Burdekin Shire Council

AGENDA

ORDINARY COUNCIL MEETING

HELD AT COUNCIL ADMINISTRATION BUILDING,
145 YOUNG STREET, AYR

on 22 February 2022

COMMENCING AT 9:00 AM

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ORDER OF BUSINESS:

ATTENDANCE

2. PRAYER

3. DECLARATIONS OF INTEREST

4. MINUTES AND BUSINESS ARISING

4.1. Ordinary Council Meeting Minutes - 8 February 2022

4.2. Audit Committee Meeting Minutes - 9 February 2022

4.3. Economic Development Advisory Group Minutes - 27 January 2022

5. EXECUTIVE

5.1. CEO

5.1.1. 2022-2024 Local Government Grants and Subsidies Program – Application for Funding of Macro-algae Bioremediation Project

5.2. ECONOMIC DEVELOPMENT

5.2.1. Membership to Smart Precinct North Queensland

6. CORPORATE AND COMMUNITY SERVICES

6.1. CLIENT SERVICES

6.2. COMMUNITY DEVELOPMENT

6.3. FINANCIAL AND ADMINISTRATIVE SERVICES

6.3.1. Monthly Financial Report for Period Ending 31 January 2022

6.4. GOVERNANCE

6.4.1. Tender Recommendation – TBSC/21/020 – Agricultural Lease (Ayr Aerodrome, Brandon)

6.4.2. Tender Recommendation – TBSC/21/017 – Lease of Reserve Land for Grazing (Rita Island / Jarvisfield)

6.4.3. Trustee Lease – Part of Lot 91 on Crown Plan GS980 – Burdekin Woodcrafts Association Incorporated

7. INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

7.1. ENVIRONMENTAL AND HEALTH SERVICES

7.2. OPERATIONS

7.3. PLANNING AND DEVELOPMENT

7.3.1. Development Application Reconfiguring a Lot (1 into 2 Lots) at 77 Bartlett Road, Horseshoe (Lot 37 on RP731511)

7.3.2. Endorsement of the Amendments to the Draft Planning Scheme after the Second Round of Public Notification

7.4. TECHNICAL SERVICES

7.4.1. Temporary Road Closure - McNee Road, Clare

8. NOTICE OF MOTION

9. RECEIPT OF PETITIONS

10. CORRESPONDENCE FOR INFORMATION

11. GENERAL BUSINESS

12. CLOSED BUSINESS ITEMS

13. DELEGATION

4.1. MINUTES AND BUSINESS ARISING
Ordinary Council Meeting Minutes - 8 February 2022

Recommendation

That the minutes of the Ordinary Council Meeting held on 8 February 2022 be received as a true and correct record.

Attachments

1. Minutes - Ordinary Council Meeting - 8 February 2022

Burdekin Shire Council

MINUTES

ORDINARY COUNCIL MEETING

HELD AT COUNCIL ADMINISTRATION BUILDING,
145 YOUNG STREET, AYR

on 8 February 2022

COMMENCING AT 9:00 AM

ORDER OF BUSINESS:

1. ATTENDANCE

Councillor Lyn McLaughlin, Councillor Sue Perry (Via Audio-visual link as arranged prior to the meeting and approved by the Chairperson), Councillor Kaylee Boccalatte, Councillor John Bonanno, Councillor Michael Detenon, Councillor John Furnell, Councillor Max Musumeci

Mr. T. Brennan - Chief Executive Officer
Mr. N. O'Connor – Director Corporate and Community Services
Mr. N. Wellwood – Director of Infrastructure, Planning and Environmental Services
Mr. D. Cornwell - Manager Community Services (Part)
Mr. M. Pearce - Senior Planning Officer (Part)

Minutes Clerk - Ms. G. Biffanti

2. PRAYER

The meeting prayer was delivered by Pastor Gavin Henderson of the Presbyterian Church.

3. DECLARATIONS OF INTEREST

The Mayor called for declarations of interest.

No declarations of interest were identified.

With the support of Councillors, the meeting agenda order was altered.

10. CORRESPONDENCE FOR INFORMATION

11. GENERAL BUSINESS

9.15am - Mr. Cornwell entered the meeting.

4. MINUTES AND BUSINESS ARISING

4.1. Ordinary Council Meeting Minutes - 18 January 2022

Recommendation

That the minutes of the Ordinary Council Meeting held on 18 January 2022 be received as a true and correct record.

Resolution

Moved Councillor Musumeci, seconded Councillor Furnell that the recommendation be adopted.

CARRIED

5. EXECUTIVE

5.1. CEO

5.1.1. Council Attendance at the Australian Local Government Women's Association (ALGWA) National and Queensland State Conference - 1 to 3 March 2022 - Airlie Beach

Executive Summary

The Australian Local Government Women's Association (ALGWA) National and Queensland State Conference is being held in Airlie Beach from 1 to 3 March 2022. The purpose of this report is to seek Council's approval for the Mayor and two (2) Councillors to attend the ALGWA Conference.

Recommendation

That Council endorse the Mayor, Councillor Lyn McLaughlin and Councillors Kaylee Boccalatte and Sue Perry to attend the Australian Local Government Women's Association Conference in Airlie Beach from 1 to 3 March 2022, with all expenses of attendance at the Conference be met by Council.

Resolution

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

CARRIED

5.1.2. Council Participation in the North Queensland Parliamentary Delegation Organised by Townsville Enterprise Limited - 14 to 17 February 2022 - Canberra

Executive Summary

Townsville Enterprise Limited are organising a North Queensland Parliamentary Delegation to Canberra from 14 to 17 February 2022.

The purpose of this report is to seek Council's approval for the Mayor to participate in the Delegation.

The Chief Executive Officer advised that advice had been received from Townsville Enterprise Limited that the delegation would no longer to be able to travel to Canberra due to restrictions at Parliament House. The Delegation will now be undertaken virtually.

Recommendation

That Council endorse the Mayor, Councillor Lyn McLaughlin to participate in the Townsville Enterprise Limited North Queensland Delegation 'Unlock the North' travelling to Canberra from 14 to 17 February 2022, with all expenses of participation to be met by Council.

Resolution

Moved Councillor Furnell, seconded Councillor Boccalatte that the recommendation be adopted noting the following amendment:

That Council endorse the Mayor, Councillor Lyn McLaughlin to participate in the Townsville Enterprise Limited North Queensland Delegation 'Unlock the North' from 14 to 17 February 2022, with all expenses of participation to be met by Council.

CARRIED

5.1.3. Expansion of Ayr Industrial Estate – Building Better Regions Fund

Executive Summary

The Council purchased land adjoining the current Ayr Industrial Estate in 2019 to enable the provision of additional industrial land in the Shire. The costs of the infrastructure to service the land is significant and support from federal and state governments has been sought to assist with the costs of Stage 1 of the project.

A suitable funding opportunity has arisen, with applications invited under Round 6 of the Federal Government's Building Better Regions Fund (BBRF) for infrastructure projects. Council had applied under round 5 of the BBRF but was not successful.

An updated funding application is being prepared and a revised estimate of cost developed for Stage 1. The estimated cost is $6.638 million and in accordance with the program guidelines, Council is required to meet 50% of the project costs.

Recommendation

That Council:

1. notes the report and endorses the submission of a funding application under Round 6 of the Building Better Regions Fund seeking 50% of the estimated costs of $6.638 million for Stage 1 of the Ayr Industrial Estate expansion project; and

2. notes that should the application be successful, Council will be required to match the funding, with it's contribution to be provided from funds held in Reserves.

Resolution

Moved Councillor Detenon, seconded Councillor Boccalatte that the recommendation be adopted.

CARRIED

5.1.4. Council Workshop - January 2022

Executive Summary

The Council conducted one Workshop in January 2022, due to the December/January holiday period and a number of people being away on leave. A range of policy and operational issues were discussed by Councillors and staff at the workshop.

A summary of the items discussed at the workshop held on 25 January 2022 is outlined in the report.

Recommendation

That the report on the Council workshop held on 25 January 2022 be received and noted.

Resolution

Moved Councillor Musumeci, seconded Councillor Furnell that the recommendation be adopted.

CARRIED

5.2. ECONOMIC DEVELOPMENT

6. CORPORATE AND COMMUNITY SERVICES

6.1. CLIENT SERVICES

6.2. COMMUNITY DEVELOPMENT

6.3. FINANCIAL AND ADMINISTRATIVE SERVICES

6.4. GOVERNANCE

6.4.1. Councillor Remuneration Commisson Determination 2020-21

Executive Summary

The Local Government Remuneration Commission (Commission) is an independent entity established under the *Local Government Act 2009* (Act). On 30 November 2021, the Commission concluded its determination on the levels of remuneration for Mayors, Deputy

Mayors and Councillors of Queensland Local Governments (excluding Brisbane City Council) as required by section 177(c) of the Act and Chapter 8, Division 1 or the *Local Government Regulation 2012* (Regulation). The determination is to be applied from 1 July 2022.

Recommendation

That Council receives and notes the attached Local Government Remuneration Commission Annual Report 2020-2021.

Resolution

Moved Councillor Musumeci, seconded Councillor Detenon that the recommendation be adopted.

Voting on the Motion

FOR - Councillors Lyn McLaughlin, Sue Perry, Kaylee Boccalatte, John Bonanno, Michael Detenon, John Furnell

AGAINST - Councillor Max Musumeci

FOR 6, AGAINST 1

CARRIED

9.42am - Mr. Wellwood left the meeting.

9.46am - Mr. Wellwood re-entered the meeting.

6.4.2. Tenders Received for the Local Roads and Community Infrastructure Program Round 2 - Funded Giru Tennis Courts Refurbishment Project

Executive Summary

Members of the Giru Community have approached Council and expressed an interest in refurbishing the existing two tennis courts situated in Luxton Street, Giru.

As part of the 2021/22 budget process the tennis courts were selected as a LRCIP2 funded project by Council following representations from the Giru Community for the courts to be refurbished. Tennis Queensland were appointed Project Manager for the refurbishment and tenders were called and received.

Recommendation

That Council:

1. accepts the lump sum tender of $309,301 excluding GST from Advantage Sports & Leisure as the highest scoring tender received based on Tennis Queensland's

scoring and ranking.

2. approves the increased total budget for the project of $314,301 including a new $5,000 switchboard, with costs to be offset from savings achieved with other approved Capital Works Projects that have been completed.

Resolution

Moved Councillor Furnell, seconded Councillor Detenon that the recommendation be adopted noting the following addition:

3. includes within the project works the cleaning and painting of the concrete block hit-up wall with these additional works to be funded from savings from other approved capital works projects.

CARRIED

10.02am - Mr. Cornwell left the meeting.

6.4.3. Operational Plan Q2 Report

Executive Summary

The Q2 Operational Plan Report has been prepared in accordance with reporting requirements of the *Local Government Regulation 2012*. At the end of the second quarter period (1 October-31 December 2021), of the 211 agreed activities within the Operational Plan 2021/2022, 186 activities (88%) are meeting or above target, 21 activities (10%) are progressing, 1 activity is considered to be under target and 3 activities are currently considered to be inactive. A graph comparing Council's performance at the same time last year is included as an attachment to this report.

Recommendation

That Council adopts the Q2 Operational Plan Report as attached to this report.

Resolution

Moved Councillor Musumeci, seconded Councillor Detenon that the recommendation be adopted.

CARRIED

6.4.4. Corporate Plan 2022 - 2027

Executive Summary

In December 2021, Council noted that actions to date in the development of the draft Corporate Plan 2022-2027 and endorsed a public consultation process for the purpose of obtaining feedback from the community. The consultation period has now closed, and

submissions have been taken into consideration. In total, Council received three submissions. Whilst some of the suggestions made in the submissions would be considered to be operational rather than strategic, most of the themes expressed in the submissions are reflected in the draft plan. One minor amendment has been made in response to community feedback to include footpaths under the Strategic Priority "Resilient Infrastructure" in key action 3.1.1.

Recommendation

That Council notes the community feedback and adopts the Corporate Plan 2022-2027 and the A3 one-page summary as attached to this report.

Resolution

Moved Councillor Furnell, seconded Councillor Musumeci that the recommendation be adopted.

CARRIED

6.4.5. Freehold Lease – Whole of Lot 1 on Survey Plan 323829 – Burdekin Shire Council and the State of Queensland

Executive Summary

Council approval is requested to enter into a new Lease as follows:

Lessor:	The State of Queensland (Represented by the Department of Energy and Public Works)
Lessee:	Burdekin Shire Council
Interest:	Fee Simple
Leased Area:	Whole of Lot 1 on Survey Plan 323829
Term:	10 years plus 1 x 10 year Option
Rent:	$1.00 per annum (excluding GST)

Recommendation

That Council agrees to enter into a Freehold Lease with the State of Queensland over the whole of Lot 1 on Survey Plan 323829 for an initial ten (10) year term with a ten (10) year Option.

Resolution

Moved Councillor Musumeci, seconded Councillor Detenon that the recommendation be adopted.

CARRIED

10.17am - Mr. Pearce entered the meeting.

7. INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

7.1. ENVIRONMENTAL AND HEALTH SERVICES

7.2. OPERATIONS

7.3. PLANNING AND DEVELOPMENT

7.3.1. Development Application Material Change of Use for a Dual Occupancy at 32 Eleventh Avenue, Home Hill (Lot 31 on H61657)

Executive Summary

Council has received a Development Application from Brian Newton seeking a development permit for Material Change of Use a Dual Occupancy at 32 Eleventh Avenue, Home Hill (Lot 31 on H61657).

The application is for a defined use and triggered a 'Code Assessable' Development Application in accordance with the provisions of the Burdekin Shire Council's IPA Planning Scheme (the scheme).

Recommendation

That Council note the Development Application approval for a Material Change of Use a Dual Occupancy at 32 Eleventh Avenue, Home Hill (Lot 31 on H61657) subject to the following conditions:

General

1.1 The development and conduct of the approved use of the premises, the carrying out and maintenance of any works on the premises and construction and maintenance of any building on the premises must be generally in accordance with the applications supporting material, except where modified by the conditions of this Development Permit and any approval issued there under.

1.2 Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) will prevail.

1.3 The proposed development must comply with all Planning Scheme requirements as applying at the date of this approval, except as otherwise specified by any condition.

Outstanding Charges

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

Compliance with Conditions

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

Notice of Intention to Commence the Use

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

Damage

5. Any damage which is caused to Council's infrastructure or land as a result of the proposed development must be repaired immediately unless otherwise permitted by these conditions.

Public Utility Services

6. The developer must at its own cost undertake all necessary alterations to public utility mains and services as are rendered necessary by the carrying out of any required external works or other works associated with the approved development.

Building

7. A development permit for Building Works is to be obtained before any assessable building works are carried out on the land the subject of the approval.

Roadworks

8.1 For the existing and proposed crossovers in Fourth Street construct concrete crossovers from the invert of the existing kerbing and channeling to the property boundary. The crossovers shall be minimum 4m wide, maximum 6m concrete crossover 100mm thick, 25MPa concrete minimum, F72 mesh minimum.

8.2 Access to the new premises must be from Fourth Street.

8.3 Provide to Council prior to the commencement of works cross sections 1:50 natural scale from the side of Fourth Street to the property boundary showing existing and design levels, for the crossover in condition 8.1.

Access and Carparking

9. Access to the premises, car parking and manoeuvring areas must be constructed in an all weather low glare paving, exposed aggregate concrete or similar material to the satisfaction of the Chief Executive Officer.

Drainage

10.1 Stormwater drainage from paved/sealed and roofed areas must be discharged under the footpath to kerb and channelling within the adjoining road reserves in accordance with AS3500.2.2003 or as otherwise required or agreed to in writing by the Chief Executive Officer.

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

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

Water Supply

11. The development must be connected to Council's reticulated water supply. The water connection must be provided at a location approved by Council and at the full cost of the developer.

Sewerage Supply

12. The development must be connected to Council's sewerage scheme. The sewerage connection must be provided at a location approved by council and at the full cost of the developer.

Amenity – Screen Fencing

13. A 1.8m high screen fence must be provided along the adjoining property boundaries and must be designed to assist in breeze flow. The type and design must be submitted and approved by the Chief Executive Officer as part of the Landscaping Plan.

Landscaping Plan

14. A landscaping plan shall be submitted and approved by the Chief Executive Officer. This plan must be prepared by a landscape architect or other suitably qualified and experienced person detailing the following;

- the location of existing and proposed plantings;
- landscaping of the designated areas generally in accordance with the approved plans;
- proposed fencing and screens, including rubbish bin enclosures;
- location of public infrastructure;

Environment and Health

15. The developer shall provide appropriate domestic waste receptacles (wheelie bins) for each dwelling. Such receptacles shall be stored adjacent to each unit.

Advice Only;

- *General waste and recycling services must comply with Council's Waste Management Policy.*

- *This approval does not permit the existing or proposed buildings to be utilised for any use other than Dual Occupancy.*

- *Any future subdivision must be actioned through a properly made Development Application for Reconfiguring a Lot with appropriate approval conditions.*

Resolution

Moved Councillor Detenon, seconded Councillor Musumeci that the recommendation be adopted.

CARRIED

7.4. TECHNICAL SERVICES

8. NOTICE OF MOTION

9. RECEIPT OF PETITIONS

12. CLOSED BUSINESS ITEMS

13. DELEGATION

There being no further business the meeting closed at 10.22am.

These minutes were confirmed by Council at the Ordinary Council Meeting held on 22 February 2022.

MAYOR

4.2. MINUTES AND BUSINESS ARISING
Audit Committee Meeting Minutes - 9 February 2022

File Reference:	**388**
Report Author:	**Stevie Moffat, Governance Support Officer**
Authoriser:	**Nick O'Connor, Director Corporate and Community Services**
Meeting Date:	**22 February 2022**

Purpose

This report provides the Minutes of the Audit Committee Meeting held on 9 February 2022.

Summary of recommendations and actions for consideration and adoption:

Item 3 - Minutes of the Audit Committee Meeting held on 8 September 2021

That the minutes from the previous meeting be formally adopted by the Committee.

Item 4.1 - Review Financial Reporting Timetable/Plan

That the 2022 Audit Committee Schedule be formally adopted by the Committee, subject to any changes necessitated by the Internal Audit Plan.

Item 5.1 - Emerging issues and reports to Parliament

That the Committee note the QAO/Crowe Audit Committee Briefing Paper.

Item 5.2 - Consider need for closed session briefing with Crowe/QAO

That the Committee agree a closed session briefing is not required.

Item 6.1 - Endorsement of Annual Internal Audit Plan

That the Annual Internal Audit Plan be formally adopted by the Committee.

Item 7.1 - Risk Management Update

That the Committee note the Risk Management Update report.

Item 8.1 - Audit Committee Performance – Results of self-assessment

That the Committee note the results of the self-assessment survey.

Item 9.1 - Assessment against good practice guidelines – Regulatory Practices – Appendix C Regulating animal welfare services (Report 6: 2021-22)

That the Committee note the Regulating animal welfare services (Report 6: 2021-22) Appendix C extract.

Recommendation

That:

1. the minutes of the Audit Committee Meeting held on 9 February 2022 be noted; and
2. the recommendations as detailed in the minutes and summarised in Item 3 to 9.1 be adopted.

Attachments

1. Minutes - Audit Committee Meeting - 9 February 2022

Meeting Minutes

Meeting	Audit Committee Meeting		
Date	Wednesday, 9 February 2022	**Time**	9:00 am
Attendees	Mr. Ian Jessup – Independent Chairperson Mr. Jim Fahey – Independent Professional Member Mr. Jim Nuttall – Independent Community Member Cr. Michael Detenon – Councillor (via Teams at 9:12 am) Cr. Sue Perry – Councillor (via Teams) Mr. Mitchell Witt – Internal Auditor and Senior Manager (Risk Advisory) - BDO (via Teams) Ms. Margaret Dewhurst – Internal Auditor and Partner (Audit & Assurance) – BDO (via Teams) Ms. Ashita Lal – Audit Manager - Queensland Audit Office (via Teams) Ms. Donna Sinanian – External Auditor and Partner - Crowe Mr. Terry Brennan – Chief Executive Officer Mr. Nick O'Connor – Director Corporate and Community Services Mrs. Kim Olsen – Manager Financial and Administrative Services Mrs. Rebecca Stockdale – Senior Governance Officer		
Apologies	Cr. Lyn McLaughlin – Mayor Mr. Nick Wellwood – Director Infrastructure Planning and Environmental Services		
Chairperson	Mr. Ian Jessup – Independent Chairperson		
Minutes Clerk	Ms. Stevie Moffat – Governance Support Officer		
Location	John Drysdale Chambers		

Minutes

1. Welcome

Mr. Jessup welcomed all attendees.

2. Apologies

Mr. Jessup acknowledged the apologies that were received for the meeting.

3. Minutes of the Audit Committee Meeting held on 8 September 2021

Minutes of the previous Audit Committee Meeting held on 8 September 2021 were circulated to Committee Members prior to the meeting.

Moved Mr. Fahey, seconded Mr. Nuttall that the minutes from the previous meeting be formally adopted by the Committee. Carried.

4. Financial Reporting

4.1 Review Financial Reporting Timetable/Plan

Ms. Stockdale presented the proposed 2022 Audit Committee Schedule. The changes proposed in 2022 are minor wording adjustments and the QAO and External Audit items have been condensed to one meeting item.

Moved Mr. Jessup, seconded Mr. Fahey that the 2022 Audit Committee Schedule be formally adopted by the Committee, subject to any changes necessitated by the Internal Audit Plan. Carried.

5. QAO/External Audit

5.1 Emerging issues and reports to Parliament

Ms. Sinanian advised a meeting will be held to confirm dates to carry out the Audit. From there one audit strategy document will be prepared and presented at the next Audit Committee meeting.

Ms. Lal provided an update on new reports and resources applicable to Council. In May 2021, the QAO published its *Forward work plan 2021-24*. A number of audits may be of relevance to Council including appointing and renewing government boards; contract management for new infrastructure; managing Queensland's COVID-19 economic response and recovery; improving asset management in local government; and local government 2021.

Since the last Audit Committee meeting held in September 2021, a number of reports have been tabled in Parliament. These reports include wider learnings applicable to all results of financial audits reports tabled in 2021-22; and 2021 status of Auditor-General's recommendations (Report 4: 2021-22). The QAO has also implemented an interactive dashboard allowing entities to self-assess progress based on area of interest of responsibility, for recommendations made in 32 reports between 2016-16 and 2017-18.

It was confirmed that Manager Financial and Administrative Services is registered for the QAO client technical update to be held on 23 February 2022. The QAO briefing for Audit Committee chairs will also be held in May 2022.

Moved Mr. Jessup, seconded Mr. Nuttall that the Committee note the QAO/Crowe Audit Committee Briefing Paper. Carried.

5.2 Consider need for closed session briefing with Crowe/QAO

The Committee considered the need for a closed session briefing with Crowe and QAO.

The Committee agreed that a closed session briefing is not required.

6. Internal Audit

6.1 Endorsement of Annual Internal Audit Plan

Mr. Witt provided an overview of the Annual Internal Audit Plan. Extensive consultation has occurred with the leadership team in order to formulate an appropriate audit plan. The prioritisation of each audit is based on risk areas and assurance needs identified during the consultation process. The initial strategic workforce planning and succession planning audit has commenced, and so far the uptake from stakeholders has been positive.

The prioritisation of the grant funding management was acknowledged. This audit has been prioritised as the second internal audit area due to the high-risk level and the area has not been audited for some time. The audit is prevalent in regional government as grant funding is derived from a number of sources. The audit will ensure grant funding arrangements are aligned with strategic objectives and appropriate frameworks are in place to realise the benefits of the grant funding and ensure appropriate acquittal.

Moved Mr. Jessup, seconded Mr. Fahey that the Annual Internal Audit Plan be formally adopted by the Committee. Carried.

7. Management Updates

7.1 Risk Management Update

7.1.1 Child and Youth Risk Management Strategy

Ms. Moffat provided a briefing on the development of the Child and Youth Risk Management Strategy. Following legislative changes in 2020, Council now has obligations under the *Working with Children (Risk Management and Screening) Act 2000* which require a Child and Youth Risk Management Strategy. The Strategy is intended to document Council's intent and procedures to keep children and young people safe, and requires the following:

1. A statement of commitment to the safety and wellbeing of children and the protection of children from harm;
2. A code of conduct for interacting with children;
3. Written procedures for recruiting, selecting, training and managing staff and volunteers;
4. Policies and procedures for handling disclosures or suspicions of harm, including reporting guidelines;
5. A plan for managing breaches of the risk management strategy;
6. Risk management plans for high-risk activities and special events;
7. Policies and procedures for managing compliance with the blue card system; and
8. Strategies for communication and support.

7.1.2 Annual Risk Register Reviews

Mrs. Stockdale advised the operational risk register reviews are now complete, with a few still to be signed off. The strategic risk register was the last to be reviewed and will be complete within the coming weeks. No issues or additional risks were identified during the risk review process.

7.1.3 RelianSys Implementation

Mrs. Stockdale advised the RelianSys implementation is progressing and remains on target. The risk module has now been implemented, with training delivered to all identified officers. The next module to roll out across the organisation is the delegations module.

7.1.4 Impact of COVID-19 on Business Continuity

Ms. Stockdale and Mr. Brennan provided a briefing of COVID-19 and the effect on business continuity planning. To date, there have been a number of staff affected by COVID-19, whether it be as a positive case or living with a positive household contact. Thus far, the disruption to staffing has had a minimal impact and overall Council has managed to remain steadfast, with operations and service levels being maintained. The water, wastewater and waste management activities have been identified as the critical areas of service delivery. The separation of staff via working from home arrangements and Team Bravo working from the Multi Purpose Hall has further contributed to ongoing business continuity across Council.

The COVID-19 Committee has changed meeting frequency from weekly to fortnightly.

7.1.5 Business Continuity Impact Assessment – BCP Review

Mrs. Stockdale advised the plan for conducting the Business Impact Assessment has been drafted and pending endorsement from executive leadership team. It is anticipated the Business Impact Assessments will commence in the coming weeks, to be finalised in July 2022.

7.1.6 Australian Cyber Security (ACSC) Network Partner

Mr. O'Connor advised Council has recently subscribed as a Network Partner to the ACSC Partnership Program. The Program seeks to bring awareness, technical expertise, and support cross collaboration between the public and private sector. As an ACSC Network Partner, Council will receive access to threat intelligence, news and advice, collaboration opportunities, resilience building activities and the JCSC network.

7.1.7 LGMS Risk Maturity Assessment Framework

Mrs. Stockdale advised Council has recently undertaken a Risk Maturity Assessment using the LGMS Risk Maturity Analysis framework tool. This was completed in consultation with JLT Risk Advisor David Royston-Jennings. A Risk Profiling Gap Analysis was also completed, and several risks were identified as not being addressed in Council's strategic and operational risk registers. These risks have now been included during the recently completed 2021 risk review process.

7.1.8 LGAQ Cybersecurity Maturity Assessment

Mr. O'Connor advised Council has recently participated in an online cybersecurity consultation and assessment with LGAQ in collaboration with Cybermetrix. The consultation and assessment focused on eight critical areas of cyber risk, including:

1. Security culture;
2. Self-awareness;
3. External awareness;
4. Identifying your digital assets;
5. Preparing to protect;
6. Ability to detect intrusion;
7. Ability to respond; and
8. Ability to recover.

Based on the assessment, Council received two high ratings for ability to respond and ability to recover, demonstrating Council is currently in a good position to prevent or recover from a cyber-attack. Six moderate ratings were received for the remainder if the eight critical areas, demonstrating awareness and implementing steps to improve.

7.1.9 JLT Public Sector 2021 Risk Report

Mr. O'Connor highlighted the JLT Public Sector 2021 Risk Report. The top risks identified by local government within the Report include:

1. Financial sustainability;
2. Cyber security;
3. Assets and infrastructure;
4. Disaster or catastrophic events;

5. Reputation;
6. Business continuity;
7. Climate change/adaptation;
8. Impact of pandemic;
9. Statutory and regulatory requirements;
10. Ineffective governance;
11. Waste management;
12. HR/QHS management;
13. Civil liability claims; and
14. Terrorism.

Moved Mr. Nuttall, seconded Mr. Fahey that the Committee note the Risk Management Update report. Carried.

8. Effectiveness of Audit Committee

8.1 Audit Committee Performance – Results of self-assessment

Mr. Jessup acknowledged the results of the self-assessment survey. The results of the survey do not highlight any issues associated with the performance and administration of the Audit Committee.

Moved Mr. Jessup, seconded Mr. Fahey that the Committee note the results of the self-assessment survey. Carried.

9. Other Business

9.1 Assessment against good practice guidelines – Regulatory Practices – Appendix C Regulating animal welfare services (Report 6: 2021-22)

Mrs. Stockdale advised the Auditor-General tabled a report to Parliament regarding *Regulating animal welfare services (Report 6: 2021-22).* The Report was based on the delivery of animal welfare services and the relationship between the RSPCA and Queensland government. The recommendation from the Report encourages all entities with regulatory responsibilities under the animal welfare legislative framework to conduct a review and self-assessment on the good regulatory practice guidelines in Appendix C of the Report.

Once a review and self-assessment is complete by responsible officers, a briefing will be provided to the Committee at a later date addressing the good regulatory practices in Appendix C.

The Committee noted the *Regulating animal welfare services (Report 6: 2021-22)* Appendix C extract.

9.2 QAO Audit Chair Meeting

Mr. Jessup provided an overview of the December 2021 QAO briefing for audit committee chairs. The briefing covered topics including cybersecurity, transparency, audit chair survey of QAO, control self-assessment tool, procedure-to-pay assessment, and the new QAO interactive dashboard.

9.3 Mr. Terry Brennan – Chief Executive Officer

Mr. Brennan provided an overview of current major projects:

- Council was successful in receiving funding in the Works for Queensland program for the Ayr Water Park design and construction. Three companies provided concept plans, with the successful company being awarded the tender in December 2021. Further funding will also look

to be utilised to ensure enhanced road and footpath access and a new pool entrance on Macmillan Street.

- The Home Hill Water Supply project was completed in December 2021, involving the construction of new reservoir. The project exceeded the budget by approximately $100,000, which will be supplemented by Council reserves.
- The Ayr Water Supply Project is underway and estimated to be completed in September 2022. The new pipeline from Wickham Street to the South Ayr Water Treatment Plant is complete, including under boring at the roundabout and railway line. The construction of the 10mL reservoir is now underway. There have been some cost overruns incurred, with representations made to the State due to the association with PFAS. The initial State funding was $10 million, however an additional $2 million has been approved by the State to address the PFAS issue.
- An application has been submitted under the Federal Government Building Better Regions Fund (Round 6) for the Ayr Industrial Estate Project. The Project is estimated to cost approximately $6.6 million total and Council is hoping to supplement this with $3.3 million grant funding and $3.3 million as Council contribution. Council was unsuccessful in the Round 5 application, and feedback has been addressed in the Round 6 application.
- An application has been submitted under the State Government Building our Regions Program for the Macro Algae Project at the Ayr Wastewater Treatment Plant. The project is estimated to cost $8.3 million total, and the maximum funding available under the Building our Regions Program is $2 million. A further application under the LGGSP program is being prepared.

9.4 Closing Remarks – Farewell of Mr. Ian Jessup – Independent Chairman

9.4.1 Mr. Ian Jessup – Independent Chairperson

Mr. Jessup thanked the Committee for the ongoing support received for the last five years as Independent Chairperson. Mr. Jessup wished to congratulate management and Council for the continued success at Burdekin Shire Council and acknowledged the excellent staff culture observed during his time as Independent Chairperson.

9.4.2 Mr. Terry Brennan – Chief Executive Officer

On behalf of Council and members of the Audit Committee, Mr. Brennan thanked Mr. Jessup for his excellent contribution to the Audit Committee for the past five years. Mr. Brennan acknowledged Mr. Jessup's extensive knowledge and the value added to the Audit Committee during this time.

9.4.3 Cr. Sue Perry – Councillor

On behalf of the Mayor and Councillors, Cr. Perry expressed her gratitude to Mr. Jessup for his contribution to the Audit Committee. Cr. Perry acknowledged Mr. Jessup's ongoing conscientiousness, commitment and leadership to the Committee.

There being no further business, the meeting closed at 10:00 am

The next meeting will be held on Wednesday, 4 May 2022.

Mr. Ian Jessup

Chairman

Agreed Recommendations to Council

Minute Item	Recommendation
3	That the minutes from the previous meeting be formally adopted by the Committee.
4.1	That the 2022 Audit Committee Schedule be formally adopted by the Committee, subject to any changes necessitated by the Internal Audit Plan
5.1	That the Committee note the QAO/Crowe Audit Committee Briefing Paper.
5.2	That the Committee agree a closed session briefing is not required.
6.1	That the Annual Internal Audit Plan be formally adopted by the Committee.
7.1	That the Committee note the Risk Management Update report.
8.1	That the Committee note the results of the self-assessment survey.
9.1	That the Committee note the *Regulating animal welfare services (Report 6: 2021-22)* Appendix C extract.

4.3. MINUTES AND BUSINESS ARISING
Economic Development Advisory Group Minutes - 27 January 2022

File Reference: **1224**
Report Author: **Eliza Lovell, Economic Development Coordinator**
Authoriser: **Terry Brennan, Chief Executive Officer**
Meeting Date: **22 February 2022**

Purpose

This report provides the minutes of the Economic Development Advisory Group Meeting held on Thursday, 27 January, 2022.

Summary of recommendations and actions for consideration and adoption:

Item 3 - Subsidised Bus Service

That Council send a letter to State Government to obtain their policy and criteria to apply for a subsidised bus service.

Item 4 - General Business - Google Maps

That Council refers the following item to Burdekin Road Safety Advisory Committee for review: Signs to be erected on the highway before the intersections at Sandy Corner and McDesme Road stating the route is not suitable for larger vehicles.

Recommendation

That:

1. the minutes of the Economic Development Advisory Group Meeting held on 27 January 2022 be noted, and;

2. the recommendations as detailed in the minutes and summarised above Items 3 and 4 to be adopted.

Attachments

1. Economic Development Minutes - 27 January 2022

Meeting Minutes

Meeting	Economic Development Advisory Group Meeting		
Date	Thursday, 27 January 2022	**Time**	3:00pm
Attendees	Councillor Michael Detenon, Councillor Max Musumeci, Eliza Lovell, Melissa Bevilacqua, Jim Fahey, Ian Macdonald, Neil Williams, Paul Giordani		
Apologies	Neil Green, Tracey Martin, Matt Oar, James Lewty, Eddie Smallwood		
Chairperson	Jim Fahey		
Minutes Clerk	Melissa Bevilacqua		
Location	Burdekin Shire Council – Ernie Ford Board Room		

Minutes

1. Welcome

Mr Fahey welcomed everyone to the meeting.

a. Apologies

Mr Fahey noted the apologies.

b. Conflicts of Interest

Mr Fahey asked if members had any conflicts of interest to declare. No members disclosed any conflicts of interest regarding the agenda items.

c. Minutes of previous meeting

Mr Fahey advised that the minutes from the meeting held on 2 December 2021 were circulated amongst the group and approved as true and correct.

d. Councillors Feedback – Discussion on EDAG minutes at Council Meeting

Cr Detenon advised that Councillors discussed activities or initiatives identified by the group and will provide more detailed feedback to members.

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2. Economic Development Strategy – Theme 1

Ms Lovell advised the group that at the last meeting in 2021 it was agreed that a theme from the Burdekin Economic Development Strategy and Burdekin Tourism Strategy would be placed on the agenda to discuss. Group members were encouraged to contribute their feedback and ideas that were linked to the theme.

Ms. Lovell tabled a copy of the actions identified within the Economic Development Strategy – Theme 1 – A Smart and Agricultural District.

Discussion on the actions was as follows:

Action 1 – Ms Lovell explained that Council is looking to establish a working group to form a *Burdekin Food Product Innovation Cluster*. If any members were interested in being a part of the working group or if they have any contacts from the local industry that could be passed onto Ms. Lovell.

Action 2 – Ms Lovell advised that Growcom had completed a prefeasibility executive report for *Advanced Manufacturing in North Queensland* to establish a food waste processing hub.

> ***Action***: Ms. Lovell to distribute a copy of the report to members for review and feedback.
>
> ***Action:*** Arrange for presentation from a key stakeholder to provide an overview of the project and opportunities.

Action 5 – Ms Lovell advised that the Economic Development department at Council distributes electronic newsletters to farmers and canegrower groups with information on grants, programs or business support that is available.

Action 6 – Ms Lovell advised that Council has provided support to Home Hill Grain Storage project for their application for funding for additional grain storage. This included providing a letter of support for their funding application and assisting with planning and development information. Council will continue to support projects that align with this action.

Action 7 - Regional Development Australia have established a new group *Jobs Townsville North Queensland* which is currently working on two programs that address skill shortages in the region. The first project is the Career Influencer Project which aims to assist students making decisions about future career pathways and to provide accurate and up to date information to school career counsellors, students and parents. The second project is around developing a website to attract skilled workers to our region. Ms Lovell has provided Regional Development Australia with images, videos and information on the Burdekin region to be included in the projects.

> ***Action:*** A draft of the Jobs Townsville North Queensland website will be sent out to members for feedback.

Action 8 – Discussion held on the opportunity to develop a Burdekin Food Brand which currently hasn't been progressed further. Cr McLaughlin commented that a challenge that would be faced on this opportunity is that producers in the Burdekin already have their own brands that are well established. Ms Lovell added that another challenge is identifying who would manage the brand and quality of product associated with the brand.

Action 9 – Ms Lovell advised that Council will be conducting a survey with growers in the shire to ascertain the crops and quantity of crops grown in the area. This will assist in connecting with processors and food producers to promote what the Burdekin has to offer.

Action 10 – Ms Lovell advised that Council will host a the *Farming in Focus Forum* in 2022. This forum will provide an opportunity for local growers to hear more about boosting their sugar production, profitability and sustainability.

Action 11 – Cr McLaughlin advised that they have met with the proponents of the *Bowen Pipeline Project* and Council is awaiting a development application.

Ms Lovell advised that the actions in Theme 1 are continuing to be progressed through Council and if any members had any ideas, suggestions, or connections to please contact Council. The actions and completed items will be forwarded to the group for a better understanding which may identify further ideas or discussion.

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3. Action Table

A. Subsidised Bus Service

Further discussion held on the potential for a bus service from Ayr to Townsville. Mr Dale Last had made enquiries on behalf of the group regarding funding for subsidised bus services. Any funding provided is commercial in confidence and the details will not be released. Each application for funding is assessed on its merits. Mr Last recommended the committee make further enquiries with bus services to ascertain actual costs and consult the community regarding the demand for the service.

Cr McLaughlin has also spoken to the Director General Neil Scales, regarding the process to be considered for a subsidised bus service. Mr Scales advised that North Burnett Regional Council heavily subsidise their service and it is very difficult to get a new bus route established.

Cr McLaughlin expressed her concern on Burdekin business owners perceiving the service as taking businesses out of town. This will be discussed at next Council meeting to understand Councillor's perspective.

> ***Recommendation – Letter to be sent to State Government to obtain their policy and criteria to apply for a subsidised bus service.***

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4. General Business

A. Google Maps

Mr Fahey discussed with the group the increased traffic bypassing Ayr and Brandon via Maidavale and McDesme and is concerned that this reduces the visitor economy and also that the roads are not suitable for larger vehicles. Further investigation revealed that Google Maps is directing vehicles that way due to it being the shortest route between Home Hill and Townsville. Some travellers who don't know the roads are not stopping or giving way where they should and during the crushing season this becomes more dangerous. Mr Fahey suggested contacting Google to determine if the routing could be changed to stay on the highway.

Ms Lovell responded that this concern has been investigated by Council previously and the Engineering team had advised they have provided feedback to Google Maps who had noted the request, but no further action undertaken.

Mr Fahey asked if there was an option to liaise with the Burdekin Road Safety Advisory Committee to seek their advice, as the route is not suitable for semi-trailers and larger caravans/motorhomes.

Mr Fahey suggested that if Google cannot change their routing system, could signs be erected on the highway before the intersections at Sandy Corner and McDesme Road stating the route is not suitable for larger vehicles.

Recommendation – That the following item be referred to Burdekin Road Safety Advisory Committee for review: Signs be erected on the highway before the intersections at Sandy Corner and McDesme Road stating the route is not suitable for larger vehicles.

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5. Next Meeting Date

Meeting set for Thursday, 3 March 2022 at 3pm.

Recommendations for Council Consideration

	Recommendation	Minute Item Number
1	Letter to be sent to State Government to obtain their policy and criteria to apply for a subsidised bus service.	3a
2	That the following item be referred to Burdekin Road Safety Advisory Committee for review: Signs be erected on the highway before the intersections at Sandy Corner and McDesme Road stating the route is not suitable for larger vehicles.	4a

Agreed Actions Items

	Action Item	Responsible Officer	Due Date	Status
1	Distribute a copy of the report to members for review and feedback.	E Lovell	03-03-2022	
2	Arrange for presentation from a key stakeholder to provide an overview of the *Advanced Manufacturing in North Queensland* report and opportunities.	E Lovell	30-03-2022	

3	A draft of the Jobs Townsville North Queensland website will be sent out to members for feedback.	E Lovell	03-03-2022	

Previous Recommendations for Council Consideration

	Recommendation	Minute Item Number
1	Council writes to Defence Housing Australia to obtain written feedback on requirements for housing.	Letter has been sent to DHA – awaiting a response.
2	Council investigates the potential for boat ramp facilities in the fresh water of the Burdekin River.	Ongoing. Ms Lovell received a response from Sunwater advising that the Department of Transport and Main Roads look after public boat ramps and suggested contact be made through them.

Previous Agreed Actions Items

	Action Item	Responsible Officer	Due Date	Status
1	Contact North Burnett Regional Council to obtain details on what information they needed to provide Department of Transport and Main Roads to access funding for community bus services.	E Lovell	02-12-2021	Refer recommendation in minutes on meeting 27-01-2022.
2	Distribute promotional video examples for feedback from the group.	E Lovell	14-10-2021	Ongoing – engaged with videographer for filming and will share drafts with the group when received.
3	Invite Burdekin Renewable Fuels to present at an Economic Development Advisory Group meeting.	E Lovell	02-12-2021	Ongoing – Burdekin Renewable Fuels are interested in presenting at a future meeting.
4	Invite Ross Lewis, Burdekin Transport Services to present on sand extraction in the Burdekin River.	E Lovell	02-12-2021	Ongoing – Ross Lewis has agreed to present at a future meeting.

5.1.1. CEO
2022-2024 Local Government Grants and Subsidies Program – Application for Funding of Macro-algae Bioremediation Project

File Reference: **1394**
Report Author: **Terry Brennan, Chief Executive Officer**
Authoriser: **Terry Brennan, Chief Executive Officer**
Meeting Date: **22 February 2022**

Link to Corporate/Operational Plan:
Burdekin Shire Council Corporate Plan 2022-2027

2.3.3: Support development, value-adding, diversification, and expansion to provide a sustainable economic base.
3.2.2: Improve water and sewerage network reliability and efficiency through planned infrastructure renewals and upgrades.

Executive Summary

The Council has been continuing its advocacy for funding support from the State and Federal Governments to undertake construction of a Macro-algae Bioremediation facility at the Ayr-Brandon Waste-Water Treatment Plant (WWTP).

The project will be a joint initiative between Council and Pacific Bio, who own the intellectual property for the treatment process, to construct and operate a facility, with a pilot project currently underway at the WWTP based on a scaled down version of the treatment process.

Construction of the facility will enable a major improvement in the water quality of the final discharge from the WWTP through achieving significant reductions in Nitrogen and Phosphorous in the treated effluent. The project will also allow for an increase in the treatment capacity of the plant by providing additional load and buffering capacity with the additional ponds, enhancing the plant's capacity to take additional loads from the proposed expanded industrial estate.

The estimated cost of the project is $8.32 Million and external funding support is being sought, with an application submitted under the State's Building Our Regions program for a $2 million grant (maximum available). The outcome of this application in unknown at this time, with the State yet to advise if Council will be invited to progress to stage 2 of the funding round.

An opportunity now exists to submit an application under the State's 2022-2024 Local Government Grants and Subsidies Program (LGGSP) for additional funding for the project. The maximum subsidy available under this program is 60% and it can be used to fund elements of the overall project, but not to supplement funding for the overall project if it receives other grant funding support. The Council would be required to fund a 40% share of the costs under this program, and it has the financial capacity to do this from funds held in Reserves for sewerage purposes.

Applications under the program close on 4 March 2022 and work is proceeding on the preparation of the funding application subject to Council endorsement of the application.

Recommendation

That Council endorse the submission of an application under the 2022-2024 Local Government Grants and Subsidies Program (LGGSP) for elements of the construction of a Macro-algae Bioremediation facility at the Ayr-Brandon Waste Water Treatment Plant, noting it has applied for $2 Million in funding under the

Building Our Regions Program Round 6 for the project and it will be responsible for part of the costs of the project in accordance with the LGGSP guidelines.

Background

The Council has been advocating for some time for funding support from the State or Federal Governments to undertake the construction of a Macro-algae Bioremediation facility at the Ayr-Brandon Waste-Water Treatment Plant (WWTP). The facility would be built on land adjoining the existing WWTP and based on the design, require an area of approximately 4.5 hectares.

The project will be a joint initiative between Council and Pacific-Biotechnologies Pty Ltd, who own the intellectual property for the macro-algae treatment, to construct and operate the facility. A pilot project is currently being undertaken at the Ayr-Brandon WWTP with a smaller scale version of the treatment process being tested over the past eight (8) months in a joint exercise involving Council, Pacific-Bio and James Cook University (JCU).
Construction of the facility will enable a major improvement in the water quality of the final discharge from the WWTP through a significant reduction in Nitrogen and Phosphorous levels in the treated effluent. The project will also allow for an increase in the treatment capacity at the WWTP by providing additional load and buffering capacity with the additional ponds.

The treatment process is very innovative and a demonstration project in the use of macro-algae as a tertiary treatment option. Being the first of its kind, it could be replicated at other similar types of waste water treatment plants in the Great Barrier Reef catchment, as a cost-effective solution to the improvement of water quality through reductions in Nitrogen and Phosphorous levels.

The estimated cost of the project is approximately $8.32 Million and given the size of the project it may require multiple grant funding sources along with a financial contribution from Council to enable it to proceed. A funding application was submitted under Round 6 of the State Government Building Our Regions (BOR) program in November 2021 for a $2 million grant, which is the maximum available under this program.

The Council endorsed this funding application, noting that it involves a two-stage process, with successful applicants from the Expression of Interest stage (Stage 1) being invited to proceed to Stage 2. At this time, we have not had advice on the outcome of the application.

In making this application it was also noted by Council that other funding sources would need to be considered given the maximum grant under the BOR program was $2 Million.

The LGGSP is a suitable grant funding program for the project as it provides a 60% subsidy towards the cost of approved projects, with no maximum limit, although there is a limit on the total funds available under the program. The Council would be responsible for funding a 40% share of the costs for the approved project.

Current State funding guidelines under LGGSP do not allow it to be used as part funding along with other grant funds for a complete project. It will therefore be necessary to seek funding under LGGSP for elements of the Macro-algae project and based on the cost estimate it will be possible to do this, with the project being able to be broken up into elements to suit the external grant funding being sought.

Consultation

Consultation has been undertaken both internally and externally in developing the application and support for the project is being sought from various external stakeholders, including advocacy through Townsville Enterprise Ltd (TEL).

Budget & Resource Implications

The Council will be required to fund its 40% contribution for the LGGSP component of the project from funds held in Reserves for sewerage purposes.

Legal Authority & Implications

Council will be required to enter into a funding sub-agreement with the State Government if the application is successful.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Possible future requirement to upgrade WWTP to meet improved discharge standards for treated effluent. Possible limitations on types of industries that can be accommodated in the Industrial Estate expansion depending on effluent discharge quality and current limitations with existing WWTP.

Attachments

None

5.2.1. ECONOMIC DEVELOPMENT
Membership to Smart Precinct North Queensland

File Reference: **276**
Report Author: **Eliza Lovell, Economic Development Coordinator**
Authoriser: **Terry Brennan, Chief Executive Officer**
Meeting Date: **22 February 2022**

Link to Corporate/Operational Plan:
Burdekin Shire Council Corporate Plan 2022-2027

2.1.1: Position the Burdekin as regional leaders in agriculture, aquaculture, manufacturing, and other agribusiness activities.
2.1.2: Facilitate the provision of information to encourage a digitally connected community.
2.1.3: Promote opportunities and initiatives that encourage business to invest in research and diversification.
2.1.4: Encourage business establishment, development, and expansion.
2.1.5: Support and encourage the development of tourism through implementation of the Burdekin Tourism Strategy.
2.2.1: Support business and industry networks.
2.3.3: Support development, value-adding, diversification, and expansion to provide a sustainable economic base.

Burdekin Shire Council Operational Plan 2021-2022

ED1 Encourage and support individuals and businesses to better participate in regional economic development initiatives.
ED2 Encourage businesses and individuals to participate in activities to promote employment and training opportunities to young people.
ED3 Support initiatives and facilitate programs that build capacity of individuals and local businesses to better utilise digital technology.
ED4 Promote funding opportunities available to businesses for research and development.
ED5 Host industry breakfasts/mentoring sessions to encourage development and expansion of existing business and to encourage start-up and small businesses.
ED6 Implement actions identified in the Burdekin Economic Development Strategy.

Executive Summary

In 2020, Townsville City Council (TCC) and JCU formed Smart Precinct North Queensland (SPNQ), to support innovation, entrepreneurship and economic activation within the region.

SPNQ has established its team and an impressive array of business support services that have seen over 130 businesses receive direct business growth and resilience support.

As a North Queensland Regional Organisation of Councils (NQROC) supported project, SPNQ is now ready to offer this support to the other NQROC Local Government Areas (LGA) and their businesses.

SPNQ has approached Council to become a member to provide a range of business growth advisory and support to the region, increasing business growth, businesses starts, and employment growth. This program is also expected to increase access to state and federal grant funding for businesses of the Burdekin region.

SPNQ will deliver several program components and support to Burdekin businesses as detailed in the attached proposal.

Recommendation

That Council accept the proposal from Smart Precinct North Queensland and become a member from 1 March 2021 to 30 June 2022 for the amount of $7000.00 ex GST and consider ongoing membership for the 2022/2023 financial year as part of budget discussions.

Background

In 2020, Townsville City Council (TCC) and JCU formed Smart Precinct North Queensland (SPNQ), to support innovation, entrepreneurship and economic activation within the region.

TCC invested over $600,000.00 in cash and a further $500,000.00 of in-kind support to establish and operate SPNQ, this support from TCC catalyzed a further $500,000.00 in cash support from the Queensland Government.

After its launch in September 2020, SPNQ established its team and an impressive array of business support services that have seen over 130 businesses receive direct business growth and resilience support.

As a NQROC supported project, SPNQ is now ready to offer this support to the other NQROC LGA's and their businesses.

SPNQ has approached Council to become a member to provide a range of business growth advisory and support to the region, increasing business growth, businesses starts, and employment growth, this program is also expected to increase access to state and federal grant funding for businesses of the Burdekin region.

SPNQ will deliver several program components and support to Burdekin businesses as detailed in the attached proposal.

Consultation

Smart Precinct North Queensland Managing Director, Matt Steine and Head of Engagement and Chief of Staff, Cassandra Cazzulino presented to Council workshop on 30 November 2021 to provide an overview of the organisation and present proposal to Council.

Budget & Resource Implications

Financial Implication: Membership fee of $7000.00 ex. GST to cover membership from 1 March 2021 to 30 June 2022. This funding can be accommodated by reallocating part of the economic development budget for 2021/2022. In addition, SPNQ has requested Council set aside an equivalent amount for a local business growth and events fund. Council to consider full year contribution as part of the 2022/2023 budget discussions.

Resource Implication:

Innovation Style Facility
Provide an area at Create@108 (Burdekin Library) for Burdekin residents to attend agreed events including for business community events, presentations and workshops for the purposes of business growth and resilience for the duration of the SLA.

Personnel
Economic Development Coordinator for an expected 0.2 Full Time Equivalent (FTE) to work with SPNQ staff to support business engagement from Burdekin businesses.

Youth & STEM focused officer for an expected 0.1 Full Time Equivalent (FTE) to work with SPNQ staff to

support youth engagement in entrepreneurship and STEM events including the annual regional entrepreneurship youth challenge.

One (1) Councillor and one (1) Executive to participate in quarterly strategic economic briefings and to collaborate with the other NQROC Councillors and Executives where appropriate for matters or initiatives that have whole of region opportunity or impact.

Legal Authority & Implications

Not Applicable.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

That limited local businesses engage with the program. Lack of attendance at workshops/events coordinated as part of the program.

Attachments

1. Draft 22 BSC SPNQ agreement

DRAFT ARRANGMENT

Between

BURDEKIN SHIRE COUNCIL

And

SMART PRECINCT NORTH QUEENSLAND INCORPORATED

February 2022

1. BACKGROUND

In 2020, the five councils of NQ ROC and JCU formed Smart Precinct NQ, to support innovation, entrepreneurship and economic activation within each of the LGA's and across the broader North Queensland Region. In FY19/20, Townsville City Council invested over $600,000 in cash and a further $500,000 of in-kind support to establish and operate Smart Precinct NQ, this support from TCC catalyzed a further $500,000 in cash support from the QLD state government. After its launch in September 2020, SPNQ has established its team and an impressive array of business support services that have seen over 130 businesses receive direct business growth and resilience support with an overwhelmingly positive "net promoter score" of satisfaction. As a ROC sponsored project, Smart Precinct is now ready to provide this support to the other NQ ROC LGA's and their businesses. SPNQ will work with Burdekin Shire Council to provide a range of business growth advisory and support to the region, increasing business growth, businesses starts, and employment growth, this program is also expected to increase access to state and federal grant funding for businesses of the Burdekin region.

SPNQ has been established an incorporated entity, governed by a Board of Directors. The SPNQBoard of Directors was formed on 19 of August 2019.

The Board of Directors is comprised of members from:

Townsville City Council
North Queensland Region of Councils
Townsville STEM Hub
James Cook University
TAFE NQ
Dev NQ
Local industry
High-Growth Business & Entrepreneurs, including from Safety Culture.

The SPNQ Mission Statement has been defined by the Board of Directors as:

"To advance the economic prosperity of North Queensland by supporting entrepreneurship and business growth through direct support and community and industry collaboration."

2. OBJECTIVE

The overall outcome of this arrangement is to deliver significant economic benefit and tangible outcomes for the Burdekin region and its businesses.

3. DURATION

The duration of this arrangement is from 01 March 2022, through to 30 June 2022.

4. GOVERNANCE

Ongoing communication between Burdekin Shire Council and SPNQ is expected and at a minimum summarised as:

Requirement	BSC Representative	SPNQ Representative
Monthly Progress Meetings	Economic Development Officer	Head of Engagement
Quarterly Performance Review and UpdatePresentations	Councilor Representative & Chief Executive Officer ordelegate.	Managing Director and Business Advisory Lead

5. PROVISION OF OFFICE STYLE FACILITY AND STAFF

Innovation Style Facility

BSC commits to provide an area for Burdekin residents to attend agreed events including for business community events, presentations and workshops for the purposes of business growth and resilience for the duration of the SLA

Personnel

BSC will make available their economic development officer for an expected 0.2 Full Time Equivalent (FTE) to work with SPNQ staff to support business engagement from Burdekin businesses.

BSC will make available an appropriate youth & stem focused officer for an expected 0.1 Full Time Equivalent (FTE) to work with SPNQ staff to support youth engagement in entrepreneurship and STEM events including the annual regional entrepreneurship youth challenge.

BSC will nominate one Councilor and one Executive to participate in quarterly strategic economic briefings and to collaborate with the other ROC councilors and executives where appropriate for matters or initiatives that have whole of region opportunity or impact.

6. PROGRAM EXPECTATIONS

In receiving financial and in-kind support from BSC, SPNQ will deliver the following program components and support to Burdekin businesses, based on 12 months of ongoing support.

Action	Key Performance Indicator	Performance Measure/s
1	Develop and communicate an understanding of key business conditions in Burdekin and the region.	A. Deliver a report of businesses engaged by SPNQ in the Burdekin region, twice annually. B. Provide commentary on key concerns and aspirations for businesses in Burdekin Region based on SPNQ clientele and survey's. C. Co-develop a "Burdekin Business of the Month" or similar, program where local growing businesses can be profiled.
2	Make available key business growth programs to Burdekin Shire businesses including; Start Up On Ramp I-Activate (CQU) Big Little Business Growth Clinics (Australian Centre for Business Growth) Cyber Aware Direct Advisory E-commerce Start up Townsville Smart Precinct Office drop in space for Burdekin businesses.	A. Deliver a quarterly report of programme participation for Burdekin.
3	Co-create and implement a model by which people, and businesses can utilise the space nominated by BSC to engage in events and programs.	A. Report on business community events and utilization of the space.
4	Conduct an annual youth focused challenge providing council an opportunity to engage with local participants.	A. 1 youth entrepreneurship challenge open to Burdekin schools. With associated report detailing participation.

5	Host regular outreach nights to enablestart-ups & businesses the opportunity to interact with potential investors and businesses.	A. Host monthly ecosystem events to build and strengthen connections between entrepreneurs, industry, government, investors and academia connecting into the wider Smart Precinct NQ community through facilitated interactive watch parties in the local regional space.
6	Collaborate with key business ecosystem actors to better support Burdekin Businesses and amplify desired impact while reducing any potential duplication.	A. Work with the local Chamber of Commerce, Townsville Enterprise and RDA aligning efforts to support business growth in Burdekin

7	Attraction of Investment to Burdekin.	A. Education for local investors about earlystage investment and considering high growth investing options. B. Connect local businesses and investors into at least two (2) investor pitch nights to enable growth businesses in the region to "pitch" their venture to attract private investment.
8	Increase the impact of BSC contributions towards business growth in the region by developing user pays services where other funding is available to support.	A. Continue to develop revenue generating activities where capacity to pay exists and there is a gap from existing service providers.
9	Co-develop an innovation/start-up procurement strategy with BSC to support local start-ups.	A. Pilot an innovation procurement with BSC where a BSC procurement challenge can be defined and published with local start-up's and SME can develop and pitch solutions. B. Review the learnings of the pilot and deliver recommendations for rolling out a start-up supportive procurement methodology for the challenges facing BSC.
10	Regular reporting.	A. Provision of an annual and six-monthly report based on SPNQ's operational cycle. B. Timely provision of quarterly reports as established throughout KPIs.

7. FINANCIAL COMMITMENTS

Financial support for SPNQ will be required as outlined in following tables.

Financial Support - to 30 June 2022

Support Type	Financial Contribution	Payment Terms
Contribution from BSC towards the operation of SPNQ to match the contribution of TCC Funding as per NQROC funding formula.	$7000 (ex.GST)	Transfer to SPNQ within one month of agreement being executed.
Contribution from BSC towards the local business growth and events fund to match the contribution of TCC Funding as per NQROC funding formula.	$7000 (ex. GST)	Made available within one month of agreement being executed.

6.3.1. FINANCIAL AND ADMINISTRATIVE SERVICES
Monthly Financial Report for Period Ending 31 January 2022

Recommendation

That the Monthly Financial Report for Period Ending 31 January 2022 be received.

Attachments

1. Monthly Financial Report January 2022

Financial Report - January 2022

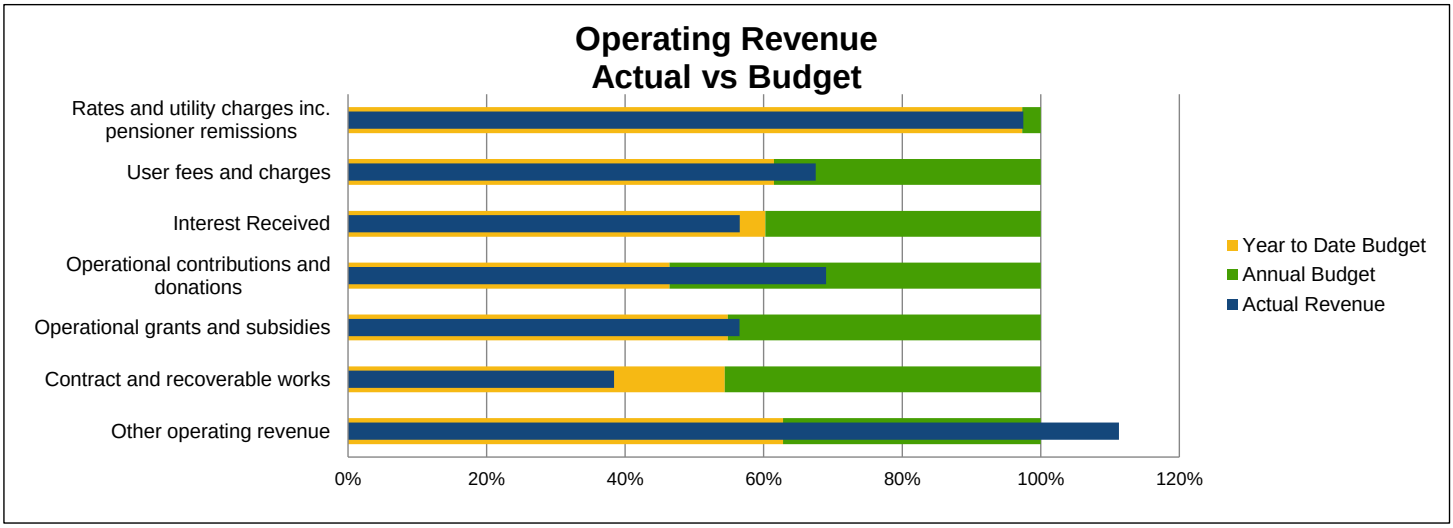
The following report provides a summary of Council's financial performance to 31 January 2022.

FINANCIAL STATEMENTS AT A GLANCE

As at 31 January 2022	Actual $	Annual Budget $	YTD Revised Budget $	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Total Operating Revenue	44,808,272	49,263,232	44,660,093	148,179	0%
Total Operating Expenses	28,977,897	51,173,564	30,418,171	-1,440,274	-5%
Operating Position	**15,830,375**	**-1,910,332**	**14,241,922**	**1,588,453**	**11%**
Capital Revenue	3,978,949	17,748,091	17,748,091	-13,769,142	-78%
Net Result	**19,809,324**	**15,837,759**	**31,990,013**	**-12,180,689**	**-38%**

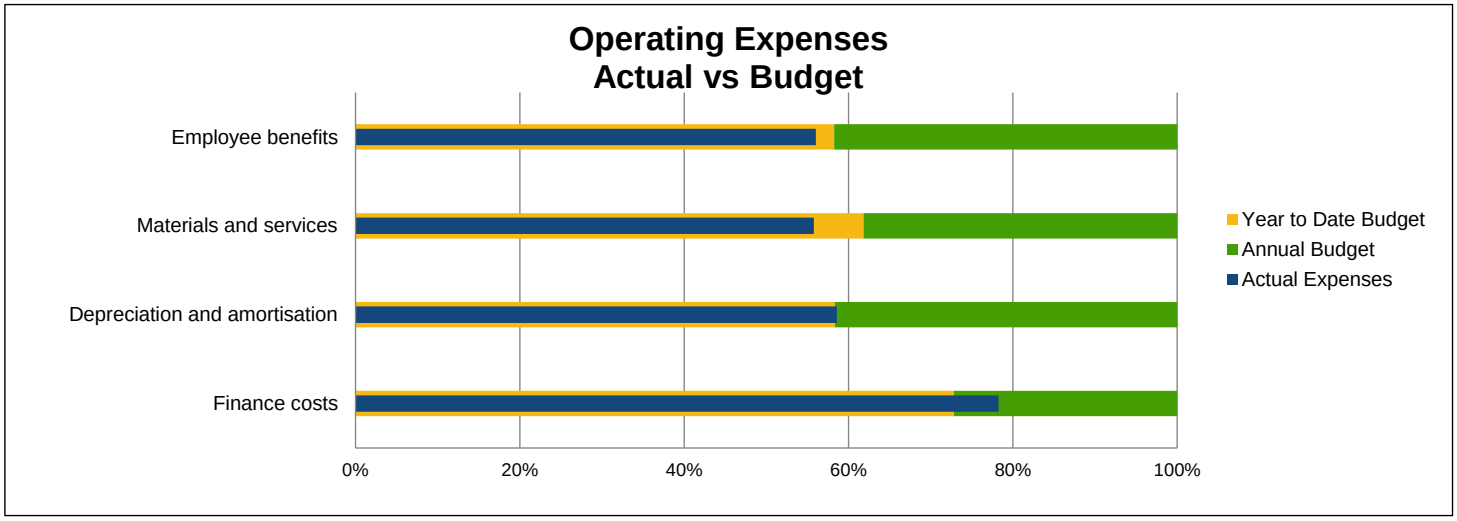
This report contains financial information for the period ending 31 January 2022. Council's operating position at month end is a $15.8M surplus.

Capital Revenue includes capital grants which are budgeted to be received in July. The nature of capital grants means that it is often unknown when the grants will be received.



Under Budget:
- Contract and recoverable works: timing of work for the Road Maintenance Performance Contract.

Over Budget:
- User fees and charges: increased caravan park, waste disposal, building and property connection fees.
- Operational contributions and donations: increased septic pumpout contributions and timing of infrastructure access charges.
- Other operating revenue: large receipt of income for scrap metal.



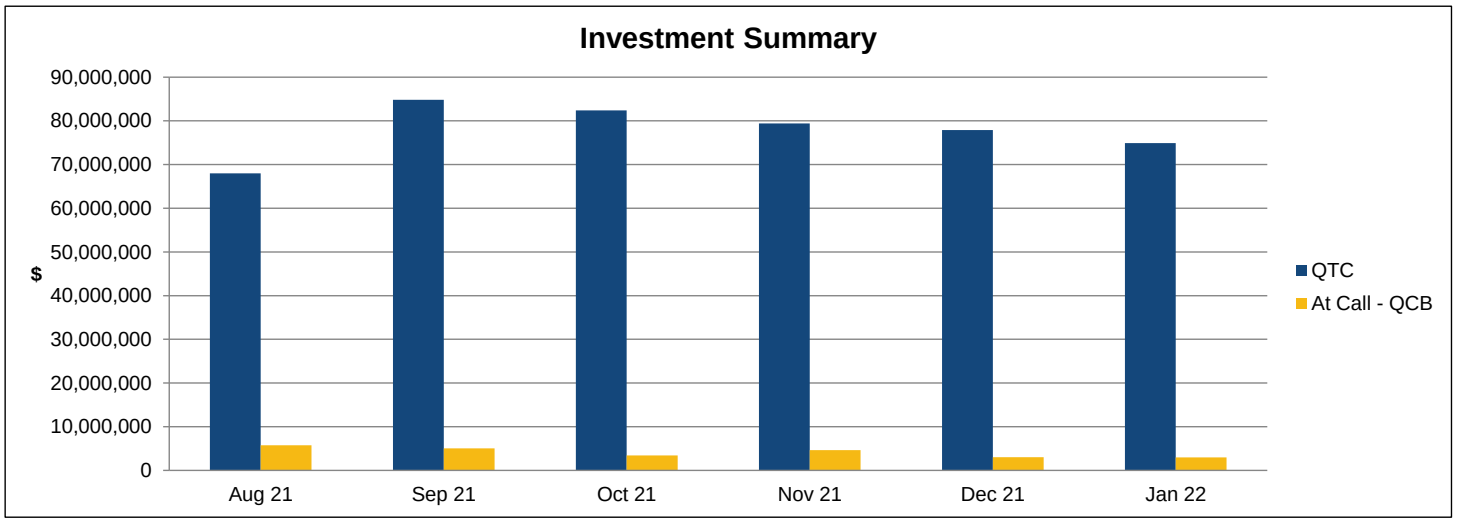
Under Budget:
- Employee benefits: under budget due to a number of vacant positions.
- Materials and services: timing of road maintenance and Road Maintenance Performance Contract and reduced water production electricity.

Over Budget:
- Finance costs: timing of bank fees through the rating season.

INVESTMENT PORTFOLIO

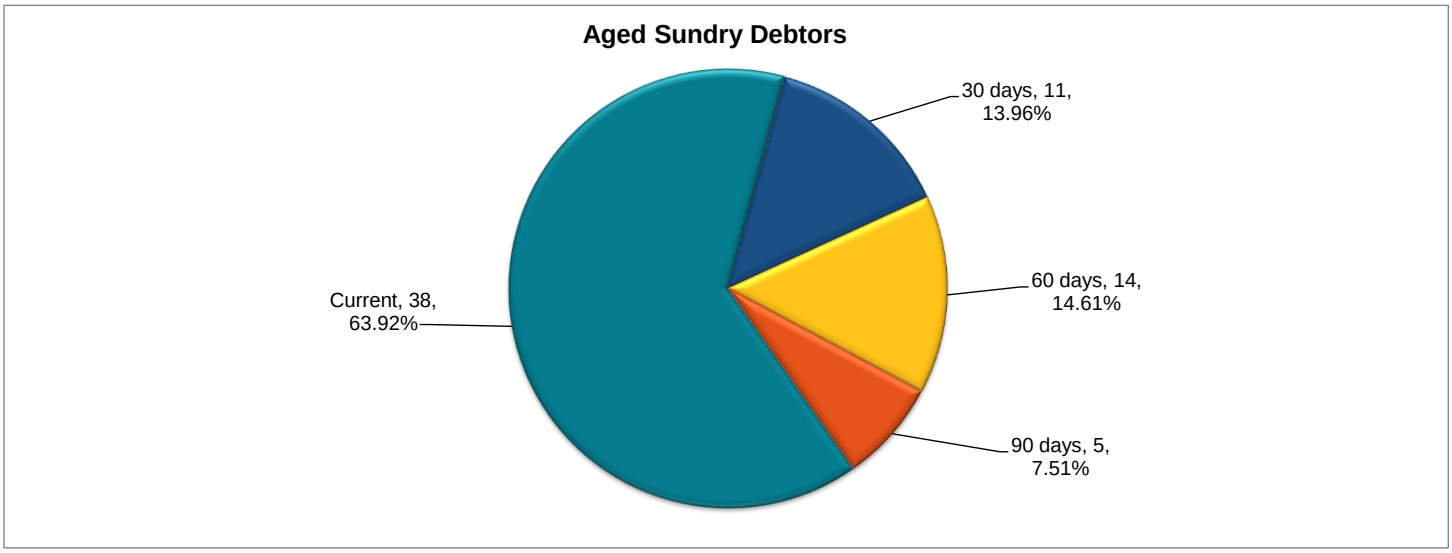
Investment Report as at 31 Jan 2022
(including at call cash)

	Total Invested	Average Current Rate Weighted	% Invested
QTC	74,930,181	0.50%	96.21%
QCB General	2,947,800	0.85%	3.79%
Total Funds	**$77,877,980**		



SUNDRY DEBTORS

Total outstanding Sundry Debtors as at 31 January are $142,872

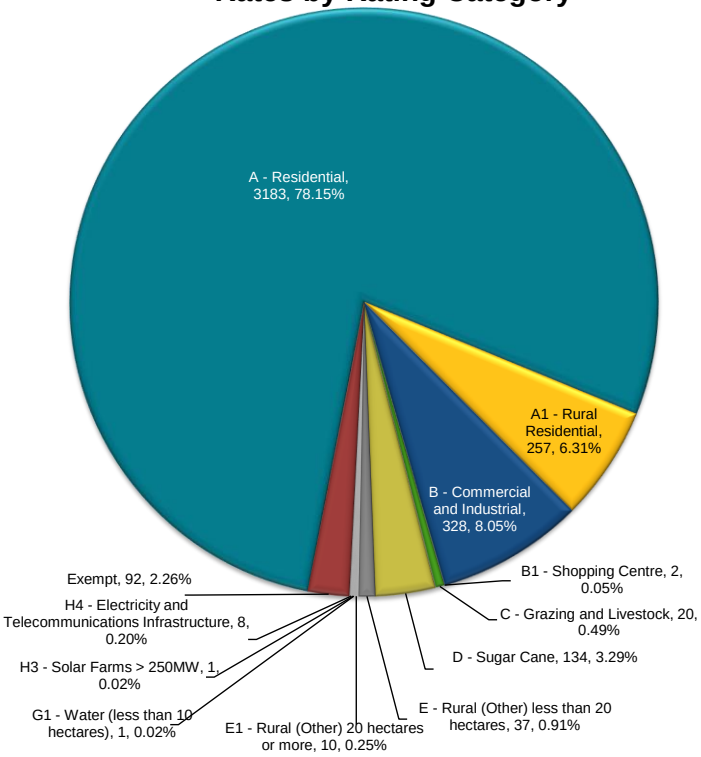


RATES

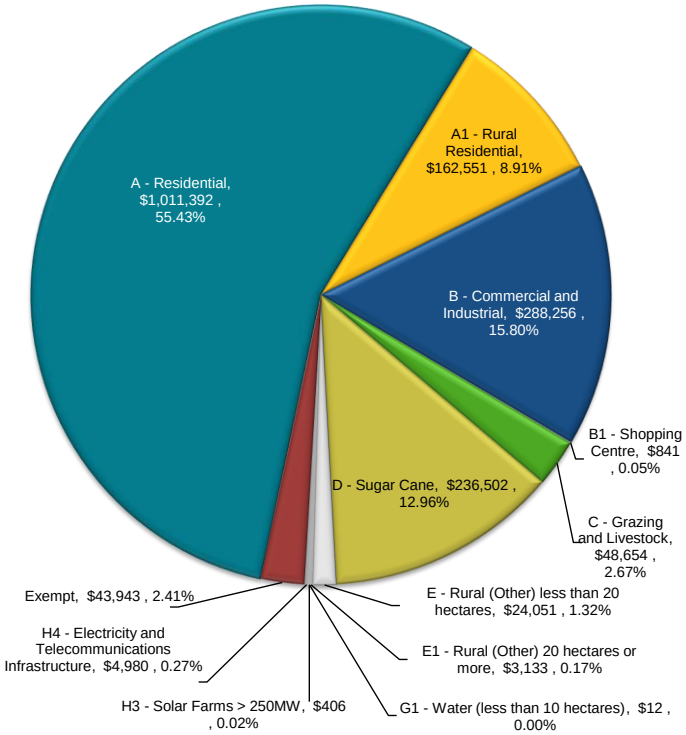
Arrears as at 1 July 2021		$842,048
Levy and fees raised *	$43,163,134	
Interest charged *	$89,999	
Less Pensioner subsidy and rebate	$655,824	$42,597,309
Payments received		$41,616,681
Arrears as at 31 January 2022		$1,822,676
% Arrears January 2022		4.20%
% Arrears January 2021		4.66%
Pre-payments as at 31 January 2022		$1,034,708
Pre-payments as at 31 January 2021		$899,286

* includes State Govt Emergency Management Levy

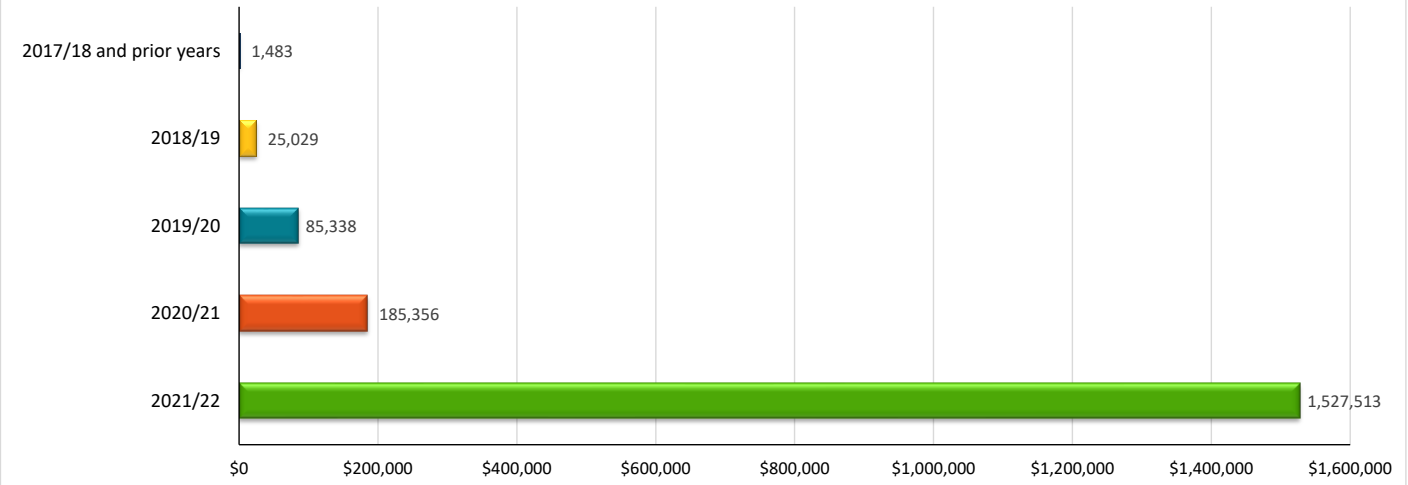
Number of Properties with Outstanding Rates by Rating Category



$ Value of Outstanding Rates by Rating Category



Total Rates Outstanding by Financial Year



Rates Debt Recovery

Collection House - Debt Referral

Council currently has 219 active files with Collection House with an outstanding balance of $642,562.63.

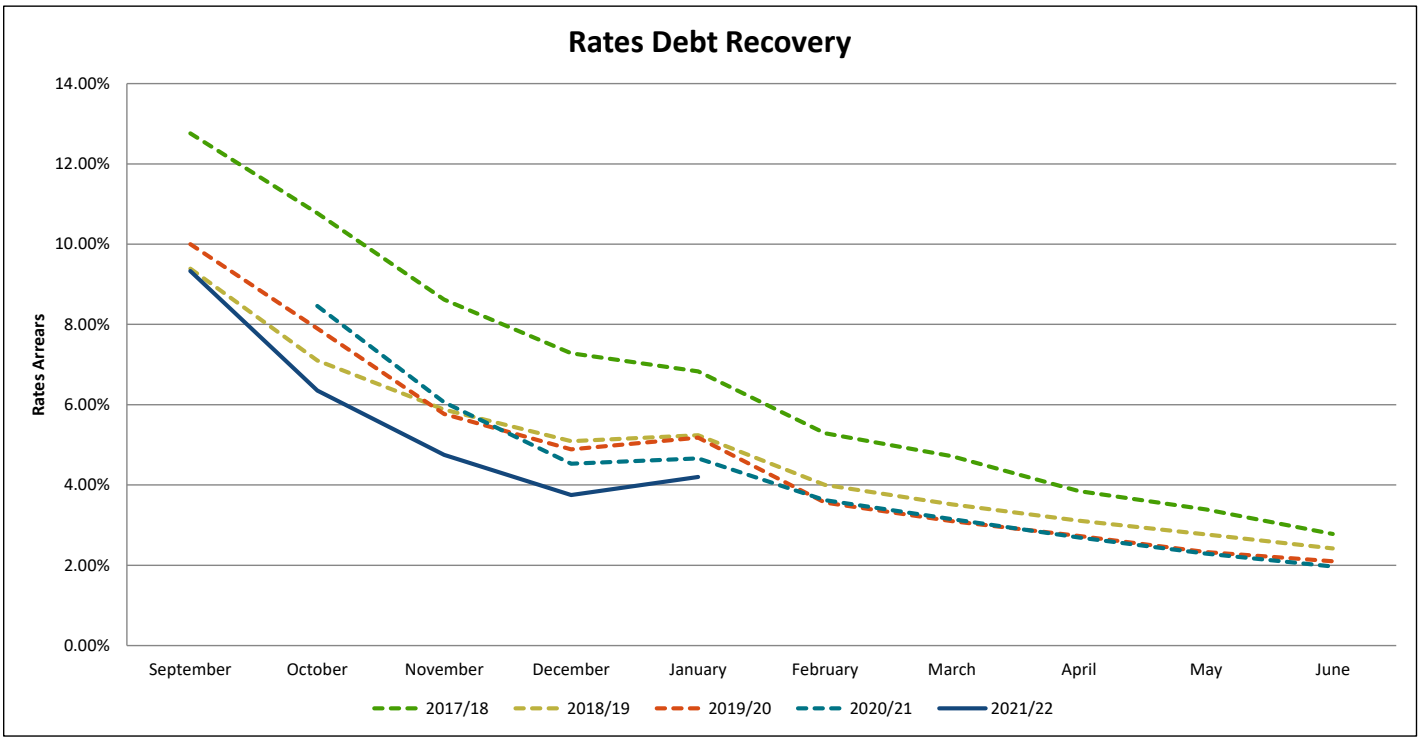
Out of these active files, 74 have negotiated arrangements and are being monitored by Collection House.

Council Periodic Payment Plans

In addition to the properties referred to Collection House, there are 251 current periodic payment plans made directly with Council representing outstanding rates of $434,001.44. These plans are continuing to be monitored by Rates Staff to ensure conformance.

Collection House - Sale of Land

On 9 November Council resolved to commence Sale of Land proceedings for 10 properties. These properties were referred to Collection House and notices of intention to sell have been issued. Four properties have been paid and removed from the Sale of Land process.



Water Rate Levies were issued on 14 January 2022, with a due date of 15 February 2022. Therefore, at 31 January 2022, rate arrears were higher than 31 December 2021.

OVERVIEW OF COUNCIL'S CAPITAL PROJECTS

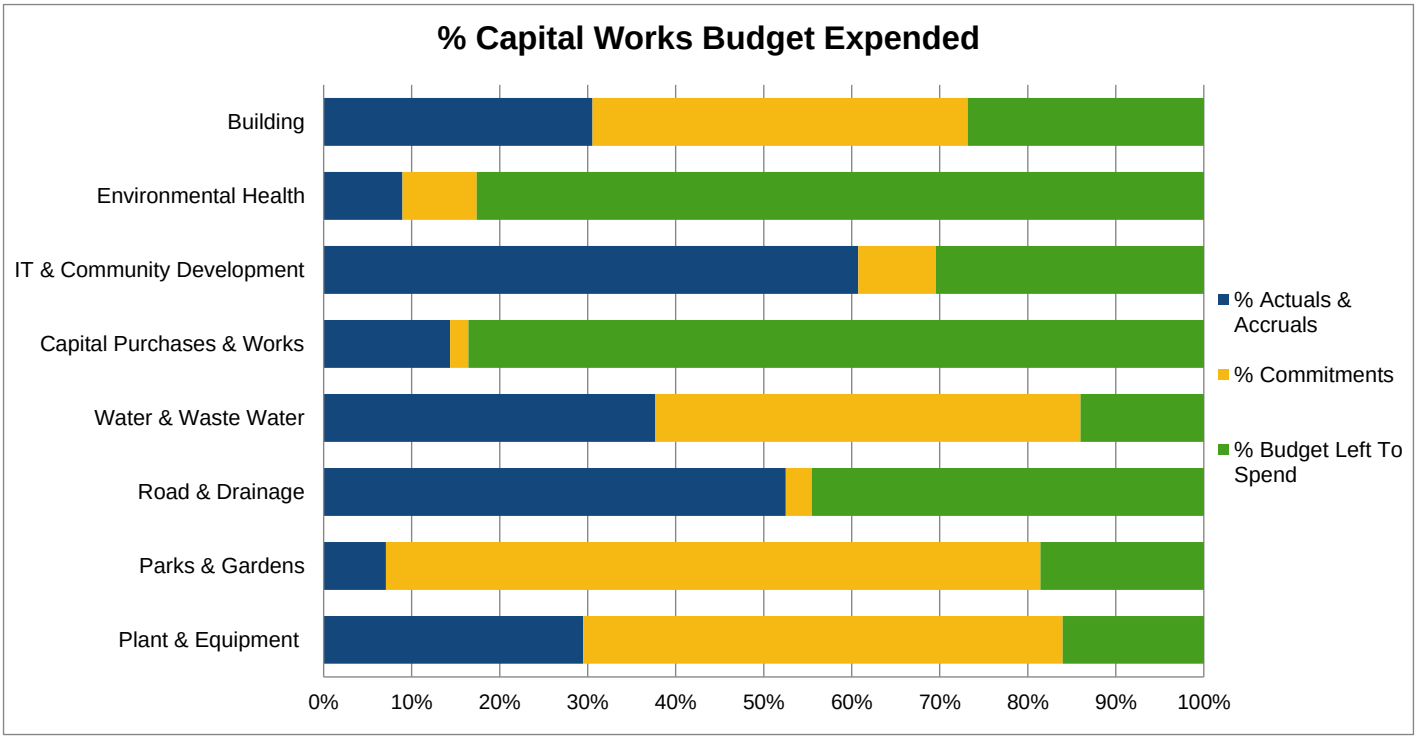
Capital expenditure incurred for the year to 31 January, is shown by asset category in the table below.

Capital project expenditure to 31 January is $12,551,169. In addition to this, there is $12,846,024 of commitments. Therefore totalling $25,397,193.

Financial Overview by Asset Category

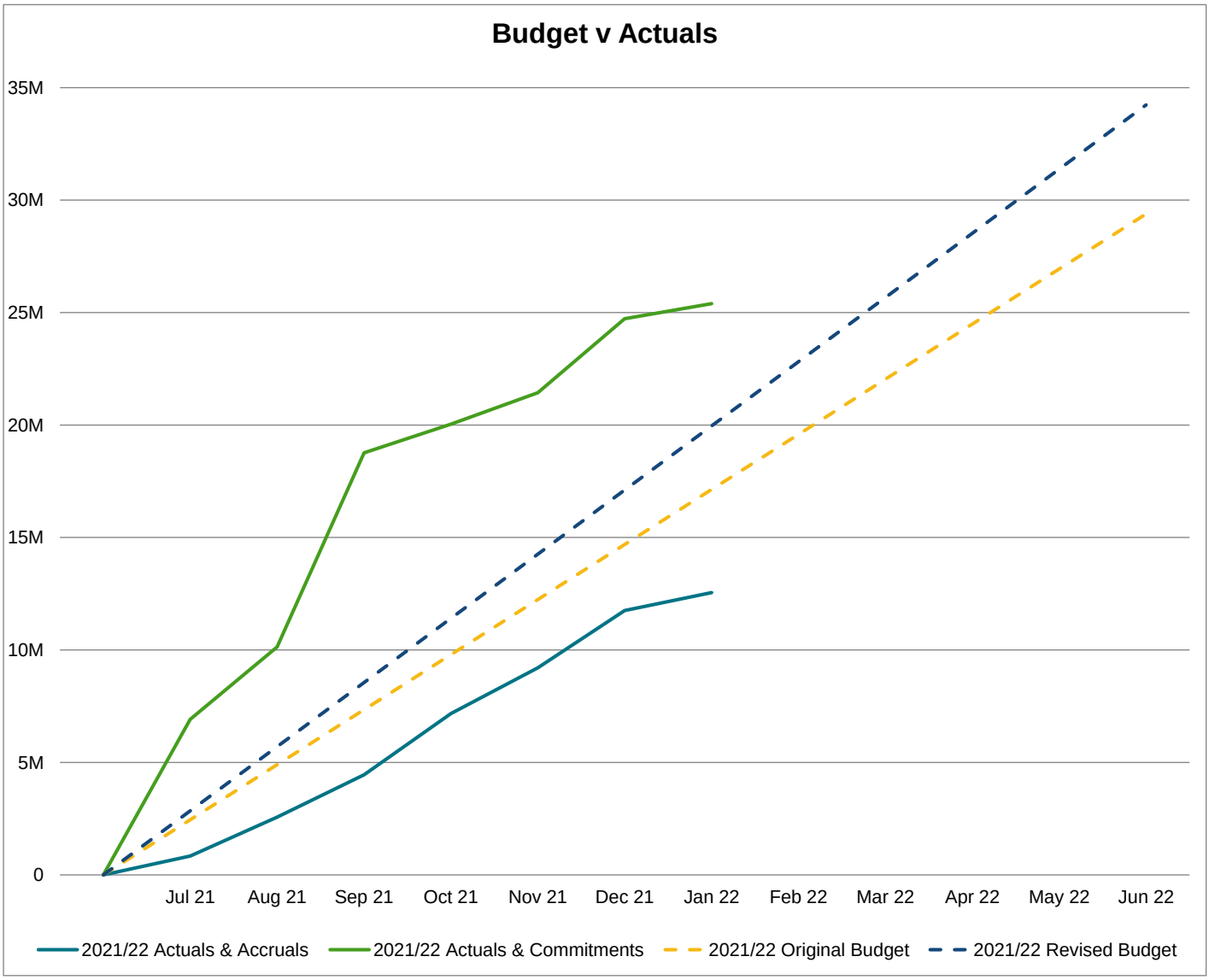
Asset Category	Original Budget	Revised Budget	Actuals & Accruals	Commitments	Total
Building	$ 672,500	$ 988,781	$ 301,910	$ 421,790	$ 723,700
Environmental Health	$ 615,000	$ 640,000	$ 57,274	$ 54,032	$ 111,306
IT & Community Development	$ 410,200	$ 419,104	$ 254,543	$ 36,990	$ 291,533
Capital Purchases & Works	$ 768,000	$ 853,567	$ 122,668	$ 17,700	$ 140,368
Water & Waste Water	$ 14,507,556	$ 16,960,660	$ 6,394,743	$ 8,188,640	$ 14,583,383
Road & Drainage	$ 7,375,000	$ 8,528,495	$ 4,478,022	$ 252,676	$ 4,730,698
Parks & Gardens	$ 3,256,621	$ 3,480,008	$ 245,908	$ 2,588,371	$ 2,834,279
Plant & Equipment	$ 1,778,000	$ 2,360,209	$ 696,101	$ 1,285,825	$ 1,981,926
TOTAL	**$ 29,382,877**	**$ 34,230,824**	**$ 12,551,169**	**$ 12,846,024**	**$ 25,397,193**

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



Extended information on individual projects has been provided to Council in a separate dashboard report.

OVERVIEW OF COUNCIL'S CAPITAL PROJECTS



Actuals and Accruals include payments made and materials/services received but not yet invoiced.

Actuals and Commitments include payments made, accrual transactions and purchase orders raised for materials/services not yet provided/supplied.

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 January 2022.

APPENDIX 4 - STATEMENT OF CASH FLOWS

Attached is the Statement of Cash Flows for the period ending 31 January 2022.

OPERATING STATEMENT
Period Ending 31 January 2022

Chief Executive Officer

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Operational contributions and donations	84	600	583	17	3%
Operational grants and subsidies	10,000	10,000	0	10,000	-
Other operating revenue	213	6,325	6,089	236	4%
Total operating revenue	10,296	16,925	6,673	10,253	154%
Operating Expenses					
Employee benefits	91,068	736,558	777,992	-41,434	-5%
Materials and services	11,602	124,290	183,038	-58,747	-32%
Total operating costs	102,670	860,848	961,029	-100,181	-10%
Surplus (deficit) from operating activities	-92,374	-843,923	-954,357	110,433	-12%
Net result for period	-92,374	-843,923	-954,357	110,433	-12%

Comments

Operational grants and subsidies
Unbudgeted grant received from Tourism and Events Queensland for marketing and promotion of Sweet Days Hot Nights festival.

Employee benefits
Under year to date budget due to leave taken by staff.

Materials and services
Under year to date budget for advertising expenses due to timing of tourism and economic development promotion and marketing activities.

OPERATING STATEMENT
Period Ending 31 January 2022

Director of Corporate & Community Services

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
User fees and charges	3,009	56,756	50,712	6,044	12%
Operational contributions and donations	4,670	10,535	8,500	2,035	24%
Operational grants and subsidies	0	99,360	100,400	-1,040	-1%
Other operating revenue	563	2,022	1,248	774	62%
Total operating revenue	8,241	168,673	160,860	7,813	5%
Operating Expenses					
Employee benefits	26,414	358,674	377,798	-19,124	-5%
Materials and services	40,323	366,016	414,305	-48,289	-12%
Depreciation and amortisation	106,935	741,899	745,325	-3,426	0%
Total operating costs	173,671	1,466,589	1,537,428	-70,839	-5%
Surplus (deficit) from operating activities	-165,430	-1,297,916	-1,376,568	78,652	-6%
Capital grants and subsidies	0	1,067	396,418	-395,351	-100%
Other capital income (expense)	0	-398,434	0	-398,434	-
Net result for period	-165,430	-1,695,283	-980,150	-715,132	73%

Comments

User fees and charges
Over year to date budget for hire of Ayr Showgrounds.

Operational contributions and donations
Increased electricity consumption at Home Hill Showgrounds.

Employee benefits
Under budget due to leave taken by staff.

Materials and services
Under budget due to timing of internal audit services and costs associated with lease finalisation for Home Hill Courthouse.

Capital grants and subsidies
Unsuccessful grant application for Industrial Estate Expansion program.

Other capital income (expense)
Partial disposal of assets at the Theatre and Ayr Showgrounds while capitalising work completed at these venues.

OPERATING STATEMENT
Period Ending 31 January 2022

Manager Client Services

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Operational grants and subsidies	0	35,440	36,358	-918	-3%
Other operating revenue	44	42,098	32,084	10,014	31%
Total operating revenue	44	77,539	68,442	9,097	13%
Operating Expenses					
Employee benefits	499,003	1,715,631	1,454,290	261,341	18%
Materials and services	87,220	1,319,832	1,420,013	-100,180	-7%
Total operating costs	586,223	3,035,464	2,874,303	161,161	6%
Surplus (deficit) from operating activities	-586,179	-2,957,925	-2,805,861	-152,064	5%
Capital grants and subsidies	0	0	60,000	-60,000	-100%
Net result for period	-586,179	-2,957,925	-2,745,861	-212,064	8%

Comments

Other operating revenue
Over budget due to unbudgeted income for the sale of old computer equipment and the amount of wages reimbursed from Queensland Local Government Workcare. Workcare payments are received as the need arises and therefore often varies to budget.

Employee benefits
Over year to date budget for annual leave due to staff leave taken over December and January. Some employees extended their annual leave due to COVID-19. Due to the amount of leave taken, oncost recoveries are under year to date budget.

Materials and services
Under budget for training, counter disaster and safety. Training is under budget due to postponements and difficulty sourcing trainers. An allowance is made in Countrer Disaster for expenses associated with weather events, currently under budget due to no weather events. Safety is under budget due to Certification Audit, first aid kit restocking and height safety inspections yet to occur.

Capital grants and subsidies
North Queensland Recovery and Resilience grant not yet received for upgrade and refurbishment of the Ayr SES Headquarters.

OPERATING STATEMENT
Period Ending 31 January 2022

Manager Community Services

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
User fees and charges	199	125,759	149,514	-23,755	-16%
Operational grants and subsidies	0	106,042	76,781	29,262	38%
Other operating revenue	5,689	53,152	29,210	23,942	82%
Total operating revenue	5,888	284,953	255,505	29,448	12%
Operating Expenses					
Employee benefits	99,753	915,356	1,048,026	-132,670	-13%
Materials and services	74,497	619,098	818,875	-199,777	-24%
Depreciation and amortisation	8,230	57,398	56,350	1,048	2%
Total operating costs	182,480	1,591,852	1,923,251	-331,399	-17%
Surplus (deficit) from operating activities	-176,592	-1,306,899	-1,667,746	360,847	-22%
Capital grants and subsidies	21,772	43,544	413,000	-369,456	-89%
Other capital income (expense)	0	-22,579	0	-22,579	-
Net result for period	-154,820	-1,285,934	-1,254,746	-31,188	2%

Comments

User fees and charges
Under year to date budget due to reduced venues hire over holiday period.

Operational grants and subsidies
Over year to date budget due to unbudgeted funding received for Australia Day, Fast Track and community publishing workshops at the library. Also over budget due to the timing of receipt of First 5 Forever grant.

Other operating revenue
Over year to date budget due to the timing of ticket sales for events being held this year.

Employee benefits
Under budget due to staff being on extended leave.

Materials and services
Under budget in cultural facilities, welfare and community development. Cultural Facilities are under budget due to reduced venue activity as a result of the cancellation of performances from interstate acts. Welfare is under budget due to an annual donation not yet paid. Community Development is under budget due to the timing of the mental health event and community grants not yet paid.

Capital grants and subsidies
Remaining quarters of library grant and Local Roads and Community Infrastructure Project grant for Burdekin Memorial Hall to be received.

OPERATING STATEMENT
Period Ending 31 January 2022
Manager Environmental & Health Services excluding Waste Program

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	0	87,223	87,350	-127	0%
User fees and charges	29,840	469,430	426,339	43,091	10%
Operational contributions and donations	6,818	60,955	59,536	1,419	2%
Operational grants and subsidies	0	12,328	15,063	-2,735	-18%
Other operating revenue	374	4,594	5,425	-831	-15%
Total operating revenue	37,032	634,530	593,713	40,817	7%
Operating Expenses					
Employee benefits	99,732	787,233	878,779	-91,546	-10%
Materials and services	287,552	1,253,783	1,285,570	-31,787	-2%
Depreciation and amortisation	26,135	181,259	180,892	368	0%
Total operating costs	413,418	2,222,275	2,345,241	-122,966	-5%
Surplus (deficit) from operating activities	-376,386	-1,587,745	-1,751,528	163,782	-9%
Capital grants and subsidies	0	1,240,000	2,480,000	-1,240,000	-50%
Other capital income (expense)	0	-31,888	0	-31,888	-
Net result for period	-376,386	-379,633	728,472	-1,108,105	-152%

Comments

User fees and charges
Over year to date budget due to increased caravan park income and animal management fines. Also over year to date budget due to timing difference for receipt of health licences.

Operational grants and subsidies
Under budget due to final payment of Illegal Dumping Hotspot grant not yet received. This is offset by unbudgeted grant funding received from Queensland Feral Pest Initiative.

Employee benefits
Under budget due to leave taken by staff and vacant positions.

Capital grants and subsidies
First payment received for Works for Queensland 2021-2024 funding. Further grant funding will be received as work progresses.

OPERATING STATEMENT
Period Ending 31 January 2022
Manager Environmental & Health Services - Waste Program

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	0	4,146,564	4,144,472	2,092	0%
User fees and charges	66,339	387,664	325,910	61,755	19%
Interest Received	1,507	26,420	32,200	-5,780	-18%
Operational grants and subsidies	0	78,482	61,784	16,698	27%
Other operating revenue	4,065	161,122	62,588	98,535	157%
Total operating revenue	71,911	4,800,253	4,626,953	173,300	4%
Operating Expenses					
Employee benefits	64,805	487,347	499,713	-12,365	-2%
Materials and services	47,020	1,217,339	1,249,344	-32,006	-3%
Depreciation and amortisation	33,684	233,617	227,325	6,292	3%
Total operating costs	145,509	1,938,303	1,976,382	-38,079	-2%
Surplus (deficit) from operating activities	-73,598	2,861,951	2,650,571	211,379	8%
Net result for period	-73,598	2,861,951	2,650,571	211,379	8%

Comments

User fees and charges
Waste disposal fees and charges at Kirknie Landfill above budget.

Interest Received
Under budget for interest received from investments.

Operational grants and subsidies
Over budget due to timing of Regional Recycling Transport Assistance Package Grant.

Other operating revenue
Over budget due to metal recycling income greater than expected and container refund scheme income received ahead of schedule.

OPERATING STATEMENT
Period Ending 31 January 2022

Manager Financial and Administrative Services

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	0	28,184,665	28,215,244	-30,579	0%
Pensioner remissions	2,178	-339,051	-345,000	5,949	-2%
User fees and charges	13,669	91,765	58,175	33,590	58%
Interest Received	24,782	166,818	161,333	5,485	3%
Operational grants and subsidies	5,035	883,547	886,694	-3,147	0%
Other operating revenue	0	35,514	35,805	-291	-1%
Total operating revenue	45,665	29,023,258	29,012,251	11,007	0%
Operating Expenses					
Employee benefits	110,135	1,001,609	1,093,352	-91,743	-8%
Materials and services	59,904	628,372	620,698	7,675	1%
Depreciation and amortisation	40,643	276,108	270,492	5,617	2%
Finance Costs	4,036	57,437	53,450	3,987	7%
Total operating costs	214,718	1,963,527	2,037,991	-74,464	-4%
Surplus (deficit) from operating activities	-169,053	27,059,731	26,974,260	85,471	0%
Net result for period	-169,053	27,059,731	26,974,260	85,471	0%

Comments

User fees and charges
Over year to date budget due to increased property searches and change of ownership fees.

Employee benefits
Under budget due to leave taken by staff.

Finance Costs
Over year to date budget for bank fees during the rating season.

OPERATING STATEMENT
Period Ending 31 January 2022

Manager Operations - General Fund

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	-177	0	0	0	-
User fees and charges	15,455	88,941	100,982	-12,041	-12%
Operational contributions and donations	3,201	65,083	26,790	38,293	143%
Operational grants and subsidies	0	284,772	275,182	9,590	3%
Contract and recoverable works	208	22,263	36,000	-13,737	-38%
Other operating revenue	0	11,532	10,448	1,084	10%
Total operating revenue	18,687	472,590	449,402	23,188	5%
Operating Expenses					
Employee benefits	321,730	2,664,162	2,840,801	-176,639	-6%
Materials and services	294,119	2,153,230	2,369,698	-216,468	-9%
Depreciation and amortisation	72,618	505,028	499,100	5,928	1%
Total operating costs	688,467	5,322,420	5,709,599	-387,179	-7%
Surplus (deficit) from operating activities	-669,780	-4,849,830	-5,260,197	410,367	-8%
Capital grants and subsidies	0	649	477,958	-477,309	-100%
Other capital income (expense)	0	-25,542	0	-25,542	-
Net result for period	-669,780	-4,874,724	-4,782,239	-92,484	2%

Comments

User fees and charges
Revenue received in January from cemetery permits, issuing of Q100 flood certificates, preparation fees for the Bush Chapel and various permits for additional property crossovers, footpath closure and route specific permits. Currently under year to date budget for cemetery fees. The budget has been split over 12 months.

Operational contributions and donations
Over year to date budget due to increased septic pumpout contributions and timing of infrastructure access charges.

Contract and recoverable works
Under budget for income received from private works. Income is variable throughout the year and can differ to budget.

Employee benefits
Under budget due to leave taken by staff and vacant positions.

Materials and services
Under budget for road maintenance. Road maintenance will increase between the end of the wet season and start of the harvest.

Capital grants and subsidies
Budgeted grant funds for the Local Roads and Community Infrastructure Program and Disaster Recovery Funding not yet received.

OPERATING STATEMENT
Period Ending 31 January 2022

Manager Operations - Sewerage

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	0	4,092,678	4,092,590	88	0%
User fees and charges	450	1,800	0	1,800	-
Interest Received	5,006	64,927	76,767	-11,840	-15%
Operational contributions and donations	0	6,800	4,000	2,800	70%
Other operating revenue	0	3,880	0	3,880	-
Total operating revenue	5,456	4,170,085	4,173,357	-3,272	0%
Operating Expenses					
Employee benefits	97,587	741,343	757,517	-16,174	-2%
Materials and services	62,753	526,136	671,408	-145,273	-22%
Depreciation and amortisation	119,381	827,549	822,675	4,874	1%
Total operating costs	279,721	2,095,028	2,251,600	-156,572	-7%
Surplus (deficit) from operating activities	-274,265	2,075,057	1,921,757	153,300	8%
Other capital income (expense)	0	-39,479	0	-39,479	-
Net result for period	-274,265	2,035,578	1,921,757	113,821	6%

Comments

User fees and charges
Unbudgeted income received from post construction CCTV inspections of developer sewerage connections.

Interest Received
Under budget for interest received from investments.

Operational contributions and donations
Over year to date budget for infrastructure access charges.

Other operating revenue
Unbudgeted revenue received for connection to effluent line.

Materials and services
Under budget for chemical procurement and timing of payment of State Government Waste Levy for disposal of biosolids at Kirknie Landfill.

OPERATING STATEMENT
Period Ending 31 January 2022

Manager Operations - Water

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	716,682	3,884,021	3,791,520	92,501	2%
User fees and charges	0	66,958	43,833	23,125	53%
Interest Received	2,973	47,581	55,300	-7,719	-14%
Operational contributions and donations	0	6,800	2,000	4,800	240%
Other operating revenue	0	85	700	-615	-88%
Total operating revenue	719,655	4,005,445	3,893,353	112,092	3%
Operating Expenses					
Employee benefits	88,470	788,733	719,483	69,250	10%
Materials and services	186,611	1,086,585	1,269,576	-182,991	-14%
Depreciation and amortisation	59,776	413,634	455,642	-42,008	-9%
Total operating costs	334,857	2,288,952	2,444,701	-155,749	-6%
Surplus (deficit) from operating activities	384,798	1,716,493	1,448,652	267,841	18%
Capital contributions	3,684	3,684	0	3,684	-
Capital grants and subsidies	0	2,577,179	11,904,713	-9,327,534	-78%
Other capital income (expense)	0	-4,505	0	-4,505	-
Net result for period	388,482	4,292,852	13,353,365	-9,060,513	-68%

Comments

User fees and charges
Over budget due to new property connections installed in the reticulation network and unbudgeted income received for the connection of a new 100mm Fire Service in the Ayr Water Supply network.

Interest Received
Under budget for interest received from investments.

Operational contributions and donations
Over year to date budget for infrastructure access charges.

Employee benefits
Currently over year to date budget. Variance is reducing over time due to redistribution of employee wages being charged to major capital projects in water supply.

Materials and services
Under budget for electricity charges due to increased rain resulting in less pumping.

Depreciation and amortisation
Budget includes projects which have not yet been finalised.

Capital contributions
Unbudgeted retention money withheld.

Capital grants and subsidies
Progress payment for Ayr Water Supply project received this period. Budget includes grant funds for the Ayr and Home Hill Water Supply projects and the Queensland Recovery Authority's Recovery and Resilience Fund.

OPERATING STATEMENT
Period Ending 31 January 2022

Manager Planning and Development

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
User fees and charges	25,991	248,352	236,250	12,102	5%
Other operating revenue	0	80	0	80	-
Total operating revenue	25,991	248,432	236,250	12,182	5%
Operating Expenses					
Employee benefits	48,144	642,592	677,090	-34,497	-5%
Materials and services	7,585	97,995	118,900	-20,905	-18%
Total operating costs	55,729	740,587	795,990	-55,403	-7%
Surplus (deficit) from operating activities	-29,738	-492,155	-559,740	67,585	-12%
Net result for period	-29,738	-492,155	-559,740	67,585	-12%

Comments

User fees and charges
Building fees exceed year to date budget estimate. Due to Homebuilder funding ceasing, it is anticipated that building/plumbing income will decrease next quarter. User fees and charges to be adjusted at next budget revision.

Employee benefits
Under budget due to leave taken by staff.

Materials and services
Under year to date budget due to timing of Planning Scheme consultancy fees. Plant hire is also under budget as vehicle has been relinquished, this will be adjusted in next budget revision.

OPERATING STATEMENT
Period Ending 31 January 2022

Manager Technical Services

	Month of January Actual	Year to Date Actual	Year To Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
User fees and charges	16,644	156,359	151,000	5,359	4%
Operational grants and subsidies	7,751	58,750	70,000	-11,250	-16%
Contract and recoverable works	164,118	681,297	960,000	-278,703	-29%
Other operating revenue	0	9,182	2,333	6,848	293%
Total operating revenue	188,513	905,588	1,183,333	-277,746	-23%
Operating Expenses					
Employee benefits	147,073	1,370,247	1,571,887	-201,640	-13%
Materials and services	-67,384	-307,069	-347,732	40,663	-12%
Depreciation and amortisation	633,160	4,388,874	4,336,500	52,374	1%
Total operating costs	712,849	5,452,052	5,560,655	-108,603	-2%
Surplus (deficit) from operating activities	-524,336	-4,546,464	-4,377,322	-169,142	4%
Capital contributions	0	2,142	2,142	0	0%
Capital grants and subsidies	0	1,148,468	2,013,860	-865,392	-43%
Other capital income (expense)	501	-515,357	0	-515,357	-
Net result for period	-523,835	-3,911,211	-2,361,320	-1,549,891	66%

Comments

Operational grants and subsidies
Year to date budget for fuel tax credits under budget estimate.

Contract and recoverable works
Under budget due to the timing of Roads Maintenance Performance Contract works. Major work is planned prior to 30 June.

Other operating revenue
Over budget for small plant sales. This is due to late timing of small plant replacements in 2020/21 and higher sale prices.

Employee benefits
Under budget due to the timing of Road Maintenance Performance Contract, vacancies in the technical services department, leave taken by staff and capitalised wages.

Materials and services
Under budget for plant hire recoveries. This will be adjusted in the second revised budget.

Capital grants and subsidies
Grant funding received to date for Roads to Recovery, Transport Infrastructure Development Scheme and Queensland Reconstruction Authority's Resilience and Risk Funding. Further funding will be received as projects progress and milestones are met.

BURDEKIN SHIRE COUNCIL
OPERATING STATEMENT
Period Ending 31 January 2022

	Month of January Actual	Year to Date Actual	Revised Budget	Year to Date Revised Budget	$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue						
Rates and Utility Charges	716,505	40,395,152	41,435,176	40,331,176	63,976	0%
Pensioner remissions	2,178	-339,051	-345,000	-345,000	5,949	-2%
User fees and charges	171,596	1,693,784	2,509,346	1,542,715	151,069	10%
Interest Received	34,268	305,746	540,600	325,600	-19,854	-6%
Operational contributions and donations	14,772	150,773	218,484	101,409	49,363	49%
Operational grants and subsidies	22,786	1,568,722	2,776,454	1,522,262	46,460	3%
Contract and recoverable works	164,325	703,560	1,832,000	996,000	-292,440	-29%
Other operating revenue	10,948	329,587	296,172	185,931	143,656	77%
Total operating revenue	1,137,379	44,808,272	49,263,232	44,660,093	148,179	0%
Operating Expenses						
Employee benefits	1,693,914	12,209,485	21,791,878	12,696,727	-487,242	-4%
Materials and services	1,091,801	9,085,608	16,289,486	10,073,693	-988,086	-10%
Depreciation and amortisation	1,100,562	7,625,367	13,018,800	7,594,300	31,067	0%
Finance Costs	4,036	57,437	73,400	53,450	3,987	7%
Total operating costs	3,890,312	28,977,897	51,173,564	30,418,171	-1,440,274	-5%
Surplus (deficit) from operating activities	-2,752,933	15,830,375	-1,910,332	14,241,922	1,588,453	11%
Capital contributions	3,684	5,826	2,142	2,142	3,684	172%
Capital grants and subsidies	21,772	5,010,907	17,745,949	17,745,949	-12,735,042	-72%
Other capital income (expense)	501	-1,037,784	0	0	-1,037,784	-
Net result for period	-2,726,976	19,809,324	15,837,759	31,990,013	-12,180,689	-38%

BURDEKIN SHIRE COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 31 January 2022

	Year to Date Actual $	Annual Budget $
Current Assets		
Cash and Cash Equivalents	77,907,465	58,824,216
Receivables	1,857,242	1,521,406
Inventories	640,147	602,156
Contract Assets	595,260	13,292
Other Assets	412,516	1,647,323
Total Current Assets	81,412,631	62,608,393
Non-Current Assets		
Receivables	444,772	272,906
Property, Plant and Equipment	549,135,958	566,494,485
Intangibles Assets	449,438	408,074
Other Assets	52,136	61,323
Total Non-Current Assets	550,082,304	567,236,788
TOTAL ASSETS	631,494,935	629,845,181
Current Liabilities		
Payables	1,800,352	6,602,757
Provisions	5,798,704	5,798,704
Contract Liabilities	2,383,250	94,639
Other Liabilities	161,981	0
Total Current Liabilities	10,144,288	12,496,100
Non-Current Liabilities		
Provisions	18,591,574	18,561,574
Total Non-Current Liabilities	18,591,574	18,561,574
TOTAL LIABILITIES	28,735,862	31,057,674
NET COMMUNITY ASSETS	**602,759,074**	**598,787,507**
Community Equity		
Asset Revaluation Surplus	322,683,459	322,683,462
Retained Surplus (deficiency)	280,075,615	276,104,045
TOTAL COMMUNITY EQUITY	**602,759,074**	**598,787,507**

BURDEKIN SHIRE COUNCIL
STATEMENT OF CASH FLOWS
For Period Ending 31 January 2022

	Year to Date Actual $	Annual Cashflow Budget $
Cash Flows from Operating Activities		
Receipts		
Receipts from Customers	43,731,623	45,725,838
Operating Grants, Subsidies and Contributions	1,808,933	3,091,750
Interest Received	323,647	540,600
Payments		
Payments to Suppliers and Employees	-26,187,589	-38,154,764
Net Cash Inflow (Outflow) from Operating Activities	19,676,614	11,203,424
Cash Flows from Investing Activities		
Commonwealth Government Grants	620,261	0
State Government Subsidies and Grants	4,390,646	17,745,949
State Government Subsidies and Grants arising from Contract Assets and Liabilities	466,046	-1,247,970
Capital Contributions	5,826	2,142
Payments for Property, Plant and Equipment	-12,548,017	-34,230,824
Payments for rehabilitation work	0	-30,000
Proceeds from Sale of Property, Plant and Equipment	454,006	464,000
Net Movement in Loans to Community Organisations	-75,412	0
Net Cash Inflows (Outflow) from Investing activities	-6,686,643	-17,296,703
Net Increase (Decrease) in Cash and Cash Equivalents Held	12,989,970	-6,093,279
Cash and Cash Equivalents at Beginning of the Financial Year	64,917,495	64,917,495
Cash and Cash Equivalents at end of the Period	77,907,465	58,824,216

6.4.1. GOVERNANCE
Tender Recommendation – TBSC/21/020 – Agricultural Lease (Ayr Aerodrome, Brandon)

File Reference: **173**
Report Author: **Tamara Bateman, Governance and Property Officer**
Authoriser: **Nick O'Connor, Director Corporate and Community Services**
Meeting Date: **22 February 2022**

Link to Corporate/Operational Plan:
Burdekin Shire Council Corporate Plan 2022-2027

3.4.2: Review land supply and uses to meet community and business needs.

Burdekin Shire Council Operational Plan 2021-2022

CG5 Manage Council's Property portfolio (including the Ayr Aerodrome) in accordance with legislation with the timely reporting of matters to Council for approval.

Executive Summary

Part of the Ayr Aerodrome is presently leased for agricultural purposes, with this lease due to expire on 14 March 2022.

The *Local Government Regulation 2012* (Qld) requires a Local Government to invite written tenders for a non-current asset or offer a non-current asset for sale by auction, before entering into a valuable non-current asset contract.

On 15 November 2021, Council invited written tenders to enter a freehold lease as follows:

Lessor:	Burdekin Shire Council
Land Description:	Ayr Aerodrome, 66 Aerodrome Road, Brandon Leases B, C and D in Part of Lot 106 on RP898777
Area:	54.654 hectares (approximately)
Permitted Use:	Agricultural production of small crops
Term:	3 years plus 1 x 2 year Option
Commencement:	15 March 2022

Recommendation

That Council enter into a freehold lease with Kenrose Co Pty Ltd over Leases ‘B’, ‘C’ and ‘D’ in part of Lot 106 on Registered Plan 898777 as shown in the attached plan, for an initial 1 year term with 2 x 1 year Options.

Background

On 1 September 2021, the current Lessee wrote to Council indicating an interest in continuing the lease for a further term after expiry on 14 March 2022.

Provisions of the *Local Government Act 2009* (Qld) and *Local Government Regulation 2012* (Qld) required Council to invite written tenders before entering into any new lease.

Tender documents were prepared and advertised on VendorPanel and Council’s website on Monday, 15 November 2021 and in the Burdekin Local News paper on Thursday, 18 November 2021. The original tender closure date was extended to Monday, 13 December 2021.

The tender evaluation criteria sought to confirm the proposed use, land management practices and a fixed price for the first lease year with CPI applying to subsequent lease years.

Consultation

Council 7 December 2021 Workshop, Council 1 February 2022 Workshop

Budget & Resource Implications

Staff resources will be utilised to prepare trustee lease documentation.

The successful tenderers will be responsible for any administrative costs including, but not limited to, lease registration fees.

Legal Authority & Implications

The tender process has been followed in accordance with the *Local Government Act 2009* (Qld) and the *Local Government Regulation 2021* (Qld).

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Not Applicable.

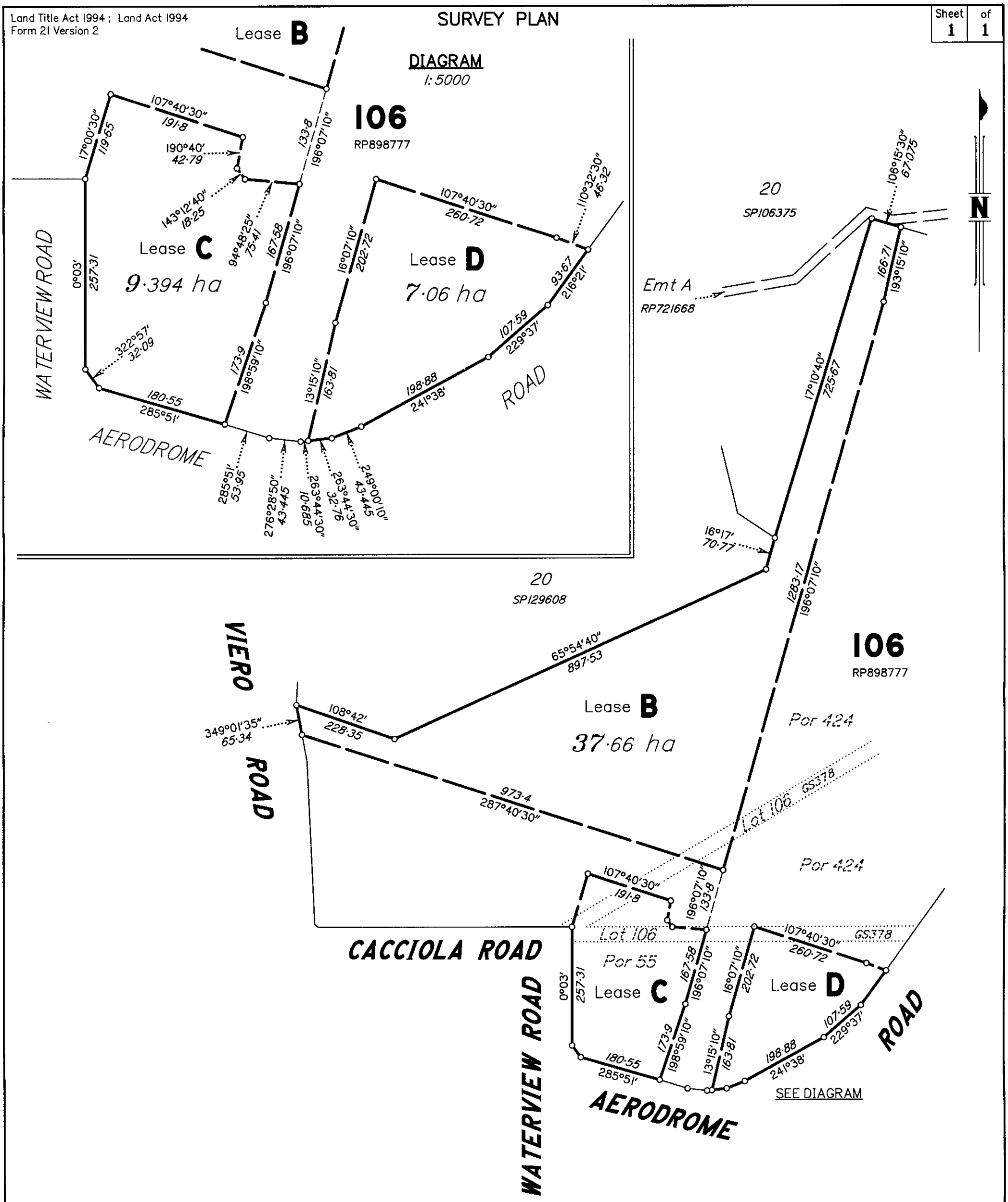
Attachments

1. Attachment 1 - Survey Plan 217488

Land Title Act 1994 ; Land Act 1994
Form 21 Version 2

SURVEY PLAN

Sheet 1 of 1



Scale 1:8000 – Lengths are in Metres.

100 0 100 200 300 400 500 600 700 800 900 1000 1100

0 50 mm 100 mm 150 mm

State copyright reserved.

I, Cleve Patrick McGuane hereby certify that I have made this plan under Section 17 of the Survey and Mapping Infrastructure Regulation 2004 and pursuant to the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the plan is accurate, and compiled from Drawing 54443L2 in Lease No 707766145 in the Department of Natural Resources and Water.

4/12/08
Date.....

C.P. McGuane
Cadastral Surveyor

Plan of

Leases B, C & D

in Lot 106 on RP898777

PARISH: JARVISFIELD COUNTY: Gladstone

Meridian: RP898777 F/N's: No

Scale: 1:8000

Format: STANDARD

SP217488

Plan Status:

Copyright protects the plan/s being ordered by you. Unauthorised reproduction or amendments are not permitted.

712175760

$308.50
21/01/2009 14:56

TE 400 NT

WARNING : Folded or Mutilated Plans will not be accepted.
Plans may be rolled.
Information may not be placed in the outer margins.

Registered

5. Lodged by

(Include address, phone number, reference, and Lodger Code)

1. Certificate of Registered Owners or Lessees.

I/We COUNCIL OF THE SHIRE OF BURDEKIN

(Names in full)

* as Registered Owners of this land agree to this plan and dedicate the Public Use Land as shown hereon in accordance with Section 50 of the Land Title Act 1994.

~~* as Lessees of this land agree to this plan.~~

Signature of *Registered Owners ~~*Lessees~~

K. Holt
Chief Executive Officer

* Rule out whichever is inapplicable

2. Local Government Approval.

* Burdekin Shire Council

hereby approves this plan in accordance with the :

% Integrated Planning Act 1997

Dated this Eighth day of December 2008.

Chief Executive Officer

#

* Insert the name of the Local Government. % Insert Integrated Planning Act 1997 or
# Insert designation of signatory or delegation Local Government (Planning & Environment) Act 1990

3. Plans with Community Management Statement :

CMS Number :

Name :

4. References :

Dept File :
Local Govt : 4/2/4
Surveyor : 28434

6.

Existing			Created		
Title Reference	Lot	Plan	Lots	Leases	Road
50195833	106	RP898777	—	B, C & D	—

Lots	Orig

7. Portion Allocation :

8. Map Reference :
8358–14243

9. Locality :
Brandon

10. Local Government :
BURDEKIN S.C.

11. Passed & Endorsed :

By :
Date :
Signed :
Designation :

12. Building Format Plans only.

I certify that :
* As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or road,
* Part of the building shown on this plan encroaches onto adjoining * lots and road

Cadastral Surveyor/Director* Date
*delete words not required

13. Lodgement Fees :

Survey Deposit	$
Lodgement	$
New Titles	$
Photocopy	$
Postage	$
TOTAL	$

14. Insert Plan Number SP217488

6.4.2. GOVERNANCE
Tender Recommendation – TBSC/21/017 – Lease of Reserve Land for Grazing (Rita Island / Jarvisfield)

File Reference: **1098**
Report Author: **Tamara Bateman, Governance and Property Officer**
Authoriser: **Nick O'Connor, Director Corporate and Community Services**
Meeting Date: **22 February 2022**

Link to Corporate/Operational Plan:
Burdekin Shire Council Corporate Plan 2022-2027

3.4.2: Review land supply and uses to meet community and business needs.

Burdekin Shire Council Operational Plan 2021-2022

CG5 Manage Council's Property portfolio (including the Ayr Aerodrome) in accordance with legislation with the timely reporting of matters to Council for approval.

Executive Summary

The *Local Government Regulation 2012* (Qld) requires a Local Government to invite written tenders for a non-current asset or offer a non-current asset for sale by auction, before entering into a valuable non-current asset contract.

On 1 November 2021, Council invited written tenders for leases of a five (5) year term plus a five (5) year option over the following parcels of reserve land:

Trustee:	Burdekin Shire Council
Land Description:	Lot 141 on Crown Plan GS808420
Area:	658.00 hectares (about)
Purpose:	Local Government
Sub-Purpose:	Flood Erosion Control

Trustee:	Burdekin Shire Council
Land Description:	Lot 122 on Crown Plan GS405
Area:	20.246 hectares (about)
Purpose:	Local Government
Sub-Purpose:	Flood Erosion Control

Trustee:	Burdekin Shire Council
Land Description:	Lot 121 on Survey Plan 205555
Area:	3.996 hectares (about)
Purpose:	Local Government
Sub-Purpose:	Flood Erosion Control

Recommendation

That Council:

1. Enter a trustee lease with Mr. Sebastian Vasta over part of Lot 141 on Crown Plan GS808420 as shown in Image ‘A’ in red; and

2. Enter a trustee lease with Mr. Roy Pryor over part of Lot 141 on Crown Plan GS808420 as shown in

Image ‘A’ in blue, a trustee lease over the whole of Lot 122 on Crown Plan GS405 as shown in Image ‘B’ in blue and a trustee lease over the whole of Lot 121 on Survey Plan 205555 as shown in Image ‘C’ in blue.

Background

Council received several informal expressions of interest from persons wishing to lease all or part of the above-described parcels of reserve land.

The matter was discussed at Council’s 4 May 2021 Workshop with subsequent discussions held with Burdekin Shire Rivers Improvement Trust.

The Burdekin Shire Rivers Improvement Trust was consulted on 23 July 2021 and offered no objection to the concept of leasing the above-described parcels of reserve land on the proviso that the permitted use be for grazing only.

At Council’s 17 August 2021 Workshop, the Burdekin Shire Rivers Improvement Trust advice was discussed.

Tender documents were prepared and advertised on VendorPanel and Council’s website on Monday, 1 November 2021 and in the Burdekin Local News paper on Thursday, 4 November 2021. The tender closed on Monday, 22 November 2021.

The tender evaluation criteria sought to confirm adjoining land ownership, legal and practical access, enhancement of existing agricultural pursuit and land management practices. Two (2) tender submissions were received, from Mr. Sebastian Vasta and Mr. Roy Pryor with both tender responses scoring 100% based on the evaluation criteria.

Both tenderers indicated an interest over the same part of Lot 141 on Crown Plan GS808420. However, post-submission discussions with both tenderers confirmed that Mr. Sebastian Vasta would withdraw his interest over this particular part.

The proposed leasing recommendations were discussed at Council’s 7 December 2021 Workshop. Image ‘A’ attached to this Report shows, in red, part of Lot 141 on Crown Plan GS808420 proposed to be leased to Mr. Sebastian Vasta and, in blue, part of Lot 141 on Crown Plan GS808420 proposed to be leased to Mr. Roy Pryor. Images ‘B’ and ‘C’ attached to this Report represent, in blue, all of Lot 122 on Crown Plan GS405 and all of Lot 121 on Survey Plan 205555 proposed to be leased to Mr. Roy Pryor.

In January 2022, since the closure of the tender, Council had an approach from a local resident expressing interest in the land tendered. The resident was advised that the tender had closed and there may be another opportunity in the future.

Consultation

Burdekin Shire Rivers Improvement Trust, Department of Resources, Council 4 May 2021 Workshop, Council 17 August 2021 Workshop, Council 7 December 2021 Workshop. Council 15 February 2022 Workshop.

Budget & Resource Implications

Staff resources will be utilised to prepare trustee lease documentation.

The successful tenderers will be responsible for any administrative costs including, but not limited to, the costs of obtaining a valuation, the costs of obtaining a registrable lease plan and lease registration fees.

Legal Authority & Implications

The tender process has been followed in accordance with the *Local Government Act 2009* (Qld) and the *Local Government Regulation 2021* (Qld).

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Not Applicable.

Attachments

1. Image 'A' - Part of lot 141 on CPGS808420
2. Image 'B' - Lot 122 on CPGS405
3. Image 'C' - Lot 121 on SP205555

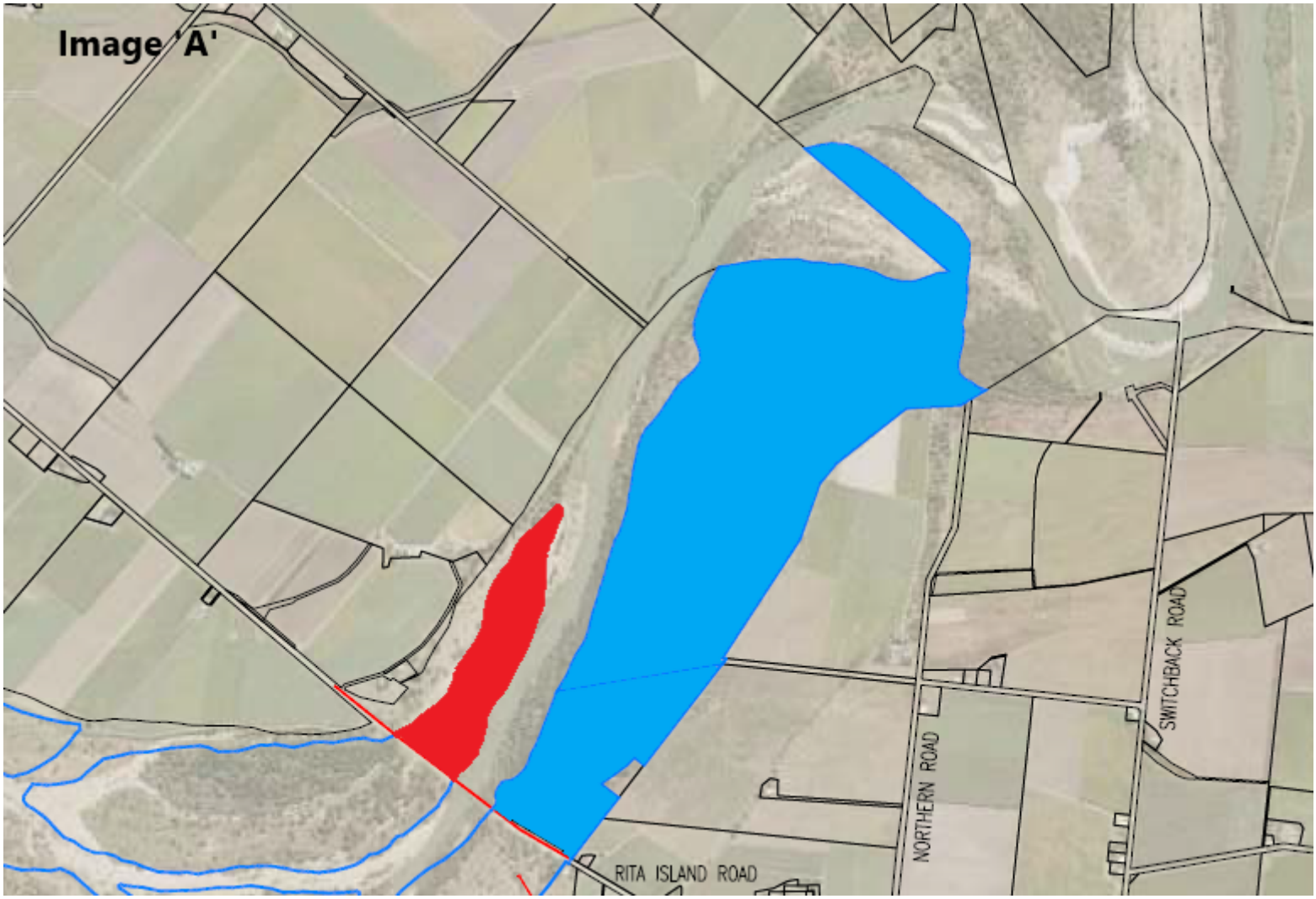
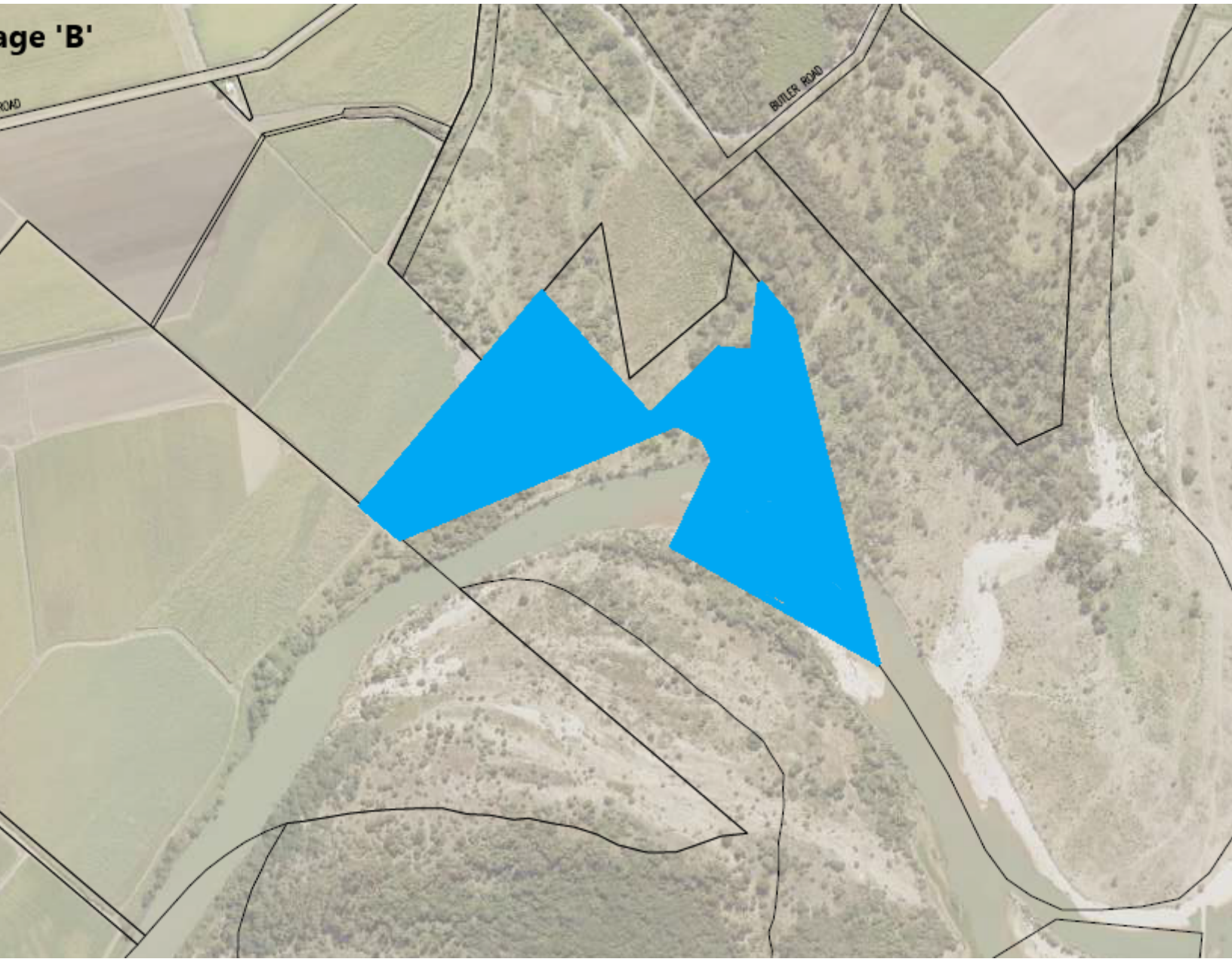


Image 'A'
RITA ISLAND ROAD
NORTHERN ROAD
SWITCHBACK ROAD


age 'B'
ROAD
BUTLER ROAD

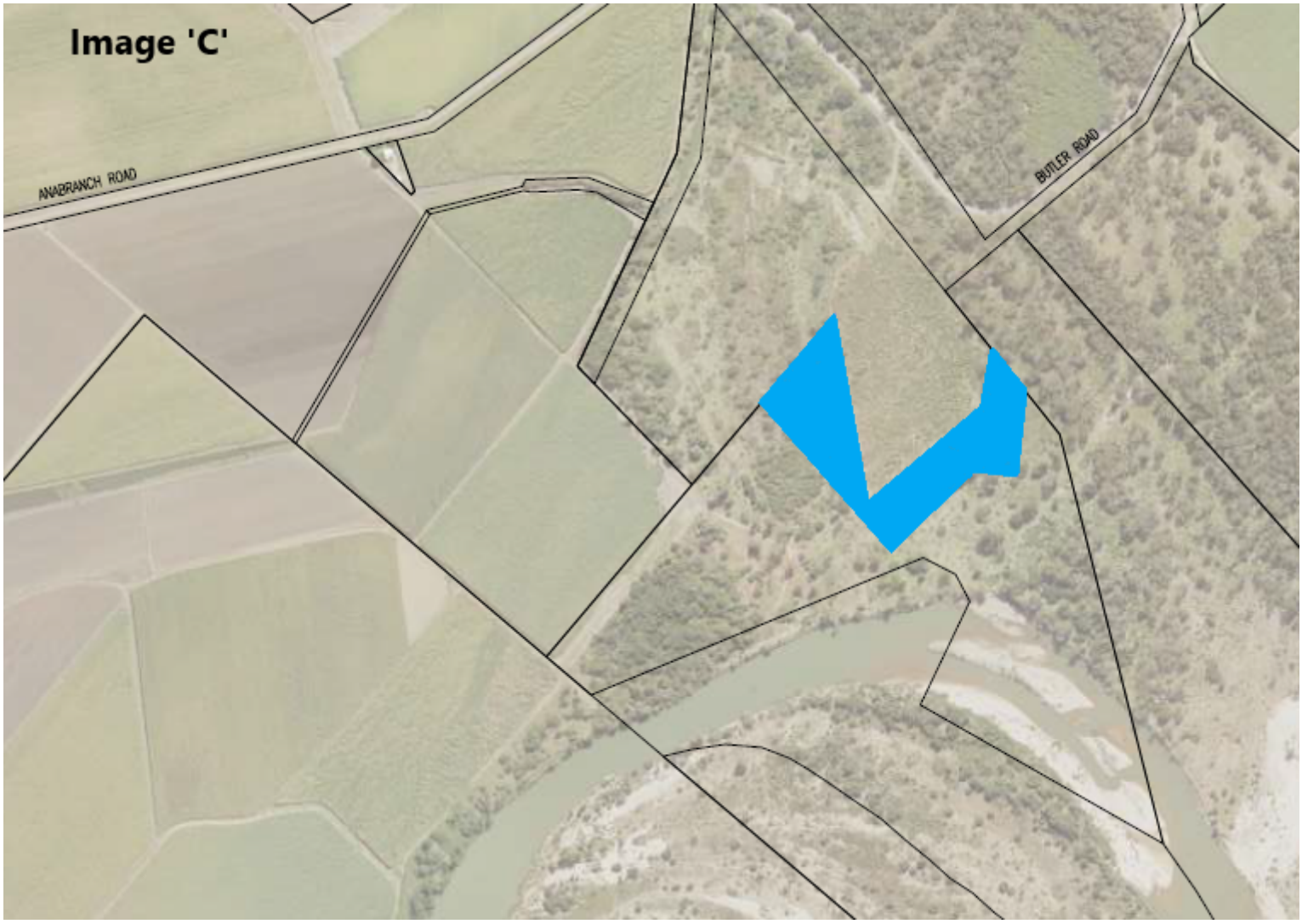


Image 'C'
ANABRANCH ROAD
BUTLER ROAD

6.4.3. GOVERNANCE
Trustee Lease – Part of Lot 91 on Crown Plan GS980 – Burdekin Woodcrafts Association Incorporated

File Reference: **181**
Report Author: **Tamara Bateman, Governance and Property Officer**
Authoriser: **Nick O'Connor, Director Corporate and Community Services**
Meeting Date: **22 February 2022**

Link to Corporate/Operational Plan:
Burdekin Shire Council Corporate Plan 2022-2027

3.4.2: Review land supply and uses to meet community and business needs.

Burdekin Shire Council Operational Plan 2021-2022

CG5 Manage Council's Property portfolio (including the Ayr Aerodrome) in accordance with legislation with the timely reporting of matters to Council for approval.

Executive Summary

Council approval is requested to enter into a new Trustee Lease as follows:

Lessor:	Burdekin Shire Council
Lessee:	Burdekin Woodcrafts Association Incorporated
Interest:	Reserve for Recreation and Sports Ground
Leased Area:	Lease 'H' in Part of Lot 91 on Crown Plan GS980
Term:	5 years plus 1 x 5 year Option
Rent:	$0.10 per annum (if demanded)

Recommendation

That Council agree to enter into a Trustee Lease with Burdekin Woodcrafts Association Incorporated over part of Lot 91 on Crown Plan GS980 shown on attachment 1 as Lease 'H', for an initial 5 year term with a 5 year Option.

Background

Burdekin Woodcrafts Association Incorporated leased part of Lot 91 on Crown Plan GS980 shown as Lease 'H' from 1 February 2012 to 31 January 2022.

On 20 January 2022, the Lessee confirmed its intention to enter into a new Trustee Lease with Council for an initial term of five (5) years plus a five (5) year Option.

The new Trustee Lease will be subject to, but not limited to, the Prescribed Terms pursuant to the *Land Regulation 2020* (Qld) and Council's Standard Terms for a Trustee Lease pursuant to registered dealing 713293560.

Consultation

Department of Resources

Budget & Resource Implications

Staff resources will be utilised to prepare Trustee Lease documentation.

The Lessee will bear the associated costs including, but not limited to, the costs of obtaining a registrable lease plan and lease registration fees.

Legal Authority & Implications

Not Applicable.

Policy Implications

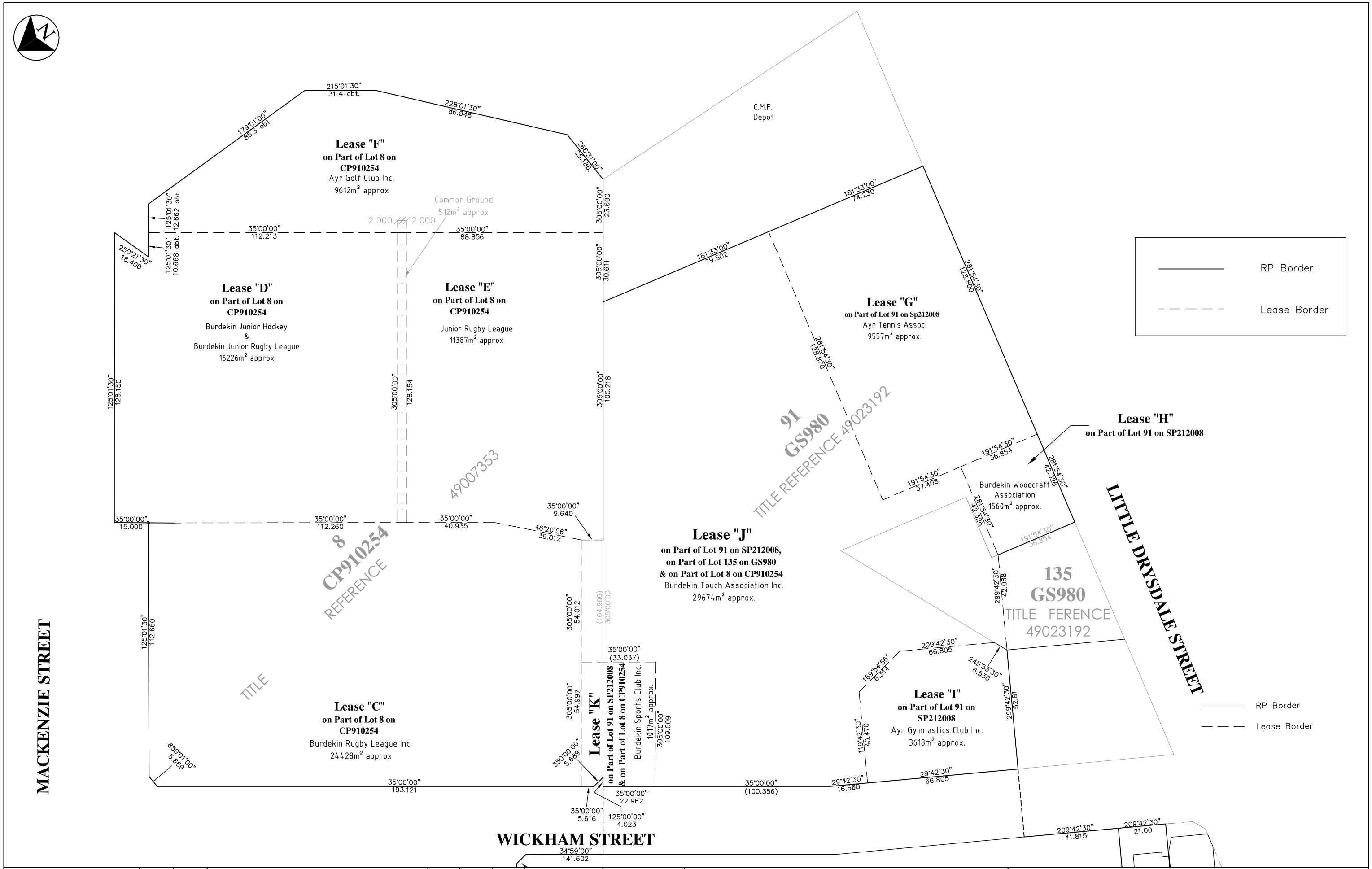
Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Not Applicable.

Attachments

1. Informal Sketch Plan - Lease 'H'



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Revision	Date	Alterations and Remarks	Checked	Received	Passed
C					
B					
A		ORIGINAL ISSUE			

Level Datum	N/A	Original Page Size	A3
Datum Location	N/A N/A	Scale	1 : 1500
		Level Book No.	N/A
Design	N/A	Date	N/A
Drawn	SL	Date	OCTOBER 2009
File Name		Survey File	N/A

Project

AYR SPORTS RESERVE

Plan of Leases on 8 CP910254, 91 SP212008 & 135 GS980

Burdekin Shire Council
145 Young Street, Ayr
P.O. Box 974
Ayr Queensland 4807
Phone: (07) 4783 9800
Fax: (07) 4783 9999
E-mail: burdekinsc@burdekin.qld.gov.au

Checked Date	Recommended Date	Approved Date	
Job Number N/A	Sheet Number 1 OF 1	Plan Number M-971	Revision C

7.3.1. PLANNING AND DEVELOPMENT
Development Application Reconfiguring a Lot (1 into 2 Lots) at 77 Bartlett Road, Horseshoe (Lot 37 on RP731511)

File Reference:	**RAL21/0030 / 234**
Report Author:	**Marty Pearce, Senior Planning Officer**
Authoriser:	**Nick Wellwood, Director Infrastructure Planning and Environmental Services**
Meeting Date:	**22 February 2022**

Link to Corporate/Operational Plan:
Burdekin Shire Council Corporate Plan 2022-2027

2.3.3: Support development, value-adding, diversification, and expansion to provide a sustainable economic base.
3.4.2: Review land supply and uses to meet community and business needs.

Burdekin Shire Council Operational Plan 2021-2022

PD2 Provide for the needs of the community by delivering appropriate land use outcomes including development approvals that are considered sustainable, achievable, and cost effective.
PD5 Provide Development Assessment Services which ensure: land uses comply with the Planning Act 2016, Planning Scheme, Council Policies applicable standards and conditions of approval; assess development applications and undertake land use compliance inspections.

Executive Summary

Council has received a Development Application from Brazier Motti on behalf of their client seeking a development permit for Reconfiguring a Lot (1 into 2 Lots) at 77 Bartlett Road, Horseshoe Lagoon (Lot 37 on RP731511).

The application for Reconfiguring a Lot is triggered as a ‘Code Assessable’ Development Application in accordance with the provisions of the Burdekin Shire Council’s IPA Planning Scheme (the scheme).

Recommendation

That Council note the Development Application approval for a Reconfiguring a Lot (1 into 2 Lots) at 77 Bartlett Road, Horseshoe Lagoon (Lot 37 on RP731511) subject to the attached conditions.

Background

Burdekin Shire Council acting as the Assessment Manager received a Development Application seeking approval for a Reconfiguring a Lot (1 into 2 Lots) at 77 Bartlett Road, Horseshoe Lagoon (Lot 37 on RP731511).

The land is zoned “Rural Settlement Sub Area” with the proposal triggering a Code Assessable Development Application. The application has been assessed against the relevant provisions of Burdekin Shire Council’s IPA Planning Scheme.

The proposed subdivision will create two Lots with an area of 2.063ha and road frontage of 50m. These areas and dimensions meet the minimum requirements of the scheme.

The subject site and surrounding area are zoned “Rural”. A portion of the Horseshoe Lagoon locality, including this site, is part of a zoning sub area of “Rural Settlement”. Due to this sub area the specific outcomes in the planning scheme state that development is provided with appropriate infrastructure and

servicing.

A condition will be included in the Decision Notice that ensures the applicant has met the requirements of the planning scheme regarding potable water and on-site effluent treatment.

Site Description and Surrounding Land Uses

The subject site has an area of 4.122ha with a 100m frontage to Bartlett Road, Horseshoe Lagoon. The site is not improved with any structures and is currently used for agricultural purposes, being small crops.

The properties along Bartlett Road are mainly mango plantations and rural residential dwellings with associated sheds. The surrounding area is predominantly used for sugar cane production.

Conclusion

Council's Development Assessment Team (DAT) have considered the application including supporting material and have recommended that the proposal be approved. Assessment of the proposal against the relevant sections of the planning scheme has demonstrated that the proposed development can generally comply. Specific reasonable and relevant development conditions of approval have been drafted to be included in the Decision Notice issued.

Consultation

All relevant Council Departments have been consulted with comments and development conditions included as part of the recommendation.

Budget & Resource Implications

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

Legal Authority & Implications

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

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Minimal organisational risk is apparent given that the recommendation has considered all relevant outcomes associated with Strategic, Operational and Project risks.

Attachments

1. Attachment 1 Development Conditions
2. Attachment 2 Proposed Plans and Site Maps

Attachment 1 – Development Conditions

General

1.1 The Council will not release the formal Plan of Reconfiguration until all rates and charges in arrears in respect of the land, the subject of the application, are paid in full.

1.2 Pay the sum of $78.70 calculated on the basis of a charge per lot to be levied on the Council by the Department of Resources for each new valuation.

Roadworks

2. The construction of any crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of the Chief Executive Officer.

Proposal Plan

3. The reconfiguration of the land must be carried out generally in accordance with:-
   (a) (i) the Brazier Motti proposal plan numbered 56786/001A;
   (ii) the plans, specifications, facts and circumstances as set out in the application submitted to Council;
   Except where modified by the conditions of approval and any approval issued there under; and
   (b) any approval issued under this approval; and
   (c) any development permit for operational works relating to the reconfiguring of a lot;

Drainage/Stormwater

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

Public Utility Services

5. The developer must at its own cost undertake all necessary alterations to public utility mains and services as are rendered necessary by the carrying out of any required external works or other works associated with the approved development.

Water Supply

6. Evidence must be provided by a suitable qualified person and to the satisfaction of the Chief Executive Officer that proposed Lots 1 and 2 can be serviced with an appropriate onsite potable water supply, at no cost to Council.

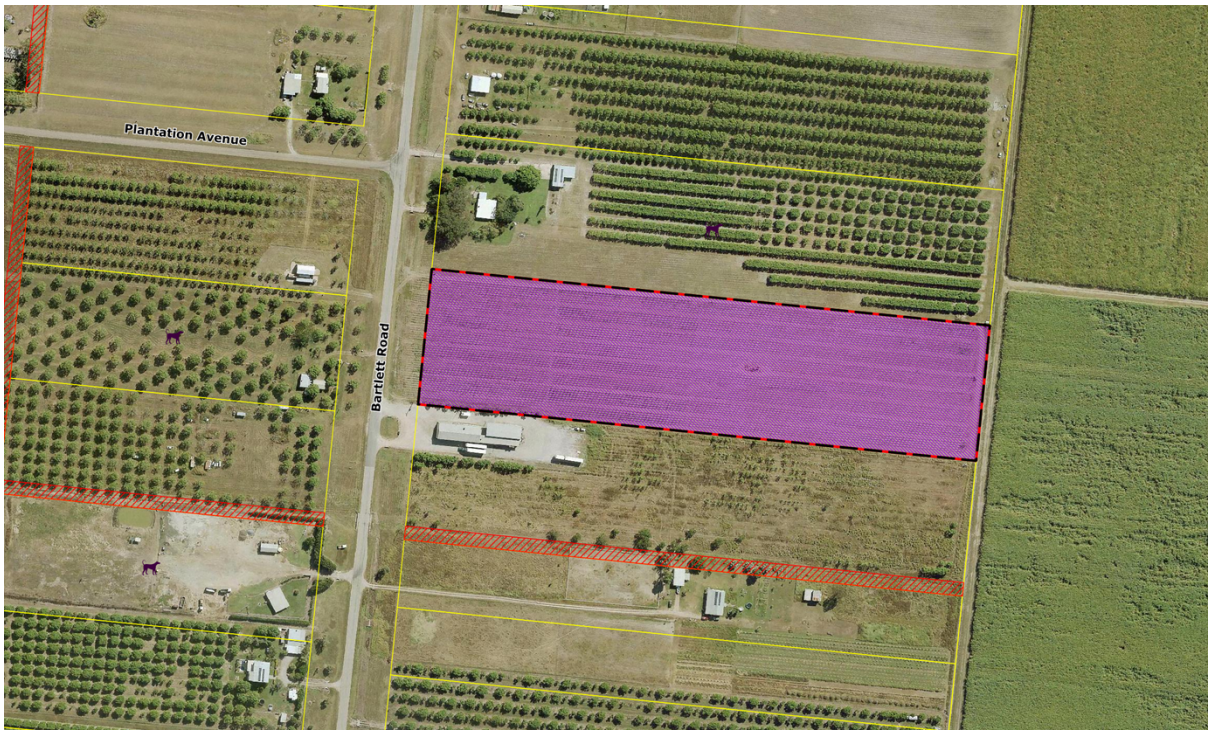
Advice Only;

- *Unless otherwise specified by these conditions, the conditions must be complied with prior to approval of the Plan of Survey.*
- *Any future on-site sewerage treatment and disposal on the proposed lots must be in accordance with the On Site Sewerage Code and AS/NZS 1547:2000.*

- *A Development Application for building works which include habitable rooms may have to include a 1% AEP Flood Certificate. N.B. this applies in Localised and River Flood areas as identified in Burdekin Shire Councils mapping.*

Attachment 2 – Proposal Plans and Site Maps

Rural
Rural Nature Based Recreation Sub Area
Rural Settlement Sub Area
Residential
Residential Low Density Sub Area
Retail and Commercial
Industrial
Extractive Industry Sub Area
Industry Investigation Sub Area
Public Purpose
Village
Open Space & Recreation

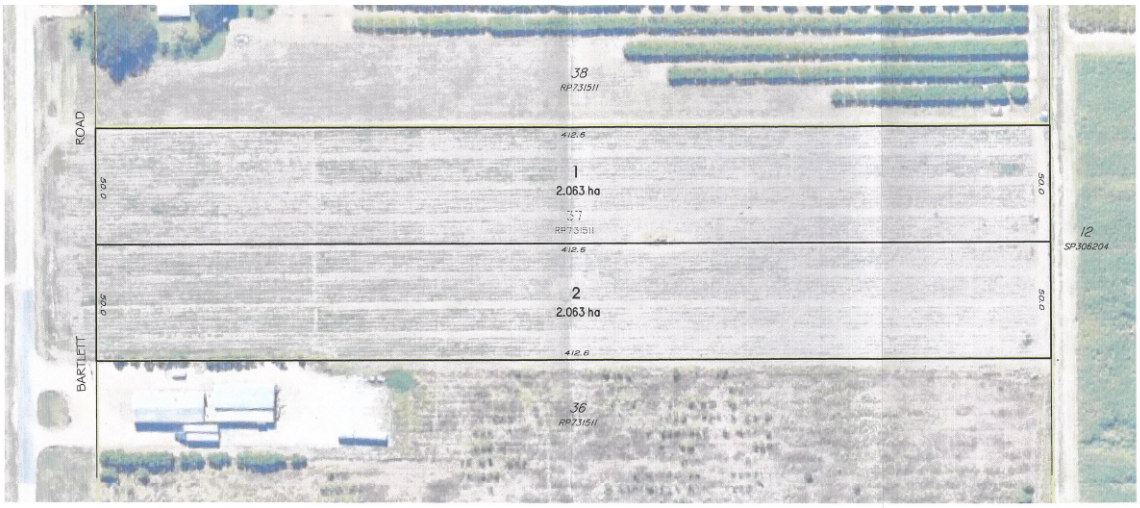


PROPOSED
RECONFIGURATION

Lots 1 & 2

Cancelling Lot 37 on RP731511

Locality of Horseshoe Lagoon
Shire of Burdekin



Date: 19 November 2021	
Scale: 1:1250 @ A3	A3
Drawn: PLT	
Job No: 56786-001-01	
Plan No: 56786/001 A	

braziermotti.com.au

SURVEYING
TOWNPLANNING
PROJECT MANAGEMENT
MAPPING & GIS

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

7.3.2. PLANNING AND DEVELOPMENT
Endorsement of the Amendments to the Draft Planning Scheme after the Second Round of Public Notification

File Reference:	**544**
Report Author:	**Marty Pearce, Senior Planning Officer**
Authoriser:	**Nick Wellwood, Director Infrastructure Planning and Environmental Services**
Meeting Date:	**22 February 2022**

Link to Corporate/Operational Plan:
Burdekin Shire Council Corporate Plan 2022-2027

2.1.4: Encourage business establishment, development, and expansion.
2.3.2: Support, facilitate and promote potential synergies with agribusiness including biofutures, technology, and innovation.
3.4.2: Review land supply and uses to meet community and business needs.
4.1.1: Implement planning policy to adapt to the impacts of changes in the climate.

Burdekin Shire Council Operational Plan 2021-2022

PD3: Finalise the draft *Planning Act 2016* Planning Scheme to ensure: Community expectations are met; State interests are satisfied; and an adequate supply of serviced land to accommodate demand for growth is made available.
PD4: Provide Development Assessment Services which ensure: - land uses comply with the *Planning Act 2016*, Planning Scheme, Council Policies applicable standards and conditions of approval; - assess development applications; and - undertake land use compliance inspections.

Executive Summary

As part of the plan making process, after considering all properly made submissions received during public consultation for the draft Planning Scheme the Local Government must firstly give the Minister a notice to request adoption of the planning scheme. After Ministerial approval the Local Government must then decide to adopt the proposed planning Scheme through a formal Council Resolution including reference to the Consultation Report.

The first step in this process is to seek endorsement from Council for the amendments made to the Draft Scheme after the second round of public notification.

Recommendation

Council endorses the amendments to the draft planning scheme for lodgement to the Department of State Development, Infrastructure, Local Government and Planning for review.

Background

In accordance with the Chief Executive Notice Pursuant to Section 18 of the *Planning Act 2016*, Council must lodge with the Department of State Development Infrastructure Local Government and Planning, Council's proposed Planning Scheme and supporting material to request adoption of the planning scheme.

The documents included in the package to the State Department will include:

- an electronic copy of the scheme clearly identifying any changes to the proposed planning scheme that have been made since the state interest review.

- A written Consultation Report containing a summary of the matters raised in the properly made submissions and stating how the Local Government has dealt with the matters.

- The reasons why the Local Government doesn't consider the proposed amendments to be significantly different from the version for which public consultation was undertaken.

The amendments to the scheme are highlighted in attachment 1 and include:

- Changes to the categories of development and assessment benchmarks for excavation and fill in a rural zone.

- Land in Home Hill, specifically between First and Second Avenue. Change from Low Density Residential back to Industrial zone.

- Alva Beach Tourist Park, Alva Beach. Change the zone of land from Rural to Township.

- Portion of land around Woods and Craig Street, Ayr. Changed from Emerging Community to Rural Residential, this will better reflect the existing nature of the area.

Consultation

Consultation has occurred with the relevant stakeholders. The consultation strategies included the public notification of the planning scheme and meetings conducted with state agencies, consultants and representative bodies that lodged submissions.

A full Consultation Report will be prepared by Burdekin Shire Council planning consultant, Ethos Urban, for submission to the Department of State Development, Infrastructure, Local Government and Planning.

Budget & Resource Implications

This project is funded out of the Recurrent Maintenance Reserve.

Legal Authority & Implications

Scheme preparation is a requirement of the *Planning Act 2016*.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Minimal organisational risk is apparent with the endorsement of a new planning scheme.

Attachments

1. Attachmant 1 - Maps and documents proposed for amendment in the Draft Planning Scheme

Attachment 1 – Amendments to the Draft Planning Scheme

Operational Works – Excavation and/or Filling in the Rural Zone

Categories of development and assessment – Operational work

The following table identifies the categories of development and assessment for **Operational work – excavation and/or filling in the Rural zone**.

Zone	Categories of development and assessment	Assessment benchmarks for assessable development and requirements for accepted development
Rural zone	**Code assessment**	
	If excavation and/or filling involves: (a) an overland flow path or drainage path which has a waterway area of 2m² or more; or (b) a waterway or wetland; or (c) works that cause ponding of overland runoff flows on council controlled land, including road reserves and infrastructure.	Development works code
Accepted		
Any other operational work not listed in this table. Any operational work listed in this table and not meeting the description listed in the 'categories of development and assessment' column.		

6.2.1 – Development works code – Extract of assessment benchmarks relating to excavation and/or filling in the Rural zone

6.2.1.2 Purpose and Overall outcome

(2) The purpose of the code will be achieved through the following overall outcomes:

(e) Excavation and/or filling in the Rural zone does not adversely impact on ~~the premises, adjoining premises~~ council controlled land, including road reserves and infrastructure, overland flow paths, drainage paths, waterways, wetlands, or ~~railway and~~ road and drainage infrastructure.

6.2.1.3 Specific benchmarks for assessment

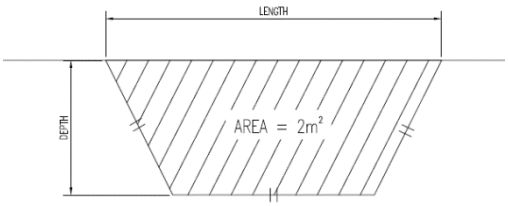
Table 6.2.1.3(b) – Benchmarks for assessable development only

Performance outcomes	Acceptable outcomes
Excavation and/or filing in the Rural zone	

Performance outcomes	Acceptable outcomes
PO8 Excavation and/or filling do not: (a) result in ponding on ~~the premises or adjoining premises~~ council controlled land, including road reserves and infrastructure; (b) impede the flow of water through an overland flow path or drainage path on ~~the site or adjoining premises~~ council controlled land, including road reserves and infrastructure; and (c) alter the location and/or flow rate of water discharge points from the premises adversely impacting on council road and drainage infrastructure.	**AO8** No acceptable outcome nominated.
PO9 Excavation and/or filling do not result in an increase to the volume or concentration of water: (a) in an overland flow path or drainage path on ~~the premises or adjoining premises~~ council controlled land, including road reserves and infrastructure; and (b) waterways and wetlands.	**AO9** No acceptable outcome nominated.
PO10 Excavation and/or filling do not adversely impact on waterways and wetlands.	**AO10** Excavation and/or filling do not occur within 15m of the: (a) outer bank of a waterway; or (b) outer landward boundary of a wetland.
PO11 Excavation and/or filling do not adversely impact on ~~railway and~~ Council road and drainage infrastructure.	**AO11** Excavation and/or filling do not: (a) occur within 15m of ~~railway and~~ Council road and drainage infrastructure; and (b) alter the flow rate or velocity of water at discharge points from the premises to ~~railway or~~ Council road and drainage infrastructure.

Schedule 1 – Definitions – SC1.2 – Administrative terms

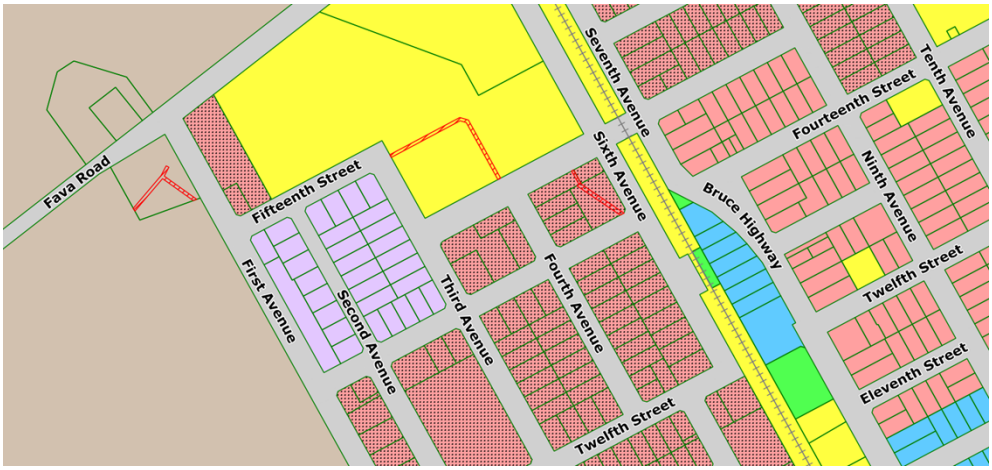
Table SC1.1.2—Administrative terms and definitions

Column 1 Administrative term	Column 2 Definition
Drainage path	***drainage path*** means a man-made path which carries flood waters exceeding the capacity of a piped drainage system or where there is no piped drainage system or other form of defined waterway exists, the path taken by surface run-off from higher parts of the catchment. The term does not include a waterway or wetland.
Overland flow path	***overland flow path*** means where a piped drainage system exists, the path where flood waters exceeding the capacity of the underground drainage system would flow. Where no piped drainage system or other form of defined waterway exists, the path taken by surface run-off from higher parts of the catchment. The term does not include a waterway or wetland.
Waterway	***waterway*** means a river, creek, stream, watercourse or inlet of the sea.
Wetland	***wetland*** means areas of permanent or periodic/intermittent inundation, with water which is static or flowing, fresh, brackish or salt, including areas of marine water the depth of which at low tide does not exceed 6m. To be a wetland the area must have one or more of the following attributes: (a) At least periodically the land supports plants or animals which are adapted to and dependent on living in wet conditions for at least part of their life cycle. (b) The substratum is predominately undrained soils which are saturated, flooded or ponded long enough to develop anaerobic conditions in the upper layers. The substratum is not soil and is saturated with water or covered by water at some time.
Waterway Area	***Waterway Area*** means a cross sectional area of a Drainage path, Overland Flow path, Waterway or Wetland. Example: 
Excavation an/or filling	***excavation and/or filling*** **means removal or importation of material to, from or within a lot that will change the ground level of the land.**

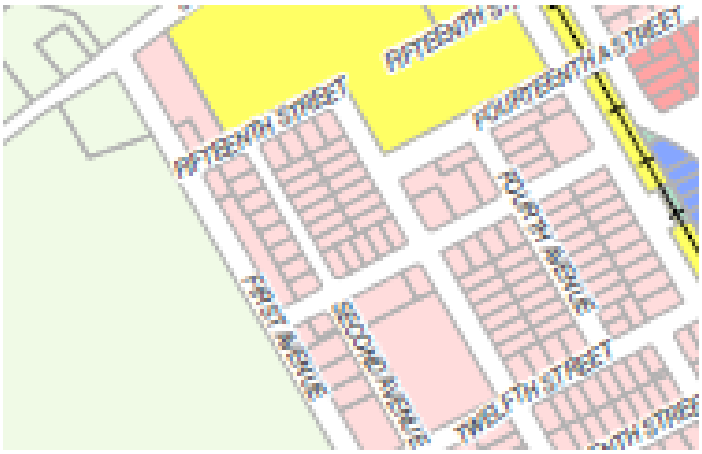
Drafting note: Waterway and wetland definition taken from current Burdekin Planning Scheme.

Land in Home Hill, specifically between First and Second Avenue. Change from Low Density Residential back to Industrial zone

Current Planning Scheme – Industrial zone

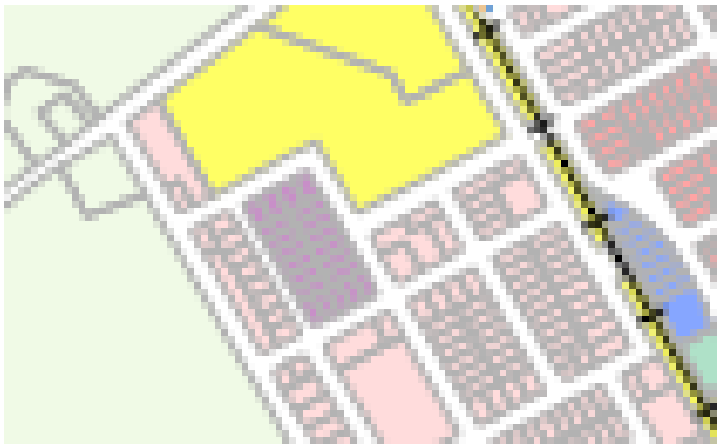


Area was changed to Low Density Residential for first public notification



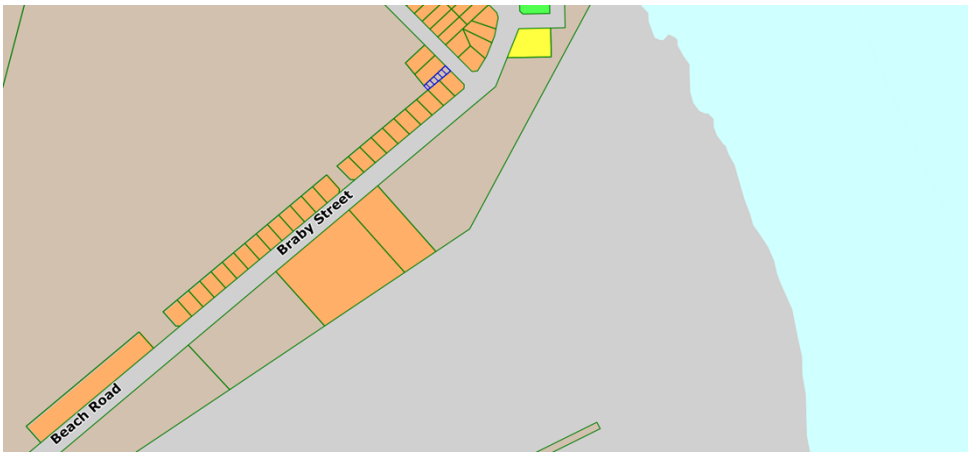
Submissions after first public notification requested the proposed zone reflect the existing uses. I.e., back to Industrial zone.

Zone map for second public notification. No submissions received. (Back to Industrial)

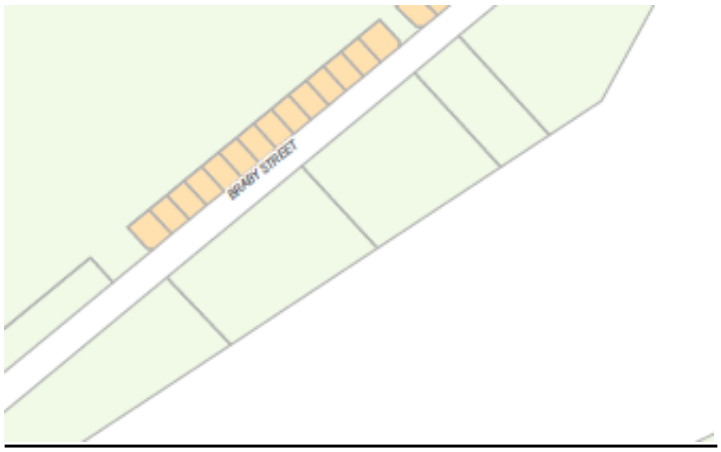


Alva Beach Tourist Park – zone to remain unchanged

Current Planning Scheme – Village Zone



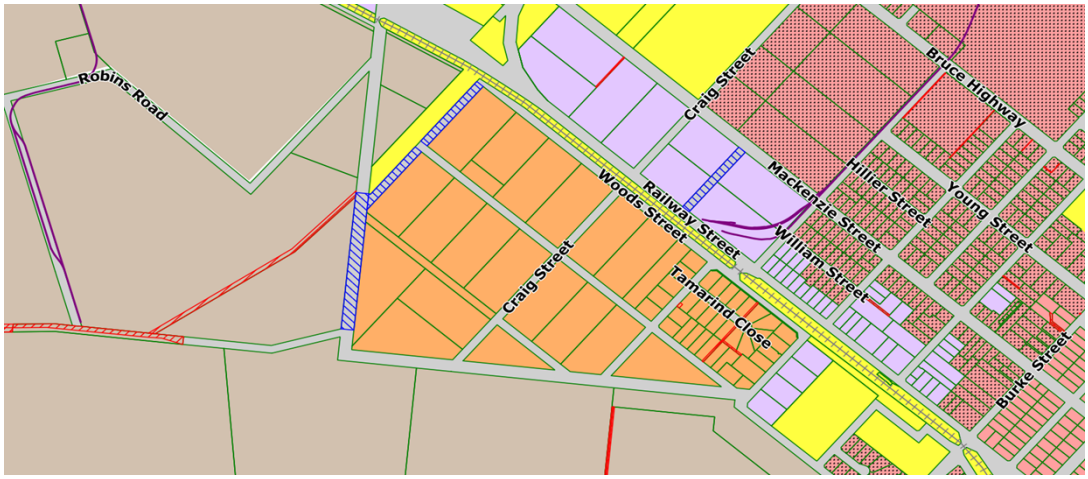
This land was changed to Rural. Submissions after first public notification requested the zone remain the same.



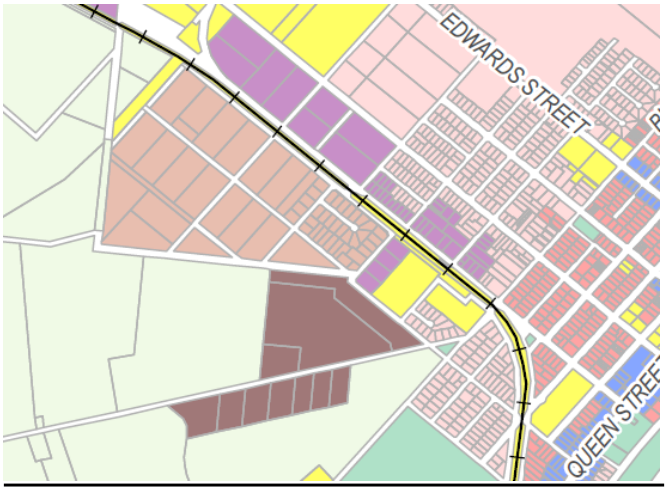
Zone map for second public notification. No submissions received. (Changed to Township)

Area around Woods and Craig Streets Ayr. Change of Zone from Emerging Community to Rural Residential

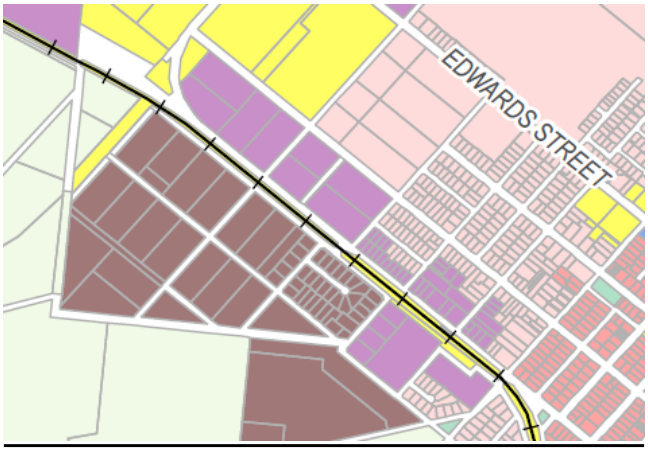
Current Planning Scheme – Village Zone



First public notification – Emerging Community



After discussions with Burdekin Shire Council's planning consultant, Ethos Urban, it was decided to change this area to Rural Residential zone to reflect the nature of amenity in the area.



7.4.1. TECHNICAL SERVICES
Temporary Road Closure - McNee Road, Clare

File Reference: **1789**
Report Author: **Glen Stockdale, Design Officer Coordinator**
Authoriser: **Kevin Byers, Manager Technical Services**
Meeting Date: **22 February 2022**

Link to Corporate/Operational Plan:
Burdekin Shire Council Corporate Plan 2022-2027

3.4.2: Review land supply and uses to meet community and business needs.

Executive Summary

Request for Council's views on an application for a temporary 38 metre road closure over a part of McNee Road, Clare for agriculture and primary production purposes.

Recommendation

That Council resolves to offer no objection to the proposed temporary road closure over part of McNee Road, Clare.

Background

Council previously received an application for permanent road closure over a part of McNee Road, Clare adjacent to Lot 283 on GS1069.

The applicant was advised that Council would not support an application for permanent road closure over the full width of the road reserve as requested, however would likely support an application for temporary road closure of 38 metres, with a 15 metre wide section of the road to remain open. The 15 metre open road width is consistent with other existing closures within the same road reserve.

The total road reserve width is approximately 53 metres, which will allow for continued part-use of the reserve notwithstanding the 38 metre temporary closure.

The applicant has submitted an amended application in accordance with Council's advice, and requests that Council support the application.

The section of road reserve is not constructed, with the majority of the requested closure area under cultivation.

Consultation

The State of Queensland (Department of Resources) may undertake consultation under the *Land Act 1994.*

Budget & Resource Implications

Not Applicable.

Legal Authority & Implications

Not Applicable.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Not Applicable.

Attachments

1. Caltabiano - Temporary Road Closure

74
SP111298
74
SP111298
1
SP119495
17
SP248092
4
CP859487
17
SP248092
73
SP111327
171
GS1047
1
SP127291
283
GS1069
1
GS808160
20
SP127286
282
GS1068
172
GS1046
278
GS1082
281
GS1059
277
GS1046
268
GS808160
270
CP867391
267
GS808160
28
SP149495
173
GS1044
276
GS1045
182
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NEW MEASUREMENT
GDA2020LatLng
lat: -19.77830
long: 147.14296
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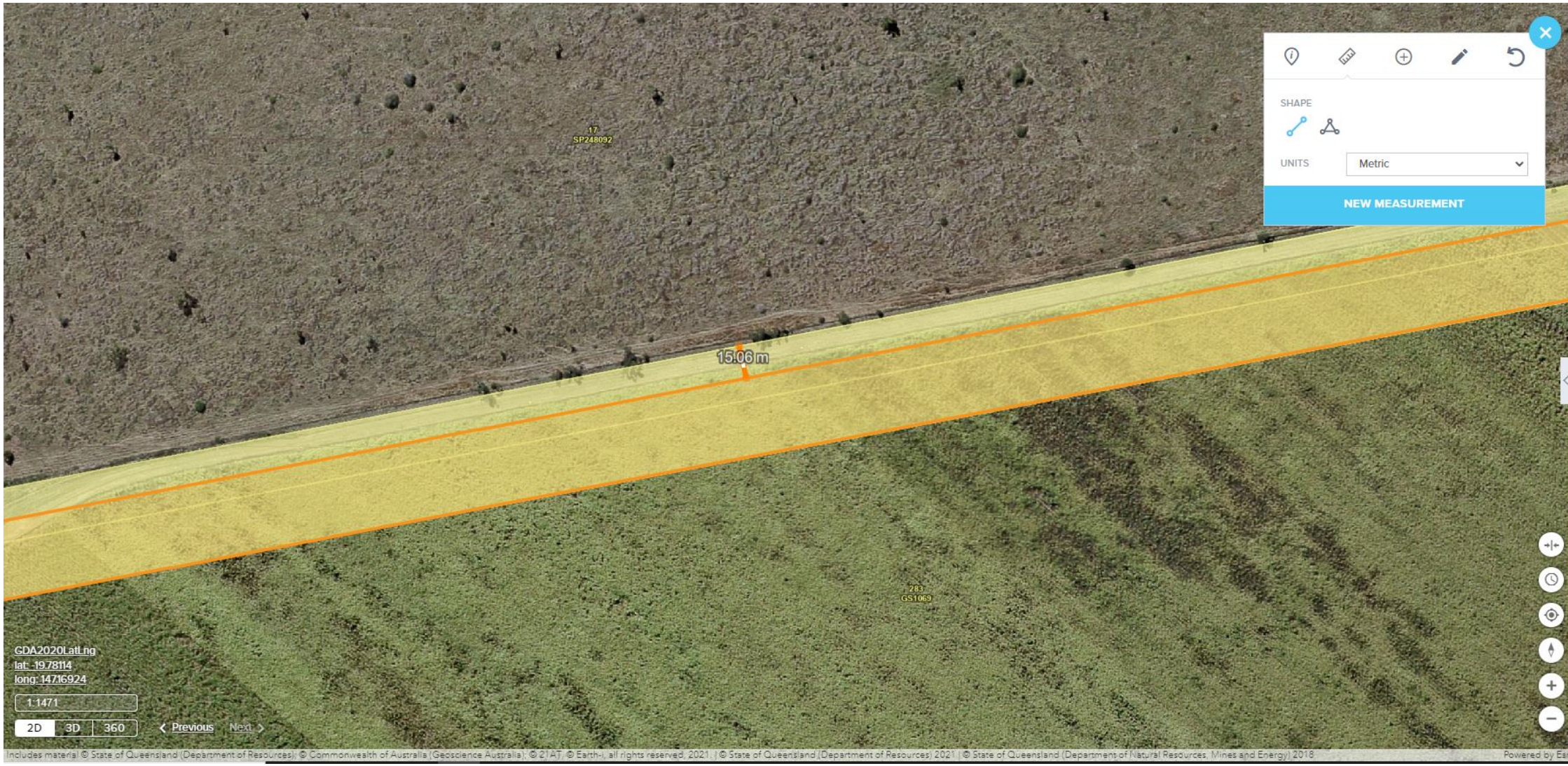
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SP248092
15.06 m
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GS1069
SHAPE
UNITS
Metric
NEW MEASUREMENT
GDA2020LatLng
lat: -19.78114
long: 147.16924
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