home Hill and Fifth Avenue, Home Hill to be relocated onto Fifth Avenue, Home Hill.	Mr. Ingle	23/05/2018 – Mr. Ingle advised that Council officers have been notified to complete this action. 22/08/2018 – Mr. Ingle advised this action is in process.
6.7.3	'No Entry' sign at Seventh Avenue to be upgraded to a larger sign.	Mrs. Stockdale	23/05/2018 – Mrs. Stockdale was absent from this meeting. Mr. Ingle will follow up this action. 22/08/2018 - Mrs. Stockdale was absent from this meeting.

ACTION ITEMS FROM MINUTES OF MEETING – 23 May 2018

5B	Parking at Ayr Schools 1) Bring the EASS Ross Street two minute parking spaces forward by two spaces and move the bus parking space forward. 2) Add seven, two minute car parking spaces at BCHS along Gibson Street. 3) Add two lots of seven, two-minute car parking spaces at ASHS along Edwards and Wickham Streets.	Mr. Ingle	22/08/2018 1) Mr. Ingle advised he has been in contact with the school principal and new parking procedures and line marking is working well. ACTION COMPLETED 2) Mr. Ingle advised this action is still in process; drawings have been completed and issued to school. 3) Mr. Ingle advised this action is still in process; drawings have been completed and issued to school.
6.1	School Crossing Zones Optional extra dash line-marking to be added to ASHS and BCHS School Crossings Zones. Issue schools with education material instructing how the School Crossing Zones are to be flagged correctly. Trim trees and foliage at ASHS Wickham Street crossing.	Mr. Ingle Mrs. Gorman	22/08/2018 - Mr. Ingle has monitored this matter and noted that schools are still leaving their flags out all day. He suggested the crossings be painted and a letter regarding the correct use of flags on student crossings be sent to the schools
6.3	Request to go to Council for all house blocks to be marked with house numbers on the kerb.	Mr. Byers	22/08/2018 – This matter has been discussed at an Ordinary Council Meeting, no action required. ACTION COMPLETED
6.5	Request for Give Way signs to be installed along Soper Street and Wickham Street intersections enabling these streets to be free flow streets all the way to Beach Road/ Burke Street.	Mr. Byers	22/08/2018 – This matter has been discussed at an Ordinary Council Meeting, to be considered in future road reviews. ACTION COMPLETED

ACTION ITEMS FROM MINUTES OF MEETING – 22 August 2018

5.2	Speed review to be conducted along Donaghue Street, Giru and a warning '50km zone ahead' sign installed.	Mr. Ingle	
5.3	A speed limit review to be conducted along Old Clare Road, at the residential area, approaching the adjoining Cislowski Road and Mirrigan Road. Review more signage being placed on Old Clare Road at either end of the residential area.	Mr. Ingle	
5.5	Request for a Roundabout to be Installed - Crash history to be reviewed and intersection monitored at the corner of Wilmington and Soper Streets, Ayr.	Mr. Ingle	
6.2	Installation of reflectors on the Burdekin Road bridge leading to the Home Hill Primary School. Recommend this location for the 'Bridge Review Funding' as it is a narrow 'one way' bridge.	Mr. Byers	
6.4	Raise the matter for discussion of increasing the vehicle crossing safety at the intersection of Bower Street and Drysdale Street, Ayr at an Ordinary Council Meeting and list this area for Black Spot funding.	Mr. Byers	

3.3 Burdekin Shire Youth Council Meeting Minutes - 27 August 2018

Recommendation

That the minutes of the Burdekin Shire Youth Council Meeting held on 27 August 2018 be received and adopted.

Burdekin Shire Council

Minutes – Burdekin Shire Youth Council Meeting held on 27 August 2018

Held at Burdekin Shire Council Chambers
The meeting commenced at 3.30 pm

CLAUSE 1 ATTENDANCE

Sarah McDonnell – Youth Mayor
Taryn Delle Baite – Deputy Youth Mayor
Emily Holmes - Secretary
Amy Langdon – Burdekin Catholic High School
Eddie Jones – Ayr State High School
Harrison Hickmott – Burdekin Catholic High School
Jasmine Oats – Burdekin Catholic High School
Joshua Kim – Burdekin Catholic High School

Eliza Worlein – Burdekin Catholic High School (Guest)
Zavier Wood – Ayr State High School (Guest)

Tammy Quagliata - Burdekin Shire Council

Apologies for Absence

Cr. Lyn McLaughlin – Mayor, Burdekin Shire Council
Amaya Castrejana – Burdekin Catholic High School
Lanita Goos – Burdekin Catholic High School
Jessica Cox – Burdekin Catholic High School

CLAUSE 2 MINUTES RECEIVED

Moved Taryn Delle Baite, seconded Joshua Kim that the Minutes of the Burdekin Shire Youth Council Meeting held on 18 June 2018 be received.

CARRIED

CLAUSE 3 CORRESPONDENCE

INWARD CORRESPONDENCE

1. Zonta Club of Burdekin Inc. – calling on volunteers to join in a free morning tea while assisting to assemble 1000 birthing kits. The kits assist women in developing countries and reduce the incidence of infant and maternal mortality. When & Where: St Francis Catholic School on Saturday 28 July, 11am to 1pm.

NOTE: Youth Mayor, Sarah McDonnell attended as a representative from Burdekin Shire Youth Council. The team congratulated Sarah on her involvement.

2. Australian Skateboarding – Rumble on the Reef is hosting the Queensland State Championships Street skateboarding from 25 to 29 September 2018 in Mackay. They are offering learn to skate workshops by ASF accredited skateboarding coaches. Opportunities for youth and community groups to book out a session for their whole group.
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3. Queensland Touring Film Festival – Potential opportunity to hold film production and editing workshop along with the short film festival.

NOTE: Discussions were held with regard to possible interest in this type of festival. It was noted that there was not a huge interest within schools.

4. Heywire – ABC Heywire partners with Foundation for Rural & Regional Renewal (FRRR) to offer \$100,000 in seed funding annually to help at least ten community organisations make innovative ideas a reality.
5. Burdekin Water Festival Mardi Gras – Stall holder information kit.

OUTWARD CORRESPONDENCE:

NIL

Moved Joshua Kim, seconded Taryn Delle Baite that the inward correspondence be received.

CARRIED

CLAUSE 4 FEEDBACK FROM BADGE MAKING AT 2018 YEAR OF THE REEF EVENT – SATURDAY 23 JUNE 2018

Tammy Quagliata thanked the Youth Council members who volunteered at the Reef Festival Badge Making stall – Taryn, Sarah, Alyssia & Alexa. It was noted that the stall was very busy and ran out of all badges before the event had finished. The activity was very popular.

CLAUSE 5 SKATEPARK EVENT PROPOSAL

It was agreed that any skate park event be held over for further consideration in 2019. The group agreed it would be too rushed to host an event in 2018, and wanted to seek wider community interest before hosting an event.

CLAUSE 6 INVOLVEMENT IN BURDEKIN WATER FESTIVAL 2018

Following discussions with members, Tammy Quagliata advised that the Burdekin Water Festival Committee had agreed to split costs of providing Laser Skirmish at the Burdekin Water Festival Mardi Gras this year. Cost to take part would be \$5 and all income would be given back to Youth Council.

Tammy Quagliata further advised that the Water Festival Committee has agreed for Youth Council to host a meet & greet with special guest, Aydan from The Voice, to be held on Friday evening prior to the parade/mardi gras. It was agreed that Junior Ambassadors and Youth Council Members be invited to attend with a friend, as well as 3 double passes being given away via a Facebook Competition. It was noted that the meet & greet would be an invite only event.

CLAUSE 7 2019 GUEST SPEAKER UPDATE

Following recent discussions with local high schools, Tammy Quagliata advised that a proposed date of Thursday 21 March 2019 had been set for Youth Motivational Speaker, Luke Kennedy to visit the Burdekin Theatre. It was proposed that all high school students from year 7 to year 12 would have the opportunity to attend his 1 hour presentation during school, as well as a parents/guardian session to be held in the evening.

CLAUSE 8 RECOMMENDATION FOR COUNCIL TO GIVE CONSIDERATION TO HOSTING AN AUSTRALIAN SKATE PARK LEAGUE EVENT IN BURDEKIN SHIRE

Youth Council Members discussed the possibility of partnering with YMCA Action Sports and Skate Australia to become a hosting partner of the 2018 Australian Skate Park League Skateboarding, Scooter & BMX Series. Members agreed that the Ayr Skate Park would be an ideal location for this event and noted that other activities, food stalls, rides etc. could be included. Members noted that there was a lot of interest within the Community for a skate event and a lot of residents who use the skate park regularly. It was hoped that Council would give budget consideration to hosting such an event in 2018, which Youth Council members could assist with organising/promotion etc. The proposed budget for a single day event was approximately \$6634 (exc GST).

It is recommended by Youth Council that Council give consideration to hosting an Australian Skate Park League event in the Burdekin Shire in 2018.

CLAUSE 7 YOUTH MEMBERS DEBATE – WHAT EVENTS DO YOU ATTEND AND WHY? INCLUDING BURDEKIN THEATRE, SCHOOLS, COMMUNITY & COUNCIL EVENTS.

Members debated and discussed the topic of: *What events do you attend and why? Including Burdekin Theatre, Schools, Community & Council Events.* Some of the discussion included:

- Free community & school events are very popular
 - Cheaper events are popular with majority of people
 - Musical, drama & cultural events are popular with youth
 - Younger/primary school students like to take part in events/activities
 - Older/high school students like to watch events/performances
 - Friends attending is a drawcard to attend events
 - Most attended events are school events (9/10), followed by theatre events (8/10), followed by community events (6/10).
-

NEXT MEETING – Monday 17 September 2018 at 3.30pm

There being no further business, the meeting closed at 4.30pm.

Emily Holmes
SECRETARY

Meeting Minutes taken by Tammy Quagliata and Emily Holmes

4 REPORTS

4.1 Council Workshops - August 2018

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

The Council conducted a workshop during the past month on 7 August 2018 with a range of policy and operational issues discussed.

A brief summary of the items discussed at the workshop is contained in the report.

Recommendation

That the report on the Council workshop held on 7 August 2018 be received and noted.

Background Information

Following a review of existing governance arrangements in late 2016 the Council adopted a fortnightly Council meeting cycle. In conjunction with this decision it also agreed to conduct workshops with councillors on the alternate week to the scheduled Council meetings.

During the past month a workshop was held on 7 August 2018. A second workshop was not held in August as a number of councillors attended the Northern Alliance of Councils conference held in Ingham during the third week of August. The workshop covered a range of policy and operational issues and also included presentations from external organisations.

A brief summary of the issues discussed at the workshops is outlined below:

7 August 2018

- Presentation on Burdekin Tourism strategy
- Panel of Pre-Qualified Suppliers – Water and Waste Water Consultancy Services
- Consideration of future Art Projects in Burdekin Shire
- Works for Qld Project – Footpath Renewal works
- Removal of Dalbeg Playground equipment

-
- Review of new policies:
 - Information Security
 - Enterprise Mobility and Bring Your Own devices
 - Queen St Public Toilet Refurbishment
 - Proposed Freedom of Entry by RAAF
 - Council Christmas Closedown 2018
 - Camping Compliance issues
 - LGAQ Annual Conference – Submission of agenda items

Link to Corporate/Operational Plan

5.3.1 Demonstrate open and transparent leadership

Consultation

Consultation was undertaken with various parties in the presentation of 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

4.2 Capital Projects Report for Period Ending 31 August 2018

Recommendation

That the Capital Projects Report for Period Ending 31 August 2018 be received.

Overview Of Council's Capital Projects

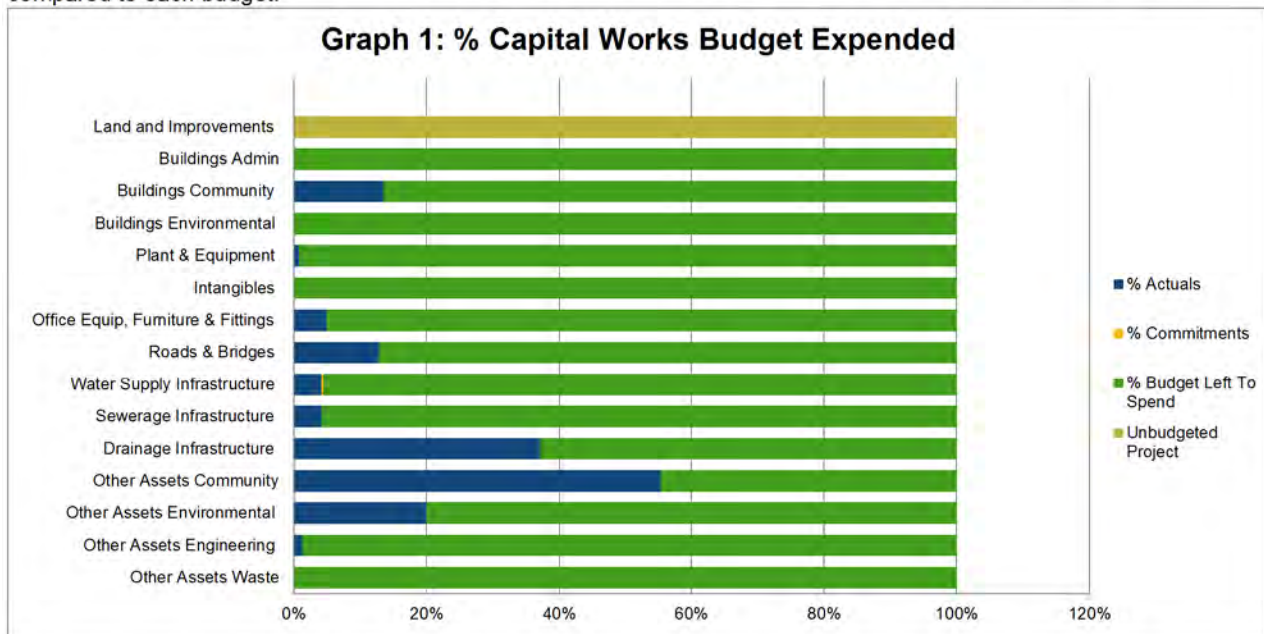
Capital expenditure incurred for the year to 31 August 2018, is shown by asset class in the table below.

Capital projects expenditure to 31 August 2018 is \$1,691,654. In addition to this, there is \$4,351 in commitments. Therefore bringing the total capital expenditure to \$1,696,005.

Table 1: Financial Overview by Asset Class

Asset Class	Original Budget	Actuals	Commitments	Total
Land and Improvements	\$ -	\$ 4,970	\$ -	\$ 4,970
Buildings Admin	\$ 62,000	\$ -	\$ -	\$ -
Buildings Community	\$ 300,500	\$ 40,403	\$ -	\$ 40,403
Buildings Environmental	\$ 900,000	\$ 281	\$ -	\$ 281
Plant and Equipment	\$ 1,740,000	\$ 12,884	\$ -	\$ 12,884
Intangibles	\$ 143,000	\$ -	\$ -	\$ -
Office Equip, Furniture and Fittings	\$ 399,200	\$ 19,670	\$ -	\$ 19,670
Roads and Bridges	\$ 6,393,000	\$ 819,800	\$ 561	\$ 820,361
Water Supply Infrastructure	\$ 1,355,950	\$ 56,139	\$ 3,790	\$ 59,929
Sewerage Infrastructure	\$ 1,950,000	\$ 81,550	\$ -	\$ 81,550
Drainage Infrastructure	\$ 1,275,000	\$ 473,800	\$ -	\$ 473,800
Other Assets Community	\$ 130,000	\$ 72,000	\$ -	\$ 72,000
Other Assets Environmental	\$ 547,000	\$ 109,199	\$ -	\$ 109,199
Other Assets Engineering	\$ 45,000	\$ 549	\$ -	\$ 549
Other Assets Waste	\$ 1,334,000	\$ 410	\$ -	\$ 410
TOTAL	\$ 16,574,650	\$ 1,691,654	\$ 4,351	\$ 1,696,005

The below graph shows, by Asset Class, how much Council has spent (including commitments) on Capital Projects, compared to each budget.



Expenditure on carryover projects from 2017/18 is included in the actuals. The original budget does not include the carryover budget as this will be adopted in the first budget revision.

Construction of a new combined greenwaste, steel pad and sediment pond at Kirknie Landfill has been budgeted for as 'Other Assets Waste'. Expenses for this project are currently sitting at 'Land and Improvements'. Therefore this asset class is showing as having unbudgeted expenses due to the mismatch.

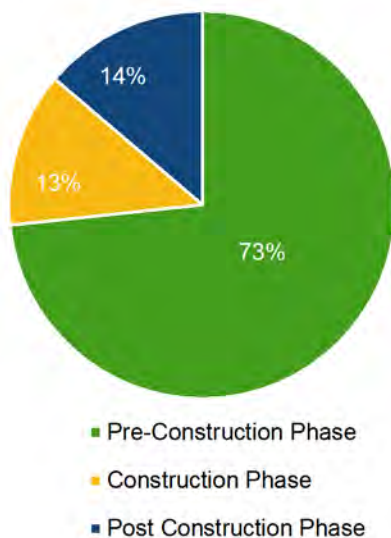
The Status of Council's Capital Projects

As at 31 August 2018 there are 131 capital projects.

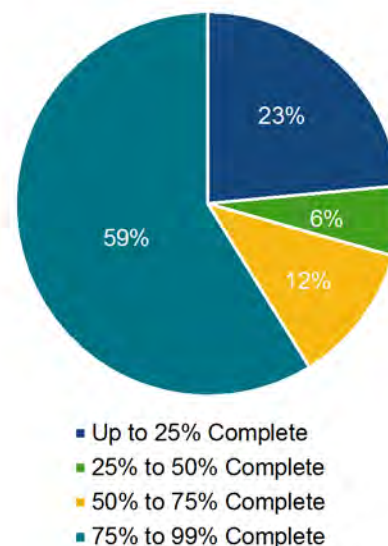
Table 2 provides a summary of how many projects are in each phase. Each phase is broken down into different statuses. Graph 2 shows that 14% of Council's projects are in the post construction phase, while 73% are still at pre-construction phase. Graph 3 illustrates the status of the 17 projects that are in the construction phase. In the post construction phase there are 18 projects, with 7 of these being 2017/18 carryover projects.

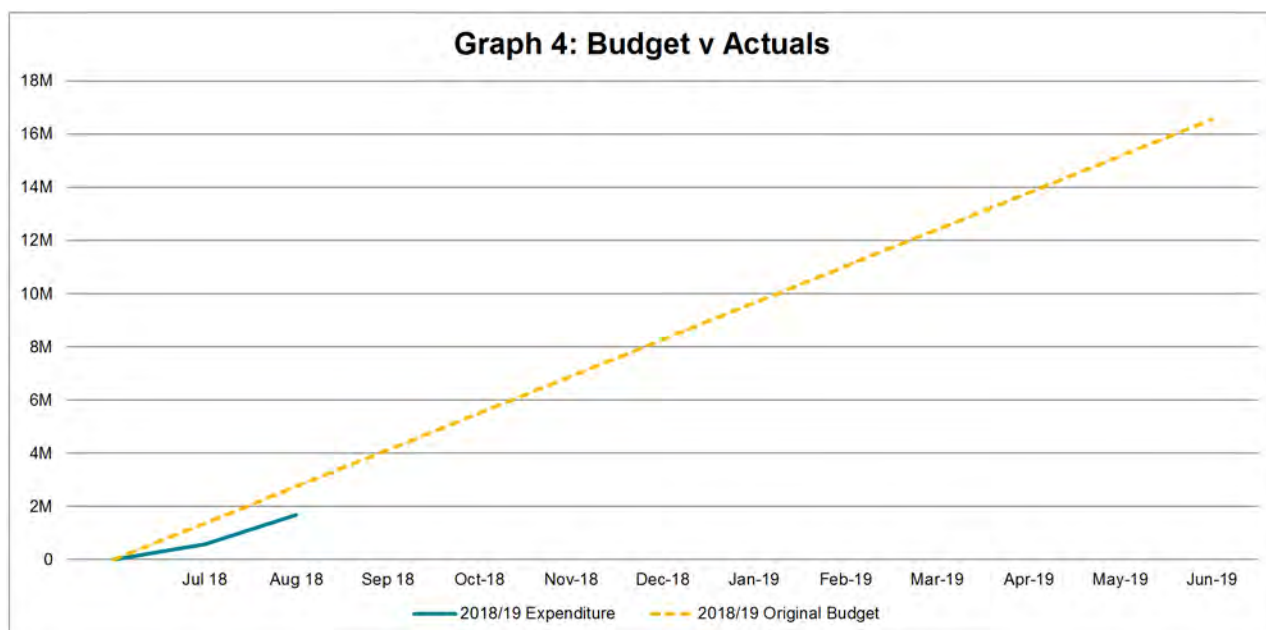
Table 2: Status of Projects	
	Number
Pre-Construction Phase	
Not Commenced	25
Project Deferred	3
Planning Phase	44
Design Phase	10
Orders Placed	2
Out to Tender/Quote	8
Tender/Quote Awarded	4
Sub-Total	96
Construction Phase	
Up to 25% Complete	4
25% to 50% Complete	1
50% to 75% Complete	2
75% to 99% Complete	10
Sub-Total	17
Post Construction Phase	
Complete	17
Capitalised	1
Sub-Total	18
Grand Total	131

Graph 2: Project Status Summary



Graph 3: Construction Phase Summary





Topical Projects

Replacement of Main Air Conditioning System – Chambers Administration and Engineering

Ashburner Francis was appointed on 27 February 2018 to prepare the tender documentation for this project and also for the replacement of the Burdekin Library, Ayr air conditioning system. Logistics and staging of works are critical elements of the implementation for the Chambers location. Initial discussions with Ashburner Francis indicate that an installation in the 2019 winter months would be a more achievable and less risky implementation; gives time for Council, staff and prospective contractors to plan for the implementation and avoid the provision of costly temporary air conditioning. The staging plan has been completed and will form part of the tender documentation. Schematic designs are completed. Detailed design and contract documentation for both sites will be finalised by September 2018. Tender advertisements are expected to be placed in late September 2018.

Mt Kelly Water Rising Main - Replacement of 1350 metre section of main near bores on Ayr Dalbeg Road

Works have been temporarily suspended due to TMR occupation of the work site.

Giru Water Tower - Structural refurbishment of high level tank

Tenders received for refurbishment of the existing water tower have exceeded budget expectations. Alternate option to replace the second low level reservoir and eventually decommission the elevated tower being investigated. Proposal will be brought to Council when finalised.

CCTV Program - Expansion of CCTV network at various sites

A workshop with "key" personnel has been conducted and all information collated and sent out for feedback. Once feedback is received then consultation with the Senior Leadership Group and at a Council Workshop will be arranged. Once CCTV locations have been established ICT will scope the project and go out for requests for quotation for the works to commence.

Corica Road

Lower Burdekin Water are nearing completion of works on their supply infrastructure in the area. Concerns have been raised by property owners regarding changes to stormwater drainage flows. Investigations are currently underway to resolve any potential worsening of the flooding in the area.

Jerona Road

Engagement with Jerona residents to commence in September to determine preferred alignment for sealed road construction.

Major Grant Funded Projects

Works for Queensland 2017 - 2019

There are 14 projects funded under this program. Total grant funds are \$3,000,000. All projects have to be completed by 30 June 2019. The Ayr Showgrounds Master Plan will be finalised shortly after being on public display - priorities and estimates have been determined and minor works completed. Negotiations have commenced with the contractor awarded to install the Fuel Facility at the Ayr Aerodrome - priority to determine Council's obligations with fuel testing and maintenance. Softfall installed at Anzac Park. The Plantation Park Adventure Playground is proceeding. Design finalised for Queen Street Public Toilets Upgrade. Footpath works have commenced.

Anzac Park Retaining Wall Upgrade

Works have commenced on replacement of the existing wall with sandstone blocks. The work crew are confident that they will be well advanced if not completed prior to Remembrance Day.

Design and construction of a new Visitor Information Facility in Plantation Park, Ayr

Planning for this project is proceeding with the Working Group meeting with Mary Jeavons onsite in Plantation Park during July to discuss design options for the area adjacent to the Visitor Information Facility. An application to vary the scope of the project under the Works for Queensland program has been submitted to DLGRMA for approval.

Edwards Street Drainage

Project 80% complete. Variations to design and construction costs required to facilitate construction of inlet pits.

Asset Class/ Project No.	Project Narration	Estimated		Project
		Start	Finish	Status
Land and Improvements				
200383	Kirknie Landfill - Construction of a new combined green waste and steel pad and new sediment pond.	Jun-18	Dec-18	Design Phase
Buildings Admin				
200249	Council Chambers - Replacement of main air conditioning units (Administration and Engineering Sections)	Aug-17	Sep-19	Design Phase
200323	Work for Queensland Program (WFQP) 2 - Energy Efficiency Initiatives - Chambers - Installation of Solar Power	Jun-18	Dec-18	Planning Phase
200371	Council Chambers Building front sections - Retrofit LED lighting	Aug-18	Sep-18	Orders Placed
200413	Council Chambers Building - Modifications to internal office layout of Technical Services and Environmental Health	Jun-18	Sep-18	75% to 99% Complete
Buildings Community				
200340	Burdekin Library, Ayr - Replacement of main air conditioning units	Aug-17	Sep-19	Design Phase
200347	Burdekin Memorial Hall - Replace roof sheeting over entrance to hall	Jul-18	Jul-18	Capitalised
200373	Brandon Railway Ticket Office - Replace roof sheeting (BD017107)	Aug-18	Sep-18	Complete
200374	Replace roof sheeting, fascias and soffits of the St Francis Kitchen Building (BD165) at Ayr Showgrounds	Aug-18	Sep-18	Complete
200375	Burdekin Library, Ayr - Replace carpet (part of asset BD030103)	Sep-19	Sep-19	Project Deferred
200377	Burdekin Memorial Hall - Replace Internal Auditorium Curtaining	Aug-18	Feb-19	Planning Phase
200378	Burdekin Theatre - New Stage Legs, Borders and Cycloramas	Aug-18	Feb-19	Planning Phase
200379	Burdekin Theatre - Replace Fly Bars	Aug-18	Feb-19	Planning Phase
200409	Home Hill SES Building - Replace Roof Sheeting	Oct-18	May-19	Not Commenced
200410	Ayr Racecourse Baywatch Building - Replace roof sheeting (BD196107)	Jan-19	Jun-19	Not Commenced
200411	Ayr Racecourse Baywatch Building - Replace fascias and soffits	Jan-19	Jun-19	Not Commenced
Buildings Environmental				
200028	Relocation of public convenience septic system at Groper Creek	Dec-16	Oct-18	Out to Tender/Quote
200318	Work for Queensland Program (WFQP) 2 - Design and construction of a new Visitor Information Facility in Plantation Park, Ayr (replacing existing Building Asset BD047)	Jun-18	Jun-19	Planning Phase
200322	Ayr Swimming Pool - Refurbishment of scum guttering in pool as per GHD detail design	Feb-18	Aug-19	Out to Tender/Quote
200324	Work for Queensland Program (WFQP) 2 - 119 Queen Street Public Amenities - Upgrade	Apr-18	Nov-18	Design Phase
Plant & Equipment				
200354	2018-2019 Light Vehicle Purchases	Sep-18	Apr-19	Planning Phase
200356	2018-2019 Machine Purchases	Sep-18	Apr-19	Planning Phase
200357	2018-2019 Plant and Equipment Purchases	Sep-18	Mar-19	Planning Phase
200412	Plant and Equipment Purchase - Leak Detection Equipment for Water Supply	Sep-18	Nov-18	Planning Phase
Intangibles				
200192	GIS spatial imagery replacement	Mar-19	Jun-19	Not Commenced
200296	GIS LiDAR data replacement (Light Detection and Ranging)	Mar-19	Jun-19	Not Commenced
200297	Technology One - Ci Anywhere platform implementation - Stage One	Oct-17	Jun-19	Planning Phase
200366	Technology One - Ci Anywhere platform implementation - Stage Two	Jun-19	Jun-19	Not Commenced
200367	WiFi Network Upgrade - Guest Management System	Sep-18	Mar-19	Not Commenced
200368	BSC Firewall Replacement	Nov-18	Apr-19	Not Commenced
Office Equipmt, Furniture & Fittings				
200293	CCTV Pilot Program up to 10 Cameras	Sep-17	Sep-18	75% to 99% Complete
200353	Burdekin Library book purchases for 2018-2019	Jul-18	Jun-19	Up to 25% Complete
200361	Replace existing Network Attached Storage (NAS) asset OF000097 with Tier 3 Storage	Nov-18	Apr-19	Not Commenced
200362	Core Network Infrastructure Renewal	Sep-18	Mar-19	Not Commenced
200363	WiFi Network Renewal - Replace existing wifi network asset OF000075	Sep-18	Mar-19	Not Commenced
200364	WiFi Network Expansion - Home Hill	Sep-18	Mar-19	Not Commenced
200365	Internet Service Upgrade - Home Hill	Sep-18	Mar-19	Not Commenced
200369	2018-2019 Photocopier replacement program - Finance, Store and Water and Waste Water	Jul-18	Jul-18	Complete
200370	Office Equipment purchases - Technical Services	Sep-18	Mar-19	Planning Phase
200408	Virtual Desktop Infrastructure implementation for second 25% of Council's personal computers - Hardware only	Nov-18	Apr-19	Not Commenced
200432	CCTV Program - Expansion of CCTV network at various sites	Sep-18	Apr-19	Not Commenced

Asset Class/ Project No.	Project Narration	Estimated		Project
		Start	Finish	Status
Roads & Bridges				
200062	Realignment and bitumen sealing of Corica Road to improve bends adjacent to Water Board channels	Mar-19	Apr-19	Planning Phase
200145	Reconstruction of McDowell Road between Woods Road and Watt Road - RTR	Apr-19	Jun-19	Planning Phase
200152	Shire bridge repairs 2017-2018	Mar-18	Jul-18	Complete
200153	Upgrade drainage at the intersection of Klondyke Road and Maidavale Road	Apr-19	Jun-19	Planning Phase
200171	Mt Inkerman Nature Tourism Development (SRIPP - Significant Regional Infrastructure Projects Program Funding) - Upgrade carpark, road, drainage and install signs, concrete and gravel footpaths	Jun-17	Aug-18	Complete
200211	TIDS - Brown Road - Reconstruction of remainder of Brown Road from CH 2628 to Pelican Road 212/LGSR/20 includes culvert upgrades	Jul-17	Jun-18	Complete
200215	South Ayr Drainage - Replacement of road culverts and cleaning of Depot drain to Muguira's property	Dec-18	Jun-19	Planning Phase
200239	Construct roundabout at the intersection of Fiveways, Kelly, Kidd and Ivory Roads, Brandon	Mar-19	Nov-19	Planning Phase
200264	Hodel Road, Giru - Road reconstruction of concrete section - RTR	Jun-18	Oct-18	25% to 50% Complete
200268	TIDS-Seventh Avenue, Home Hill - Construction of a 2.5 m wide concrete footpath from Sixteenth Street towards Milburn Road (approximately 1,000 m)	Feb-18	Sep-18	75% to 99% Complete
200269	Construction of footpath in International Park from Beach Road to Clayton Street, Ayr as part of the Burdekin Be-Active Trail	Aug-18	Jan-19	Planning Phase
200334	Sixteenth Street - Reconstruction and installation of kerb and channel between Bruce Highway and Eleventh Avenue, including sections of Ninth Avenue and Fifteenth A Street	Oct-18	Feb-19	Design Phase
200337	TIDS - Day Road - Reconstruction and sealing of gravel sections for approximately 2,000 m and 880 m from intersection with Allen Road	Jun-18	Sep-18	75% to 99% Complete
200338	Work for Queensland Program (WFQP) 2 - Replacement of existing footpaths for safety reasons	Aug-18	May-19	Planning Phase
200339	Work for Queensland Program (WFQP) 2 - Replacement of existing road drainage identified from asset inspections (Condition 4 and 5)	Aug-18	Jun-19	Planning Phase
200344	Ross Street Footpath - Replace existing footpath from Chippendale Street to Rossiter Street as part of Burdekin Be Active Trail upgrade	Jan-19	May-19	Planning Phase
200351	Graham Street - Footpath reconstruction from laneway to Young Street intersection	Jun-18	Jul-18	Complete
200394	Urban and rural reseal program for 2018-2019	Sep-18	Jun-19	Planning Phase
200415	Braby Street - Construction of footpath from Braby Street to Dirrill Street linking Alva Beach Caravan Park to Volunteer Marine Rescue	Mar-19	May-19	Planning Phase
200416	Ninth Street - Modifications to existing footpath near Watsons Green	Aug-18	Sep-18	Planning Phase
200417	Queen Street - Replace existing footpath and kerb and channel on both sides of Queen Street between Railway and Mackenzie Streets	Feb-19	Apr-19	Planning Phase
200418	Gibson Street - Reconstruction of road from Beach Road to Cox Street	Sep-18	Oct-18	Planning Phase
200419	Hughes Road - Reconstruction of failed section of road between Allen and Corica Roads	Mar-19	Apr-19	Planning Phase
200420	Jerona Road - Bitumen sealing of gravel road from SS Star of Hope Avenue to boat ramp carpark including SS Wakefield Avenue and Unnamed Road 6	May-19	Jun-19	Planning Phase
200421	Shire Bridge Repairs 2018-2019	Nov-18	Jun-19	Planning Phase
200422	Sandowns Street Carpark - Construction of carpark between Alva Park and Ayr Surf Life Saving Club premises (Previously Unnamed Road 10)	Nov-18	Jan-19	Planning Phase
200436	Ross Street - Footpath construction from Clayton Street to East Ayr School	Jun-19	Sep-19	Planning Phase
Water Supply Infrastructure				
200100	Home Hill Water Tower - Replacement of aerators	May-17	May-18	Complete
200219	South Ayr Water Treatment Plant - Installation of two flowmeters and the construction of the associated pits	Mar-17	Jul-18	Complete
200304	Mt Kelly Water Rising Main - Replacement of 1350 metre section of main near bores on Ayr Dalbeg Road	May-18	Dec-18	50% to 75% Complete
200305	Giru Water Tower - Structural refurbishment of high level tank	Aug-18	Oct-18	Project Deferred
200306	Ayr Water Tower - Replace internal ladders	Oct-18	Apr-19	Project Deferred
200329	Home Hill Water Tower - Switchboard Replacement (LGG SIP - 60/40)	Jul-18	May-19	Out to Tender/Quote
200405	Mt Kelly Break Tank - Replace Switchboard asset WA016156	Mar-19	May-19	Not Commenced
200406	Adelaide Street Water Main - Replace 100 mm water main between Edwards Street and Norham Road	Aug-18	Mar-19	Planning Phase
200407	Darwin Street Water Main - Replace 100 mm water main and install Auto Flushing Unit	Apr-19	May-19	Planning Phase
200414	New Water Bore Investigations, Ayr - Carry out tests in various locations for potential new water bore sites	Aug-18	Oct-18	75% to 99% Complete
200424	Giru Water Tower - Hypochlorite trim dosing equipment	Jul-18	May-19	Tender/Quote Awarded
200431	Home Hill Bore Field - Replacement of borehole pumps, motors, electrical and civil works at Bore No.01, 04 and 05.	Jul-18	Oct-18	Tender/Quote Awarded
200435	Construct 450mm x 45M diversion main at South Ayr Water Treatment Plant	Aug-18	Nov-18	Orders Placed
200437	Conlan Street Bores Upgrade - Purchase 4 x new pumps and 4 x new motors (1 lot per borehole), keeping the existing pumps and motors as spare.	Aug-18	Nov-18	Design Phase

Asset Class/ Project No.	Project Narration	Estimated		Project
		Start	Finish	Status
Sewerage Infrastructure				
200179	Sewerage Pump Station - Switchboard Replacement Program as per GHD design (CP 200092)	Aug-16	Sep-18	75% to 99% Complete
200218	Ayr Sewerage Treatment Plant - Installation of two flowmeters and the construction of the associated pits	Jan-17	Aug-18	Complete
200247	Sewerage Treatment Plants - Switchboard Replacement Program as per GHD design (CP 200092)	Aug-17	Sep-18	75% to 99% Complete
200285	Ayr Sewerage Treatment Plant - replace arms on both primary and secondary trickle filters	Mar-18	Oct-18	Tender/Quote Awarded
200352	Sewerage Pump Station - Ayr No.25 Switchboard Upgrade as per GHD design (CP 200092)	May-18	Sep-18	75% to 99% Complete
200360	Home Hill Sewerage Treatment Plant - refurbish primary clarifier bridge	Jul-18	Dec-18	Design Phase
200398	Sewerage Manhole Rehabilitation 2018-2019 (Individual tasks once manholes have been identified)	Mar-19	May-19	Not Commenced
200400	Ayr Sewerage Pump Station No.20 - Redirect rising main by tapping in at Kennedy St and down Wickham St to Ayr SPS No.06	Aug-18	Nov-18	Planning Phase
200401	Ayr Sewerage Pump Station No.26 - Replace in new location	Jul-18	Dec-18	Planning Phase
200402	Home Hill Sewerage Pump Station No.03 - Redirect rising main by bypassing existing gravity main into HH SPS No.04	Feb-19	Feb-19	Not Commenced
200426	Sewerage Pump Stations - Upgrades to pumps and motors at various locations.	Feb-19	Jun-19	Not Commenced
200427	Sewerage Pump Stations - Upgrades to pump well lids at various locations	Feb-19	Jun-19	Not Commenced
200428	Home Hill Sewerage Treatment Plant - Upgrade recirculation pump	Aug-18	Oct-18	Complete
200429	Home Hill Sewerage Treatment Plant - Upgrade the scum pump and return	Aug-18	Nov-18	Up to 25% Complete
200430	Ayr and Home Hill Sewerage Treatment Plant - Upgrade from the sludge press to sludge macerator pumps	Aug-18	Oct-18	Out to Tender/Quote
Drainage Infrastructure				
200139	Construct open drain channel from Unnamed Road to Woods Street, South Ayr (Micallef property)	Sep-18	Jun-19	Planning Phase
200251	Fourth Avenue - Installation of stormwater drainage pipe and acquisition of easement on 2RP741208 (27 Fourth Avenue, Home Hill)	Oct-17	Jul-18	Complete
200274	Stormwater Drainage - Edward Street	Apr-18	Nov-18	Up to 25% Complete
200350	Sixteenth Street - Installation of stormwater drainage with the reconstruction and installation of kerb and channel between Bruce Highway and Eleventh Avenue, including sections of Ninth Avenue and Fifteenth A Street	Oct-18	Feb-19	Design Phase
200395	Kanaka Drain - Upgrade Telemetry from analogue to digital (part of asset DR002723)	Feb-19	Apr-19	Planning Phase
200423	Spiller Street Ayr - Upgrade drainage between Graham and Queen Streets	Mar-19	Apr-19	Planning Phase
Other Assets Community				
200074	Electrical upgrade of Ayr Aerodrome - Stage 2	Jun-17	Sep-18	Complete
200319	Work for Queensland Program (WFQP) 2 - Ayr Showgrounds Upgrade, including either design and construction of suitable drainage surrounding Multi-Purpose Building and/or improving electrical infrastructure (i.e. replace overhead with underground)	Mar-18	Jun-19	Planning Phase
200320	Work for Queensland Program (WFQP) 2 - Design and construction of a fuel facility at the Ayr Aerodrome (including aboveground tank, bowser, concrete slab, roof and fence)	Feb-18	Oct-18	Tender/Quote Awarded
Other Assets Environmental				
200172	Mt Inkerman Lookout Upgrade (SLUP - Scenic Lookout Upgrade Program) Upgrade of viewing platforms, interpretive signage, decking and walkways	Jun-17	Aug-18	Complete
200195	Ayr Skate Park - Installation of new shade structure and replace existing solar lights	Apr-17	Sep-18	75% to 99% Complete
200223	Design and Certification - Stages 2 and 3 Plantation Park Nature Based Playspace	Jul-18	May-19	50% to 75% Complete
200310	Supply and installation of park furniture at various shire parks	Oct-17	Aug-18	Complete
200325	Work for Queensland Program (WFQP) 2 - Anzac Park Playground - Upgrade of softfall	Mar-18	Aug-18	Complete
200326	Work for Queensland Program (WFQP) 2 - Anzac Park Retaining Wall - Upgrade	Nov-17	Oct-18	Up to 25% Complete
200327	Work for Queensland Program (WFQP) 2 - Design, manufacture and installation of Adventure Playground at Plantation Park	Jul-18	May-19	Design Phase
200328	Work for Queensland Program (WFQP) 2 - Installation of exercise stations along the Burdekin Be Active Trail	May-18	Dec-18	Planning Phase
200358	Mt Inkerman Nature Tourism Development (SRIPP - Significant Regional Infrastructure Projects Program Funding) - Installation of Interpretive Signage	Jun-17	Oct-18	75% to 99% Complete
200381	2018-2019 - Supply and installation of playground equipment and shade structures at various shire parks	Aug-18	Dec-18	Out to Tender/Quote
200382	2018-2019 - Supply and installation of park furniture at various shire parks	Feb-19	May-19	Not Commenced
200392	Home Hill Swimming Pool - Supply and installation of equal access chair lift	Jul-18	Dec-18	Out to Tender/Quote
Other Assets Engineering				
200346	Solar Light Plantation Creek Boat Ramp - Installation of an additional solar light at Plantation Creek Boat Ramp	Apr-18	Aug-18	Complete
200397	Jones Street Depot - Replace 560m of original chain wire security fencing (OT000088)	Jul-18	Nov-18	Out to Tender/Quote

Asset Class/ Project No.	Project Narration	Estimated		Project
		Start	Finish	Status
Other Assets Waste				
200300	Work for Queensland Program (WFQP) 2 - Home Hill Transfer Station upgrade of facilities	Feb-18	Dec-18	Design Phase
200302	Ayr Transfer Station - Reconstruction of Greenwaste Pad	Jul-18	Dec-18	Not Commenced
200303	Home Hill Transfer Station - Reconstruction of Greenwaste Pad	Jul-18	Dec-18	Not Commenced
200384	Kirknie Landfill - 4 x new groundwater bores	Jun-18	Sep-18	Out to Tender/Quote
200385	Kirknie Landfill - New road construction	Oct-18	Jun-19	Not Commenced
200386	Kirknie Landfill - Relocate Ayr Transfer Station battery shed (OT000211) to Kirknie Landfill site, including installation of slab and bunding	Aug-18	Dec-18	Planning Phase
200387	Kirknie Landfill - Installation of new oil storage shed, including slab and bunding	Aug-18	Dec-18	Planning Phase
200388	Ayr Transfer Station - Installation of 3 x roller doors for second hand storage shed (OT000307)	Aug-18	Dec-18	Planning Phase
200389	Ayr Transfer Station - Replace battery storage shed (relocate existing shed OT000211 to Kirknie Landfill)	Aug-18	Dec-18	Planning Phase
200390	Home Hill Transfer Station - New DrumMuster cage	Aug-18	Dec-18	Planning Phase
200391	Kirknie Landfill - Upgrade and expand sediment pond	Oct-18	Jun-19	Not Commenced

4.3 Operational Monthly Report for Period Ending 31 August 2018

Recommendation

That the Operational monthly report for Period Ending 31 August 2018 be received.

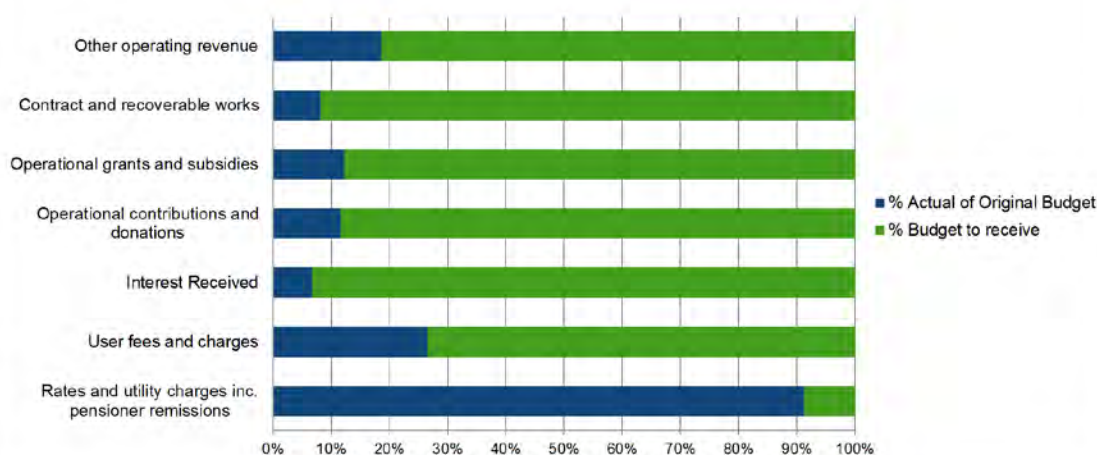
The following report provides a summary of Council's financial performance to 31 August 2018.

FINANCIAL STATEMENTS AT A GLANCE

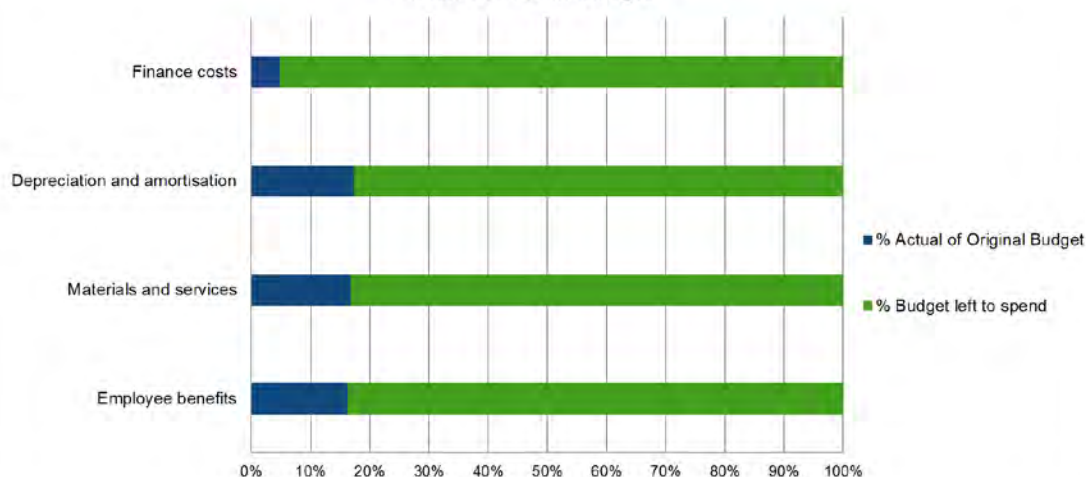
As at 31 August 2018	Actual \$000	Annual Budget \$000	YTD Budget \$000	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Total Operating Revenue	36,958,783	49,251,460	39,857,871	-2,899,088	-7%
Total Operating Expenses	7,937,516	47,847,895	8,412,977	-475,461	-6%
Operating Position	29,021,267	1,403,565	31,444,894	-2,423,627	-8%
Capital Revenue	790,516	3,145,630	3,145,630	-2,355,114	-75%
Net Result	29,811,783	4,549,195	34,590,524	-4,778,741	-14%

This report contains financial information for the period ending 31 August 2018. Council's operating position at month end is a \$29M surplus.

Operating Revenue Actual vs Annual Budget



Operating Expenses Actual vs Annual Budget



INVESTMENT PORTFOLIO

Investment Report as at 31 August 2018 (including at call cash)

	Total Invested	Average Current Rate Weighted	% Invested
Major Banks			
NAB	14,000,000	2.73%	19.0%
Westpac	17,000,000	2.77%	23.1%
Other			
Bendigo HH	2,000,000	2.65%	2.7%
ME Bank	2,000,000	2.70%	2.7%
QCCU	6,000,000	2.85%	8.1%
Suncorp	6,000,000	2.70%	8.1%
QTC	20,363,975	2.61%	27.6%
QCCU General	6,292,654	2.80%	8.5%
Total Funds	\$73,656,629		

The total value of funds invested with QCCU at 31 August was 16.6% which is outside the Investment Policy limits for a Qualifying Local Financial Institution. This was a result of a large BPay file received for 31 August, as well as cheques that had been received but were not yet cleared.

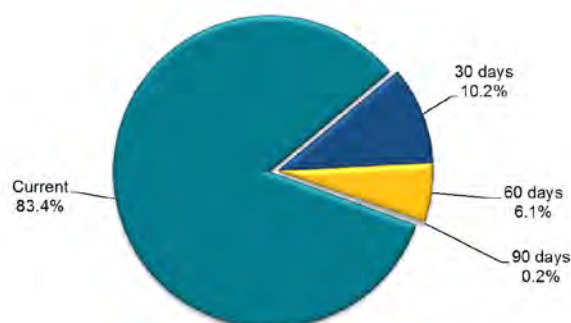
Investment Summary



SUNDRY DEBTORS

Total outstanding Sundry Debtors as at 31 August are \$202,968.87.

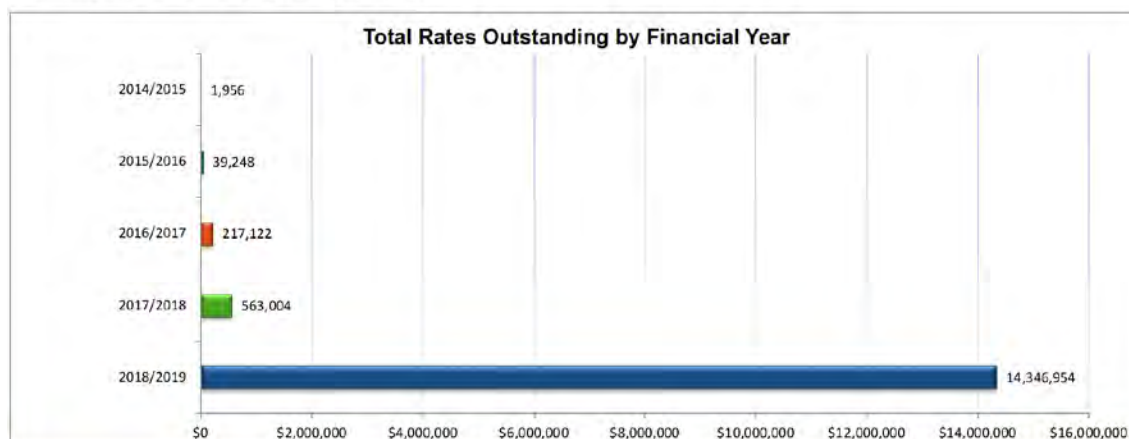
Aged Sundry Debtors



RATES

Arrears as at 1 July 2018		\$1,158,686
Levy and fees raised *	\$40,705,126	
Plus Interest charged *	\$17,068	
Less Pensioner subsidy and rebate	<u>\$628,166</u>	<u>\$40,094,027</u>
Less Payments received		<u>\$26,043,056</u>
Arrears as at 31 August 2018		<u>\$15,209,657</u>
Pre-payments as at 31 August 2018		\$172,849
Pre-payments as at 31 August 2017		\$158,162

* includes State Govt Emergency Management Levy



APPENDIX 1 - OPERATING STATEMENT BY MANAGER

Attached are the Operating Statement Reports by Manager - please refer to these report for individual comments.

APPENDIX 2 - TOTAL COUNCIL OPERATING STATEMENT

Attached is the Total Council Operating Statement for your information.

APPENDIX 3 - STATEMENT OF FINANCIAL POSITION

Attached is the Statement of Financial Position as at 31 August 2018.

APPENDIX 4 - STATEMENT OF CASH FLOWS

Attached is the Statement of Cash Flows for the period ending 31 August 2018.

OPERATING STATEMENT
Period Ending 31 August 2018

Chief Executive Officer

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Operational contributions and donations	181.65	243.15	0	243	-
Other operating revenue	-1,008.20	-368.39	1,333	-1,702	-128%
Total operating revenue	-826.55	-125.24	1,333	-1,459	-109%
Operating Expenses					
Employee benefits	97,753.44	204,339.98	210,138	-5,798	-3%
Materials and services	25,575.74	71,276.57	65,892	5,385	8%
Total operating costs	123,329.18	275,616.55	276,030	-413	0%
Surplus (deficit) from operating activities	-124,155.73	-275,741.79	-274,696	-1,045	0%
Net result for period	-124,155.73	-275,741.79	-274,696	-1,045	0%

Comments**Other operating revenue**

Burdekin Business Industry Breakfast attendance fees, and Gateway Visitor Information Centre takings. There has also been credit notes raised for Sweet Days Hot Nights sponsorship invoices raised in error in the prior year.

Materials and services

Costs include annual subscription to Townsville Enterprise (Silver Level) for 2018/19, part of subscription costs for Remplan Economy package used for economic statistics and final payment for Burdekin Tourism Strategy.

OPERATING STATEMENT
Period Ending 31 August 2018

Director of Corporate & Community Services

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Operational grants and subsidies	0.00	0.00	0	0	-
Total operating revenue	<u>0.00</u>	<u>0.00</u>	<u>0</u>	<u>0</u>	<u>-</u>
Operating Expenses					
Employee benefits	46,146.35	87,571.29	87,696	-125	0%
Materials and services	6,342.74	20,211.12	30,593	-10,382	-34%
Total operating costs	<u>52,489.09</u>	<u>107,782.41</u>	<u>118,289</u>	<u>-10,507</u>	<u>-9%</u>
Surplus (deficit) from operating activities	<u>-52,489.09</u>	<u>-107,782.41</u>	<u>-118,289</u>	<u>10,507</u>	<u>-9%</u>
Net result for period	<u>-52,489.09</u>	<u>-107,782.41</u>	<u>-118,289</u>	<u>10,507</u>	<u>-9%</u>

Comments

Materials and services

Budget includes provision to engage Internal Audit services. Council is currently in the early stages of this process and is therefore currently under budget.

OPERATING STATEMENT
Period Ending 31 August 2018

Manager Client Services

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Operational grants and subsidies	0.00	0.00	4,167	-4,167	-100%
Other operating revenue	80.00	6,601.17	3,417	3,184	93%
Total operating revenue	80.00	6,601.17	7,583	-982	-13%
Operating Expenses					
Employee benefits	207,189.04	379,992.49	454,131	-74,138	-16%
Materials and services	42,990.33	102,519.75	113,841	-11,321	-10%
Total operating costs	250,179.37	482,512.24	567,971	-85,459	-15%
Surplus (deficit) from operating activities	-250,099.37	-475,911.07	-560,388	84,477	-15%
Net result for period	-250,099.37	-475,911.07	-560,388	84,477	-15%

Comments

Other operating revenue

Long service leave transferred from another Local Government Council for a current employee.

Employee benefits

This budget is for the staff wages within the Client Services department, as well as employee related costs for the whole organisation. Annual payment for workers compensation was made in August, as this was budgeted in monthly increments, this is over the year to date budget. Resigning/retiring staff have had accrued leave paid out, therefore Annual and Long Service Leave are currently over budget. Sick Leave is over budget due to a number of staff taking extended sick leave. Statutory holidays are under budget due to no public holidays. Fringe Benefit payments are made quarterly. Due to working extra hours to meet deadlines, the Human Resources department is tracking over budget. The remainder of the areas within Client Services are currently under budget.

Materials and services

Most areas are currently under budget as they are in the planning stage of their workload and have incurred minimal expenses to date. This is partially offset by annual insurance premiums and PBF corporate membership paid in July.

OPERATING STATEMENT
Period Ending 31 August 2018

Manager Community Services

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	23,370.10	27,881.49	33,500	-5,619	-17%
Operational contributions and donations	40.00	40.00	0	40	-
Operational grants and subsidies	10,500.00	10,500.00	3,333	7,167	215%
Other operating revenue	10,166.79	21,871.97	11,967	9,905	83%
Total operating revenue	44,076.89	60,293.46	48,800	11,493	24%
Operating Expenses					
Employee benefits	131,899.82	278,011.97	269,701	8,311	3%
Materials and services	136,292.85	268,218.83	216,786	51,433	24%
Depreciation and amortisation	10,272.17	20,544.34	22,709	-2,164	-10%
Total operating costs	278,464.84	566,775.14	509,195	57,580	11%
Surplus (deficit) from operating activities	-234,387.95	-506,481.68	-460,395	-46,087	10%
 Capital grants and subsidies	 0.00	 0.00	 80,000	 -80,000	 -100%
Net result for period	-234,387.95	-506,481.68	-380,395	-126,087	33%

Comments

User fees and charges

This income is variable monthly as it includes the hire of the Burdekin Theatre and Burdekin Memorial Hall, and Library internet and photocopying fees.

Operational grants and subsidies

Over year to date budget due to timing of receipt of grant income for STEM Ideas@108 Project.

Other operating revenue

This income is variable monthly as it includes ticket sales for theatre promotions and theatre bar takings.

Materials and services

Over year to date budget due to payment of annual insurance premiums and deposits on numerous theatre shows to be held later in the financial year.

Capital grants and subsidies

State Library of Queensland grant not yet received.

OPERATING STATEMENT
Period Ending 31 August 2018

Manager Financial and Administrative Services

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Rates and Utility Charges	27,118,672.78	25,095,674.92	27,145,117	-2,049,442	-8%
Pensioner remissions	-485,919.78	-485,975.58	-52,333	-433,642	829%
User fees and charges	5,056.32	24,444.14	20,783	3,661	18%
Interest Received	97,932.69	42,509.52	109,100	-66,590	-61%
Operational grants and subsidies	317,371.75	317,371.75	17,583	299,788	1705%
Other operating revenue	0.00	58.82	83	-25	-29%
Total operating revenue	27,053,113.76	24,994,083.57	27,240,334	-2,246,250	-8%
Operating Expenses					
Employee benefits	151,476.42	313,634.34	301,138	12,496	4%
Materials and services	72,582.44	664,747.09	534,413	130,334	24%
Depreciation and amortisation	48,197.38	96,113.42	96,596	-483	0%
Finance Costs	6,582.56	10,812.31	8,200	2,612	32%
Total operating costs	278,838.80	1,085,307.16	940,348	144,959	15%
Surplus (deficit) from operating activities	26,774,274.96	23,908,776.41	26,299,986	-2,391,210	-9%
Net result for period	26,774,274.96	23,908,776.41	26,299,986	-2,391,210	-9%

Comments

Rates and Utility Charges

The annual rates for 2018/19 were levied in August. At the end of the financial year rates in advance revenue of approximately \$2 million will be recognised.

Pensioner Remissions

Over year to date budget due to pensioner remissions being recognised in August alongside the annual rates levy. Pensioner remissions will be partially offset by the State Government Subsidy to be received in September.

User fees and charges

Increase in Annual Tramway permit paid in July.

Interest Received

Interest relating to June for investments maturing in August and September was accrued in June and reversed in July. Of these, the August investments have now matured, with a number to continue to mature in September.

Operational grants and subsidies

First Quarter of 2018/19 Financial Assistance Grant received in August. As it was initially budgeted to be received in September, August is over the year to date budget. Council received a prepayment of half of the 2018/19 Financial Assistance Grant in June 2018, the budget will be adjusted in the first revision.

Materials and services

Over year to date budget due to annual payments for IT Software maintenance contracts paid in full. This is offset with the payments for the annual insurance premiums being under budget.

Finance Costs

Over year to date budget due to increased bank fees during the rating season.

OPERATING STATEMENT
Period Ending 31 August 2018

Manager Environmental & Health Services excluding Waste Program

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Rates and Utility Charges	88,204.96	88,204.96	88,590	-385	0%
Pensioner remissions	0.00	-0.11	0	0	-
User fees and charges	89,884.46	288,321.70	251,487	36,835	15%
Operational contributions and donations	3,977.39	9,613.55	23,254	-13,640	-59%
Operational grants and subsidies	0.00	0.00	10,619	-10,619	-100%
Other operating revenue	959.08	2,312.71	1,083	1,229	113%
Total operating revenue	183,025.89	388,452.81	375,033	13,420	4%
Operating Expenses					
Employee benefits	122,816.48	255,993.60	243,803	12,190	5%
Materials and services	240,552.56	359,599.59	347,016	12,583	4%
Depreciation and amortisation	116,497.11	232,995.52	228,819	4,176	2%
Total operating costs	479,866.15	848,588.71	819,639	28,950	4%
Surplus (deficit) from operating activities	-296,840.26	-460,135.90	-444,606	-15,530	3%
Capital grants and subsidies	0.00	0.00	130,000	-130,000	-100%
Other capital income (expense)	-16,518.48	-16,518.48	0	-16,518	-
Net result for period	-313,358.74	-476,654.38	-314,606	-162,048	52%

Comments

User fees and charges

Above budget for Caravan Parks and annual aerodrome fees raised in July.

Operational contributions and donations

No budgeted income received yet for aquatic weed control contributions or electricity reimbursement from Gudjuda.

Operational grants and subsidies

Budget grant funds for PCYC operations not yet received.

Materials and services

Over year to date budget due to insurance premiums paid; under budget for pool expenditure due to closure of Ayr Pool; Land Protection under budget in herbicide chemicals and annual precept payments of \$212,785.

Capital grants and subsidies

Budgeted Works for Queensland 2017-19 grant for Ayr Showgrounds upgrade not yet received.

Other capital income (expense)

Loss on write off of Building assets following capitalisation of the replacement of roof sheeting at the Burdekin Memorial Hall.

OPERATING STATEMENT
Period Ending 31 August 2018

Manager Environmental & Health Services - Waste Program

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Rates and Utility Charges	3,960,670.66	3,960,670.66	3,960,668	3	0%
Pensioner remissions	0.00	-5.26	0	-5	-
User fees and charges	27,977.20	32,493.82	50,833	-18,340	-36%
Interest Received	10,648.67	12,035.94	29,050	-17,014	-59%
Other operating revenue	3,236.87	7,818.34	11,192	-3,373	-30%
Total operating revenue	4,002,533.40	4,013,013.50	4,051,743	-38,730	-1%
Operating Expenses					
Employee benefits	60,185.64	115,770.49	115,760	11	0%
Materials and services	34,623.92	82,632.05	396,467	-313,835	-79%
Depreciation and amortisation	27,379.77	54,759.54	57,817	-3,057	-5%
Finance Costs	0.00	0.00	0	0	-
Total operating costs	122,189.33	253,162.08	570,043	-316,881	-56%
Surplus (deficit) from operating activities	3,880,344.07	3,759,851.42	3,481,700	278,151	8%
 Capital grants and subsidies	 0.00	 0.00	 140,000	 -140,000	 -100%
Net result for period	3,880,344.07	3,759,851.42	3,621,700	138,151	4%

Comments

User fees and charges

Waste accounts for August to be issued in September.

Interest Received

Interest on rates and maturing investments has been received for August. Budget for interest on investments has been split evenly over 12 months. Investment income is recognised in month of investment maturing.

Other operating revenue

Income received from sale of second hand goods at transfer stations and drumMUSTER processing cost recovery. Under budget for scrap metal income.

Materials and services

Monthly payments to Cleanaway in arrears, operational expense allocations for mulching and concrete crushing not yet used.

Capital grants and subsidies

Works for Queensland 2017-19 grant for Home Hill Transfer Station upgrade not yet received.

OPERATING STATEMENT
Period Ending 31 August 2018

Manager Operations - General Fund

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	11,312.39	12,704.39	21,400	-8,696	-41%
Operational contributions and donations	13,155.07	14,810.37	8,167	6,644	81%
Operational grants and subsidies	188,819.70	199,363.70	217,053	-17,689	-8%
Contract and recoverable works	0.00	0.00	7,300	-7,300	-100%
Other operating revenue	75.00	742.99	0	743	-
Total operating revenue	213,362.16	227,621.45	253,920	-26,298	-10%
Operating Expenses					
Employee benefits	371,141.53	798,408.11	822,441	-24,033	-3%
Materials and services	371,879.00	712,173.37	757,242	-45,068	-6%
Depreciation and amortisation	58,117.77	116,235.54	110,313	5,923	5%
Total operating costs	801,138.30	1,626,817.02	1,689,996	-63,179	-4%
Surplus (deficit) from operating activities	-587,776.14	-1,399,195.57	-1,436,076	36,880	-3%
Capital contributions	0.00	2,090.00	0	2,090	-
Capital grants and subsidies	516,000.00	516,000.00	644,000	-128,000	-20%
Net result for period	-71,776.14	-881,105.57	-792,076	-89,030	11%

Comments

User fees and charges

Revenue forecasts for cemeteries are equally apportioned over the financial year, while actuals are variable each month. Cemeteries revenue will stabilise in future reporting periods.

Operational contributions and donations

Revenue target is above expectations largely due to receipt of Home Hill Boat Club septic disposal charges.

Operational grants and subsidies

First quarter of the Financial Assistance Grants payment of \$106,500 was received. Due to the prepayment of half of the 2018/19 Financial Assistance Grant in June 2018, the budget will be adjusted in the first revision. Unbudgeted revenue of \$82,360 Queensland Reconstruction Authority payment for recovery of emergent works expenditure March 2018 flooding and \$10,500 first payment of Anzac Centenary Spirit of Service Grant for Home Hill RSL Cenotaph Upgrade was received and will be adjusted for in first budget revision.

Contract and recoverable works

Revenue stream is variable throughout the year with forecast total revenue based on historical annual actuals. Upcoming private works planned to be undertaken on behalf of NBN.

Employee benefits

Under budget in Parks admin and operations due to unfilled vacancies. Over budget in road maintenance which is variable month to month dependent on capital roads activity.

Materials and services

Currently under budget in Parks Operations, Public Conveniences, Drainage Maintenance and Recoverable Works and over budget in Roads Maintenance, Engineering Operations, Works Section and Depot Operations. Overall tracking under budget on year to date balance.

Capital contributions

Monies received from Home Hill Rotary Club as contribution to Mount Inkerman Picnic Shelter.

Capital grants and subsidies

\$450,000 payment received from State Government as 30% upfront contribution to Plantation Park Nature Based Playground. \$66,000 received from Queensland Reconstruction Authority for initial payment towards NDRP Installation and upgrade of flood reporting stations on the Burdekin River.

OPERATING STATEMENT
Period Ending 31 August 2018

Manager Operations - Water

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Rates and Utility Charges	3,831,221.19	3,015,206.89	3,515,837	-500,630	-14%
Pensioner remissions	-49,557.75	-49,553.43	0	-49,553	-
User fees and charges	1,924.00	6,780.00	1,000	5,780	578%
Interest Received	21,562.91	23,147.19	54,550	-31,403	-58%
Operational contributions and donations	0.00	0.00	0	0	-
Other operating revenue	0.00	0.00	200	-200	-100%
Total operating revenue	3,805,150.35	2,995,580.65	3,571,587	-576,006	-16%
Operating Expenses					
Employee benefits	75,986.11	171,283.54	183,788	-12,504	-7%
Materials and services	156,236.41	236,204.87	286,433	-50,228	-18%
Depreciation and amortisation	48,895.63	97,791.26	97,053	738	1%
Total operating costs	281,118.15	505,279.67	567,275	-61,995	-11%
Surplus (deficit) from operating activities	3,524,032.20	2,490,300.98	3,004,312	-514,011	-17%
Capital grants and subsidies	0.00	0.00	327,570	-327,570	-100%
Net result for period	3,524,032.20	2,490,300.98	3,331,882	-841,581	-25%

Comments

Rates and Utility Charges

Water access charges have been levied in August. Variance is attributable to revenue estimate for water consumption to be received in January 2019.

Pensioner Remissions

Pensioner Remissions are recognised in August alongside the annual rates levy. This will be offset by the State Government Subsidy to be received in September.

User fees and charges

Revenue is from bulk water sales and property connections. Variance is attributable to higher than anticipated activity in requests for property connections year to date.

Interest Received

Interest on rates and maturing investments has been received for August. Budget for interest on investments has been split evenly over 12 months. Investment income is recognised in month of investment maturing.

Employee benefits

Currently under budget for water operational, water reticulation and property meters. Over budget for property connections. Vacant position for plumber filled recently.

Materials and services

Major variance is in electricity charges year to date. For budget purposes the expenses have been evenly distributed over the financial year however actuals are lower in the cooler months.

Capital grants and subsidies

Annual budget is for Local Government Grants and Subsidies Program grant for Home Hill Water Tower Switchboard.

OPERATING STATEMENT
Period Ending 31 August 2018

Manager Operations - Sewerage

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Rates and Utility Charges	3,990,798.88	3,990,798.88	3,989,088	1,711	0%
Pensioner remissions	-51,481.64	-51,487.46	0	-51,487	-
User fees and charges	0.00	0.00	400	-400	-100%
Interest Received	29,056.63	30,336.57	72,850	-42,513	-58%
Operational contributions and donations	0.00	0.00	0	0	-
Other operating revenue	0.00	0.00	200	-200	-100%
Total operating revenue	3,968,373.87	3,969,647.99	4,062,538	-92,890	-2%
Operating Expenses					
Employee benefits	102,083.19	214,353.58	215,483	-1,129	-1%
Materials and services	81,398.47	179,350.74	230,533	-51,183	-22%
Depreciation and amortisation	104,759.91	209,521.60	204,702	4,819	2%
Total operating costs	288,241.57	603,225.92	650,719	-47,493	-7%
Surplus (deficit) from operating activities	3,680,132.30	3,366,422.07	3,411,819	-45,397	-1%
Net result for period	3,680,132.30	3,366,422.07	3,411,819	-45,397	-1%

Comments

Pensioner Remissions

Pensioner Remissions are recognised in August alongside the annual rates levy. This will be offset by the State Government Subsidy to be received in September.

Interest Received

Interest on rates and maturing investments has been received for August. Budget for interest on investments has been split evenly over 12 months. Investment income is recognised in month of investment maturing.

Materials and services

Under budget sewerage operational due to lower than forecast insurance premium and under budget sewerage treatment for chemicals and electricity year to date. Over budget sewerage reticulation as a result of minor sewer collapse Burke Street, Ayr.

OPERATING STATEMENT
Period Ending 31 August 2018

Manager Planning and Development

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	32,541.96	58,893.41	57,500	1,393	2%
Operational grants and subsidies	11,604.59	11,604.59	0	11,605	-
Other operating revenue	0.00	90.02	0	90	-
Total operating revenue	44,146.55	70,588.02	57,500	13,088	23%
Operating Expenses					
Employee benefits	95,403.50	187,166.78	185,440	1,727	1%
Materials and services	59,197.56	70,226.38	30,487	39,739	130%
Total operating costs	154,601.06	257,393.16	215,927	41,466	19%
Surplus (deficit) from operating activities	-110,454.51	-186,805.14	-158,427	-28,378	18%
Net result for period	-110,454.51	-186,805.14	-158,427	-28,378	18%

Comments

Operational grants and subsidies

Unbudgeted grant funds received for QCoast 2100 Coastal Hazard Adaption Strategy.

Materials and services

August expenditure includes consultancy services for Planning Act. Variance will be amended and funded using the Strategic Projects Fund in revised budget.

OPERATING STATEMENT
Period Ending 31 August 2018

Manager Technical Services

	Month of August Actual	Year to Date Actual	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	11,252.32	76,715.38	70,000	6,715	10%
Operational grants and subsidies	10,740.00	10,739.51	17,500	-6,760	-39%
Contract and recoverable works	142,355.77	142,355.77	100,000	42,356	42%
Other operating revenue	3,215.00	3,215.00	0	3,215	-
Total operating revenue	167,563.09	233,025.66	187,500	45,526	24%
Operating Expenses					
Employee benefits	174,896.59	404,196.30	458,586	-54,390	-12%
Materials and services	-129,768.02	-183,918.18	-82,783	-101,135	122%
Depreciation and amortisation	551,846.79	1,104,777.69	1,111,743	-6,966	-1%
Total operating costs	596,975.36	1,325,055.81	1,487,546	-162,490	-11%
Surplus (deficit) from operating activities	-429,412.27	-1,092,030.15	-1,300,046	208,016	-16%
Capital contributions	659.09	1,708.40	0	1,708	-
Capital grants and subsidies	289,914.00	289,914.00	1,824,060	-1,534,146	-84%
Other capital income (expense)	-2,678.02	-2,678.02	0	-2,678	-
Net result for period	-141,517.20	-803,085.77	524,014	-1,327,100	-253%

Comments

Operational grants and subsidies

August fuel tax credits to be received in September.

Contract and recoverable works

Additional recoveries received for unbudgeted BSRIT works.

Employee benefits

Under budget due to staff vacancies.

Materials and services

Plant hire recoveries higher than budget. Additional expenses incurred due to unbudgeted BSRIT works. Fleet operations and maintenance expenses under budget.

Capital contributions

Contribution for vehicle accessory.

Capital grants and subsidies

Grants not yet received for Works for Queensland 2017-19, Building our Regions, Roads to Recovery, and the Cycle Network Local Government Grants Program.

BURDEKIN SHIRE COUNCIL
OPERATING STATEMENT
Period Ending 31 August 2018

	Month of August Actual	Year to Date Actual	Original Budget	Year to Date Original Budget	\$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue						
Rates and Utility Charges	38,989,568.47	36,150,556.31	39,299,300	38,699,300	-2,548,744	-7%
Pensioner remissions	-588,959.17	-587,021.84	-314,000	-52,333	-534,689	1022%
User fees and charges	203,318.75	528,234.33	1,984,154	506,903	21,331	4%
Interest Received	159,200.90	108,029.22	1,593,300	265,550	-157,521	-58%
Operational contributions and donations	17,354.11	24,707.07	212,522	31,420	-6,713	-21%
Operational grants and subsidies	539,036.04	549,579.55	4,494,734	270,256	279,324	103%
Contract and recoverable works	142,355.77	142,355.77	1,753,600	107,300	35,056	33%
Other operating revenue	16,724.54	42,342.63	227,850	29,475	12,868	44%
Total operating revenue	39,480,599.41	36,958,783.04	49,251,460.48	39,857,870.92	-2,899,088	-7%
Operating Expenses						
Employee benefits	1,636,978.11	3,410,722.47	21,083,607	3,548,104	-137,382	-4%
Materials and services	1,097,904.00	2,583,242.18	15,358,541	2,926,920	-343,678	-12%
Depreciation and amortisation	965,966.53	1,932,738.91	11,182,137	1,929,753	2,986	0%
Finance Costs	6,582.56	10,812.31	223,610	8,200	2,612	32%
	0.00	0.00	0	0	0	-
Total operating costs	3,707,431.20	7,937,515.87	47,847,894.81	8,412,977.07	-475,461	-6%
Surplus (deficit) from operating activities	35,773,168.21	29,021,267.17	1,403,566	31,444,894	-2,423,627	-8%
Capital contributions	659.09	3,798.40	0	0	3,798	-
Capital grants and subsidies	805,914.00	805,914.00	3,145,630	3,145,630	-2,339,716	-74%
Other capital income (expense)	-19,196.50	-19,196.50	0	0	-19,197	-
Net result for period	36,560,544.80	29,811,783.07	4,549,195.67	34,590,524	-4,778,741	-14%

BURDEKIN SHIRE COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 31 August 2018

	Year to Date Actual \$	Annual Budget \$
Current Assets		
Cash and Cash Equivalents	75,458,031	45,905,998
Receivables	15,385,760	4,636,885
Inventories	758,622	720,712
Non-Current Assets Held for Sale	161,000	0
Total Current Assets	91,763,414	51,263,595
Non-Current Assets		
Receivables	427,643	186,176
Property, Plant and Equipment	505,134,677	513,627,565
Intangibles Assets	753,722	775,632
Total Non-Current Assets	506,316,042	514,589,373
TOTAL ASSETS	598,079,456	565,852,968
Current Liabilities		
Payables	5,169,776	4,660,966
Borrowings	1,759,020	1,329,735
Provisions	2,878,335	3,091,919
Other	2,594	1,373
Total Current Liabilities	9,809,725	9,083,993
Non-Current Liabilities		
Borrowings	1,674,928	355,390
Provisions	16,347,082	16,044,730
Total Non-Current Liabilities	18,022,010	16,400,120
TOTAL LIABILITIES	27,831,735	25,484,113
NET COMMUNITY ASSETS	570,247,721	540,368,855
Community Equity		
Asset Revaluation Surplus	295,598,110	294,512,344
Retained Surplus (deficiency)	274,649,611	245,856,511
TOTAL COMMUNITY EQUITY	570,247,721	540,368,855

**BURDEKIN SHIRE COUNCIL
STATEMENT OF CASH FLOWS
For Period Ending 31 August 2018**

	Year to Date Actual \$	Annual Cashflow Budget \$
Cash Flows from Operating Activities		
Receipts		
Receipts from Customers	24,729,567	42,950,904
Operating Grants, Subsidies and Contributions	574,287	4,707,256
Interest Received	258,701	1,593,300
Payments		
Payments to Suppliers and Employees	-6,448,973	-36,198,504
Interest Expense	0	-158,610
Net Cash Inflow (Outflow) from Operating Activities	<u>19,113,582</u>	<u>12,894,347</u>
Cash Flows from Investing Activities		
Commonwealth Government Grants	0	0
State Government Subsidies and Grants	805,914	3,145,630
Capital Contributions	3,798	0
Payments for Property, Plant and Equipment	-1,664,336	-16,431,650
Payments for Intangible Assets	0	-143,000
Net transfer (to) from Cash Investments	0	3,000,000
Proceeds from Sale of Property, Plant and Equipment	1,010	327,000
Net Movement in Loans to Community Organisations	-26,362	-26,767
Net Cash Inflows (Outflow) from Investing activities	<u>-879,976</u>	<u>-10,128,787</u>
Cash Flows from Financing Activities		
Repayment of Borrowings	0	-1,752,285
Net Cash Inflows (Outflow) from Financing activities	<u>0</u>	<u>-1,752,285</u>
Net Increase (Decrease) in Cash and Cash Equivalents Held	<u>18,233,606</u>	<u>1,013,274</u>
Cash and Cash Equivalents at Beginning of the Financial Year	57,224,426	44,892,724
Cash and Cash Equivalents at end of the Period	<u><u>75,458,032</u></u>	<u><u>45,905,998</u></u>

5 GOVERNANCE

5.1 Transfer of Lease - Ayr Aerodrome - Blanchair Pty Ltd to RC Jacob Family Investments Pty Ltd

Document Information

Referring Letter No: 1480214

File No: 173

Name of Applicant: Blanchair Pty Ltd

Location: Ayr Aerodrome

Author and Title: Vicki Walker – Governance and Property Officer

Executive Summary

Correspondence has been received from Firth Lawyers on behalf of their client Blanchair Pty Ltd requesting Council consent to the proposed transfer of the lease currently held by Blanchair Pty. Ltd at the Ayr Aerodrome to RC Jacob Family Investments Pty Ltd.

Recommendation

That Council offers no objection to the transfer of the lease currently held by Blanchair Pty Ltd at the Ayr Aerodrome described as Lease H on part of Lot 106 on RP898777 to RC Jacob Family Investments Pty. Ltd subject to all costs associated with the transfer of the lease being borne by the transferor/transferee.

Background Information

Blanchair Pty Ltd has reached agreement for the sale of their business interests to RC Jacob Family Investments Pty Ltd and, in accordance with the lease conditions, is asking Council's consent to the transfer of the lease at the Ayr Aerodrome. The lease expires on 30 June 2022.

Link to Corporate/Operational Plan

5.3.3 Adhere to the governance framework and public reporting systems.

Consultation

Darren Firth, Firth Lawyers

Legal Authority or Implications

N/A

Policy Implications

N/A

Financial and Resource Implications

N/A

Report prepared by:

Vicki Walker - Governance and Property Officer

Report authorised by:

Nick O'Connor - Director Corporate and Community Services

Attachments

1. Plan of Ayr Aerodrome showing Lease H

6 ENVIRONMENTAL AND HEALTH SERVICES

7 CLIENT SERVICES

8 FINANCIAL & ADMINISTRATIVE SERVICES

9 OPERATIONS

10 TECHNICAL SERVICES

11 PLANNING & DEVELOPMENT

12 COMMUNITY DEVELOPMENT

13 ECONOMIC DEVELOPMENT

14 NOTICES OF MOTION

15 CORRESPONDENCE FOR INFORMATION

Tabled Separately

16 GENERAL BUSINESS

17 CLOSED MEETING ITEMS

- Awarding TBSC/18/008 - Supply, Installation and Commissioning of a Replacement Switchboard for the Home Hill Water Tower

18 DELEGATIONS

