



Burdekin Shire Council

AGENDA

ORDINARY COUNCIL MEETING

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

on 8 October 2024

COMMENCING AT 9:00 AM

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

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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 - 24 September 2024

4.2. Burdekin Shire Road Safety Advisory Committee Meeting Minutes - 21 August 2024

5. EXECUTIVE

5.1. CEO

5.2. ECONOMIC DEVELOPMENT

6. CORPORATE AND COMMUNITY SERVICES

6.1. CLIENT SERVICES

6.1.1. Permanent Electronic Message Board Policy

6.2. COMMUNITY DEVELOPMENT

6.3. FINANCIAL AND ADMINISTRATIVE SERVICES

6.4. GOVERNANCE

6.4.1. Annual Report 2023/2024

7. INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

7.1. ENVIRONMENTAL AND HEALTH SERVICES

7.2. OPERATIONS

7.2.1. Adoption of Cropping in Road Reserve Policy

7.2.2. Supply and Installation of Security Fence at Ayr / Brandon Wastewater Treatment Plant

7.3. PLANNING AND DEVELOPMENT

7.3.1. Change Application (Minor) - Development Permit for Material Change of Use – Accommodation Building at 9-11 Nelson Street, Clare (Lot 20 on SP314314)

7.3.2. Late Report: Development Application for a Development Permit for Material Change of Use Renewable Energy Facility (Solar Farm) and Two (2) Substations (Staged) 829 and 834 Keith Venables Road and 667 Black Road, Upper Houghton (Lots 1 and 6 on SP302825 and part Lot 2 on SP302825)

7.4. TECHNICAL SERVICES

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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 - 24 September 2024

Recommendation

That the minutes of the Ordinary Council Meeting held on 24 September 2024 be received as a true and correct record.

Attachments

1. Minutes - Ordinary Council Meeting - 24 September 2024



Burdekin Shire Council

MINUTES

ORDINARY COUNCIL MEETING

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

on 24 September 2024

COMMENCING AT 9:00 AM

ORDER OF BUSINESS:

1. ATTENDANCE

Councillor Pierina Dalle Cort, Councillor John Furnell, Councillor Amanda Hall, Councillor Max Musumeci, Councillor Callan Oar, Councillor Fina Vasta

Mr. M. Magin - Chief Executive Officer

Mrs. K. Olsen – Acting Director Corporate and Community Services

Mr. W. Saldumbide - Acting Director of Infrastructure, Planning and Environmental Services

Mr. G. Arboit - Manager Community Services (Part)

Mr. P. Day - Manager Environmental and Health Services (Part)

Mrs. E. Lovell - Economic Development Coordinator (Part)

Ms. L. Govan - Coordinator Environment and Health Projects (Part)

Mrs. S. Batchelor - Project Officer (Part)

Minutes Clerk - Ms. G. Biffanti

Apologies: Councillor Michael Detenon - Approved Leave of Absence

2. PRAYER

The meeting prayer was delivered by Pastor Gerry MacManus from Australian Christian Churches.

3. DECLARATIONS OF INTEREST

The Mayor called for declarations of interest.

No declarations of interest were identified.

4. MINUTES AND BUSINESS ARISING

4.1. Ordinary Council Meeting Minutes - 10 September 2024

Recommendation

That the minutes of the Ordinary Council Meeting held on 10 September 2024 be received as a true and correct record.

Resolution

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

CARRIED

4.2. Burdekin Shire Youth Council Meeting Minutes - 5 August 2024

Recommendation

Item 4 - Involvement in the Burdekin Water Festival Events

Council notes the involvement of the Burdekin Shire Youth Council in the upcoming Burdekin Water Festival events including the Launch, Long Lunch and Mardi Gras.

Item 7 - Investigations into Possible Options for a Designated Graffiti Wall

That Council support further investigations into the possibility and options for a designated graffiti wall for youth in the Burdekin Shire.

That:

1. the minutes of the Burdekin Shire Youth Council Meeting held on 5 August 2024 be noted and adopted.
2. the recommendations as detailed in the minutes and summarised in Items 4 and 7 above, be adopted.

Resolution

Moved Councillor Vasta, seconded Councillor Furnell that the recommendation of the minutes and Item 4 be adopted noting that Item 7 - Investigations into Possible Options for a Designated Graffiti Wall was not supported by Council.

CARRIED

5. EXECUTIVE

5.1. CEO

5.2. ECONOMIC DEVELOPMENT

5.2.1. Ayr Industrial Estate Expansion – Review of Tenders for Sale of Land - Stage 1

Executive Summary

In 2019, Council purchased land adjacent to the existing Ayr Industrial Estate to expand industrial land within the Shire. Over the past two (2) financial years, the Council has been developing the site. The project is scheduled for completion in December 2024. Request for Tenders for the sale of lots in Stage 1 of the expansion area in accordance with the *Local Government Act 2009 and Regulations* were advertised from 25 July 2024 and closed on 19 August 2024. Three (3) tenders were received. This report seeks Council's formal consideration of the tenders.

9.08am - Mrs. Lovell entered the meeting.

Recommendation

That Council:

- a) does not accept any of the tenders received in response to TBSC/24/023 noting that the offers did not meet the reserve price set by Council;
- b) resolves to seek quotations from real estate agents who specialise in industrial land sales, as well as local real estate agents and list lots for stage 1 publicly for sale in accordance with the provisions of the *Local Government Regulation 2012* Sec 236 (2) and (3); and
- c) note the contents of the attached confidential valuation report and authorise the Chief Executive Officer to determine the sale price for each lot, negotiate the contacts for each sale, sign the relevant contracts and take all necessary actions to complete the purchase and sale of lots in stage 1 of the Ayr Industrial Estate expansion.

Resolution

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

CARRIED

9.11am - Mrs. Lovell left the meeting.

6. CORPORATE AND COMMUNITY SERVICES

6.1. CLIENT SERVICES

6.2. COMMUNITY DEVELOPMENT

6.2.1. Burdekin Shire Sport and Recreation Plan 2024 - 2030

Executive Summary

The previous 10 Year Sport and Recreation Plan (2018 - 2028) had successfully guided the Councils strategic planning and operations, with many of the recommendations having been implemented. It was timely to evaluate the progress and outcomes of this plan, identify any gaps or challenges, assess its relevance, and make recommendations for future actions and priorities.

In November 2023, Council sought quotations from qualified consultants to review the Burdekin Sport and Recreation Plan. The goal was to provide Council with strategic guidance and identify actionable steps to be achieved through to 2030.

Recommendation

That Council:

1. endorses the draft 2024 - 2030 Burdekin Shire Sport and Recreation Plan, as attached for community consultation, noting the substantial stakeholder engagement undertaken during the formulation of the draft plan; and
2. notes a report will be tabled at a future Council Meeting seeking Council's formal consideration of the feedback received during the community consultation period, prior to Council's adoption of the plan.

Resolution

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

CARRIED

6.2.2. Christmas Decorations Replacement 2024

Executive Summary

The Christmas trees and decorations currently used in Ayr and Home Hill are significantly overdue for replacement. Both trees, which are over 25 years old, have sustained considerable wear and structural damage. They are also cumbersome to erect and dismantle, further complicating their use.

Over the years, the absence of a replacement program has led to the accumulation of reserve funds sufficient for the purchase of new trees and decorations. This presents a timely opportunity to not only replace the aging items but also to reassess and enhance how our communities celebrate Christmas in the Burdekin.

It has been proposed that the Ayr Christmas Tree is replaced and be relocated from its current position at the Edwards/Queen Street, Ayr roundabout to the area near the Burdekin Theatre Forecourt. This new location offers an opportunity to enhance the festive experience by hosting a "Burdekin Lights Up" event, featuring the official turning on of the Christmas lights. Additionally, the new site provides a more interactive and family-friendly environment, allowing families to engage with the tree and capture memorable photos with their children.

Recommendation

That Council:

1. Cease the practice of positioning the Ayr Christmas Tree at the Edwards/Queen Street, Ayr Roundabout;
2. Replace the Ayr Christmas tree with a new unit and relocate to an area near the Burdekin Theatre Forecourt;
3. Replace the Home Hill Christmas Tree with a new unit - the positioning of the tree is yet to be confirmed;
4. Retain the baubles and tinsel feature on the fountain roof structure at Edwards/Queen Street, Ayr;
5. Replace one (1) fireworks tree so to retain the two (2) fireworks trees at Plantation Park, Ayr;

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6. Replace the four (4) motifs sets on street poles which are located in Ayr (2) and Home Hill (2);
 7. Retain the one (1) fireworks tree at Home Hill; and
 8. Resolves that under section 235 of the *Local Government Regulation 2012* in the circumstances given the specialized nature of the goods and services to be provided, it would be impractical or disadvantageous for Council to invite additional quotations for the supply of Christmas trees and decorations as outlined in this report; and
 9. Council accepts the quotation from Pure Lighting Australia based in Townsville for the supply and installation of the following:
 - 2 x 7-Meter-High Traditional Christmas Trees - \$49,198.00 GST exclusive
 - 2 x Sets of Lights and Decorations - \$16,603.20 GST exclusive
 - 2 x Hire of Tree Bases including Delivery/Install - \$5,812.00 GST exclusive
 - 4 x Sets of Pole Motifs - \$10,760.00 GST exclusive
 - 1 x Firework Tree - \$9,985.00 GST exclusive

Total Cost \$92,358.20 GST exclusive

Resolution

Moved Councillor Vasta, seconded Councillor Hall that the recommendation be adopted.

CARRIED

9.16am - Mr. Arboit left the meeting.

6.3. FINANCIAL AND ADMINISTRATIVE SERVICES

6.3.1. Monthly Financial Report - August 2024

Recommendation

That the Monthly Financial Report for Period Ending 31 August 2024 be received.

Resolution

Moved Councillor Hall, seconded Councillor Vasta that the recommendation be adopted, with Council noting the Queensland Audit Office's 2024 Closing Report.

CARRIED

6.4. GOVERNANCE

6.4.1. Funding Application - Growing Regions Program Round 2

Executive Summary

This report seeks Council's endorsement of a funding submission to the Federal Government's Growing Regions Program Round 2 for a project to develop the Anzac Park Precinct Sports Zone.

Recommendation

That Council endorses the submission of a funding application to the Federal Government's Growing Regions Program Round 2 for the Development of Anzac Park Precinct Sports Zone project (total cost \$1,615,000.00), subject to the approval of the Ayr Pump Track project submitted to the Works for Queensland 2024-2027 program and noting that Works for Queensland funds of \$810,000.00 will be utilised as Council's contribution to the project.

Resolution

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

FOR: Councillors Oar, Musumeci, Vasta, Furnell and Dalle Cort

AGAINST: Councillor Hall

5/1

CARRIED

9.28am - Mrs. Batchelor entered the meeting.

9.29am - Mr. Day and Ms. Govan entered the meeting.

7. INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

7.1. ENVIRONMENTAL AND HEALTH SERVICES

7.1.1. Application for Environmental Levy Funding - Improving Soil Health by Recycling Local Biosecurity Matter

Executive Summary

An application has been received from Rhonda and Glen Pirrone for funding to trial the application of compost on 10 acres to improve soil health and reduce the use of fertilizers.

The funding of \$10,000.00 is to be used to purchase mulch from Council's waste facilities they will then compost the material on their land over 18 months before spreading it on the paddock.

Recommendation

That Council approves the application for funding under the Environmental Levy for \$10,000.00 for Rhonda and Glen Pirrone to conduct a trial to compost mulch and apply it to their paddock to potentially improve soil quality.

Resolution

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

FOR: Councillor Furnell

AGAINST: Councillors Oar, Musumeci, Hall, Vasta and Dalle Cort

1/5

LOST

9.41am - Mr. Day and Ms. Govan left the meeting.

7.2. OPERATIONS

7.3. PLANNING AND DEVELOPMENT

7.4. TECHNICAL SERVICES

7.4.1. Tenders Received for Flooded Roads Warning Infrastructure

Executive Summary

The Queensland Resilience and Risk Reduction Fund provides funding for communities to mitigate and manage risks associated with natural disasters. The Burdekin Shire is typically impacted by natural disasters in the form of torrential rain events, riverine flooding and tropical cyclones. In the aftermath of these events the Local Disaster Management Group and Council Officer's conduct debriefs to investigate options to continually improve response and recovery operations and look to reduce the risks associated with future events as part of a lessons learned exercise.

The Burdekin Haughton Flood Resilience Strategy Action Plan identifies the installation of Flood Cameras (BSC26) as an action to mitigate the ongoing impacts of natural disasters. The installation of Flooded Road Warning Systems including wigwag signage and flood cameras will allow early identification of flooded roads in the community.

Recommendation

That Council awards the contract for the Flooded Road Warning Infrastructure (TBSC/24/020) to QTEQ Pty Ltd for the total lump sum of \$232,098.00 GST exclusive.

Resolution

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

CARRIED

9.43am - Mrs. Batchelor left the meeting.

8. NOTICE OF MOTION

9. RECEIPT OF PETITIONS

10. CORRESPONDENCE FOR INFORMATION

11. GENERAL BUSINESS

12. CLOSED BUSINESS ITEMS

13. DELEGATION

There being no further business the meeting closed at 9.50am.

These minutes were confirmed by Council at the Ordinary Council Meeting held on 8 October 2024.

MAYOR

4.2. MINUTES AND BUSINESS ARISING

Burdekin Shire Road Safety Advisory Committee Meeting Minutes - 21 August 2024

File Reference: 691

Report Author: Ginett Biffanti, Administration Officer

Authoriser: Kevin Byers, Manager Technical Services

Meeting Date: 8 October 2024

Purpose

This report provides the Minutes of the Burdekin Shire Road Safety Advisory Committee meeting held on 21 August 2024.

Summary of recommendations and actions for consideration and adoption:

Item 6.4.1 Review at the Intersection of the Bruce Highway/Ayr Dalbeg Road, Ayr

Council to liaise with DTMR to consider installing a reflective give way target board sign at the intersection of the Bruce Highway and Ayr Dalbeg Road, Ayr to help drivers better navigate the intersection.

Item 6.5.1 Safety Concerns - Alva Beach Road - Bend at Thompson Road just after Trent Road, Ayr

Council to liaise with DTMR on the audit at Thompson and Beach Road, Ayr where the data provided will determine what signage and safety measures are needed to enhance motorist safety on the road.

Item 6.8.1 Line-markings - Aerodrome Road on to Five Ways Road, Airville

Council to investigate whether Five Ways Road, Airville meets the required standards for line marking. Based on the findings, the Council will decide whether to proceed with the addition of the requested line markings

Recommendation

That:

1. the minutes of the Burdekin Shire Road Safety Advisory Committee meeting on held on 21 August 2024 be noted, and;
2. the recommendations as detailed in the minutes and summarised in Item Numbers 6.4.1, 6.5.1 and 6.8.1 above be adopted.

Attachments

1. Final Minutes - Burdekin Shire Road Safety Advisory Committee - 21 August 2024 (1)



Meeting Minutes

Meeting	Burdekin Shire Road Safety Advisory Committee Meeting		
Date	Wednesday, 21 August 2024	Time	10:30 AM
Core Attendees	Councillor Max Musumeci - Burdekin Shire Council Mr. Kevin Byers - Burdekin Shire Council Mr. Dean Pappalardo - Burdekin Shire Council Mr. Kevin Riseley - Technical Officer (Road Safety) Northern District - Department of Transport and Main Roads Ms. Anne Craven – Acting Senior Advisor (Road Safety) Northern – Department of Transport and Main Roads Mr. Victor Hewett - Queensland Ambulance Service Senior Constable Brett Elton - Highway Patrol Townsville - Queensland Police Service, Ayr Senior Constable Brendon Gadd - Highway Patrol Townsville - Queensland Police Service, Ayr Senior Sergeant Steven Barton - Officer in Charge – Queensland Police Services – Ayr Mr. John Tait - Cane Supply Manager - Wilmar Sugar Australia Limited		
Advisor Attendees	N/A		
Apologies	Ms. Marita Stecko – Acting Manager (Road Safety) - Northern Region – Department of Transport and Main Roads Mr. Matthew Slatcher – Manager (Road Safety) – Northern Region – Department of Transport and Main Roads Sergeant Samuela Pyke - Officer in Charge - Queensland Police Services - Home Hill Mrs. Kristy Raitelli – Transport and Main Roads Project Officer – Burdekin Shire Council		
Chairperson	Councillor Max Musumeci		
Minutes Clerk	Ms. Ginett Biffanti		
Location	Ernie Ford Board Room – 145 Young Street, Ayr		

2. Minutes Received

Minutes of the Burdekin Shire Road Safety Advisory Committee Meeting held on 15 May 2024.

Moved, Mr. Pappalardo Seconded, Senior Constable Elton that the Minutes from the Burdekin Shire Road Safety Advisory Committee Meeting held on Wednesday, 15 May 2024 be accepted as a true and correct record.

CARRIED

3. Business Arising out of Minutes

Not Applicable

4. Review Action Items List

	Action Item	Responsible Officer	Status
1.	16 August 2023 Item 6.1 - Council to liaise with Department of Transport and Main Roads to find ways to reduce the potential risk at the T-Intersection of the Bruce Highway and Pioneer Mill Road.	Kevin Byers BSC	TMR has recently nominated this intersection through a relevant program to seek funding for the necessary widening work along the left turn lane and within the intersection throat to remove the B Double conflicting movement – LI & RO. It is anticipated TMR Northern District will be able to provide an update to the committee around March 2025 advising whether this nomination has been successful or not.
2.	15 November 2023 Item 6.2.4 - Council to investigate the feasibility of installing streetlights on the bypass highway on Jones Street, Ayr near the Burdekin Rugby Union fields for enhance visibility.	Dean Papalardo BSC	Council is currently awaiting quotes from local officers to determine the cost of utilising the existing pole located between the Jones Street Depot and the Burdekin Rugby Union field in Ayr as a potential streetlight to improve lighting in the area. Once the quotes are received, they will be presented to the Council for consideration.
6.	15 May 2024 Item 6.1 - Council to further investigate additional safety measures with the Department of Transport and Main Roads to improve safety for both pedestrians and drivers at the pedestrian crossings along Queen Street, Ayr.	Dean Pappalardo BSC	Based on DTMR's feedback on the safety measures for the pedestrian crossings along Queen Street, Ayr, the Council will develop a plan for signage upgrades and parking alterations (removal) to improve the safety of the crossing.

5. Correspondence for Information

Not Applicable.



6. General Business

6.1 Mr. Kevin Byers - Safety Concerns – Intersection of Maidavale and Giddy Roads

1. Mr. Byers raised safety concerns about the intersection of Maidavale and Giddy Roads, Ayr, when turning right from Giddy Road into Maidavale Road, highlighting the need to improve motorist safety due to the increase traffic volume in this area. He also raised issues about the dip in the road and the vegetation that may hinder visibility.

Additionally, Mr. Byers noted that Council has a project to bring the area to current standards, he recommended converting the intersection into a T- intersection and installing appropriate signage.

Officers are currently planning a budget bid for the design only component of this intersection for the 2025/2026 budget.

6.2 Mr. Kevin Byers – Tenth Street and Eighth Avenue, Home Hill

1. This item has been suspended as previously discussed in the meeting actions.

6.3 Mr. Kevin Byers – Soper Street and Wilmington Street, Ayr

1. Mr. Byers raised awareness of the need to install a roundabout at the intersection of Soper Street and Wilmington Street, Ayr and advised that Council will submit a Black Spot Funding Application in the coming year.

Council to move forward with the Black Spot Funding application for the installation of a roundabout at Soper Street and Wilmington Street, Ayr.

6.4 Senior Constable Brett Elton – Review at the Intersection of the Bruce Highway / Ayr Dalbeg Road, Ayr

- 1 Senior Constable Elton provided a report on recent traffic accidents at the Bruce Highway / Ayr Dalbeg Road, Ayr intersection where drivers were failing to give way while turning right. During discussions, it was noted that visibility at the intersection was not a contributing factor, and the accidents were likely due to driver error. It was suggested the possibility of changing the signage to improve safety. Since the road falls under DTMR jurisdiction, it was proposed to inquire if adding a reflective give way target board sign would help drivers better navigate the intersection.

Council to liaise with DTMR to consider installing a reflective give way target board sign at the intersection of the Bruce Highway and Ayr Dalbeg Road, Ayr to help drivers better navigate the intersection.



6.5 Senior Constable Brett Elton - Safety Concerns – Alva Beach Road – Bend at Thompson Road just after Trent Road

1. Senior Constable Elton raised concerns about the bend at Thompson Road and Beach Road, Ayr where a fatal accident and other multiple traffic incidents have occurred. During the discussion, it was noted that the Council were in the process of replacing a missing advisory speed sign and recently sealed the intersection with asphalt. Mr. Riseley suggested that this would be an opportune time for DTMR to conduct an audit of the area on behalf of the Council. The audit would provide the Council with data on necessary signage and safety improvements.

Council to liaise with DTMR on the audit at Thompson and Beach Road, Ayr where the data provided will determine what signage and safety measures are needed to enhance motorist safety on the road.

6.6 Mr. Kevin Riseley – Department of Transport and Main Roads

1. Mr. Riseley provided an update from a previous meeting regarding the Woodstock and Giru 10L Road on the Bruce Highway. He informed that the left turn slip and acceleration lane's southern line marking has been changed to broken lines, allowing motorists to merge into the left lane immediately.
2. Mr. Riseley gave a further update from a previous meeting regarding the 548 Woodstock Giru Road, from the Bruce Highway to Giru township. He noted that the missing regulated speed signage along the road has been reinstated.
3. Mr. Riseley reported that a new pedestrian refuge being installed on Edwards Street Ayr, mid-block between Wilmington Street and Munro Street Ayr and is either under construction or about to begin. The new pedestrian refuge will connect the Coles side of Edwards Street, Ayr to the service station side. Road Tech is carrying out the work under TMR's Safety Minor Works funding.
4. Mr. Riseley informed that he has sent a report regarding the 545 Ayr-Dalbeg Rd QR Level Crossing, to his Comm's and Maintenance Sections regarding the alleged noise issue (relating trucks crossing over the QR Rail Line). There were no safety concerns identified, however two locations on the left side of the inbound lane appear to be suffering sub base wear due to wear / localised cracking of the pavement. The two (2) locations are in the left wheel path of heavy vehicles and may contribute to some noise when empty trucks cross over the QR Rail Line. Over time this will eventually become a maintenance issue.

6.7 Mr. John Tait – Wilmar Sugar Australia Limited

1. Mr. Tait expressed his gratitude to Mr. Byers and his team for their help in providing temporary access to McLain Road, Horseshoe Lagoon. He noted that although the current solution is temporary, Wilmar is working towards making it permanent.



6.8 Councillor Max Musumeci – Burdekin Shire Council

1. Councillor Musumeci reported a complaint from a resident who, while exiting Aerodrome Road onto Five Ways Road Airville, turned left after checking for traffic and seeing none, the resident nearly had a head-on collision with a vehicle overtaking another car that was heading toward the roundabout. The resident suggested adding a single solid white line to prevent overtaking at the intersection.

After discussion and review of the area, it was agreed that Council to assess whether the roads meet required standards for line marking and to further evaluate the most effective safety measures needed.

Council to investigate to determine whether these roads meet the required standards for line marking. Based on the findings, the Council will decide whether to proceed with the addition of the requested line markings.

2. Councillor Musumeci raised concerns regarding Giddy Road, McDesme and the increasing reports of vehicles exiting Giddy Road onto the main highway at McDesme's crossing failing to notice they are entering a 100 km/h zone. This often results in vehicles abruptly slowing down behind caravans/trucks as they attempt to accelerate to the speed limit, without considering the oncoming traffic.

Councillor Musumeci suggested the possibility of installing a target sign indicating that drivers are approaching a 100 km/h zone to lessen the occurrence of potential traffic accidents. It was agreed after discussion that every possible action has been taken for the safety of motorist.

There being no further business, the meeting closed at 11.54am

The next meeting will be held on Wednesday 20 November 2024 at 10.30am.

Councillor M. Musumeci.

Chairman



Actions from Meeting

	Action Item	Responsible Officer	Due Date	Status
1.	Item 6.4.1 Council to liaise with DTMR to consider installing a reflective give way target sign at the intersection of the Bruce Highway and Ayr Dalbeg Road, Ayr to help drivers better navigate the intersection.	Dean Papalardo BSC		Pending
2	Item 6.5.1 Council to liaise with DTMR on the audit at Thompson and Beach Road, Ayr where the data provided will determine what signage and safety measures are needed to enhance motorist safety on the road.	Dean Papalardo BSC Kevin Riseley DTMR		Pending
3	Item 6.8.1 Council to investigate whether Fiveways Road, Airville meets the required standards for line marking. Based on the findings, the Council will decide whether to proceed with the addition of the requested line markings.	Dean Papalardo BSC		Pending

6.1.1. CLIENT SERVICES

Permanent Electronic Message Board Policy

File Reference: 2275

Report Author: Eileen Devescovi, Manager Client Services

Authoriser: Kim Olsen, Acting Director of Corporate and Community Services

Meeting Date: 8 October 2024

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2022-2027

1.2.3: Partner with State, District, and local agencies to coordinate and facilitate disaster planning, preparedness, response, and recovery to reduce the impact of disaster events.

5.1.2: Be responsive and proactive in providing information to keep the community informed.

Executive Summary

The purpose of this policy is to ensure electronic signage and displays in all Council locations are of a consistent quality and professional standard.

Council's Permanent Electronic Message Boards (PEMB) are deemed to be for the display of Council information and promotion of community events and functions only and are not to be used for commercial purposes, or advertising for products and services.

This policy applies to messages displayed on Council's Permanent Electronic Message Boards.

Recommendation

That the Permanent Electronic Message Board Policy be adopted by Council, as attached to this report.

Background

Council was successful in attaining funding under the Far North Queensland and North Queensland Monsoon Trough Category C Flexible Funding Program for \$45,850.00 for the installation of a Permanent Electronic Message Board in Giru, to allow for timely and accurate information to be displayed to improve the Giru community's resilience to these types of events.

Council was successful in attaining funding under the Commonwealth Government - Preparing Australian Communities - Local Stream for \$93,879.00 for the installation of a second Permanent Electronic Message Board in Home Hill, to allow for timely and accurate information to be displayed to improve the community's and the travelling community's resilience to all types of events.

The Permanent Electronic Message Boards will display flooding information, warning notices, timely advice, and information regarding recovery efforts. During non-flood events, the message boards will be used for community information and messaging. The proposed policy will ensure messaging on the Permanent Electronic Message Boards are of a consistent quality and to a professional standard.

Consultation

Senior Leadership Team 17 July 2024

Executive Leadership Team 1 August 2024

Council Workshop 1 October 2024

97.1 Sweet FM

Home Hill Police Station

Budget & Resource Implications

Both Permanent Electronic Message Boards in Giru and Home Hill were fully funded by successful grant applications.

Depreciation and ongoing maintenance and subscriptions have been included in Council's operating budget.

Legal Authority & Implications

Not Applicable.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

This policy provides guidelines for the prioritisation of messages on Council's PEMB. A guiding policy helps to reduce the likelihood of reputational risks and the risk of negative public perception in the event of competing priorities for use of the boards. Additionally, effective, and timely community messaging during times of emergency or disaster is a major factor in addressing disaster management risks. This Policy ensures that community messaging, using Council's PEMB in emergency and disaster times is prioritised.

Attachments

1. Permanent Electronic Message Board Policy

Policy Type	Corporate
Function	Community Relations
Policy Owner	Manager Client Services
Policy Contact	Manager Client Services
Effective Date	8 October 2024

Purpose

The purpose of this policy is to ensure electronic signage and displays in all Council locations are of a consistent quality and professional standard.

Council's Permanent Electronic Message Boards (PEMB) are deemed to be for the display of Council information and promotion of community events and functions only and are not to be used for commercial purposes, or advertising for products and services.

Scope

This policy applies to messages displayed on the Council's Permanent Electronic Message Boards.

Objectives

When the Burdekin Local Disaster Management Group (LDMG) is "activated", all emergency and/or disaster related notifications will take precedence over community messages. These will include messages regarding warnings, advice and recovery.

To provide clear guidelines for the types of messaging that can be displayed. The council aims to foster community participation relating to a diverse range of Council information, community events and activities by providing accurate, informative and timely messaging to the community.

Exceptions

This policy does not allow for the use of Council's PEMB for commercial or advertising purposes. This policy excludes the PEMB located at the Burdekin Theatre.

Policy Statement

Operational Requirements

Council will allow messages to be displayed on Council's PEMB, which relate to:

- Emergency and/or disaster related warnings and advice.
- Council originated community advice.
- Council service delivery notifications.
- Local government electoral notifications.
- Transfer Station facility opening and closing times.
- High impact roadworks and road closures.
- Notifications and reminders about Council surveys and nominations for community awards.
- Community events, meetings, and ceremonies.
- Community shows, plays, performances and festivals.
- Community based or not-for-profit festivals, events, and meetings.
- Time and temperature information.

Conditions of Display

The following conditions of display apply:

- Council information will be given priority when there is an emergency and/or disaster event.
- Council reserves the right to decide which notices, if any, will be displayed and to prioritise them accordingly.
- There is no charge for use of the space, but the wording used must be appropriate for public viewing. The council will review and approve all notices to be displayed and reserves the right to edit notices if required and/or refuse any messages deemed potentially inappropriate.
- Council does not display notices which promote political or religious views or are deemed to be offensive or illegal.
- Information regarding sale, advertising, solicitation, or promotion of commercial products or businesses will not be displayed.
- Display of notices on Council's PEMB does not indicate an endorsement by Council of the issues or events.
- In the event of a malfunction, Council's PEMB will default to a blank screen.

Message Style

- Each message will be consistent with Council's Corporate Style Guide.
- Information shall be provided in electronic format (e.g. Word, Publisher or PDF).
- Each message will be displayed for a minimum time of 20 seconds.
- Each message will be contained within the one screen (i.e. a message will not continue over more than one screen), unless approval is granted by Council's Manager Client Services.

Procedure

- In an emergency and/or disaster event, all notifications will take precedence over community messages.
- Organisations that have a booking in place may be required to forgo their booking where a one-off event/booking is requested. Should this be required, email notification will be provided.
- Bookings – the preferred option for requests to display information should be submitted to Council via the Request to Display Notice form. The application forms are available from Council's Customer Service Centre or from Council's Website www.burdekin.qld.gov.au
- Bookings – can also be made in person or by phoning the Customer Service Centre and providing full details as required. Bookings should be made well in advance of the required date of use to ensure availability.
- Applications must be received no less than two (2) weeks before the start date of the message.
- Notices can be displayed for three (3) weeks prior to the event on Council's PEMB or longer if the booking schedule allows.

Authorisation for Approval

- In an emergency and/or disaster event, Council's Local Disaster Coordinator and Disaster Management Officer will have authority to approve and publish information for display.
- Council's Media and Communications Officer will have authority to approve and publish Council information for display.
- ICT Administrators will have the authority to approve and publish applications from the public in relation to community display notices.

Operating Hours

- Council's PEMB are operational 7 days per week and may be operational on a 24/7 basis.
- Scheduling of display hours can be changed or altered, if required.

Risk Management

This policy provides guidelines for the prioritisation of messages on Council's PEMB. A guiding policy helps to reduce the likelihood of reputational risks and the risk of negative public perception in the event of competing priorities for use of the Board. Additionally, effective and timely community messaging during times of emergency or disaster is a major factor in addressing disaster management risks. This Policy ensures that community messaging, using Council's PEMB in emergency and disaster times is prioritised.

Legislation

N/A

Definitions and Abbreviations

PEMB Permanent Electronic Message Boards (PEMB) which act as a **community** conduit, providing people with a platform to share information.

Related Documents

Reference Number	Document Title
ICT-FRM-0002	Request to Display Notice – Permanent Electronic Message Boards

Document History and Version Control

Title of Document	Permanent Electronic Message Board Policy
Document Reference Number	ICT-POL-0005 Rev 2
Review Schedule	36 months
Council Meeting Date	8 October 2024
Council Resolution Number	

6.4.1. GOVERNANCE

Annual Report 2023/2024

File Reference: 439 and 440

Report Author: Rebecca Stockdale, Senior Governance Officer

Authoriser: Kim Olsen, Acting Director of Corporate and Community Services

Meeting Date: 8 October 2024

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2022-2027

5.2.1: Demonstrate open and transparent leadership.

5.2.2: Responsibly manage Council's financial position to ensure sustainability.

5.2.3: Implement effective governance frameworks.

5.2.4: Undertake regulatory responsibilities in accordance with legislative obligations.

Burdekin Shire Council Operational Plan 2023-2024

MC03 Facilitate the production of corporate publications including the Annual Report and Annual Budget Documents.

Executive Summary

In accordance with provisions of the Local Government Regulation 2012 Council is required to prepare an Annual Report for each financial year. The Operational Plan for 2023/2024 was developed so that Council's operational activities aligned with the key activities and strategies within the adopted Corporate Plan 2022-2027. The Annual Report has been compiled to accurately reflect Council's achievements during the 2023/2024 financial year that have helped to contribute to delivering the strategic objectives embedded in the Corporate Plan. The report also contains all necessary statutory information in a logical, sequential manner, making this information easy to locate and refer to.

The General Purpose Financial Statements, Current Year Financial Sustainability Statement and the Long-Term Financial Sustainability Statement, as well as the Community Financial Report are also included in the report.

Recommendation

That Council adopts the Annual Report 2023/2024 as attached to this report.

Background

Council is required to prepare and adopt an Annual Report for each financial year. Council must meet a number of legislative disclosure requirements contained within the *Local Government Act 2009* and *Local Government Regulation 2012*.

The Annual Report must be:-

1. Adopted within one (1) month after the day the general-purpose financial statements are certified by the Auditor General (QAO), and
2. Published to Council's website within two (2) weeks of Council adopting the Annual Report.

Consultation

All Senior Leadership Group and Senior Supervisors Group members were required to provide information for the annual report and were provided with a draft copy of the annual report for their review and feedback.

A draft copy of the annual report was provided to members of Council's Audit Committee for feedback.

The Audit Committee endorsed the draft Annual Report and the Annual Financial Statements. Council's external audit provider, Crowe, were also provided with an opportunity to review the annual report.

Budget & Resource Implications

There are no additional budgetary implications associated with the adoption of the Annual Report 2023/2024. Council will print and bind a limited number of hard copies of the report in-house. The adopted Annual Report will be made available for download on Council's public website.

Legal Authority & Implications

The Department of Housing, Local Government, Planning and Public Works published an annual report compliance checklist on their website. With the adoption and publication of the Annual Report, all necessary compliance measures have been met.

Local Government Regulation 2012 s182 Preparation of annual report

- (1) A Local Government must prepare an annual report for each financial year.*
- (2) The Local Government must adopt its annual report within 1 month after the day the auditor-general gives the auditor-general's audit report about the Local Government's financial statements for the financial year to the Local Government.*
- (3) However, the Minister may, by notice to the Local Government, extend the time by which the annual report must be adopted.*
- (4) The Local Government must publish its annual report on its website within 2 weeks of adopting the annual report.*

Policy Implications

Not applicable.

Risk Implications (Strategic, Operational, Project Risks)

A project plan was developed and endorsed for the development of the Annual Report. The project plan outlined the risks of timeliness, accuracy and compliance with legislation. The development and execution of the project plan has ensured the identified risks were effectively managed.

Attachments

1. Annual Report 2023-24_FINAL



Burdekin
Shire Council

ANNUAL REPORT 2023/24

Burdekin Shire Council Annual Report for 2023/2024

Burdekin Shire Council is proud to present the Annual Report for 2023/2024. The following pages provide a comprehensive narrative of Council's performance, challenges and achievements for the 2023/2024 financial year.

Council is committed to providing the community with a report that is open, transparent, accurate and easy to understand. The report sets out the specific activities that have been performed to progress the implementation of the adopted Corporate Plan 2022-2027 and the Operational Plan 2023/2024.

Our vision is "a prosperous, connected and inclusive community built on the Shire's strong rural foundations" which is supported by our mission "to achieve our vision through leadership, partnerships and outstanding service." This report provides an account of the broad range of services and projects delivered to the Burdekin Shire community throughout the 2023/2024 financial year.

We respectfully acknowledge the Bindal and Juru people of the Birri Gubba nation as the traditional custodians of the land on which we live and work.





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A blue-tinted photograph of a playground structure. Two young girls are climbing on a rope ladder. The girl on the left is wearing a light-colored dress with a floral pattern and a white tutu. The girl on the right is wearing a light-colored top and a patterned skirt. The playground structure is made of dark wood and metal. The background shows trees and a clear sky.

ABOUT OUR COUNCIL

SHIRE PROFILE

Nestled in the fertile Burdekin River delta, our shire enjoys abundant water supplies, rich soils, and approximately 300 days of sunshine each year. These ideal conditions support a thriving agricultural sector, which stands as our largest economic driver with an estimated export value of \$625.2 million. Covering a land area of 5,059 square kilometres and home to around 17,020 residents, the shire is located in the Dry Tropics region of North Queensland. Over 65% of the population lives in the primary townships of Ayr and Home Hill, with other communities including Alva, Brandon, Clare, Dalbeg, Giru, Groper Creek, Inkerman, Jerona, Millaroo and Wunjunga.

Located just an hour's drive south of Townsville and on the threshold of the Great Barrier Reef, the Burdekin Shire combines natural beauty with a vibrant rural community atmosphere. The area's resilience against drought is supported by the Burdekin River, an extensive underground aquifer, and the Burdekin Falls Dam. The Burdekin region is known for its flourishing horticultural, aquaculture, and manufacturing sectors, in addition to its prominent sugar cane industry. The region hosts four sugar mills where harvested cane is processed into raw sugar, molasses, and bagasse; a by-product used as fuel. From June to November, the seasonal burning of sugar cane creates dramatic displays of flames and smoke across the fields.

While sugar cane is the most notable crop, the region also produces a diverse range of agricultural products. These include achachas, sandalwood, mangoes, melons, pumpkins, zucchini, soybeans, mung beans, sweet corn, beans, capsicums, chillies, sorghum, maize and cotton. In addition to the lush green crop fields, the shire features stunning wetlands and stretches of pristine beaches.

Residents and visitors can enjoy over 30 kilometres of untouched beaches, nine public boat ramps, nine major parks, four public swimming pools, two libraries, an exceptional art trail, and several cultural venues, including a grand 472-seat theatre. The Burdekin region offers a wealth of attractions and activities catering to a variety of interests.



\$1.3 billion
gross regional product



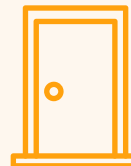
8,195
local jobs



5,059km²
land area



17,020
residents



\$54 million
building approvals in 23/24



\$625.2 million
annual agriculture



Agriculture
largest industry

MAYOR'S REPORT

It is with a deep sense of pride and responsibility that I present to you Council's Annual Report 2023/2024.

Firstly, I would like to acknowledge the work of the previous 2020-2024 Mayor and Councillors.

Secondly, I would like to acknowledge the overwhelming community support both leading up to the March 2024 local government elections and in my first few months as Mayor. Together with the newly elected Council I'm excited about the four-year term ahead of us.

Councillors hit the ground running for the first 87 days of their term to see out the 2023/2024 financial year. Our efforts were focussed on completing comprehensive Councillor onboarding training, holding strategic discussions about the future of our Shire and adopting the Budget for 2024/2025.

It's been positive to see Council's focus on community engagement continue with the reinvigoration of the Economic Development Advisory Group and the Community, Sporting and Cultural Advisory Group. These committees serve an important role in ensuring Council informs and is informed by the Community.

This report provides a comprehensive overview of Council's achievements, key projects and initiatives and financial position at the end of the financial year. Our strategic priority areas of Vibrant Community, Prosperous Economy, Resilient Infrastructure, Sustainable

Environment and High Performing Organisation have been the basis of all projects and services delivered throughout the year. I believe for a Council and community of our size, we sure pack a punch.

On behalf of all Councillors, I wish to acknowledge the outgoing Chief Executive Officer, Mr Terry Brennan who begins his retirement. Council is pleased to welcome back Matthew Magin as Chief Executive Officer, who will commence his position in September 2024. The new Council are excited to commence a new era, to navigate any challenges with a positive outlook on our future.

In closing, I would like to extend my sincere thanks to the staff at Burdekin Shire Council, the CEO and Leadership Team and my fellow Councillors.

May the year ahead allow us to gain momentum, work hard, lead well and partner together to work towards a prosperous, connective and resilient Burdekin Shire.



Cr Pierina Dalle Cort
Mayor - Burdekin Shire Council



CHIEF EXECUTIVE OFFICER REPORT

The 2023/24 financial year has been a year of change for Burdekin Shire with the local government elections held in March 2024 resulting in the election of a new mayor and three new councillors along with the return of three existing councillors from the previous term.

This has resulted in the delivery of an extensive induction program between April and June of this year to provide councillors with the information they need to perform their roles and meet legislative requirements, along with the preparation and adoption of the Budget for the 2024/25 financial year.

Despite the disruption to the normal council meeting cycle during the caretaker period leading up to the local government elections, good progress has been achieved in the delivery of activities contained in the 2023/24 Operational Plan and Budget.

A number of multi-year capital projects were started during the year including the world first macro-algae bioremediation facility at the Ayr/Brandon Waste Water Treatment Plant, development works for new industrial land adjoining the existing Ayr Industrial Estate and securing considerable funding from the State Government for the construction of a new water filtration plant for the Ayr water supply. All of these projects were identified as important priorities for this year in my previous annual report.

The new water filtration plant is the single largest construction project

undertaken by Council at an estimated cost of approximately \$35 million, with tenders for the project being awarded by Council in June. The project will take approximately 18 months to two years to construct and there will be the opportunity for a number of local subcontractors to provide services to the lead contractor for the project.

Our capital roadworks program saw the completion of reconstruction and upgrade works on Wallace Road, Barratta Road and Shirbourne Road, along with construction of a new roundabout in Soper and Graham Streets, Ayr with Blackspot funding from the Federal Government. Major footpath extension works were undertaken in Home Hill under the Burdekin Be Active trail program. Aquatic facilities were also improved with the completion of works on a new pool entry and kiosk at the Burdekin Aquatic facility in Ayr and the refurbishment of the dressing rooms and replacement of external fencing at the Home Hill pool.

Workforce attraction and retention continues to be an issue for Council, which is a sector wide challenge for local government, and proactive steps were taken to examine this with the development of a Strategic Workforce Plan. The Plan outlines a series of actions that can be taken to assist in addressing this issue. On a related workforce issue, negotiations for a new enterprise bargaining certified agreement commenced in February of this year and are ongoing at this time in what is proving to be a challenging bargaining environment.

Despite the difficulties in attracting and retaining staff, Council has continued to maintain a strong focus on customer service and achieved a completion rate of approx. 90% within target time frames for customer requests received during the year.

One of the ways that Council can address its workforce challenges is to invest in technology to streamline processes and improve efficiency. Ongoing investment in the upgrading of the Technology One platform occurred over the year to move towards the goal of seamless integration of business systems whether in the office or the field and significant progress has been made towards this goal.

The financial statements indicate that Council continues to maintain a strong financial position with good cash reserves and a focus on asset renewal before funding new projects in the capital program. Whilst a deficit has been recorded this year, this is principally due to the timing of the payment of the 2023/24 Financial Assistance grant, which was pre-paid in full in June 2023. When this pre-payment is taken into account the Council would have finished the year with a strong operating result.

This will be my final annual report before retiring from local government in August and I want to thank the councillors and staff for their support and commitment over the past eight years that I have been CEO. It takes a great team to effectively deliver the diverse range of services and facilities

that a modern local government provides, and the Burdekin community is fortunate to have a committed team of councillors and staff serving it. In particular, I would like to recognise the Council from the 2020-2024 term, led by former Mayor Lyn McLaughlin, for its strategic focus in meeting the future needs of the community. Many of the major projects currently underway are a direct result of this forward planning.



Terry Brennan
CEO - Burdekin Shire Council



2020-2024

COUNCILLORS



**CR LYN
MCLAUGHLIN**

Mayor
Term: 2020-2024

Cr McLaughlin was Council's representative on:

- Burdekin Community Advisory Network (Townsville Hospital and Health Service)
- Burdekin Local Disaster Management Group
- Burdekin Shire Rivers Improvement Trust
- Burdekin Water Futures
- North Queensland Regional Organisation of Councils
- North Queensland Regional Roads and Transport Group
- Reef Guardian Councils
- Townsville District Disaster Management Group



**CR SUE
PERRY**

Deputy Mayor
Term: 2020-2024

Cr Perry was Council's representative on:

- Audit Committee
- Burdekin Local Disaster Management Group
- Community and Cultural Development Advisory Group
- Community Grants Panel
- Regional Arts Development Fund (RADF) Committee



**CR KAYLEE
BOCCALATTE**

Term: 2020-2024

Cr Boccalatte was Council's representative on:

- Economic Development Advisory Group
- Burdekin Shire Rivers Improvement Trust
- Lower Burdekin Water Board
 - Finance and Audit
 - Communication Focus Group



**CR JOHN
BONANNO**

Term: 2020-2024

Cr Bonanno was Council's representative on:

- Community and Cultural Development Advisory Group
- Home Hill Chamber of Commerce
- North Queensland Sports Foundation
- Regional Arts Development Fund (RADF) Committee



**CR MICHAEL
DETENON**

Term: 2020-2024

Cr Detenon was Council's representative on:

- Audit Committee
- Ayr Chamber of Commerce
- Bowen-Burdekin Local Marine Advisory Committee
- Economic Development Advisory Group
- Reef Guardian Councils



**CR JOHN
FURNELL**

Term: 2020-2024

Cr Furnell was Council's representative on:

- Burdekin Community Association
- Burdekin Local Disaster Management Group
- Burdekin Neighbourhood Centre Association
- Community and Cultural Development Advisory Group
- Local Authority Waste Management Advisory Committee
- North Queensland Resource Recovery Group
- Townsville Area Palliative Care Plan 2020-2024 Working Group



**CR MAX
MUSUMECI**

Term: 2020-2024

Cr Musumeci was Council's representative on:

- Burdekin Bowen Integrated Floodplain Management Advisory Committee
- Economic Development Advisory Group
- Lower Burdekin Landcare Association
- Road Safety Committee

2024-2028

COUNCILLORS

The latest Local Government elections were held on Saturday 16 March 2024. The Electoral Commissioner has approved the declaration of the following candidates for Burdekin Shire Council.



**CR PIERINA
DALLE CORT**

Mayor

Term: 2024-2028

Cr Dalle Cort is Council's representative on:

- Burdekin Local Disaster Management Group (LDMG)
- Burdekin Shire Rivers Improvement Trust
- Burdekin Water Futures
- CopperString Regional Reference Group
- North Queensland Regional Organisation of Councils (NQROC)
- North Queensland Regional Roads and Transport Group
- Reef Guardian Councils
- Townsville District Disaster Management Group (DDMG)



**CR MAX
MUSUMECI**

Deputy Mayor

Term: 2024-2028

Cr Musumeci is Council's representative on:

- Burdekin Local Disaster Management Group (Deputy Chair)
- Burdekin Road Safety Advisory Committee (Chair)
- Burdekin Bowen Integrated Flood Plain Management Advisory Committee (BBIFMAC)
- Community, Sporting and Cultural Advisory Group (CSCAG)
- Economic Development Advisory Group



**CR MICHAEL
DETENON**

Term: 2024-2028

Cr Detenon is Council's representative on:

- Audit Committee
- Bowen Burdekin Local Marine Advisory Committee
- Economic Development Advisory Group
- Lower Burdekin Landcare Association
- Reef Guardian Councils



**CR JOHN
FURNELL**

Term: 2024-2028

Cr Furnell is Council's representative on:

- Burdekin Local Disaster Management Group
- Community, Sporting and Cultural Advisory Group (CSCAG)
- Community Grants Panel
- Regional Arts Development Fund (RADF) Committee



**CR AMANDA
HALL**

Term: 2024-2028

Cr Hall is Council's representative on:

- Lower Burdekin Water Board (LBW)
- LBW Finance and Audit Committee
- LBW Communication Focus Group



**CR CALLAN
OAR**

Term: 2024-2028

Cr Oar is Council's representative on:

- Audit Committee
- Burdekin Shire Rivers Improvement Trust
- Local Authority Waste Management Advisory Committee (LAWMAC)
- North Queensland Sports Foundation



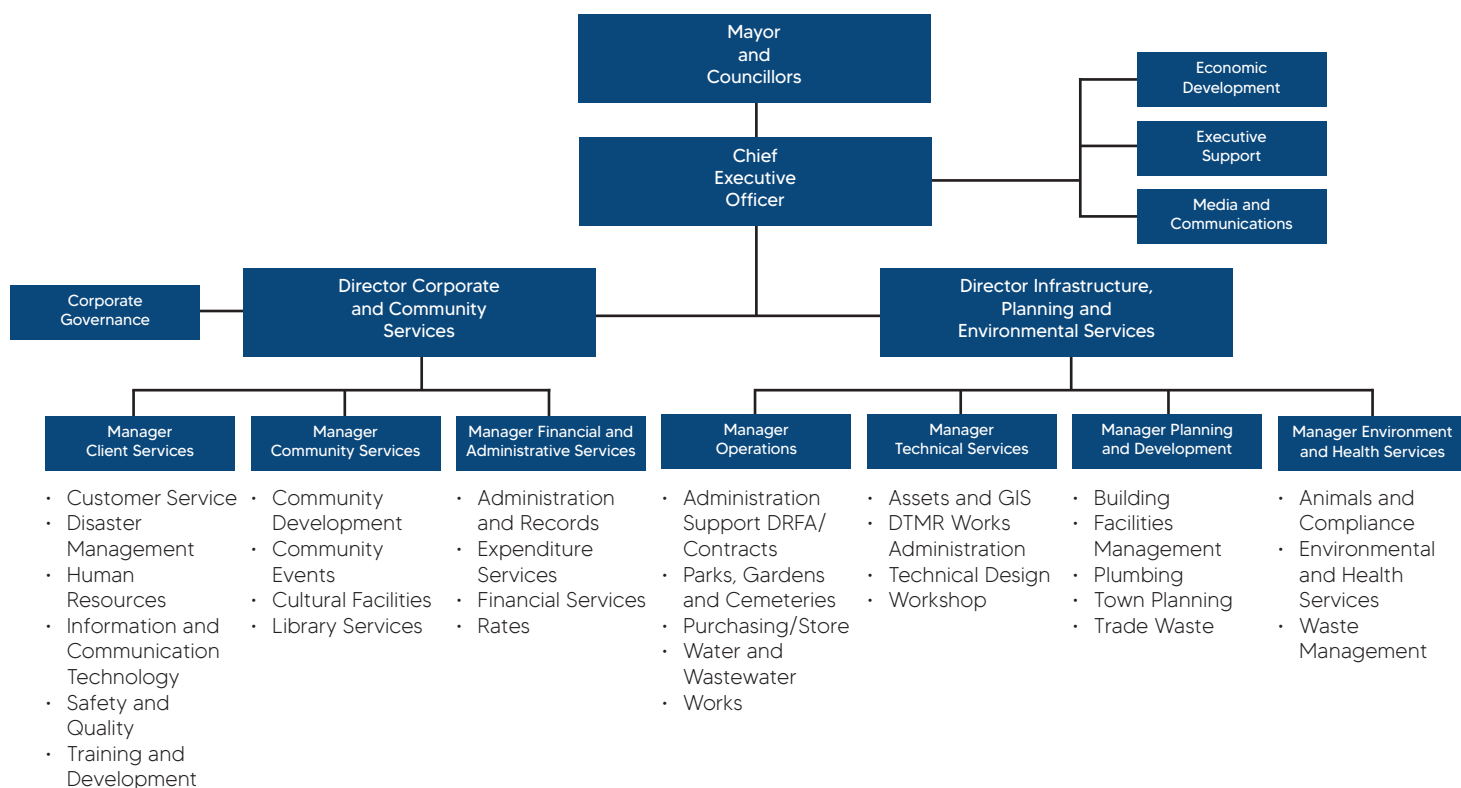
**CR DELFINE
VASTA**

Term: 2024-2028

Cr Vasta is Council's representative on:

- Burdekin Community Association
- Burdekin Neighbourhood Centre
- Community Grants Panel
- Regional Arts Development Fund (RADF) Committee

ORGANISATIONAL STRUCTURE



OUR VALUES



Honesty

We are open and truthful in everything we do in order to build and maintain trust within our organisation and the community we serve.



Teamwork

We are one team that works together to achieve positive outcomes for the community.



Community Focused

We provide services for the improvement of our community in which we live, work and play.



Respected

We strive to earn the respect of our colleagues and the community by listening, responding and consulting in our decisions and actions.



Motivated

We are passionate about what we do and genuinely believe making a difference matters.



Supported

We value each other's wellbeing in striving to create a caring and healthy workplace and community.

OUR VISION

A prosperous, connected and inclusive community built on the Shire's strong rural foundations.

OUR MISSION

To achieve our vision through leadership, partnerships and outstanding service.

MILESTONES THIS FINANCIAL YEAR

July 2023

- Planning Scheme Information Sessions
- Free “lunch and learn” volunteer workshop
- Launch of the new Burdekin Community Directory
- National Tree Planting Day
- Parker Street and Munro Street roundabout construction commenced

September 2023

- Burdekin Aquatic Centre opens with brand new kiosk and entry on Macmillan Street
- Burdekin Industry Breakfast
- SES open day as part of “Get Ready Week”

November 2023

- Commenced preparation of new Local Government Infrastructure Plan (LGIP)
- New AVGAS fuel facility installed at Ayr Aerodrome
- Good governance workshop for not-for-profit and community organisations

August 2023

- Free Mulch Day – Ayr, Home Hill and Giru Transfer Stations

October 2023

- Great Barrier Reef Clean-up at Wunjunga Beach with Gudjuda and Tangaroa Blue
- Seniors Health and Wellbeing Luncheon
- Kick Off the Conversation – Community wellbeing event with Wally Lewis
- Burdekin Industry Breakfast
- Completion of Fencing Project at the Ayr Aerodrome
- “Get Ready Burdekin” campaign

December 2023

- Community Christmas Carols at Burdekin Touch Fields
- Upgrades to drainage at Wallace Road, Inkerman
- Culvert replacement program – Kilrie Road, Jarvisfield
- Free Dump Day

January 2024

- Tropical Cyclone Kirrily and associated rain event
- Adoption of updated Local Law – Installation of Advertising Devices
- Progression of the Ayr Industrial Estate Project with contract awarded for several key elements of the project
- Approval to develop and install an additional water supply bore at Conlan Street, Ayr
- Australia Day Citizenship Ceremony
- Move It Burdekin

March 2024

- Local Government Elections
- Free Mulch Day at Home Hill and Ayr Transfer Stations
- Jerona Causeway reopened with temporary repairs following closure due to flood damage
- NQ Fasttrack Talent Showcase
- Sweet Days Hot Nights awarded Grey Nomads Award

May 2024

- Library pop-up display celebrating 40 years of Medicare
- Wear Orange Wednesday – celebration of our SES volunteers

February 2024

- Australia Day awards (postponed from January due to bad weather)
- Burdekin Industry Breakfast
- Community engagement session – Flying Fox Management
- Aerial surveys of feral deer populations at Rita Island and Majors Creek
- Registrations open to landholders for Council's Woody Weed Control/Removal program
- New Youth Council elected

April 2024

- Post Election Meeting
- Council Induction and Onboarding
- Hosted the North Queensland Regional Visitor Information Centre Volunteers Conference
- Upgrades to equipment at Ayr ANZAC All-Abilities Playground
- Trial of non-invasive flying fox dispersal method in Home Hill
- Burdekin Libraries turn 40
- Snap for Small Business campaign
- Launched a smart water usage initiative with waste bin wraps around region

June 2024

- New Trade Waste Policy adopted
- Tech connect – computer basics session at Library
- Burdekin Night Writers and Burdekin Creative Writers Anthology showcase at Home Hill Library

COMMUNITY FINANCIAL REPORT

The Community Financial Report is prepared to provide a simplified version of Council's financial statements for the year ended 30 June 2024. This report provides the community the opportunity to have a greater understanding of the Council's position and financial performance.

The Community Financial Report is prepared in accordance with section 179 of the *Local Government Regulation 2012*.

The report provides a summary of Council's:

1. Statement of Comprehensive Income
2. Statement of Financial Position
3. Statement of Changes in Equity
4. Statement of Cash Flows
5. Measures of Financial Sustainability

Council's Result at a Glance - 2024

Statement of Comprehensive Income

Recurrent (operating) revenue	\$ 58,517,863
Capital Revenue	\$ 11,930,448
Total Income	\$70,448,311
Recurrent (operating) expenses	\$60,948,070
Capital expenses	\$3,557,928
Total Expenses	\$64,505,998
Net Result	\$5,942,313

Statement of Financial Position

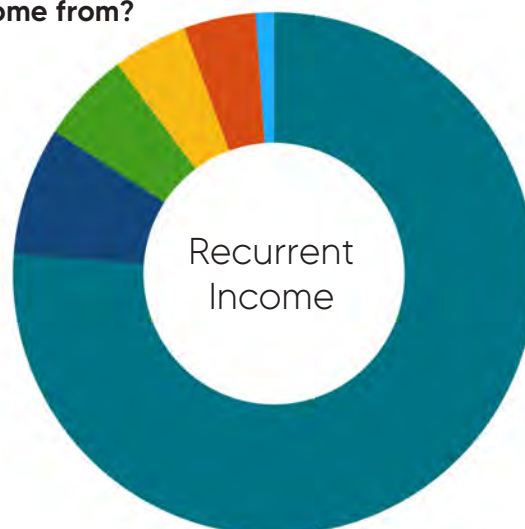
Total Assets	\$749,280,285
Total Liabilities	\$48,485,544
Net Community Assets	\$700,794,741
Capital Works Expenditure	\$25,405,802

1 Statement of Comprehensive Income

The Statement of Comprehensive Income summarises Council's revenue and expenditure during the financial year.

The day to day operations of Council are considered recurrent revenue and expenses. Capital revenue and expenses relate mainly to Council renewing, upgrading, building or purchasing new community assets.

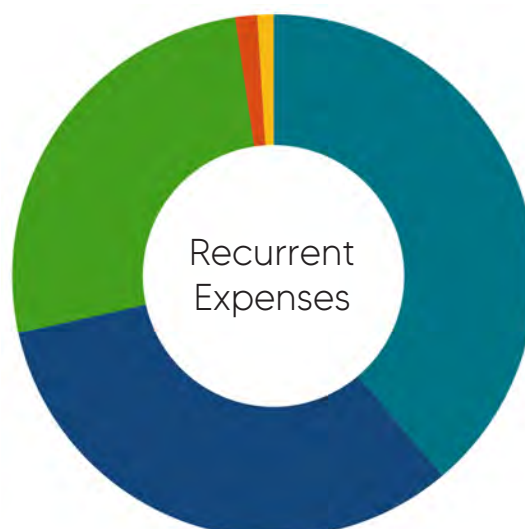
Recurrent Income - Where did the money come from?



- Rates, levies and charges \$44,439,005
- Interest received \$4,827,089
- Fees and charges \$3,279,155
- Sales of contract and recoverable works \$2,712,930
- Grants, subsidies, contributions and donations \$2,598,951
- Other income \$660,733

Own source revenue is revenue from Council's rates, levies, and charges and fees and charges. This year 81.54% of recurrent revenue was generated from Council's own source revenue. The continued support of grant funding provided to Council from the State and Federal Governments reduces the financial burden on ratepayers.

Recurrent Expenses - Where was the money



- Employee benefits \$23,868,912
- Materials and services \$20,109,606
- Depreciation \$16,067,300
- Finance costs \$839,512
- Amortisation \$62,740

Recurrent expenses are expenses which result from Council's day to day operations of administering corporate functions, providing services, operating community facilities and maintaining community assets. Council reports on these expenses each month to ensure compliance with policies and adopted budget.

The depreciation expense reflects the reduction in the value of property, plant and equipment during an asset's useful life. Council officers review assets annually considering the value, condition and remaining useful life. This ensures the depreciation expense is reflective of the asset utilisation.

2 Statement of Financial Position

The Statement of Financial Position outlines what Council owns (Assets) and what it owes (Liabilities) at a point in time. Council's net wealth is determined by deducting total liabilities from total assets; the larger the net equity the stronger the financial position.

Council's Financial Position at 30 June 2024:









What we own		\$749,280,285
Current Assets	\$95,172,087	
Non-current Assets	\$654,108,198	
What we owe		\$48,485,544
Current Liabilities	\$29,081,081	
Non-current Liabilities	\$19,404,463	
Total Community Equity		\$700,794,741

Assets - What do we own?

Council's assets are represented by cash and cash equivalents, financial assets, (term deposits with a term over three months) receivables (money owing to Council), inventories, contract assets (grants not yet received for capital works undertaken), other assets, property, plant and equipment and intangible assets.

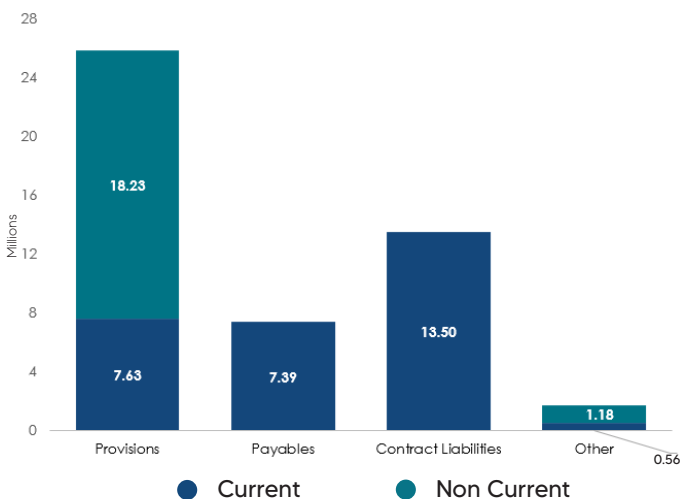
At 30 June 2024, Council's assets totalled \$749,280,285. Council's most significant asset class is property, plant and equipment, which equates to 87.2% of Council's total assets. In 2023/2024, Council spent \$25,405,802 to renew, upgrade and build new community assets.

Capital Expenditure by Asset class:

	Water	\$3,326,273
	Other Assets	\$1,534,095
	Transport	\$6,294,343
	Plant and Equipment	\$2,471,133
	Sewerage	\$8,928,581
	Buildings	\$1,147,330
	Drainage	\$468,081
	Land and Improvements	\$1,235,966

Liabilities - What do we owe?

Council's liabilities include accounts payable (money owed to suppliers), contract liabilities (grants received for works not yet undertaken), provisions for future rehabilitation costs of landfill sites, amounts owed to employees both now and in the future and revenue received in advance. Council's liabilities increased to \$48,485,544 in 2023/2024. This was mainly due to an increase in contract liabilities as a result of a large grant received for capital works at South Ayr Water Filtration Plant.



3 Statement of Changes in Equity

The Statement of Changes in Equity illustrates how the net worth of Council has changed as a result of activities undertaken during the period. This statement summarises the movements in the asset revaluation surplus and retained surplus. The retained surplus increased to \$294,771,696 at 30 June 2024.

The asset revaluation surplus increased to \$406,023,045 as a result of an increase on the revaluation of Council’s assets of \$16,171,823.

4 Statement of Cash Flows

The Statement of Cash Flows shows how Council has spent and received cash through the year. This statement differs to the other financial statements as it excludes non-cash items such as depreciation and amortisation. The cash transactions are categorised into operating, investing or financing activities.

This means it groups Council’s normal operations, investment in property, plant and equipment and repayment of borrowings. Cash available is used to invest and utilise for future outlays mostly for specific purposes such as future infrastructure. Some of Council’s cash is subject to external restrictions.

In 2023/24 Council’s cash and cash equivalents decreased by \$37,365,510. This decrease is mainly attributed to purchasing investments of \$42,000,000 (term deposits with a term more than three months). These investments have been classified as financial assets in the Statement of Financial Position.

5 Financial Sustainability Measures

Financial sustainability is achieved through Council’s ability to maintain infrastructure and remain financially viable over the long term. The *Local Government Regulation 2012* s178 requires Council to report on the measures of financial sustainability as described in the financial management (sustainability) guideline. Burdekin Shire Council is required to report on eight of the measures of financial sustainability this financial year.

The ratios help to demonstrate the relationship between key numbers in Council’s financial statements and provide contextual information. These ratios are used to assess Council’s current sustainability strategy over a long-term period.

Audited Ratios

Liquidity

Unrestricted Cash Expense Cover Ratio

This ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands.


Target	Actual 2024	5 Yr Av. 2020-24	Target Met
more than 4 months	19.5 months	N/A	

Council is currently exceeding the target which indicates council has sufficient cash to continue operating for an extended period of time based on current monthly expenses. This is testament to Council’s careful management of operating costs.

Operating Performance

Operating Surplus Ratio


This ratio is an indicator of the extent to which operating revenues generated cover operational expenses.

Target	Actual 2024	5 Yr Av. 2020-24	Target Met
more than -2%	-4.15%	3.11%	

The 2024 deficit has resulted from the timing of receipt of the Financial Assistance Grant. Council anticipates it will return to surplus next financial year. Council has met its target over the five year average period.

Operating Cash Ratio

This ratio is a measure of council's ability to cover its operational expenses and generate a cash surplus excluding depreciation, amortisation, and finance costs.


Target	Actual 2024	5 Yr Av. 2020-24	Target Met
more than 0%	23.41%	27.86%	

Council has the ability to meet its core operational expenses comfortably and fund capital expenditure. This is partly due to the increased interest revenue achieved as a result of higher interest rates during the financial year.

Asset Management

Asset Sustainability Ratio


The asset sustainability ratio approximates the extent to which the infrastructure assets managed by a council are being replaced as they reach the end of their useful lives.

Target	Actual 2024	5 Yr Av. 2020-24	Target Met
more than 90%	66.90%	86.28%	

Overall, Council's five-year average is close to the target. This financial year Council was successful in obtaining funding for significant new capital projects which has reduced the ratio to 66.90%. Council regularly reviews its capital program to ensure that service levels are maintained, and renewal of assets is optimised.

Asset Consumption Ratio

This ratio approximates the extent to which council's infrastructure assets have been consumed compared to what it would cost to build a new asset.


Target	Actual 2024	5 Yr Av. 2020-24	Target Met
more than 60%	63.73%	65.93%	

Council is exceeding the target which indicates Council's assets are being consumed in line with the assets estimated useful life.

Financial Capacity

Leverage Ratio

This is an indicator of a council's ability to repay its existing debt.

Target	Actual 2024	5 Yr Av. 2020-24	Target Met
0 to 3 times	0.00 times	0.00 times	

Council is required to report on the five year average of this ratio. Council repaid the loan in 2020 which is within the five year reporting period.

Unaudited Ratios

The below ratios are contextual, therefore there are no target requirements.

Council Controlled Revenue Ratio

Council controlled revenue is an indicator of a council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks.

Target	Actual 2024	5 Yr Av. 2020-24	Target Met
N/A	81.54%	80.51%	N/A

Council's controlled revenue includes net rates, levies and charges and fees and charges.

Population Growth

Population growth is a key driver of a council's operating income, service needs, and infrastructure requirements into the future.

Target	Actual 2024	5 Yr Av. 2020-24	Target Met
N/A	0.20%	-0.42%	N/A

Although there is a slight decrease in growth over the five year period, the results for this financial year indicates stable growth.



ALIGNMENT TO **CORPORATE PLAN**

OUR ACHIEVEMENTS

Our Performance

Council's adopted Operational Plan 2023/2024 outlines the key activities undertaken to advance the strategic objectives set out in the Burdekin Shire Council Corporate Plan 2022-2027.

The following pages of the report outline the activities undertaken throughout the year in line with each of the five key strategic priority areas of our Corporate Plan.



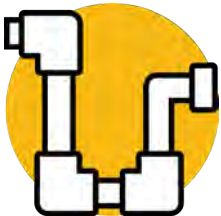
Vibrant Community

We are a welcoming, inclusive and adaptive community.



Prosperous Economy

We build upon our strong agricultural base and encourage opportunities that strengthen a thriving and resilient community.



Resilient Infrastructure

We provide and advocate for cost-effective infrastructure that supports our quality of life.



Sustainable Environment

We value and respect our natural and built environments and work towards balanced and improved outcomes for our community.



High Performing Organisation

We deliver positive outcomes for our community through ethical, transparent, and financially sustainable decision-making.



VIBRANT COMMUNITY

Healthy, inclusive and socially engaged community

Support projects and activities to improve public safety, health and inclusiveness through strategic partnerships.

In partnership with Burdekin Neighbourhood Centre, North Queensland Primary Health Network and Move It NQ, Council helped to facilitate a 15-week health and wellbeing program for residents aged 55 years and over. The “Move It Burdekin” initiative was offered free of charge and provided an opportunity to improve participants’ physical and mental health in a safe and supportive environment.

The Burdekin Library provides a wide range of services and activities aimed at improving public safety, health and inclusiveness. This year Council provided tailored assistance to the community and members of community organisations. These sessions covered essential skills such as smartphone use, scam awareness, and accessing digital library resources that helped and empowered participants to navigate modern technology and stay connected and informed.

This year, Council’s Environment and Health Section re-envisioned the annual Pet Fair and incorporated this event into a display at the 2024 Burdekin Show. The display included free “show bags” containing information about responsible pet ownership and Council’s discounted desexing program.

Mosquitoes have the potential to cause a public health risk due to their ability to spread disease. Council routinely undertakes mosquito management activities to control the fresh and saltwater mosquito populations. Council has continued to monitor known mosquito breeding sites throughout the year and have applied control treatments to target adult mosquito populations as well as mosquito larvae.

Encourage equitable access to facilities and resources.

The Burdekin Cultural Venues, including the Burdekin Theatre, Burdekin Memorial Hall and the Ayr Showgrounds provide the community with appropriate facilities for the arts and entertainment, community events, meetings, conferences and forums and other social gatherings such as weddings and funerals. Council has seen an overall increase in the number of people attending its cultural venues this financial year.

Provide ongoing support for art, culture, youth, seniors and welfare activities.

Following the launch of the My Community Directory in early 2023, the platform has proven to be a valuable tool in bringing information together and allowing locals and visitors to easily connect with community organisations, clubs and businesses. A monthly newsletter is sent via the community directory platform to over 700 community groups, organisations and individuals providing information about community events and activities, and specialised grants and programs.

Our senior community members were invited to “Spring into Life” at the Senior’s Health and Wellbeing Expo

hosted by Council in October 2023. The event included information stalls, activities, live entertainment, prizes and giveaways, and a roast lunch with dessert. Members of the Burdekin Shire Youth Council also attended this event to assist with serving meals and clearing tables providing a wonderful opportunity for our youth to give back to the seniors in our community. Amongst the stallholders were displays from health services, Burdekin Men’s Shed, furniture and equipment suppliers and other service providers. Over 120 people attended the sold-out event leading to Council planning for a bigger venue for the event in 2024.

In April, Council hosted an Arts and Culture Forum bringing members of community arts and cultural groups together with guest presenters from Regional Arts Services Networks and Burdekin Shire Council. The forum was an opportunity to build upon feedback gathered from Council’s community engagement survey to help identify the best ways that arts and cultural organisations can be supported into the future.

Build active communities by delivering programs promoting regular physical activity and wellbeing.

As a community wellbeing event, Council hosted “Kick off the Conversation” in October 2023 at the Burdekin Memorial Hall. The event featured Queensland football great, Wally Lewis as a special keynote speaker along with Warren Davies – the unbreakable farmer and local speaker Janai Giddy. The 170 attendees to this event, both men and women, were given information packs with local health and wellbeing information and contacts.

A safe and resilient community

Deliver regulatory and advisory programs.

Council undertakes a wide range of regulatory and advisory programs such as regulating building activities and delivering food safety training to the community. Our regulatory and advisory programs help to support a healthy, safe, resilient and vibrant community.

Council’s Planning Department processed 232 building applications and 44 plumbing applications with 100% of approvals being provided within the statutory timeframes. Council also received and processed 41 town planning applications with approvals issued to 29% within 25 business days, 88% issued within 35 business days and 100% issued within the statutory timeframes.

Council’s Environmental Health team undertake regulatory responsibilities under State legislation including the *Food Act 2006*, *Public Health (Infection Control for Personal Appearance Services) Act 2003*, *Public Health Act 2005* and Council’s adopted Local laws. This financial year 26 new licenses were processed and approved, 146 regular inspections conducted, 64 re-inspections were conducted, and 192 customer service requests completed within the target.

Facilitate partnerships to improve community safety and wellbeing, including crime prevention initiatives.

In the interest of community safety Council received and responded to a total of 165 customer requests regarding public health, environmental protection and Council's Local Laws. On average over 84% of customer requests were completed within the target timeframes.

Partner with State, District, and local agencies to coordinate and facilitate disaster planning, preparedness, response, and recovery to reduce the impact of disaster events.

In January 2024, our region was impacted by Tropical Cyclone Kirrily. The system formed in the Coral Sea on 24 January, later crossing the coast at Townsville as a Category 3 Tropical Cyclone. Tropical Cyclone Kirrily then lost intensity and was downgraded to a Category 2 Tropical Cyclone as she moved in a south westerly direction causing heavy rain and thunderstorms. The Burdekin region was impacted by winds of over 100kms an hour and sustained widespread tree damage, minor damage to some properties and over 9,000 residents were left without power. The majority of the power supply was restored within 24 hours, with some areas of the Shire left without power for up to five days. The Burdekin Local Disaster Management Group (LDMG) came together, working closely with external agencies to ensure the impact on the community from the Cyclone was minimised.

Celebrate our unique identity

Promote the benefits of living, working, playing, visiting, and investing in the Burdekin.

Council capitalised on a wonderful promotional opportunity in April by hosting the 2024 North Queensland Visitor Information Centre Volunteers Conference. The two-day event brought together over 60 dedicated volunteers and Visitor Information Centre managers from across the North Queensland Region including Townsville, Charters Towers, Hinchinbrook and the Burdekin. This conference provided an opportunity to showcase the amazing features of visiting the Burdekin Region including presentations from multiple tourist attractions, a guided tour of the Burdekin Machinery Preservationists collection in Brandon, a visit to the newly constructed Burdekin Aquatic Centre and water park, a visit to the Galaxy Cinema and a gala dinner at the Burdekin Theatre Foyer.

Support and encourage creative and cultural activities and initiatives that enhance the community identity through the Arts and Cultural Strategy.

The Community and Cultural Development Advisory Group (CCDAG) met once during the year, after which a full review of their charter was undertaken. The review considered the composition and functions of the committee along with clarifying the authority and operational guidelines of the group. As a result, the focus of the group has been extended to include sport and recreation. Subsequently, the name of the group has been updated to Community, Sporting and Cultural Advisory Group (CSCAG). Expressions of interest were

recently called for new members to join the group and participate in providing advice to Council on Community, Sporting and Cultural matters.

Communicate our story and recognise the achievements of our community members.

Each year, Council hosts the Burdekin Australia Day Awards ceremony to recognise and celebrate the achievements of our community members. This year, due to Tropical Cyclone Kirrily, the awards ceremony was postponed and took place on 12 February at the Memorial Hall in Home Hill.

The 2024 Citizen of the Year Award was awarded to Mr John Woods, a well-recognised and upstanding member of our community whose dedication and service have spanned nearly five decades. Mr Woods' remarkable contributions have touched numerous lives and organisations, reflecting his unwavering commitment to the betterment of our society. His contributions include involvement with the Queensland Cancer Council, Rotary Club of Home Hill, Burdekin Singers, Home Hill Choral Society, Home Hill Harvest Festival, Friends of the Theatre, The Burdekin Shire Rivers Improvement Trust, Burdekin Meals on Wheels, Home Hill Kindy and many others. Mr Woods also served as a Councillor on Burdekin Shire Council from 1988-1994. He was then elected as the first Mayor of the Burdekin Shire in 1994 serving in that position until 2004. He was re-elected for Council in 2016 and served another four-year term, taking his total years of service in Local Government to 20 years. In celebrating Mr. John Woods and our Citizen of the Year, we recognise a lifetime of extraordinary service, leadership, and compassion. His legacy of selfless dedication serves as an inspiration to us all.

Our 2024 Young Citizen of the Year was awarded to Eddie Jones for his outstanding achievements and contributions to the community. Eddie has been a member of the Burdekin Shire Youth Council for the past six years where he attends monthly meetings and actively participates in community events and initiatives including Fasttrack Talent Showcase, Burdekin Library School Holiday programs and the outdoor movie night to name a few. Not only is Eddie a great role model for youth within his school community and the Burdekin Shire Youth Council, Eddie has also volunteered his time helping to prepare and serve food for the Home Hill and Ayr Lions Club at events such as the Home Hill Harvest Festival, the Darwin Street community Christmas lights and the Burdekin Community Christmas Carols. Eddie received a Community Service Award for Excellence in Community Service. Within his school community Eddie runs stores at Athletics and Swimming Carnivals, helps organise fundraising events like Pink Stumps Day, making him a pivotal part of Interact. We congratulate Eddie on his achievements thus far and look forward to watching him continue his good work into the future.

Other award categories celebrated at the Australia Day awards included: Community Event of the Year, awarded to Jeffrey Lunn and Leon McCormack for the 2023 Community Lights Display, Volunteer of the Year, awarded to Leanne Gudge, Senior Cultural Award, awarded to

Irene Jones, Junior Cultural Award, awarded to Emily Holmes, Junior Sportsperson of the Year, awarded to Ky Mitchell. The final category of awards presented was the Lifetime Service Awards. These awards recognise the significant voluntary contribution of members of our community over 20+, 30+ and 40+ years. Bronze awards for 20+ years of voluntary contributions were awarded to Robin Blundell, Shirley Chard, Gary Edwards and Leanne Gudge. The Gold award for 40+ years of service was awarded to Charlie Barbagallo.

Facilitate events for the community.

In July 2023, the Wheel of Wellbeing course was attended by approximately 50 people. During these engaging one-hour sessions, various subjects were explored, including what truly brings happiness, the effects of stress on your body and mind, the profound connection between the brain and gut, and the incredible benefits of practicing mindfulness. Each topic covered provided participants with valuable, scientifically backed insights and practical tools for a happier, healthier life.

The Council hosted the Community Christmas Carols at the Burdekin Touch Fields on 10 December 2023, bringing festive cheer to all who attended. This free event featured a variety of activities, including face painting, a Christmas photo booth, and lively performances by local entertainers. The highlight for many was, of course, a visit from Santa. The evening culminated in a breathtaking fireworks display, capturing the true magic of Christmas.

Strong community organisations

Promote and encourage community participation, volunteerism, and capacity building within community organisations.

To strengthen community participation and support the vital role of volunteers, Council hosted a 'Lunch and Learn' session on 27 July 2023. Led by guest presenter Rebecca Alferez, the workshop focused on essential strategies for recruiting, managing, and retaining volunteers. Attendees gained valuable insights into effective volunteer management, from setting up practical tools for data management to understanding volunteer motivations. The session provided a platform for community organisations to explore innovative approaches and share best practices, ensuring the ongoing success and sustainability of their efforts.

In November 2023, members of Burdekin not-for-profit organisations were able to access free training to become fully certified in First Aid and CPR, facilitated by Council. The program, aimed at strengthening local community organisations capability, resilience and sustainability, was made possible with funding from the Australian Federal Government.

Council also hosted a free 'Good Governance Workshop' on 16 November 2023 as part of our commitment to building capacity within community organisations. Presented by John Devine from the Australian Institute of Company Directors, the workshop provided not-for-profit and community group members with essential knowledge on topics such as committee structure,

ethical leadership, strategic planning, risk management, and stakeholder engagement. This session equipped participants with the tools and insights needed to ensure effective governance and strengthen the sustainability of their organisations.

Support community organisations and events.

The Regional Arts Development Fund (RADF) promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. The RADF program is delivered by Council in partnership with Arts Queensland. Council's RADF Advisory Group administers the funding via two separate funding rounds annually. A total of 11 applications were approved through the RADF program over the two rounds. Some of the community groups to receive funding through the RADF program this year include The Lions Clubs of Home Hill and Ayr, The Home Hill Chamber of Commerce, Burdekin Singers, Lower Burdekin Celtic Dancing Association, Burdekin Brass Band and the Burdekin Potters Association. This program allows for funds to be distributed to a wide range of initiatives that benefit many people within the community.

Support sporting organisations in providing opportunities for physical activity.

Council's Revenue Assistance (Interest Free Loans) program is one of the ways in which Council provides support to not-for-profit sporting, cultural or community organisations that hold lease agreements with Council for occupation of Council owned or controlled land. The program provides support to eligible organisations to fund capital projects through an interest free loan facility. This year, one organisation made an application through the program which was approved by Council at their meeting on 10 October 2023.

Implement the 10-Year Sport and Recreation Plan.

A review of Council's 10-year Sport and Recreation Plan was undertaken this year. A consultant was engaged to assist with the review and a series of community consultation sessions were undertaken. Consultation also included a series of three targeted surveys and one-on-one meetings with relevant stakeholders. A draft revised Burdekin Sport and Recreation Plan has been developed and will be presented to Council in the 2024/2025 financial year for adoption. The review noted the considerable measures already achieved in the existing 10-year Sport and Recreation Plan.

Engaging public spaces

Encourage active communities through provision and maintenance of recreational spaces.

Our community is fortunate to enjoy access to several public swimming pools, each offering unique benefits. The Home Hill swimming pool, in particular, stands out due to its use of artesian water, which maintains a consistent and comfortable temperature of around 27 degrees Celsius throughout the year. This feature allows the pool to remain a popular destination even during the cooler months. Recently, Council has made significant enhancements to the Home Hill Pool facilities. Notably, Council has installed a new hot water system,

providing patrons with the comfort of warm showers after their swim. Additionally, both the internal and external buildings including the entrance, shop and storerooms have undergone a thorough repainting, and the male and female dressing rooms have received a complete upgrade. These improvements not only enhance the overall experience for our community but also demonstrate our commitment to maintaining and improving our recreational spaces.

Provide safe, attractive, accessible, and functional community spaces and facilities.

The Home Hill Comfort Stop is a well-known and well-used facility that provides a welcome break for locals and travellers. The facility provides free access to showers, toilets and BBQ facilities and is a popular spot for travellers to stop on their journey north or south. In February 2024, Council carried out a refurbishment of the Comfort Stop facilities which included installation of new concrete pavers, grinding and texture-coating existing concrete and updating the picnic tables and seating. A new water feature was also installed to replace the existing mosaic installation which had deteriorated beyond repair.

Home Hill's Lloyd Mann Park on Eighth Avenue also saw enhancements this year with the installation of lights to illuminate the tree canopy. The new lighting adds a striking visual element to the park at nighttime and was complemented by the installation of updated signage at the park.

Shape the built environment to enhance connectivity, social interaction, and a healthy lifestyle.

September 2023 saw the completion of the construction of the new Kiosk and entry to the Burdekin Aquatic Centre. The Kiosk features a covered seating area and café-style services and is situated conveniently offering clear visibility to the aquatic facility and water park. The new carpark and pedestrian footpaths and a shared crossing zone have helped to enhance the community's recreational experience.

Play equipment at the All-Abilities Playground at ANZAC Park was upgraded this year, ensuring it remains a popular setting for family outings, social gatherings and birthday parties. The BBQ shelter and seating at Brolga Park, Giru, was also upgraded this year by Council, ensuring that there are welcoming spaces for residents and visitors to the region. Both ANZAC Park and Brolga Park also benefitted from shade sail replacements during the financial year.



PROSPEROUS ECONOMY

Diverse and innovative industry

Position the Burdekin as regional leaders in agriculture, aquaculture, manufacturing, and other agribusiness activities.

Council's Economic Development Advisory Group, a group established to assist and advise Council on the implementation of the adopted Economic Development Strategy and Tourism Strategy, met four times during the financial year. The group provided feedback and advice to Council about several key economic issues including the impacts of proposed bans on gillnet fishing to the local professional fishing industry, streamlining the development application process to better facilitate development, the local housing action plan and small business support after Tropical Cyclone Kirrily.

Facilitate the provision of information to encourage a digitally connected community.

In partnership with Smart Precinct NQ, Council has continued to provide mentoring, education and networking opportunities for local startups and the wider business community. Council also supported several businesses to address digital connectivity issues by helping them to connect with regional NBN representatives. Smart farming initiatives were also another area of focus for Council's Economic Development Section, working with local supply businesses during the year to identify ways Council may be able to promote innovative technology solutions that have been implemented here in the Burdekin.

Promote opportunities and initiatives that encourage business to invest in research and diversification.

Throughout the year Council has continued to provide timely information to local businesses and business networks about any funding available for research and development. Council has distributed information about grant funding rounds to the chambers of commerce, relevant businesses and organisations via electronic direct mailouts and via our social media platforms. Where needed, Council has provided letters of support to those businesses applying for funding.

Encourage business establishment, development, and expansion.

Council continues to foster a thriving business environment through its strategic partnership with Smart Precinct NQ, specifically via Smart Hub Burdekin. This collaboration has been instrumental in encouraging business establishment, development, and expansion within our community. Throughout the year, Smart Hub Burdekin has delivered a series of impactful initiatives, including the Skill Building Education Series, which covered essential topics such as 'Building Authentic Connections at Networking Events,' 'Effective Social Media Marketing,' and 'Financial Planning Demystified.' In addition, the hub has hosted Social Media Master Classes, Sustainability Workshops, and Cyber Security Awareness sessions, all designed to equip local businesses with the tools they need to succeed in a competitive market. The hub also organised a tour of the Townsville Port, providing unique

insights into regional trade opportunities. Furthermore, Smart Hub Burdekin played a key role in promoting the 2023 Business Awards, celebrating excellence within our local business community. Through these efforts, Council remains committed to supporting a diverse and innovative industry landscape, empowering businesses to grow and thrive.

Support and encourage the development of tourism through implementation of the Burdekin Tourism Strategy.

This year Council installed tourist frames for photo opportunities at two of our popular tourist locations. The frames have been designed to inspire visitors to snap a photo and share it to social media, helping to promote our wonderful region as a place to visit and explore. The frames, located at Mount Inkerman and Lynch's Beach, Alva provide the perfect backdrop for photographers wanting to capture a shot of our unique and beautiful landscape.

Strong networks

Support business and industry networks.

The Burdekin Industry Breakfasts, hosted by Council at the Burdekin Theatre Foyer, have again proven to be a highly effective stage for businesses to make professional connection, share information and new ideas, and celebrate their business success stories. Council hosted a total of four Industry Breakfasts throughout the year with presentations from Burdekin Life Newspaper, Wandarra Industrial Hemp Productions, Port of Townsville, Small Business Commissioner and the National Farmers Federation. Council also made presentations in relation to the Burdekin Community Directory and the release of non-binding expressions of interest for lots at the Ayr Industrial Estate expansion. The Industry Breakfasts attracted over 200 attendees throughout the year.

Advocate for local and regional needs through lobbying and partnerships.

Council has continued to work closely with Townsville Enterprise Limited (TEL) to cast the Burdekin's key priority projects into the spotlight at a State and Federal level. Our relationship with TEL also ensures that Burdekin businesses are well represented in promotional activities conducted by TEL.

Investment growth and opportunities

Implement actions from the Burdekin Shire Economic Development Strategy.

This year Council has worked to reinvigorate the Economic Development Advisory Group (EDAG) with a revised Terms of Reference. Council has also advertised for new members of the EDAG and received seven nominations.

Support, facilitate and promote potential synergies with agribusiness including biofutures, technology and innovation.

Council actively encourages and supports individuals and businesses to better participate in regional

economic development initiatives, promoting potential collaborations and cooperative projects between agriculture and other innovative businesses. At the November Burdekin Industry Breakfast, Council invited the CEO of Wandarra Industrial Hemp company to present on the vision for their hub and satellite facilities to produce food, fibre and extracted products from industrial hemp for both the domestic and global markets.

Support development, value-adding, diversification, and expansion to provide a sustainable economic base.

Council has taken proactive measures to facilitate growth within the Burdekin Shire. As part of our commitment to fostering economic opportunities, we conducted 36 formal pre-lodgement meetings with developers, focusing on planning and environmental considerations. These meetings have proven to be instrumental in guiding developers through the planning process, ensuring that proposed developments align with both economic growth and environmental sustainability objectives. Additionally, Council demonstrated its dedication to efficiency and service quality by issuing formal minutes within 10 business days in all cases where requested, reinforcing our role as a reliable partner in the region's ongoing development.

Resilient adaptive business

Build relationships with educational institutions to identify gaps in skills, qualifications, and training programs valued in the Burdekin.

Council met with several Federal and State Government agencies and regional service providers regarding opportunities for students covering topics including skills, training, innovation, employment and pathways.

Promote local employment and training opportunities.

Council's Economic Development department has been actively engaged in fostering skill development and workforce readiness within the Burdekin community. We ensured that relevant training sessions, webinars, and educational opportunities were widely disseminated to chambers of commerce, businesses, and organisations through various channels, including email, electronic direct mail (EDMs), media releases, and social media platforms.

Additionally, Council played a key role in coordinating the participation of Burdekin high schools in the Big Ideas Youth Challenge, a significant initiative aimed at nurturing innovative thinking among the youth. Our collaboration extended to several working group meetings focused on optimising the utilisation of TAFE campus resources, further strengthening our commitment to enhancing local training opportunities. The promotion of the 2024 Smart Precinct NQ Big Ideas Youth Challenge to local high schools underscores our ongoing efforts to equip the next generation with the skills and knowledge necessary for future success.



RESILIENT INFRASTRUCTURE

Effective transport and drainage networks

Prioritise road and footpath network renewals and upgrades to improve safety, connectivity, and serviceability.

A new roundabout was constructed this year at the intersection of Soper and Graham Streets, Ayr, a project which was funded by the Australian Government Black Spot Program. This program targets road locations where crashes have occurred or are at risk of occurring and aims to reduce the risk by improving the signage and/or infrastructure at these locations.

Collaborate with State and Federal Governments to enhance the regional transport network.

In October, Council unveiled the completed Ayr Aerodrome Fencing Project. The project, which included the installation of 1.5 metre high stock fencing and gates to just over seven kilometres of boundary fencing, was jointly funded by Council and the Australian Government's Regional Airports Program. This joint initiative was a crucial improvement ensuring the safety of the aerodrome's runways.

Improve drainage networks and structures through upgrades and renewals.

Council enhanced the efficiency and resilience of our drainage infrastructure this year. As part of our commitment to improving drainage networks and structures, Council completed several critical projects, including drainage works integrated with pavement repair and asphalt resealing at Searle Court. These upgrades have not only improved the drainage system but also enhanced the overall durability of the roadway. Additionally, the reconstruction of Barratta Road included significant drainage improvements, ensuring better water management and reduced flood risk in the area. At the Ayr Industrial Estate, the expansion of the drainage network was a key focus, addressing previous limitations and providing robust support for ongoing industrial growth. These projects reflect our ongoing efforts to deliver infrastructure that meets the needs of our community while safeguarding against future challenges.

Sustainable water resources

Enhance water security and protect and improve water quality.

Council demonstrated its commitment to enhancing water security and improving water quality through the diligent implementation of our approved Drinking Water Quality Management Plan (DWQMP). Throughout the year, we have maintained strict compliance with the water quality testing matrix and continued to implement water safety improvement initiatives to protect our community's water resources. Regular planning and compliance meetings with the Water Regulator have been pivotal

in ensuring that all operations align with the DWQMP. Notably, increased scrutiny and testing were applied due to the variability of detected PFAS concentrations, and proactive communication with the Regulator has been critical in meeting our compliance targets. Despite the high demand during the summer period and concerns related to potential El-Niño-induced drought conditions, Council successfully managed water resources without any non-compliance incidents. As part of our ongoing efforts, we have focused additional operational attention on maintaining compliance with Australian Drinking Water Guidelines, particularly in response to the presence of PFAS in raw water sources from Nelsons Lagoon and Chambers Bores. Through rigorous testing and consistent communication with the Water Regulator, we have successfully met all compliance targets, ensuring the continued safety and reliability of our water supply.

Improve water and sewerage network reliability and efficiency through planned infrastructure renewals and upgrades.

Council's Water and Wastewater team takes pride in maintaining excellent response times and high completion rates for all customer service requests. Over 97% of water and wastewater requests were completed within the target timeframes, with the team achieving an impressive ratio of 8:0 compliments to complaints throughout the year.

Council has been working with Regen Aqua TM to advance a Bioremediation solution at the Ayr-Brandon Waste Water Treatment Facility with significant progress made this financial year. The facility's construction is on track for completion in 2024.

Additionally, the refurbishment of the Home Hill Sewage Treatment Plant's Primary Digester was completed, extending the life of this vital asset.

Vibrant community assets

Implement the Asset Management Strategy and Roadmap.

Burdekin Shire Council understands that our community assets such as roads, drainage, parks and gardens, water services and public facilities all contribute to the liveability and sustainability of the Shire.

Culvert, guardrail and footpath replacements were undertaken this year in accordance with Council's adopted Asset Management Strategy and Roadmap with a focus on maintaining safety and functionality and renewing assets in poor condition.



Plan, build and maintain infrastructure that enhances and extends the life of community assets.

This year, Council's in-house design team has played a crucial role in shaping the future of our community infrastructure. Their work involves creating detailed technical plans for a variety of projects, ensuring that our infrastructure meets the highest standards. Notably, the team has been designing upgrades to the drainage systems in Drysdale Street, Robert Street, and Albert Street to enhance drainage infrastructure in South Ayr. They have also been working on the renewal of the Hillier Road culvert and the design for a new culvert on Patricia Road. These projects, among many others, demonstrate our commitment to thoughtful planning and maintaining our community assets for long-term benefit.

Beyond our essential road and drainage work, Council owns and maintains several key building assets, including the Council Chambers on Young Street, the Burdekin Theatre on Queen Street, and the Burdekin Memorial Hall on Ninth Avenue in Home Hill. This year, each of these facilities received important upgrades to ensure their continued functionality and safety. We installed new fire panels at the Theatre and Memorial Hall, enhancing safety measures, and replaced air-conditioning units in three main meeting rooms at the Council Chambers to improve comfort and efficiency. These improvements reflect our dedication to maintaining and upgrading our community infrastructure, ensuring these valued assets continue to serve our residents effectively.

Develop and implement strategic infrastructure plans to inform the decision-making process when planning for future infrastructure renewal and enhancements.

Council has established a strong Capital Projects Control Group (Capital PCG) responsible for overseeing and guiding the Annual Capital Delivery Program. Throughout the financial year, the Capital PCG met 11 times, consistently providing Council with detailed project updates. In addition, Council recently adopted a comprehensive five and 10-year roadworks and drainage program. This program strategically outlines future capital works initiatives, ensuring that project planning for Council's infrastructure assets is informed by well-defined asset schedules.

Well-planned communities

Support strategic projects that will contribute to liveability and economic growth in the Burdekin.

Well-planned communities are foundational to enhancing the liveability and economic growth of a region. Thoughtful urban planning ensures that infrastructure, amenities, and services are effectively integrated to meet the needs of residents and businesses, creating an environment that attracts investment and fosters a high quality of life.

Council plays a critical role in this process by meticulously assessing planning development applications to ensure that new developments align with strategic objectives, zoning requirements, and community expectations. Council is committed to maintaining high standards by completing compliance checks during the pre-lodgement stage for new development applications. This year, our planning and development team completed fifteen compliance checks, reinforcing our commitment to sustainable growth and compliant development within our region.

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

A major initiative undertaken during the 2023/2024 financial year has been the commencement of works for the Ayr Industrial Estate Expansion Project. After several years of planning, the commencement of the project marks a significant milestone for the economic development of our region to transform the Industrial Estate into a thriving epicentre of commercial activity. The expansion will create a total of 45 additional industrial blocks allowing existing industrial businesses to expand and attracting new businesses and investment to the local economy.

Design facilities that are adaptable and inclusive with consideration of the needs of all residents.

Council remains dedicated to designing and maintaining public facilities that are both adaptable and inclusive, ensuring they meet the diverse needs of our community. This year, we focused on several key projects to enhance the accessibility and functionality of our facilities. At the Burdekin Cascades Caravan Park, the perimeter fencing was replaced, and plans were completed for refurbishing the aged amenities, ensuring that this popular destination continues to provide a comfortable and secure environment for visitors. In our commitment to safety, fire panels were replaced at both the Burdekin Theatre and the Memorial Hall in Home Hill, with the bar exit door at the Memorial Hall also upgraded, including glazing and rubber replacement. The shade sail between the Burdekin Library and the Theatre was replaced to offer better sun protection and enhance the comfort of the area. Additionally, the Horse Yards at the Ayr Showgrounds received timely upgrades, ready to accommodate participants and visitors at the Burdekin Show in June. These improvements reflect Council's ongoing efforts to provide high-quality, inclusive facilities that cater to the needs of all residents and visitors.

SUSTAINABLE ENVIRONMENT

A sustainable and healthy environment

Implement planning policy to adapt to the impacts of changes in the climate.

Council's newly adopted Planning Scheme 2022 (effective from 1 March 2023) incorporates updated natural hazard mapping and policies designed to assist the development industry with addressing climate change and complying with legislative and regulatory requirements. A review of the Planning Scheme will commence in the 2024/2025 financial year.

Improve environmental sustainability outcomes through consultation, collaboration, and partnerships with key stakeholder groups.

Council's Environment and Health department played a crucial role in advancing environmental sustainability outcomes this year through comprehensive assessments and collaborations. A total of 15 assessments of relevant development applications were completed, ensuring that accurate and timely environmental and health advice was provided throughout the development process. These assessments were instrumental in promoting better environmental practices and outcomes. Additionally, the Environment and Health department conducted six reviews of environmental factors (REFs) in support of Council's Design and Works Departments, further enhancing the integration of environmental considerations into Council's projects. Through these efforts, Council continues to prioritise sustainable development and environmental stewardship.

Develop and implement strategies to align Council activities with Australia's carbon emissions reduction target.

In 2022, the Australian Government committed to reducing our country's greenhouse gas emissions with a

target of 43% below 2005 levels by 2030. The Australian Government also has a zero net emissions target by 2050. Council continues to monitor the legislative framework supporting these targets with the aim of aligning our activities with the national targets.

Balanced environmental outcomes

Maintain the balance between positive environmental outcomes and ongoing development.

Council's Planning and Development department have diligently assessed development applications and developed relevant and reasonable conditions for development approvals to ensure environmental best practice is achieved by those undertaking development that has the potential to cause environmental nuisance and/or harm.

Promote and support community education programs that contribute to improved environmental and community outcomes.

The Annual Burdekin Show on 26 June provided a valuable platform for Council's Environment and Health department to engage with the community and promote educational initiatives aimed at enhancing environmental and community outcomes. The Waste Management team introduced an interactive "What Goes in Your Bin" game, designed to educate both children and parents on proper recycling practices. This engaging activity sparked numerous conversations about recycling, allowing Waste Management officers to address any confusion within the community. Participants were also rewarded with prize packs containing educational materials such as pamphlets, magnets, stickers, and pencils, further reinforcing the recycling message. The Animal Management team was on hand to provide crucial



information about responsible pet ownership, answering questions from residents and distributing prize packs that encouraged best practices in pet care.

The Environment and Health department showcased an interactive diorama, a detailed replica of the Shire, illustrating various land uses and potential sources of pollution. This display was particularly popular with young children, offering a hands-on learning experience about the impact of pollutants on water runoff, rivers, and the reef. Additionally, the Pest and Land Management team shared biosecurity information, focusing on high-alert pest species currently targeted in the Shire. Their display also featured details about Council's mosquito management program, complete with a microscope for participants to examine mosquito specimens up close.

Protect and enhance the natural environment, partnering with organisations and the community to safeguard and improve environmentally sensitive areas.

An exciting initiative undertaken by Council is a project that focuses on the biological control of aquatic weeds in our local waterways. Council's Biosecurity team has established a biocontrol nursery where specific species of weevils are bred to later be released into the waterways to establish a natural biocontrol of problem aquatic plants. Some of the key benefits of this biological control method include species specific control (the weevils only target specific species), tested and trialled method (the weevils have been successfully deployed across Queensland), reduction in the use of harmful chemicals in our waterways and improved access to difficult or dangerous to access places. This innovative project exemplifies our commitment to protecting and enhancing the natural environment.

Actively encourage reduction, reuse, and recycling of waste to support sustainable waste management principles through the implementation of the North Queensland Waste and Resources Recovery Strategy 2020-2030.

One of the key initiatives of the North Queensland Waste and Resources Recovery Strategy 2020-2030 is to reduce litter and illegal dumping. Council have continued their participation in the approved Local Government Illegal Dumping Partnership Grant Program and have employed a part-time Illegal Dumping Officer. Over 60 reports of illegal dumping have been received and investigated throughout the year.

Council's website contains information that provides practical tips for reducing waste and recycling. Our kerb side collection program, which includes the yellow recycling bin, services residents ensuring there are frequent opportunities to recycle.

Council has conducted several waste audits throughout the year to assess the composition of the waste streams and identify areas for improvement.

Promote the implementation of environmental best practice by Council, residents, and business.

A proactive approach has been applied to Council's ongoing environmental monitoring programs associated with five closed landfills and the one remaining operational landfill site at Kirknie. The monitoring program helps to ensure that Council conforms with legislative requirements and also ensures that its waste facilities do not cause harm to the surrounding environment.



HIGH PERFORMING ORGANISATION

Engaged community and stakeholders

Undertake meaningful community engagement through Community Advisory Groups and other engagement methods to encourage diverse community participation and feedback.

Council actively engages with the community through a range of methods, including advisory groups, social media, surveys, advertisements and news articles. In September 2023, Council sought community feedback on proposed amendments to its subordinate local law concerning the use of advertising devices in the main street. Additionally, in May 2024, feedback was solicited on the draft Flying Fox Management Plan, ensuring that the community's voice is integral to decision-making.

The Burdekin Road Safety Advisory Group convened three times throughout the year to discuss road safety issues and identify actionable improvements. This group comprises representatives from the Department of Transport and Main Roads, Police and Emergency Services, and Council, working collaboratively to enhance road safety in the region. Council also conducted a targeted community engagement program with the Jarvisfield and Rita Island communities this year, reflecting its commitment to addressing the unique needs of these areas.

Furthermore, the Regional Arts Development Fund (RADF) committee met to review applications submitted under the RADF program, providing recommendations to Council on the approval or rejection of these applications. This ensures that funding decisions align with community priorities and cultural development goals.

The Community Connect program was extended to Jarvisfield and Rita Island this year, demonstrating Council's dedication to inclusivity. This outreach initiative gathers members of our outlying communities to discuss and prioritise issues and potential projects, ensuring that the needs of smaller communities within the Shire are not overlooked.

Be responsive and proactive in providing information to keep the community informed.

Council is committed to fostering a transparent and engaged relationship with the community by employing a multifaceted approach to disseminate information promptly. Central to this initiative is Council's dynamic and user-friendly website, which serves as an informative hub, regularly updated with the latest news, events, and policies. This online platform ensures that residents have convenient access to essential information, keeping the community well-informed about Council's ongoing projects and developments.

Beyond the website, Council actively engages with a wider audience through various social media platforms, including Facebook and Instagram. By maintaining an active presence on these platforms, Council reaches residents in their preferred digital spaces. Social media posts regularly feature upcoming events, important announcements and public consultations, encouraging active participation and feedback from the community.

Recognising the importance of targeted communication, Council produces topic-specific newsletters tailored to the community's interests, such as biosecurity and animal control. These newsletters are circulated regularly, offering comprehensive insights into critical issues and serving as valuable educational resources. By promoting responsible actions, they help the community effectively address environmental challenges.

In addition, Council maintains a strong presence in traditional media by securing a weekly one-page spread in the widely circulated Burdekin Life Newspaper. This print medium remains a trusted source of information for many residents, ensuring that Council's updates, employment vacancies, and upcoming initiatives reach even those without access to digital platforms.

Foster cooperative and collaborative partnerships on matters of regional, state, and national importance.

Council is committed to fostering cooperative and collaborative partnerships on matters of regional, state, and national significance by actively engaging with key stakeholders and participating in regional organisations. A key element of this approach is Council's involvement in the North Queensland Regional Organisation of Councils (NQROC), where it works alongside neighbouring local authorities to address common challenges and pursue shared goals. This collaborative platform enables Council to pool resources, exchange best practices, and collectively advocate for regional interests, thereby amplifying the impact of their efforts on issues that transcend local boundaries.

As a member of Townsville Enterprise Limited (TEL), Council further reinforces its commitment to regional development and economic growth. TEL serves as a crucial bridge between the public and private sectors, fostering partnerships that drive innovation, attract investment, and create jobs within the region. In partnership with the State Government, Council also collaborates on the annual road maintenance contract with the Department of Transport and Main Roads. This joint effort enhances critical road infrastructure, ensuring safe and efficient transportation for residents and visitors alike. Council's diligent adherence to contract requirements ensures that projects are completed on time and to a high standard, delivering tangible benefits to the community.

These examples highlight Council's proactive approach in cultivating cooperative partnerships across various levels of government and sectors. By collaborating with regional organisations, forming strategic alliances with key stakeholders, and actively participating in joint initiatives with the State Government, Council effectively addresses issues of regional, state, and national importance. This approach leverages collective expertise and resources to achieve shared objectives, ultimately benefiting the community and the broader region.

Demonstrate the Council's strategic direction to government, business, and the community through strong leadership and advocacy.

On 3 August 2023, an Elected Member Update (EMU) was delivered by the Local Government Association of Queensland (LGAQ) to enhance the Councillors' understanding and strategic capabilities. Following the quadrennial local government elections in March 2024, an extensive Councillor induction program was provided to the newly elected Council. This vital onboarding included a comprehensive range of training sessions, both internal and external, with contributions from the Department of Local Government and the Queensland Treasury Corporation. These training activities not only ensure that Councillors are well-equipped to meet their legislative responsibilities but also exemplify Council's commitment to strategic direction through strong leadership, as they empower elected officials to effectively advocate for and guide the community.

Transparent and accountable governance

Demonstrate open and transparent leadership.

Council consistently demonstrates open and transparent leadership through the implementation of a coordinated and efficient complaints management system. This system provides residents and stakeholders with an accessible and straightforward platform to voice concerns, offer feedback, or register complaints regarding Council services or operations. By actively listening and responding to community concerns, Council demonstrates a strong commitment to accountability and continuous improvement. The complaints management system not only addresses issues promptly and resolves disputes but also serves as a valuable tool for learning from feedback, ultimately enhancing the quality of services delivered to the public.

In line with our dedication to transparency, Council ensures access to information in accordance with the *Right to Information (RTI) Act*. This proactive approach allows individuals to request documents held by Council, promoting openness and accountability in the decision-making process. By making information readily available, Council fosters trust and confidence within the community, demonstrating a clear commitment to accountability. This openness empowers citizens to make informed decisions, engage actively in public matters, and contribute to shaping the future of their community.

Council further strengthens its dedication to transparency through the coordination of the internal audit function. Regular independent audits evaluate the effectiveness and efficiency of Council's operations, identify areas for improvement, and ensure compliance with regulations and best practices. By conducting these audits proactively, Council underscores its commitment to self-assessment and the continuous enhancement of its governance and management processes. The internal audit function provides an objective evaluation of Council's activities, reinforcing accountability and the principles of transparent and responsible stewardship of public resources.

Additionally, Council's timely responses to requests from the Queensland Audit Office and external auditors exemplify its commitment to openness and cooperation. By promptly providing necessary information and fully engaging with the auditing process, Council highlights its dedication to transparency and adherence to high standards of financial integrity and governance. This collaborative approach fosters a positive relationship with external oversight bodies and reinforces Council's commitment to maintaining accountability and public trust.

Responsibly manage Council's financial position to ensure sustainability.

Financial sustainability has ranked as the number one risk within the local government sector since 2018. Therefore, it is vital that Council remains committed to the implementation of strategic initiatives aimed at responsible management of our financial position.

Robust budgeting and financial reporting frameworks, long-term financial forecasting, accountable procurement processes, comprehensive asset-management plans, adequate insurance coverage, and proven debt recovery practices are all strategies employed by Council to strengthen our financial resilience.

Implement effective governance frameworks.

To reinforce our commitment to transparent and accountable governance, Council has implemented a series of robust governance frameworks throughout the financial year. Key activities included the comprehensive review and update of Council's Business Continuity Sub Plans, ensuring our preparedness for unforeseen events. Regular bi-monthly Risk Management Meetings were held to identify, assess, and mitigate potential risks, with key findings reported to the Audit Committee. In line with our dedication to integrity, all new employees received Fraud and Corruption and Public Interest Disclosure Awareness training within their first six months. Additionally, we maintained the delegations of power register, ensuring clarity in decision-making authority across the organisation. To further uphold our high standards, an all-of-Council Internal Quality Audit Program was conducted, ensuring our compliance with the Australian Standard for Quality Management Systems. These actions collectively underpin Council's steadfast commitment to governance excellence.

Undertake regulatory responsibilities in accordance with legislative obligations.

A cornerstone of Council's commitment to transparent and accountable governance is fulfilling our regulatory responsibilities in accordance with legislative obligations. Effective records management practices lie at the heart of our commitment to transparency and compliance. Through the implementation of comprehensive records management procedures, including archival and disposal practices aligned with Queensland State Archives schedules, we ensure that our records are meticulously maintained, preserved, and appropriately

disposed of. This not only supports efficient operations but also safeguards the integrity of our decision-making processes.

Embrace technology

Support and improve Council's operational performance through the delivery of innovative, efficient, and effective ICT solutions.

Council's ICT applications and systems are a critical resource for almost every business function and service we deliver. Over the past few years, Council has been transitioning its core operating system Technology One to CiAnywhere, a cloud-based platform which has helped to transform and streamline many internal processes. Council further progressed the transition to CiAnywhere during this financial year, moving our HR, Payroll, Supply Chain and Financial modules into this new platform.

Council has also had an organisation-wide focus on cyber security and has worked to strengthen our resilience to the increasing risks that cyber-attacks can pose. A Cyber Security Training Plan has been developed and rolled out to all staff along with the development of a Cyber Security Incident Plan which can be used as a tool to respond to possible cyber-attacks. Additionally, Council has upgraded our Microsoft Office licenses to Microsoft 365 E3 which will help improve Council's Cyber Security maturity and reduce the likelihood and possible impacts of a cyber security incident.

Following a trial of GPS fleet tracking technology in selected fleet vehicles, Council this year has commenced the installation of telematics into the entire Council fleet. This technology allows for Council to track the location of all fleet vehicles and will lead to operational savings from improvements in timing of vehicle servicing, fuel consumption and improved driver behaviour. The fleet telematics program will also improve the safety and monitoring of lone workers, improve operational visibility of fleet vehicles and reduce operational costs for Council.

Improve access to information through digital platforms.

Access to Council's cemeteries records may not be the first thing people think about when considering improving access to information, however Council's burial register can be a useful tool for people researching familial or community history. This year, Council completed the implementation of a new cemetery software which will improve record-keeping and public access to information. The software allows for interactive mapping of cemetery plots and will also assist Council to better plan to increase the life span of the cemeteries.

An enviable organisational culture that actively demonstrates our values

Build effective leadership and management capability.

Council is deeply committed to fostering an organisational culture that reflects and embodies our core values. This culture is continuously strengthened through our focus on developing effective leadership and management capabilities. This dedication is evident in the regular meetings of the Executive Leadership Team (ELT) and

Senior Leadership Group (SLG), which provide vital platforms for strategic dialogue and informed decision-making. Additionally, the Senior Supervisors' Group (SSG) plays a crucial role in guiding the organisation by effectively bridging the gap between upper management and the broader workforce.

In alignment with these initiatives, our commitment to strong leadership extends to the careful planning and coordination of Council programs and operations. Our actions consistently reflect our values, as we strive for excellence in meeting the diverse needs of our community.

Develop a cost-effective, adaptable, and capable workforce to implement our vision.

To advance our strategic vision, Council is committed to developing a cost-effective, adaptable, and capable workforce. This commitment is reflected in our active support of various traineeships, apprenticeships, and work experience opportunities. Throughout the year, we facilitated the professional growth of six apprentices across multiple trades, including four in diesel mechanics, one in plumbing, and one in fitting and turning. In addition, we supported seven trainees in road construction, as well as providing valuable experience to one trainee each in the library, administration, and ICT sectors.

Council's dedication to maintaining a highly skilled workforce is further demonstrated through the implementation of the 2023/2024 Training Plan. This plan ensures that all skills and qualifications required by legislation are both maintained and updated. By the end of the financial year, we achieved a compliance level of 96.25%, underscoring our commitment to excellence and continuous improvement in our workforce development efforts.

Provide training and development opportunities to meet organisational needs.

In its commitment to nurturing growth and excellence within the workforce, Council provides tailored training and development opportunities that align with our organisational needs. These initiatives cover a broad spectrum, underscoring our dedication to fostering a well-rounded skillset among our staff. This includes specialised training in records management, ensuring strict adherence to best practices in information management. Additionally, our commitment extends to comprehensive professional development and corporate training programs, equipping employees with skills that go beyond basic requirements, further enhancing their capabilities and contributing to their overall professional growth.

Protect the health and safety of employees and community members through the implementation of an effective Health and Safety Management System.

Adherence to Council's Safety Management System (SMS) is crucial for safeguarding our workforce and the community from health and safety risks. Throughout the year, regular Work Health and Safety meetings have been conducted, with minutes distributed to all staff to ensure transparency and awareness. Additionally,

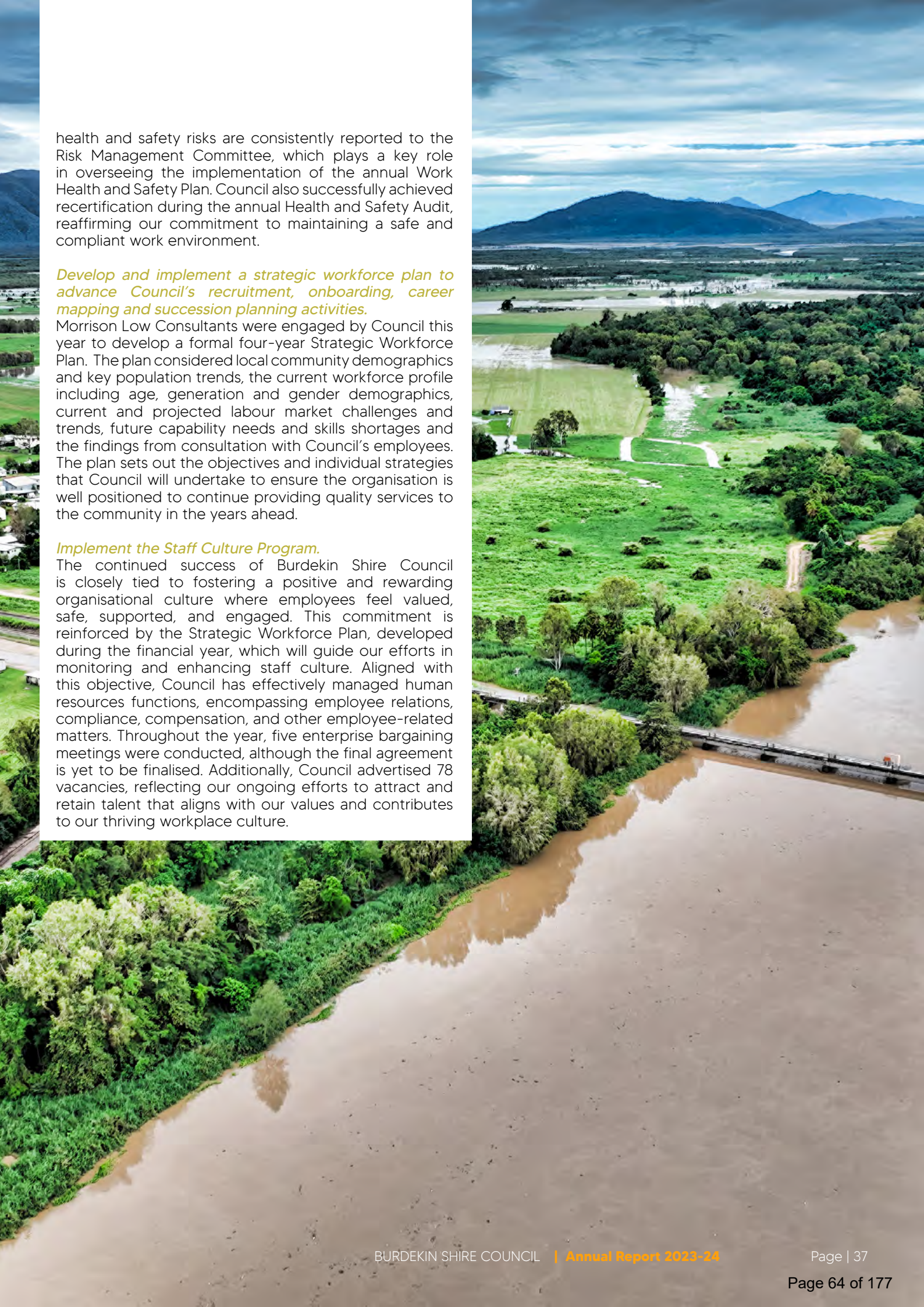
health and safety risks are consistently reported to the Risk Management Committee, which plays a key role in overseeing the implementation of the annual Work Health and Safety Plan. Council also successfully achieved recertification during the annual Health and Safety Audit, reaffirming our commitment to maintaining a safe and compliant work environment.

Develop and implement a strategic workforce plan to advance Council's recruitment, onboarding, career mapping and succession planning activities.

Morrison Low Consultants were engaged by Council this year to develop a formal four-year Strategic Workforce Plan. The plan considered local community demographics and key population trends, the current workforce profile including age, generation and gender demographics, current and projected labour market challenges and trends, future capability needs and skills shortages and the findings from consultation with Council's employees. The plan sets out the objectives and individual strategies that Council will undertake to ensure the organisation is well positioned to continue providing quality services to the community in the years ahead.

Implement the Staff Culture Program.

The continued success of Burdekin Shire Council is closely tied to fostering a positive and rewarding organisational culture where employees feel valued, safe, supported, and engaged. This commitment is reinforced by the Strategic Workforce Plan, developed during the financial year, which will guide our efforts in monitoring and enhancing staff culture. Aligned with this objective, Council has effectively managed human resources functions, encompassing employee relations, compliance, compensation, and other employee-related matters. Throughout the year, five enterprise bargaining meetings were conducted, although the final agreement is yet to be finalised. Additionally, Council advertised 78 vacancies, reflecting our ongoing efforts to attract and retain talent that aligns with our values and contributes to our thriving workplace culture.





Queen Street, Ayr

An aerial photograph of a park and caravan park area, overlaid with a semi-transparent blue filter. The word "REPORTING" is centered in white capital letters. The scene includes a large grassy field, numerous trees, a paved road, and several caravans parked in a designated area. In the background, there are more trees and some buildings. The overall tone is calm and professional.

REPORTING

CORPORATE GOVERNANCE

Complaints Management

Council acknowledges members of the public have a right to make a complaint if they are not satisfied with the actions taken or decisions made by Council. Council has an established system for identifying and managing administrative action complaints adopting an early resolution approach so wherever possible, matters are resolved before a formal administrative action complaint is lodged. Council's Complaints Management Policy provides guidance for a clear and transparent process for managing complaints and is supported by the Administrative Action Complaints Management Procedure and a Guideline for Managing Unreasonable Complainant Customer Conduct. This framework provides a system to ensure complaints are handled equitably and fairly whilst ensuring the prudent management of staff resources and prioritising the health and safety of employees.

Assessment of Performance in Resolving Complaints

The table below outlines the number of complaints received and resolved within the 2023/2024 financial year. Council's Governance Unit and Executive Leadership Team have maintained oversight of the complaints management process throughout the year. All administrative action complaints are recorded in the Customer Request Management (CRM) system which allows for a transparent and consistent workflow to be applied to record actions taken in relation to each complaint matter. While many complaints can be resolved to the satisfaction of the complainant, Council routinely advises customers of their right to internal review should they not be satisfied with the outcome of their complaint matter. Council also encourages customers to contact the Office of the Queensland Ombudsman if they are still unsatisfied with the outcome of the internal review process.

Administrative action complaints received 1 July 2023 – 30 June 2024	22
Administrative action complaints resolved 1 July 2023 – 30 June 2024	20
Administrative action complaints from previous financial years resolved within 2023/2024 financial year	0

Risk Management

Effective risk management is integral to an organisation realising its objectives. Council's commitment to identifying, assessing, rating, and treating risk is evidenced through the implementation of the adopted Enterprise Risk Management Framework throughout the organisation. Risk registers are maintained for all identified operational and strategic risks and a review of the risks, their ratings and the identified controls is conducted annually. Council's Risk Management Committee meets bi-monthly to review new and emerging risk areas and support the Executive Leadership Team to maintain a risk management focus.

Right to Information and Privacy

Council is committed to maintaining a culture that respects each individual's right to privacy. Council's Privacy Policy outlines this commitment and aims to ensure information is collected, maintained, and stored in compliance with regulatory requirements. During the financial year, Council received six compliant applications under the *Right to Information Act 2009* and one compliant application under the *Information Privacy Act 2009*. Three RTI applications were processed and finalised within the required timeframes, a further two were withdrawn. One IP application was processed and finalised within the financial year. Council has adopted a 'push model' which takes a proactive approach to the routine release of information. One of the ways Council achieves this is via publication of information to our public website. Council's Publication Scheme details what information is available freely.

Audit Committee

The Audit Committee operates under a Charter approved by Council. Under the Charter, the role of the committee is to provide independent assurance and assistance to Council on:

- The risk, control, and compliance frameworks.
- Council's external accountability responsibilities as prescribed in the Local Government Act and its Regulations.

The Audit Committee convened on five occasions throughout the financial year and considered the following matters:

- Financial Statements for the year ended 30 June 2023.
- Follow up on issues raised by the Queensland Audit Office in the 2023 financial audit.
- Annual report for the year ended 30 June 2023.
- Internal audit function, including oversight of the approved internal audit program.
- Council's Long-Term Financial Forecast.
- Council's Investment Policy.
- Risk Management updates and minutes from each risk management committee meeting.
- Disaster recovery and business continuity issues.
- Cyber security and Council's planned approach to risks.
- Audit Committee Charter.
- Council owned infrastructure and other asset valuations.

Internal Audit

Council's internal audit function is an essential component required for maintaining a culture of accountability and transparency. The internal audit function assists Council to achieve its objectives by applying a systematic and disciplined approach to analyse, evaluate, and improve the effectiveness of Council's risk management, control, and governance processes. This year was the third year of the three-year internal audit plan developed and delivered by independent contractor BDO.

Three internal audits were carried out during the 2023/2024 financial year:

- Waste Collection Services Contract Processes
- Inventory Management
- Cyber Security Review

A report outlining the findings, implications and recommended management action items relating to each of these audits was presented to the Audit Committee during the financial year.

Public Interest Disclosures

A public interest disclosure is a disclosure about alleged wrongdoing in the public sector that serves the public interest. *The Public Interest Disclosure Act 2010* clearly details Council's responsibilities to effectively identify and deal with matters that may meet the definition of a Public Interest Disclosure (PID). Council's PID Program operates in conjunction with the Complaints Management System and Fraud and Corruption Control Plan and is overseen by the Governance Unit.

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STATUTORY INFORMATION

This section of the report contains information which is prescribed by the *Local Government Act 2009* and *Local Government Regulation 2012* to be disclosed in Council's Annual Report for the period.

Public Sector Ethics Act 1994

Section 23 of the *Public Sector Ethics Act 1994* (PSEA) requires each Annual Report to include an Implementation Statement giving details of the actions taken during the reporting period to comply with sections 15, 21 and 22 of the PSEA. Implementation Statement for the 2023/2024 reporting period is as follows:

Preparation of Codes of Conduct (s 15)

The Burdekin Shire Council Code of Conduct for Workers was approved by the Chief Executive Officer on 4 July 2023 following a comprehensive review and update process. The Code can be accessed by all workers via Council's intranet site and Records Management System.

Education and Training (s 21)

Compulsory Code of Conduct training was provided to all employees during the financial year. All new employees also receive training in the Code of Conduct during their induction training.

Procedures and practices (s 22)

Council's administrative procedures and management practices have proper regard for the principles and values contained within the *Public Sector Ethics Act 1994* and the Code of Conduct for Workers has been modelled from the principles.

Local Government Act 2009

s 41 Identifying beneficial enterprises

Council did not conduct any beneficial enterprises within the 2023/2024 financial year.

s 45 Identifying significant business activities

- (a) During the 2023/2024 financial year, Council operated the following business activities:
- Waste collection
 - Water
 - Sewerage
 - Caravan Park
- (b) At the ordinary Council Meeting on 13 June 2023, Council determined by resolution that none of its business activities satisfy the statutory thresholds for classification as a significant business activity.
- (c) Council also determined by resolution on 13 June 2023 that the code of competitive conduct should not apply to the Caravan Park as a prescribed business activity for the 2023/2024 financial year as Council considers the cost of applying the code will outweigh the benefits of applying the code.
- (d) Council did not commence any new business activities within this period i.e. all the listed business activities were also conducted in the preceding financial year.

s 201 Remuneration paid to Senior Management Employees

- (1)(a) The value of remuneration packages of senior management employees was: \$ 873,623
- (b) The number of senior management employees who are being paid each band of remuneration:

Pay Band	Number of senior management employees within band
\$200,001- \$300,000	2
\$300,001- \$400,000	1

- (c) Burdekin Shire Council has not resolved to allow Councillors to appoint Councillor advisors.

Local Government Regulation 2012

s 185 Particular resolutions

- (a) A copy of resolutions made under section 250(1) of the *Local Government Regulation 2012*.

On 14 December 2021, Council adopted a resolution to update the Councillor Expenses Reimbursement Policy. The Policy was adopted with a 36-month review date.

- (b) A list of any resolutions made during the financial year under section 206(2) of the *Local Government Regulation 2012*.

On 13 June 2023, in accordance with section 206(2) of the *Local Government Regulation 2012*, Council resolved to adopt a revised Non-Current Asset Accounting Policy with a 24-month review period and an effective date of 1 July 2023. The policy details the classes of property, plant and equipment assets and sets the amount for each different type of physical asset below which the value of an asset must be treated as an expense. The below table, from the adopted Non-Current Asset Accounting Policy, details the thresholds for each asset type:

Asset Type	Threshold (GST exclusive)
Land	\$1
Land Improvements	\$5,000
Buildings	\$5,000
Infrastructure (roads and bridges, water, sewerage)	\$5,000
Plant and Equipment	\$5,000
Office equipment, furniture and fittings	\$5,000
All other assets (including intangible assets)	\$5,000

s 186 Councillors

(a) For each Councillor, the total remuneration, including superannuation contributions, paid to the Councillors during the 2023/2024 financial year were:

Name	Mayor	Deputy Mayor	Councillor	Telephone/Data	Total	Council 12% Superannuation
Boccalatte, Kaylee			\$42,512.28	\$450.00	\$42,962.28	\$5,101.52
Bonanno, John			\$42,512.28	\$450.00	\$42,962.28	\$5,101.52
Dalle Cort, Pierina	\$30,277.17				\$30,277.17	\$3,633.26
Detenon, Michael			\$57,387.94	\$600.00	\$ 57,987.94	\$6,886.62
Furnell, John			\$57,387.94	\$600.00	\$ 57,987.94	\$6,886.62
Hall, Amanda			\$14,875.66	\$150.00	\$ 15,025.66	\$1,785.09
McLaughlin, Lyn	\$84,487.37				\$ 84,487.37	\$10,138.47
Musumeci, Max		\$15,284.10	\$43,773.82	\$600.00	\$59,657.92	\$7,086.99
Oar, Callan			\$14,875.66	\$150.00	\$ 15,025.66	\$1,785.09
Perry, Sue		\$48,742.57		\$450.00	\$49,192.57	\$5,849.07
Vasta, Delfine			\$14,875.66	\$150.00	\$ 15,025.66	\$1,785.09
TOTAL (\$)	\$114,764.54	\$64,026.67	\$288,201.24	\$3,600.00	\$470,592.45	\$56,039.34

No Councillor receives a car allowance. The Mayor is provided with a vehicle for business and private use and the Councillors have access to a Council vehicle for business use only. The Mayor is also provided with a telephone and therefore does not receive the monthly telephone data allowance.

s 186 Councillors

(b) The expenses incurred by, and the facilities provided to, each Councillor in accordance with Burdekin Shire Council's Councillor Expense Reimbursement Policy in 2023/2024 financial year were as follows:

Name	Food/Beverages	Conferences	Training	Travel/ Accommodation	Functions	Total
Boccalatte, Kaylee						
Bonanno, John						
Dalle Cort, Pierina	\$59.17		\$1,051.43	\$1,402.11		\$2,512.71
Detenon, Michael			\$1,051.43			\$1,051.43
Furnell, John	\$67.54	\$1,400.00	\$1,051.43	\$1,071.71	\$159.09	\$3,749.77
Hall, Amanda			\$1,051.43			\$1,051.43
McLaughlin, Lyn	\$298.13			\$1,395.00	\$334.93	\$2,028.06
Musumeci, Max			\$1,051.43			\$1,051.43
Oar, Callan			\$1,051.43			\$1,051.43
Perry, Sue	\$53.28			\$1,094.49	\$159.09	\$1,306.86
Vasta, Delfine			\$1,051.43			\$1,051.43
TOTAL (\$)	\$478.12	\$1,400.00	\$7,360.01	\$4,963.31	\$653.11	\$14,854.55

Each Councillor is provided with either a laptop computer or tablet device to be used for Council work. Each Councillor is provided with appropriate Personal Protective Equipment for use during Council inspections. Councillors have access to Council vehicles (including fuel provisions) for Council business such as travel to and from conferences and training. Councillor Furnell's Conference fee of \$1,400 was for the LGAQ Annual Conference. As per previous years, Council is allocated two free delegates and then pay for observers. On this occasion, former Mayor Lyn McLaughlin and former Deputy Mayor Sue Perry were the delegates and Councillor John Furnell was the observer.

(c) The number of meetings each Councillor attended during the 2023/2024 financial year were as follows:

Name	Ordinary and Special Meetings held	Ordinary and Special Meetings attended	Meetings absent while on Council business	Leave of absence
Boccalatte, Kaylee	15	14	0	1
Bonanno, John	15	11	0	0
Detenon, Michael	15	14	0	1
Furnell, John	15	14	0	1
McLaughlin, Lyn	15	14	0	1
Musumeci, Max	15	14	0	1
Perry, Sue	15	14	0	0

(c) The number of meetings each Councillor attended during the 2023/2024 financial year were as follows:

Name	Ordinary and Special Meetings held	Ordinary and Special Meetings attended	Meetings absent while on Council business	Leave of absence
Dalle Cort, Pierina	7	7	0	0
Detenon, Michael	7	7	0	0
Furnell, John	7	7	0	0
Hall, Amanda	7	7	0	0
Musumeci, Max	7	7	0	0
Oar, Callan	7	7	0	0
Vasta, Fina	7	6	0	1

(d) The total number of the following during the financial year:

Orders	LGA section	Number
Orders made by the Chairperson dealing with unsuitable meeting conduct.	150I(2)	Nil
Decisions made by Council dealing with unsuitable meeting conduct of the chairperson.	150IA(2)(b)	Nil
Orders made by the local government where the local government has decided that the Councillor has engaged in inappropriate conduct.	150AH(1)	Nil
Decisions, orders and recommendations made by the conduct tribunal in relation to misconduct by a Councillor.	150AR(1)	Nil

(e) The total number of each of the following during the financial year:

Requirement	Details
The name of each Councillor for whom a decision, order or recommendation mentioned in paragraph (d) was made.	Not applicable
A description of the unsuitable meeting conduct, inappropriate conduct or misconduct engaged in by each of the Councillors.	Not applicable
A summary of the decision, order or recommendation made for each Councillor.	Not applicable

(f) The number of each of the following during the financial year:

Details	LGA section	Number
(i) Complaints referred to the assessor under section 150P(2)(a) of the Act by local government, a councillor of the local government or the chief executive officer of the local government.	150P(2)(a)	Nil
(ii) Matters, mentioned in section 150P(3) of the Act, notified to the Crime and Corruption Commission.	150P(3)	Nil
(iii) Notices given to the assessor about Councillor conduct.	150R(2)	Nil
(iv) notices given to the assessor about the Councillor's conduct and all information held by the local government that relates to the conduct.	150S(2)(a)	Nil
(v) occasions information was given under section 150AF (3)(a) of the Act.	150AF(3)(a)	Nil
(vi) occasions the local government asked another entity to investigate, under chapter 5A, part 3, division 5 of the LGA for the local government, the suspected conduct breach of a councillor.	Chapter 5A, division 5	Nil
(vii) applications heard by the conduct tribunal under chapter 5A, part 3, division 6 of the Act about whether a councillor engaged in misconduct or a conduct breach.	Chapter 5A, part 3, division 6	Nil
(g) the total number of referral notices given to the local government under section 150AC(1) of the LGA during the financial year.	Section 150AC (1)	Nil
(h) for suspected conduct breaches the subject of a referral notice mentioned in paragraph (g) above	Section 150AE	Nil
(i) the total number of suspected conduct breaches;		
(ii) and the total number of suspected conduct breaches for which an investigation was not started or was discontinued under section 150AEA of the LGA.		
(i) the number of decisions made by the local government under section 150AG(1) of the LGA during the financial year.	Section 150AG(1)	Nil
(j) the number of matters not decided by the end of the financial year under section 150AG(1) of the LGA.	Section 150AG(1)	Nil
(k) the average time taken by the local government in making a decision under section 150AG(1) of the LGA.	Section 150AG(1)	N/A

s 188 Overseas travel

No overseas travel was made in an official capacity during the period by any employee, Councillor, or the Mayor.

s 189 Grants to community organisations and discretionary funds

(1) The local government's expenditure for 2023/24 on grants to community organisations.

The total summary of cash grants, donations, standing donations, and in-kind support has been broken into the following categories:

Category	Amount
Art and Culture	\$1,507.96
Community Development	\$59,136.00
Recreation and Sport	\$21,380.39
Welfare	\$85,400.00
In-Kind	\$111,731.04
Standing Donations	\$ 79,920.00
Cash Grants and Donations	\$144,536.00
Total	\$503,611.39

(2) No Councillors at Burdekin Shire Council have discretionary funds.

s 190 Other contents

Council did not operate any commercial business units.

Council did not levy any special rates or charges for a service, facility or activity supplied by another local government for the financial year.

Council issued three invitations to two tenderers to change a tender due to a change of specifications under section 228(8) during the financial year. The following registers were kept by Council during the financial year:

- Register of Interests for Councillors and their Related Persons
- Register of Interests for Senior Executive Employees and their Related Persons
- Councillor Conduct Register
- Register of Gifts and Benefits
- Strategic and Operational Risk Register
- Register of Delegations
- Register of Loss of Council Assets
- Council Policy Register
- Register of Impounded Animals
- Animal Register (Cats and Dogs)
- Road Map and Register
- Burial Register
- Register of Backflow Prevention Devices
- Register of Pre-Qualified Suppliers
- Register of Local Laws
- Register of Fees and Charges
- Register of Development Applications
- Register of Decision Notices regarding Development Applications
- Register of Declared Conflicts of Interest (Employees)

Council granted concessions to pensioners in accordance with the Council resolution made at the Budget Meeting on 27 June 2023 as a pensioner rebate. The rebate was calculated as half the sum of the relevant General Rates up to a maximum rebate set at \$380.00. In total, Council received pensioner rebate applications for 976 properties and remitted \$355,608.36 in concessions.

Council granted rebates (i.e. donations) equivalent to 45% of the sum of the relevant sewerage charges in respect of second and subsequent pedestals and/or urinals at premises or land used for private schools, churches, welfare and youth organisations, sporting purposes and public halls, excluding premises licensed under the *Liquor Act 1992* will be made to the relevant community organisations, on the basis that they are entities whose objects do not include making a profit, immediately upon payment in full of all levied rates and charges, together with any overdue rates and charges, if applicable. In total for the 2023/2024 financial year, Council remitted \$79,920.00 to 45 properties in rebates.

Council did not receive any investigation notices in the financial year under section 49 for competitive neutrality complaints.

No competitive neutrality complaint reports were received, or responses required during the financial year under section 52(3).





FINANCIAL STATEMENTS



Financial Statements

for the year ended 30 June 2024

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Certificate of Accuracy - Long Term Financial Sustainability Statement

Burdekin Shire Council

Statement of Comprehensive Income

for the year ended 30 June 2024

	Notes	2024 \$	2023 \$
Income			
Recurrent revenue			
Rates, levies and charges	3a	44,439,005	42,375,513
Fees and charges	3b	3,279,155	3,179,005
Sales of contract and recoverable works		2,712,930	2,114,829
Grants, subsidies, contributions and donations	3c	2,598,951	10,710,371
Interest received		4,827,089	2,953,447
Other income		660,733	489,678
Total recurrent revenue		58,517,863	61,822,843
Capital revenue			
Grants, subsidies and contributions	3c	11,660,052	11,459,617
Other capital income	4	270,396	78,440
Total capital revenue		11,930,448	11,538,057
Total income	2b	70,448,311	73,360,900
Expenses			
Recurrent expenses			
Employee benefits	5	23,868,912	22,274,224
Materials and services	6	20,109,606	18,289,284
Finance costs	7	839,512	694,065
Depreciation and amortisation:			
- Property, plant and equipment	12	16,067,300	14,449,025
- Intangible assets		62,740	95,435
Total recurrent expenses		60,948,070	55,802,033
Other expenses			
Other capital expenses	8	3,557,928	1,476,729
Total other expenses		3,557,928	1,476,729
Total expenses	2b	64,505,998	57,278,762
Net Result	2b	5,942,313	16,082,138
Other comprehensive income			
Items that will not be reclassified to net result			
Increase in asset revaluation surplus	17	16,171,823	31,240,755
Total other comprehensive income for the year		16,171,823	31,240,755
Total comprehensive income for the year		22,114,136	47,322,893

The above statement should be read in conjunction with the accompanying notes and accounting policies.

Burdekin Shire Council

Statement of Financial Position

as at 30 June 2024

	Notes	2024 \$	2023 \$
Assets			
Current assets			
Cash and cash equivalents	9	46,146,562	83,512,072
Financial assets	9	42,000,000	—
Receivables	10	1,723,619	1,576,693
Inventories		703,649	617,965
Contract assets	13	2,041,063	1,164,737
Other assets	11	2,557,194	1,761,467
Total current assets		95,172,087	88,632,934
Non-current assets			
Receivables	10	321,264	385,141
Property, plant and equipment	12	653,443,122	627,207,892
Intangible assets		243,495	300,715
Other assets	11	100,317	64,309
Total non-current assets		654,108,198	627,958,057
Total Assets		749,280,285	716,590,991
Liabilities			
Current liabilities			
Payables	14	7,393,813	6,378,290
Contract liabilities	13	13,498,096	4,943,672
Provisions	15	7,633,064	5,709,220
Other liabilities	16	556,108	538,044
Total current liabilities		29,081,081	17,569,226
Non-current liabilities			
Provisions	15	18,227,304	18,651,916
Other liabilities	16	1,177,159	1,689,244
Total non-current liabilities		19,404,463	20,341,160
Total Liabilities		48,485,544	37,910,386
Net community assets		700,794,741	678,680,605
Community equity			
Asset revaluation surplus	17	406,023,045	389,851,222
Retained surplus		294,771,696	288,829,383
Total community equity		700,794,741	678,680,605

The above statement should be read in conjunction with the accompanying notes and accounting policies.

Burdekin Shire Council

Statement of Changes in Equity

for the year ended 30 June 2024

	Notes	Asset revaluation surplus \$	Retained surplus \$	Total equity \$
Balance as at 1 July 2023		389,851,222	288,829,383	678,680,605
Net result		—	5,942,313	5,942,313
Other comprehensive income for the year				
- Increase/(decrease) in asset revaluation surplus	17	16,280,705	—	16,280,705
- Increase/(decrease) in future rehabilitation - land and improvements	17	(108,882)	—	(108,882)
Total comprehensive income for the year		16,171,823	5,942,313	22,114,136
Balance as at 30 June 2024		406,023,045	294,771,696	700,794,741
Balance as at 1 July 2022		358,610,467	272,727,776	631,338,243
Correction to opening balances		—	19,469	19,469
Restated balance as at 1 July 2022		358,610,467	272,747,245	631,357,712
Net result		—	16,082,138	16,082,138
Other comprehensive income for the year				
- Increase/(decrease) in asset revaluation surplus	17	30,969,408	—	30,969,408
- Increase/(decrease) in future rehabilitation - land and improvements	17	271,347	—	271,347
Total comprehensive income for the year		31,240,755	16,082,138	47,322,893
Balance as at 30 June 2023		389,851,222	288,829,383	678,680,605

The above statement should be read in conjunction with the accompanying notes and accounting policies.

Burdekin Shire Council

Statement of Cash Flows

for the year ended 30 June 2024

	Notes	2024 \$	2023 \$
Cash flows from operating activities			
Receipts from customers		50,652,816	49,354,151
Payments to suppliers and employees		(47,483,685)	(43,898,078)
		3,169,131	5,456,073
Interest and investment revenue received		4,725,248	2,760,995
Operating grants, subsidies and contributions		2,301,745	10,702,997
Other		3,572,943	2,743,868
Net cash inflow/(outflow) from operating activities	21	13,769,067	21,663,933
Cash flows from investing activities			
Proceeds from sale of property, plant and equipment		295,992	224,723
Grants, subsidies, contributions and donations		15,918,386	14,547,858
Purchase of investments		(42,000,000)	—
Payments for property, plant and equipment		(25,405,802)	(22,194,718)
Payments for intangible assets		(5,520)	—
Community loans		62,367	(56,123)
Net cash inflow/(outflow) from investing activities		(51,134,577)	(7,478,260)
Net increase/(decrease) in cash and cash equivalents held		(37,365,510)	14,185,673
Cash and cash equivalents as at beginning of financial year		83,512,072	69,326,399
Cash and cash equivalents as at end of the financial year	9	46,146,562	83,512,072

The above statement should be read in conjunction with the accompanying notes and accounting policies.

Notes to the Financial Statements

for the year ended 30 June 2024

Note 1. Information about these financial statements

(a) Basis of preparation

These general purpose financial statements are for the period 1 July 2023 to 30 June 2024. They are prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*. Council is a not-for-profit entity for financial reporting purposes and these financial statements comply with Australian Accounting Standards and Interpretations as applicable to not-for-profit entities.

These financial statements have been prepared under the historical cost convention, except for the revaluation of certain classes of property, plant and equipment.

(b) New and revised Accounting Standards adopted during the year

Council adopted all standards which became mandatorily effective for annual reporting periods beginning on 1 July 2023, none of the standards had a material impact on the reported position, performance and cash flows.

The adoption of the revisions to AASB 101 *Presentation of Financial Statements* resulted in disclosure of material accounting policy information only rather than significant accounting policies.

(c) Standards issued by the AASB not yet effective

The AASB has issued Australian Accounting Standards and Interpretations which are not effective at 30 June 2024. These standards have not been adopted by Council and will be included in the financial statements on their effective date. Future standards are not expected to have a material impact on Council's financial statements.

(d) Estimates and Judgements

Council makes a number of judgements, estimates and assumptions in preparing these financial statements. These are based on the best information available to Council at the time, however due to the passage of time, these assumptions may change and therefore the recorded balances may not reflect the final outcomes. The significant judgements, estimates and assumptions relate to the following items and specific information is provided in the relevant note:

- Revenue recognition - note 3
- Valuation and depreciation of property, plant and equipment - note 12
- Provisions - note 15
- Contingent liabilities - note 19
- Financial instruments - note 23

(e) Rounding and Comparatives

The financial statements are in Australian dollars and have been rounded to the nearest \$1.

Comparative information is generally restated for reclassifications, errors and changes in accounting policies unless permitted otherwise by transition rules in a new Accounting Standard.

(f) Taxation

Council is exempt from income tax, however council is subject to Fringe Benefits Tax ('FBT'), Goods and Services Tax ('GST') and Payroll Tax on certain activities. The net amount of GST recoverable from the Australian Taxation Office (ATO) or payable to the ATO is shown as an asset or liability respectively.

Notes to the Financial Statements

for the year ended 30 June 2024

Note 2. Analysis of results by function

(a) Components of Council functions

The activities relating to the Council's components report in note 2 (b) are as follows:

Administration

Deliver responsible governance, efficient service and administrative support for Council's operations and strategic initiatives. The services include recruitment, training and development, employee and public relations, customer service, information technology services, secretarial and minutes support, records management, quality assurance, Council properties management, revenue, creditors, payroll, debtors, budgeting, statutory and financial reporting, debt management, taxation, and financial, asset and systems management.

Community and cultural

Council's community and cultural services objective is to provide a broad range of cultural, recreation and sport facilities, welfare and area promotion. The services include libraries, theatre, memorial hall, art and cultural activities, recreation and sport facilities, area promotion, welfare, disaster management, tourism and economic development.

Development

Development services aim to ensure all new development outcomes meet regulatory obligations including relevant Acts, the Local Government Infrastructure Plan, building codes, council policies and local laws. Development services comprises of development administration, town planning services, building services, plumbing, trade waste and facilities management.

Environmental

The objectives for Council's environmental services are to protect the public health of the community and encourage environmental responsibility throughout the community. These services include public health administration, food and rental accommodation licencing, local law enforcement and investigation of environmental nuisances, animal control, vector control, pest management, land protection, aquatic weed removal, caravan parks and swimming pools.

Engineering

Engineering services objective is to provide safe and efficient transport networks, stormwater drainage systems, flood mitigation and warnings systems and a modern fleet of construction equipment and light vehicles which meet the requirements of the community, external stakeholders and regulatory responsibilities. Services provided include the design, construction, management and maintenance of relevant infrastructure and the procurement and maintenance of Council's fleet. The department also manages Council's relationship with Transport and Main Roads including the Road Maintenance Performance Contract.

Waste

Waste management services aim to provide efficient and compliant waste and recycling policies, infrastructure and services including waste receptacles, waste collection and disposal and education. Council operates or facilitates four transfer stations at Ayr, Home Hill, Giru and Clare and a landfill at Kirknie Road, Home Hill. Services also include the review, assessment and treatment of legacy landfills and investigation of illegal dumping.

Sewerage

Council provides sewerage services to the towns of Ayr, Brandon and Home Hill. The objectives of the service is to provide disposal and treatment of commercial, industrial and domestic sewage in a manner which safeguards public health and is consistent with Council's responsibilities and obligations under Queensland legislation. The services include the collection of sewage from customers within Council's adopted service areas via reticulation networks including pump stations, gravity and pressure sewers, and the treatment of the collected waste to a standard within environmental licence parameters determined by the regulator.

Water

Council is a registered water service provider under the provisions of the *Water Supply (Safety and Reliability) Act 2008*. Council provides potable water supply service to the towns of Ayr, Brandon, Home Hill and Giru and also to the rural residential settlement of Mt Kelly and the beachside settlement of Alva. The service objective is to provide an adequate supply of quality drinking water that complies with aesthetic and health parameters stipulated in the Australian Drinking Water Guidelines (2011). The services include the pumping, treatment and disinfection of raw water prior to the reticulated supply to customers via individual metered property connections.

Burdekin Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

Note 2. Analysis of results by function (continued)

(b) Council functions - analysis of results by function

Functions	Gross program income			Gross program expenses			Net result from recurring operations		Total assets		
	Recurring grants	\$	\$	Capital other	Total income	Recurring	Capital	Total expenses		\$	\$
2024											
Administration	256,816	32,913,161	11,800	—	33,181,777	(8,722,780)	(41,763)	(8,764,543)	24,447,197	24,417,234	117,523,978
Community and cultural	540,305	534,326	236,942	—	1,311,573	(5,750,978)	(108,256)	(5,859,234)	(4,676,347)	(4,581,850)	27,581,850
Development	—	580,224	—	—	580,224	(1,595,865)	—	(1,595,865)	(1,015,641)	(1,015,641)	21,129,233
Environmental	407,722	1,201,333	126,220	—	1,735,275	(8,126,155)	(89,538)	(8,215,693)	(6,517,100)	(6,480,418)	—
Engineering	1,383,132	2,755,429	6,230,006	76,077	10,444,644	(19,760,390)	(2,337,331)	(22,097,721)	(15,621,829)	(11,653,077)	467,068,808
Waste	—	5,977,477	—	194,318	6,171,795	(6,399,675)	(703,893)	(7,103,568)	(422,198)	(931,773)	11,591,479
Sewerage	5,488	5,635,893	3,937,092	—	9,578,473	(4,939,647)	(52,299)	(4,991,946)	701,734	4,586,527	50,522,351
Water	5,488	6,321,069	1,117,992	—	7,444,549	(5,652,579)	(224,848)	(5,877,427)	673,978	1,567,122	53,862,586
Total	2,598,951	55,918,912	11,660,052	270,395	70,448,310	(60,948,069)	(3,557,928)	(64,505,997)	(2,430,206)	5,942,313	749,280,285
2023											
Administration	7,379,593	30,517,685	—	72,800	37,970,078	(8,305,127)	(27,989)	(8,333,116)	29,592,151	29,636,962	110,481,825
Community and cultural	220,051	491,952	156,434	—	868,437	(5,457,744)	(78,824)	(5,536,568)	(4,745,741)	(4,668,131)	28,849,731
Development	—	480,599	—	—	480,599	(1,586,207)	—	(1,586,207)	(1,105,608)	(1,105,608)	—
Environmental	107,370	1,601,524	3,411,848	11,750	5,132,492	(7,325,830)	(129,860)	(7,455,690)	(5,616,936)	(2,323,198)	19,756,035
Engineering	2,681,893	2,215,242	1,446,983	1,449,275	7,793,393	(17,598,831)	(612,941)	(18,211,772)	(12,701,696)	(10,418,379)	452,644,966
Waste	—	5,510,430	—	47,643	5,558,073	(5,698,317)	(196,733)	(5,895,050)	(187,887)	(336,977)	11,467,502
Sewerage	—	5,267,434	1,339,022	—	6,606,456	(4,697,305)	(108,497)	(4,805,802)	570,129	1,800,654	44,175,307
Water	—	5,349,070	3,483,552	118,750	8,951,372	(5,132,672)	(321,885)	(5,454,557)	216,398	3,496,815	49,215,625
Total	10,388,907	51,433,936	9,837,839	1,700,218	73,360,900	(55,802,033)	(1,476,729)	(57,278,762)	6,020,810	16,082,138	716,590,991

Notes to the Financial Statements

for the year ended 30 June 2024

Note 3. Revenue

	2024 \$	2023 \$
(a) Rates, levies and charges		
Rates, levies and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.		
General rates	30,150,969	29,028,341
Separate rates	(42)	262,256
Water	5,674,669	4,834,522
Sewerage	4,443,959	4,244,984
Garbage charges	4,430,949	4,254,996
Special rates	6,708	6,680
Environmental levy	87,401	87,397
	<u>44,794,613</u>	<u>42,719,176</u>
Less: pensioner remissions	(355,608)	(343,663)
	<u>44,439,005</u>	<u>42,375,513</u>

(b) Fees and charges

Revenue arising from fees and charges is recognised at a point in time when the performance obligation is completed and the customer receives the benefit of the goods/services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases, the customer is required to pay on arrival, for example caravan parks. There is no material obligation for Council in relation to refunds or returns.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than the term of the licence.

	2024 \$	2023 \$
Building and development fees	501,453	477,957
Caravan parks	705,472	653,014
Animal management	126,886	111,166
Waste disposal	789,050	829,642
Trade waste	247,396	257,923
Cultural facilities	315,374	236,876
Cemetery Fees	190,768	200,040
Other fees and charges	402,756	412,387
	<u>3,279,155</u>	<u>3,179,005</u>

(c) Grants, subsidies, contributions and donations***Grant income under AASB 15 Revenue from Contracts with Customers***

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue is recognised when control of each performance obligation is satisfied.

The performance obligations vary in each agreement. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Notes to the Financial Statements

for the year ended 30 June 2024

Note 3. Revenue (continued)

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control. Within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract.

Where control is transferred over time, revenue is recognised using either costs or time incurred.

Grant income under AASB 1058 Income of Not-for-Profit Entities**Capital grants**

Where Council receives funding under an enforceable contract to acquire or construct a specified item of property, plant and equipment which will be under Council's control on completion, revenue is recognised as and when the obligation to construct or purchase is completed. For construction projects, this is generally as the construction progresses in accordance with costs incurred.

Donations and contributions

Where assets are donated or purchased for significantly below fair value, the revenue is recognised when the asset is acquired and controlled by Council.

Donations and contributions are generally recognised on receipt of the asset since there are no enforceable performance obligations.

Physical assets contributed to Council by developers in the form of roadworks, stormwater, water and wastewater infrastructure and park equipment are recognised as revenue when the development becomes "on Council maintenance" (i.e. the Council obtains control of the assets and becomes liable for any ongoing maintenance) and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. Non-cash contributions with a value in excess of the recognition thresholds are recognised at fair value as non-current assets. Those below the threshold are recorded as expenses.

Capital revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment in new assets. It may include non-cash contributions which are usually infrastructure assets received from developers.

	2024	2023
	\$	\$
(i) Operating		
General purpose grants	241,938	9,446,912
State government subsidies and grants	2,089,695	941,995
Contributions	267,318	321,464
	<u>2,598,951</u>	<u>10,710,371</u>

Council received 100% prepayment of the Financial Assistance Grant in 2022/23 and no prepayment in 2023/24.

	2024	2023
	\$	\$
(ii) Capital		
State government subsidies and grants	6,455,684	8,049,261
Commonwealth government subsidies and grants	1,149,762	1,788,578
Contributions	337,636	813,053
Contribution of physical assets at fair value	3,711,970	—
Developer contribution of physical assets at fair value	5,000	808,725
	<u>11,660,052</u>	<u>11,459,617</u>

Burdekin Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

Note 3. Revenue (continued)

(iii) Timing of revenue recognition for grants, subsidies and contributions

	2024		2023	
	Revenue recognised at a point in time	Revenue recognised over time	Revenue recognised at a point in time	Revenue recognised over time
	\$	\$	\$	\$
Grants and subsidies	1,636,894	8,300,185	10,260,490	9,966,257
Contributions	3,984,287	337,637	1,136,938	806,303
	5,621,181	8,637,822	11,397,428	10,772,560

Note 4. Other capital income

	2024	2023
	\$	\$
Gain on disposal of non-current assets	76,078	30,798
Discount rate adjustment - refuse restoration provision	194,318	47,642
Total capital income	270,396	78,440

Note 5. Employee benefits

		2024	2023
	Notes	\$	\$
Wages and salaries		18,885,993	17,651,319
Councillors' remuneration		472,757	453,081
Annual, sick and long service leave entitlements		3,852,302	3,754,151
Superannuation	20	2,535,166	2,362,560
		25,746,218	24,221,111
Other employee related expenses		604,997	609,962
		26,351,215	24,831,073
Less: capitalised employee expenses		(2,482,303)	(2,556,849)
		23,868,912	22,274,224

Councillor remuneration represents salary, and other allowances paid in respect of carrying out their duties.

Notes to the Financial Statements

for the year ended 30 June 2024

Note 5. Employee benefits (continued)

	2024 Number	2023 Number
Total full time equivalent Council employees at 30 June:		
Elected members	7	7
Administration staff	124	125
Depot and outdoors staff	129	129
	<u>260</u>	<u>261</u>

Key management personnel compensation

Employee benefits include transactions with key management personnel and their close family members. The key management personnel include the Mayor, six Councillors, Chief Executive Officer and two Directors. During the financial year as result of the Local Government election there were changes to the composition of elected members. Key management personnel employee benefits including accrued leave entitlements are:

	2024 \$	2023 \$
Short-term employee benefits	1,314,926	1,246,150
Post-employment benefits	137,726	134,788
Long-term employee benefits	35,439	28,749
	<u>1,488,091</u>	<u>1,409,687</u>

Detailed remuneration disclosures are provided in the annual report.

Employee benefits for close family members of key management personnel for the reporting period is \$58,853.

Council employs 260 full time equivalent staff of which only 2 are close family members of key management personnel. All close family members of key management personnel were employed through an arm's length process and are paid in accordance with the Award for the job they perform.

Note 6. Materials and services

	2024 \$	2023 \$
Audit of annual financial statements by the Auditor-General of Queensland	83,156	69,896
Communications and IT	1,623,577	1,463,504
Contract payments	3,234,484	2,953,332
Electricity	1,523,583	1,383,077
Materials	1,852,629	1,478,945
Plant and equipment expenses	1,605,749	1,529,343
Plant hire external	3,036,242	2,709,196
Trade/contract services	1,922,401	1,521,131
Waste levy payment	906,193	823,169
Waste levy refund *	(525,616)	(508,889)
Other materials and services	4,847,208	4,866,580
	<u>20,109,606</u>	<u>18,289,284</u>

Total audit fees quoted by the Queensland Audit Office relating to the 2023/2024 financial statements are \$89,000 (2022/2023: \$83,250).

(*) The State Government rebated \$535,608 of the state waste levy to mitigate the direct impacts on households.

Burdekin Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

Note 7. Finance costs

	2024 \$	2023 \$
Bank charges	85,903	77,597
Impairment of receivables	1,773	251
Restoration	751,418	616,217
Other	418	—
	<u>839,512</u>	<u>694,065</u>

Note 8. Other capital expenses

	2024 \$	2023 \$
Revision of future restoration expenditure	676,895	194,891
Loss on write-off of assets	2,881,033	1,281,838
Total capital expenses	<u>3,557,928</u>	<u>1,476,729</u>

Note 9. Cash, cash equivalents and financial assets

	2024 \$	2023 \$
Cash and cash equivalents		
Cash at bank and on hand	3,473,192	2,052,415
Deposits at call	42,673,370	54,459,657
Term deposits	—	27,000,000
Balance as per Statement of Cash Flows	<u>46,146,562</u>	<u>83,512,072</u>
Financial assets - current		
Term deposits	42,000,000	—
Total financial assets	<u>42,000,000</u>	<u>—</u>

Restricted and internally allocated cash and cash equivalents

External restrictions on cash are disclosed as Contract Liabilities as per Note 13(b) and Other Liabilities as per Note 16.

Council may be exposed to credit risk through its investments in the QTC Cash Fund and deposits held with banks and other financial institutions. The QTC Cash Fund is an asset management portfolio that invests with a wide range of high credit rated counterparties. Deposits with the QTC Cash Fund are capital guaranteed. Other deposits and investments are held with financial institutions which have a short term rating between A-2 and A1+ and have a long term rating between BBB+ and A+ based on Standard and Poor's ratings, and whilst not capital guaranteed, the likelihood of a credit failure is assessed as low.

Trust Funds

In accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*, a separate trust bank account and separate accounting records are maintained for funds held on behalf of outside parties. Funds held in the trust account include those funds from sale of land for arrears of rates, security deposits lodged to guarantee performance and deposits for hire of Council facilities. The Council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements since Council has no control over the assets.

Trust funds held for outside parties

Monies collected or held on behalf of other entities	312,753	295,097
Security deposits	26,000	60,334
	<u>338,753</u>	<u>355,431</u>

Notes to the Financial Statements

for the year ended 30 June 2024

Note 10. Receivables

Settlement of receivables is required within 30 days after the invoice is issued.

Loans and advances relate to loans made to various community organisations with varying terms however generally with a maximum of 10 years and are considered interest free. The credit risk on these loans is considered low and security is not normally obtained.

As Council is empowered under the provisions of the *Local Government Act 2009* to sell an owner's property to recover outstanding rate debts, therefore Council does not impair rate receivables. There is no concentration of credit risk for rates and utility charges, fees and other debtors receivable. Impairment of rates and charges will occur only if arrears are deemed to be greater than the proceeds Council would receive from the sale of the respective property.

Grants and other debtors payable by State and Commonwealth governments and their agencies are effectively government guaranteed and both governments have high credit ratings. Accordingly, Council determines the level of credit risk exposure to be immaterial and therefore does not record an Expected Credit Loss for these counterparties.

In other cases, Council assesses the credit risk before providing goods, or services and applies normal business credit protection procedures to minimise the risk.

By the nature of Council's operations, there is a geographical concentration of risk in Council's area. As the area is largely agricultural, there is also a concentration in the agricultural sector.

	2024 \$	2023 \$
Current		
Rates, levies and charges	448,489	430,249
Other debtors	617,601	845,477
Loans and advances to community organisations	65,387	63,877
Accrued revenues		
- Interest on investments	549,455	223,807
- Other income accruals	44,456	15,553
Less: Credit loss allowance	(1,769)	(2,270)
	<u>1,723,619</u>	<u>1,576,693</u>
Non-current		
Loans and advances to community organisations	321,264	385,141
	<u>321,264</u>	<u>385,141</u>

Note 11. Other assets

	2024 \$	2023 \$
Current		
Water charges not yet levied	1,347,214	887,545
GST recoverable	678,934	426,057
Prepayments	331,046	247,865
Escrow	200,000	200,000
	<u>2,557,194</u>	<u>1,761,467</u>
Non-current		
Prepayments	100,317	64,309
	<u>100,317</u>	<u>64,309</u>

Notes to the Financial Statements
for the year ended 30 June 2024

Note 12. Property, plant and equipment

	Land and improvements		Buildings		Plant and equipment		Transport		Water		Sewerage		Drainage		Other assets		Leasehold improvements		Works in progress		Total 2024	
	\$	Fair value Level 2 & 3	\$	Fair value Level 2 & 3	\$	Cost	\$	Fair value Level 3	\$	Fair value Level 3	\$	Fair value Level 3	\$	Fair value Level 3	\$	Fair value Level 3	\$	Cost	\$	Cost	\$	
Basis of Measurement																						
Fair value category																						
For the year ended 30 June 2024																						
Gross value as at 30 June 2024	28,507,539	97,157,638	20,310,255	546,504,368	80,849,930	101,240,990	62,261,349	44,388,689	81,600	27,677,580	1,008,979,938											
Less accumulated depreciation	(8,336,605)	(54,911,483)	(8,955,597)	(145,331,342)	(31,654,509)	(61,653,837)	(24,861,565)	(19,812,696)	(19,182)	-	(355,536,816)											
Closing written down value as at 30 June 2024	20,170,934	42,246,155	11,354,658	401,173,026	49,195,421	39,587,153	37,399,784	24,575,993	62,418	27,677,580	653,443,122											
For the year ended 30 June 2023																						
Gross value as at 30 June 2023	27,518,872	87,884,738	18,820,658	521,710,665	75,357,604	102,856,622	61,335,277	41,880,843	81,600	19,388,709	956,835,588											
Less accumulated depreciation	(7,620,145)	(44,830,597)	(8,151,796)	(135,354,215)	(29,421,476)	(61,822,067)	(24,130,078)	(18,286,300)	(11,022)	-	(329,627,696)											
Closing written down value as at 30 June 2023	19,898,727	43,054,141	10,668,862	386,356,450	45,936,128	41,034,555	37,205,199	23,594,543	70,578	19,388,709	627,207,892											
Movements for year ended 30 June 2024																						
Opening written down value as at 1 July 2023	19,898,727	43,054,141	10,668,862	386,356,450	45,936,128	41,034,555	37,205,199	23,594,543	70,578	19,388,709	627,207,892											
Correction to opening balance	-	-	-	-	-	-	-	-	-	-	-											
Additions at cost	7,422	317,296	2,052,675	1,765,871	123,300	277,149	51,793	806,514	-	-	19,469											
Contributed assets at valuation	5,000	-	-	3,711,970	-	-	-	-	-	-	-											
Internal transfers from work in progress	9,250	1,158,735	374,424	6,528,592	1,815,306	856,986	43,290	928,329	-	(11,714,912)	-											
Depreciation provided in year	(344,330)	(2,144,349)	(1,456,057)	(7,023,342)	(1,237,997)	(1,689,691)	(799,156)	(1,364,218)	(8,160)	-	(16,067,300)											
Disposals	-	-	(219,914)	-	-	-	-	-	-	-	(219,914)											
Write-offs	-	(119,968)	(65,331)	(2,037,642)	(224,847)	(52,299)	(12,878)	(368,068)	-	-	(2,881,033)											
Revaluation adjustment to other comprehensive Income (Asset Revaluation Surplus)	594,865	(19,699)		11,871,127	2,783,533	(839,548)	911,536	978,891	-	-	16,280,705											
Closing written down value as at 30 June 2024	20,170,934	42,246,156	11,354,659	401,173,026	49,195,423	39,587,152	37,399,784	24,575,991	62,418	27,677,579	653,443,122											
Range of estimated life in years																						
	37 - 102	9 - 155	3 - 45	1 - 152	7 - 138	14 - 127	5 - 151	5 - 108														
Additions of renewal assets																						
	-	257,011	1,869,361	1,472,523	73,803	267,008	51,793	613,963	-	6,933,088	11,538,550											
Additions of other asset	7,422	60,285	183,314	293,348	49,497	10,141	-	192,551	-	13,070,694	13,867,252											
Total additions in year	7,422	317,296	2,052,675	1,765,871	123,300	277,149	51,793	806,514	-	20,003,782	25,405,802											

Burdekin Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

Note 12. Property, plant and equipment

(a) Recognition

The asset capitalisation thresholds for Council are:

	\$
Land	1
Buildings	5,000
Plant and equipment	5,000
Road, drainage and bridge network	5,000

Land under roads and reserve land under the Land Act 1994 or Land Title Act 1994 is controlled by Queensland State Government and not recognised in the Council financial statements.

(b) Measurement

Property, plant and equipment assets are initially recorded at cost. Subsequently, each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment loss.

(c) Depreciation

Land, work in progress, unlined channels, heritage asset, road subgrade and unsealed pavements are not depreciated.

Depreciation, where applicable, is calculated on a straight-line basis. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

The useful life of leasehold improvements is the shorter of the useful life of the asset or the remaining life of the lease.

Key judgements and estimates

Depreciation methods, estimated useful lives and residual values are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions.

(d) Valuation

Key judgements and estimates

Some of the Council's assets and liabilities are measured at fair value for financial reporting purposes. In estimating the fair value of an asset or a liability, Council uses market-observable data to the extent it is available and other inputs as necessary.

(i) Processes

Council considers the carrying amount of its property, plant and equipment on an annual basis compared to fair value and makes adjustment where these are materially different. At least every 3-5 years, Council performs a full comprehensive revaluation. For buildings, land, bridges, other assets and specific water and sewerage assets this is achieved by engaging an external professionally qualified valuer.

Council engineers, asset managers and asset officers undertake the internal valuation of infrastructure assets. The road component values (seal, pavement and subgrade) result from applying unit rates derived from Council's construction costs where there are sufficient representative samples, otherwise an index is applied based on similar construction type. All other infrastructure assets are valued using a first principles methodology incorporating current plant hire and wage rates, material and design costs and agreed installation rates. Condition of these infrastructure assets is assessed by either Council staff or a contractor physically sighting a sample of assets or by using aged based analysis. Process guidelines, maintenance history and regular inspection reports are also considered.

In the intervening years, with respect to the valuation of land, buildings, other assets, bridges and specific water and sewerage assets, a "desktop" valuation is undertaken. The desktop valuation involves management providing updated information to the valuer regarding additions, deletions, and changes in assumptions such as useful life, residual value and condition rating. The valuer then determines suitable indices to apply to each of these asset classes. Council staff assess the condition and cost assumptions associated with all other infrastructure assets and an appropriate cost index is derived from quotes and current actual costs incurred for wages, plant hire and materials.

Notes to the Financial Statements

for the year ended 30 June 2024

Note 12. Property, plant and equipment (continued)

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life.

In accordance with AASB 13 fair value measurements for assets are categorised on the following basis:

- Level 1 - Fair value based on quoted prices (unadjusted) in active markets for identical assets
- Level 2 - Fair value based on inputs that are directly or indirectly observable, such as prices for similar assets.
- Level 3 - Fair value based on unobservable inputs for the asset

Council's policy is to recognise transfers in and out of the fair value hierarchy levels as at the end of the reporting period. There were no material transfers between levels during the year.

Burdekin Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

Note 12. Property, plant and equipment (continued)

(ii) Valuation techniques used to derive level 2 and level 3 fair values

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Key assumptions and estimates (related data sources)	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Land and improvements (level 2) 2024: \$12,077,500 2023: \$11,767,800	Market Value	31/03/2023	AVR Consulting	Market based evidence for properties of similar nature and specification in the same localities.	Variety of indices reflecting different use and zoning. 1.8% - 12%	Nil
Land and improvements (level 3) 2024: \$8,093,434 2023: \$8,130,927	Current Replacement Cost	31/03/2023	AVR Consulting	Replacement cost adopted is generally that of a modern equivalent asset, which is one that provides similar function and equivalent utility to the asset being valued, but which is of a current design and constructed using current cost-effective materials and techniques.	Variety of indices reflecting different use and zoning. 1.8% - 7.9%, Improvements Civil Engineering Index - 4.0%	Nil
Buildings (level 2) 2024: \$1,673,452 2023: \$1,673,416	Market Value	31/03/2024	Marsh Pty Ltd T/A AssetVal	Inspection and analysis of sales evidence and comparisons with the subject property taking into account matters such as method of construction, building area, condition, age, land area and location.	Not Applicable	Nil
Buildings (level 3) 2024: \$40,572,703 2023: \$41,380,725	Current Replacement Cost	31/03/2024	Marsh Pty Ltd T/A AssetVal	Unit rates applied include all materials, labour and overheads. These unit rates are estimated using information collated from similar recent project costs, direct quotations from suppliers, unit rate databases, indices and industry standard sources such as Rawlinsons' Construction Handbook. Remaining useful life has been assessed by analysing factors of obsolescence; including but not limited to physical deterioration, improvements in technology, changes in demand and changes in public policy and regulations.	Not Applicable	Nil

Burdekin Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

Note 12. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Key assumptions and estimates (related data sources)	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Transport Assets - excluding Bridges (level 3)	Current Replacement Cost	30/04/2023	Unit Rates - Council Condition Survey - Shepherd Services Pty Ltd	Unit rates are determined using several methodologies including assessment of actual costs incurred, an index specific to Council's input costs developed using actual variations in material costs, wages, and plant hire rates, first principles matrix and comparison with current tender rates.	Unit Rate Movements -7.15% to 10.61%	Desktop review of condition based on maintenance costs and inspections.
Transport Assets - Bridges and Major Culverts (level 3)	Current Replacement Cost	31/03/2022	Marsh Pty Ltd T/A AssetVal	Unit rates applied include all materials, labour and overheads. These unit rates are estimated using information collated from similar recent project costs, direct quotations from suppliers, unit rate databases, indices and industry standard sources such as Rawlinsons' Construction Handbook. Remaining useful life has been assessed by analysing factors of obsolescence; including but not limited to physical deterioration, improvements in technology, changes in demand and changes in public policy and regulations.	Road and Bridge Index developed by the Australian Bureau of Statistics (ABS) - 4%	Nil
Drainage (level 3)	Current Replacement Cost	31/03/2023	Unit Rates - Council	Unit rates are developed using first principles methodology utilising current wages, plant hire rates, material costs and assumed installation rates based on experience and technical knowledge.	Unit Rate Movements -8.63% to 12.19%	Desktop review of condition.
Water Assets - Above Ground (level 3)	Current Replacement Cost	31/03/2024	Marsh Pty Ltd T/A AssetVal	Unit rates applied include all materials, labour and overheads. These unit rates are estimated using information collated from similar recent project costs, direct quotations from suppliers, unit rate databases, indices and industry standard sources such as Rawlinsons' Construction Handbook. Remaining useful life has been assessed by analysing factors of obsolescence; including but not limited to physical deterioration, improvements in technology, changes in demand and changes in public policy and regulations.	Not Applicable	Nil

Notes to the Financial Statements

for the year ended 30 June 2024

Note 12. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Key assumptions and estimates (related data sources)	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Water Assets - Mains (level 3)	Current Replacement Cost	31/03/2024	Unit Rates - Council	Unit rates are developed using first principles methodology incorporating current plant hire rates and wages rates, material costs and agreed installation rates to develop a valuation matrix.	Unit Rate Movements 2.99% to 33.74%	Review of condition based on CCTV and inspection data.
Sewerage Assets - Above Ground (level 3)	Current Replacement Cost	31/03/2024	Marsh Pty Ltd T/A AssetVal	Unit rates applied include all materials, labour and overheads. These unit rates are estimated using information collated from similar recent project costs, direct quotations from suppliers, unit rate databases, indices and industry standard sources such as Rawlinsons' Construction Handbook. Remaining useful life has been assessed by analysing factors of obsolescence; including but not limited to physical deterioration, improvements in technology, changes in demand and changes in public policy and regulations.	Not Applicable	Nil
Sewerage Assets - Mains and Manholes (level 3)	Current Replacement Cost	31/03/2024	Unit Rates - Council	Unit rates are developed using first principles methodology incorporating current plant hire rates and wages rates, material costs and agreed installation rates to develop a valuation matrix.	Unit Rate Movements -17.72% to 17.39%	Review of condition based on CCTV data and mains failures data.
Other Assets (level 3)	Current Replacement Cost	31/03/2023	AVR Consulting	Valuation is generally based on a modern equivalent asset, which is one that provides similar function and equivalent utility to the asset being valued, but which is of a current design and constructed using current cost-effective materials and techniques. Rawlinson's cost data and cost indices for the region, as well as consideration on size, material, type and structure have been used to derive the unit rates. Remaining useful lives are calculated using the age and condition of the asset.	Civil Engineering Index - 4.0%	Nil

Burdekin Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

Note 13. Contract balances

	2024	2023
	\$	\$
(a) Contract assets		
Contract assets	2,041,063	1,164,737
	<u>2,041,063</u>	<u>1,164,737</u>
(b) Contract liabilities		
Funds received upfront to construct and repair Council controlled assets	13,498,096	4,943,672
	<u>13,498,096</u>	<u>4,943,672</u>
Revenue recognised that was included in the contract liability balance at the beginning of the year		
Funds to construct and repair Council controlled assets	1,584,309	1,716,815
	<u>1,584,309</u>	<u>1,716,815</u>

(c) Significant changes in contract balances

During the financial year Council received an advance payment of \$10,028,847 for the construction of a Water Treatment Filtration Plant which has been recognised as a contract liability.

Note 14. Payables

	2024	2023
	\$	\$
Creditors are recognised when goods or services are received, at the amount owed. Amounts owing are unsecured and are generally settled on 30 day terms.		
Current		
Creditors and accruals	4,094,626	3,406,913
Prepaid rates	3,299,187	2,971,377
	<u>7,393,813</u>	<u>6,378,290</u>

Creditors and accruals are anticipated to be paid within one year except for contract retentions of \$377,861 which will be paid within two years.

Note 15. Provisions

Long service leave

The provision for long service leave represents the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The liability is calculated using current pay rates and projected future increases in those rates and includes related employee oncosts. The estimates are adjusted for the probability of the employee remaining in the Council's employment or other associated employment which would result in the Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The provision is discounted using the Commonwealth Bond yield rates.

Refuse restoration

A provision is made for the cost of restoring refuse sites where it is probable the Council will be liable, or required, to do this when the use of the facilities is complete.

Notes to the Financial Statements

for the year ended 30 June 2024

Note 15. Provisions (continued)

The provision for refuse restoration is calculated as the present value of anticipated future costs associated with the closure and decontamination of these sites. The calculation of this provision requires assumptions such as application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These assumptions may result in future actual expenditure differing from amounts currently provided. Because of the long-term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred.

Where refuse sites are on state reserve land which the Council does not control, the provision for restoration is treated as an expense in the year the provision is first recognised. Changes in the provision are treated as an expense or income.

	2024 \$	2023 \$
Current		
Annual leave	2,485,226	2,421,162
Long service leave	3,327,719	3,288,058
Refuse restoration	1,820,119	—
Total current provisions	7,633,064	5,709,220
Non-current		
Long service leave	366,281	313,651
Refuse restoration	17,861,023	18,338,265
Total non-current provisions	18,227,304	18,651,916

Details of movements in non-employee provisions

Refuse restoration

Balance at beginning of financial year	18,338,265	17,846,146
Increase in estimate of future cost and change in date of restoration	929,544	396,796
Increase due to change in time	751,418	616,217
Increase due to change in discount rate	(338,085)	(520,894)
Balance at end of financial year	19,681,142	18,338,265

This is the present value of the estimated future cost of restoring the refuse sites.

Note 16. Other liabilities

	2024 \$	2023 \$
Current		
Waste levy refund received in advance	553,265	535,608
Unearned revenue	2,843	2,436
	556,108	538,044
Non-current		
Waste levy refund received in advance	1,177,159	1,689,244
	1,177,159	1,689,244

Notes to the Financial Statements

for the year ended 30 June 2024

Note 17. Asset revaluation surplus

Movements in the asset revaluation surplus

	Note	2024 \$	2023 \$
Balance at beginning of the year		389,851,222	358,610,467
Adjustments to the property, plant and equipment through revaluations	12	16,280,705	30,969,408
Adjustment to land and improvements arising from change in rehabilitation cost		(108,882)	271,347
		<u>406,023,045</u>	<u>389,851,222</u>

The closing balance of the asset revaluation surplus comprises the following asset categories:

- Land and improvements	8,263,853	7,777,870
- Buildings	33,845,437	33,865,135
- Transport	276,103,677	264,232,550
- Water	19,935,105	17,151,573
- Sewerage	33,522,530	34,362,078
- Drainage	20,246,054	19,334,518
- Other assets	14,106,389	13,127,498
	<u>406,023,045</u>	<u>389,851,222</u>

Note 18. Commitments for expenditure

	2024 \$	2023 \$
--	------------	------------

(a) Contractual commitments

Contractual commitments at the reporting date but not recognised in the financial statements are as follows:

Service contracts over next 1 to 5 years	4,767,396	4,781,345
	<u>4,767,396</u>	<u>4,781,345</u>

(b) Capital commitments

Commitment for the construction of the following assets contracted for at the reporting date but not recognised as liabilities:

Infrastructure	39,143,116	1,432,590
Plant & Equipment	2,072,501	—
Total commitments	<u>41,215,617</u>	<u>1,432,590</u>
Within the next year	6,959,786	1,432,590
Later than one year and not later than 5 years	34,255,831	—
Total payable	<u>41,215,617</u>	<u>1,432,590</u>

Notes to the Financial Statements

for the year ended 30 June 2024

Note 19. Contingent liabilities

Details and estimates of maximum amounts of contingent liabilities are as follows:

Local Government Mutual

The Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.

As at 30 June 2024 the financial statements reported an accumulated surplus and it is not anticipated any liability will arise.

Council's Chief Executive Officer is a board member of Local Government Workcare and Local Government Mutual. These two entities are considered related parties to Council.

Local Government Workcare

The Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme the Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers compensation authority may call on any part of the guarantee should the above circumstances arise. The Council's maximum exposure to the bank guarantee is \$406,354.

Security for grant funds

Council was required as part of the condition of receiving capital grant funds of \$1,050,000 from the Department of Communities to mortgage as security a parcel of freehold land and improvements.

It is not envisaged that Council will breach the contract.

Industrial estate development

In 2020, Council entered into contracts to acquire land to facilitate the expansion of the Ayr Industrial Estate to provide economic growth and employment in the Burdekin region. These contracts were settled during the 2020 financial year and contained various terms and conditions.

Under the various terms and conditions of the land contracts Council has contingent assets/liabilities which include escrow payments, call option, relocation costs and land swaps in the new development.

Council has commenced development works and anticipates completion of Stage 1 in the 2024/2025 financial year.

Note 20. Superannuation

Council contributes to the Brighter Super Regional Defined Benefits Fund (the scheme), at the rate of 12% for each permanent employee who is a defined benefit member. This rate is set in accordance with the Brighter Super trust deed and may be varied on the advice of an actuary. The Regional Defined Benefits Fund is a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation and is also governed by the Local Government Act 2009. The scheme is managed by the Brighter Super trustee.

The scheme is a pooled defined benefit plan, and it is not in accordance with the deed to allocate obligations, plan assets and costs at the Council level.

Any amount by which the scheme is over or under funded may affect future contribution rate obligations, but has not been recognised as an asset or liability of Council.

Council can be liable to the scheme for a portion of another local governments' obligations should that local government be unable to meet them. However the risk of this occurring is extremely low and in accordance with the Brighter Super trust deed changes to council's obligations will only be made on the advice of an actuary.

The last completed actuarial assessment of the scheme as required under Superannuation Prudential Standard 160 was undertaken as at 1 July 2021. The actuary indicated that "At the valuation date of 1 July 2021, the net assets of the scheme exceeded the vested benefits and the scheme was in a satisfactory financial position as at the valuation date". The measure of vested benefits represents the value of benefit entitlements should all participating employees voluntarily exit the scheme.

Notes to the Financial Statements

for the year ended 30 June 2024

Note 20. Superannuation (continued)

Council is not aware of anything that has happened since that time that indicates the assets of the scheme are not sufficient to meet the vested benefits, as at the reporting date.

No changes have been made to prescribed employer contributions which remain at 12% of employee assets and there are no known requirements to change the rate of contributions.

The next triennial actuarial review is not due until 1 July 2024.

The most significant risks that may result in Brighter Super increasing the contribution rate, on the advice of the actuary, are:

- Investment risk - The risk that the scheme's investment returns will be lower than assumed and additional contributions are needed to fund the shortfall.

- Salary growth risk - The risk that wages or salaries will rise more rapidly than assumed, increasing vested benefits to be funded.

		2024	2023
	Notes	\$	\$
Superannuation contributions made to the Regional Defined Benefits Fund		96,805	91,301
Other superannuation contributions for employees		2,438,361	2,271,259
Total superannuation contributions paid by Council for employees	5	2,535,166	2,362,560

Note 21. Reconciliation of net result for the year to net cash inflow/(outflow) from operating activities

		2024	2023
	Notes	\$	\$
Net result		5,942,313	16,082,138
Non-cash items			
Depreciation and amortisation		16,130,040	14,544,460
Impairment of receivables and bad debts written-off	7	1,773	251
		16,131,813	14,544,711
Losses/(gains) recognised on fair value re-measurements through the income			
Change in restoration provision expensed to finance costs	7	751,418	616,217
		751,418	616,217
Investing and development activities (non-cash)			
Capital grants and contributions		(11,660,052)	(11,459,617)
Other capital income	4	(270,396)	(78,440)
Other capital expenses	8	3,557,928	1,476,729
		(8,372,520)	(10,061,328)
Changes in operating assets and liabilities:			
(Increase)/decrease in receivables		(147,189)	(317,432)
(Increase)/decrease in inventories		(85,684)	(14,729)
(Increase)/decrease in contract assets		(239,909)	(64,671)
(Increase)/decrease in other assets		(831,735)	155,904
Increase/(decrease) in payables		1,015,523	466,735
Increase/(decrease) in contract liabilities		(57,297)	57,297
Increase/(decrease) in employee leave entitlements		156,355	172,799
Increase/(decrease) in other liabilities		(494,021)	26,292
		(683,957)	482,195
Net cash from operating activities		13,769,067	21,663,933

Notes to the Financial Statements

for the year ended 30 June 2024

Note 22. Events after the reporting period

There has not been any event that occurred after the end of the reporting period that has significantly affected, or may significantly affect, the current or future financial results of the Council.

Note 23. Financial instruments and financial risk management

(a) Financial assets and financial liabilities

Council has exposure to credit, liquidity and market risks arising from financial instruments.

Risk management framework

Council is responsible for the establishment and oversight of the risk management framework, together with developing and monitoring risk management policies. Council approves policies and registers for overall risk management, as well as specifically for managing credit, liquidity and market risk.

The Council's risk management policies and registers are established to identify and analyse the risks faced, to set appropriate limits and controls and to monitor these risks and adherence against limits. The Council aims to manage volatility to minimise potential adverse effects on the financial performance of the Council. Council does not enter into derivatives.

The Council's audit committee oversees how management monitors compliance with the Council's risk management policies and procedures, and reviews the adequacy of the risk management framework in relation to the risks faced by the Council. The Council audit committee is assisted in its oversight role by internal audit. Internal audit undertakes planned reviews in accordance with the endorsed three year internal audit plan, the results of which are reported to the audit committee.

Credit risk

Credit risk is the risk of financial loss if a counterparty to a financial instrument fails to meet its contractual obligations. These obligations arise principally from the Council's investments and receivables.

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations.

Investments in financial instruments are required to be made with Queensland Treasury Corporation (QTC) or similar State/Commonwealth bodies or financial institutions in Australia, in line with the requirements of the *Statutory Bodies Financial Arrangements Act 1982*.

The carrying amounts of financial assets at the end of the reporting period represent the maximum exposure to credit risk for the Council.

Liquidity risk

Liquidity risk is the risk that the Council will encounter difficulty in meeting the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset.

The Council's approach to managing liquidity is to ensure, as far as possible, that it will have sufficient liquidity to meet its liabilities when they are due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the Council's reputation.

The Council does not have any overdraft facilities at the reporting date.

Market risk

Market risk is the risk that changes in market indices, such as interest rates, will affect the Council's income or the value of its holdings of financial instruments.

Interest rate risk

The Council is exposed to interest rate risk through investments with QTC and other financial institutions. Council has access to a mix of variable and fixed rate funding options through QTC and other financial institutions so that interest rate risk exposure can be minimised.

Transactions with related parties that have not been disclosed

Most of the entities and people that are related parties of Council live and operate within the Shire. Therefore, on a regular basis ordinary citizen transactions occur between Council and its related parties. Some examples include payment of rates, animal registration, use of council facilities e.g. library, theatre, swimming pools.

Council has not included these types of transactions in its disclosure, where they are made on the same terms and conditions available to the general public.

Burdekin Shire Council

Financial Statements

for the year ended 30 June 2024

Management Certificate

for the year ended 30 June 2024

These general purpose financial statements have been prepared pursuant to sections 176 and 177 of the *Local Government Regulation 2012* (the Regulation) and other prescribed requirements.

In accordance with section 212(5) of the Regulation, we certify that:

- i. the prescribed requirements of the *Local Government Act 2009* and *Local Government Regulations 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- ii. the general purpose financial statements, present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.

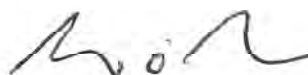


Cr. P. Dalle Cort

Mayor

Date:

5/9/24



N. O'Connor

Acting Chief Executive Officer

Date:

5/9/2024

INDEPENDENT AUDITOR'S REPORT

To the councillors of Burdekin Shire Council

Report on the audit of the financial report

Opinion

I have audited the financial report of Burdekin Shire Council.

The financial report comprises the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including material accounting policy information and the certificate given by the Mayor and Acting Chief Executive Officer.

In my opinion, the financial report:

- a) gives a true and fair view of the council's financial position as at 30 June 2024, and of its financial performance for the year then ended; and
- b) complies with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The councillors are responsible for the other information.

The other information comprises the information included in the entity's annual report for the year ended 30 June 2024, but does not include the financial report and our auditor's report thereon.

At the date of this auditor's report, the available other information in Burdekin Shire Council's annual report for the year ended 30 June 2024 was the current year financial sustainability statement, current year financial sustainability statement - contextual ratios and unaudited long-term financial sustainability statement.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the current year financial sustainability statement.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the financial report

The councillors are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards, and for such internal control as the councillors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The councillors are also responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the council or to otherwise cease operations of the council.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of my responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at:

https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf

This description forms part of my auditor's report.

Report on other legal and regulatory requirements

In accordance with s. 40 of the *Auditor-General Act 2009*, for the year ended 30 June 2024:

- a) I received all the information and explanations I required
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Local Government Act 2009*, and the Local Government Regulation 2012. The applicable requirements include those for keeping financial records that correctly record and explain the council's transactions and account balances to enable the preparation of a true and fair financial report.



Sri Narasimhan
as delegate of the Auditor-General

9 September 2024

Queensland Audit Office
Brisbane

Burdekin Shire Council

Financial Statements

for the year ended 30 June 2024

Current Year Financial Sustainability Statement

	Target Tier 5	Actual 2024	5 Yr Av. 2020-24
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Audited ratios

Council's performance at 30 June 2024 against key financial ratios and targets.

Liquidity

1. Unrestricted cash expense coverage ratio

Total cash and equivalents add current investments add available ongoing QTC working capital limit less externally restricted cash	x 12	> 4.0 mths	19.5 months	N/A
Total operating expenditure less depreciation and amortisation less finance costs				

The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. Council is currently exceeding the target which indicates council has sufficient liquidity to continue operating for an extended period of time based on current monthly expenses. This is testament to Council's careful management of operating costs.

Operating Performance

2. Operating surplus ratio

Operating result	> - 2%	(4.15)%	3.11%
Total operating revenue			

The operating surplus ratio is an indicator of the extent to which operating revenues generated cover operational expenses. The deficit has resulted from the timing of receipt of the Financial Assistance Grant. Council anticipates it will return to surplus next financial year.

3. Operating cash ratio

Operating result add depreciation and amortisation add finance costs	> 0%	23.41%	27.86%
Total operating revenue			

The operating cash ratio is a measure of council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation, and finance costs.

Council has the ability to meet its core operational expenses comfortably. This is partly due to the increased interest revenue achieved as a result of higher interest rates during the financial year.

Asset management

4. Asset sustainability ratio

Capital expenditure on replacement of infrastructure assets (renewals)	> 90%	66.90%	86.28%
Depreciation expenditure on infrastructure assets			

The asset sustainability ratio approximates the extent to which the infrastructure assets managed by a council are being replaced as they reach the end of their useful lives. This financial year Council was successful in obtaining funding for significant new capital projects which has reduced the ratio. Council regularly reviews its capital program to ensure that service levels are maintained and renewal of assets is optimised.

Financial Statements

for the year ended 30 June 2024

Current Year Financial Sustainability Statement (continued)

	Target Tier 5	Actual 2024	5 Yr Av. 2020-24
5. Asset consumption ratio			
Written down replacement cost of depreciable infrastructure assets			
Current replacement cost of depreciable infrastructure assets	> 60%	63.73%	65.93%

The asset consumption ratio approximates the extent to which council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.

Debt servicing capacity

6. Leverage ratio			
Book value of debt			
Total operating revenue less total operating expenditure add depreciation and amortisation	0 to 3 times	0.0 times	0.0 times

The leverage ratio is an indicator of a council's ability to repay its existing debt. It measures the relative size of the council's debt to its operating performance.

Council loans were paid out in 2020.

Burdekin Shire Council

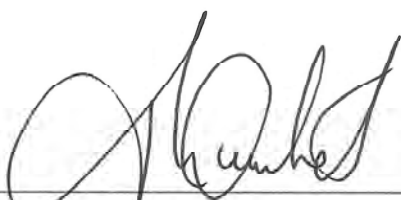
Financial Statements

for the year ended 30 June 2024

Certificate of Accuracy (audited ratios)

This current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this current year financial sustainability statement has been accurately calculated.



Cr. P. Dalle Cort

Mayor

Date: 5/9/24



N. O'Connor

Acting Chief Executive Officer

Date: 5/9/24

INDEPENDENT AUDITOR'S REPORT

To the Councillors of Burdekin Shire Council

Report on the Current-Year Financial Sustainability Statement

Opinion

I have audited the accompanying current year financial sustainability statement of Burdekin Shire Council for the year ended 30 June 2024, comprising the statement, explanatory notes, and the certificate of accuracy given by the Mayor and the Acting Chief Executive Officer.

In accordance with s.212 of the Local Government Regulation 2012, in my opinion, in all material respects, the current year financial sustainability statement of Burdekin Shire Council for the year ended 30 June 2024 has been accurately calculated.

Basis of opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the current year financial sustainability statement* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the statement in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter – basis of accounting

I draw attention to Note 1 which describes the basis of accounting. The current year financial sustainability statement has been prepared in accordance with the Financial Management (Sustainability) Guideline 2024 for the purpose of fulfilling the council's reporting responsibilities under the Local Government Regulation 2012. As a result, the statement may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Other Information

The councillors are responsible for the other information.

The other information comprises the information included in the entity's annual report for the year ended 30 June 2024, but does not include the financial sustainability statement and our auditor's report thereon.

At the date of this auditor's report, the available other information in Burdekin Shire Council's annual report for the year ended 30 June 2024 was the general-purpose financial statements, current-year financial sustainability statement - contextual ratios, and the unaudited long-term financial sustainability statement.

My opinion on the current year financial sustainability statement does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the general-purpose financial report.

In connection with my audit of the financial sustainability statement, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial sustainability statement and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the current year financial sustainability statement

The councillors are responsible for the preparation and fair presentation of the current year financial sustainability statement in accordance with the Local Government Regulation 2012. The councillors responsibility also includes such internal control as the councillors determine is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the current year financial sustainability statement

My objectives are to obtain reasonable assurance about whether the current year financial sustainability statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this statement.

My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the council's future sustainability.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of material accounting policy information used and the reasonableness of accounting estimates and related disclosures made by the council.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Sri Narasimhan
as delegate of the Auditor-General

9 September 2024

Queensland Audit Office
Brisbane

Burdekin Shire Council

Financial Statements

for the year ended 30 June 2024

Current Year Financial Sustainability Statement

	Target Tier 5	Actual 2024	5 Yr Av. 2020-24
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Contextual ratios (unaudited)

Financial Capacity

1. Council controlled revenue

Net rates, levies and charges add fees and charges			
Total operating revenue	Na	81.54%	80.51%

Council controlled revenue is an indicator of a council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks.

2. Population growth

Prior year estimated population			
Previous year estimated population	-1	Na	0.20% (0.42)%

Population growth is a key driver of a council's operating income, service needs, and infrastructure requirements into the future.

Note 1 - basis of preparation

The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the *Local Government Regulation 2012* and the *Financial Management (Sustainability) Guideline 2024*. The amounts used to calculate the two reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2024.

Burdekin Shire Council

Financial Statements

for the year ended 30 June 2024

Certificate of Accuracy (contextual ratios - unaudited)

This current-year financial sustainability statement (contextual ratios - unaudited) has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this current year financial sustainability statement has been accurately calculated.

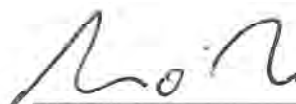


Cr. P. Dalle Cort

Mayor

Date:

5/9/24



N. O'Connor

Acting Chief Executive Officer

Date:

5/9/24

Burdekin Shire Council

Financial Statements

for the year ended 30 June 2024

Unaudited Long Term Financial Sustainability Statement

	Target 2024	Actual 2024	2025	2026	2027	2028	Forecast 2029	2030	2031	2032	2033
Measures of financial sustainability											
Liquidity											
1. Unrestricted cash expense coverage ratio											
Total cash and equivalents add current investments add available ongoing QTC working capital limit less externally restricted cash		19.5 months									
Total operating expenditure less depreciation and amortisation less finance costs	x 12	> 4 months									
Operating Performance											
2. Operating surplus ratio											
Operating result		(4.15)%	3.32%	1.30%	0.85%	0.78%	0.84%	0.72%	0.81%	0.67%	0.89%
Total operating revenue											
3. Operating cash ratio											
Operating result add depreciation and amortisation add finance costs		23.41%	29.39%	28.14%	28.20%	27.96%	28.13%	28.09%	27.97%	27.67%	27.68%
Total operating revenue											
Asset Management											
4. Asset sustainability ratio											
Capital expenditure on replacement of infrastructure assets (renewals)		66.90%	130.51%	85.71%	104.49%	110.10%	114.60%	85.35%	89.88%	75.76%	75.81%
Depreciation expenditure on infrastructure assets	> 90%										
5. Asset consumption ratio											
Written down replacement cost of depreciable infrastructure assets		63.73%	64.84%	64.48%	63.65%	62.83%	62.00%	60.92%	59.89%	58.82%	57.72%
Current replacement cost of depreciable infrastructure assets	> 60%										
Financial Capacity											
6. Council controlled revenue											
Net rates, levies and charges add fees and charges		81.54%	75.44%	77.10%	75.75%	76.09%	76.37%	76.62%	76.69%	76.93%	77.02%
Total operating revenue	N/A										

Burdekin Shire Council

Financial Statements

for the year ended 30 June 2024

	Target 2024	Actual 2024	2025	2026	2027	2028	Forecast 2029	2030	2031	2032	2033
7. Population growth											
Prior year estimated population											
Previous year estimated population		0.20%	0.20%	0.20%	0.19%	0.19%	0.19%	0.19%	0.19%	0.20%	0.20%
Council has used the constant rate method to calculate the population growth ratio.	-1	N/A									

Financial Management Strategy

Council measures revenue and expenditure trends over time as a guide to future requirements and to make decisions about the efficient allocation of resources to ensure the most effective provision of services. Council ensures that its financial management strategy is prudent and that its long-term financial forecast shows a sound financial position whilst also being able to meet the community's current and future needs.

Burdekin Shire Council

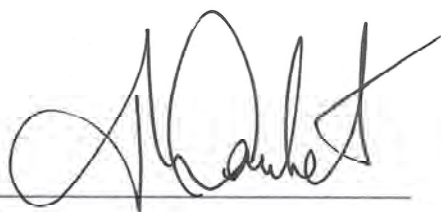
Financial Statements

for the year ended 30 June 2024

Certificate of Accuracy - Long Term Financial Sustainability Statement

This long-term financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.

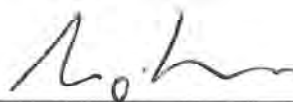


Cr. P. Dalle Cort

Mayor

Date:

5, 9, 24

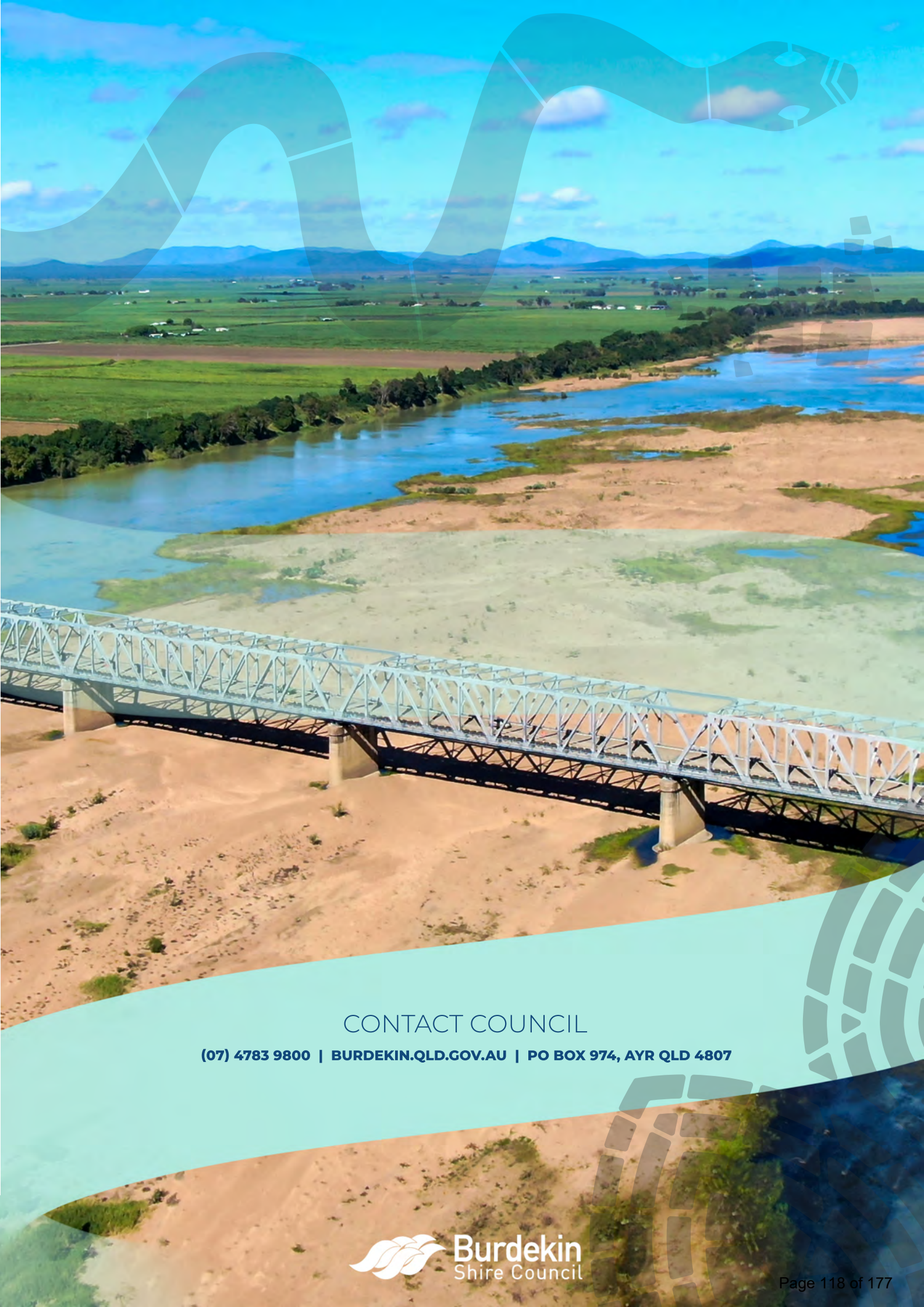


N. O'Connor

Acting Chief Executive Officer

Date:

5 / 9 / 24



CONTACT COUNCIL

(07) 4783 9800 | BURDEKIN.QLD.GOV.AU | PO BOX 974, AYR QLD 4807



Burdekin
Shire Council

7.2.1. OPERATIONS

Adoption of Cropping in Road Reserve Policy

File Reference: 434

Report Author: Jodie Ordorica, Governance Support Officer

Authoriser: Wayne Saldumbide, Acting Director of Infrastructure, Planning and Environmental Services

Meeting Date: 8 October 2024

Link to Corporate/Operational Plan:

3.3.2: Plan, build and maintain infrastructure that enhances and extends the life of community assets.

Executive Summary

Council's Cropping in the Road Reserve Policy was last adopted by Council on 10 August 2021. The policy has now been reviewed and updated for consideration of Council. The purpose of this policy is to administer control of cropping within Burdekin Shire Council Road Reserves to maintain safety for road users, protect the integrity of underground infrastructure and ensure capacity is maintained in the drainage network. The policy applies to occupiers of land abutting Local Government Road Reserves within the Burdekin Shire Local Government Area.

Recommendation

That Council adopts the Cropping in Road Reserve Policy as attached to this report.

Background

The Cropping in Road Reserve Policy was developed to have an easily understood external facing document stating Council's policy position on cropping in the road reserve that was readily accessible to the public.

The objectives of this policy are to:

- ensure that the safety, operation, and long-term integrity of Council assets are not jeopardised by crops grown within the road reserve; and
- provide a consistent and transparent approach to dealing with cropping in Council's Road Reserves.

The policy position is well supported by the Burdekin Shire Council Local Laws architecture and the *Transport Operations (Road Use Management) Act 1995*.

Consultation

Policy reviewed at the Council Workshop on 1 October 2024.

Budget & Resource Implications

Council Officers are sporadically required to investigate, report and resolve identified cropping encroachments in Council Road Reserves. This task is generally considered a business as usual function.

Legal Authority & Implications

Transport Operations (Road Use Management) Act 1995

Local Law 04 – Local Government Controlled Areas, Facilities and Roads 2012

Subordinate Local Law 01.01 – Alterations or Improvements to Local Government Controlled Areas and Roads 2012

Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2012

Subordinate Local Law No. 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2012

Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2012

Policy Implications

The policy is to afford the general public an easily understood external facing document stating Council's policy position on cropping in the road reserve. The policy is legally supported by *Transport Operations (Road Use Management) Act 1995* and Burdekin Shire Council Local Laws as identified above.

Risk Implications (Strategic, Operational, Project Risks)

Unregulated cropping in road reserves would increase Council's exposure to public liability damage and personal injury claims in the event of accidents, incidents or near misses with some fault attributable to the presence of crops in the road reserve.

Attachments

1. Cropping in Road Reserve Policy

Policy Type	Corporate
Function	Roads, Traffic, Transport and Drains
Policy Owner	Manager Operations
Policy Contact	Works Overseer
Effective Date	8 October 2024

Purpose

The purpose of this policy is to administer control of cropping within Burdekin Shire Council road reserves to maintain safety for road users, protect the integrity of underground infrastructure and ensure capacity is maintained in the drainage network.

Scope

This policy applies to occupiers of land abutting local government road reserves within the Burdekin Shire Local Government Area.

Objectives

The objectives of this policy are to:

- ensure that the safety, operation and long-term integrity of Council assets are not jeopardised by crops grown within the road reserve;
- provide a consistent and transparent approach when dealing with issues related to cropping in Council's road reserves.

Policy Statement

Where it becomes apparent to Council that a crop is being grown within a road reserve the following shall apply:

If the presence of the crop does not:

- create an unsafe situation for road users through loss of sight distance or damage to the road ; or
- impede the normal function of or damage infrastructure or utilities (roadside table drains, wastewater, water,);
- negatively impact the amenity of nearby homes through creation of dust, noise etc.

The owner of the adjacent land may be requested to apply for a temporary road closure to use the subject land.

If the presence of the crop does:

- create an unsafe situation for road users through loss of sight distance or damage to the road; or
- impede the normal function of or damage infrastructure or utilities (roadside table drains, waste water, water);

Notice will be served on the owner of the adjacent land to remove the crop within an agreed timeframe.

If, after being provided with a notice to remove the crop, the crop is not removed, Council will remove the crop and recover the costs of doing so from the owner of the adjacent land.

Risk Management

The policy has been developed to allow Council to employ a risk-based assessment of the impacts of unapproved cropping operations within road reservations controlled by Council.

The policy is designed to ensure a safe operational environment for road users whilst protecting the amenity of nearby homes from creation of dust, noise etc. and extending or extracting the full life of Council's assets located in the immediate area.

Legislation

Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2012

Subordinate Local Law No. 1.1 (Alteration or Improvement to Local Government Controlled Areas and Roads) 2012

Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2012

Related Documents

Reference Number	Document Title
PGC-POL-0003	Tree Management Policy

Document History and Version Control

Title of Document	Cropping in Road Reserve Policy
Document Reference Number	WKS-POL-0004 Rev 3
Review Schedule	36 months
Council Meeting Date	8 October 2024
Council Resolution Number	

7.2.2. OPERATIONS

Supply and Installation of Security Fence at Ayr / Brandon Wastewater Treatment Plant

File Reference: 765

Report Author: Gary Keane, Manager Contracts

Authoriser: Wayne Saldumbide, Acting Director of Infrastructure, Planning and Environmental Services

Meeting Date: 8 October 2024

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2022-2027

Burdekin Shire Council Operational Plan 2023-2024

3.2.2: Improve water and sewerage network reliability and efficiency through planned infrastructure renewals and upgrades.

3.3.2: Plan, build and maintain infrastructure that enhances and extends the life of community assets.

Executive Summary

Tenders for TBSC/24/019 – Supply and Installation of a Security Fence at Ayr / Brandon Wastewater Treatment Plant closed at 2.00pm 12 August 2024. Fifty-three sets of documents were requested and issued to prospective tenderers. Seven (7) tenders were received at the nominated closing time, two (2) from regional companies and five (5) from Southeast Queensland.

Recommendation

That Council accepts the tender from Minecorp Fencing for \$168,061.75 excluding GST which includes two (2) remote controlled sliding gates.

Background

Council called tenders for the Supply and Installation of a Security Fence at the Ayr / Brandon Wastewater Treatment Plant as part of its Capital Budget for the 2024 / 25 financial year.

The project combines the replacement and reconfiguration of the existing boundary fencing and accommodates new fencing around the Macro Algal Bioremediation Facility. Two (2) solar powered, remote controlled sliding gates will also form part of the works.

The acceptance of the above recommended Tender is in line with Council's Procurement Policy 2024/2025.

Consultation

Tenders for the above, closing at 2.00pm 12 August 2024 were advertised on Council's Web page, Burdekin Life and Vendor Panel "Marketplace" commencing 8 July 2024. A "non-mandatory" meeting of prospective tenderers was held at the Ayr / Brandon Wastewater Treatment Plant at 10.30am 18 July 2024 to explain the scope of the tender and permit prospective tenderers to inspect the site and ask questions. Three (3) prospective tenderers (Minecorp Fencing, Townsville Fencing Around and N.Q. Fencing Supplies) attended the meeting.

Seven tenderers submitted tenders as detailed below.

Tenderer	Conforming Price Excl. GST	Non- Conforming Excl. GST	Comments.	Evaluation Criteria Average Ranking
Minecorp Fencing. Solar powered with 2 powder coated sliding gates with remotes and access key panel.	\$ 168,061.75		Conforming with requested powder coated gates.	9.09
Minecorp Fencing. Solar powered with 1 Chainwire sliding gate with remotes and access key panel.	\$ 166,218.50		Conforming.	9.16
Minecorp Fencing. Council to supply power and fibre to front gate. Council costs approx. additional cost of \$87,500.00. Chainwire gate.		\$ 162,101.75	Non – Conforming Council supplying power and fibre.	9.33
Minecorp Fencing. Council to supply power and fibre to front gate. Council costs approx. additional cost of \$87,500.00. Powder coated gate.		\$ 164,081.75	Non – Conforming Council supplying power and fibre.	9.25
Townsville Fencing Around.	\$ 185,978.65		Conforming – Tenderer offered 5% discount if successful with the Home Hill Depot fencing contract.	8.73
Townsville Fencing Around. Solar powered with different access methods.	\$ 195,767.00		Conforming.	8.73
TRM Fencing. Solar with 2 remotes and Chainwire sliding gate.	\$ 202,820.00		Conforming.	7.92

Secure Fencing. Powder coated gate with council supplying power and fibre at approx. cost of \$87,500.		\$216,950.00	Non-Conforming Council supplying power and fibre.	7.66
Karika Fencing, Solar and swipe card.	\$ 267,760.00		Conforming.	6.51
Electric Possum Fencing.		\$275,000.00	Non-Conforming as no detail was provided.	5.45
N.Q. Fencing supplies. 4 options. Solar with different accesses.	\$ 289,325.00 to \$ 293,351.40		Conforming.	6.55 to 6.50

Under the Terms and Conditions of the Request for Tender the following clause was included to allow Council flexibility in the acceptance of Tenders.

8. Acceptance of Tenders

8.1 Ability to accept

The Principal is not bound to accept the Tender with the lowest Price or the Tender with the highest score against the Evaluation Criteria, or any Tender. The principal will, if it accepts a Tender, accept the Tender which it reasonably believes is the most advantageous to it having regard to the Sound Contracting Principles to the extent that they are applicable and relevant to the request for Procurement Process.

Budget & Resource Implications

Council has a 2024/2025 budget allocation of \$275,000.00 excluding GST for the works.

Legal Authority & Implications

Local Government Regulation 2012, Chapter 6 Contracting

Division 2: Entering into particular contracts.

Section 226: Large-sized contractual arrangement – tenders needed first. Burdekin Shire Council Procurement Policy 2024/2025.

Policy Implications

The calling of tenderers is consistent with the Burdekin Shire Council Procurement Policy 2024/2025 as follows:

Clause 3 Objectives states:

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

- promoting value for money with probity and accountability; and
- providing reasonable opportunity for competitive local businesses that comply with relevant legislation to supply to Council; and

Clause 5 Principles states:

Councillors and Council Officers must have regard to the following sound contracting principles in all purchasing and disposal activities in accordance with the *Local Government Act 2009*, Section 104:

Value for money

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

- contribution to the advancement of Council's priorities; and
- fitness for purpose, quality, services and support; and
- whole-of-life costs including cost of acquiring, using, maintaining and disposal.

Open and effective competition

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

The development of competitive local business and industry

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

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

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

Large-sized Contractual Arrangements – Tenderers Needed First

These arrangements are for purchases from a supplier that is expected to be worth \$200,000.00 or more excluding GST.

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

Generally, the following applies:

- Council must either invite written tenders under Regulation Sections 226 and 228 or invite expressions of interest decided by Council resolution under Section 228(3) before considering whether to invite tenders under Section 228(7)(b).

Risk Implications (Strategic, Operational, Project Risks)

The fencing of the Ayr / Brandon Wastewater Treatment Plant ensures the continued security of Council's Plant and Infrastructure. Failure to fence the facility would allow unwanted access by the general public and wildlife.

Attachments

None

7.3.1. PLANNING AND DEVELOPMENT

Change Application (Minor) - Development Permit for Material Change of Use – Accommodation Building at 9-11 Nelson Street, Clare (Lot 20 on SP314314)

File Reference: MCU22/0007 (226)

Report Author: Kellie Galletta, Manager Planning and Development

Authoriser: Wayne Saldumbide, Acting Director of Infrastructure, Planning and Environmental Services

Meeting Date: 8 October 2024

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2022-2027

3.4.1: Support strategic projects that will contribute to liveability and economic growth in the Burdekin.

Burdekin Shire Council Operational Plan 2023-2024

PD8 Ensure all new developments are assessed against provisions contained within Council's adopted Local Government Infrastructure Plan (LGIP), Planning Act 2016, Planning Scheme, legislative requirements and other relevant instruments.

Executive Summary

Council is in receipt of a Change Application (Minor) made in relation to a single condition of approval for Development Permit MCU22/0007.01 (Decision Notice (Minor Change) given 13 August 2024) for a Material Change of Use – Accommodation Building on land described as Lot 20 on SP314314 and located at 9 - 11 Nelson Street, Clare.

The Change Application (Minor) (refer Attachment A) was properly made to Council on 13 September 2024 by BNC Planning on behalf of the applicant, Asimus Pty Ltd. The notice submitted with the representations is seeking to amend Condition 13: Landscaping and Screen Fencing of the Development Permit.

Council Officers have reviewed and considered the current Change Application (Minor) request and as a result, support and recommend the amendment to Condition 13 as follows:
(tracked changes '**bold**' indicates insertion, '~~strikeout~~' indicates removal)

13. Landscaping and Screen Fencing

13.1 The site is to be suitably landscaped (with appropriate irrigation installed) with suitable **fast-growing native plant species (e.g. Syzygium (lilly pilly)) to act as a screening mechanism for the full length of both the side boundary (Nelson Street frontage) and rear boundary (adjoining Lot 18 on C2028, 13 Nelson Street, Clare)** excepting pedestrian and vehicle access points, in accordance with Council's specifications and to the satisfaction of the Chief Executive Officer.

ii A minimum 1.8m high timber paling (with max 10mm gap) or similar style fence is to be provided for the full length of all property boundaries excepting pedestrian and vehicle access points.

13.2 The proposed activity must be conducted in a manner that applies such reasonable and practical means to avoid, minimise or manage significant impacts on the existing amenity of the locality as a result of noise, lighting, odour, dust, traffic, loss of privacy or any other cause.

Complaint Management

13.3 In the event of a complaint being received by Council in relation to any nuisance associated with the use that is considered reasonable, Council will require the developer/operator to engage a suitably qualified consultant to undertake an assessment for this use addressing nuisance emanating from the site to the satisfaction of the Burdekin Shire Council.

13.4 The assessment must be accompanied by a report, inclusive of supporting calculations and site investigations and must provide a recommended method and proposed measures for mitigation for Council's review and approval.

13.5 The developer/operator must undertake any works required within three (3) months of Council's acceptance of the report, at no cost to Council.

Recommendation

That Council approve a Change (Minor) Application to the Development Permit for a Material Change of Use – Accommodation Building on land described as Lot 20 on SP314314, located at 9-11 Nelson Street Clare, specifically Condition 13 - Landscaping and Screen Fencing, amended as follows ('**bold**' indicates insertion, '~~strikeout~~' indicates removal):

13. Landscaping and Screen Fencing

13.1 The site is to be suitably landscaped (with appropriate irrigation installed) with suitable **fast-growing native plant species (e.g. Syzygium (lilly pilly)) to act as a screening mechanism for the full length of both the side boundaries (Nelson Street frontage) and rear boundary (adjoining Lot 18 on C2028, 13 Nelson Street, Clare)** excepting pedestrian and vehicle access points, in accordance with Council's specifications and to the satisfaction of the Chief Executive Officer.

~~ii A minimum 1.8m high timber paling (with max 10mm gap) or similar style fence is to be provided for the full length of all property boundaries excepting pedestrian and vehicle access points.~~

13.2 The proposed activity must be conducted in a manner that applies such reasonable and practical means to avoid, minimise or manage significant impacts on the existing amenity of the locality as a result of noise, lighting, odour, dust, traffic, loss of privacy or any other cause.

Complaint Management

13.3 In the event of a complaint being received by Council in relation to any nuisance associated with the use that is considered reasonable, Council will require the developer/operator to engage a suitably qualified consultant to undertake an assessment for this use addressing nuisance emanating from the site to the satisfaction of the Burdekin Shire Council.

13.4 The assessment must be accompanied by a report, inclusive of supporting calculations and site investigations and must provide a recommended method and proposed measures for mitigation for Council's review and approval.

13.5 The developer/operator must undertake any works required within three (3) months of Council's acceptance of the report, at no cost to Council.

All other conditions of approval remain applicable as per the Decision Notice (Minor Change) issued 20 August 2024 (refer Attachment B for Recommended Amended Conditions of Approval).

Background

Nature of the Change Request

Under Section 78 of the *Planning Act 2016*, the applicant on 13 September 2024 requested the following amendment (refer extract below) to the development permit be made.

Condition 13 – Landscaping and Screen Fencing

It is requested that subsection i. be amended to require landscaping for screening along the full perimeter of the property, in addition to the current requirements of the subsection for irrigation and suitable species. Example wording changes for the condition are offered below:

“The site is to be suitably landscaped (with appropriate irrigation installed) with suitable species, to be provided for the full length of all property boundaries except pedestrian and vehicle access points, in accordance with council’s specifications and to the satisfaction of the Chief Executive Officer.”

As the amended subsection of i. achieves the purpose of subsection ii. to providing screening to property, it is requested that subsection ii is removed. Council may also wish to further specify the species to be used.

Refer **Attachment A** for a full copy of the Change Application (Minor) submitted.

Approvals History

September 2022 – Original Development Permit Approval

At the Council meeting held on 27 September 2022, the original development permit for this proposal was given, subject to conditions, including the following with respect to Condition 13:

13. Landscaping and Screen Fencing

13.1 The site is to be suitably landscaped (with appropriate irrigation installed) with suitable species, in accordance with council’s specifications and to the satisfaction of the Chief Executive Officer.

13.2 A minimum 1.8m high timber paling (with max 10mm gap) or similar style fence is to be provided for the full length of all property boundaries excepting pedestrian and vehicle access points.

December 2022 - Negotiated Approval

On the 4 November 2022, change representations were lodged seeking to change the following conditions of the original development permit:

- Condition 2: Approved Plans; and
- Condition 10: Roadworks, Traffic and Access.

Council at its meeting held on 13 December 2022, agreed to the changes in part to the development permit with respect to Condition 10. Condition 10 was amended to allow for staging of carpark sealing works required to be completed by the applicant. Condition 2 was not amended.

June 2024 – First Change Application (Minor)

On the 12 June 2024, a Change Application (Minor) was lodged seeking to change the following conditions of the negotiated development permit:

- Condition 10: Roadworks, Traffic and Access; and
- Condition 13: Landscaping and Screen Fencing.

At the Council meeting on 23 July 2024, it was resolved to amend both conditions. Before the Decision Notice was issued the applicant made additional representations and requested an extension to the decision making timeframe.

Council agreed and at its meeting held 13 August 2024, agreed in part to the changes to the development permit with respect to Condition 10. The timing for Condition 10 was amended to allow the applicant 36 months to complete the carpark sealing. Condition 13 however, remained unchanged at the applicant's request.

September 2024 – Second Change Application (Minor)

On the 13 September 2024, a second Change Application (Minor) was lodged seeking to change Condition 13: Landscaping and Screen Fencing.

This request is subject to determination today, with officer recommendation for approval, of the proposed amendment to Condition 13.

Officer Considerations and Assessment Summary

Existing Locality and Surrounding Uses

While the Clare township is located approximately 30 kilometres from the Ayr CBD, the development site has, for almost 20 years, been located within an 'urban' type zoning – 'Public Purpose' Zone from 2005 to 2023 and now the 'Township' Zone since the new Scheme was implemented in March 2023.

The development is located adjacent to the existing shop (separated by the unformed laneway (Council controlled road reserve) to the east with residential natured lots surrounding the site to the west and south, with approximately 70% containing existing single detached dwellings (refer below images).

Image 1 – Current aerial of site and immediate surrounds.



Image 2 – View from School Street to front of property



Image 3 – View from Nelson Street to rear of property



Images 4 and 5 – Views from Nelson Street



Nuisance Considerations

The approved development is for a:

- nine (9) bedroom accommodation building (6x single bedrooms and 3x queen bedrooms) with,
- ten (10)(space) on-site carpark accessed via adjacent road reserve (existing unformed laneway) from School Road to the property boundary.

Given this, it may be possible that up to 12 persons may be using the premises at any one time with a minimum of ten (10) cars regularly entering and exiting the premises and manoeuvring on-site.

The site is noted as being directly opposite (i.e. 20.0m away) existing houses established in Nelson Street. Further dwellings are located within 40.0m of the site.

While the applicant has chosen to provide screening to the undercroft of the existing building, the grassed area within the site remains open and available for use by residents.

Officers have given considerable technical and site/locality specific consideration to the development as part of the original approval, the negotiated approval and now this change request, with respect to matters of nuisance including, but not limited to, amenity, dust, noise and privacy considerations.

As a result, and with the addition of a complaint management condition, Officers are prepared to recommend the requested change to Condition 13 Landscaping and Screen Fencing be approved.

Consultation

All relevant Council departments have been consulted with comments and development conditions included as part of the recommendation for the Minor Change Approval to the Development Permit.

This Change Request application has been discussed with the Mayor, Councillors and Executive Leadership Team at the workshop held on 13 August 2024.

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 in concerning the acceptance of this report.

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.

Risk has been managed by undertaking a thorough assessment against the assessment benchmarks relevant to this application and identifying conditions that should apply to the approval.

Attachments

1. Attachment A - Change Application Lodgement - 9-11 Nelson Street, Clare - Asimus Investments (3)
2. Attachment B - Asimus Minor Change conditions for V3

From: "BNC Planning Enquiries" <enquire@bncplanning.com.au>
Sent: Mon, 2 Sep 2024 16:06:07 +1000
To: "RES - Mailbox - Planning" <Planning@burdekin.qld.gov.au>
Cc: "Kellie Galletta" <Kellie.Galletta@burdekin.qld.gov.au>; "Marty Pearce" <Marty.Pearce@burdekin.qld.gov.au>
Subject: Change Application Lodgement - MCU22/0007.1
Attachments: PAs78Notice(ReI_E).pdf, MCU DA.pdf, Image.jpeg, Form 5 v1.2.pdf

BNC Planning, acting on behalf of the applicant, hereby lodge the attached change application associated with a material change of use development approval (MCU22/0007.1) at 9-11 Nelson Street, Clare.

Please contact the office to organise payment of the application fee or if you require any further information.

Kind regards,



Office 7 / Ground Floor / 41 Denham Street TOWNSVILLE CITY QLD 4810
PO BOX 5493 TOWNSVILLE QLD 4810 T. (07) 4724 1763 E. enquire@bncplanning.com.au

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BNC Ref. DA001-22
BSC Ref. MCU22/0007

Date >> 2 September 2024

ASSESSMENT MANAGER
BURDEKIN SHIRE COUNCIL
PO BOX 974
AYR QLD 4807
Attention: Planning

Dear Assessment Manager,

**RE: CHANGE NOTICE UNDER s78 OF THE PLANNING ACT 2016
CHANGE APPLICATION (MINOR) TO AN EXISTING MATERIAL CHANGE OF USE DEVELOPMENT PERMIT
9-11 NELSON STREET, CLARE QLD 4807 (RPD: LOT 20 ON SP314314)**

BNC Planning acting on behalf of the applicant lodge this *change application* under section 78 of the *Planning Act 2016* (the Act) for changes to the assessment managers conditions associated with an existing development approval over the above referenced premises.

1.0 INTRODUCTION

The existing development approval (Council ref. MCU22/0007.1) is in the form of a development permit for a material change of use to establish an accommodation building, issued by the Burdekin Shire Council by way of a Change Decision Notice dated 13 August 2024. The approval was issued subject to conditions and did not involve any referral agency assessments

The amendments proposed as part of this change application are to alter the *Condition 13 Landscaping and Screen Fencing*, which currently requires a minimum 1.8m high timber paling (with max 10mm gap) or similar style fence to be provided for the full length of all property boundaries except pedestrian and vehicle access points. Fencing to screen all property boundaries is not necessary, as the alternative provision of suitable perimeter landscaping can facilitate appropriate screening and achieve a high standard of residential amenity in accordance with Council's relevant code/s and policy direction. Perimeter landscaping will also achieve appropriate privacy screening for habitable room windows. The solution is fit-for-purpose, aligns with the existing streetscape and will not result in any unreasonable ongoing maintenance issued.

It is also requested that Council confirm in writing, as part of the change application, that the current privacy screening treatments in place for the building satisfy *Condition 9 Privacy Screening*. Through the use of the wording "*or suitable alternative treatments*", this condition allows council to approve alternative treatments to what is specified without the need to amend the condition in any way. Please find attached photo evidence of the privacy screening in place, being tinted glazed windows, insect mesh and diamond security grille as well as a full length

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(07) 4724 1763 or 0438 789 612
enquire@bncplanning.com.au
www.bncplanning.com.au

blackout blind covering every external window. It should also be noted that none of the building windows are within 1.5m to the ground.

There are no substantial changes proposed to the development, nor are there any changes proposed to the fundamental nature of the proposal. The changes do not result in a change in the types of works occurring, nor any other characteristic that would result in a substantially different development. There are no changes which would compromise or undermine the integrity of the assessment undertaken and decision made by Council as the assessment manager. Accordingly, the proposed change constitutes a *minor change* under the *Planning Act 2016* (the Act) and in accordance with schedule 1 of the *Development Assessment Rules*. Given the continued consistency with the applicable assessment benchmarks from the relevant planning instruments, a direct assessment against each of the components and the planning scheme and state codes is not considered necessary. Alternatively, a higher-level discussion and justification against the current conditions of approval has been provided to show that the proposal remains generally consistent with the existing development permit and in turn remains generally consistent with the codes and policies from the applicable planning instruments. The justification provided as part of the original development application, along with the reasoning provided within this *Notice* and updated plans, provides assessing authorities with the surety that the applicable policy outcomes continue to be addressed and that this minor change request can be supported.

2.0 MINOR CHANGE REQUEST

The relevant components of the current development approval which require amending are listed and discussed below:

ASSESSMENT MANAGER DECISION NOTICE

Condition 13 – Landscaping and Screen Fencing

It is requested that subsection i. be amended to require landscaping for screening along the full perimeter of the property, in addition to the current requirements of the subsection for irrigation and suitable species. Example wording changes for the condition are offered below:

“The site is to be suitably landscaped (with appropriate irrigation installed) with suitable species, to be provided for the full length of all property boundaries except pedestrian and vehicle access points, in accordance with council’s specifications and to the satisfaction of the Chief Executive Officer.”

As the amended subsection of i. achieves the purpose of subsection ii. to providing screening to property, it is requested that subsection ii is removed. Council may also wish to further specify the species to be used.

3.0 SUMMARY

Should Council not agree in full with the changes outlined above, it is requested that the applicant be engaged to discuss such matters prior to any changed decision notice being issued.

Chapter 3, Part 5, Division 2, Subdivision 2 of the *Planning Act 2016* outlines the process required to facilitate a *minor change*.

For clarity and statutory consistency, this notice is to be taken by:

- the Burdekin Shire Council, in their role as the responsible entity, as a change application made in accordance with s78 of the Planning Act 2016 for the changes proposed to the assessment managers conditions.

The changes relate to the assessment managers conditions only and there are no referral agencies involved. As such, there are no affected entities involved in this change request.

The following information has been included in support of this *Change Application*:

- Change Application Form (Form 5)
- Minor Change to Development Permit MCU22/0007.1

The proposal constitutes a development of the site in a manner that continues to meet the strategic outcomes sought by the planning instruments, that responds to the economic demands and localised environmental constraints of the locality and is consistent with the expectations of the community and previous development decisions over the site. This is based on the following characteristics of the proposal:

- The proposal remains generally consistent with an approved development outcome for the site and remains appropriate given the physical characteristics, surrounding land uses and the existing development and use rights;
- The proposed amendments do not substantially change the type, scale or intensity of the approved development;
- The proposal remains consistent with the *Strategic Framework* for the planning scheme;
- The proposal remains consistent with the outcomes prescribed by all other relevant codes and policies;
- The proposal remains consistent with the outcomes prescribed in the relevant State codes, State development assessment provisions and all other relevant regional, State and Federal level planning policies.

I trust this information is sufficient for acceptance of the *change application* as *properly made* subject to payment of any relevant processing fees. Please contact me should there be any issues or if you require any further information.

Kind regards,



Benjamin Collings, Director
BNC Planning Pty Ltd

Att

Address all communications to
The Chief Executive Officer

PO Box 974, Ayr Qld 4807
T (07) 4783 9800 | F (07) 4783 9999
planning@burdekin.qld.gov.au

Enquiries to: Planning and Development
Your reference: DA001-22
Our reference: MCU22/0007.1

20 August 2024

ASIMUS Investments Pty Ltd
C/- BNC Planning
PO Box 5493
Townsville City QLD 4810
Email: enquire@bncplanning.com.au

Attention: Benjamin Collings, Director

Dear Ben,

Development Application No. MCU22/0007.1

Decision Notice – Minor Change to Development Permit for Material Change of Use for Accommodation Building at 9-11 Nelson Street, Clare on land described as Lot 20 on SP314314.

I refer to your application on behalf of Asimus Investments Pty Ltd, seeking a minor change to an existing Development Permit for a Material Change of Use – Accommodation Building located at 9-11 Nelson Street Clare on land described as Lot 20 on SP314314.

Your request for a minor change to the development approval was assessed by relevant officers and Council resolved on the **13 August 2024** to approve your request in part, subject to reasonable and relevant conditions. Council's Decision Notice is **enclosed**.

This notice outlines the aspects of the developments condition of approval, currency period, approved plans and includes extracts from the *Planning Act 2016*, with respect to the suspension of the appeal period and lodging an appeal, should you wish to do so.

Yours faithfully



Kellie Galletta

MANAGER – PLANNING & DEVELOPMENT

Enc. Decision Notice (Minor Change)

Decision Notice (Minor Change)

Planning Act 2016

20 August 2024

Given under Section 83 of the *Planning Act 2016*.

Burdekin Shire Council has received your Change Application (Minor) made under section 78 of the *Planning Act 2016* on 11 June 2024 (and as amended 1 August 2024) for the negotiated Decision Notice issued 20 December 2022 for the original Development Permit given on 27 September 2022.

APPLICATION DETAILS	
This Decision Notice relates to the below development application:	
Application Number	MCU22/0007.1
Applicant Details	ASIMUS Investments Pty Ltd C/- BNC Planning PO Box 5493 Townsville City QLD 4810 Email: enquire@bncplanning.com.au
Owners Details	ASIMUS Investments Pty Ltd
Property Description	9-11 Nelson Street, Clare Lot 20 on SP314314
Proposal	Material Change of Use – Accommodation Building

DECISION DETAILS	
The information below outlines the specifics of any approval or refusal issued by the Assessment Manager resulting from development assessment as per the provisions of the <i>Planning Act 2016</i> :	
Decision	The Change Application (Minor) made to Development Permit for Material Change of Use – Accommodation Building is approved in part subject to conditions .
Decision Date	13 August 2024

NATURE OF THE CHANGE

The nature of the change is an amendment to Condition 10 of the negotiated Decision Notice issued 20 December 2022 for the original Development Permit given on 27 September 2022.

CONDITIONS OF APPROVAL

The amendment to Condition 10 of the negotiated development approval for the Material Change of Use is set out below. For clarity, deletions are shown using strikethrough and new/insertions shown in bold.

10. Roadworks, Traffic and Access Works are to be completed in two (2) stages: Stage 1 10.1 A new 4.0m wide bitumen sealed roadway from concrete crossover in School Road to southern extent of the subject site is to be provided. 10.2 All on-site parking areas must be bitumen sealed and line marked. 10.2 On-site parking areas are to be constructed of angular crushed rock. 10.3 On-site parking areas are to be compacted using a steel drum roller prior to operation. 10.4.3 All areas used for vehicle movements between the new sealed roadway and the property boundary are to be bitumen sealed.	To provide development with access in accordance with council Council's standards and to ensure the community has a suitable level of amenity maintained as a result of the development activity.	Technical details are to be submitted to council as part of an application for Operational Work, then at all times.
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MCU22/0007

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Attachment B – Recommended Amended Conditions of Approval

Condition	Reason	Timing
10.4.4 All bitumen sealing works are to be completed within thirty-six (36) months from the date the Development Permit for Operational Works is issued. 10.5 All construction must be to the satisfaction of Council and in accordance with Council's standards. 10.6 All on-site parking spaces must be marked in accordance with the Transport Operations (Road Use Management) Act 1995 (TORUM Act) and must be read alongside the Manual of Uniform and Traffic Control Devices (MUTCD). Stage 2 10.7 All on-site parking areas must be bitumen sealed and line marked within 24 months of completing Stage 1 works. General (applicable for both stages) 10.8.7 RPEQ certification is required to be submitted as part of an Operational Works application. 10.9.8 Parking spaces, accesses and driveways not to be used for any other purpose. 10.10.9 Provide to Council prior to the commencement of works, a cross section 1:50 scale of all driveways showing existing and design levels for crossovers. 10.11.10 Vehicles must not exit the site in a reverse direction. 10.12.11 Provide pedestrian access, both internal and external to the site, which is separated from vehicular access to minimise the potential for pedestrian and vehicle conflict. 10.13.12 Development must not impact adversely on the efficiency and safety of the transport network and those who use it, nor adversely impact on the immediately surrounding uses. 10.14.13 During the construction phase, any damage to the road reserve (i.e. footpath/kerb and channel) must be replaced in accordance with council's standards.		

Note:

All conditions other than those approved to be changed from the original (Negotiated) Decision Notice, together with all other parts of the original (negotiated) Decision Notice not amended by this Notice, remain relevant and enforceable.

Refer **Attachment 1** for the Schedule of Conditions now applicable. The conditions identify whether the Assessment Manager or Referral Agency imposed them.

REFERRAL AGENCIES (AFFECTED ENTITY(S))

Not applicable.

PROPERTY NOTES

Not Applicable.

FURTHER APPROVALS REQUIRED

a) Operational Work - A Development Permit for Operational Works to carry out civil works associated with the planning approval is required prior to any works commencing on site.

b) Building Works - A Development Permit for Building Works to carry out building works is required prior to works commencing on site.

c) Road Works Permit - A Roadworks Permit for works within the road reserve must be obtained. This approval does not authorise any works within Council's Road Reserve. If this is required as part of your development proposal, an application will need to be lodged with Council.

Notwithstanding the above, other approvals/development permits may be required.

PROPERLY MADE SUBMISSIONS

Not applicable.

INFRASTRUCTURE CHARGES

The Infrastructure Charges Notice issued with the Negotiated Decision Notice remains relevant to this Development Permit.

RIGHTS OF APPEAL

The rights of an applicant to appeal to the Planning and Environment Court against a decision about a development application are set out in Chapter 6, Part 1 of the *Planning Act 2016*. There may also be a right to make an application for a declaration by a tribunal (see Chapter 6, Part 2 of the *Planning Act 2016*).

The applicant for a development application may appeal to the Planning and Environment Court against the following:

- The refusal of all or part of the development application;
- A provision of the development approval;
- The decision to give a preliminary approval when a Development Permit was applied for; and
- A deemed refusal of the development application.

The timeframes for starting an appeal in the Planning and Environment Court are set out in Section 229 of the *Planning Act 2016*.

APPROVAL CURRENCY PERIOD

The currency period associated with the original Decision Notice pursuant to Section 85 of the *Planning Act 2016*, remain relevant to this Development Permit.

APPROVED PLANS AND SPECIFICATIONS

The development must be carried out in accordance with the approved plans, specifications and/or drawings approved on 13 December 2022, along with the requirements of all relevant laws.

SCHEDULE OF CONDITIONS

Refer **Attachment 1**.

ADVISORY NOTES

Refer **Attachment 1**.

Enc: **Attachment 1** – Schedule of Conditions

NOTICE ABOUT DECISION – STATEMENT OF REASONS*Planning Act 2016 and Planning Regulation 2017*

This Notice is prepared in accordance with s83(9) of the *Planning Act 2016* to inform the public about a decision that has been made in relation to a development application.

The purpose of the Notice is to enable a public understanding of the reasons for the planning decision, specifically having regard to:

- The relevant parts of the Planning Scheme and Assessment Benchmarks against which the application was assessed; and
- Any other information, documents or other material Council was either required to, or able to, consider in its assessment.

All terms used in this Notice have the meanings given them in the *Planning Act 2016*.

REASONS FOR THE DECISION

The change (minor) application to amend the Development Permit for Material Change of Use – Accommodation Building to remove the requirement for the roadworks, traffic and access works to be completed in two (2) stages and bitumen sealing and line marking within twenty four (24) months, is approved.

The reason for the decision to agree to approve the above listed changes to Condition 10 is that Council would prefer that no crushed angular rock is used at all prior to the bitumen sealing, which was proposed by the applicant as part of the previous Stage 1 works.

No other aspects of the development of the negotiated Decision Notice issued 20 December 2022 for the development approval given on 13 December 2022, have been changed.

The approved minor change is not considered to affect the ability of the development to meet the requirements of the relevant aspects of the Public Purpose Zone Code and all other relevant benchmarks of the superseded *Burdekin Shire IPA Planning Scheme 2011*.

Conditions upon the approval have been included to ensure the proposed development does not cause significant adverse impacts on the surrounding environment (both natural and built), infrastructure and amenity.

Attachment 1 – Conditions of Approval (Minor Change)

Condition	Reason	Timing												
1. General and Administration 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.		At all times.												
2. Approved Plans 2.1 The proposed development must be completed and maintained generally in accordance with the drawing/ documents identified in the Table below, except as otherwise specified by any condition of this approval. 2.2 One full set of the most up to date approved plans must be held on site and available for inspection for the duration of the construction phase. 2.3 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. 2.4 The proposed development must comply with all scheme requirements as applying at the date of this approval, except as otherwise specified by any condition of this approval. 2.5 The development must be constructed in the position and at the levels identified on the approved plans or as stipulated by a condition of this approval, noting that all boundary setback measurements are taken from the real property boundary and not from such things as road bitumen or fence lines.	The development must comply with all planning scheme requirements and definitions as approved and conditioned by this development permit.	During the operation and life of the development.												
Approved Plans														
<table border="1"> <thead> <tr> <th>Drawing Title</th><th>Drawing/Revision</th><th>Date</th></tr> </thead> <tbody> <tr> <td>Preliminary Drawings - Existing Site and First Floor Plan</td><td>Job No. TFBF-21019 Dwg No. A01 Issue P2</td><td>22.07.2021</td></tr> <tr> <td>Preliminary Drawings – Proposed Site and First Floor Plan</td><td>Job No. TFBF-21019 Dwg No. A03 Issue P3</td><td>31.08.2021</td></tr> <tr> <td>Preliminary Drawings – Proposed Site and Ground Floor Plan</td><td>Job No. TFBF-21019 Dwg No. A04 Issue P6</td><td>21.08.2022</td></tr> </tbody> </table>			Drawing Title	Drawing/Revision	Date	Preliminary Drawings - Existing Site and First Floor Plan	Job No. TFBF-21019 Dwg No. A01 Issue P2	22.07.2021	Preliminary Drawings – Proposed Site and First Floor Plan	Job No. TFBF-21019 Dwg No. A03 Issue P3	31.08.2021	Preliminary Drawings – Proposed Site and Ground Floor Plan	Job No. TFBF-21019 Dwg No. A04 Issue P6	21.08.2022
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Associated Reports														
Development application prepared by BNC Planning.														

MCU22/0007.1 – Change (Minor)

1

Attachment 1 – Conditions of Approval (Minor Change)

Condition	Reason	Timing
3. Outstanding charges 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.		Prior to the commencement of the use.
4. Compliance with Conditions The proposed development must comply with all conditions of this development permit prior to the commencement of the use.	The development must comply with all planning scheme requirements and definitions as approved and conditioned by this development permit.	During the operation and life of the development.
5. Limitation of Approval This approval is limited to Accommodation Building within the Residential Use Class as defined by Schedule 1, Division 2 – Defined Uses and Use Classes of <i>Burdekin Shire IPA Planning Scheme</i> .	The development must comply with all planning scheme requirements and definitions as approved and conditioned by this development permit.	During the operation and life of the development.
6. Notice of Intention to Commence the Use 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.		Prior to the commencement of the use.
7. On-site Water Supply Confirmation from the relevant private water service provider in this locality that an adequate and appropriate water supply for the development can be provided, is to be provided to Council.	The development is not located within a Burdekin Shire Council service area for a reticulated water service.	Prior to the issue of the Certificate of Occupancy by the Building Certifier and prior to the

Condition	Reason	Timing
	Council understands that currently Sunwater is the private water service provider.	commencement of the use.
8. On-site Sewage Disposal 8.1 The development must be serviced by an on-site sewage facility. 8.2 This planning approval is not permission to install the facility or commence building works. Under the <i>Plumbing and Drainage Act 2018</i> , an application must be lodged with Burdekin Shire Council before any building work or installation of an on-site facility can be carried out.	Development is not located within a service area for a sewerage service under the <i>Water Supply (Safety and Reliability) Act 2008</i> and must be appropriately serviced by a wastewater treatment and disposal facility that is appropriate for the level of demand generated by the development.	Prior to the issue of the Certificate of Occupancy by the Building Certifier and prior to the commencement of the use.
9. Privacy Screening 9.1 Privacy screening or suitable alternative treatments are to be provided to habitable room windows located on the first floor. Treatments may consist of: <ul style="list-style-type: none"> a) Fixed, tinted or opaque glazing in at least any part of the fixed window; and b) Sliding external screens (e.g. louvered panels), of durable weather resistant materials and with a maximum of 50% transparency. 	To ensure the development appropriately addresses privacy requirements for residents at the premises, neighbouring residents and the community to ensure a suitable level of amenity and privacy is maintained.	Prior to the issue of the Certificate of Occupancy by the Building Certifier and during the operation and life of the development.
10. Roadworks, Traffic and Access 10.1 A new 4.0m wide bitumen sealed roadway from the concrete crossover in School Road to the southern extent of the subject site is to be provided. 10.2 All on-site parking areas must be bitumen sealed and line marked. 10.3 All areas used for vehicle movements between the new sealed roadway and the property boundary are to be bitumen sealed.	To provide development with access in accordance with council standards.	Technical details are to be submitted to council as part of an application for Operational Work.

Attachment 1 – Conditions of Approval (Minor Change)

Condition	Reason	Timing
<p>10.4 All bitumen sealing and line marking works are to be completed within thirty-six (36) months from the date the Development Permit for Operational Works is issued.</p> <p>10.5 All construction must be to the satisfaction of Council and in accordance with Council's standards.</p> <p>10.6 All on-site parking spaces must be marked in accordance with the Transport Operations (Road Use Management) Act 1995 (TORUM Act) and must be read alongside the Manual of Uniform and Traffic Control Devices (MUTCD).</p> <p><u>General</u></p> <p>10.7 RPEQ certification is required to be submitted as part of an Operational Works application.</p> <p>10.8 Parking spaces, accesses and driveways not to be used for any other purpose.</p> <p>10.9 Provide to Council prior to the commencement of works, a cross section 1:50 scale of all driveways showing existing and design levels for crossovers.</p> <p>10.10 Vehicles must not exit the site in a reverse direction.</p> <p>10.11 Provide pedestrian access, both internal and external to the site, which is separated from vehicular access to minimise the potential for pedestrian and vehicle conflict.</p> <p>10.12 Development must not impact adversely on the efficiency and safety of the transport network and those who use it, nor adversely impact on the immediately surrounding uses.</p> <p>10.13 During the construction phase, any damage to the road reserve (i.e. footpath/kerb and channel) must be replaced in accordance with council's standards.</p>		
<p>11. On Site Car Parking</p> <p>11.1 A minimum of ten (10) car parking spaces (including a dedicated accessible space) must be provided on site and made available to serve the development.</p> <p>11.2 All on-site car parking facilities, associated ramps, driveways and manoeuvring areas must be designed and constructed in accordance with Council's requirements and the relevant Standards.</p> <p>11.3 All car parking facilities must be always maintained to a safe operating standard thereafter.</p>	<p>To ensure development is appropriately serviced by parking and access facilities in accordance with relevant code/s and policy direction.</p>	<p>Technical details are to be submitted to council as part of an application for Operational Work and maintained for the life of the development.</p>
<p>12. Stormwater Drainage</p>		

Attachment 1 – Conditions of Approval (Minor Change)

Condition	Reason	Timing
<p>12.1 The approved development and use(s) must not interfere with the natural flow of stormwater in the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.</p> <p>12.2 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.</p> <p>12.3 Stormwater drainage must be discharged under the footpath to kerb and channelling within the adjoining road reserves in accordance with <i>AS3500.2.2003</i> or as otherwise required or agreed to in writing by the Chief Executive Officer.</p> <p>12.4 RPEQ Certified Stormwater Management Plan is required to be provided as part of the Operational Works Application.</p>	To convey stormwater legally and in an environmentally responsible manner in accordance with relevant standards, code/s and policy direction.	Technical details are to be submitted to council as part of an application for Operational Work and maintained for the life of the development.
<p>13. Landscaping and Screen Fencing</p> <p>i. The site is to be suitably landscaped (with appropriate irrigation installed) with suitable species, in accordance with council's specifications and to the satisfaction of the Chief Executive Officer.</p> <p>ii. A minimum 1.8m high timber paling (with max 10mm gap) or similar style fence is to be provided for the full length of all property boundaries excepting pedestrian and vehicle access points.</p>	To enhance the appearance of the development for both residents and the community in accordance with Council's relevant code/s and policy direction.	To be maintained for the life of the development.
<p>14. Communal Open Space</p> <p>Provide sufficient communal open space that is accessible, useable and safe, centrally located and landscaped to an appropriate standard and designed and located in such a way to ensure any noise impacts are acceptable.</p>	To ensure the development provide occupants with an appropriate level of communal open space.	To be maintained for the life of the development.
<p>15. Noise Management</p> <p>The proposed activity must be conducted in a manner that applies such reasonable and practicable means necessary to avoid, minimise or manage the emission or likelihood of emission of noise that constitutes an intrusive or noise nuisance.</p> <p>In the event of a complaint being received by Council in relation to noise associated with the use, the developer/operator must engage a suitably qualified acoustic consultant to undertake an assessment addressing noise emanating from the site for this use in accordance with the provisions of the <i>Environmental Protection Act</i></p>	To ensure that the use does not cause a noise nuisance to nearby sensitive receptors, and to ensure that a nuisance is not caused to the use from other nearby noise sources in accordance with the	To be maintained for the life of the development.

MCU22/0007.1 – Change (Minor)

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Attachment 1 – Conditions of Approval (Minor Change)

Condition	Reason	Timing
<p>1994, <i>Environmental Protection (Noise) Policy 2019</i>, <i>Environmental Protection Regulation 2019</i> and Australian Standard AS 1055 Acoustics to the satisfaction of the Burdekin Shire Council.</p> <p>The assessment must be accompanied by a report, inclusive of supporting calculations and site investigations and provide a recommended method and location of noise attenuation measures. The developer/operator must provide a copy of the report to Council and undertake any works (if required from the report) within 3 months at no cost to Council.</p>	<p>Queensland <i>Environmental Protection Act 1994</i> Section 440.</p>	
<p>16. Refuse Facilities</p> <p>Refuse collection arrangements must be provided by the developer to the satisfaction of the Chief Executive Officer.</p> <p>In particular:</p> <ul style="list-style-type: none"> a) The approved waste storage area is to be of sufficient size to house all garbage bins including recycling bins. b) Provide a storage area that is suitably paved, with a hose cock fitted in close proximity to the enclosure and drained via a legal on-site sewer connection. c) All waste generated as a result of the construction of the development is to be effectively controlled and contained entirely within the boundaries of the site prior to disposal. <p>All waste is to be disposed of in accordance with the <i>Environmental Protection Regulation 2019</i> and council's waste management policy.</p>	<p>To ensure the premises is appropriately serviced and to protect matters of public health and amenity in accordance with relevant code/s and policy direction.</p>	<p>Prior to commencement of the use and to be maintained for the life of the development.</p>
<p>17. Screen Fencing</p> <p>17.1 A minimum 1.8m high fence is to be provided for the full length of the property boundaries, excepting access points.</p> <p>17.2 The type and design of the fencing must be submitted and approved by the Chief Executive Officer.</p>	<p>To ensure the development does not have a detrimental effect on the amenity of the surrounding land and to address Crime Prevention through Environmental Design principles in accordance with</p>	<p>Prior to the commencement of the use and maintained for the life of the development.</p>

Condition	Reason	Timing
	the relevant code/s and policy direction.	
<p>18. Property Numbering</p> <p>Legible property numbers must be erected at the premises and must be maintained. The site identification numbers should be of reflective material, maintained free from foliage and other obstructions, and be large enough to be read from the street.</p>	To allow the general public, service and emergency service providers to effectively identify the property.	Prior to the commencement of the use and maintained for the life of the development.
<p>19. Relocation of Services or facilities</p> <p>Any required relocation and/or alteration to any public service or facility installation must be carried out at no cost to council.</p>	To ensure development is appropriately serviced by public services and/or in accordance with relevant code/s and policy direction.	Prior to the commencement of use.
<p>20. Storage</p> <p>20.1 Goods, equipment, packaging material or machinery must not be stored or left exposed outside the building so as to be visible from any public road or thoroughfare.</p> <p>20.2 Any storage on site is required to be screened from view from all roads and adjacent properties.</p>	To ensure the development does not have a detrimental effect on the visual amenity of the surrounding land in accordance with relevant code/s and policy direction.	At all times following the commencement of the use.
<p>21. Building Works</p> <p>A development permit for Building Works (Certificate of Occupancy) is to be obtained before commencement of the use.</p>		Prior to the commencement of the use and maintained for the life of the development.

Condition	Reason	Timing
22. Screening of Plant and Utilities Unless otherwise agreed in writing by council, all plant and utilities must be screened or located so as not to be visible from the street.	To ensure the development does not have a detrimental effect on the amenity of the surrounding land in accordance with relevant code/s and policy direction.	Prior to the commencement of the use and maintained for the life of the development.
23. Outdoor Lighting Any outdoor lighting fixtures must be installed and maintained so that they do not emit glare or light above the levels stated in <i>Australian Standard 4282 – 1997 Control of the Obtrusive Effects of Outdoor Lighting</i> .	To ensure that the use does not cause a light nuisance to nearby sensitive receptors, and to ensure that a nuisance is not caused to the use from other nearby light sources in accordance with the <i>Queensland Environmental Protection Act 1994</i> Section 440.	Prior to commencement of the use and to be maintained for the life of the development.
24. Signage Any signage to be associated with the use must be designed to satisfaction of the Chief Executive officer. To maintain amenity for the adjoining properties, no illumination of the signage is to occur unless otherwise approved by council.	To maintain amenity for the adjoining properties.	Prior to the commencement of the use.
25. Soil Erosion Minimisation, Sediment Control Erosion and sediment control management including site specific stormwater treatment devices must be installed and maintained to the satisfaction of the Chief Executive Officer.	To ensure that receiving waters during construction of the	At all times during the construction phase.

Attachment 1 – Conditions of Approval (Minor Change)

Condition	Reason	Timing
	development are managed from the effects of increased sediment run-off in accordance with relevant code/s and policy direction.	
26. Dust Management A dust management plan must be prepared and submitted to council for approval.	To mitigate potential adverse impacts of dust hazards.	Technical details are to be submitted to council as part of an application for Operational Work.

Attachment 1 – Conditions of Approval (Minor Change)

Advice	
1. Infrastructure Charges An Infrastructure Charges Notice outlining the estimated infrastructure contributions payable relevant to the Development Permit is attached for your information.	
2. General Council will not be obligated to upgrade any roads accessing the development due to increased vehicle numbers accessing the development.	
3. Further Approvals Required a) Operational Work An Operational Work application associated with the following conditions must be submitted to Council for approval prior to the issue of a Development Permit for Building Works, unless otherwise approved by council. Condition 10 – Roadworks and Traffic Condition 11 – On Site Car Parking Condition 12 – Stormwater Drainage Condition 26 – Dust Management All engineering, soil erosion and sediment control and landscaping designs and documentation associated with such an application must be prepared and, where necessary, certified by a suitably qualified/experience person. b) Plumbing and Drainage Works. A Compliance Permit to carry out plumbing and drainage works prior to the commencement of sanitary drainage works. c) Building Works A Development Permit for Building Works to carry out building works prior to works commencing on site.	
4. Further Inspections Required Compliance with Conditions The following inspections will be required to be undertaken by council to determine compliance with conditions that are not subject to a further approval. Condition 13 – Landscaping Condition 14 – Communal Open Space Condition 16 – Refuse Facilities Condition 17 – Screen Fencing Condition 18 – Property Numbering	

Attachment 1 – Conditions of Approval (Minor Change)

Condition 19 – Relocation of Services or facilities Condition 22 – Screening of Plant and Utilities Condition 25 – Soil Erosion Minimisation, Sediment Control	
5. Licenced Operator of Premises The operator of the premises must hold a licence with Burdekin Shire Council for the operation of the accommodation premises under the provisions of the <i>Local Government Act 2009</i> and Local Laws pursuant to the Act.	
6. Roadworks Permit If required, a Roadworks Permit for the construction of a driveway or access within the road reserve must be obtained.	
7. Storage of Materials and Machinery All materials and machinery to be used during the construction period are to be wholly stored on the site, unless otherwise approved by council.	
8. Building Work Noise The hours of audible noise associated with construction and building work on site must be limited to between the hours of: <ul style="list-style-type: none"> ▪ 6.30 a.m. to 6.30 p.m. Monday to Saturday; with ▪ No work on Sundays or Public Holidays. 	To ensure compliance with the <i>Environmental Protection Act 1994</i> .
9. Dust Management Dust control measures should be implemented onsite during the construction phase to prevent an environmental nuisance from affecting the occupiers and users of nearby premises.	
10. Asbestos All asbestos removed from the site must be handled, transported and disposed of in accordance with the relevant legislation.	
11. Waste Management The activity must be in accordance with Council's Waste Management Policy, Local Law No. 8 (Waste Management) 2018 and the Environmental Protection Regulation 2019 to ensure sufficient waste management storage capacity is provided on site to adequately cater for the demand generated by the use of the premises. All regulated waste must be removed from the site by a regulated waste removal contractor. The records for this disposal must be kept on site and be available for viewing by an authorised officer.	
12. Plant and Utilities Noise All refrigeration equipment, pumps, compressors, air conditioning units and mechanical ventilation systems must be located, designed and installed to not exceed a maximum noise level of:	To ensure the use does not have a detrimental effect on

Attachment 1 – Conditions of Approval (Minor Change)

<ul style="list-style-type: none"> ▪ 5dB(A) above background level between the times of 7am to 10pm; and ▪ 3 dB(A) above background level between the times of 10pm to 7am. 	<p>the amenity of nearby sensitive receptors in accordance with the Environmental Protection Act 1994.</p>
---	--

NELSON STREET

APPROVED

REF: MCL22/0007 DATE: 13 AUG 2024
MINOR CHANGE

DESIGN CRITERIA	
CLASS OF BUILDING :	1b
TYPE OF CONSTRUCTION :	C
USE : REGIONAL ACCOMMODATION BUILDING	12 OCCUPANTS
AREAS (SQUARE METERS):	
FIRST FLOOR	218.77

WALL LEGEND :

- EXISTING HWD TIMBER FRAMED STUD WALLS
- CLOSE IN EXISTING OPENINGS
- NEW 70 &/OR 90 MGP12 H2 INTERNAL & EXTERNAL TIMBER STUD WALLS
- INTERLINKED SMOKE ALARM
- EXHAUST FAN

EMERGENCY LIGHTS :

- 1x10w RECESSED EMERGENCY EVACUATION LIGHT : NON-MAINTAINED, STANLITE SPITFIRE EXCEL LED RANGE, OR APPROVED EQUIVALENT
- NEW DIRECTIONAL EXIT SIGN LUMINAIRE TO BE INSTALLED TO COMPLY WITH AS 2293.1 2005.
- THOMAS & BETTS 'QUICKFIT' 10W STANDARD 'PICTOGRAPH' RANGE - MAINTAINED
- FIRE EXTINGUISHER
- 5kg NET TYPE A,B(E) FIRE EXTINGUISHER - INSTALLED & LOCATED TO COMPLY WITH AS 2444 - 2001

ISSUE	DESCRIPTION	DATE	AUTH
P3	PRELIMINARY DRAWINGS	31.08.21	AJF
P2	PRELIMINARY DRAWINGS	22.07.21	AJF
P1	PRELIMINARY SKETCH PLAN	19.05.21	AJF

NOTE:
1. VERIFY ALL DIMENSIONS AND LEVELS BEFORE STARTING ANY WORK.
2. VERIFY ALL ON SITE DIMENSIONS BEFORE COMMENCING ANY FABRICATION.
3. DIMENSIONS TO TAKE PRECEDENCE OVER SCALE MEASUREMENTS.
4. ALL WORK TO COMPLY WITH LOCAL AUTHORITY REQUIREMENTS, THE STANDARD BUILDING BY-LAWS, THE BUILDING CODE OF AUSTRALIA AND RELEVANT AUSTRALIAN STANDARDS.
DO NOT SCALE OFF DRAWING - IF IN DOUBT ASK
This drawing is Copyright ©

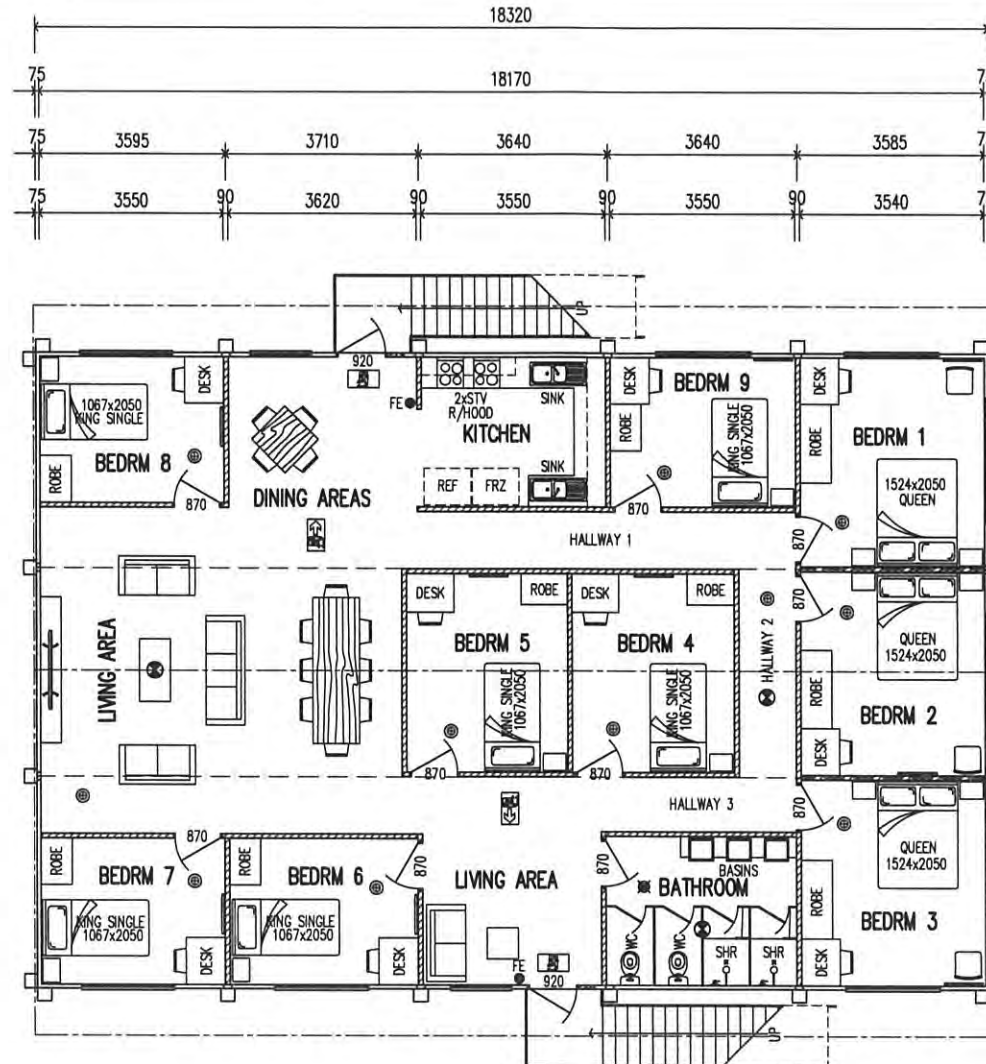
Tony Ferraris
CONSULTING
building design

QBCC Lic No 75885
Building Design : Medium Rise
Ph 07 4783 5556
Mob 0417 634 891
E tony.ferraris@bigpond.com
44 Gibson St Ayr Qld 4807
ABN 91 059 514 708

PROJECT:
REGIONAL ACCOMMODATION
AT:
9-11 NELSON STREET
CLARE
CLIENT:
L. ASIMUS

DESIGN	AJF	APPROVED
DRAWN	AJF	
CHECKED	AJF	
DATE	19.05.2021	

DRAWING TITLE		
PRELIMINARY DRAWINGS		
JOB No.	DWG No.	ISSUE No.
TFBD-21019	A03	P3



PROPOSED FIRST FLOOR

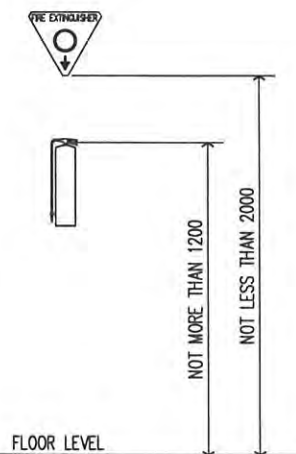
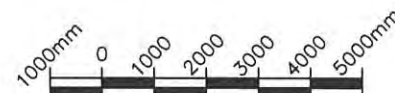
NOTE: SITE POSITION TO BE CONFIRMED

LOT NUMBER: 20
PLAN NUMBER: SP314314
AREA: 976.0 sqm

LANE

PROPOSED SITE & FIRST FLOOR PLAN

SCALE 1:100 @ A2 SIZE



DETAIL
N.T.S.

FIRE EXTINGUISHER
INSTALLATION TO AS 2444-2001

REVIEW 02

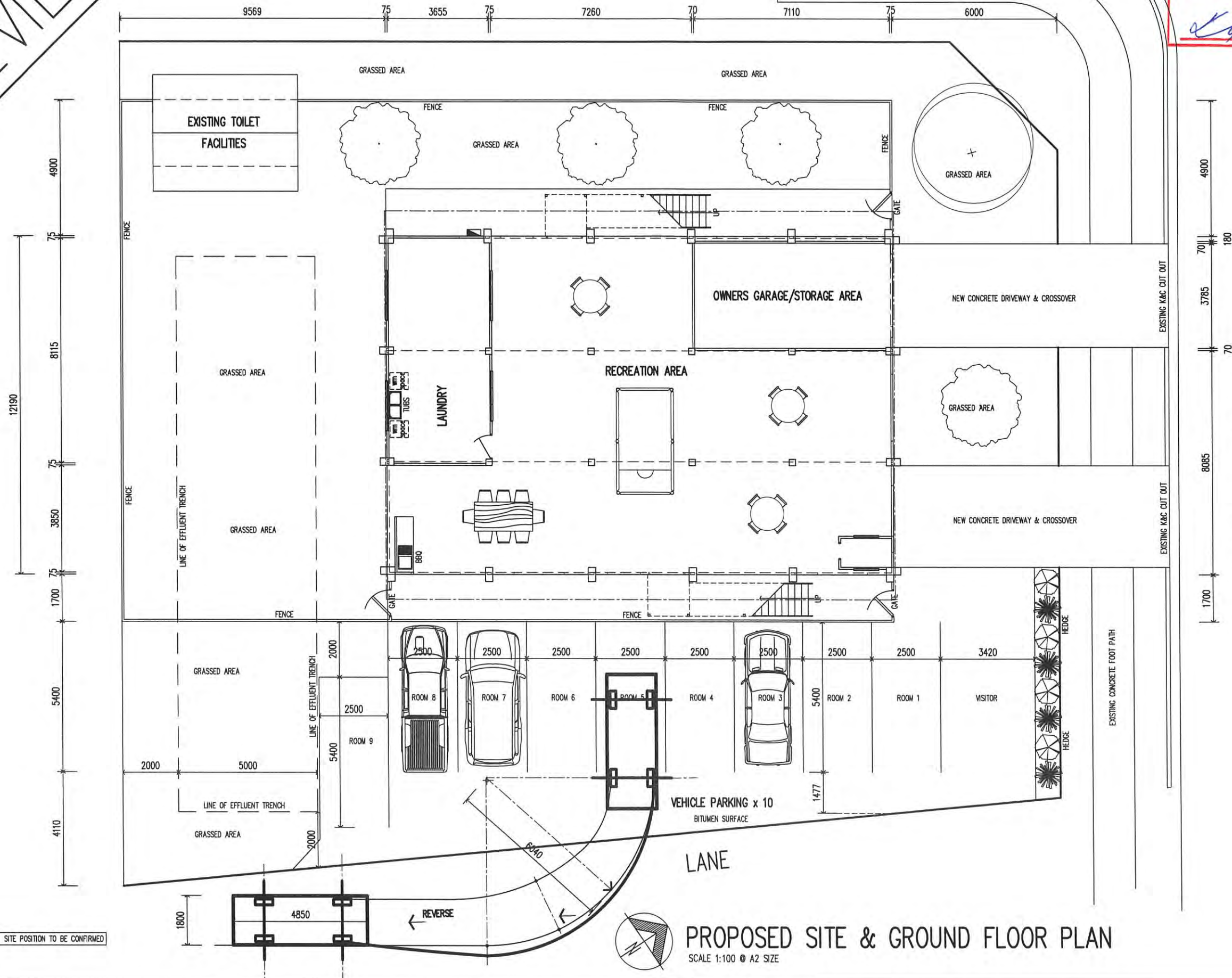
REVIEW

NELSON STREET

APPROVED

REF: MCL 22/0007.1 DATE: 13 AUG 2024

[Signature]



LOT NUMBER: 20	
PLAN NUMBER: SP314314	
AREA: 976.0 sqm	
GROUND FLOOR AREAS (SQUARE METERS):	
RECREATION AREA	163.39
LAUNDRY	31.45
OWNER'S GARAGE/STORAGE	28.48
TOTAL GROUND FLOOR AREA	223.32
SITE COVER	22.88%
NOTE: SHADE SAIL AREA	39.63

ISSUE	DESCRIPTION	DATE	AUTH
P6	PRELIMINARY DRAWINGS-AMEND PARKING	21.08.22	AJF
P5	PRELIMINARY DRAWINGS-ADD AREAS & DIMENSIONS	08.08.22	AJF
P4	PRELIMINARY DRAWINGS	22.05.22	AJF
P3	PRELIMINARY DRAWINGS	31.08.21	AJF
P2	PRELIMINARY DRAWINGS	22.07.21	AJF
P1	PRELIMINARY SKETCH PLAN	19.05.21	AJF

NOTES:
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Mob 0417 634 891
E tony.ferraris@bigpond.com
44 Gibson St Ayr Qld 4807
ABN 91 059 514 708

PROJECT:
REGIONAL ACCOMMODATION
AT:
9-11 NELSON STREET CLARE
CLIENT:
L. ASIMUS

DESIGN	AJF	APPROVED
DRAWN	AJF	
CHECKED	AJF	
DATE	19.05.2021	

DRAWING TITLE
PRELIMINARY DRAWINGS
JOB No. DWG No. ISSUE No.
TFBD-21019 A04 P6

NELSON STREET

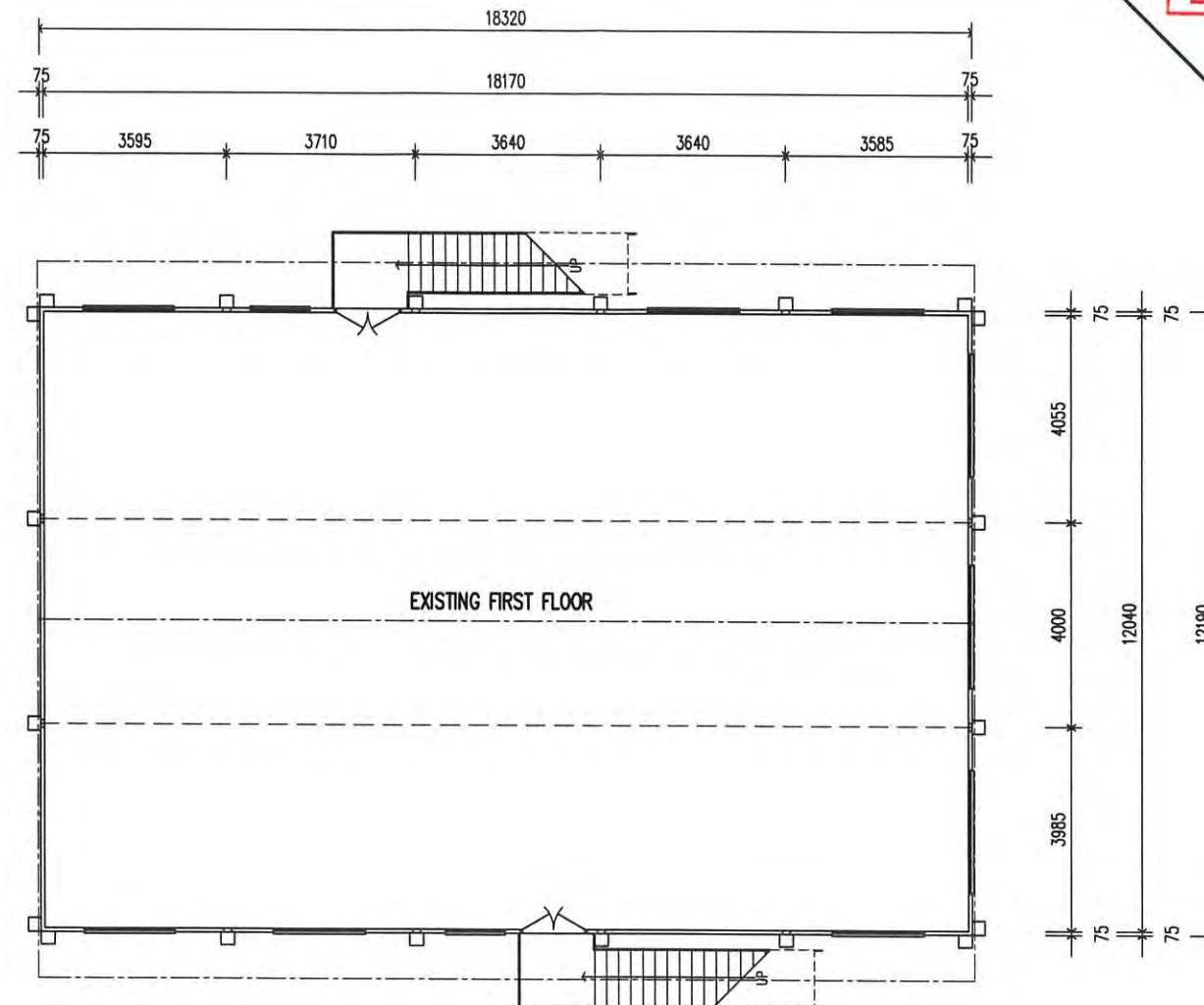
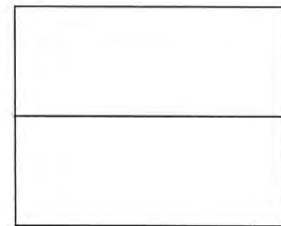
APPROVED

REF: MC422/0007.1 DATE: 13 AUG 2024

MINOR CHANGE

[Signature]

REVIEW



SCHOOL ROAD

NOTE: SITE POSITION TO BE CONFIRMED

LOT NUMBER: 20
PLAN NUMBER: SP314314
AREA: 976.0 sqm

LANE



EXISTING SITE & FIRST FLOOR PLAN

SCALE 1:100 @ A2 SIZE

ISSUE	DESCRIPTION	DATE	AUTH
P2	PRELIMINARY DRAWINGS	22.07.21	AJF
P1	PRELIMINARY SKETCH PLAN	19.05.21	AJF

NOTES:
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building designers
association of
queensland inc
MEMBER

PROJECT:
REGIONAL ACCOMMODATION
AT:
9-11 NELSON STREET
CLARE
CLIENT:
L. ASIMUS

DESIGN	AJF	APPROVED
DRAWN	AJF	
CHECKED	AJF	
DATE	19.05.2021	

DRAWING TITLE
PRELIMINARY DRAWINGS
JOB No. DWG No. ISSUE No.
TFBD-21019 A01 P2



Change application form

Planning Act Form 5 (version 1.2 effective 7 February 2020) made under Section 282 of the Planning Act 2016.

This form is to be used for a change application made under section 78 of the *Planning Act 2016*. It is important when making a change application to be aware of whether the application is for a minor change that will be assessed under section 81 of the *Planning Act 2016* or for an other change that will be assessed under section 82 of the *Planning Act 2016*.

An applicant must complete all parts of this form, and provide any supporting information that the form identifies as being required to accompany the change application, unless stated otherwise. Additional pages may be attached if there is insufficient space on the form to complete any part.

Note: All terms used in this form have the meaning given under the *Planning Act 2016*, the *Planning Regulation 2017*, or the *Development Assessment Rules (DA Rules)*.

PART 1 – APPLICANT DETAILS

1) Applicant details	
Applicant name(s) (individual or company full name)	Asimus Investments PTY LTD
Contact name (only applicable for companies)	C/- BNC Planning. Contact: Benjamin Collings
Postal address (P.O. Box or street address)	PO Box 5493
Suburb	Townsville
State	QLD
Postcode	4810
Country	AUS
Email address (non-mandatory)	enquire@bncplanning.com.au
Mobile number (non-mandatory)	
Applicant's reference number(s) (if applicable)	DA001-22

2) Owner's consent - Is written consent of the owner required for this change application?

Note: Section 79(1A) of the *Planning Act 2016* states the requirements in relation to owner's consent.

- ☐ Yes – the written consent of the owner(s) is attached to this change application
- ☒ No

PART 2 – LOCATION DETAILS

3) Location of the premises (complete 3.1) or 3.2), and 3.3) as applicable)				
3.1) Street address and lot on plan				
<input checked="" type="checkbox"/> Street address AND lot on plan (all lots must be listed), or				
<input type="checkbox"/> Street address AND lot on plan for an adjoining or adjacent property of the premises (appropriate for development in water but adjoining or adjacent to land e.g. jetty, pontoon. All lots must be listed).				
a)	Unit No.	Street No.	Street Name and Type	Suburb
		9-11	Nelson Street	Clare
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)
	4807	20	SP314314	Burdekin Shire Council
b)	Unit No.	Street No.	Street Name and Type	Suburb
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)



**Queensland
Government**

3.2) Coordinates of premises (appropriate for development in remote areas, over part of a lot or in water not adjoining or adjacent to land e.g. channel dredging in Moreton Bay)

Note: Place each set of coordinates in a separate row.

☐ Coordinates of premises by longitude and latitude

Longitude(s)	Latitude(s)	Datum	Local Government Area(s) (if applicable)
		<input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other: <input type="text"/>	

☐ Coordinates of premises by easting and northing

Easting(s)	Northing(s)	Zone Ref.	Datum	Local Government Area(s) (if applicable)
		<input type="checkbox"/> 54 <input type="checkbox"/> 55 <input type="checkbox"/> 56	<input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other: <input type="text"/>	

3.3) Additional premises

- ☐ Additional premises are relevant to the original development approval and the details of these premises have been attached in a schedule to this application
- ☒ Not required

PART 3 – RESPONSIBLE ENTITY DETAILS

4) Identify the responsible entity that will be assessing this change application

Note: see section 78(3) of the Planning Act 2016

Burdekin Shire Council

PART 4 – CHANGE DETAILS

5) Provide details of the existing development approval subject to this change application

Approval type	Reference number	Date issued	Assessment manager/approval entity
<input checked="" type="checkbox"/> Development permit <input type="checkbox"/> Preliminary approval	MCU22/0007.1	13 August 2024	Burdekin Shire Council
<input type="checkbox"/> Development permit <input type="checkbox"/> Preliminary approval			

6) Type of change proposed

6.1) Provide a brief description of the changes proposed to the development approval (e.g. changing a development approval for a five unit apartment building to provide for a six unit apartment building):

Minor changes – Screening requirements

6.2) What type of change does this application propose?

- ☒ Minor change application – proceed to Part 5
- ☐ Other change application – proceed to Part 6

PART 5 – MINOR CHANGE APPLICATION REQUIREMENTS

7) Are there any affected entities for this change application

- ☒ No – proceed to Part 7
- ☐ Yes – list all affected entities below and proceed to Part 7

Note: section 80(1) of the Planning Act 2016 states that the person making the change application must give notice of the proposal and the details of the change to each affected entity as identified in section 80(2) of the Planning Act 2016.

Affected entity	Pre-request response provided? (where a pre-request response notice for the application has been given, a copy of the notice must accompany this change application)	Date notice given (where no pre-request response provided)
	<input type="checkbox"/> No <input type="checkbox"/> Yes – pre-request response is attached to this change application	
	<input type="checkbox"/> No <input type="checkbox"/> Yes – pre-request response is attached to this change application	
	<input type="checkbox"/> No <input type="checkbox"/> Yes – pre-request response is attached to this change application	

PART 6 – OTHER CHANGE APPLICATION REQUIREMENTS

Note: To complete this part it will be necessary for you to complete parts of DA Form 1 – Development application details and in some instances parts of DA Form 2 – Building work details, as mentioned below. These forms are available at <https://planning.dsdmip.qld.gov.au>.

8) Location details - Are there any additional premises included in this change application that were not part of the original development approval?

- ☐ No
☐ Yes

9) Development details

9.1) Is there any change to the type of development, approval type, or level of assessment in this change application?

- ☐ No
☐ Yes – the completed Sections 1 and 2 of Part 3 (Development details) of DA Form 1 – Development application details as these sections relate to the new or changed aspects of development are provided with this application.

9.2) Does the change application involve building work?

- ☐ No
☐ Yes – the completed Part 5 (Building work details) of DA Form 2 – Building work details as it relates to the change application is provided with this application.

10) Referral details – Does the change application require referral for any referral requirements?

Note: The application must be referred to each referral agency triggered by the change application as if the change application was the original development application including the proposed change.

- ☐ No
☐ Yes – the completed Part 5 (Referral details) of DA Form 1 – Development application details as it relates to the change application is provided with this application. Where referral is required for matters relating to building work the [Referral checklist for building work](#) is also completed.

11) Information request under Part 3 of the DA Rules

- ☐ I agree to receive an information request if determined necessary for this change application
☐ I do not agree to accept an information request for this change application

Note: By not agreeing to accept an information request I, the applicant, acknowledge:

- that this change application will be assessed and decided based on the information provided when making this change application and the assessment manager and any referral agencies relevant to the change application are not obligated under the DA Rules to accept any additional information provided by the applicant for the change application unless agreed to by the relevant parties
- Part 3 of the DA Rules will still apply if the application is an application listed under section 11.3 of the DA Rules.

Further advice about information requests is contained in the [DA Forms Guide: Forms 1 and 2](#).

12) Further details

- ☐ Part 7 of *DA Form 1 – Development application details* is completed as if the change application was a development application and is provided with this application.

PART 7 – CHECKLIST AND APPLICANT DECLARATION

13) Change application checklist

I have identified the:

- responsible entity in 4); and
- for a minor change, any affected entities; and
- for an other change all relevant referral requirement(s) in 10)

☒ Yes

Note: See the *Planning Regulation 2017* for referral requirements

For an other change application, the relevant sections of [DA Form 1 – Development application details](#) have been completed and is attached to this application

☐ Yes

☒ Not applicable

For an other change application, where building work is associated with the change application, the relevant sections of [DA Form 2 – Building work details](#) have been completed and is attached to this application

☐ Yes

☒ Not applicable

Supporting information addressing any applicable assessment benchmarks is attached to this application

Note: This includes any templates provided under 23.6 and 23.7 of *DA Form 1 – Development application details* that are relevant as a result of the change application, a planning report and any technical reports required by the relevant categorising instrument(s) (e.g. the local government planning scheme, State Planning Policy, State Development Assessment Provisions). For further information, see [DA Forms Guide: Planning report template](#).

☒ Yes

Relevant plans of the development are attached to this development application

Note: Relevant plans are required to be submitted for all relevant aspects of this change application. For further information, see [DA Forms Guide: Relevant plans](#).

☒ Yes

14) Applicant declaration

- ☒ By making this change application, I declare that all information in this change application is true and correct.
- ☒ Where an email address is provided in Part 1 of this form, I consent to receive future electronic communications from the responsible entity and any relevant affected entity or referral agency for the change application where written information is required or permitted pursuant to sections 11 and 12 of the *Electronic Transactions Act 2001*.

Note: It is unlawful to intentionally provide false or misleading information.

Privacy – Personal information collected in this form will be used by the responsible entity and/or chosen assessment manager, any relevant affected entity or referral agency and/or building certifier (including any professional advisers which may be engaged by those entities) while processing, assessing and deciding the change application.

All information relating to this change application may be available for inspection and purchase, and/or published on the assessment manager's and/or referral agency's website.

Personal information will not be disclosed for a purpose unrelated to the *Planning Act 2016*, *Planning Regulation 2017* and the *DA Rules* except where:

- such disclosure is in accordance with the provisions about public access to documents contained in the *Planning Act 2016* and the *Planning Regulation 2017*, and the access rules made under the *Planning Act 2016* and *Planning Regulation 2017*; or
- required by other legislation (including the *Right to Information Act 2009*); or
- otherwise required by law.

This information may be stored in relevant databases. The information collected will be retained as required by the *Public Records Act 2002*.

PART 8 – FOR COMPLETION OF THE ASSESSMENT MANAGER – FOR OFFICE USE ONLY

Date received:

Reference number(s):

QLeave notification and payment			
Note: For completion by assessment manager if applicable			
Description of the work			
QLeave project number			
Amount paid (\$)		Date paid (dd/mm/yy)	
Date receipted form sighted by assessment manager			
Name of officer who sighted the form			

Attachment 1 – Conditions of Approval (Minor Change)

Condition	Reason	Timing												
1. General and Administration 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.		At all times.												
2. Approved Plans 2.1 The proposed development must be completed and maintained generally in accordance with the drawing/ documents identified in the Table below, except as otherwise specified by any condition of this approval. 2.2 One full set of the most up to date approved plans must be held on site and available for inspection for the duration of the construction phase. 2.3 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. 2.4 The proposed development must comply with all scheme requirements as applying at the date of this approval, except as otherwise specified by any condition of this approval. 2.5 The development must be constructed in the position and at the levels identified on the approved plans or as stipulated by a condition of this approval, noting that all boundary setback measurements are taken from the real property boundary and not from such things as road bitumen or fence lines.	The development must comply with all planning scheme requirements and definitions as approved and conditioned by this development permit.	During the operation and life of the development.												
Approved Plans														
<table border="1"> <thead> <tr> <th>Drawing Title</th><th>Drawing/Revision</th><th>Date</th></tr> </thead> <tbody> <tr> <td>Preliminary Drawings - Existing Site and First Floor Plan</td><td>Job No. TFBF-21019 Dwg No. A01 Issue P2</td><td>22.07.2021</td></tr> <tr> <td>Preliminary Drawings – Proposed Site and First Floor Plan</td><td>Job No. TFBF-21019 Dwg No. A03 Issue P3</td><td>31.08.2021</td></tr> <tr> <td>Preliminary Drawings – Proposed Site and Ground Floor Plan</td><td>Job No. TFBF-21019 Dwg No. A04 Issue P6</td><td>21.08.2022</td></tr> </tbody> </table>			Drawing Title	Drawing/Revision	Date	Preliminary Drawings - Existing Site and First Floor Plan	Job No. TFBF-21019 Dwg No. A01 Issue P2	22.07.2021	Preliminary Drawings – Proposed Site and First Floor Plan	Job No. TFBF-21019 Dwg No. A03 Issue P3	31.08.2021	Preliminary Drawings – Proposed Site and Ground Floor Plan	Job No. TFBF-21019 Dwg No. A04 Issue P6	21.08.2022
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Preliminary Drawings – Proposed Site and Ground Floor Plan	Job No. TFBF-21019 Dwg No. A04 Issue P6	21.08.2022												
Associated Reports														
Development application prepared by BNC Planning.														

Attachment 1 – Conditions of Approval (Minor Change)

Condition	Reason	Timing
3. Outstanding charges 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.		Prior to the commencement of the use.
4. Compliance with Conditions The proposed development must comply with all conditions of this development permit prior to the commencement of the use.	The development must comply with all planning scheme requirements and definitions as approved and conditioned by this development permit.	During the operation and life of the development.
5. Limitation of Approval This approval is limited to Accommodation Building within the Residential Use Class as defined by Schedule 1, Division 2 – Defined Uses and Use Classes of <i>Burdekin Shire IPA Planning Scheme</i> .	The development must comply with all planning scheme requirements and definitions as approved and conditioned by this development permit.	During the operation and life of the development.
6. Notice of Intention to Commence the Use 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.		Prior to the commencement of the use.
7. On-site Water Supply Confirmation from the relevant private water service provider in this locality that an adequate and appropriate water supply for the development can be provided, is to be provided to Council.	The development is not located within a Burdekin Shire Council service area for a reticulated water service.	Prior to the issue of the Certificate of Occupancy by the Building Certifier and prior to the

Condition	Reason	Timing
	Council understands that currently Sunwater is the private water service provider.	commencement of the use.
<p>8. On-site Sewage Disposal</p> <p>8.1 The development must be serviced by an on-site sewage facility.</p> <p>8.2 This planning approval is not permission to install the facility or commence building works. Under the <i>Plumbing and Drainage Act 2018</i>, an application must be lodged with Burdekin Shire Council before any building work or installation of an on-site facility can be carried out.</p>	Development is not located within a service area for a sewerage service under the <i>Water Supply (Safety and Reliability) Act 2008</i> and must be appropriately serviced by a wastewater treatment and disposal facility that is appropriate for the level of demand generated by the development.	Prior to the issue of the Certificate of Occupancy by the Building Certifier and prior to the commencement of the use.
<p>9. Privacy Screening</p> <p>9.1 Privacy screening or suitable alternative treatments are to be provided to habitable room windows located on the first floor. Treatments may consist of:</p> <ul style="list-style-type: none"> a) Fixed, tinted or opaque glazing in at least any part of the fixed window; and b) Sliding external screens (e.g. louvered panels), of durable weather resistant materials and with a maximum of 50% transparency. 	To ensure the development appropriately addresses privacy requirements for residents at the premises, neighbouring residents and the community to ensure a suitable level of amenity and privacy is maintained.	Prior to the issue of the Certificate of Occupancy by the Building Certifier and during the operation and life of the development.
<p>10. Roadworks, Traffic and Access</p> <p>10.1 A new 4.0m wide bitumen sealed roadway from the concrete crossover in School Road to the southern extent of the subject site is to be provided.</p> <p>10.2 All on-site parking areas must be bitumen sealed and line marked.</p> <p>10.3 All areas used for vehicle movements between the new sealed roadway and the property boundary are to be bitumen sealed.</p>	To provide development with access in accordance with council standards.	Technical details are to be submitted to council as part of an application for Operational Work.

Attachment 1 – Conditions of Approval (Minor Change)

Condition	Reason	Timing
<p>10.4 All bitumen sealing and line marking works are to be completed within thirty-six (36) months from the date the Development Permit for Operational Works is issued.</p> <p>10.5 All construction must be to the satisfaction of Council and in accordance with Council's standards.</p> <p>10.6 All on-site parking spaces must be marked in accordance with the Transport Operations (Road Use Management) Act 1995 (TORUM Act) and must be read alongside the Manual of Uniform and Traffic Control Devices (MUTCD).</p> <p><u>General</u></p> <p>10.7 RPEQ certification is required to be submitted as part of an Operational Works application.</p> <p>10.8 Parking spaces, accesses and driveways not to be used for any other purpose.</p> <p>10.9 Provide to Council prior to the commencement of works, a cross section 1:50 scale of all driveways showing existing and design levels for crossovers.</p> <p>10.10 Vehicles must not exit the site in a reverse direction.</p> <p>10.11 Provide pedestrian access, both internal and external to the site, which is separated from vehicular access to minimise the potential for pedestrian and vehicle conflict.</p> <p>10.12 Development must not impact adversely on the efficiency and safety of the transport network and those who use it, nor adversely impact on the immediately surrounding uses.</p> <p>10.13 During the construction phase, any damage to the road reserve (i.e. footpath/kerb and channel) must be replaced in accordance with council's standards.</p>		
<p>11. On Site Car Parking</p> <p>11.1 A minimum of ten (10) car parking spaces (including a dedicated accessible space) must be provided on site and made available to serve the development.</p> <p>11.2 All on-site car parking facilities, associated ramps, driveways and manoeuvring areas must be designed and constructed in accordance with Council's requirements and the relevant Standards.</p> <p>11.3 All car parking facilities must be always maintained to a safe operating standard thereafter.</p>	<p>To ensure development is appropriately serviced by parking and access facilities in accordance with relevant code/s and policy direction.</p>	<p>Technical details are to be submitted to council as part of an application for Operational Work and maintained for the life of the development.</p>
<p>12. Stormwater Drainage</p>		

Attachment 1 – Conditions of Approval (Minor Change)

Condition	Reason	Timing
<p>12.1 The approved development and use(s) must not interfere with the natural flow of stormwater in the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.</p> <p>12.2 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.</p> <p>12.3 Stormwater drainage must be discharged under the footpath to kerb and channelling within the adjoining road reserves in accordance with <i>AS3500.2.2003</i> or as otherwise required or agreed to in writing by the Chief Executive Officer.</p> <p>12.4 RPEQ Certified Stormwater Management Plan is required to be provided as part of the Operational Works Application.</p>	To convey stormwater legally and in an environmentally responsible manner in accordance with relevant standards, code/s and policy direction.	Technical details are to be submitted to council as part of an application for Operational Work and maintained for the life of the development.
<p>13. Landscaping and Screen Fencing</p> <p>13.1 The site is to be suitably landscaped (with appropriate irrigation installed) with suitable fast-growing native plant species (e.g. Syzygium (lilly pilly)) to act as a screening mechanism for the full length of both the side boundary (Nelson Street frontage) and rear boundary (adjoining Lot 18 on C2028, 13 Nelson Street, Clare) excepting pedestrian and vehicle access points, in accordance with Council's specifications and to the satisfaction of the Chief Executive Officer.</p> <p>13.2 The proposed activity must be conducted in a manner that applies such reasonable and practical means to avoid, minimise or manage significant impacts on the existing amenity of the locality as a result of noise, lighting, odour, dust, traffic, loss of privacy or any other cause.</p> <p>Complaint Management</p> <p>13.3 In the event of a complaint being received by Council in relation to any nuisance associated with the use that is considered reasonable, Council will require the developer/operator to engage a suitably qualified consultant to undertake an assessment for this use addressing nuisance emanating from the site to the satisfaction of the Burdekin Shire Council.</p> <p>13.4 The assessment must be accompanied by a report, inclusive of supporting calculations and site investigations and must provide a recommended method and proposed measures for mitigation for Council's review and approval.</p> <p>13.5 The developer/operator must undertake any works required within three (3) months of Council's acceptance of the report, at no cost to Council.</p>	To protect the existing amenity and privacy experienced in the surrounding area by the residents and community and to soften and enhance the appearance of the development for both residents and the community in accordance with Council's relevant code/s and policy direction.	To be maintained for the life of the development.

Condition	Reason	Timing
<p>14. Communal Open Space</p> <p>Provide sufficient communal open space that is accessible, useable and safe, centrally located and landscaped to an appropriate standard and designed and located in such a way to ensure any noise impacts are acceptable.</p>	<p>To ensure the development provide occupants with an appropriate level of communal open space.</p>	<p>To be maintained for the life of the development.</p>
<p>15. Noise Management</p> <p>The proposed activity must be conducted in a manner that applies such reasonable and practicable means necessary to avoid, minimise or manage the emission or likelihood of emission of noise that constitutes an intrusive or noise nuisance.</p> <p>In the event of a complaint being received by Council in relation to noise associated with the use, the developer/operator must engage a suitably qualified acoustic consultant to undertake an assessment addressing noise emanating from the site for this use in accordance with the provisions of the <i>Environmental Protection Act 1994</i>, <i>Environmental Protection (Noise) Policy 2019</i>, <i>Environmental Protection Regulation 2019</i> and Australian Standard AS 1055 Acoustics to the satisfaction of the Burdekin Shire Council.</p> <p>The assessment must be accompanied by a report, inclusive of supporting calculations and site investigations and provide a recommended method and location of noise attenuation measures. The developer/operator must provide a copy of the report to Council and undertake any works (if required from the report) within 3 months at no cost to Council.</p>	<p>To ensure that the use does not cause a noise nuisance to nearby sensitive receptors, and to ensure that a nuisance is not caused to the use from other nearby noise sources in accordance with the Queensland <i>Environmental Protection Act 1994</i> Section 440.</p>	<p>To be maintained for the life of the development.</p>
<p>16. Refuse Facilities</p> <p>Refuse collection arrangements must be provided by the developer to the satisfaction of the Chief Executive Officer.</p> <p>In particular:</p> <ul style="list-style-type: none"> a) The approved waste storage area is to be of sufficient size to house all garbage bins including recycling bins. b) Provide a storage area that is suitably paved, with a hose cock fitted in close proximity to the enclosure and drained via a legal on-site sewer connection. c) All waste generated as a result of the construction of the development is to be effectively controlled and contained entirely within the boundaries of the site prior to disposal. 	<p>To ensure the premises is appropriately serviced and to protect matters of public health and amenity in accordance with relevant code/s and policy direction.</p>	<p>Prior to commencement of the use and to be maintained for the life of the development.</p>

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Condition	Reason	Timing
All waste is to be disposed of in accordance with the <i>Environmental Protection Regulation 2019</i> and council's waste management policy.		
17. Screen Fencing 17.1 A minimum 1.8m high fence is to be provided for the full length of the property boundaries, excepting access points. 17.2 The type and design of the fencing must be submitted and approved by the Chief Executive Officer.	To ensure the development does not have a detrimental effect on the amenity of the surrounding land and to address Crime Prevention through Environmental Design principles in accordance with the relevant code/s and policy direction.	Prior to the commencement of the use and maintained for the life of the development.
18. Property Numbering Legible property numbers must be erected at the premises and must be maintained. The site identification numbers should be of reflective material, maintained free from foliage and other obstructions, and be large enough to be read from the street.	To allow the general public, service and emergency service providers to effectively identify the property.	Prior to the commencement of the use and maintained for the life of the development.
19. Relocation of Services or facilities Any required relocation and/or alteration to any public service or facility installation must be carried out at no cost to council.	To ensure development is appropriately serviced by public services and/or in accordance with relevant code/s and policy direction.	Prior to the commencement of use.

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Condition	Reason	Timing
20. Storage 20.1 Goods, equipment, packaging material or machinery must not be stored or left exposed outside the building so as to be visible from any public road or thoroughfare. 20.2 Any storage on site is required to be screened from view from all roads and adjacent properties.	To ensure the development does not have a detrimental effect on the visual amenity of the surrounding land in accordance with relevant code/s and policy direction.	At all times following the commencement of the use.
21. Building Works A development permit for Building Works (Certificate of Occupancy) is to be obtained before commencement of the use.		Prior to the commencement of the use and maintained for the life of the development.
22. Screening of Plant and Utilities Unless otherwise agreed in writing by council, all plant and utilities must be screened or located so as not to be visible from the street.	To ensure the development does not have a detrimental effect on the amenity of the surrounding land in accordance with relevant code/s and policy direction.	Prior to the commencement of the use and maintained for the life of the development.
23. Outdoor Lighting Any outdoor lighting fixtures must be installed and maintained so that they do not emit glare or light above the levels stated in <i>Australian Standard 4282 – 1997 Control of the Obtrusive Effects of Outdoor Lighting</i> .	To ensure that the use does not cause a light nuisance to nearby sensitive receptors, and to ensure that a nuisance is not caused to the use from other nearby light sources in accordance with the	Prior to commencement of the use and to be maintained for the life of the development.

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Condition	Reason	Timing
	Queensland <i>Environmental Protection Act 1994</i> Section 440.	
24. Signage Any signage to be associated with the use must be designed to satisfaction of the Chief Executive officer. To maintain amenity for the adjoining properties, no illumination of the signage is to occur unless otherwise approved by council.	To maintain amenity for the adjoining properties.	Prior to the commencement of the use.
25. Soil Erosion Minimisation, Sediment Control Erosion and sediment control management including site specific stormwater treatment devices must be installed and maintained to the satisfaction of the Chief Executive Officer.	To ensure that receiving waters during construction of the development are managed from the effects of increased sediment run-off in accordance with relevant code/s and policy direction.	At all times during the construction phase.
26. Dust Management A dust management plan must be prepared and submitted to council for approval.	To mitigate potential adverse impacts of dust hazards.	Technical details are to be submitted to council as part of an application for Operational Work.

Advice	
<p>1. Infrastructure Charges An Infrastructure Charges Notice outlining the estimated infrastructure contributions payable relevant to the Development Permit is attached for your information.</p>	
<p>2. General Council will not be obligated to upgrade any roads accessing the development due to increased vehicle numbers accessing the development.</p>	
<p>3. Further Approvals Required a) Operational Work An Operational Work application associated with the following conditions must be submitted to Council for approval prior to the issue of a Development Permit for Building Works, unless otherwise approved by council. Condition 10 – Roadworks and Traffic Condition 11 – On Site Car Parking Condition 12 – Stormwater Drainage Condition 26 – Dust Management All engineering, soil erosion and sediment control and landscaping designs and documentation associated with such an application must be prepared and, where necessary, certified by a suitably qualified/experience person. b) Plumbing and Drainage Works. A Compliance Permit to carry out plumbing and drainage works prior to the commencement of sanitary drainage works. c) Building Works A Development Permit for Building Works to carry out building works prior to works commencing on site. </p>	
<p>4. Further Inspections Required Compliance with Conditions The following inspections will be required to be undertaken by council to determine compliance with conditions that are not subject to a further approval. Condition 13 – Landscaping Condition 14 – Communal Open Space Condition 16 – Refuse Facilities Condition 17 – Screen Fencing Condition 18 – Property Numbering </p>	

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Condition 19 – Relocation of Services or facilities Condition 22 – Screening of Plant and Utilities Condition 25 – Soil Erosion Minimisation, Sediment Control	
5. Licenced Operator of Premises The operator of the premises must hold a licence with Burdekin Shire Council for the operation of the accommodation premises under the provisions of the <i>Local Government Act 2009</i> and Local Laws pursuant to the Act.	
6. Roadworks Permit If required, a Roadworks Permit for the construction of a driveway or access within the road reserve must be obtained.	
7. Storage of Materials and Machinery All materials and machinery to be used during the construction period are to be wholly stored on the site, unless otherwise approved by council.	
8. Building Work Noise The hours of audible noise associated with construction and building work on site must be limited to between the hours of: <ul style="list-style-type: none"> ▪ 6.30 a.m. to 6.30 p.m. Monday to Saturday; with ▪ No work on Sundays or Public Holidays. 	To ensure compliance with the <i>Environmental Protection Act 1994</i> .
9. Dust Management Dust control measures should be implemented onsite during the construction phase to prevent an environmental nuisance from affecting the occupiers and users of nearby premises.	
10. Asbestos All asbestos removed from the site must be handled, transported and disposed of in accordance with the relevant legislation.	
11. Waste Management The activity must be in accordance with Council's Waste Management Policy, Local Law No. 8 (Waste Management) 2018 and the Environmental Protection Regulation 2019 to ensure sufficient waste management storage capacity is provided on site to adequately cater for the demand generated by the use of the premises. All regulated waste must be removed from the site by a regulated waste removal contractor. The records for this disposal must be kept on site and be available for viewing by an authorised officer.	
12. Plant and Utilities Noise All refrigeration equipment, pumps, compressors, air conditioning units and mechanical ventilation systems must be located, designed and installed to not exceed a maximum noise level of:	To ensure the use does not have a detrimental effect on

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<ul style="list-style-type: none"> ▪ 5dB(A) above background level between the times of 7am to 10pm; and ▪ 3 dB(A) above background level between the times of 10pm to 7am. 	<p>the amenity of nearby sensitive receptors in accordance with the Environmental Protection Act 1994.</p>
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7.3.2. PLANNING AND DEVELOPMENT

Late Report: Development Application for a Development Permit for Material Change of Use Renewable Energy Facility (Solar Farm) and Two (2) Substations (Staged) 829 and 834 Keith Venables Road and 667 Black Road, Upper Haughton (Lots 1 and 6 on SP302825 and part Lot 2 on SP302825)

File Reference:

Report Author:

Authoriser:

Meeting Date: 8 October 2024

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2022-2027

Burdekin Shire Council Operational Plan 2023-2024

Executive Summary

Recommendation

Background

Consultation

Budget & Resource Implications

Legal Authority & Implications

Policy Implications

Risk Implications (Strategic, Operational, Project Risks)

Attachments

None