Burdekin Shire Council

AGENDA

ORDINARY COUNCIL MEETING

HELD AT COUNCIL ADMINISTRATION BUILDING, 145 YOUNG STREET, AYR

on 28 October 2025

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.

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

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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 - 14 October 2025

4.2. Burdekin Shire Youth Council Meeting Minutes - 15 September 2025

4.3. Fleet Management Steering Committee Meeting Minutes - 1 October 2025

4.4. Burdekin Local Disaster Management Group Meeting Minutes - 17 October 2025

5. EXECUTIVE

5.1. CEO

5.2. ECONOMIC DEVELOPMENT

6. CORPORATE AND COMMUNITY SERVICES

6.1. CLIENT SERVICES

6.1.1. Burdekin Local Disaster Management Plan and Sub Plans

6.2. COMMUNITY SERVICES

6.3. FINANCIAL SERVICES

6.3.1. Monthly Financial Report - September 2025

6.3.2. First Revised Budget Report 2025/26

6.4. GOVERNANCE

6.4.1. Regional Tourism Infrastructure Fund - Funding Application

6.4.2. Trustee Lease - Lot 70 on Survey Plan 317980 - 1777 Jerona Road, Jerona - Jerona Citizens Association Inc.

6.4.3. Freehold Lease - Lease A on Survey Plan 202797, Part of Lot 106 on Registered Plan 898777, Ayr Aerodrome, Brandon - Ian Haigh and Patricia Haigh

7. INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

7.1. ENVIRONMENTAL AND HEALTH SERVICES

7.1.1. Twelve Month Extension of Council's Biosecurity Plan

7.1.2. Environmental Levy Application: Revive and Restore: Parker Lagoon Nature and Mind Rest Space

7.1.3. Trial Changes to Dalbeg Community Waste Skip Bin

7.2. OPERATIONS

7.3. PLANNING AND DEVELOPMENT

7.3.1. Adoption of Revised Floor Heights for Buildings with Habitable Rooms Policy

7.3.2. Cultural Heritage Study

7.3.3. Request for Exemption of Bond Payment - Relocation of Dwelling at 42 Bartlett Road, Horseshoe Lagoon

7.4. TECHNICAL SERVICES

7.4.1. School Transport Infrastructure Program

7.4.2. Register of Pre-Qualified Suppliers - Trade Services - Plumbers, Builders, Carpenters, Fabricators, Painters, Cabinetmakers, Surveyors and Bore Maintenance

7.5. WATER AND WASTEWATER

7.5.1. Sewer Relining - Package 1

7.5.2. Demand Management Policy - Integrated Water Management Strategy and Operational Standard Implementation

8. NOTICE OF MOTION

9. RECEIPT OF PETITIONS

10. CORRESPONDENCE FOR INFORMATION

11. COUNCILLOR REPORTS

11.1. Late Councillor Report for August 2025

11.2. Councillor Reports for September 2025

12. GENERAL BUSINESS

13. CLOSED BUSINESS ITEMS

14. DELEGATION

4.1. MINUTES AND BUSINESS ARISING
Ordinary Council Meeting Minutes - 14 October 2025
Recommendation

That the minutes of the Ordinary Council Meeting held on 14 October 2025 be received as a true and correct record.

Attachments

1. Minutes - Ordinary Council Meeting - 14 October 2025

Burdekin Shire Council

MINUTES

ORDINARY COUNCIL MEETING

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

on 14 October 2025

COMMENCING AT 9:00 AM

ORDER OF BUSINESS:

1. ATTENDANCE

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

Mr. M. Magin - Chief Executive Officer
Mr. J. Stewart - Director Infrastructure, Planning and Environmental Services
Mrs. T. Quagliata - Community Development Officer (Part)
Mrs. R. Martin - Coordinator Waste Services (Part)
Mrs. K. Galletta - Manager Planning and Development (Part)
Mr. P. Day - Manager Environmental and Health Services (Part)
Mr. W. Saldumbide - Manager Operations (Part)
Mrs. S. Batchelor - Project Officer (Part)
Mr. J. Tickle - Manager Water and Wastewater (Part)
Ms. T. Heuir - Project Engineer (Part)
Mr. D. Pappalardo - Design Office Coordinator (Part)

Minutes Clerk - Miss. K. Backman

Apologies - Mrs. K. Olsen - Director Corporate and Community Services

2. PRAYER

The meeting prayer was delivered by Pastor Chris Kirkwood of the Seventh-Day Adventist Church.

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 - 23 September 2025

Recommendation

That the minutes of the Ordinary Council Meeting held on 23 September 2025 be received as a true and correct record.

Resolution

Moved Councillor Furnell, seconded Councillor Vasta that the recommendation be adopted, noting an amendment to Item 7.3.4 be updated to read: during the discussion, Councillor Oar inquired whether the application is eligible under the Infrastructure Charges Reduction Application for Existing Unlawful Development Policy.

CARRIED

4.2. Burdekin Shire Youth Council Meeting Minutes - 18 August 2025

Executive Summary

This report provides the minutes of the Burdekin Shire Youth Council Meeting held on 18 August 2025.

Recommendation

That:

1. the minutes of the Burdekin Shire Youth Council Meeting held on 18 August 2025 be noted; and

2. the recommendations as detailed in the minutes and summarised above in Items 4 and 5, be noted.

Resolution

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

CARRIED

4.3. ICT Steering Committee Meeting Minutes – 24 September 2025

9:12am – Mrs. Quagliata left the meeting.

Executive Summary

This report provides the Minutes of the ICT Steering Committee Meeting held 24 September 2025.

Recommendation

That the minutes of the ICT Steering Committee Meeting held on 24 September 2025 be noted.

Resolution

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

CARRIED

9:14am – Mrs. Batchelor entered the meeting.

5. EXECUTIVE

5.1. CEO

5.1.1. Council Workshops – September 2025

Executive Summary

In line with agreed arrangements for Council Meetings and Workshops, two (2) general Workshops were conducted during September on 2 and 16 September 2025. An additional Council workshop took place following the Ordinary Council Meeting on 23 September, and a full workshop was conducted on 30 September. No workshops will be held in October due to Councillors' approved leave and attendance at the Local Government Association of Queensland Annual Conference. A range of policy and operational issues were discussed with Councillors and staff at the workshop. A summary of the items discussed is outlined in the report.

Recommendation

That the report on the Council Workshops held on 2, 16, 23 and 30 September 2025 be received and noted.

Resolution

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

CARRIED

5.2. ECONOMIC DEVELOPMENT

6. COMMUNITY SERVICES

6.1. CLIENT SERVICES

6.2. COMMUNITY DEVELOPMENT

6.3. FINANCIAL SERVICES

6.4. GOVERNANCE

7. INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

7.1. ENVIRONMENTAL AND HEALTH SERVICES

7.1.1. Trial Changes to the Hours of Operation – Kirknie Landfill and the Ayr and Home Hill Transfer Stations

Executive Summary

In response to community feedback and with a focus on operations meeting work, health, and safety (WHS) requirements, this report evaluates the feasibility and implications of adjusting the operating hours at the Kirknie Landfill and the Ayr and Home Hill Transfer Stations. The proposed changes include opening facilities earlier in the morning at the Ayr and Home Hill Transfer Stations to better accommodate customers schedules who often start work early to avoid the heat in summer months.

The proposed change in operational hours at the Kirknie Landfill enables the team to improve efficiency and ensure WHS compliance.

Closing all sites for a designated lunch break will provide staff with an uninterrupted lunch break, in alignment with WHS regulations. These breaks are crucial for preventing fatigue-related errors and provides employees time to rest to ensure a safe working environment is maintained.

This report is seeking Council's approval of these adjustments that aim to balance community service expectations with staff welfare and legal obligations for a trial period of four (4) months.

Recommendation

That Council endorses:

1. The following changes to the current hours of operation at the Kirknie Landfill, and the Ayr and Home Hill Transfer Stations,

Site	Current Hours	Trial Hours (Proposed Changes)
Kirknie Landfill	Mon-Fri: 8:00am to 4.30pm Saturday: 8:00am to 12:00pm	Mon-Fri: 8:00am to 1:00pm Saturday: 8:00am to 12:00pm
Ayr Transfer Station	Open 7 days: 9:00am to 5:00pm	Open 7 days: 8:00am to 4:00pm Closed 12:00pm to 1:00pm for lunch break
Home Hill Transfer Station	Open 7 days: 10:00am to 5:00pm	Open 6 days: 8:00am to 4:00pm Closed Wednesday Closed 1:00pm to 2:00pm for lunch break

2. The trial will commence on 1 December 2025, to allow sufficient time for communication via social media, signage at facilities, and local media channels to ensure the community is informed and prepared for the change,

3. Staff will monitor and evaluate the following:
   - Community feedback on accessibility and service satisfaction.
   - Operational impacts, including staffing efficiency and penalty rate reductions, and
   - Staff wellbeing and WHS compliance, and

4. Staff will report back to Council with all findings and recommendations following the trial period.

Resolution

Moved Councillor Vasta, seconded Councillor Musumeci that the recommendation be adopted, noting the importance of communication to inform the public that the initiative is a trial.

Voting on the Motion

FOR - Councillors Musumeci, Furnell, Hall, Vasta and Dalle Cort

AGAINST - Councillors Detenon and Oar

5/2

CARRIED

9:33am - Mrs. Martin left the meeting.

7.1.2. Review of Herbicide Subsidy Policy

Executive Summary

The Herbicide Subsidy Policy is presented to Council for adoption.

Recommendation

That Council adopt the attached Herbicide Subsidy Policy.

Resolution

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

CARRIED

7.1.3. Review of Wild Dog Control Assistance Policy

Executive Summary

This report to Council is in regards to the review and renewal of the Wild Dog Control Assistance Policy and is presented to Council for adoption.

Recommendation

That Council adopt the attached Wild Dog Control Assistance Policy.

Resolution

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

CARRIED

9:43am - Mr. Day left the meeting.

7.2. OPERATIONS

7.2.1. Register of Pre-Qualified Suppliers for ACL/23/001 - Hire of Mobile Plant and Equipment (Wet and Dry Hire) and ACL/23/002 - Traffic Control Provider (Including Equipment) - Refresh 2

9:46am - Mrs. Galletta entered the meeting.

Executive Summary

Tender submissions were received for the final refresh (Refresh 2) of the Register of Pre-Qualified Suppliers for the Approved Contractors Listings (ACL): ACL/23/001 – Hire of Mobile Plant and Equipment (Wet and Dry Hire) and ACL/23/002 – Traffic Control Provider (Including Equipment) effective for the remaining tender period of 1 October 2025 to 30 September 2026.

Recommendation

That Council accepts the conforming tenders received as part of the final refresh (Refresh 2) for the Register of Pre-Qualified Suppliers for ACL/23/001 - Hire of Mobile Plant and Equipment (Wet and Dry Hire) and ACL/23/002 - Traffic Control Provider (Including Equipment) as per the attached listing for the remaining tender period of 1 October 2025 to 30 September 2026.

Resolution

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

CARRIED

7.2.2. DRFA Reconstruction of Essential Public Assets Package 2 and Package 3 – Tender Recommendation

Executive Summary

Following the 2025 North Tropical Low event of January-February Council with the assistance of Lonergan Project Services have completed assessments of the damages to roads and drainage networks throughout the Shire which require restoration.

Through the tendering process, bids were assessed by an evaluation panel and a recommendation for a suitably qualified civil contractor has been developed for consideration by Council.

This report aims to inform Council of the evaluation panels process and provide a recommendation to award a civil construction contractor for the Disaster Recovery Funding Arrangement Reconstruction of Essential Public Assets Package 2 and 3.

Recommendation

That Council:

1. Award the contract for TBSC/25/028 DRFA Reconstruction of Essential Public Assets Package 2 for the lump sum cost of $1,277,392.62 (excluding GST) to Hiesler Contracting Pty Ltd.
2. Award the contract for TBSC/25/029 DRFA Reconstruction of Essential Public Assets Package 3 for the lump sum cost of $398,964.13 (excluding GST) to Stratos Civil Pty Ltd.

Resolution

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

CARRIED

9:58am - Mrs. Batchelor left the meeting.

9:58am - Mr. Saldumbide left the meeting.

7.3. PLANNING AND DEVELOPMENT

7.3.1. Development Application for a Development Permit for Reconfiguring a Lot - Boundary Realignment (1 Lot into 2 Lots) at 101 Anabranch Road, Jarvisfield (Lot 3 on SP222952)

10:00am - Mr. Tickle entered the meeting.

Executive Summary

Council is in receipt of a development application seeking a Development Permit for Reconfiguring a Lot (1 into 2 Lots) at 101 Anabranch Road, Jarvisfield, creating two (2) 'lifestyle' lots of approximately 4,220m² and 4,001m². The land is zoned Rural under the Burdekin Shire Council Planning Scheme 2022, mapped as Priority Agricultural Area (PAA) and Class A and B Agricultural Land, and affected by the Flood Hazard Overlay.

At the Ordinary Council Meeting on 23 September 2025, Council Officers' recommendation to refuse the application was put to the vote and lost. The following alternative recommendation was proposed:

That Council approve the proposed Development Application seeking a Development Permit for Reconfiguring a Lot – Subdivision (1 Lot into 2 Lots) at 101 Anabranch Road, Jarvisfield (Lot 3 on SP222952) for the following reasons:

1. *Reconfiguration of the site will not result in further fragmentation of rural land.*
2. *The portion of land proposed for subdivision has remained unused for a significant period and is not currently serving a productive purpose.*
3. *The proposal demonstrates net benefits to regional development, including a positive contribution toward addressing the housing shortage in the area.*
4. *The proposed layout is consistent with the pattern of development that has been established in the immediate locality.*

This motion was not seconded as Council requested that Council Officers provide further clarification on development conditions for consideration at the next Ordinary Council Meeting.

Conditions of approval have been drafted to support an approval of this application and are provided in Attachment A.

Recommendation

That Council:

1. Decide the development application; and
2. If the development application is approved, impose the conditions outlined below:

Conditions of Approval (for Alternative Recommendation)

Condition	Reason	Timing
1 General and Administration Compliance with Conditions 1.1 The Applicant (and any contractor, agent, employee or invitee of the applicant) is responsible for carrying out the approved development and ensuring compliance with this development approval, the conditions of the approval and the relevant requirements in accordance with: 1.1.1 The specifications, facts and circumstances as set out in the application submitted to Council, including recommendations and findings confirmed within the relevant technical reports. 1.1.2 The development must comply in full with all conditions of this approval, and is to be designed, constructed and maintained in accordance with relevant Planning Scheme requirements, Council policies, guidelines and standards (except as otherwise specified by any condition) to Council's satisfaction, and best practice engineering. 1.2 Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) of the development approval will prevail. 1.3 Where these conditions refer to 'Council' in relation to requiring Council to approve or be satisfied, the role of the Council may be fulfilled in whole or in part by an officer acting under appropriate delegation. Works – Applicant's Responsibility/Expense 1.4 The cost of all works associated with the development and construction of the development including services, facilities and/or public utility alterations required are met by the applicant, at no cost to the Council. 1.5 The applicant must repair any damage to existing infrastructure (e.g. kerb and channel, footpath or roadway) that may occur during any works undertaken as part of the development. Any damage that is deemed to create a hazard to the community must be repaired immediately. Infrastructure Conditions 1.6 All development conditions contained in this development approval relating to infrastructure under Chapter 4 of the *Planning Act 2016 (the Act)*, should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.		At all times.
2. Approved Plans and Documents Approved Plans & Documents 2.1 The proposed development must be completed, comply with and maintained generally in accordance with the drawings/ documents identified in the above, except as otherwise specified and/or amended by any condition of this approval.	The development must comply with all planning scheme requirements as approved and conditioned by this development permit.	At all times.

Condition	Reason	Timing
2.2 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. 2.3 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.		

Approved Plans

Drawing Title	Drawing/Revision	Date
PROPOSED RECONFIGURATION Lots 1 and 2 Cancelling Lot 3 on SP222952	57225/0001 B	24 January 2025

3. Payment of Rates, Charges and Expenses 3.1 Prior to signing the Plan of Survey, payment is required of any outstanding rates or charges levied by the Council or any expenses being a charge over the subject land. 3.2 Pay the sum calculated at the current charge per lot to be levied on the Council by the Department of Resources, for each new valuation.	Confirmation to be provided to Council prior to the release of the Plan of Survey.	
Access and Roadworks		
4. Roadworks 4.1 The construction of any additional crossovers to give access to the land is the owner's responsibility. 4.2 An application must be made to and approved by Council before the construction of any additional access crossovers. 4.3 Approved crossovers must be constructed in accordance with requirements of the approval to the satisfaction of Council.	To provide appropriate access in accordance with relevant code/s and policy direction.	At all times.
Services and Infrastructure		
5. Stormwater 5.1 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.	To ensure that stormwater does not adversely affect surrounding properties or properties downstream from the development.	At all times

Condition	Reason	Timing
5.2 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.		
6. Confirmation of Existing Services 6.1 The existing services for each lot must be contained within the individual allotments.	To ensure the development is appropriately serviced in accordance with relevant code/s and policy direction.	Confirmation to be provided to Council prior to the release of the Plan of Survey.
7. On Site Potable Water Supply 7.1 Lot 2 must be provided with a dedicated water supply that complies with the Australian Drinking Water Guidelines for water quality to provide safe drinking water. 7.2 The bore must be located wholly within the boundaries of Lot 2, at least 10 metres clear of any onsite effluent disposal areas, wastewater treatment systems, stormwater drains or potential sources of contamination, to the satisfaction of Council. 7.3 The applicant must provide Council with certification from a suitably qualified professional (hydrologist or water quality engineer) confirming that the water supply for Lot 2: 7.3.1 is safe drinking water and meets the required standards; 7.3.2 has sufficient yield for domestic use; and 7.3.3 is free from contamination sources. 7.4 Should the bore not be capable of providing potable water at an acceptable standard, an alternative compliant potable water supply must be provided to Lot 2 to the satisfaction of Council.	To adequately service the development	Confirmation to be provided to Council prior to the release of the Plan of Survey.
8. Electricity and Telecommunications 8.1 Submit to Council a Certificate of Electricity Supply demonstrating that supply is provided and available to each proposed lot, unless otherwise specified by the provider. 8.2 Submit to Council a Provisioning of Telecommunication Services demonstrating that supply is provided and available to each proposed lot, unless otherwise specified by the provider.	To adequately service the development	Confirmation to be provided to Council prior to the release of the Plan of Survey.

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. Compliance with Conditions Unless otherwise specified by these conditions, the conditions must be complied with prior to Council's endorsement of the Plan of Survey.
3. Limitation of Approval **3.1** The Council and its officers make no representations and provide no warranties as to the accuracy of the information contained in the application including its supporting material provided to it by the applicant. **3.2** The Council and its officers rely upon the applicant concerning the accuracy and completeness of the application and its supporting material and accepts the application and supporting material as constituting a representation by the applicant as to its accuracy and completeness. Insofar as the application and its supporting material may be incomplete and/or inaccurate giving tide to any claim by a third party the applicant agrees to indemnity and save the council harmless in respect of any claim so arising.
4. Acid Sulfate Soils Should the presence of acid sulfate soils or potential acid sulfate soils be detected, an Acid Sulfate Soils Management Plan may be required to be prepared and submitted to Council for approval.
5. Amenity Impacts Use of the site is to be operated in a way that protects the values of the existing environment and will not cause unacceptable impacts on surrounding areas as a result of dust, odour, noise or lighting, in accordance with the *Environmental Protection Act 1994*.
6. Earthworks Earthworks are not approved as part of this Development Permit. If any earthworks are required and deemed assessable development, an operational works development application is to be lodged with Council for assessment in accordance with relevant code/s and policy direction.
7. Future Development and Flood Management 7.1 Any future on-site sewerage treatment and disposal on the proposed lots must be in accordance with the *On-Site Sewerage Code and AS/NZS 1547:2000*. 7.2 Any future development application for building works which includes habitable rooms may require a 1% AEP Flood Certificate. N.B. this applies in localised and river flood areas as identified in Burdekin Shire Council's mapping.
8. Miscellaneous The Applicant is reminded of their obligations under the Aboriginal Cultural Heritage Act, 2003 and the Torres Strait Islander Cultural Heritage Act 2003. Further information and databases are available from the Department of Aboriginal and Torres Strait Islander Partnerships at: www.datsip.qld.gov.au. If any item of cultural heritage is identified during site works, all work must cease, and the relevant State Agency must be notified. Work can resume only after State Agency clearance is obtained.

Resolution

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

CARRIED

7.3.2. Development Application for a Development Permit for Material Change of Use – (Low Impact Industry) located at 111 and 111A Edwards Street, Ayr and formally described as Lots 6 and 7 on RP707714.

Executive Summary

Council is in receipt of an Impact Assessable Development Application lodged by Brazier Motti on behalf of applicant, Bennetts Exhaust and Mechanical Repairs, seeking a Development Permit for a Low Impact Industry land use on land located at 111 and 111A Edwards Street, Ayr and described as Lots 6 and 7 on RP707714.

The application is seeking to formalise an existing vehicle service and repair shop across the subject site. The use will be contained within the existing buildings and structure on site and does not involve any additional gross floor area (GFA) or propose new buildings as part of this application.

The application was tabled at the Ordinary Council Meeting of 23 September 2025 and Council resolved-

Item 7.3.4 Development Application for a Development Permit for Material Change of Use – (Low Impact Industry) located at 111 and 111A Edwards Street, Ayr and Formally Described as Lots 6 and 7 on RP707714 lay on the table until further investigations are conducted into the eligibility of the Development Application under Council's Economic Stimulus Policy - Development Assessment Incentives – Stream 2 and information be provided at the next Ordinary Council Meeting to be held on 14 October 2025.

The Infrastructure Charges calculations were workshopped with Council on 30 September 2025 and the information presented at this workshop has been included in the Infrastructure Charges paragraph in the body of the report.

Recommendation

That Council approve the development application seeking a Development Permit for a Material Change of Use for Low Impact Industry located at 111 and 111A Edwards Street, Ayr and described as Lots 6 and 7 on RP707714, subject to reasonable and relevant conditions as set out below:

Attachment A – Recommended Conditions of Approval

Condition	Reason	Timing
1. General and Administration		
Compliance with Conditions 1.1 The applicant (and any contractor, agent, employee or invitee of the applicant) is responsible for carrying out the approved development and ensuring compliance with this development approval, the conditions of the approval and the relevant requirements in accordance with: 1.1.1 The specifications, facts and circumstances as set out in the application submitted to Council, including recommendations and findings confirmed within the relevant technical reports. 1.1.2 The development must comply in full with all conditions of this approval, and is to be designed, constructed and maintained in accordance with relevant Planning Scheme requirements, Council policies, guidelines and standards (except as otherwise specified by any condition) and all other relevant legislative requirements to Council's satisfaction, and best industry practice. 1.2 Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) of the development approval will prevail. 1.3 Where these conditions refer to 'Council' in relation to requiring Council to approve or be satisfied, the role of the Council may be fulfilled in whole or in part by an officer acting under appropriate delegation. Notice of Intention to Commence the Use 1.4 Prior to the commencement of the use on the land the subject of the application, written notice must be given to Council that the use (development and/or works) fully complies with the decision notice issued in respect of the use. Works – Applicant's Responsibility/Expense 1.5 The cost of all works associated with the development and construction of the development including services, facilities and/or public utility alterations required, are met by the applicant at no cost to the Council. 1.6 The applicant must repair any damage to existing infrastructure (e.g. kerb and channel, footpath or roadway) that may occur during any works undertaken as part of the development. Any damage that is deemed to create a hazard to the community must be repaired immediately.		At all times.

Condition	Reason	Timing
1.7 Any required relocation and/or alteration to a public service or facility installation must be carried out at no cost to Council. Infrastructure Conditions 1.8 All development conditions contained in this development approval relating to infrastructure under Chapter 4 of the *Planning Act 2016 (the Act)*, should be read as being non-trunk.		
2. Approved Plans & Documents		
2.1 The proposed development must be completed, comply with and maintained, generally in accordance with the drawings/documents identified in the table below, except as otherwise specified and/or amended by any condition of this approval. 2.2 One full set of the most recent approved plans must be held on-site and available for inspection for the duration of the construction phase. 2.3 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. 2.4 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.	To ensure that the development contributes to a safe and attractive industrial environment.	At all times.

Approved Plans and Documents

Title	Drawing/Revision	Date
Site Plan Lots 6 and 7 on RP707714	56865/002 D	28 April 2025
Technical Memorandum - Stormwater Management prepared by Noble Consulting	240117-01/TM-FN0227	27 March 2025

Condition	Reason	Timing
Traffic Impact Assessment prepared by Noble Consulting (and as amended by SARA Conditions 2505-46304 SRA dated 15 August 2025)	240117/01 FN0227	27 March 2025
3. Outstanding Changes		
3.1 All rates and charges (including infrastructure charges), in arrears in respect of the land subject of the application, are to be paid in full prior to the commencement of the proposed use.		
4. Notice of Intention to Commence the Use		
4.1 Within six (6) months of the date of this Decision Notice, 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.		
5. Nature and Extent of Approved Use		
5.1 This approval provides for Low Impact Industry (vehicle service and repair shop) as defined by the Burdekin Shire Council Planning Scheme 2022 and the Common Material. 5.2 The approved use is to remain in accordance with the scale and intensity provided in the development application and as set out on the approved plans and documents listed in the table forming part of Condition 2. 5.3 No other operations and/or activities are allowed other than that approved by this permit. 5.4 The Council and its officers make no representations and provide no warranties as to the accuracy of the information contained in the development application including its supporting material provided to it by the applicant. 5.5 The Council and its officers rely upon the applicant concerning the accuracy and completeness of the application and its supporting material and accepts the development application and supporting material as constituting a representation by the applicant as to its accuracy and completeness.	The development must comply with all planning scheme requirements including definitions, nature and extent as approved and conditioned by this development permit.	At all times.

Condition	Reason	Timing
6. Hours of Operation		
6.1 Workshop operations are limited to 8:00am to 5:00pm, Monday to Friday. 6.2 Office/customer collection hours are limited to 8:00am to 6:00pm, Monday to Friday. 6.3 No operations are permitted on Saturdays, Sundays, or public holidays unless otherwise approved in writing by Council.	To ensure no reverse amenity impacts on surrounding sensitive land uses.	At all times.
7. Access, Parking and Traffic		
7.1 Access to the site must be maintained in accordance with the approved plan as amended by SARA Conditions 2505-46304 SRA dated 15 August 2025. 7.2 Repair existing crossovers to ensure the use of a uniform treatment along the site frontage. This condition is required to improve the appearance of the site to the street frontage. 7.3 A minimum of five (5) car parking spaces (inclusive of one (1) all accessible parking space provided for a person with a disability) must be provided and maintained on site for staff and customers. 7.4 Appropriate and clear directional signage that meets the relevant standards where applicable to be installed at the street frontage and internal to the site directing customers to this location. 7.5 All accesses to the premises, on site car parking and manoeuvring areas must be constructed in an all-weather, suitably sealed, low glare paving (bitumen, asphalt, concrete). 7.6 All vehicles accessing the premises must enter and leave the site in a forward direction. 7.7 Ensure the area/s set aside for parking, vehicle manoeuvring and loading and unloading are not used for the storage or placement of	To ensure development is appropriately serviced by adequate on-site parking, access and manoeuvrability areas in accordance with relevant code/s and policy direction; and that the developments impact on the road network and safety of road users in this location is appropriately mitigated.	i. Technical details are to be submitted to Council as part of an application for Operational Work. ii. Works to be completed prior to the commencement of the use; then iii. To be maintained for the life of the development.

Condition	Reason	Timing
goods or materials; and are located and conducted to cause minimum interference. 7.8 No vehicle parking is permitted on the southeastern side of Access Driveway 1 to maintain sight lines to pedestrians and cyclists (as per Traffic Impact Assessment). 7.9 A convex mirror must be installed at the driveway 3 egress point to improve pedestrian and cyclist safety (as per Traffic Impact Assessment). 7.10 All vehicle manoeuvring must be contained wholly within the site. 7.11 All on-site parking and manoeuvring areas must be designed in accordance with the relevant Australian Standards and certified by a suitably qualified Registered Professional Engineer of Queensland (RPEQ). 7.12 Appropriate signage and pavement marking to delineate the direction of traffic entering and exiting the site is to be in accordance with the relevant Australian standards and to the satisfaction of the Council.		
8. Lighting		
8.1 Appropriate lighting is provided to ensure pedestrian and vehicle safety. 8.2 Design, position and direct any outdoor lighting so that all lighting complies with AS4282 - Control of The Obtrusive Effects of Outdoor Lighting. 8.3 The installation of external lighting must be certified by a suitably qualified person.	To ensure that any outdoor lighting associated with the development does not cause adverse impacts on the amenity of nearby residential properties, maintains the safety of the premises, and complies with acceptable standards for light spill and glare control.	At all times.
9. Stormwater and Drainage		

Condition	Reason	Timing
9.1 An amended Stormwater Management and Impact Assessment that assesses the impact of the additional sealed area (replacing the existing gravelled surface) is to be completed and submitted to Council for endorsement. 9.2 All stormwater from roofed and impervious areas must be collected, treated, and lawfully discharged to the kerb and channel in Edwards Street, in accordance with the Queensland Urban Drainage Manual (QUDM) and best practice stormwater quality management measures. 9.3 Waste oil, filters, and other liquid wastes must not be disposed of through the stormwater system. These must be stored within bunded areas and collected by a licensed waste contractor for appropriate off-site disposal. 9.4 Stormwater discharge must not cause material worsening of flooding or drainage conditions on adjoining land or the State-controlled road.	To ensures that development has an appropriate level of infrastructure for the efficient functioning of the use while not impacting on adjoining land uses or the environment.	i. Technical details are to be submitted to Council prior to the lodgement of an application for Operational Work or Building Works, whichever occurs first. ii. Works to be completed prior to the commencement of the use; then iii. To be maintained for the life of the development.
10. Landscaping and Fencing		
10.1 Where landscaping is required by others, low-scale planting or verge treatments must be provided where practicable to soften the site frontage without impacting vehicle access, safety, or sightlines. 10.2 Landscaping must be maintained in a healthy condition and replaced where it dies, is removed, or becomes unsightly. 10.3 Fencing must be maintained along all property boundaries, including the Edwards Street frontage (excluding approved vehicle access points, slight splays, and the shop frontage), to minimise adverse amenity issues.	To provide for an attractive streetscape and soften the visual impact of the development from the street and adjoining land.	i. Technical details are to be submitted to Council prior to the lodgement of an application for Operational Work or Building Works, whichever occurs first. ii. Works to be completed prior to the issue of the Certificate of Classifcation; then iii. To be maintained for the life of the development.

Condition	Reason	Timing
10.4 Fencing must be kept in a clean, tidy and structurally sound condition and maintain safe sightlines for vehicles and pedestrians, at all times.		
11. Amalgamation of Lots		
11.1 Amalgamate Lots 6 and 7 on RP707714 into one lot.	To ensure the development can operate as proposed.	Prior to the lodgement of an application for Operational Work or Building Works, whichever occurs first.
12. Nuisance and Environmental and Health		
Avoiding Nuisance 12.1 At all times, the proposed activity shall be conducted in accordance with the provisions of the *Environmental Protection Act 1994* and all relevant regulations and standards. 12.2 The proposed activity must be conducted in a manner that applies such reasonable and practical means to avoid, minimise or manage the emission or likelihood of emissions that constitutes noise, dust, light, vibration, odour and privacy nuisances. Environmental and Site Based Management 12.3 An Environmental Management Plan (EMP) and/or a Site Based Management Plan (SBMP) prepared by a suitably qualified person is to be submitted to Council for review and approval. 12.4 The EMP/SBMP must be site specific and activity specific for the proposed development. 12.5 The EMP/SBMP must also have a section for incident recording including management and corrective action recording. 12.6 The final EMP/SBMP and its associated control measures and any conditions or amendments thereto approved by Council must	To ensure that the use of the site does not cause unacceptable nuisance in accordance with the *Environmental Protection Act 1994*.	i. Prior to the lodgement of an application for Operational Work or Building Works, whichever occurs first, then ii. All times.

Condition	Reason	Timing
be implemented and maintained by the applicant/owner at all times. 12.7 A copy of the EMP/SBMP for the site must be held on-site at all times and produced if requested by Council officers. All staff, including sub-contractors, must be inducted and familiar with the plan. Storage of Hazardous Materials and Flammable and Combustible Liquids 12.8 Ensure the storage of Hazardous Materials and Flammable and Combustible Liquids is at all times in accordance with the provisions of the *Environmental Protection Act 1994* and all relevant regulations and standards. Lighting 12.9 The operation of the activity must not cause undue disturbance to any person or activity because of the light it emits. 12.10 The vertical illumination resulting from direct, reflected or incidental light coming from a site does not exceed 8 lux when measured at any point 1.5m outside of the boundary of the property at any level from ground level up. Outdoor Lighting 12.11 Any outdoor lighting fixtures must be installed and maintained so as not to emit glare or light above the levels stated in the relevant Australian Standard 4282 – 1997 Control of the Obtrusive Effects of Outdoor Lighting. *Note: Australian Standard 4282 to be checked at time of condition to ensure it is current, in terms of year of revision.*		

Condition	Reason	Timing
12.12 All illuminated signage must be turned off when the facility is closed. Waste Management and Storage 12.13 Waste must be stored and managed in accordance with the details provided in the application: 12.13.1 Weekly collection of general waste; 12.13.2 Regular collection of recyclables, scrap metal, waste oil, and filters by licensed contractors. 12.14 All waste is to be disposed of in accordance with the *Environmental Protection Regulation 2019* and Council's waste management policy. 12.15 Store all waste within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums etc.) The waste storage area must be: 12.15.1 Designed and located to not cause nuisance to neighbouring properties; 12.15.2 Screened from any road frontage or adjoining property; 12.15.3 Of a sufficient size to accommodate commercial type bins that will be serviced by a commercial contractor plus clearance around the bins for manoeuvring and cleaning; 12.15.4 Provided with a suitable hosecock and hoses at the waste storage area. 12.16 Store all liquid waste that cannot be disposed of in council's sewerage system or an on-site industrial waste treatment system in a covered area on an impervious surface and ensure it is		

Condition	Reason	Timing
contained in a manner capable of containing the liquids in case of spillage. 12.17 Waste oil, filters, and liquid wastes must be stored in appropriate bunded containers to prevent environmental harm. 12.18 Waste must not be stored in areas visible from the street, other than in screened refuse enclosures. General 12.19 At all times, the proposed activity shall be conducted in accordance with the provisions of the *Environmental Protection Act 1994* and all relevant regulations and standards. 12.20 No off site release of prescribed contaminants is permitted. 12.21 Where potential or actual environmental harm may be caused by the approved development, Council may at any time direct the applicant/owner, or persons acting on behalf of the applicant/owner, to: 12.21.1 cease an activity 12.21.2 implement appropriate impact control measures 12.21.3 modify work plans or methods. Complaint Management 12.22 In the event of a complaint being received by Council in relation to 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 addressing nuisance emanating from the site for this use to the satisfaction of the Burdekin Shire Council. 12.23 The assessment must be accompanied by a report, inclusive of supporting calculations and site investigations and must provide		

Condition	Reason	Timing
a recommended method and proposed measures for Council's review and approval. The developer/operator must undertake any works (if required from the report) within 3 months at no cost to Council.		
13. Water and Sewerage Supply		
13.1 The approved development is to be appropriately serviced by Council's reticulated water supply and sewer infrastructure. 13.2 Certification is required from a suitably qualified and experienced RPEQ Engineer that the existing: 13.2.1 Water supply flow and pressure proposed to serve the proposed development is sufficient to meet Council's Policy for Customer Service Standards and provide adequate supply for firefighting purposes; and 13.2.2 Sewer infrastructure proposed to serve the proposed development is sufficient. 13.3 This certification is to be provided for Council's review and approval and will form part of the approval. 13.4 Any alterations required to Council's sewerage network are to be completed at the applicant's full cost with no cost to Council.	To ensure that the premises is appropriately serviced by reticulated infrastructure in accordance with relevant code/s and policy direction: a. for general use; b. for firefighting purposes; c. to maintain the structural integrity of Council sewerage and water supply infrastructure.	i. Certification is to be submitted to Council prior to the lodgement of an application for Operational Work or Building Works, whichever occurs first. ii. If required, works to be completed prior to the commencement of the use; then iii. At all times.
14. Flood Hazard		
14.1 No filling, excavation or alteration of natural ground levels is permitted within mapped flood hazard areas without further Council approval. 14.2 Development must not worsen flood hazard, alter overland flow paths, or reduce flood storage capacity on or off site.	To ensure the development does not increase flood risk to people, property, or infrastructure by altering natural ground levels, overland flow paths, or flood storage capacity, and to maintain the safety and resilience of the site and surrounding land in	At all times

Condition	Reason	Timing
	accordance with the Flood Hazard Overlay Code of the Burdekin Shire Council Planning Scheme	
15. Signage		
15.1 The existing pole sign may be retained. 15.2 Any future signage must comply with Council's planning scheme requirements and not create a traffic or amenity hazard.	To ensure signage provides clear direction for safe vehicle and pedestrian movement, avoids visual clutter, and maintains the amenity and character of the streetscape.	At all times

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. Compliance with Conditions Inspections will be required to be undertaken by Council to determine compliance with conditions that are not subject to a further approval.
3. Further Approvals Required a) Operational Works If required, 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) Plumbing and Drainage Works A compliance permit to carry out plumbing and drainage works must be obtained prior to the commencement of plumbing and drainage works. c) Building Works A development permit for building works to carry out building works is required, prior to works commencing on site. d) Build over sewer/Adjacent to Services An Approval to build over/adjacent to sewer will be required, prior to works commencing on site.
4. Equitable Access and Facilities

Advice
The plans for the proposed building work have NOT been assessed for compliance with the requirements of the *National Construction Code - Building Code of Australia (Volume 1)* as they relate to people with disabilities. Your attention is also directed to the fact that in addition to the requirements of the National Construction Code as they relate to people with disabilities, one or more of the following may impact on the proposed building work: (a) *the Disability Discrimination Act 1992 (Commonwealth)* (b) *the Anti-Discrimination Act 1991 (Queensland)* (c) *the Disability (Access to Premises – Buildings) Standards.*
5. Trade Waste Discharge of ***"Trade Waste"*** (wastes from any industry, business, trade, or manufacturing premises), other than domestic sewage, into Council's reticulated sewer must be undertaken at all times in accordance with the requirements of the applicable trade waste permit.
6. General Safety of Public During Construction 6.1 It is the Project Manager's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the Project Manager is obliged to ensure construction work is planned and managed in a way that prevents or minimises risks to the health and safety of members of the public at or near the workplace during construction work. 6.2 It is the Principal Contractor's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the Principal Contractor is obliged on a construction workplace to ensure that work activities at the workplace prevent or minimise risks to the health and safety of the public at or near the workplace during the work. 6.3 It is the responsibility of the person in control of the workplace to ensure compliance with the Work Health and Safety Act 2011. It states that the person in control of the workplace is obliged to ensure there is appropriate, safe access to and from the workplace for persons other than the person's workers.
7. Aboriginal and Cultural Heritage 7.1 If any item of cultural heritage is identified during site works, all work must cease, and the relevant state agency must be notified. Work can resume only after state agency clearance is obtained. 7.2 The applicant is reminded of their obligations under the *Aboriginal Cultural Heritage Act 2003* and the *Torres Strait Islander Cultural Heritage Act 2003*. Further information and databases are available from the Department of Aboriginal and Torres Strait Islander Partnerships at: www.datsip.qld.gov.au
8. Miscellaneous 8.1 Council will not be obligated to upgrade any roads accessing the development due to increased vehicle numbers accessing the development.

Advice
8.2 The construction of any additional crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of Council. 8.3 It is the developer's responsibility for the full rectification of any damage caused to neighbouring public infrastructure (such as footpaths, driveways, fences, gardens, trees and the like) caused by contractors, including clean-up of any litter or waste that is a result of the subject development.
9. Mitigation of Flood Hazard A flood response plan should be prepared to ensure adequate provision is made for safe evacuation, response and recovery during a flood event.

Resolution

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

CARRIED

7.3.3. Development Application for a Development Permit for Reconfiguring a Lot – Boundary Realignment (4 Lots into 4 Lots) at 20, 38, 60 and 90 Colevale Road, Brandon (Lot 2 on SP238865, Lot 12 on SP350755, Lot 10 on SP289356 and Lot 1 on SP346848)

Executive Summary

Council is in receipt of an impact assessable development application lodged by Brazier Motti on behalf of the applicant, Frank Scuderi, seeking a Development Permit for Reconfiguring a Lot to realign the common boundaries of four (4) lots located at 20, 38, 60 and 90 Colevale Road, Brandon, on land described as Lot 2 on SP238865, Lot 12 on SP350755, Lot 10 on SP289356 and Lot 1 on SP346848.

Recommendation

That Council approve the development application seeking a Development Permit for Reconfiguring a Lot – Boundary Realignment (Four (4) Lots into Four (4) Lots) at 20, 38, 60 and 90 Colevale Road, Brandon, on land described as Lot 2 on SP238865, Lot 12 on SP350755, Lot 10 on SP289356 and Lot 1 on SP346848, subject to reasonable and relevant conditions as set out below:

Attachment A – Recommended Conditions of Approval

Condition	Reason	Timing
1 General and Administration Compliance with Conditions 1.1 The Applicant (and any contractor, agent, employee or invitee of the applicant) is responsible for carrying out the approved development and ensuring compliance with this development approval, the conditions of the approval and the relevant requirements in accordance with: 1.1.1 The specifications, facts and circumstances as set out in the application submitted to Council, including recommendations and findings confirmed within the relevant technical reports. 1.1.2 The development must comply in full with all conditions of this approval, and is to be designed, constructed and maintained in accordance with relevant Planning Scheme requirements, Council polices, guidelines and standards (except as otherwise specified by any condition) to Council's satisfaction, and best practice engineering. 1.2 Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) of the development approval will prevail. 1.3 Where these conditions refer to 'Council' in relation to requiring Council to approve or be satisfied, the role of the Council may be fulfilled in whole or in part by an officer acting under appropriate delegation. Works – Applicant's Responsibility/Expense 1.4 The cost of all works associated with the development and construction of the development including services, facilities and/or public utility alterations required are met by the applicant, at no cost to the Council. 1.5 The applicant must repair any damage to existing infrastructure (e.g. kerb and channel, footpath or roadway) that may occur during any works undertaken as part of the development. Any damage that is deemed to create a hazard to the community must be repaired immediately. Infrastructure Conditions 1.6 All development conditions contained in this development approval relating to infrastructure under Chapter 4 of the *Planning Act 2016 (the Act)*, should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.		At all times.
2. Approved Plans and Documents Approved Plans & Documents 2.1 The proposed development must be completed, comply with and maintained generally in accordance with the drawings/ documents identified in the above, except as otherwise specified and/or amended by any condition of this approval.	The development must comply with all planning scheme requirements as approved and conditioned by this development permit.	At all times.

Condition	Reason	Timing
2.2 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. 2.3 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.		
Approved Plans **Drawing Title** / **Drawing/Revision** / **Date** SKETCH PLAN OF LOTS 1- 4 Lots 1 and 4 and Easements Cancelling Lot 1 on SP346848, Lot 2 on SP238865, Lot 12 on SP350755 and Lot 10 on SP289356 — 5709/004 C — 12 March 2025		
3. Payment of Rates, Charges and Expenses 3.1 Prior to signing the Plan of Survey, payment is required of any outstanding rates or charges levied by the Council or any expenses being a charge over the subject land. 3.2 Pay the sum calculated at the current charge per lot to be levied on the Council by the Department of Resources, for each new valuation.	Confirmation to be provided to Council prior to the release of the Plan of Survey.	
Access and Roadworks		
4. Roadworks 4.1 The construction of any additional crossovers to give access to the land is the owner's responsibility. 4.2 An application must be made to and approved by Council before the construction of any additional access crossovers. 4.3 Approved crossovers must be constructed in accordance with requirements of the approval to the satisfaction of Council.	To provide appropriate access in accordance with relevant code/s and policy direction.	At all times.
Services and Infrastructure		
5. Stormwater 5.1 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.	To ensure that stormwater does not adversely affect surrounding properties or properties downstream from the development.	At all times

Condition	Reason	Timing
5.2 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.		
6. Confirmation of Existing Services 6.1 The existing services for each lot must be contained within the individual allotments.	To ensure the development is appropriately serviced in accordance with relevant code/s and policy direction.	Confirmation to be provided to Council prior to the release of the Plan of Survey.

Advice

1. Infrastructure Charges Not Applicable.
2. Compliance with Conditions Unless otherwise specified by these conditions, the conditions must be complied with prior to Council's endorsement of the Plan of Survey.
3. Limitation of Approval **3.1** The Council and its officers make no representations and provide no warranties as to the accuracy of the information contained in the application including its supporting material provided to it by the applicant. **3.2** The Council and its officers rely upon the applicant concerning the accuracy and completeness of the application and its supporting material and accepts the application and supporting material as constituting a representation by the applicant as to its accuracy and completeness. Insofar as the application and its supporting material may be incomplete and/or inaccurate giving tide to any claim by a third party the applicant agrees to indemnity and save the council harmless in respect of any claim so arising.
4. Acid Sulfate Soils Should the presence of acid sulfate soils or potential acid sulfate soils be detected, an Acid Sulfate Soils Management Plan may be required to be prepared and submitted to Council for approval.
5. Amenity Impacts Use of the site is to be operated in a way that protects the values of the existing environment and will not cause unacceptable impacts on surrounding areas as a result of dust, odour, noise or lighting, in accordance with the *Environmental Protection Act 1994*.
6. Earthworks Earthworks are not approved as part of this Development Permit. If any earthworks are required and deemed assessable development, an operational works development application is to be lodged with Council for assessment in accordance with relevant code/s and policy direction.

7. Miscellaneous The Applicant is reminded of their obligations under the Aboriginal Cultural Heritage Act, 2003 and the Torres Strait Islander Cultural Heritage Act 2003. Further information and databases are available from the Department of Aboriginal and Torres Strait Islander Partnerships at: www.datsip.qld.gov.au. If any item of cultural heritage is identified during site works, all work must cease, and the relevant State Agency must be notified. Work can resume only after State Agency clearance is obtained.

Resolution

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

CARRIED

10:13am - Ms. Heuir entered the meeting.

10:13am - Mrs. Galletta left the meeting.

7.4. TECHNICAL SERVICES

7.5. WATER AND WASTEWATER

7.5.1. Integrated Water Demand Management Strategy and Operational Standard Implementation

Executive Summary

This report presents the Integrated Water Management Strategy and the associated Operational Standard for the implementation of demand management. These documents establish a proactive framework to manage potable water demand, protect groundwater quality, and respond to contamination risks such as PFAS. The strategy outlines resilience building measures, community engagement, and infrastructure planning, while the operational standard provides a staged restriction model based on reservoir levels, aquifer drawdown, and PFAS thresholds.

Recommendation

That Council:

1. Endorse the Integrated Water Demand Management Strategy as a guiding framework for water sustainability.
2. Adopt the Demand Management Operational Standard for implementation across all Burdekin Shire communities.
3. Authorise the Executive Leadership Team to activate restriction stages as required under the standard in consultation with Council.
4. Endorse a move to Stage 1 management to support the upcoming planned works on the 10ML Storage for the South Ayr Filtration Plant project.

Resolution

The motion fails as per sections 13.1 and 15.1 of the Burdekin Shire Council Standing Orders as it was neither moved nor seconded.

8. NOTICE OF MOTION

9. RECEIPT OF PETITIONS

10. CORRESPONDENCE FOR INFORMATION

10.1. Correspondence from Dale Last MP - Response to Council's Offer for Land Adjacent to the South Ayr Filtration Plant

The mentioned Correspondence for Information is a late item. As the matter requires timely discussion, it was brought forward during the meeting.

Background Information

Council has received a response letter from Dale Last MP Member for Burdekin declining Council's acquisition proposal for land adjacent to the South Ayr Filtration Plant formally described as Lot 1 on RP719646. Purchase of the land is critical to supplying power to the South Ayr Filtration Plant.

Recommendation

That Council approves:

1. The purchase of part of recreation reserve into Lot 1 on RP719646 and unallocated State Land (closed road) from the Department of Natural Resources and Mines Manufacturing and Regional and Rural Development.
2. Purchase price of $55,000.00 excluding GST, plus conveyancing/stamp duty and plan lodgement.
3. The land to be primarily used to establish an Ergon easement for the purpose of providing power to the South Ayr Filtration Plant.

Resolution

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

CARRIED

11. COUNCILLOR REPORTS

11.1. Councillor Reports for August 2025

Recommendation

That Council notes the August 2025 monthly reports.

Resolution

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

CARRIED

12. GENERAL BUSINESS

12.1. Clare Transfer Station - Hours of Operation

Councillor Hall has received feedback from a rate payer concerning the change of operating hours of the Clare Transfer Station and has consequently suggested a Community Connect visit to Clare during the month of November. Councillors recommended extending a survey out to the community. Mr. Magin advised that he will request the Waste Coordinator to follow-up on the matter.

10:50am - Ms. Heuir left the meeting.

12.2. Correspondence from Seventh-day Adventist Church

10:56am - Mr. Byers entered the meeting.

10:56am - Mr. Pappalardo entered the meeting.

Councillor Vasta requested an update on any follow-up action undertaken regarding the correspondence from the Ayr Seventh-day Adventist Church requesting works to the footpath located on the Wilmington Street side of the Church. The email has been forwarded to the Design department for further action.

12.3. Transport Infrastructure Development Scheme - Quarterly Update

Mr. Stewart provided an update from the Regional Road and Transport Group Meeting that occurred on 13 October 2025, regarding the Transport Infrastructure Development Scheme status. Mr. Stewart was pleased to report that the Hughes Road project is nearing completion and on track for bitumen sealing before the Christmas shutdown period.

12.4. Community Cabinet Meeting

Mr. Magin was recently notified of an upcoming Community Cabinet Meeting to be held in Mackay in November 2025 and is seeking Councils endorsement to attend with the intention to seek funding for Craig Street, Plantation Creek and the next stage of the South Ayr Filtration Plant. Councillors supported the proposal.

12.5. Local Government Association of Queensland (LGAQ) Annual Conference and Annual General Meeting (AGM)

Mayor Dalle Cort reported her intention to attend the Local Government Association of Queensland Annual General Meeting alongside Cr. Furnell, Cr. Vasta and Mr. Magin, noting her and Mr. Magin would be giving a presentation on the Macroalgae Bioremediation Facility.

11:00am - Mr. Day entered the meeting.

12.6. Request for Review into Phrasing of Resolution in Meeting Minutes

The following item was not raised during the General Business section of the meeting; however, it is included here to ensure accurate documentation.

Councillor Oar has suggested Council investigate its formal recording of Resolutions, specifically recommending a revision to the phrasing to clarify that when a Councillor moves or seconds a motion, it is intended to initiate discussion rather than imply endorsement.

13. CLOSED BUSINESS ITEMS

14. DELEGATION

There being no further business the meeting closed at 11:01am.

These minutes were confirmed by Council at the Ordinary Council Meeting held on 28 October 2025.

MAYOR

4.2. MINUTES AND BUSINESS ARISING
Burdekin Shire Youth Council Meeting Minutes - 15 September 2025

File Reference:	**137**
Report Author:	**Tammy Quagliata, Community Development Officer**
Authoriser:	**James Stewart, Director Infrastructure Planning and Environmental Services**
Meeting Date:	**28 October 2025**

Purpose
This report provides the minutes of the Burdekin Shire Youth Council Meeting held on 15 September 2025.

Summary of recommendations and actions for consideration and adoption:

Item 5 - Feedback from HALT Program - Small Steps for Hannah
That Council notes the feedback from Burdekin Shire Youth Council members following the recent Healthy Relationships HALT Program delivered by Small Steps for Hannah to all local high school students on 25 and 26 August 2025.

Item 9 - Ideas and Feedback re: Youth Events, Projects & Matters
That Council notes the suggestions submitted by Burdekin Shire Youth Council members when seeking their thoughts, ideas and feedback on youth matters in the Burdekin Shire.

Recommendation
That Council receives and notes:
1. the minutes of the Burdekin Shire Youth Council Meeting held on 15 September 2025; and
2. the recommendations as detailed in the minutes and summarised above in Items 5 and 9.

Attachments
1. Minutes - Burdekin Shire Youth Council Meeting held on 15 September 2025

Meeting Minutes

Meeting	Burdekin Shire Youth Council Meeting		
Date	Monday, 15 September 2025	**Time**	3:30 PM
Attendees	Miss Nicole Cervoni – Youth Mayor Mr William Wiseman – Deputy Youth Mayor Miss Taylar Clark – Secretary Miss Addison Bonato – Ayr State High School Miss Alexis Lindley – Ayr State High School Miss Chloe Becke – Ayr State High School Mr Denan Quagliata – Ayr State High School Miss Jorda Quagliata – Ayr State High School Mr Michael Lindley – Ayr State High School Mr Thomas Lindley – Ayr State High School Ms Tammy Quagliata – Community Development Officer, Burdekin Shire Council Councillor John Furnell – Burdekin Shire Council Councillor Fina Vasta – Burdekin Shire Council Mr Glenn Arboit – Manager Community Services, Burdekin Shire Council		
Guests	Mr Georgios Koukouris – selectability, Burdekin Ms Miranda Airlie – selectability, Burdekin		
Apologies	Miss Amaya Mahoney – Ayr State High School Miss Briella Wassmuth – Ayr State High School Miss Danelle Laubscher – Burdekin Christian College Mr Hayden Berryman – Ayr State High School Miss Isabella Graham – Ayr State High School Mr John Grabs – Burdekin Christian College Mr Oscar Mahoney – Ayr State High School Mr Sam Perina – Home Hill State High School Miss Zoe Bonanno – Home Hill State High School		
Chairperson	Miss Nicole Cervoni		
Minutes Clerk	Miss Taylar Clark / Ms Tammy Quagliata		
Location	John Drysdale Chamber		

Agenda Items

1. **Minutes of 18 August 2025 Meeting Received**
   Moved by Mr T Lindley, seconded by Miss Lindley that the minutes of the Burdekin Shire Youth Council Meeting held on 18 August 2025 be received.

   CARRIED

2. **Business arising from the Minutes**
   Ms Quagliata thanked members who took part in the Burdekin Water Festival Parade representing the Burdekin Shire Youth Council.

3. **Correspondence**
   Inward Correspondence

   1. Country Universities Centre – Seeking feedback from community members to understand the local needs and support for the proposed Country Universities Centre in the Burdekin.

   2. Burdekin Shire Council Community Development Team – Advising that nominations are now open for the 2026 Australia Day Awards, including sporting, cultural and citizen awards, noting that nominations will close on 8 December.

   Outward Correspondence
   NIL

   Moved by Mr M Lindley, seconded by Mr T Lindley that the inward correspondence be received.

   CARRIED

4. **Address by selectability, Burdekin regarding Youth Intervention Bike Shed Program**
   Mr Koukouris, Coordinator of the Youth Intervention Bike Shed provided information on the Youth Intervention Bike Shed Program which would soon be operating out of selectability, Burdekin. The program is for youth aged 10-17 at risk of being engaged in criminal or anti-social behaviour. The program focuses on mentorship, skill-building activities, and hands-on learning experiences, including bike repairs, group rides and other group activities. It was noted that the Program did not require a formal referral; however, referral forms were available for teachers and community members, as well as young people being able to self-refer. It was noted that the Program can cater for up to 10 people at any one time. It was hoped that a launch of the program would be held in October and could possibly involve Youth Council members. Mr Koukouris would keep the group updated with information.

   Ms Airlie provided further information on the services and programs offered by selectability, Burdekin.

5. **Feedback on HALT Presentation by Dave Kramer, Small Steps for Hannah**
   Ms Quagliata noted that over 1000 high school students attended the HALT presentation by Dave Kramer on 25 and 26 August 2025. Additionally, more than 60 community members attended the Community Conversations presentation.

   Feedback from Youth Council attendees was positive noting that the content was very relevant, enlightening and was needed within the school communities. It was agreed that it was important the message was delivered by someone with a lived experience and was educated in the field. It was noted that there were some concerns with the language used during the presentation; however, this did not detract from the importance of the presentation.

6. **Seeking Volunteers for Coffee and Connections – Health and Wellbeing Expo – Saturday 11 October**
   Ms Quagliata provided information on the upcoming Coffee and Connections – Health and Wellbeing Expo being held at the Burdekin Theatre Forecourt on Saturday 11 October as part of Queensland Mental Health Week. As part of the event Youth Council members are asked to volunteer to host a 'free tattoo' stall and a possible kindness craft activity. Volunteers are requested from 8:30am until 11:30am to assist. A volunteer roster would be circulated via email.

7. **Involvement in Seniors Expo and Luncheon – Burdekin Memorial Hall – Thursday 30 October**
   Ms Quagliata reminded members of the upcoming Seniors Expo and Luncheon to be held at the Burdekin Memorial Hall on Thursday 30 October 2025. Volunteers would be required between 11:00am and 1:30pm, noting that schools will be advised accordingly and parental permission to attend the event during school hours will be required. It was noted that transport would be provided for students to/from the Burdekin Library (Ayr) if needed. Members were asked to save the date, and further information would be provided via email in the coming weeks.

8. **Proposed Establishment of Country Universities Centre in the Burdekin**
   Ms Quagliata advised that Burdekin Shire Council is currently supporting the establishment of a Country Universities Centre (CUC) in the Burdekin, through the recently formed CUC Burdekin Management Committee. A CUC is a regional learning hub that provides students with support to study tertiary or vocational education remotely, without the need to leave town to study. Ms Quagliata noted that a survey had been circulated to all members and asked that they take the time to provide feedback on this project.

9. **Ideas for Youth Events, Projects and Matters**
   As discussed at the previous meeting Youth Council members were invited to contribute ideas for potential youth projects and events and/or improvements with the understanding that suggestions could range from aspirational and imaginative to practical and achievable. It was noted that there was no guarantee that any or all of the proposed ideas would be implemented; however, it would assist in providing direction and feedback to Council. The following suggestions were submitted and discussed:

   - More events like Fast Track
   - Theatre residency week in the Burdekin
   - Games night e.g. bingo, trivia
   - Movie nights
   - Outdoor games day e.g. tag, ita
   - Gaming hall e.g. video and board games
   - After school and holiday events
   - More TAFE courses offered in the Burdekin
   - Community mosaic mural (paper piece mural)
   - Chalk art festival
   - Kindness chains/notes of kindness
   - Community notice board for events
   - Movie night at old cinemas
   - Short film festival
   - More workshops with artists, writers, musicians, actors etc.
   - Motorbike track
   - More youth speakers at the Theatre

10. **Other General Business and Members Updates**
    Members were given the opportunity to provide an update from within their schools, sporting clubs and community or share personal achievements with the group.

11. **Next Meeting – 13 October 2025**
    It was noted that the next meeting of the Burdekin Shire Youth Council would be held on Monday 13 October 2025.

    There being no further business, the meeting closed at 4:30pm.

Action Items from Meeting

	Action Item	Responsible Officer	Due Date	Status
	Investigate possible Youth Leadership Development Programs	Tammy Quagliata	Ongoing	
	Volunteer Roster for Coffee & Connections Health & Wellbeing Expo – Saturday 11 October 2025	Tammy Quagliata All Members	11 October 2025	
	Volunteer Roster for Seniors Week Expo & Luncheon – Thursday 30 October 2025	Tammy Quagliata All Members	30 October 2025	

4.3. MINUTES AND BUSINESS ARISING
Fleet Management Steering Committee Meeting Minutes - 1 October 2025

File Reference:	**395**
Report Author:	**Simone Iturriaga, Executive Assistant - Minutes**
Authoriser:	**James Stewart, Director Infrastructure Planning and Environmental Services**
Meeting Date:	**28 October 2025**

Purpose
This report provides the minutes of the Fleet Management Steering Committee Meeting held on 1 October 2025.

Summary of recommendations and actions for consideration and adoption:

No recommendations to report.

Recommendation
That the minutes of the Fleet Management Steering Committee Meeting held on 1 October 2025 be noted.

Attachments
1. Fleet Management Steering Committee - Minutes - 1 October 2025

Meeting Minutes

Meeting	Fleet Management Steering Committee Meeting		
Date	Wednesday, 1 October 2025	**Time**	8:00 AM
Attendees	Matthew Magin, Kim Olsen, James Stewart, Kevin Byers, Kevin Holt, Jenny Manganaro, Fiona Smith, Susie Pearce, Cr. Callan Oar		
Apologies	Helen Swinney, Cr. Max Musumeci		
Chairperson	Matthew Magin		
Minutes Clerk	Simone Iturriaga		
Location	Ernie Ford Boardroom		

Agenda Items

1. **Chair Introduction and welcome**

2. **Apologies**
   Helen Swinney and Cr. Max Musumeci.

3. **Previous Minutes**
   The minutes from the 30 June 2025 be received as a true and correct record. Moved Kevin Holt and seconded Kevin Byers.

4. **Review Action List**
   - Telematics System – Business Case to be presented as Item 1. on current Agenda.
   - Bobcat and Backhoe Review – Business Case to be presented as Item 2. on current Agenda
   - Suggestion to engage Navman for training and optimisation – Business Case to be presented as Item 1. on current agenda.

5. **Business Case Telematics**

To remain compliant with Council procurement policies, a formal quotation process must be undertaken should a decision be made to proceed with changing suppliers.
As part of the quotation process, it may be beneficial to include a trial device. This would allow for firsthand evaluation of installation procedures, data accuracy, and user interface functionality. While most vendors offer comparable capabilities, Geotab and Netstar stand out for their advanced AI-driven support features.

While most suppliers offer similar telematics solutions with reporting, training and support, two venders stand out for their advanced AI-driven features – Geotab and Netstar. Based on cost comparisons and local government use, Geotab presents as a clear standout, as it is the only supplier offering zero upfront investment for devices, with only expense being the monthly software subscription and initial training. This model reduces initial capital outlay and allows for a scalable, cost-effective deployment.

Key areas of inquiry should include:

1. Data Utilisation – How effectively is telematics data being used to inform decision-making. How easily has the program integrated with Tech1.
2. Asset Management – Integration with asset registers and maintenance planning.
3. Asset Utilisation – Monitoring and optimisation of fleet usage.
4. Workplace Health and Safety – Contribution of telematics to WHS compliance and incident reduction.
5. Changeover Process – Lessons learned during transition to Geotab, including installation and staff onboarding.

Developing an implementation plan will be beneficial. This plan will outline the preferred solution and detail the requirements to be included in the formal Request for Quotation (RFQ), ensuring alignment with Council's procurement policies and operational objectives. A presentation will be compiled and presented to Council at Council Workshop - 18 November 2025.

Actions: To further assess the suitability of Geotab for Council's telematics needs, it is recommended that references be obtained from other local governments currently using the platform. Specifically, contact should be made with Fraser Coast Regional Council and Isaac Regional Council to gather insights on system performance and implementation experience.

6. 2025/2026 Fleet Update and Plan

Grader and UTS Laser components TBSC/25/006

Quotation to be released to Caterpillar, John Deere and Komatsu with Trimble Earthworks UTS ready.

- Grader 10356 is 9 years old and had 9,500 hours at 11/8/2025 and is currently in fair condition for age.
- The current Laser equipment Trimble GCS900 is becoming obsolete.

Replacement Plan:

- 28/8 Release
- 11/9 Close
- 18/9 Evaluation

Machines for excavation works for WWW and Works

To increase efficiencies in excavation works there is less need for a second backhoe and more need for plant like mini excavators, vacuum trucks and skid steer.
Backhoe 10357 is 9 years old with 5,424 hours at 6/8/2025 and is currently in poor condition for age with low utilisation.
The possible requests from the discussions with WWW and Operations:

- Another mini excavator above 2t instead of the backhoe
- Skid Steer (tracks) with profiler and capable of utilising existing a review existing trailers for suitability and availability for any new item of machinery.
- Review existing trailers for suitability and availability for any new item of machinery.
- WWW also raised a request for an additional Vacuum truck(This will be addressed with a business case next year)

Actions:
- WWW and Works to provide requirements to workshop
- Workshop to obtain cost estimates for preferred configurations

2 x Water Trucks

Quotation to include Isuzu, Hino and UD with poly tanks (TTI and Allquip).
Pending a decision of pros and cons to request from Truck Supplier or Tank Supplier.
- Truck 20092 is 10 years old and had 243,233 kms at 3/7/2025. Currently in fair condition for age
- Truck 20093 is 10 years old and had 282,764 kms at 11/8/2025. Currently in fair condition for age.

Replacement Plan:
- 4/9 Release
- 18/9 Close
- 25/9 Evaluation

2 x Job Trucks and 2 x Trailers

Quotation to include Isuzu, Hino and Mitsubishi – Truck with fixed/tipper body with crane (Kevrek).
Truck Replacement Plan:
- 28/8 Release
- 11/9 Close
- 18/9 Evaluation

Truck 20300 is 10 years old and had 148,599 kms at 19/7/2025. Currently in poor condition for age.

Truck 20301 is 10 years old and had 122,104 kms at 13/8/2025. Currently in poor condition for age.

Trailer Replacement Plan (P&E):
- 4/9 Release
- 18/9 Close
- 25/9 Evaluation

Light Vehicles – Q-FLEET PSA QF2023-01

STANDARD VEHICLES – 4 Utes:
Review QFLEET PSA QF2023-01 for the recommended “standard” vehicle purchases for utilities and finalise the assessment of the vehicles due for replacement and complete the quotation process accordingly.

SPECIALTY VEHICLE – 1 Animal Management:
Review of vehicle 40439 and body setup to be finalised with E&H.
This is the first of two vehicles – second vehicle 40447 due in 2026/27

SALARY SACRIFICE – 5 Vehicles:
QF2023-01 list is in draft pending approval.
When approved the new vehicle information will be released to the SLG.
Driver’s due replacement vehicles can advise their driver choice vehicle to Fleet Administration according and the procurement process will happen accordingly.

Plant Disposals

- Back log of used plant disposals has significantly reduced over the last three months.
- New Process has been implemented to streamline and enhance the disposal workflow.

Plant Requests – Pending Approvals

Parks – Pressure washer (additional)
Parks – Crane for Truck 20320 (additional)
Environmental & Heath – Aquactic Weed Conveyor (discussions with Council then NQ Dry Tropics)

7. General Business

No General Business was raised.

Meeting Closed	9:28am
Next Meeting	December 2025

Actions from Current Meeting

	Action Item	Responsible Officer	Due Date	Status
1	Develop an Implementation Plan for Telematics Installation	Janai Giddy	December 2025	
2	Develop a Business Case for acquisition of new Pressure Cleaner Equipment	Susie Pearce	December 2025	
3	Develop a Business Case for acquisition of Lifting Equipment	Susie Pearce	December 2025	

4.4. MINUTES AND BUSINESS ARISING
Burdekin Local Disaster Management Group Meeting Minutes - 17 October 2025
Recommendation

That the minutes of the Burdekin Local Disaster Management Group Meeting held on the 17 October 2025 be received as a true and correct record.

Attachments

1. Minutes - Burdekin Local Disaster Management Group Meeting - 17 October 2025

1. Attendance and Apologies

Members - Attendance		
Cr Pierina Dalle Cort	Chairperson - Mayor	Burdekin Shire Council
Eileen Devescovi	Local Disaster Coordinator – Manager Client Services	Burdekin Shire Council
James Stewart	Director Infrastructure Planning and Environmental Services	Burdekin Shire Council
Kevin Byers	Manager Technical Services	Burdekin Shire Council
Paul Day	Manager Environmental and Health Services	Burdekin Shire Council
Jenny Mangararo	Local Recovery Coordinator / Manager Financial Services	Burdekin Shire Council
Julian Tickle (Online)	Manager Water & Waste Water	Burdekin Shire Council
Debra Cochran	Chief Executive Officer	Burdekin Community Association
Doug Allom	Area Commander, Townsville Country Command	Queensland Fire Department
Andy Pethybridge	Emergency Management Coordinator	Queensland Police Service
Lisa Shields	Officer in Charge – Ayr	Queensland Police Service
Warren Francis	Burdekin Local Controller	State Emergency Service
Members - Apologies		
Victor Hewett	Officer In Charge – Ayr Ambulance	Queensland Ambulance Service
Advisors / Contacts - Attendance		
Cr John Furnell	Deputy Chairperson - Councillor	Burdekin Shire Council
Cr Amanda Hall	Councillor	Burdekin Shire Council
Cr Callan Oar	Councillor	Burdekin Shire Council
Matthew Magin	CEO / Deputy Local Disaster Coordinator	Burdekin Shire council
Linda Govan	Coordinator Environment & Health Projects	Burdekin Shire Council
Jenny Cummings	Disaster Management Officer	Burdekin Shire Council
Marina Power	Media and Communications Officer	Burdekin Shire Council
Megan Sloan	Marketing and Box Office Officer	Burdekin Shire Council
Rebecca Stockdale	Senior Governance Officer / Local Recovery Officer	Burdekin Shire Council
Sam Savage (Online)	North Queensland Emergency Services Regional Coordinator	Australian Red Cross
Glen Griffin	Compliance Officer	Burdekin Christian College
James Pestcott (Online)	Meteorologist	Bureau of Meteorology
Kwame Mensa-Yawson (Online)	Officer	Dept of Environment, Tourism, Science and Innovation
Sima Singh (Online)	Principal Engineer	Dept of Transport and Main Roads
Steve Mottin (Online)	Network Asset Officer	Ergon Energy Queensland
Nick Waring	Engagement Officer	GIVIT
Leanne Marriott	NDIS Coordinator	Flexi Queensland
Teneill Ready	CEO	Flexi Queensland
David Cooper (Online)	Electorate Officer / Media Liaison	Member for Burdekin's Office

Natalie Kerrigan (Online)	Disaster Preparedness Manager	North Queensland Primary Health Network
Michael Thomson (Online)	Area Manager Townsville, RFSQ	Queensland Fire Department
Tracey Gabiola (Online)	Director of Nursing/Facility Manager, Ayr Health Services	Queensland Health
Craig Robertson	Acting XO DDMG	Queensland Police Service
Luke Torr (Online)	Operations Advisor	Queensland Railway
Helen Davey	Facility Manager Ayr	Regis Aged Care
Dahnay Solomon	Acting Service Centre Manager	Services Australia
John Forde	Area Controller	State Emergency Services
John Winn	Deputy Local Controller	State Emergency Services
Julie Smyth (Online)	EAP Lead	Sunwater
Charlie Scuderi	Station Manager	Sweet Fm Radio
Michelle Wagener (Online)	Operations Officer	Uniting Care
John Tait	Cane Supply Manager – Burdekin	Wilmar
Matt Lazzarini	Transport Operations Manager	Wilmar
Advisors / Contacts - Apologies		
Cr Fina Vasta	Councillor	Burdekin Shire Council
Kim Olsen	Deputy Local Disaster Coordinator / Director Corporate & Community Services	Burdekin Shire Council
Rod Godwin	Water & Wastewater Overseer	Burdekin Shire Council
Tonia Marano	Customer Service Coordinator	Burdekin Shire Council
Sonya Batchelor	Project Officer	Burdekin Shire Council
Madeline Janiola	Maintenance Planner	Burdekin Shire Council
Debra Creed	Principal	Burdekin Christian College
James Sadler	Team Leader	Dept of Environment & Science
Glenn Vaughan	Senior Road Works Inspector	Dept of Transport and Main Roads
Laura Acton	Site Manager	Endeavour Foundation
Jason Sweetman	Asst Regional Harbour Master – Brisbane Region	Maritime Safety Queensland
Siobhan Hessing	Principal Recovery & Resilience Officer	Queensland Reconstruction Authority
Senator Susan McDonald	Senator for Queensland	Senator for Queensland
Richard King	Regional General Manager NQ and General Manager Cairns	Southern Cross Stereo
Kye Yeabsley	Lifesaving Services Supervisor	Surf Lifesaving Queensland
Deborah Monnox	Service Leader	Uniting Care
Peter Pattinson	Senior Logistics Officer	Wilmar
Minutes Clerk – Ms Jenny Cummings		

1.1 Chair's Welcome

Chair Pierina Dalle Cort opened the meeting and welcomed all attendees to the Local Disaster Management Group (LDMG) Meeting.

2. Apologies

Apologies, as listed above, were noted by Mrs Devescovi.

3. Minutes Received

3.1.1 MINUTES OF THE BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP MEETING HELD ON 2 May 2025.

Moved Mr Francis and seconded Mrs Devescovi that the minutes of the Burdekin Shire Council Local Disaster Management Group Meeting held on Friday, 2 May 2025, be received as a true and correct record.

CARRIED

4. Business Arising out of Minutes

No business arising out of the previous minutes.

5. Correspondence for Information

Please refer to the attached Correspondence Report.

6. Agency Reports

Received / Presentation

6.1 James Pescott – Meteorologist, Bureau of Meteorology

- Refer to the attached Burdekin LDMG Seasonal Outlook presentation 17 October 2025.
- Key messages:
  - Increased chance of warmer than average day and night-time temperatures over the next three months
  - Increased chance of wetter than average rainfall over the next three months
  - Warmer than average sea surface temperatures for October 2025 to February 2026
    - Chance of enhanced rainfall
    - Increase risk of severe tropical cyclones (Cat 3+), heavy and intense rainfall events, coastal impacts
  - The Madden-Julian Oscillation (MJO) is currently weak; early indications are that it may move into our area late October/November.
  - The El Nino – Southern Oscillation (ENSO) is currently neutral, may reach week La Nina status.

Report by exception

6.2 James Stewart – Burdekin Shire Council, Director Infrastructure Planning and Environmental Services

- Refer to the attached DRFA Program Overview.

6.3 Kevin Byers – Burdekin Shire Council, Manager Technical Services

- Provided an update on the repairs to the Burdekin River Inkerman Gauge noting:
  - Contract awarded – contractors due to complete work by 17 November 2025
  - Currently negotiating to get the low-level gauge done earlier – just in case of severe weather
  - Investigating the radar sensor and camera, quotes obtained and seeking approval from the Department of Main Roads to install on the Burdekin Bridge.

6.4 Julian Tickle – Burdekin Shire Council, Manager Water and Wastewater

- Temporary works from the last wet season are still in place in Brandon
- Hoping to complete some remedial work for the relining of the sewer network in December – weather permitting and will manage as required

6.5 Warren Francis – State Emergency Service, Burdekin Local Controller

- Refer to the Agency Report.
- Ayr SES Ute has severe mechanical issues and is being managed by the Burdekin Shire Council.
- Thank you to Townsville and Thuringowa SES for supporting us at the Water Festival when our members were busy on a Landsearch at Bowen.
- Rita Island – work on the SES Shed is completed.

6.6 Deb Cochran – CEO, Burdekin Community Association

- Working on the annual update of the Recovery Hub lists and the Community Supports Organisation list.

6.7 Doug Allom – Area Commander, Queensland Fire Service

- The risk of grassfires continues across Queensland
- Queensland Fire Department has issued a Local Fire Ban Declaration – please see attached fire ban notice:
  - Commencing midnight Saturday 18 October 2025 to midnight Friday 31 October 2025.
  - The four affected LGAs are: Burdekin Shire, Northern Peninsula Area, Torres Shire, Torres Strait Islands
  - Two exemptions are:
    - Fires lit for the purpose of burning standing sugar cane for harvest in accordance with the established practice of the industry, the burning of standing cane is permitted between 1800hrs and 0900hrs, the following day, once a permit to light fires has already been obtained by the local fire warden
    - Fires lit for the purpose of burning tops and trash between 1800hrs and 0900hrs are also permitted once the local fire warden obtains permits
  - Anyone who currently holds a permit – that permit will be on hold until the fire ban lifts, and then they can go back to their regular operation.
  - Ayr Fire Station has secured land next to the Queensland Ambulance Station, and due diligence has been completed. The floor and site plan are under consultation and awaiting approval.
  - Thank you for the support in appointing QFD representatives, especially local representation to the LDMG.
  - Completed an exercise with QFD, QPS, QAS and Wilmar on Wednesday, 15 October 2025.

- Thank you to the Mayor of Burdekin Shire Council for attending the handover of the new Fire Appliance (Red Truck) recently.

6.8 Andy Pethybridge – Queensland Police Service, Emergency Management Coordinator

- Well done to all involved in reviewing the LDMP and associated Sub Plans
- Advised any new members/Advisors/Contacts – the LDMP is a valuable document that has a wealth of information to help guide you.
- Has been delivering training under the Queensland Disaster Management Training Framework. Including facilitating a recovery exercise at the recent Burdekin Local Community Recovery Workshop.
- The Situational Awareness Platform (SAP) is still available through the legacy program – the new SAP system is currently experiencing some issues. Scheduled for release after the wet season, at this stage, for key LDMG members to use. Please see Andy if you require assistance to use and access this resource.
- The State Disaster Management Plan (SDMP) and the Queensland Prevention, Preparedness, Response and Recovery and Disaster Management Guidelines are still in an interim state. They are currently being worked through to update them. Possibility of being released in revised form shortly.
- Australian Warning System (AWS) reported in the State Report on the 2024/2025 Severe Weather season indicated Burdekin LDMG released over 100 warnings informing the community on risk and risk changes, which was the most significant number of messages of any Queensland LGA.
- Conducting an exercise at Richmond LDMG on 25 November 2025, covering Resupply and Recovery.
- Conducting an exercise at Charters Towers LDMG on Resupply advice due to the large number of changes to the Queensland Resupply Manual. Charters Towers LDMG have indicated they are more than happy if other members would like to view the exercise. Contact Andy if interested.

6.9 Craig Robertson – Queensland Police Service, Acting XO

- Advised that he is relieving as the District Executive Officer and will most likely be in place for the season.

7. Local Disaster Coordinator Update – presented by Eileen Devescovi, Local Disaster Coordinator

- Refer to the attached Local Disaster Coordinator Report
- Advised that Mrs Power and the Burdekin Shire Council have been nominated for a North Queensland Media Award. The nomination is for “Best Media/Marketing Campaign”, and we are a finalist for our Burdekin Disaster Response. The winner will be announced on 8 November at the NQ Media Gala Ball in Townsville. Congratulations and thanks to Mrs Power, for all of your hard work and dedication during the event.

Recommendation – That the Local Disaster Management Plan (LDMP) 2025/2026 and associated Sub Plans have been updated for the Burdekin Shire Local Government Area (LGA) and are to be endorsed by the Burdekin Local Disaster Management Group (LDMG) before being presented to the Burdekin Shire Council for adoption at the Council meeting on 28 October 2025.

Moved Kevin Byers and seconded Jenny Manganaro.

CARRIED

8. General Business

No General Business.

9. Meet the Mascot – Prepared Pete, SES 50th Anniversary

The LDMG was introduced to Prepared Pete, the Disaster Management Mascot, before everyone adjourned to the steps of the Council Chambers for photos with Prepared Pete, the LDMG and members of the Burdekin SES as part of the SES 50th Anniversary celebrations.

10. Next LDMG Meeting date

There being no further business, the meeting was closed at 1:55pm.

The next meeting will be scheduled for Friday, 21 November 2025.

CHAIRPERSON

6.1.1. CLIENT SERVICES
Burdekin Local Disaster Management Plan and Sub Plans

File Reference: **2564**

Report Author: **Eileen Devescovi, Manager Client Services**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Deliver regulatory and advisory programs.
- Partner with State, District, and local agencies to coordinate and facilitate disaster planning, preparedness response and recovery to reduce the impact of disaster events.
- Align disaster management plans with Council priorities to ensure effective response and recovery while fostering community participation and capacity building.

Burdekin Shire Council Operational Plan 2025-2026

DM1 Approve and manage all local Burdekin State Emergency Services operations including material and associated costs relating to all State Emergency Services buildings and plant.

DM2 Facilitate community education and promote disaster readiness in the Burdekin Shire with a focus on new residents in the region.

DM3 Local Disaster Management Plan and Sub-Plans are reviewed and updated annually.

Executive Summary
Under section 57(1) of the *Disaster Management Act 2003*, a Local Government must prepare a plan (a "Local Disaster Management Plan") for disaster management in the Local Government's area.

On Friday 17 October 2025, the Burdekin Local Disaster Management Group approved the reviewed and updated 2025 Burdekin Local Disaster Management Plan and Sub Plans.

Recommendation
That the 2025 Burdekin Local Disaster Management Plan and Sub Plans be adopted by Council as attached to this report.

Background
Under section 57(1) of the *Disaster Management Act 2003*, a Local Government must prepare a plan (a "Local Disaster Management Plan") for disaster management in the Local Government's area.

The plan must include provisions for the following -

a. the State Group's Strategic Policy Framework for Disaster Management for the State and the Local Government's Policies for Disaster Management;
b. the roles and responsibilities of entities involved in Disaster Operations and Disaster Management in the area;
c. the coordination of Disaster Operations and activities relating to Disaster Management performed by the entities mentioned in paragraph (b);
d. events that are likely to happen in the area;
e. strategies and priorities for Disaster Management for the area;

f. the matters stated in the Disaster Management Guidelines as matters to be included in the plan;
g. other matters about Disaster Management in the area the Local Government considers appropriate.

On Friday 17 October 2025, the Burdekin Local Disaster Management Group approved the reviewed and updated 2025 Burdekin Local Disaster Management Plan and Sub Plans.

Consultation
Consultation took place with the following entities:

- Burdekin Local Disaster Management Group
- Burdekin Shire Council Executive Leadership Team and Senior Leadership Group
- Australian Transport Safety Bureau
- Burdekin Community Association
- Marine Rescue Queensland
- Queensland Ambulance Service (QAS)
- Queensland Fire and Emergency Service (QFES)
- Queensland Health - Ayr and Home Hill Hospitals
- Queensland Police Service - Emergency Area Coordinator - Andrew Pethybridge (EMC)
- Queensland Police Service (QPS)
- Queensland Reconstruction Authority
- State Emergency Services (SES)
- Various other Community Groups and Leaders.

Budget & Resource Implications
Not Applicable.

Legal Authority & Implications
Under section 57(1) of the *Disaster Management Act 2003*, a Local Government must prepare a plan (a "Local Disaster Management Plan") for Disaster Management in the Local Government's area.

Policy Implications
Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)
Legislative Requirement

Attachments
1. 2025 Burdekin Local Disaster Management Plan
2. Airport Emergency Sub Plan
3. Communications Sub Plan
4. Community Information and Warnings Sub Plan
5. Evacuation Sub Plan
6. Pandemic Influenza Sub Plan
7. Public Health Sub Plan
8. Resupply Sub Plan
9. Transport Sub Plan
10. Tsunami Sub Plan
11. Community Recovery and Resilience Plan



Local Disaster Management Plan

2025 - 2026 | Version 12

disaster.burdekin.qld.gov.au

Burdekin Shire Council | DISASTER MANAGEMENT

FOREWORD

FROM THE CHAIRPERSON OF THE BURDEKIN LOCAL DISASTER MANAGEMENT GROUP

The Burdekin LGA is a vibrant community, rich in resources and community connectivity. As we appreciate the beauty of our LGA and the opportunities it offers, we must also recognise the inherent risks associated with natural disasters. The unpredictability of events such as floods, storms, and cyclones reminds us of the importance of preparation and collective responsibility.



During the challenges our community faced in the last storm season, it became clear that we must stay alert and proactive. Our strength lies not only in our ability to respond to emergencies but also in our commitment to understanding and reducing the risks that threaten our safety. The Burdekin Shire Council has worked diligently to develop and update our Local Disaster Management Plan.

This plan serves as a crucial resource, empowering our community to manage disasters when they occur effectively. It reflects our ongoing commitment to safety, drawing on lessons learned from past experiences and incorporating the latest guidelines and regulations. Our collaborative approach with local agencies ensures that we are well-prepared to address any challenges that may arise.

I encourage every resident and visitor to familiarise themselves with this plan. Knowledge is our best defence, and by understanding the potential risks and the steps to take during emergencies, we can enhance our individual and collective preparedness. Remember, staying informed is crucial to playing our part in protecting one another.

As we continue to build a stronger, safer Burdekin, let us stay connected as a community, supporting one another through any crises we may face.

During any disaster, you can keep up with the latest information on emergencies, weather updates, road conditions, and power outages 24/7 by visiting the Burdekin Disaster Dashboard at disaster.burdekin.qld.gov.au or by tuning in to our local radio station, 97.1 Sweet FM. If you ever find yourself in a life-threatening situation, don't hesitate to call 000 for help.

Take care of yourself, your family, friends, and neighbours, and stay safe!



……

MAYOR PIERINA DALLE CORT,

Councillor Burdekin Shire Council

Chair, Burdekin Local Disaster Management Group



Emergency Contact List

Emergency Contacts	
Police, Fire and Ambulance	**000 | 112**
State Emergency Service	**13 25 00**
Burdekin Shire Council (24 hours, 7 days)	**07 4783 9800**
Burdekin Marine Rescue Queensland	**07 4783 1014**
Police Link (non-life threatening	**13 14 44**
Crime Stoppers	**1800 333 000**
Bureau of Meteorology	**1300 754 389**
Lifeline	**13 11 14**
Poison Information Centre	**13 11 26**
Health information – non-emergency	**13 43 25 84**
RSPCA Rescue Unit	**1300 264 625**
Department of Primary Industries	**13 25 23**
Origin Energy – Gas Leaks Only	**13 35 74**
Ergon – Loss of Power	**13 22 96**
Ergon – Report a dangerous situation	**13 16 70**
Sunwater	**13 15 89**
Traffic Information – State Road closures	**13 19 40**
Tune into Warnings	**ABC FM 95.1** and **Sweet FM 97.1**
Disaster Management	**facebook.com/BurdekinDisaster** **disaster.burdekin.qld.gov.au**

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DOCUMENT CONTROL

Application of the DM Act

The Burdekin Local Disaster Management Plan (the Plan) has been developed in accordance with the requirements of the *Disaster Management Act 2003* (DM Act) and *Disaster Management Regulation 2014* (DM Regulation).

The Plan is a living document; if printed, it will quickly become outdated. For the most current version of this document, please visit Burdekin Shire Council's Local Disaster Management Plans on the website.

Access to the Plan

A copy of the Plan is available for public inspection on the Burdekin Shire Council's website, burdekin.qld.gov.au and the Burdekin Disaster Dashboard disaster.burdekin.qld.gov.au.

The Plan is also available for viewing at the Council's customer service centre at:

Burdekin Shire Council Chambers

145 Young Street Ayr Qld 4807

Upon payment of the appropriate fee, the council must provide a person with a copy of the Plan.

Review and Renewal

Under Section 59 of the DM Act, the Council is required to review the effectiveness of the Plan at least once a year. As per Section 58 of the DM Act, the renewal process ensures that the plan is consistent with the Interim Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline 2024-25 and the Standard for Disaster Management in Queensland (the Standard) set by the Inspector-General of Emergency Management.

Document Management

The Plan is a controlled document. The Local Disaster Coordinator (LDC) controls the Plan. All proposed amendments to the LDMP are to be submitted in writing to the LDMG at the address below:

Local Disaster Coordinator
Burdekin Local Disaster Management Group
PO Box 974,
Ayr Qld 4807

Or emailed to:

Email: Eileen.devescovi@burdekin.qld.gov.au

The LDC may approve minor amendments to this document. Any significant amendments that change the plan's intent must be submitted to the Local Disaster Management Group (LDMG) for endorsement and approval by the Council.

Version Control

All versions are archived; this sub-plan only references the last two versions. The plan has been regularly updated in accordance with the guidelines, endorsed by the Burdekin LDMG, and approved through resolution of the council of the Burdekin Shire Council.

Amendment			Plan Updated	
Version No.	Date issued	Inserted by	Amendment content	Date inserted/ Approved by Council
11	October 2024	Eileen Devescovi	Yearly Review	12 November 2024
12	August 2025	Eileen Devescovi Jenny Cummings	Yearly Review, major restructure to modernise content	28 October 2025

Authority to Plan

The Burdekin Local Disaster Management Group (LDMG) has prepared this Plan for the Burdekin Local Government Area (LGA) in accordance with Section 57(1) of the DM Act.



……..

Signature

EILEEN DEVESCOVI
Local Disaster Coordinator
Burdekin Local Disaster Management Group

Date: 28 October 2025

Approval to Plan

The Burdekin Shire Council adopted this plan in accordance with Section 80(1)(b) of the DM Act. The Burdekin Local Disaster Management Plan is hereby approved for distribution.



……..

Signature

MAYOR PIERINA DALLE CORT
LDMG Chairperson
Burdekin Local Disaster Management Group

Date: 28 October 2025

ADMINISTRATION AND GOVERNANCE

Scope

This Plan applies to the Burdekin LGA, with an estimated resident population of approximately 17,204[1], and a land area of 5059 square kilometres. The Burdekin LDMG operates within the Townsville Disaster District.

Purpose of the Plan

The Plan outlines the arrangements for coordinating disaster operations and activities through an all-hazards, all-agency approach to minimise adverse impacts threatening the community's safety throughout the Burdekin LGA, including rural communities.

The Plan is based on the key principles of prevention, preparedness, response, and recovery, and outlines the potential hazards of the Burdekin LGA. The local disaster management arrangements have been developed to align with the Queensland Disaster Management Strategic Policy Statement, the Interim State Disaster Management Plan (2024-25), and the Townsville District Disaster Management Plan.

Guiding Principles

The Plan follows the four guiding principles outlined in Section 4A of the DM Act:

a. Disaster management should be planned across the following four phases: prevention, preparedness, response, and recovery (PPRR);

b. Consideration should be given to the improvement of the resilience of a community to a disaster in all 4 phases of disaster management planning under paragraph (a);

c. All events, whether natural or caused by human acts or omissions, should be managed in accordance with the following –

   i. A strategic policy framework developed by the QDMC;

   ii. The State disaster management plan;

   iii. Any disaster management guidelines;

d. Local governments should primarily be responsible for managing events in their local government area;

e. District groups and the QDMC should provide local governments with appropriate resources and support to help the local government carry out disaster operations.

Objectives



Prevention

- To investigate and coordinate strategies to eliminate or reduce the impact of hazards on the community, economy, environment and infrastructure.

Preparedness

- To increase community safety and resilience through public awareness, information and education.
- To encourage shared responsibility and an all-agency, all-hazards approach to disaster management, including identifying resources to support response and recovery.
- To enhance disaster management capability by building relationships and encouraging participation in training, exercises and equipment acquisition programs.

Response

- To provide effective and efficient coordination of disaster response and relief operations during an event to minimise the impact on the community, economy and environment.
- To support communities in the Burdekin LGA that have been impacted by a disaster.

Recovery

- To identify and ensure that the recovery priorities of Burdekin LGA communities are met across the functional areas of Economy, Environment, Human and Social, Building (Including Buildings, Water, and Wastewater), and Roads and Transport.
- To ensure recovery operations contribute to increased community resilience.

[1] ABS Estimated resident population and components,2024

Queensland's Disaster Management Arrangements

The Queensland Disaster Management Arrangements (QDMA) are based on partnerships between government, non-government organisations, business and industry sectors and the community. Local governments are primarily responsible for managing disasters within their respective areas. The arrangements enable a progressive escalation of support and assistance through the local, district and state tiers as required. Each level within the arrangements works collaboratively to deliver effective disaster management.



Figure 1: Queensland's Disaster Management Structure
(Queensland Disaster Management Arrangements Participant Guide, Queensland Police Service)

Authorising Environment

The authorising environment for disaster management in Queensland is illustrated in the following figure.



Figure 2: Queensland's Disaster Management documents authorising environment
(QPPRR DM Guideline)

Local Government Responsibilities

The BSC has established the Burdekin LDMG, under the DM Act (section 29) and in accordance with the LDMG Responsibilities Manual. The LDMG is the decision-making authority for disaster management and manages disaster operations in the local government area (under section 30 (1) (f) DM Act).

The DM Regulation mandates that an LDMG meeting must be held at least once every six months or as otherwise directed. The Burdekin LDMG usually meets on the third Friday of each month from October to April or as otherwise directed. The quorum for LDMG meetings is half of the members plus one.

The Local Disaster Coordinator (LDC) manages the administration of the group per the DM Regulation, and undertakes the following tasks:

- Meeting minutes keeping
- Maintaining contact lists
- Maintaining membership lists
- Updating the local disaster management plan
- Registering correspondence
- Report preparation
- Financial management (LDCC SOP)
- Coordinate meetings.

Disaster Management Priorities

The Burdekin Shire Council and LDMG have determined the following key priorities:

- Building community resilience
- Protection and preservation of life
- Protecting infrastructure
- Managing information
- Coordinating recovery

The primary role of local government under the DM Act is to ensure that it has a disaster response capacity. An all-hazards approach is taken when writing disaster management plans.

Burdekin LDMG Membership

Membership is determined in accordance with the DM Act (Section 33.1) and the DM Regulation (Section 9).

See *Annexure E – LDMG Roles and Responsibilities* for a list of Members, Advisors and Deputies. See Interim State Disaster Management Plan (2024-25) for more information.

Chairperson (and Deputy)

The Chairperson (and Deputy) is appointed under the DM Act (Section 34), to manage and coordinate the group's business, ensuring that the group performs its functions as far as practicable. The councillor appointed as the Chairperson is the Mayor of the BSC. The Deputy Mayor is the council-appointed Deputy Chairperson with an additional councillor as an alternate in the absence of the Mayor or the Deputy Mayor.

Local Disaster Coordinator

The Local Disaster Coordinator (LDC) appointed under the DM Act (Section 35) coordinates disaster operations and activities performed by disaster response and recovery agencies. The Burdekin LDMG Chair has appointed the Manager Client Services as the LDC, which the Police Commissioner has approved.

Deputy Local Disaster Coordinator(s)

The Burdekin LDMG Chair has appointed, per the DM Act (Section 35), the Chief Executive Officer and the Director Corporate and Community Services to perform the functions of the LDC in their absence.

Members and Deputies

The BSC appoints members to the LDMG to ensure it can meet its functions. Members must possess the necessary expertise or experience, as well as the delegation authority, to assist with a comprehensive, all-hazards, and all-agency approach to disaster management. Members have voting rights.

Deputy members serve as proxies for members and assume the member's voting rights should they be unavailable to attend.

Advisors and Deputies

Advisors and Deputies provide additional support and expertise to the LDMG but do not hold voting rights.

Observers

Observers and special guests may attend the Burdekin LDMG meeting upon approval from the Chairperson, Deputy Chairperson, Local Disaster Coordinator, Deputy Local Disaster Coordinator or Disaster Management Officer.

Role of Disaster Management Team

The Disaster Management Team (DM Team) is responsible for ensuring the BSC has effective disaster management arrangements, enabling the LGA to mitigate risks across all phases of disaster management.

The DM Team coordinates relevant administrative, financial, and operational support to all stakeholders in the Burdekin LDMG, Townsville District Disaster Management Group (DDMG), Local Disaster Coordination Centre (LDCC), and the Burdekin State Emergency Service (SES) Unit.

They enable collaboration between emergency services and other agency partners responsible for managing community impacts in disaster events. It maintains high levels of readiness, coordinates and conducts disaster management training and exercises, and ensures the availability of relevant technology and support systems to facilitate effective disaster operations across all phases, including prevention, preparedness, response, and recovery.

Agency-specific organisational roles and responsibilities

A list of LDMG members and advisors, along with their roles and responsibilities, is outlined in *Annexure E – LDMG Roles and Responsibilities.* Further information is available in the Queensland Interim State Disaster Management Plan (2024-25).

Hazard-Specific Agencies

The Queensland Interim State Disaster Management Plan (2024-25) provides information on disaster response functions and associated lead agency roles. Refer to the Queensland Government website for information on departments and relevant Ministers.

LDMG Lead Agency Roles

Hazard	Lead Agency
Infrastructure failure – gas	Queensland Fire Department (Fire and Rescue/Rural Fire Service Queensland)
Infrastructure – telco	Asset owner – Telstra, Optus, Vodafone
Infrastructure failure – water/sewer	Burdekin Shire Council
Infrastructure failure – power	Energy Queensland
Earthquake, Flood, Severe weather, Cyclone, Tsunami, Storm surge	Burdekin Shire Council
Exotic Animal & Plant Disease	Department of Primary Industries - Biosecurity Queensland
Oil/Chemical Spill (Marine Environment), Ship-sourced pollution	Queensland Fire and Rescue
Building collapse – major **Bushfire** **Fire – major building** **Hazardous material/gas incidents** **Oil spill – land–sourced**	Queensland Fire and Rescue
Medical Pandemics & Epidemics **Heatwave**	Queensland Health Department
Transport Incident - Air, Road, Marine **Cyber Security** **Hostile act / Terrorism**	Queensland Police Service
Dam failure – Burdekin Dam	Sunwater

Supporting Documents

Many documents complement the Plan, including:

- Local Disaster Hazard Specific Arrangements.
- Functional sub-plans *(see Annexure B – Local Disaster Management Sub Plans)*.
- Disaster Risk Studies:
    - Natural Disaster Risk Study, July 2003 (Queensland Risk Management Consultants P/L)
    - Burdekin Storm Surge Study, Jul 2003 (Maunsell Australia P/L)
    - Town of Ayr 2D Flood Study and Flood Risk Assessment, June 2012 (Engeny Water Management)
    - Burdekin and Haughton Flood Resilience Strategy, June 2021 (Queensland Reconstruction Authority)
    - Barratta Creek Flood Study, June 2021 (AECOM)
    - Ayr Towns Drain Flood Study

District Disaster Management Group

The Townsville DDMG provides a whole-of-government planning and coordination capability for disaster management. This includes:

- Making decisions on how to best allocate State resources in support of the LDMG's undertaking of disaster management activities; and
- Conduct regular reviews and assessments of disaster management by the LDMG.

During operational activities, the LDMG reports to the DDMG through Situation Reports (SITREP). The frequency of SITREPs provided to the DDMG depends on the nature of the event and the advice of the District Disaster Coordinator (DDC).

Additionally, the LDMG may approach the DDMG regarding:

- Requests for assistance; and
- Declaration of a Disaster Situation.

When activated, the District Disaster Coordination Centre (DDCC) will support the Townsville DDMG in providing State-level support to the Burdekin LDMG. The DDCC coordinates the collection and prompt dissemination of information to and from the LDCC and State Disaster Coordination Centre (SDCC) about disaster events occurring within the Townsville Disaster District. The DDCC will implement decisions of the DDC and DDMG and coordinate State and Australian government resources to support the LDMG and disaster-affected communities within the LGA.

Reporting

The LDC undertakes the following reporting obligations for the Burdekin LDMG:

Report:	Submitted to:	Frequency	Format
Meeting Minutes	DDMG	Following each meeting	Council minutes
LDMG Report to DDMG	DDMG/SDMG	Quarterly	Issued by SDMG
LDMG Membership	DDMG/SDMG	Annually	With above
Situation Reports	DDMG	As negotiated	Created within Guardian IMS
Activation Report	DDMG	As required	Within Guardian IMS, email or phone call

The agency Report from the QPS Emergency Management Coordinator at each LDMG meeting will provide further reporting on exercises and training conducted.

ABOUT THE BURDEKIN LGA

Geography and topography

Burdekin LGA, located in the Dry Tropics Region of North Queensland, spans over 5,000 km². It has easy access to North Queensland's largest city, Townsville, which is just 80 km north of Ayr. Residents enjoy a relaxed coastal lifestyle in a great tropical climate, with an average of 300 days of sunshine annually.

Abundant water supplies and fertile soils have made Burdekin LGA one of Australia's strongest agricultural regions. The Burdekin River, combined with a massive underground aquifer and the Burdekin Falls Dam, makes the district drought resistant. The Burdekin's wealth of fertile soil, irrigation water and life-giving sunshine supports current activities and emerging opportunities for farmers, businesses, and investors.



Figure 3: Map of the Burdekin LGA

Climate and Weather

The Burdekin LGA experiences a humid, high-temperature climate, with a concentration of rainfall in the warmer half of the year and a high degree of rainfall variability.



Average annual rainfall 942.8mm

Short periods of heatwave conditions can occur. Prevailing winds are generally north-easterly in the summer and south-easterly to north-easterly in the winter months.



daytime temps all year round - 18 to 29.2 °C

Tropical cyclones along the North Queensland coastline can impact the Burdekin LGA from December to May.

The coastal communities of Alva, Wunjunga, Groper Creek, Jerona, and adjacent rural properties are vulnerable to storm tides from cyclonic activity. Storm tide heights can lead to evacuations in certain areas.

The long-term effects of climate change in the Burdekin LGA are uncertain. Various models disagree on long-term projections of climate change's impact on Queensland's dry tropics region. The BSC's most recent storm tide modelling data predicts a sea level rise of up to 0.8 metres by 2100

Current climate statistics for Ayr DPI Research Station – Site number – 033002 (last updated 20 March 2025)

Statistics	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	Years		Plot	Map
Temperature																	
Mean maximum temperature (°C)	31.8	31.6	31.0	29.6	27.6	25.5	25.2	26.3	28.2	30.0	31.2	32.1	29.2	66	1951 2025		
Mean minimum temperature (°C)	22.9	22.8	21.6	19.1	16.2	13.0	11.9	12.8	15.2	18.2	20.7	22.1	18.0	66	1951 2025		
Rainfall																	
Mean rainfall (mm)	232.7	237.8	149.0	52.3	41.1	23.3	17.7	16.3	9.6	26.3	45.4	103.5	958.1	72	1951 2025		
Decile 5 (median) rainfall (mm)	184.1	198.6	133.9	23.4	14.8	11.6	4.6	3.6	2.0	7.9	28.7	60.6		73	n/a n/a		
Mean number of days of rain ≥ 1 mm	9.6	10.4	7.8	3.6	3.1	2.3	1.7	1.6	1.2	2.2	4.0	5.9	53.4	71	1951 2025		

Population and demographics[2]

It is essential to accurately identify those members of the community who may be more vulnerable to the impacts of a disaster. The BSC uses statistical data and comprehensive community engagement to accurately identify vulnerable communities and ensure they are adequately prepared and supported before, during, and after an event.

Population
17,204

Male
50.8 %

Female
49.2 %

Indigenous
6.6 %

Families
4417

Median Age
45

Population over 65
24.2 %

Population under 14
16.6 %

Private Dwellings
8230

Born in Australia
81.5 %

Non-English language spoken at home
8.4 %

Population

The Burdekin Local Government Area (LGA) had a total population of 17,204[3] as of June 30, 2024, with an estimated population of 16,195 expected in 2026.

Population projections to 2046

16,842 people to 14,250

The medium population projected decrease (2021 to 2046) for the Burdekin LGA. *Source: QGSO (2023)*

Cultural diversity

The Burdekin LGA has a diverse community with 18.5% of residents born overseas and 8.4% of residents speaking a language other than English at home.

Employment

The Burdekin LGA has a diverse workforce who mostly travel to work in private vehicles. In 2021, 55.9% of residents were in full-time employment.

72.8 % people travelled to using a car either as a driver or passenger

Has a median weekly household income of **$1345**

57.5 % Participate in the labour force

5.7 % people worked at home

3.4 % Unemployment rate

[2] Australian Bureau of Statistics: https://abs.gov.au/census/find-census-data/quickstats/2021/LGA31900
[3] ABS Estimated resident population and components, 2023-24

People Characteristics

Has an average of **2** vehicles per dwelling

Mediam monthly mortgage repayment of **$1220**

48.7 % **residents** are married

9.5 % have a qualification

Average number of people per household is **3**

6.6 % Need assistance with core activities

11.5% People are carers

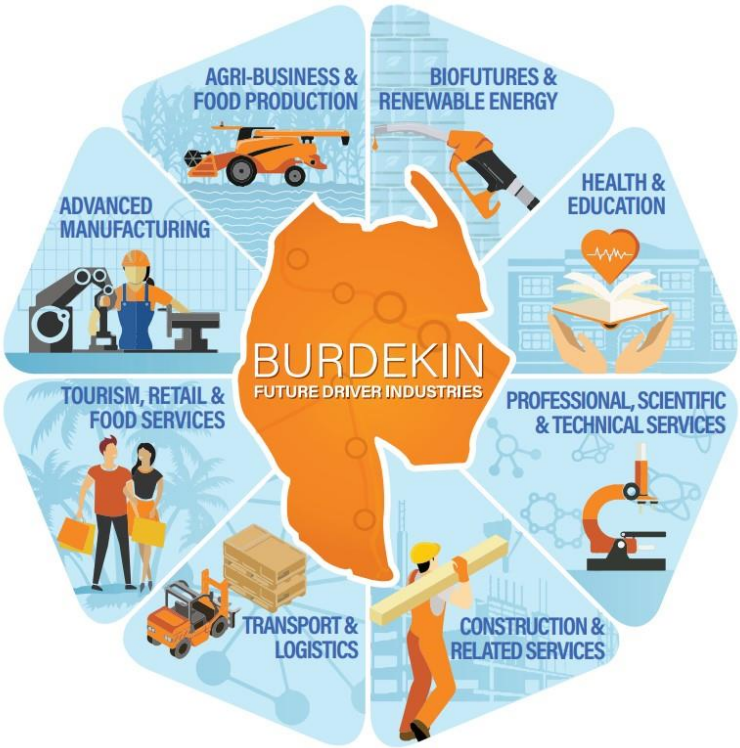
30 % has one or more chronic health condition(s)

Economic and Industry

The economy of Burdekin LGA is primarily driven by agribusiness, particularly sugar cane production, which yields around 8 million tonnes annually and generates over $300 million from raw sugar.

The BSC has been promoting diversification to introduce new industries, boost employment and support the local economy. Approximately 3,400 hectares are also dedicated to horticultural crops like achacha, capsicums, and mangoes.

The district's agriculture, forestry and fishing sectors are the largest employers, generating over 1,521 local jobs in 2022/23. The LGA's innovative farmers are increasingly cultivating grains such as soybeans and sunflowers, which enhance sugar cane yields while lowering costs. The beef cattle sector contributes over $34 million to agricultural output, and Burdekin also has significant horticultural, aquaculture, and manufacturing industries.



With high solar irradiation, the district is home to two solar farms. The aquaculture industry continues to grow with Pacific Biotechnologies operating Pacific Reef Fisheries and a RegenAqua, a macro-algal system facility in Ayr. In 2023, a six-hectare site at the Ayr Wastewater Treatment Facility commenced construction on a world-first Macro-Algal Treatment Facility, utilising native green algae to purify wastewater and protect the Great Barrier Reef. The treatment plant opened in 2025.

Tourism and events

The Burdekin LGA welcomes a diverse range of visitors, including backpackers and seasonal workers in the aquaculture, agriculture, and hospitality industries. It also attracts families visiting relatives, attendees at various festivals and events, as well as grey nomads looking to escape the colder weather in the southern regions of the state and interstate.

The BSC's economic development and community development departments work closely with local businesses and the larger community to promote the LGA to tourism visitors.

2020-2024 Average number of visitors per Year
10,402

Tourism opportunities are being developed to attract additional visitor stays and expenditure, serving as a key driver for job creation as part of the economic diversification of the LGA. From pristine beaches to exhilarating adventure sports, world-class fishing and unique cultural attractions, there is so much to discover.

The Burdekin is home to over 30 kilometres of unspoilt beaches, perfect for walking, swimming, picnics, kitesurfing, fishing, and more. Boat ramps and landings situated around the district provide access to creeks, rivers and estuaries as well as shoals and reefs located off the coast. For experienced divers or those looking to take up the sport, the SS Yongala is located just 22 km from Lynch's Beach, Alva. Rated one of the top 10 dive sites in the world, it is one of the only places along the east coast of Australia where reef and estuary fish can be seen together.



The BSC has recently opened a state-of-the-art, all-abilities water park. The $2.53 million Burdekin Water Park will not only be a local attraction, but a drawcard for those from outside the LGA.



Critical Infrastructure

Critical infrastructure refers to the systems and facilities that are essential during the response and recovery stages of a disaster event.

Burdekin Shire Council Assets

During the Response and Recovery phases of any disaster event, the BSC will assess whether it can utilise its public buildings and spaces to support community needs. This assessment will incorporate considerations of the space and its ability to operate safely in the immediate period, both during and following a disaster.

Administration Centre

- Council Chambers – 145 Young Street, Ayr

Burdekin Shire Council Depot

- Ayr – 25 Jones Street, Ayr

Burdekin Libraries

- Ayr – 108 Graham Street, Ayr
- Home Hill – 77th-79th Avenue, Home Hill

Burdekin Theatre

- 161 Queen Street, Ayr

The home of arts and entertainment in the Burdekin LGA, playing host to a diverse range of live performances, conferences, meetings, seminars, exhibitions and many local events.

Public Buildings, Spaces and Events

- Burdekin Water Festival – Ayr Showgrounds, Craig & Edward Streets, Ayr
- Home Hill Harvest Festival – Eight Avenue & Night Street, Home Hill
- Ayr Show - Ayr Showgrounds, Craig & Edward Streets, Ayr
- Giru Show – Luxton Street, Giru
- Hot Days Sweet Nights Festival – Wickham Street, Ayr & Home Hill Show Grounds, Home Hill
- Burdekin Rugby League – Wickham Street, Ayr
- Burdekin Rugby Union – Jones Street, Ayr
- Burdekin Football – International Driver, Ayr
- Burdekin Growers Race Day – Burdekin Race Club, First Street, Home Hill
- Burdekin Memorial Hall – Ninth Avenue, Home Hill
- Burdekin Theatre – Queen Street, Ayr

Waste Management Facilities

- Ayr Transfer Station – Railway Street, Ayr
- Home Hill Transfer Station - Bojack Road, Home Hill
- Giru Transfer Station – Cromarty Creek Landing Road, Giru
- Clare Transfer Station – 2463 Ayr Dalbeg Road, Clare
- Kirknie Landfill – 1614 Kirknie Road, Home Hill

Transport Networks

The Burdekin LGA relies heavily on its internal and external links for road and rail transport. It has a lower direct reliance and infrastructure related to air and sea transportation.

Road Network

The Bruce Highway transects the LGA, commencing at the Wangaratta Creek boundary with Whitsunday Regional Council, passing through the principal towns of Home Hill and Ayr and exiting the LGA to the northwest of Giru at the boundary with Townsville City Council. Other state-controlled (main) roads in the LGA include:

- Ayr - Dalbeg Road (#545)
- Home Hill - Kirknie Road (#5405)
- Ayr - Ravenswood Road (#5472)
- Woodstock - Giru Road (#548)

The BSC constructs and maintains a network of 1,147 kilometres of local roads, including both sealed and unsealed roads, which service smaller urban communities and rural residential and farming properties. The transport portfolio comprises an extensive network of urban and rural, sealed and unsealed roads, as well as associated road network assets.

As of 30 June 2025, the key statistics are as follows:

- 1,146 km of roads - 739 km are sealed (64.5%)
- 7 vehicle bridges
- 5 pedestrian bridges
- 9 major culverts
- 2,596 culverts and pipes (27.5 km)
- 49km of paths and cycleways
- 195 km of kerb and channel and inverts
- 33 roundabouts

The total replacement value of the BSC's transport portfolio, as provided in the financial asset register on 30 June 2025, was $584 million.

Railway

The main freight line between Brisbane, Townsville and Cairns travels through Home Hill and Ayr. Queensland Rail operates the Spirit of Queensland, a passenger train service between Brisbane and Cairns, stopping at Home Hill, Ayr, and Giru four times a week, each way.

Airports, airfields and helicopter landing pads

The Burdekin LGA has two aerodromes and several smaller Airstrips maintained by the BSC:

- Ayr Aerodrome – Aerodrome Road, Brandon
- Home Hill Aerodrome – Heatley Road, Home Hill
- Clare Airstrip – Cnr Dunn & George Roads, Clare
- Millaroo Airstrip – Newman Road, Millaroo
- Dalbeg Airstrip – Foreman Walsh Road, Dalbeg

The Ayr Aerodrome features a 1,250 m sealed runway for light aircraft, with a pavement concession of PCN 8/F/A/580(84psi)/U and is equipped with a solar-powered night lighting system.

The Home Hill Aerodrome runway and the other airstrips are unsealed.

Marine Services

Maritime Safety Queensland and the owner/operator of the Marine Services are responsible for providing detailed information regarding the conduct of marine activity within the Burdekin LGA. The BSC maintains eight boat ramps for use by privately owned watercraft:

- Plantation Creek Boat Ramp – Old Wharf Road, Airdmillan
- Ocean Creek Boat Ramp – Peggy Bog Road, Airdmillan
- Morris's (Barramundi) Creek Boat Ramp – Morris Creek Road, Giru
- Barratta Creek (Jerona) Boat Ramp – Jerona Road, Jerona
- Cromarty Creek Boat Ramp – Cromarty Creek Boat Ramp Road, Giru
- Hell Hole Boat Ramp – Hodder Road, Rita Island
- Groper Creek Boat Ramp – Groper Creek Road, Groper Creek
- Alva Creek Boat Ramp – Beach Road, Alva Beach

Essential Services

Emergency Services

The Burdekin LGA is serviced by the following emergency services, with various stations located within the region:

- Queensland Fire Department (QFD), Fire and Rescue stations
- QFD, Rural Fire Service (RFS) brigades
- Queensland Ambulance Service (QAS), Ambulance stations
- Queensland Police Service (QPS), Police stations
- State Emergency Service (SES) depots
- Marine Rescue Queensland (MRQ) Burdekin

State Emergency Services

The BSC supports the Burdekin SES financially and through resourcing and facilities. The regional unit operates from 3 McCathie Street, Ayr and has operational units at:

- Ayr – 3 McCathie Street, Ayr
- Home Hill – 84 Eleventh Avenue, Home Hill
- Giru – 54 Donaghue Street, Giru
- Clare – 28 Nelson Street, Clare
- Rita Island – 3 Sandhill Road, Rita Island

Medical and Health Facilities

The Burdekin LGA is serviced by two regional public hospitals located in Ayr and Home Hill. Specialist healthcare is mainly provided through telehealth or by patients travelling to Townsville University Hospital.

The Ayr Health Service is a 28-bed facility with a 24-hour emergency department. Approximately 2,400 inpatients are treated annually, and 1,000 emergency department (ED) presentations are attended to each month. Surgical services are provided by onsite and visiting Obstetric, Orthopaedic, Gastroenterology and Dental clinicians.

Other services include Community Mental Health, Allied Health services and outreach clinics.

The Home Hill Health Service is a 14-bed rural facility offering general medical care, palliative care, rehabilitation, and satellite renal dialysis services.

Smaller medical centres and general practitioners provide an extensive service network across the LGA.

Education

The Burdekin LGA offers a choice of State Government, Catholic education, independent schools and tertiary institutions.

Options within the LGA include:

- TAFE Queensland (Home Hill)
- 12 State primary schools
- 2 State high schools
- 1 Special school
- 3 Catholic primary/high schools
- 1 independent primary/high school

Electricity Supply

The Burdekin LGA is serviced by reticulated electricity service provided by Ergon Energy with a 132/66/11kV Powerlink/Ergon Energy Bulk Supply Point substation located at Shadforth Road in Clare, and 66/11kV Zone Substations located at East Ayr, Ayr, Kalamia, Jarvisfield, Giru, Barrattas, Mona Park, Millaroo, Haughton, Home Hill, Kirknie and Gumlu.

The LGA is supplied from north and south by a 132kV transmission line owned and operated by Powerlink.

Sewerage

The Ayr, Brandon, and Home Hill townships are connected to reticulated sewerage systems, which collect and deliver wastewater to the Ayr WWTP and Home Hill STP for treatment and subsequent discharge into adjacent irrigation channels.

There are approximately 52 Sewage Pump Stations (SPSs) in the BSC's networks. Each pump station is equipped with both duty and standby pumps, as well as duty and standby-level sensors. It is capable of independent site control and is connected to Supervisory Control and Data Acquisition (SCADA) systems for remote monitoring, high-level and operational failure alarm notification, and various levels of remote operation.

The Burdekin Macroalgal Bioremediation Facility in Ayr, Queensland, is the world's first large-scale wastewater treatment plant to harness native macroalgae for natural nutrient removal. Developed by Pacific Bio in partnership with BSC, the facility features 12 high-rate algal ponds and treats up to 1.8 million litres per day (MLD) using RegenAqua technology. This solar-driven process removes nitrogen and phosphorus from sewage, dramatically improving water quality before discharge near the Great Barrier Reef. The harvested nutrient-rich algae are repurposed into sustainable agricultural fertilisers.

Telecommunications

Telstra maintains an underground telecommunications network within the townships and is linked to the main network via fibre optic cable and microwave radio towers. Optus has a strong presence in the LGA, operating its network via tower-based mobile services.

All major networks provide broadcast TV services in the towns, as well as radio services, including local radio station 97.1 Sweet FM, which provides disaster management information to most of the Burdekin community.

Telstra, Optus, and other service providers operate the National Broadband Network (NBN), as well as mobile services and internet connections (including fixed-line, Wi-Fi, 4G, and 5G). NBN Towers provides wireless broadband connectivity for our rural residents. During a disaster, these towers are monitored for damage or service interruption. Starlink satellite internet offers high-speed internet for businesses and residential customers in the LGA.

Water Supply

BSC is a registered Service Provider under the Water Supply (Safety and Reliability) Act 2008, and to meet its obligations under the DM Act, it quantifies the measures in an approved Drinking Water Quality Management Plan [DWQMP]. It meets pre-determined Customer Service Standards [CSS].

The BSC provides source water treatment in accordance with the Australian Drinking Water Guideline (ADWG) Standards, and reticulated drinking water to Ayr, Brandon, Alva, Home Hill, Giru, and Mt Kelly. Meanwhile, Sunwater provides drinking water to the Clare, Millaroo, and Dalbeg communities.

The water supplies for Ayr, Brandon, Home Hill, Alva, and Mt Kelly are sourced from underground bores. The Burdekin Falls Dam, constructed in 1987, improves the raw water supply from the Burdekin River for the Lower Burdekin Delta. Sunwater releases water to meet environmental and irrigation needs. At the same time, Lower Burdekin Water pumps raw water from the Burdekin River for distribution to irrigators and recharge systems, maintaining storage and replenishing aquifers for Ayr, Brandon, Home Hill, and Mt Kelly.

The BSC's new Water Treatment Plant will deliver a daily capacity of 14 megalitres (MLD), significantly

enhancing water reliability and quality for Ayr, Brandon, and Alva. Equipped with iron and manganese pre-treatment, dual media filtration (coal on sand), disinfection, chemical dosing, and solids handling systems, the facility is designed to eliminate longstanding water discolouration issues and ensure consistent delivery of clean drinking water. Located at the South Ayr bore field, the plant includes up to three submersible pumps and upgraded delivery infrastructure. Commissioning is expected to occur in May 2026, underscoring a significant milestone in the LGA's commitment to long-term water security and public health.

Townsville City Council (Townsville Water) provides treated drinking water under a bulk potable water supply agreement for the Giru water supply. Raw water for this supply is sourced from Sunwater's Giru weir on the Haughton River. Runoff from the Haughton catchment maintains sufficient capacity in the weir, with water from the Burdekin River provided to supplement catchment flows during periods of drier weather as required. Treated water is supplied under a fee-for-service agreement between Townsville City Council and BSC.

All urban schemes have extensive rural reticulated services as part of their networks.

UNDERSTANDING BURDEKIN LGA'S HAZARDS AND RISKS

Multi-Hazard Risk Assessment

The BSC and LDMG will continue to implement best practice risk assessment and management practices throughout the LGA, adhering to current risk management guidelines (ISO 31000:2018) and associated policies.

In July 2003, the BSC conducted a comprehensive study on Natural Disaster Risk Management. The purpose of the study was to enhance community safety by identifying, analysing, evaluating, and addressing specific natural hazards and risks within the Burdekin LGA:

- Cyclones (Category 1-5) – a review of past events suggested that categories 1-3 and 4-5 be examined separately:
- Flooding of the Burdekin River
- Flooding of the Haughton River
- Burdekin River Bridge Closures
- Major localised flooding (not covered above, for Ayr, Home Hill and Brandon)
- Coastal Storm Surge
- Landslide/slip
- Bushfire
- Earthquake/tremor

A key aspect of the process is recognising how reducing disaster risk can safeguard the community against economic setbacks from disasters. In September 2023, a review of the Whole of Council Operational Risk Register was conducted to assess the impact and likelihood of risks. Effective disaster risk management relies on identifying the community's exposure and vulnerability to hazards.

Hazard identification and risk assessment are crucial for disaster management planning and should be regularly updated to reflect current and accurate data.

The BSC and LDMG will implement best practice risk assessment and management, conducting annual reviews of our Business Continuity Plans and Corporate Risk Register. The BSC and Burdekin LDMG will review the Operational Risk Register at least annually or after each disaster (See *Annexure G – Operational Risks – Whole of Council*).

BSC will comply with current risk management standards (ISO 31000:2018) to achieve the following:

- a more rigorous basis for decision making and planning
- better identification of threats
- value from uncertainty and variability
- pro-active rather than reactive management
- more effective allocation of resources
- improved incident management and reduction in loss and cost of risk
- improved community confidence and trust
- improved compliance with relevant legislation and
- better corporate governance.

Residual Risk

There will be instances following a risk assessment where the BSC and LDMG identify that treatment options at the local level will not be adequate to remove the risk and that unacceptable residual risk remains. Residual risks that cannot be adequately treated or mitigated through local government actions, plans, or resources are formally escalated to the district or, subsequently, the State government for

these agencies to assess and accept, treat, or mitigate accordingly.

The BSC and LDMG has identified three main residual risks:

- **Staffing** – lack of personnel or specialised skill sets in the LGA.
- **Engineering** – some engineering modifications are not cost-effective for the risk posed.
- **Health concerns** – lack of Queensland Health staff and facilities to manage volumes of admissions for large-scale injuries following an event or during a pandemic.

Natural Hazards

The BSC and LDMG adopts an 'all hazards' approach to disaster risk management in alignment with the Queensland Emergency Risk Management Framework (QERMF) 2017, which has received endorsement from the Queensland Disaster Management Committee (QDMC). This standardised and internationally recognised framework prioritises, mitigates, and manages risks associated with the seven significant natural hazards identified as having the most impact on Queensland.

The Queensland State Natural Hazard Risk Assessment defines Natural hazards as detailed in Figure 4.

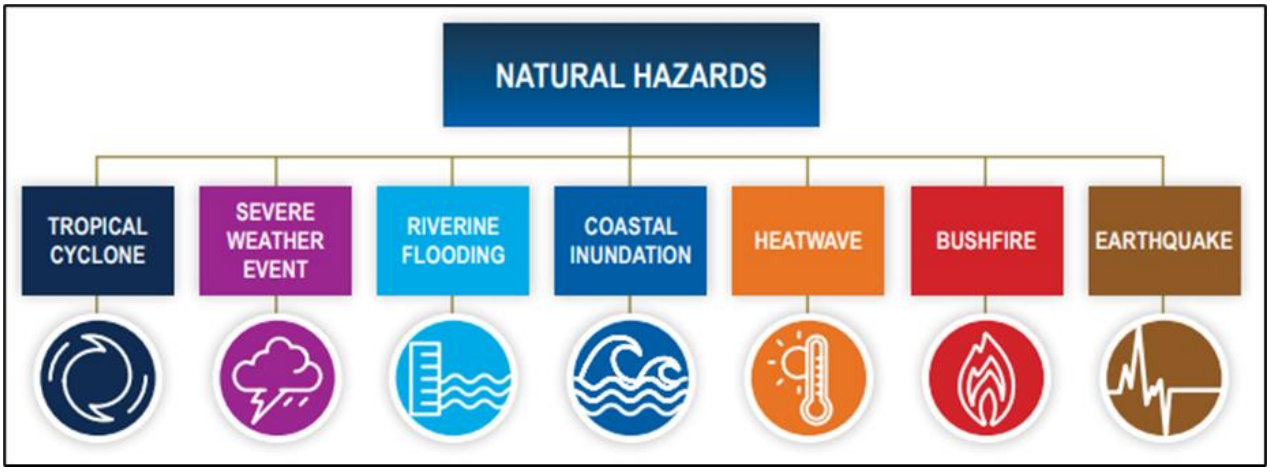


Figure 4 - Seven natural hazards are addressed in the scope of the Queensland State Natural Hazard Risk Assessment

The main direct threats to the Burdekin LGA have been identified as:

- Riverine Flooding (Burdekin and Haughton)
- Cyclone (Category 4-5)
- Coastal Storm Surge (Category 4-5 Cyclone)
- Cyclone (Category 1-3)
- Coastal Storm Surge (Category 1-3 Cyclone)
- Tropical Low (Monsoonal Rain)

The LGA is also likely to be indirectly impacted by hazards/threats in neighbouring local government areas.

Non-Natural Hazards

Several Non-Natural Hazards have also been identified that could impact the Burdekin LGA. These have been identified as:

- Hazardous Material Incidents
- Pandemics and Epidemics
- Transport Accidents
- Water Contamination





Our Hazards

The diverse landscape of the Burdekin LGA broadens the risk of natural disasters and emergency events. The community should be aware of and prepared for the key hazards outlined below, which may affect the community.

A list of cyclones that have threatened our LGA, along with a list of major flooding events, can be found in *Annexure F – Burdekin Cyclone and Flooding Events*.

Tropical Cyclone



The eastern Australian coastline, from Cape York Peninsula to Coolangatta, frequently experiences severe tropical cyclones that cause significant destruction. These low-pressure systems form over warm waters, typically when sea surface temperatures exceed 26.5°C. Cyclones can last several days or weeks and often take unpredictable paths before dissipating over land or cooler waters.

The key difference between a tropical low and a tropical cyclone is wind speed; while tropical lows have lower winds, they can still produce severe weather. Most cyclones originate as tropical lows, but not all of them develop into cyclones. In North Queensland, tropical cyclones regularly damage crops and structures, posing dangers through extreme winds, heavy rainfall that leads to flooding, and storm surges that affect coastal areas.

Annexure F – Burdekin Cyclone and Flooding Events: List of cyclones and major floods impacting the LGA

Severe Weather



The Queensland coastline, from Cape York Peninsula to Coolangatta, frequently experiences severe tropical storms. These storms are localised, very intense low-pressure wind systems that form over tropical oceans and have winds of cyclonic force. During the wet season, the Burdekin LGA is prone to frequent tropical storms, which cause property damage, destroy vegetation, and disrupt the electricity supply. Tasks required during these events include covering unroofed properties with tarpaulins (SES), clearing trees from roadways and other public facilities (BSC).

Riverine Flooding - Floods



Minor flooding is common in the LGA, causing minimal impact on residential areas, while moderate to major flooding can disrupt services and communities. Flooding typically occurs from November to April, with the peak months being February and March. Towns like Ayr, Home Hill, and Giru are located on a floodplain, experiencing potential disruptions to transport rather than direct flooding.

The BSC and the Bureau of Meteorology (BOM) operate the Burdekin Alert Flood Warning system, which utilises rainfall and river height stations to report data to a base station in Ayr, generating predictions and forecasts. BSC's engineering team plays a vital role in managing flood information and has contributed to the Burdekin and Haughton Flood Resilience Strategy and the Barratta Creek Flood Study for effective mitigation.

Coastal Inundation – Storm Surge / Storm Tides



A storm surge is an increase in water level above what is considered normal along a shore, caused by strong onshore winds and/or decreased atmospheric pressure. Storm surges typically occur when a tropical cyclone approaches land, but intense low-pressure systems can also create storm surges in non-tropical regions.
The combination of storm surge and the regular (astronomical) tide is referred to as a "storm tide." The most severe impacts are experienced when the storm surge coincides with a high tide. When this alignment occurs, the storm tide can reach areas that would otherwise be safe. Additionally, powerful winds create large waves that compound the effects of the storm tide. Together, the storm tide and waves can destroy buildings, wash away roads, and ground ships. If you find yourself in your home or car when a significant storm surge hits, survival may be unlikely.
Predicting the exact water level of the astronomical tide at the time a storm surge strikes is challenging due to the unpredictable nature of cyclones and the narrow time window between high and low tides.

Heatwave



The BOM defines a heatwave as a period of three or more consecutive days featuring unusually high maximum and minimum temperatures for a specific location. This definition takes into account the local climate and historical weather trends.

It's important to note that high daytime temperatures do not just characterise a heatwave; the amount it cools down at night also plays a significant role. If nighttime temperatures remain high, the following day's maximum temperature is likely to be reached earlier and last longer.

When unusually high temperatures persist both during the day and at night, heat stress poses serious risks to human health and infrastructure. In Australia, heatwaves can cause more fatalities than any other natural hazard and lead to significant economic losses from livestock and crop damage, as well as infrastructure destruction.

Factors influencing the impacts of heatwaves include vegetation cover, concrete surfaces, tree density, proximity to water, topography, climate, elevation, and wind patterns. The level of acclimatisation of the community is also important.

During heatwaves, power networks often experience outages due to high demand, and prolonged high temperatures can damage infrastructure, thereby increasing bushfire risks. National parks, wildlife reserves, and wildlife populations are especially vulnerable in these conditions.

Bushfire



There is always the possibility or threat of an urban fire occurring in major towns or smaller townships. An Area Fire Management Group (AFMG) conducts annual meetings to assess the likely fire condition and potential for mitigation burns. The Bushfire Risk Mitigation Plan (BRMP) is the document that provides feedback to the LDMG. This is conducted in accordance with the Queensland Bushfire Plan.

Fire has three essential requirements: fuel, heat, and oxygen. Different types of bushfire fuel (vegetation) burn differently: finer fuels like grasses burn more quickly, while more substantial, woodier fuels burn with greater intensity. A bushfire will occur when there is sufficient dry fuel to burn, weather conditions are hot, dry, and windy, and there is a source of ignition, such as lightning.

Fire Stations are in Ayr, with auxiliaries at Home Hill and Giru. A large part of the LGA is under sugarcane, which is susceptible to wildfires, especially in the hotter months of the year. In the past, wildfire damage was confined to crops, animals, and fencing in rural areas.

Earthquake



Earthquakes or seismic tremors of variable magnitude could occur without warning within the LGA. Subsequent effects could include damage to property, disruption of essential services, loss of life or serious injury.

The likelihood of an earthquake is rare, but the consequences are high. Compared to plate margin regions, such as California or Japan, the rate of earthquakes in Australia is lower. However, Australia's earthquake activity is moderate to high relative to other intraplate regions.

Two recent earthquakes, both of 4.9 magnitude, struck the North Queensland region in April 2020 and August 2020. The latest earthquake was felt in Townsville, located 90 km from the Burdekin and over 200 km from the epicentre of the quake.

Tsunami



Tsunamis are often confused with storm surges, which are rapid rises in sea level due to weather events, particularly tropical cyclones. These disturbances can occur either below the ocean (underwater earthquakes) or above (meteorite impacts).

The term "tsunami" means "harbour wave" in Japanese. Although once referred to as "tidal waves," this term is misleading, as they are not directly related to tides.

A tsunami is a series of ocean waves with long wavelengths, typically hundreds of kilometres long, caused by disturbances such as:

- Earthquakes
- Landslides
- Volcanic eruptions
- Explosions
- Meteorite impacts

The Burdekin LGA has created a Tsunami Response Sub Plan to prepare for potential tsunami events.

Hazardous Materials Incident



A large part of the LGA is used for sugar cane production, so significant amounts of hazardous materials, such as fertilisers, herbicides, and pesticides, are stored on farms, at agencies supplying these substances, and at sugar mills. Dangerous chemicals, including corrosive substances, are transported through the LGA via road and rail, posing a significant threat of a hazardous accident. The evacuation of nearby populations may be necessary if an accident poses a danger to life.

The BSC undertook a Chemical Spills Risk Study in May 2002, which indicated a 'moderate' residual risk (rating M28) to the LGA. The risk is relatively low, but it has significant consequences if a major emergency were to occur. Since the report was undertaken, licensing dangerous goods locations has ceased to be the BSC's responsibility. QFR is the lead agency in any chemical incident, and the BSC would rely on QFR's expertise to lead the response.

Additionally, the Burdekin LDMG is aware of a high-pressure gas pipeline running from Moranbah to Townsville. Warning signs mark the pipeline's path, and it is monitored 24/7 by a central control system. A Crisis Management Team has been established, with dedicated emergency equipment in Townsville and Moranbah, and simulation exercises are conducted regularly.

Pandemics and Epidemics

A flu pandemic occurs when a new subtype of the flu virus spreads rapidly among humans, causing widespread illness and affecting many sectors of society for over a year. While it doesn't directly damage physical infrastructure, it leads to significant societal disruptions as people may withdraw from work and daily activities due to fear of infection or caregiving responsibilities.
Government measures to mitigate a pandemic, such as avoiding crowded places and quarantining, can disrupt communities and impact businesses, reducing demand for some goods while increasing the strain on healthcare services. It is crucial for response and recovery plans to be flexible and adaptable, emphasising cooperation between countries and regions.



The BSC has reviewed its business continuity plans in light of COVID-19 and has developed several resources to guide the LDMG and BSC during a pandemic, including the:

- 2021 Pandemic Influenza Sub Plan
- COVID-19 Remote Facility Operational Procedures
- COVID-19 Burdekin Health and Local Government Integrated Response Plan

Transport Accidents



The Bruce Highway runs through the Burdekin LGA. It serves as a major transportation route for a variety of vehicles, including heavy transport vehicles like semi-trailers and B-doubles, as well as tourist coaches, school buses, and personal vehicles. While road accidents of any scale directly impact many residents through missed work, medical appointments, and flights, they also strain the capabilities of emergency services.

Transport accidents are unavoidable and can involve multiple emergency response agencies, depending on their size and complexity. This also applies to the Queensland Government's rail line, Wilmar's tramway lines, and, on a smaller scale, boating accidents at sea.

In the LGA, only light aircraft utilise the aerodrome and airstrips. Although there are a few light aircraft in the area, the potential for an accident does exist.

Exotic Animal and Plant Diseases, including Aquaculture



The Australian economy, in part, depends on the sugar and livestock export trade. An outbreak of an exotic animal or plant disease could be crippling to these industries and the country. With some cattle production in the LGA and the slight possibility of animals being introduced from passing vessels in coastal areas, the potential exists for the spread of exotic diseases. The responsible authority would implement urgent and stringent control measures if this did occur.

The Burdekin LGA also has a growing aquaculture industry, and an outbreak of disease could be crippling to this industry.

Water Contamination



The BSC's reticulated water system includes several reservoirs, which could potentially be targets for contamination attacks, particularly in light of the terrorism concerns facing many Western countries. Although these facilities are equipped with security fencing, it is primarily intended to deter public access and can be easily breached by someone determined to gain entry. Currently, the risk of water contamination is considered low, as BSC employees conduct daily inspections of these facilities.

PREVENTION

Prevention is defined as *regulatory and physical measures taken to ensure that emergencies are prevented, or their effects mitigated*, and mitigation is defined as *measures taken in advance of a disaster aimed at decreasing or eliminating its impact on society and environment*.[4]

Prevention and mitigation activities can be both structural and non-structural, including engineering works, land use planning, improved building codes, warning systems, and regulations.

Investing in disaster risk prevention and reduction strengthens the economic, social, health, and cultural resilience of individuals, communities, countries, and the environment. Effective mitigation measures are crucial, as they save lives and lower the costs associated with response and recovery.

A detailed Mitigation Plan was developed as an outcome of the Natural Disaster Risk Management Study conducted by Queensland Risk Management Consultants (QRMC) in 2003.

The study was undertaken to provide an initial assessment of the risks within the LGA and identify any additional treatment options necessary to address those risks. A significant element of the process was considering how reducing disaster risk can protect the community against economic failures resulting from disasters.

Examples of mitigation strategies include:

- Education and information - community awareness and education programs are used to remind residents of the real threat and assist in identifying what they can do to limit the impact of disaster events.
- Structural works - not limited to flood levees, drainage works, and improved road infrastructure.
- Land use planning - that recognises the sources of risk to minimise the potential for damage and disruption to the community.
- Building controls - improved design and construction of buildings to reduce risk and ensure resilient infrastructure.
- Essential Infrastructure - vital to a community's resilience, these services and infrastructure are well managed and maintained.
- Landscape and environment - The management of landscapes can play a crucial role in mitigating the impact of disasters.

Mitigation Projects

Disaster Dashboard Implementation

In conjunction with QIT Plus, the BSC implemented the Burdekin Disaster Dashboard as a one-stop online website for the community to access the most up-to-date and reliable information during disaster events.

The dashboard includes live feeds from the Department of Transport, the Education Department, and the Bureau of Meteorology, ensuring the information is timely and relevant.

The Dashboard is available for use on any device capable of internet access and can be found at:

disaster.burdekin.qld.gov.au

Residents can decide to "Opt-In" for email or SMS notifications on various functions once trigger points are achieved.

Area Warden Program

The disaster management team has established and manages the Area Warden Program to provide real-time information and act as a point of contact for regional communities that experience isolation during severe weather or flooding events.

Area Wardens are provided with resources and training each year during the dry season, along with opportunities for networking and feedback.

The disaster management team contacts all Area Wardens at least daily during an event to gather updates on how the community is faring, address any concerns, and organise the essential resupply of food and medication.

Installation of Wig-Wags

BSC has installed flood water height sensors and wig-wag lights at key locations in the Burdekin to warn vehicles when they are approaching a flooded road or creek crossing. Locations include Viv Cox Bridge at Barratta Creek, Upper Haughton, Allen Road Barratta, and Rita Island Bridge.

[4] Interim Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline 2024-25

Upgrade to Jerona Causeway

During the 2022-23 storm season, the Jerona Road causeway sustained significant damage, resulting in restricted traffic conditions and weight restrictions for vehicles. The BSC has built back better and constructed a more robust causeway to withstand the annual flooding.



Jerona Causeway

Ayr Water Filtration Plant

The BSC's new Water Treatment Plant is expected to be commissioned in May 2026, underscoring a significant milestone in the LGA's commitment to long-term water security and public health.

Delivering a daily capacity of 14 megalitres (MLD) and significantly enhancing water reliability and quality for Ayr, Brandon, and Alva, the facility is designed to eliminate longstanding water discolouration issues and ensure consistent delivery of clean drinking water.

Located at the South Ayr bore field, the plant includes up to three submersible pumps and upgraded delivery infrastructure.



Ayr Water Filtration Facility



Ayr Water Filtration Facility

Electronic Variable Message Boards

The BSC has installed two Electronic Variable Message Boards in Home Hill and Giru. These message boards are centrally located and are designed to provide both community members and visitors with timely and relevant information during disaster response and recovery operations.

These message boards can be programmed remotely and updated as the situation changes to provide the most up-to-date information available.



Giru Variable Message Board

PREPAREDNESS

Preparedness activities are designed to minimise the impact of an event on a community and to ensure an effective response and recovery. The BSC and LDMG prepare for disasters through careful planning, developing capabilities, and fostering integration, along with community education and engagement.

Preparedness involves creating plans and arrangements that ensure all necessary resources and services can be efficiently mobilised and deployed during an emergency. It aims to reduce the harm caused by hazards by lessening a community's susceptibility and vulnerability. Strategies for preparedness include various measures such as:

- Disaster plans and procedures
- Community awareness programs – Get Ready Burdekin
- Local Area Warden Program
- Effective information management - collection of historical data of events
- Media releases to communities
- Regular maintenance programs.

The Burdekin Local Disaster Management Group (LDMG) meets monthly during the cyclone and wet season, which runs from October to April, and as needed during the dry season.

Planning

The Burdekin LDMG recognises the importance of comprehensive planning across all phases of disaster management, including prevention, preparedness, response, and recovery. Plans consider the specific vulnerabilities and risks to the community, and adopt a comprehensive, all-agencies approach to disaster management.

Identifying risks and hazards informs a cycle of disaster management activities, with some occurring continuously and others at specific times throughout the year. The expected impact periods of natural disasters shape the disaster management calendar.

Prevention	Preparedness	Response	Recovery
Key Activities Reporting, Assessing, Planning, Training & Excersising	**Key Activities** Reviewing, Planning, Training, Exercising, Cabinet Submission & Community Awareness	**Key Activities** Responding, Recovering, Meetings & Reporting	**Key Activities** Post Event Series i.e. Meetings, Assurance Activities, Review & Assess

The Local Disaster Management Group (LDMG) must convene as needed to ensure proper operations; however, it should meet at a minimum every six months, in accordance with Section 12 (1) of DM Regulation.

The Burdekin LDMG meets monthly as a minimum during the cyclone/wet season (from October to April) and as necessary during the non-wet season. The Burdekin LDMG takes an all-hazard, comprehensive, agency collaboration approach to preparedness. This approach enables all agencies to consolidate their capability to prepare for disasters.

The LDMG will establish and maintain relationships with lead and support agencies, local community groups, local volunteer service groups, and the community to build ownership and partnerships with members of these groups, thereby increasing their overall disaster management capability. The group will also facilitate and participate in regular training and exercises.



Figure 5: Disaster Management Activities Calendar – likely tasks over the year to assist with planning and operational tasks.

Sub Plans and Threat Specific Plans

Threat-specific and functional sub-plans support the Local Disaster Management Plan in controlling hazards and managing the delivery of disaster management functions across all phases of PPRR.

Sub Plans
Community Information and Warnings Sub-Plan
Communications Sub Plan
Evacuation Sub Plan
Pandemic Influenza Sub Plan
Public Health Sub Plan
Resupply Sub Plan
Recovery Sub Plan
Transport Sub Plan

Threat Specific Sub Plans
Airport Emergency Sub Plan
Tsunami Sub Plan

Business Continuity Planning

The BSC's Business Continuity Plan (BCP) outlines how the BSC will operate in the event of a disruption or business incident. The BCP outlines the actions to be taken to return to daily operations as soon as possible. The BCP was recently reviewed due to the impact of COVID-19 on our community.

The following Plans and procedures were developed to assist and guide the LDMG and the BSC during a pandemic:

- 2021 Pandemic Influenza Sub Plan
- COVID-19 Remote Facility Operational Procedures
- COVID-19 Burdekin Health and Local Government Integrated Response Plan

The BSC also supports non-government organisations in developing their business continuity plans to maintain continuity of service and re-establish services to the community.

Capability Development and Integration

Training

The BSC utilises the Queensland Disaster Management Training Framework (QDMTF) in conjunction with the Inspector-General Emergency Management (IGEM) Emergency Management Assurance Framework (EMAF) to ensure that all BSC officers, councillors, and agency representatives are well-informed and confident in their roles, in compliance with the DM Act.

The EMAF outlines a roadmap for establishing, delivering, and reviewing an annual training program for the LDMG, BSC officers, councillors, and key stakeholders associated with disaster management at the BSC. The training provided under this framework aligns with IGEM's Standard for Disaster Management in Queensland and the Queensland Disaster Management Lessons Management Framework, aiming to implement 'best practice' training that meets both legislative and standard compliance.

The LDC and DMO will work with the QPS Emergency Management Coordinator to identify any group training and exercise shortfalls. The DM Team maintains a register of training undertaken by the LDMG members and the BSC's specialist advisor personnel. The QPS Emergency Management Coordinator maintains a Training Needs Analysis (TNA) spreadsheet for all LDMG members, their deputies, and advisors.

Exercising

In accordance with Section 59 of the DM Act, the BSC is responsible for ensuring the effectiveness and capability of the Plan.

Exercises may be held periodically throughout the year to ensure the currency and effectiveness of the Plan and stakeholders' capability to respond to and recover from a disaster event, unless the LDMG is activated and a full response is undertaken.

A full debrief is conducted after each exercise/event. Evaluations will take place to identify areas for improvement. The DM Team, supported by LDMG, will endeavour to review the Plan, policies, training, and procedures to realise them as 'lessons learned'.

The Burdekin LDMG endeavours to participate in other local, district, or state exercises each year to enhance its knowledge, experience, and skills in disaster management activities.

Lessons Management

The BSC and LDMG are committed to continuous improvement and ongoing learning through the lessons management process. The LDMG conducts a debrief for each exercise or event to collect and analyse learnings, which can then be applied to ensure continuous capability improvement.

The BSC and LDMG contributes to assurance activities conducted by IGEM as part of its function to review and assess the effectiveness of disaster management by State, District, and local groups, ensuring best practice and alignment with the Standard for Disaster Management in Queensland.

Pre-season briefings

Lead authorising agencies will deliver pre-season briefings to provide weather outlooks and an overview of readiness activities before the severe weather season. BSC provides these briefings to internal staff, councillors, LDMG members and Advisors.

Community Engagement

The BSC undertakes community engagement activities to ensure residents understand their risks, how to prepare, and what they can do before, during and after an event.

Disaster Dashboard and other tools

The BSC and partner agencies have developed several tools and information sources that residents can access to assist with understanding their risk.

Disaster Dashboard

BSC maintains the Disaster Dashboard for the community to access and obtain information during a disaster situation. The Dashboard provides real-time information for the community and those visiting the area during a disaster, including an interactive map with live feeds on:

- Emergency News
- Road Conditions
- Weather Warnings
- Power Outages
- Traffic Cameras
- Flood Cameras
- School Closures
- Waste Services

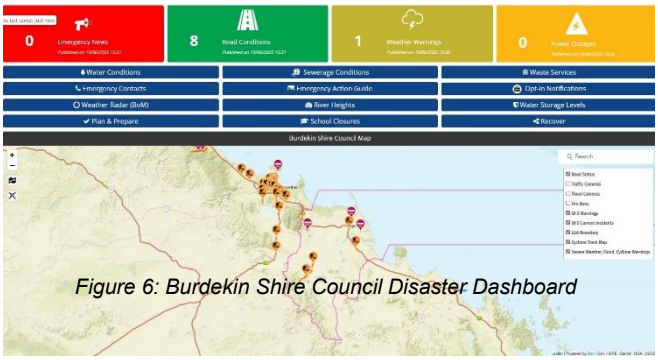
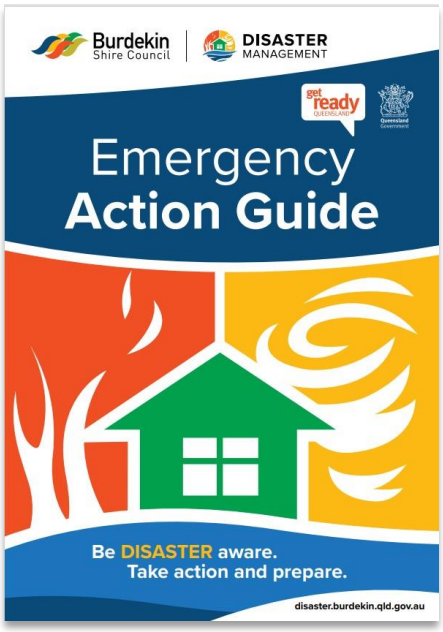


Figure 6: Burdekin Shire Council Disaster Dashboard

Residents can “Opt-In” and receive notifications by email or SMS when information reaches the trigger point.

Emergency Action Guide

BSC has developed a community-based Emergency Action Guide to provide information on natural disasters that may affect the LGA.



The guide can assist community members with five (5) essential steps to:

- Prepare an emergency plan
- Prepare an emergency and an evacuation kit
- Prepare family, pets, home, yard, and belongings
- Find information during a disaster
- Understand the risk and likelihood of disasters within our community.

The Emergency Action Guide is available to all residents and visitors and can be downloaded from the BSC’s website. Alternatively, a copy can be obtained from the Customer Service Centre at the Council Chambers.

The Bureau of Meteorology

The Bureau of Meteorology is Australia's national weather, climate and water agency. Its expertise and services help communities cope with the harsh realities of their natural environment, including drought, floods, fires, storms, tsunamis, and tropical cyclones. The Bureau provides one of the most fundamental and widely used government services through regular forecasts, warnings, monitoring, and advice spanning the Australian region and Antarctic territory.

Residents can view the BoM's weather warnings, forecasts and radars online at Queensland Weather and Warnings and download the BoM Weather app, which provides hourly and 7-day forecasts, radar and warnings - wherever you are.

Community Information

BSC promotes disaster preparedness messaging throughout the year, utilising a variety of channels, including but not limited to:

- Burdekin Disaster Dashboard – disaster.burdekin.qld.gov.au
- Subscription messaging – Disaster Dashboard
- BSC's website – Emergency Management page
- Electronic Variable Message Boards (Giru and Home Hill)
- Local Area Warden program
- Public libraries – Community Information displays
- Community-targeted videos – preparedness and volunteer engagement
- Social media – Facebook, Instagram
- Emergency Action Guide
- Newspaper
- Local community radio station – 97.1 Sweet FM and ABC 89.1 FM – public broadcasting
- Community workshops
- Community events, Information stalls
- School Education Programs
- Information packs – Customer Service Centre, Real Estate Offices, Disability providers

The BSC may use any or all of the above channels to provide information on the disaster events, and the community may also receive warnings through the following:

- Australian Warning System – via local governments, referable dam owners, Maritime Safety Queensland, Queensland Fire Department and Queensland Health
- Emergency Alert – national warning system using voice messages to landline telephones and text messages to mobile devices - calls or text messages from (+61 444 444 444)
- Standard Emergency Warning Signal (SEWS) – a wailing siren sound broadcast to alert the community to an urgent safety message – played on public media broadcasts

Engagement and Education

BSC's Disaster Management Team conduct various engagements to promote disaster preparedness, which may include, but are not limited to:

Target Group	Community education resources/products and delivery
School Groups	• DM Team deliver face-to-face information sessions • Provide work experience opportunities for students • Have a range of promotional material and information to share with families
Aged Populations	• Provide information and brochures on disaster preparedness at seniors' events • P-CEP facilitators on staff / LDMG Membership
Visitors	• Local radio station broadcasts • Billboards / Electronic VMBs • Disaster Dashboard • Social Media posts
Residents	• Disaster Dashboard • Social Media posts • Customer Service Centre • Local radio station broadcasts • Local events to promote disaster preparedness and resilience

RESPONSE

Queensland's response arrangements under Section 4(a) of the DM Act explain the guiding principles of response as "the taking of appropriate measures to respond to an event, including action taken and measures planned in anticipation of, during, and immediately after an event to ensure that its effects are minimised and that persons affected by the event are given immediate relief and support."[5]

The Burdekin LDMG is primarily responsible for responding to disaster events, with the district and state levels providing appropriate resources and support.

Disaster operations include disaster response and disaster recovery activities, which may occur separately or concurrently depending on the nature and scale of the disaster event. Activation does not necessarily mean that the disaster management group must be convened. Instead, LDMGs may choose to provide information to group members about the risks associated with a pending hazard impact. The decision to activate disaster management arrangements depends on multiple factors, including the perceived level of impact on the community.[6]

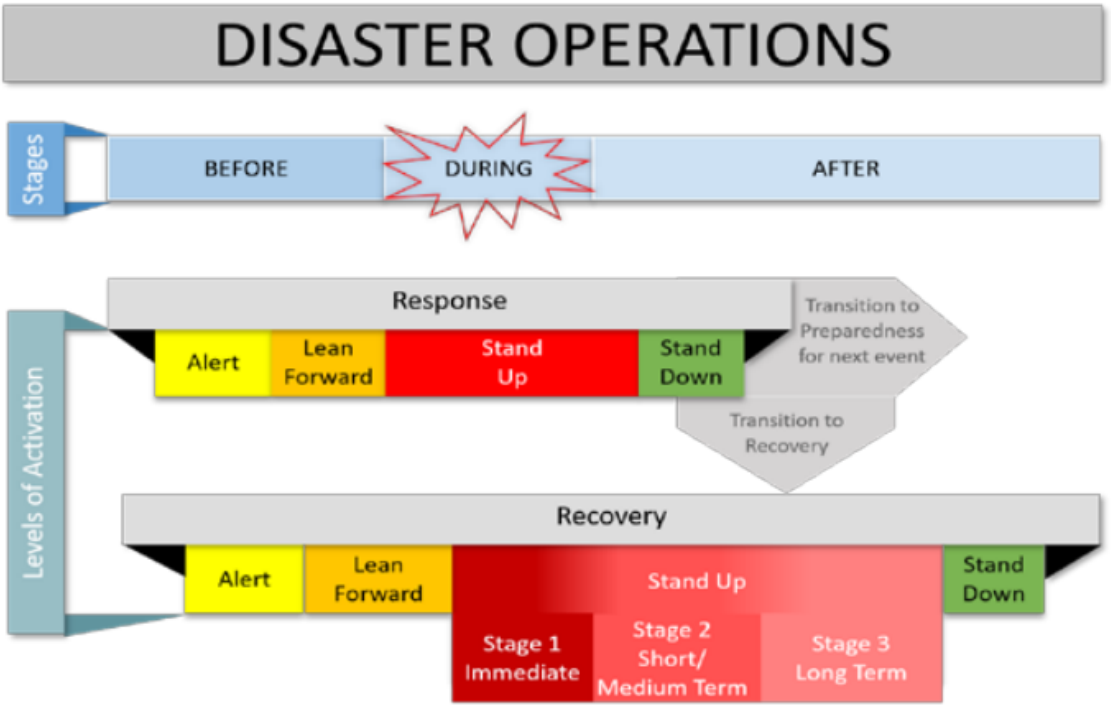


Figure 7: Queensland Disaster Management Arrangements Participants Guide - the correlation between disaster operations, response and recovery phases, levels of activation and stages of operations.

Activation

The LDMG will be convened at the request of the Chairperson of the LDMG should they believe that a threat is significant enough to warrant an activation. The level of activation will be determined by a quorum of LDMG members, who will consider the likelihood and potential impact of the threat. The LDMG may also be convened at the request of the District Disaster Coordinator (DDC).

The BSC's disaster management arrangements are activated in accordance with the Activation Response Model of the Interim Queensland State Disaster Management Plan (2024-25). While these steps are usually followed sequentially, activation may occur immediately to Lean Forward or Stand-Up with little or no warning, depending on

[5] Interim Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline 2024-25
[6] Interim Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline 2024-25

the nature or speed of the event's onset. Activation levels are based on the community's impacts or consequences and the required level of coordination for the BSC's and the LDMG's response.

Once the group is activated, situation reports will be compiled and submitted to the district group at a frequency determined by the Townsville District Disaster Management Group (DDMG).

	DESCRIPTION	TRIGGERS	INDICATIVE ACTIONS
ALERT	- Managed by the key BSC business departments. - The Local Disaster Coordinator, in consultation with the Chair, manages the BSC's operational response.	- Awareness of a hazard has the potential to affect the LGA.	- Monitor hazards & identify risks. - Contact and information sharing with relevant agencies and organisations. - Initial advice to the community through relevant media and social media sources.
LEAN FORWARD	- The LDCC is prepared, and rosters identifying trained staff are requested to support operations. - Chair, LDC, and LDMG members on mobile and monitor email remotely. - Ad-hoc reporting occurs.	- Likelihood that the threat may affect LGA. - The threat is quantified. - Need to disseminate information to the public.	- The LDC manages the BSC response. - LDMG may be activated. - First briefing of LDMG Members. - Advise DDC on the status, establish regular reporting, and initiate the first SITREP. - BSC staff prepare for operations. - Information and warnings distributed to the community. - Planning commences.
STAND UP	- Full activation of the LDMG and LDCC, as well as activation of the district and state arrangements. - LDCC contact through established generic email addresses. - Chair, LDC, and LDMG members are present at LDCC, using established landlines, mobile phones, and monitoring emails.	- A threat is imminent or has already occurred. - Community will be or has been impacted. - Coordination of event required. - Requests for Assistance (RFA) received by LDMG/LDCC. - The response requires coordination.	- LDCC is activated. - SOPs activated. - Rosters implemented for LDCC. - LDMG is activated, takes complete control and meets regularly. - Local government shifts to disaster operations. - LDMG briefings occur in LDCC. - SITREPs to the DDMG commence (if not already commenced during Lean Forward) - Response planning continues. - Recovery planning commences.
STAND DOWN	- The event no longer requires a coordinated operational response. - Relief and recovery operations may be ongoing. - LDMG members not involved in recovery operations resume standard business and after-hours contact arrangements.	- No requirement for a coordinated response. - Community has returned to normal function. - Recovery may be taking place.	- Final checks for outstanding RFAs. - Operational and financial records consolidated and filed for auditing purposes. - Response to the recovery transition plan has been implemented. - LDCC debriefing conducted. - LDMG debriefing conducted. - Handover to Local Recovery Coordinator. - Return to the core business of local government. - Final SITREP forwarded to DDMG, and LDCC stood down.

Figure 8: Activation Response Model

The entire LDMG is not required to attend a LDMG meeting, provided a quorum is achieved for decision-making purposes. The Chairperson or LDC is responsible for ensuring that the entire group is kept informed of the situation and the group's actions.

The group will stand down after the chairperson, in consultation with the district disaster coordinator, has decided to cease activity. Once the group has stood down, a final situation report will be compiled and sent to the district group.

Local Disaster Coordination Centre

The LDCC, established to implement the LDMG's priorities, is managed by BSC, staffed by BSC employees, and supported by agency liaison officers from government and non-government organisations as appropriate to the local area. The BSC operates under a modified Australasian Inter-Service Incident Management System (AIIMS) structure, providing functions in operations, planning, intelligence, logistics, public information and warnings, and community support.

The primary LDCC is located at the BSC Chambers, 145 Young Street, Ayr, with alternative locations able to be utilised if required at:

- Ayr ES Headquarters,
- Burdekin Library,
- Depot – Training Room, Jones Street Ayr,
- Multipurpose Hall – unless it is being used as a place of refuge.

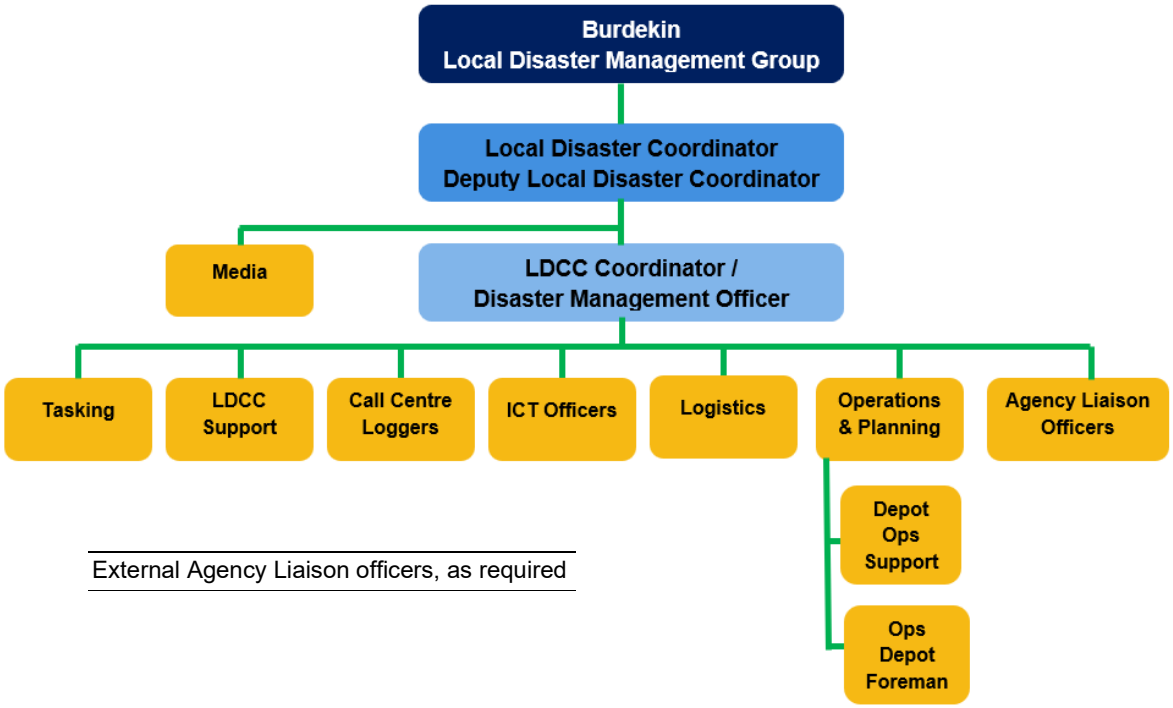


Figure 9: Burdekin Shire Council Local Disaster Coordination Centre Structure

During a disaster event, BSC will coordinate resources and operational response activities at a whole-of-local government level by:

- Managing the implementation of strategic decisions through operational tasks allocated by the LDCC,
- Maintaining operations of BSC assets,
- Managing all internal operations directly related to the event response within the BSC,
- Collecting, evaluating, disseminating, and using information to support the active management of the BSC,
- Resources personnel within the whole LGA.

Upon implementation of this Plan, all public warnings will be disseminated through the LDMG upon recommendation of the lead agency and on the authorisation of the Chairperson of the LDMG or their delegate.

The LDMG will determine the most suitable means of delivering warnings to LGA residents, considering local conditions, such as the need for evacuation to safe housing. The LDMG has access to email details for all electronic and print media in the North Queensland area. The LDMG also utilises the BSC website, Disaster Dashboard, variable electronic message boards (Home Hill and Giru) and a dedicated *Burdekin Disaster & Emergency Information* Facebook page to communicate with the community.

Full use is also made of local radio, commercial radio, and television broadcasts. The Burdekin LDMG has a protocol that allows 97.1 Sweet FM to issue the latest public warning. The LDMG can override 97.1 Sweet FM programming if necessary.

In addition, through the LDCC Request for Assistance, the LDMG may issue Emergency Alert messages to the community as appropriate and in accordance with the Emergency Alert Queensland Operational Guidelines.

Disaster Declaration

The DDC may consult with the LDMG and DMG, and with the Minister's approval, declare a disaster situation for the district or part thereof, in accordance with Section 64 of the DM Act. The declaration of a disaster situation relates directly to the provision of additional powers for a specific event. To declare a disaster, the DDC must be satisfied that:

a. a disaster has happened, is happening or is likely to happen, in the disaster district; and
b. it is necessary, or reasonably likely to be necessary, for the district disaster coordinator or a declared disaster officer to exercise declared disaster powers to prevent or minimise any of the following:
    i. Loss of human life
    ii. Illness or injury to humans
    iii. Property loss or damage
    iv. Damage to the environment.

A disaster declaration has a 14-day duration from the date it is declared unless it is extended or ended sooner by the Minister under Section 67(A) and Section 68(1) of the DM Act.

When a disaster declaration is made, the LDC ensures that all members of the LDMG are provided with this information. In the event of no disaster declaration and if the situation warrants the directed evacuation of members of the public or requires other powers under the DM Act, the Chairperson or LDC of the LDMG will request a declaration of a disaster situation from the DDC.

Event Reporting

BSC's LDCC/LDMG operates during events using Guardian IMS to provide tactical and operational updates, situation reports and tasks. It is a mobile-ready, cloud-based solution that provides interoperability of intelligence and task management across all agencies.

In the event of power and/or generator failure, locations will revert to a paper-based Incident Management System (IMS). All documentation will be scanned and stored in the BSC's record management system accordingly.

Collecting, collating, and managing information is a key factor in developing effective action plans and is a crucial part of any response and recovery operation. In this instance, information intelligence refers to the collective and collaborative effort of compiling and analysing information reported to the LDCC/LDMG.

Decision-making, tasking, communications, and messaging are informed by accurate and current intelligence. Common situational awareness is created at all levels through a process of sharing operational information and intelligence products across all entities.

The SITREP captures up-to-date, accurate, and specific data on the current and forecast situations. The SITREP must provide details of the current response actions undertaken by each agency, the impacts on the LGA, and emerging issues, as this informs and supports the LDMG's decision-making regarding response or recovery from an event. The primary addressee of the SITREP is the DDC and the SDCC. The SITREPs will be forwarded at times as requested by the LDMG to other agencies.

Financial Management

Authorisation for the expenditure of funds during an event is in accordance with the BSC's financial management arrangements. Expenditure limits are as per the BSC's Financial Delegations Register.

For each event, specific cost centres are established for emergent works expenditure and counter-disaster operations in accordance with DFRA and SDRA guidelines. For DFRA restoration works, project folders containing relevant information for each road/project are created to prepare submissions to the appropriate funding body for approval. For urgent projects, a separate project number is allocated for costing purposes, enabling works to commence before official approval.

The LDC is authorised to use the BSC Purchase Order System within the LDCC/LDMG. This system is designed to obtain services, equipment, and resources to ensure the Centre operates effectively. Each purchase order must be identified as Burdekin LDMG, Emergency Coordination Service.

All LDMG agencies are responsible for monitoring, tracking, and capturing approved expenditures during disaster operations. This includes the provision of their financial services and support, as well as meeting and recording their operational expenses incurred during a disaster event and claiming reimbursement of any expenses allowed under the State Disaster Relief Arrangements and the Disaster Recovery Funding Arrangements (DRFA).

A Disaster Declaration is not required to be eligible for DRFA funding or relief payments. This instead requires a parallel request process through the Queensland Reconstruction Authority (QRA) and Community Recovery (Department of Families, Seniors, Disability Services and Child Safety [DFSDSCS]).

Disaster Response Capability

The LDCC provides the capability to manage and coordinate resources internally. The BSC has staff, plant, and equipment resources available to respond to a disaster event. If additional resources are required, the resources will initially be sourced through the BSC's local suppliers, which are:

- Contracted to the BSC to provide a service of resources,
- Capable of providing the resources, or
- Can support the BSC in response to a disaster through the provision of resources.

BSC can seek assistance through the LGAQ Council to Council (C2C) Support Program, coordinated by the local disaster coordinators.

Once these measures have been exhausted, an RFA can be lodged with the DDCC in Townsville. The request must include sufficient details about the desired outcome, or the resources needed to ensure an efficient and timely response. The district level must review all available resources before submitting a request to the SDCC for assistance from another agency.

During major or extended flooding events, the LDMG may need to request a resupply of essential goods from the Townsville DDMG for the townships within the LGA's area of responsibility.

The current response capability is achieved through:

- The Burdekin LDMG
- The council's workforce
- Burdekin State Emergency Service units
- Various lead and support agencies







Public Information and Warnings

Information and warnings are aligned with the Australian Warning System (AWS) to provide consistent messaging and icons that inform the community what to do when they see a warning level.

Emergency warnings may be issued by any agency that has primary responsibility for a hazard, such as the BOM, QPS and QFD. The SDCC may decide to issue an Emergency Alert (EA) message without consultation with BSC or the LDMG; however, during these situations, the SDCC will inform BSC of any warnings issued.

Additional disaster-related information may be available via the BSC's social media channels. The BSC collaborates with other LDMG agencies to ensure consistent messaging.

For further information on warnings and alerts, visit the BSC's website.

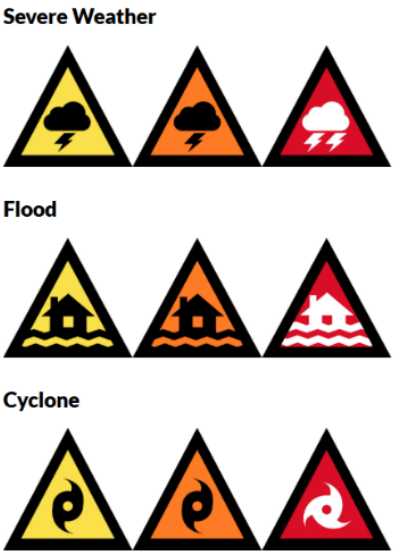


Figure 10: Examples of AWS

Dissemination of Warnings

The BSC is responsible for disseminating local warnings through various systems and channels. The agency identified as being primarily responsible for a specific hazard needs to include a provision for communicating with the public in its planning. However, this agency may not be responsible for issuing any alerts and warnings. This is primarily done through local governments.

Providing warnings to the public is part of the broader activity of public information and must be closely aligned. A key issue is deciding how much information should be provided, and when it should be disseminated to the community.

Coordination of Public Information

During an event, the release of public information on aspects such as road closures, traffic routes, advice on evacuation procedures and centres will be coordinated through the LDCC. Such information and warnings will be provided to the community through multiple communication sources, including:

- Landline and mobile telephone, including SMS messaging
- Electronic media (BSC's website, BSC's Disaster Dashboard)
- Social media (Facebook)
- Broadcast media (Radio) such as 97.1 Sweet FM and ABC 89.1 FM
- Television
- Door knocking

Ongoing information will also be disseminated through BSC offices, libraries, and other community organisations and meeting places.

Media Management

A Community Information and Warnings sub-plan has been created to ensure the efficient collection, monitoring, management, and dissemination of accurate, relevant, and timely information and warnings to the public during and after disaster events.

Media arrangements are as follows:

- No television, radio or press media personnel are to be allowed into the LDCC during operations.
- A Media Liaison Officer will be appointed and will organise media briefings in an area away from the LDCC.
- All media releases are to be authorised by the Chairperson.
- The Media Liaison Officer will advise the Chairperson of any deadlines and times of interviews and reports.

Emergency Alert

The LDC may use Emergency Alert (EA) to warn the community. EA is a national telephone emergency public warning system that can be used to send warnings to the public via landline or SMS within a defined location.

For further information on Weather Warnings and EA, visit the Queensland Government's website.

The State Disaster Coordination Centre distributes Emergency Warnings.
Calls will come from caller ID: **+61 444 444 444**

Standard Emergency Warning Signal

The Standard Emergency Warning Signal (SEWS) is a nationally consistent warning tone. The purpose of SEWS is to alert the community that an official emergency announcement is about to be made concerning an actual or imminent emergency that may affect them. For further information, visit the SEWS website.

Evacuation

Several emergency or disaster situations may require evacuations or temporary relocation of people or parts of the community. Evacuation is a critical component of the response phase, ensuring the preservation of life. The disaster evacuation process is primarily based on self-initiated evacuation. This involves advising the community to seek temporary accommodation in safer places in a timely manner, initially with family and friends. For further information on evacuation, refer to the BSC's *Evacuation Sub-plan*.



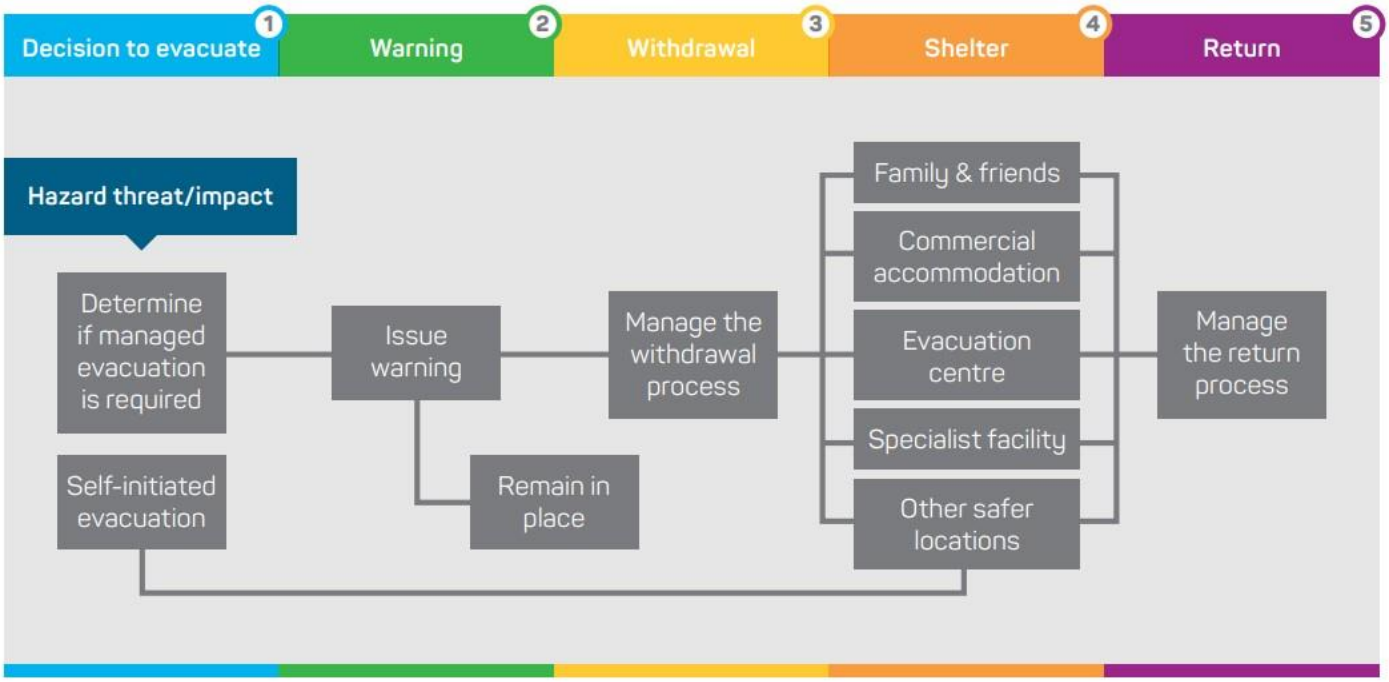


Figure 11: Evacuation planning process – AIDR Evacuation Planning Handbook

Evacuation Centres

Evacuation centres may be opened to meet an immediate need for those who are unable to shelter with family or friends and have no other option. BSC has arrangements to use various buildings across the Burdekin LGA as potential evacuation centres or places of refuge. The LDCC/LDMG is responsible for coordinating the activation and closure of these facilities.

These facilities can be used as outlined:

- A place of refuge is a non-purpose-built facility identified or set aside to provide a brief respite from disaster effects during an event and does not require the provision of accommodation.
- An evacuation centre is a facility set aside to provide short-stay emergency accommodation for displaced (evacuated) residents during or after an event who are unable to return to their usual place of residence.

The Chair of the LDMG has the power to open the Place of Refuge for any other purpose or cyclone category based on the needs of the community. The affected community will be notified of the establishment and operation of a centre via various communication sources, including the BSC's Disaster Dashboard, social media and local broadcast (radio/TV).

People are encouraged to seek refuge with family or friends in the first instance. If evacuating, register your location with Register.Find.Reunite. to ensure family and friends know you are safe.

Domestic animals are permitted to be taken to the bsc's Multi-Purpose Building, under the supervision of their owners, and will be subject to a separate registration process. Owners are required to provide for their animals, including providing adequate food, medication and restraints, etc.



Animals will be housed in areas separate from residents. Some animals may not be accepted due to the species or behaviour of the animal and the need for specialised care. Livestock will not be accepted at evacuation centres, and if required, arrangements will be made to transport these animals to an appropriate facility.

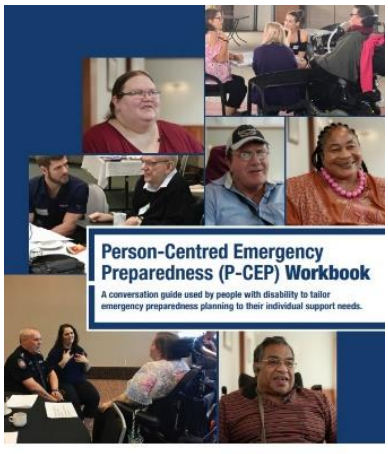
Vulnerable Persons

Vulnerability depends on the type of event and its impact on you or your family. People with disabilities are twice as likely to be injured or socially isolated during natural disasters.

Community Recovery, in partnership with Queenslanders with Disability Network, Community Services Industry Alliance, and The University of Sydney, launched the Disability Inclusive Disaster Risk Reduction Framework and Toolkit, to ensure Queensland is inclusive of the needs of people with disabilities before, during, and after disaster.[7]

The Person-Centred Emergency Preparedness (P-CEP) Workbook is part of a growing suite of tools developed to enable people with disability to make emergency preparedness plans tailored to their individual support needs.

Each year, the Burdekin LDMG works closely with BCA and the Department of Families, Seniors, /Disability Services and Child Safety to ensure vulnerable persons are considered and planned for.



[7] Support for people with vulnerabilities in disasters

Resupply

The BSC and LDMG are responsible for establishing procedures to assist communities that may become temporarily isolated and need resupply of food and other essential items during these periods. There are three specific types of resupply operations that the Burdekin LDMG can prepare to support:

- Resupply of isolated communities and/or evacuation centres,
- Isolated rural property resupply,
- Resupply of stranded persons.



Giru, Rita Island, and Groper Creek communities may become isolated each year for extended periods. Residents who are likely to be affected by such events should consider preparing well in advance for the event and the expected period of isolation. Other areas of the LGA can also be isolated for shorter periods because of flooding and do not usually require resupply. Please refer to the Burdekin Resupply Sub Plan for further information.



Should isolated communities or residents require resupply, the LDMG will, where possible, coordinate resupply operations in accordance with the Queensland Resupply Manual 2024. This process provides a fair and equitable system for support to isolated persons without compromising the fundamental responsibilities of individuals and communities for self-help and mutual assistance.

Individuals and communities should not become reliant on resupply operations and are encouraged to become self-sufficient in all their needs in case they become isolated.

Damage Assessments

Following the aftermath of a disaster, initial damage assessments will be undertaken by QFD who shares the information collected with QRA to continue ongoing Reconstruction Monitoring. BSC will inspect council-owned infrastructure, QPS will report on missing people, and Queensland Health will report on people requiring hospitalisation/medical treatment.



The purpose of disaster damage assessments is to collect and analyse information, providing disaster management groups with comprehensive and standardised data on the impact of an event:

- Extent of loss or injury to human life.
- Damage to property and infrastructure.
- The needs of the affected community for response, recovery and future prevention and preparedness assistance.



This information is used to set priorities and make decisions related to responding to an emergency or disaster, as well as the initial steps leading to recovery.

Council to Council Arrangements

Council-to-Council Arrangements (C2C) exist between the BSC and other LGAs. If resources permit, activities relating to disaster response and recovery for affected communities across Council borders will be initiated.



In addition, and at the request of the DDC, the Chair of the LDMG or a delegate may activate the LDMG and the Plan to provide support to disaster-affected communities outside the LGA.

Should neighbouring councils request assistance, the LDC will request assistance through the C2C arrangements, which are often facilitated through the Local Government Association of Queensland (LGAQ).

Post-Disaster Debrief

The review of operational activities undertaken during a disaster is a key component in ensuring the development of capability and the continuous improvement of disaster management arrangements.

The Burdekin LDMG may choose to review its operations following an event through one or more of the following:

Hot Debrief – a short debrief (30 minutes maximum) undertaken immediately after operations are complete to allow participants to share learning points whilst still fresh in their minds.

Post-event Debrief – held within one (1) month following an operation, when participants have had an opportunity to consider the effectiveness of the operation. Minutes are taken and distributed for tabling at the next LDMG meeting.

Recommendations resulting from the reviews will be reported to the LDMG for consideration and action. Outcomes will be forwarded to the District Disaster Coordinator for consideration.

RECOVERY

Disaster recovery is a complex process that requires collaboration among local, state, and federal government agencies, as well as nonprofit organisations. A coordinated and adaptable approach is crucial for achieving effective outcomes in the community.

The BSC and LDMG has developed a dedicated Community Recovery & Resilience Plan to provide guidance and direction on the preparation for, conduct, and support of disaster recovery operations in the Burdekin LGA, and to assist in building a more disaster-resilient and informed community.

Disaster recovery supports disaster-affected communities' psychosocial and physical well-being; reconstruction of physical infrastructure; and economic and environmental restoration (including regeneration of the natural environment, associated infrastructure and heritage sites and structures, and the management of pollution and contamination)[8].

[8] QRA | Queensland Recovery Plan: https://www.qra.qld.gov.au/sites/default/files/2023-11/queensland-recovery-plan-june-2023.pdf

Approach to Recovery

The Queensland principles for recovery underpin recovery in the Burdekin LGA:

- Understanding the context
- Recognising complexity
- Using local, community-led approaches
- Ensuring coordination of all activities
- Employing effective communication
- Acknowledging and building capacity

Stages of Recovery

The Burdekin LDMG recovery model aligns with the Queensland Government's recovery stages and the importance of preparedness and prevention.

Stage 1 - Immediate (post-impact relief and emergency repairs)

Stage 2 - Short/Medium term (re-establishment, rehabilitation and reconstruction)

Stage 3 - Long term (restoration, rebuilding, reshaping and sustainability



Figure 12: Stages of Recovery – Queensland Recovery Plan

Recovery Arrangements

Local government is recognised as the frontline for disaster management, including recovery. The BSC established and maintains the Burdekin Local Recovery Group (LRG) to guide and oversee coordinated recovery efforts on behalf of the LDMG.

The Burdekin recovery model is based on a three-tiered approach allowing for inclusion from the community, non-government organisations and all levels of government.

A thorough review following activations and exercising has resulted in the Burdekin LRG operating with five functional sub-groups:

- Human and Social
- Economic
- Environmental
- Building*
- Roads and transport

Whilst the BSC recognises the five functional areas of recovery, for ease of management, they have split Buildings into two separate functions: "Building" and "Water Wastewater Infrastructure" to ensure the effectiveness of recovery operations for this function.

Each Recovery Sub-Group can activate to provide information and intelligence from the community, informing the planning and delivery of required recovery services to the Burdekin LRG and LDMG.

Human and Social

Human and social recovery is the coordinated process of supporting disaster-affected individuals, families, and communities in restoring their emotional, social, physical, and psychological health and well-being. Ideally, this support is conducted 'with' the community rather than 'for' the community. The services required and duration of operations will be dictated by the nature and impact of the disaster event; however, services typically include:

- The provision of information
- Payment of financial assistance
- Provision of personal and psychosocial support

Economic

The effects of a disaster on the economic environment may include loss of tourism, loss of employment opportunities, loss of stock and equipment, and reductions in cash flow for businesses. In turn, this may lead to increased costs for products, a decrease in property values, higher insurance premiums, and negative consumer perceptions.

Strategies to address for recovery may include:

- Stimulating the economy
- Facilitating financial assistance to individuals and households
- Supporting business and industry economic recovery

Environment

Impacts to the environment may include impacts to the natural environment and public health. Natural environment focuses on damage or loss of flora and fauna, land degradation and contamination, as well as cultural concerns. Public Health focuses on poor air quality, reduced food and water quality, inadequate sanitation, and poor hygiene practices. The LRG may concentrate on areas in recovery, including:

- Preservation of culturally significant sites
- Regeneration of biodiversity and natural resources

Building

This function supports the built environment. Damage may include loss to essential services (water and wastewater), the building sector (including housing, accommodation, education and health facilities), and other critical infrastructure (BSC buildings and facilities, public facilities). Projects are 'future-proofed' against disaster events. Where possible, the Burdekin LRG will support betterment projects.

Roads and Transport

This function supports the transport network. Damage to these networks may include loss of road, rail, aviation and maritime services, resulting in difficulty accessing communities and disruption to critical supply chains. Projects are 'future-proofed' against disaster events. Where possible, the Burdekin LRG will support betterment projects.

Recovery Planning

The Burdekin Community Recovery & Resilience Sub-Plan provides the framework for coordinating recovery operations. It includes transition arrangements from response through immediate post-impact operations to long-term recovery and resilience.

Actions for Residents after an event

Residents should continue to listen to the radio for further advice and refer to the BSC's Disaster Dashboard for recovery updates. Contact SES (132 500) for assistance with storm damage.

The following Queensland Government resources may assist after an event:

- Check your neighbours - Identifies how you can help neighbours before and after an event.
- Health, wellbeing and cleaning up after a storm, flood and cyclone - Includes information on returning to affected buildings, home and property repairs, restoring pools and water tanks, common bacterial infections, floodwater contamination, plumbing and water use, mould and asbestos.
- Returning home after a bushfire - Provides factsheets to assist residents in preparing for the bushfire aftermath, including maintaining rainwater quality, smoke effects, airborne dust, alternative fuel resources and asbestos hazards.
- Housing help after a disaster – Includes finding temporary accommodation, applying for financial assistance, repairing your home, and help with rental and social housing.
- Financial Assistance - Financial assistance may be available to residents directly affected by a natural disaster.

Appendices

Annexure A – Disaster Management Acronyms

Acronym/definition	Full detail
DM Act	*Disaster Management Act 2003*
DM Regulation	*Disaster Management Regulation 2024*
the Plan	*Burdekin Local Disaster Management Plan*
the Standard	*The Standard for Disaster Management in Queensland*
AFMG	Area Fire Management Group
BCA	Burdekin Community Association
CSS	Customer Service Standards
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DFRA	Disaster Funding Recovery Arrangements
DMO	Disaster Management Officer
DWQMP	Drinking Water Quality Management Plan
ELT	Executive Leadership Team - BSC
EMAF	Emergency Management Assurance Framework
EMC	Emergency Management Coordinator
IMS	Incident Management System
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
LGA	Local Government Area
LRC	Local Recovery Coordinator
LRG	Local Recovery Group
MOU	Memorandum of Understanding
QDMA	Queensland Disaster Management Arrangements
QDMC	Queensland Disaster Management Committee
QDMTF	Queensland Disaster Management Training Framework
QERMF	Queensland Emergency Risk Management Framework
QFD	Queensland Fire Department
QPS	Queensland Police Service
SDMC	State Disaster Management Committee
SDRA	State Disaster Relief Arrangements

Annexure B – Local Disaster Management Sub Plans

Plan Name	Responsibility	Review Status
Airport Emergency	Local Disaster Coordinator	Reviewed annually
Communications	Local Disaster Coordinator	Reviewed annually
Community Information and Warnings	Local Disaster Coordinator	Reviewed annually
Community Recovery	Local Disaster Coordinator	Reviewed annually
Evacuation	Local Disaster Coordinator	Reviewed annually
Local Disaster Hazard Specific Arrangements	Local Disaster Coordinator	Reviewed annually
Pandemic Influenza	Local Disaster Coordinator	Reviewed annually
Public Health	Local Disaster Coordinator	Reviewed annually
Resupply	Local Disaster Coordinator	Reviewed annually
Transport	Local Disaster Coordinator	Reviewed annually
Tsunami Response	Local Disaster Coordinator	Reviewed annually

Annexure C – Memoranda of Understanding

Organisations	Date Signed	Tenure
Australian Red Cross	27 January 2022	3 years
The Salvation Army Property Trust	22 December 2021	5 years
North Queensland Councils	6 January 2022	5 years
GIVIT Listed Ltd	25 January 2022	3 years
State Emergency Services	9 February 2023	3 years

Annexure D – Distribution List

Position	Organisation	Hard Copy	Electronic Copy
Chairperson	Burdekin LDMG	✓	✓
Local Disaster Coordinator	Burdekin Shire Council	✓	✓
Executive Officer	Townsville DDMG	✓	✓
Emergency Management Coordinator	Queensland Police Service	✓	✓
LDMG Membership	Various organisations		✓
LDMG Advisory Group	Various organisations		✓

Annexure E – LDMG Roles and Responsibilities

LDMG Members / Deputies

Role / Agency	Responsibilities
Chairperson Mayor, Burdekin Shire Council **Deputy Chairperson** Burdekin Shire Councillor **Local Disaster Coordinator (LDC)** Manager Client Services **Deputy Local Disaster Coordinator(s)** Chief Executive Officer Director Corporate & Community Services **BSC Specialist Members** Director Infrastructure, Planning & Environmental Services Manager Operations Manager Technical Services Manager Environmental & Health Services Manager Water & Wastewater Manager Financial Services **Deputies** Coordinator Environment & Health Projects Water and Wastewater Overseer	**Burdekin Shire Council** • Provide a secretariat and coordinate the LDMG. • Ensure disaster response capabilities and assist the community in preparing for, responding to, and recovering from disasters. • Approve the Local Disaster Management Plan. • Ensure information about an event or disaster in the LGA is promptly provided to the DDC. • Ensure business continuity of BSC services during and after an event, including but not limited to: ▪ Maintain local roads and bridges, including debris clearance. ▪ Maintain refuse disposal and waste management. ▪ Maintain rainfall and flooding telemetry and warning systems. ▪ Provide the BSC with the necessary resources to meet legislative and statutory obligations. ▪ Identify, manage, resource and support BSC Places of Refuge. ▪ Manage damage assessment on behalf of the LDMG. • Support SES in partnership with QPS. • Respond to reasonable requests during disaster operations as required.
Queensland Ambulance Service (QAS) Officer in Charge, Ayr Ambulance **Deputies** Officer in Charge, Home Hill Ambulance Officer in Charge, Giru Ambulance	• Implement internal business continuity plans to ensure ongoing support for the LDMG during disaster operations. • At the request of the LDC or delegate, provide a liaison officer to the BSC's LDCC with delegation and knowledge to commit resources in a disaster management context. • Provide, coordinate, operate and maintain ambulance services. • Coordinate volunteer first-aid groups, including QAS first Responders, during major emergencies and disasters. • Provide and support temporary health infrastructure where required. • Collaborate with Queensland Health in mass casualty management systems. • Provide disaster, Urban Search and Rescue, chemical hazard, biological, and radiological operations support with specialist logistics and paramedic services. • Participate in search and rescue, evacuation and victim reception operations. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required.

Queensland Fire Department (QFD) **Area Commander, Queensland Fire & Rescue** Deputies **Inspector** **Station Officer(s) Ayr**	• Primary agency for: ▪ Bushfire response. ▪ Most hazmat-related incidents. ▪ Control, management and pre-incident planning of fires (structural, landscape and transportation). ▪ Rescue capability for persons trapped in any vehicle, vessel, at height or in confined space. ▪ Rescue of persons isolated or entrapped in swift water or floodwater events. ▪ Advice, chemical analysis, and atmospheric monitoring at chemical/hazmat incidents. ▪ Mass and technical decontamination capabilities under State Biological Disaster and State Radiological Disaster response. ▪ Urban Search and Rescue capability for building collapse events. ▪ The Queensland Hazardous Materials Incident Recovery Plan. ▪ The Queensland Coastal Contingency Action Plan – Chemical Spill Response Plan (a supporting plan of the National Marine Chemical Spill Contingency Plan and National Marine Oil Spill Contingency Plan). • Provide impact assessment and intelligence capabilities. • At the request of the LDC or delegate, provide a liaison officer to the BSC's LDCC with delegation and knowledge to commit resources in a disaster management context.
Queensland Police Service (QPS) **OIC, Ayr Police Station** **Emergency Management Coordinator (EMC)** Deputies **Sergeant(s), Ayr Police Station** **Emergency Management Coordinator(s) (EMCs)**	• Execute primary agency responsibilities under extant legislation to ensure the maintenance of law and order and community safety in a disaster event. • Ensure regional disaster operations are consistent with strategic policy, the SDMP, the Standards and disaster management guidelines. • Ensure the availability, maintenance and operation of the SDCC, which includes the following: ▪ Operation of Intelligence, Logistics, Operations, Planning and Aviation Capabilities. ▪ Coordinate emergency supply. ▪ Coordinate resupply operations. ▪ Coordinate and implement the logistics support framework. • Provide management at the district level within the Queensland disaster management framework. • Provide disaster victim identification capability. • Undertake coronial investigations. • Coordinate search and rescue operations. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required. • At the request of the LDC or delegate, provide a liaison officer to the BSC's LDCC with delegation and knowledge to commit resources in a disaster management context.
State Emergency Service (SES) **Burdekin Local Controller** Deputies **Burdekin Deputy Local Controller(s)**	To enable the resilience and safety of Queensland communities through the delivery of disaster management services across prevention, preparedness, response and recovery. **Defined Responsibilities:**

	• Establish management and support services for the State Emergency Service.
	• Perform rescue or similar operations in an emergency.
	• Perform search operations in an emergency or similar situation.
	• Perform storm damage operations.
	• Perform land search operations.
	• Perform flood boat operations.
	• Perform traffic management operations.
	• Perform agency support operations, including air search observation, welfare, evacuation centre support and radio communications.
	• Perform other operations in an emergency to:
	  ▪ Help injured persons.
	  ▪ Protect persons or property from danger or potential danger associated with the emergency.
	  ▪ Perform activities to help communities prepare for, respond to and recover from an event or disaster.
	• Provide advice to the LDMG and action reasonable requests during disaster operations, as required.
	• At the request of the LDC or delegate, provide a liaison officer to the BSC's LDCC with delegation and knowledge to commit resources in a disaster management context.

Welfare Coordinator – Burdekin Community Association (BCA) CEO **Deputy** Service Coordinator, Housing and Community Support Services	• Act as a member of the Burdekin LDMG pursuant to the terms of reference. • Provide advice to the Burdekin LDMG and action reasonable requests during disaster operations, as required. • Maintain a register of vulnerable community members either for or in conjunction with other related community service organisations locally. • Manage a network of community service organisations to provide best practice guidance and information on disaster management and recovery practices during disaster events. • Support the Human and Social Pillar of Recovery and provide locally led liaison with Community Recovery service organisations during recovery operations. • At the request of the LDC or delegate, provide a liaison officer to the BSC's LDCC with delegation and knowledge to commit resources in a disaster management context.

LDMG Specialist Advisors / Deputies

Role / Agency	Responsibilities
Burdekin Shire Council (BSC) Chief Executive Officer Director of Corporate & Community Services Disaster Management Officer(s) Communication and Media Officer	• Provide a Secretariat role to the LDMG. • Ensure business continuity of BSC services within their relevant department during and after an event. • Provide specialist advice from their relevant department to the LDMG to support decision-making processes. • Respond to reasonable requests during disaster operations as required.
Australian Red Cross	The Australian Red Cross adopts a people-centred approach to disaster management, offering psychosocial support (PSS) and contributing to

	efforts that ensure people's basic needs are met in the immediate aftermath of an emergency. They assist individuals and communities during and after emergencies in coping with and managing the psychosocial impacts of these events. **Overarching Responsibilities:** • Development and provision of best practice guidance and information on disaster management and recovery-related practice. • Administration of the National Registration and Enquiry Service – 'Register.'Find.Reunite.' • Provide psychosocial support to disaster-affected communities and deliver recovery supports and services in evacuation centres, recovery hubs, and through outreach. • Conduct a range of PSS activities in emergencies, including: ▪ Providing PFA in disaster-affected communities. ▪ Facilitate PFA stress management and self-care workshops and conduct informational sessions. ▪ Participating in community meetings to provide PSS. • Contribute to Recovery Planning and work with key agencies.
Department of Environment and Science	• Acts as Queensland's State Environmental Regulator: ▪ Manages and monitors environmental risks through assessment, compliance, investigation and enforcement. • Educates individuals, industry and government about laws and compliance. • Contributes to disaster resilience through strategies such as the Queensland Climate Adaptation Strategy (QCAS) and the Queensland State Disaster Management Plan (QSDMP). • Provide environmental advice to local councils during disaster events.
Department of Families, Seniors, Disability Services and Child Safety (Community Recovery)	• Carry out primary and/or lead functional roles as nominated in the plan. • Provide human-social recovery services across all stages of disaster response and recovery operations. • Establish and manage community recovery outreach programs and centres (Recovery Hubs). • Distribute financial assistance to eligible individuals and families affected by natural disasters, following state and federal • funding guidelines. • Coordinate the development of community recovery communication strategy messages, including both strategic and operational elements. • Provide advice and communicate to the LDC and DDC about community recovery requirements and operations. • On request, provide a liaison officer to the LDCC to advise and action reasonable requests during disaster operations.
Department of Transport and Main Roads	• Carry out primary and/or lead functional roles as nominated in the plan. • Provide information and advice on the impact of disaster events on relevant transit corridors and infrastructure. • Provide advice on recovery operations to restore a functional transport network. • Advice on location and suitability of heavy earthmoving equipment.

	• Assist with the safe evacuation of people from disaster-affected communities. • On request, provide a liaison officer to the LDCC to advise and action reasonable requests during disaster operations.
Energy Queensland	• Maintenance and/or restoration of electrical power supply. • Advice on electrical power, including safety information for consumers. • On request, provide a liaison officer to the LDCC to advise and action reasonable requests during disaster operations.
Lower Burdekin Water – Northern & Southern Division	• Advice on waterways located within the Burdekin LGA and relevant Emergency Action Plans. • Maintain and adhere to Environmental Regulations relating to Queensland waterways. • Advice on bulk water supply and Emergency Response Plans. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required • Provide advice and communication to the LDC/DDC regarding operational matters. • Provide services, advice, and communication support to other agencies.
Maritime Safety Queensland	• Protects Queensland's waterways and the people who use them. • Responsible for: ▪ Improving maritime safety for shipping and recreational craft through regulation and education. ▪ Minimising vessel-sourced waste and responding to marine pollution. ▪ Providing essential maritime services – navigation aids and vessel traffic services. • Administers maritime legislation in Queensland, not limited to: ▪ Maritime safety. ▪ Maritime Transport. ▪ Marine Pollution. ▪ Public Marine Facilities. ▪ Waterways Management.
National Broadband Network (NBN)	• Supports local governments and communities in maintaining and accessing telecommunications during disaster events. • Can assist local governments and communities in connecting to "temporary mobile network assets" if deployed in regional areas until a permanent supply is restored.
Qld Fire Department - Rural Fire Service (RFSQ)	• See QFD above
Queensland Health – Ayr & Home Hill Hospital and Health Service	• Coordinates and supports local public health responses during disaster events. • Focuses on the health and well-being of communities to prevent disease and illness resulting from disaster events. • Provide health-related information to LDMG for dissemination to the public and conduct community education campaigns.
Queensland Rail	• Updates the LDMG on available passenger services and supply chain transportation. • Provides alternatives for supply chain transportation where possible.

	• Collaborates with LDMG stakeholders to develop and workshop alternative transport options for Bruce Highway closures, where feasible.
Queensland Reconstruction Authority	• Administer Disaster Recovery Funding Arrangement (DRFA) relief measures. • When requested, support the QFD with rapid damage assessments of housing in disaster-impacted areas. • Undertake damage assessments of public infrastructure in collaboration with local governments. • Liaise with local governments and state agencies to gather information, ensuring DRFA disaster activations meet Commonwealth Government criteria. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required.
Sunwater	• Advice on waterways located within the Burdekin LGA and relevant Emergency Action Plans. • Maintain and adhere to Environmental Regulations relating to Queensland waterways. • Advice on bulk water supply and Emergency Response Plans. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required • Provide advice and communication to the LDC/DDC regarding operational matters. • Provide services, advice, and communication support to other agencies.
Surf Lifesaving Queensland	• Advice on coastal and aquatic rescue management to LDMG. • Provide a network of support and advice to the DDMG and LDMG about: ▪ disaster and emergency response via volunteer surf lifesavers; and ▪ the Westpac Life Saver Helicopter Rescue Service.
Telstra Enterprise Queensland	• Provides advice on service outages and prioritises reconnection for vulnerable households and critical infrastructure during an event. • Works with other stakeholder organisations to establish connectivity during disaster events.
Wilmar	• Provide advice and assistance to the Burdekin LDMG about the Cane Industry, • Works with other stakeholder organisations in the Cane industry to update members with disaster management information from the LDMG. • Respond to reasonable requests during disaster operations as required.

Annexure F – Burdekin Cyclone and Flooding Events

Tropical Cyclones	
Charlie 1 March 1988	TC Charlie made landfall at Upstart Bay, near Ayr. Wind gusts of up to 165km/h were recorded, and some structural damage and flooding were experienced at Ayr.
Aivu 4 April 1989	TC Aivu, a Category 3 cyclone, had winds of up to 200 km/h when it hit the Home Hill area. Damage to the Burdekin was significant. Building and infrastructure repairs cost more than $50 million, while sugar cane crops suffered $70 million in damage.
Joy 22 December 1990	TC Joy marked the beginning of the wet season and led to significant flooding between Cairns and Townsville from December 23 to 25. Flood warnings were issued for the Tully and Johnstone rivers. The cyclone's southwest movement caused severe flooding along the Central Coast, with major flooding in the Pioneer, Don, and Haughton rivers on 27 December, and minor flooding in the Lower Burdekin River.
Larry 20 March 2006	TC Larry was a Category 4 cyclone that hit Innisfail on 20 March 2006. It was intense but small, and sixteen hours before landfall, it became clear that the LGA would not be affected. However, anxious moments arose as the coastal communities were in the predicted landfall zone, leading to a voluntary evacuation order for low-lying areas of Alva Beach.
Yasi 3 February 2011	Severe TC Yasi was a Category 5 cyclone that made landfall near Mission Beach, Queensland, on 3 February 2011. It caused significant wind damage between Innisfail and Townsville, particularly in Tully and Cardwell, and produced heavy rainfall of 200-300 mm. In the Burdekin LGA, damage was mostly limited to vegetation, with only minor structural damage reported.
Ita 10 April 2014	Severe TC Ita was the strongest cyclone to hit Queensland since TC Yasi in 2011. On 10th April 2014, it rapidly intensified to a Category 5 but weakened to a Category 4 before making landfall at Cape Flattery on 12th April at 22:00. As it moved south, flooding cut access to communities like Ingham, affecting many across the LGA.
Debbie 26 March 2017	Severe TC Debbie was the strongest tropical cyclone in the Australian region since Quang in 2015 and the most dangerous to impact Queensland since TC Yasi in 2011. It formed as a tropical low on 23 March 2017, intensifying to a Category 4 cyclone by 28 March 2017, making landfall near Airlie Beach. Debbie rapidly weakened but caused significant damage and flooding in Southeast Queensland and Northern Rivers, resulting in A$3.5 billion in damage and fourteen deaths. This made it the deadliest cyclone to hit Australia since Cyclone Fifi in 1991.
Iris 28 March 2018	TC Iris formed in the South Pacific near Vanuatu on 25 March 2018, moving southwest as a tropical low before heading towards the Queensland coast on 1 April 2018. After redeveloping and decaying three times in the Coral Sea, it weakened to a remnant tropical low on 7 April 2018. Although not making landfall, TC Iris brought heavy rain to northern Queensland.
Penny 9 January 2019	TC Penny made landfall near Bowen on 9 December, causing heavy rainfall in central and northern Queensland, including 432mm in Strathbogie within 24 hours to 9 am on 10 January.
Esther February 2020	TC Esther intensified from a tropical low on February 22. Making landfall near the border between the Northern Territory and Queensland on February 24, it caused moderate to heavy rainfall across the northern tropics.
Imogen January 2021	TC Imogen was the first cyclone of the 2020-21 season in the Gulf of Carpentaria. It made landfall near Karumba on January 3, causing minor damage to vegetation and infrastructure. Moving inland, it brought heavy rainfall and flooding to north Queensland, disrupting transportation.
Kimi January 2021	TC Kimi was the first cyclone of the 2020-21 season in the Coral Sea. It was a small, short-lived system that had minimal impact on the mainland, staying close enough to be monitored by the Cairns and Harvey Range radars.
Niran February 2021	Severe TC Niran developed off the north Queensland coast as a low-pressure system on 27 February. It initially moved slowly towards Cairns but shifted north from 1 March. The system was named on 2 March while approximately 260 km off the coast.

Seth Dec 2021 / Jan 2022	TC Seth lasted just over 24 hours in the Coral Sea. It tracked for 15 days, causing severe flooding in southeast Queensland, hazardous surf along the southern Queensland and northern New South Wales coast, and contributing to the onset of the monsoon over Darwin and the Top End.
Jasper December 2023	Severe TC Jasper was the wettest tropical cyclone in Australian history, surpassing TC Peter from 1979. Although not directly affected, the Burdekin experienced moderate flooding conditions.
Kirrily January 2024	Severe TC Kirrily hit north of Townsville on 24 January 2024, causing significant damage. It brought strong winds and heavy rainfall, leading to power outages affecting approximately 66,000 customers, with 42,000 households remaining without power for several days. While there was minimal property damage near landfall and south to the Burdekin LGA, some trees were lost, and there was minor roof damage.

Flooding Events	
February 1958	In the Burdekin River catchment, record floods exceeded those of 1918, submerging 90-year-old stations for the first time. At Lornesleigh, water reached the second floor of the homestead, and seven people were stranded on a hilltop at Mt Elsie Station for 11 days. Near-record flooding in the lower Burdekin led to evacuations in Ayr and Home Hill, with peak levels recorded at Clare at 7:30 am and Inkerman Bridge at 4:00 pm on February 24.
April 1958	Widespread traffic and communication disruptions occurred on the central coast following the Bowen cyclone, with record peaks in the Bowen River on April 2 and the Bogie River on April 3. Numerous homesteads were lost, and roads and bridges suffered extensive damage, resulting in the loss of thousands of cattle. The subsequent flooding of the lower Burdekin River also broke records, inundating Home Hill and Ayr, with water reaching a depth of two meters in Home Hill's main street, causing significant damage to cane farms. Three spans of the old railway bridge at Home Hill were washed away, and riverbank restoration was expected to be costly. Record river peaks were noted on April 3, with the Bowen River at Birralee and the Burdekin River at multiple locations, reaching 12.64m at Inkerman Bridge.
February 1991	In early February, heavy rainfall led to significant flooding in the Bowen and Bogie River catchments and the lower Burdekin system. River levels began to rise on February 2 and peaked at Inkerman Bridge at 12.53m around midnight on February 4, marking the third-highest flood on record. Home Hill experienced flooding up to 0.6m in the main street, prompting evacuations in low-lying areas. Damage was extensive to local sugar cane crops. Further heavy rain between February 18 and 20 caused record flooding in the upper Burdekin River, peaking at 19.6m at Sellheim on February 20, the second highest on record. The Burdekin Dam, already spilling, rose to 6.85m above the spillway on February 21, leading to moderate flooding downstream, with levels in the Home Hill district significantly lower than in early February.
February 2007	Burdekin River - Widespread heavy rainfall in early February led to major flooding above the Burdekin Falls Dam and minor flooding downstream. Major flood warnings were issued on 2 February, with inflows peaking at 3.8 meters above the spillway on 4 February. Floodwaters downstream were managed to a moderate level, with warnings issued until 9 February. Haughton River - In early February, heavy rainfall led to major flooding along the Haughton River, prompting flood warnings on 1 February. Peak flood levels reached 2.95m at Giru on 2 February, flooding the township. The flooding subsided to minor levels by February 3, and warnings were lifted on February 4.
February 2008	The highest recorded peak in the Haughton River was over 3.0m at the Giru rail bridge in February 2008, due to significant monsoonal activity that caused three major floods in the Haughton River and two moderate floods in the Lower Burdekin River. At its peak, the Burdekin Falls Dam reached 6.8m, while Inkerman Bridge recorded a peak of 11.65m on 14 February.
January/February 2009	The Burdekin River catchment received higher than average rainfall in January 2009 saturating the catchment. Heavy rainfall between 31 January and 4 February led to moderate

	to major flooding in the Upper and Lower Burdekin River. Localised falls of 100mm to 200mm between Broadleigh Downs and Taemas caused further river level rises at Taemas.
January 2010	Following the southern path of Ex-Tropical Cyclone Olga, the monsoon trough generated moderate to heavy rainfall in the Haughton River area. This resulted in the third-highest flood on record. Flood warnings were issued starting on January 27 and continued into February 2010. A major flood peak of 2.99 meters was recorded at Giru on January 30, 2010.
February 2011	Severe Tropical Cyclone Yasi crossed the North Tropical Queensland coast on 3 February 2011, bringing heavy rainfall to the North Tropical Coast and Central Coast regions from 2 to 4 February, and into the Gulf of Carpentaria from 4 to 6 February. As Yasi moved westward, it produced heavy rainfall over a catchment area for about 24 hours, with intense rain for around 6 hours, which helped minimise the duration and severity of flooding. However, major flooding still occurred in the Johnstone, Herbert, Haughton, and Bohle River catchments, with isolated major flooding in the Gregory River at Gregory Downs. New river height records were set at Sellheim Alert at the Macrossan Bridge on the Burdekin River, Giru Alert on the Haughton River, Gairloch Alert on the Herbert River, and Bluewater Alert on Bluewater Creek.
March 2012	An active monsoon trough extended across the North Tropical Coast, and a deep tropical low formed over the southern Gulf of Carpentaria around March 15th. This rainfall resulted in major flooding in the Flinders, Fitzroy, Herbert, Johnstone, Russell-Mulgrave, and Haughton Rivers, while the Pioneer, Don, Ross, Tully, Murray, and Barron Rivers experienced minor to moderate flooding.
April 2014	Tropical cyclone Ita caused significant flooding in the North Tropical Coast, Tablelands, and Herbert and Lower Burdekin districts, peaking on 12 April. The highest rainfall of 860 mm was recorded at Bellenden Ker Top over a 48-hour period to 9 am on 13 April. Flooding above the moderate flood level occurred in the Bohle River, Haughton River, and Don River basins.
May 2017	Due to a low-pressure weather system, minor flood peaks were recorded on the Haughton River at Giru and the Don River at Bowen Pump Station.
February 2018	On Thursday, February 22, 2018, a severe low-pressure system brought record rainfall, causing the Haughton River at Giru to peak at a height of 3.1 metres. The township experienced flooding, but the damage to its infrastructure was minor.
January/February 2019 - Tropical Low 13U	Heavy monsoonal rains from late January to mid-February 2019 caused significant flooding in North Queensland. The Haughton River at Giru reached a record flood level of 3.2 meters, isolating the town and surrounding areas. The Burdekin River peaked at 11.20 meters, which did not affect critical infrastructure but closed the Bruce Highway at Plantation Creek for several days, isolating Groper Creek and Rita Island.
January 2020	A low-pressure weather system lingered over the Burdekin LGA for several days, resulting in heavy rainfall across the area. Within a 24-hour period, Rita Island recorded more than 600mm of rain, leading to flash flooding in some low-lying areas. This caused disruptions and flooding in several homes.
April 2022	Moisture from a weak tropical low in the Gulf, along with a slow-moving upper-level coastal trough, resulted in a broad area of cloud and wet weather extending from Ingham to Giru. Isolated rainfall totals of 140 to 180 mm were recorded over a six-hour period, leading to major flooding in Giru.
May 2022	A major rainfall event occurred, recording over a month's worth of rain within just a few days. Rainfall records were broken in Charters Towers, and the Haughton River experienced major flooding for the second time in two months.
January 2023	Between 11 and 19 January 2023, two weather extremes affected different parts of Australia. In North Queensland, heavy rains caused flooding from January 14 to 19, with cumulative totals exceeding 1,000 mm in areas such as Finch Hatton and Mt. Juke.
January 2024	The Burdekin LGA suffered extensive flooding as a result of Cyclone Kirrily. The cyclone brought heavy rainfall and strong winds, which caused widespread power outages and severe flash flooding. Queensland Fire and Rescue carried out multiple swift water rescues, while many areas faced prolonged power outages and significant infrastructure damage.

December 2024	The BOM warned of severe storms potentially causing minor to moderate flooding in the Haughton River catchment and Giru, but the rainfall did not significantly impact these areas. Minor flash flooding occurred in parts of the Burdekin LGA, isolating two areas: Woodstock Giru Road at Mount Surround and Jerona. Some road damage and issues with drainage, as well as sewerage overflows and high well warnings, were reported. Traffic control was also implemented on the Bruce Highway due to water over the road between Ayr and Townsville.
Jan / Feb 2025 – North and Far North Tropical Low	Haughton River - Major flash flooding affected the Haughton River catchment, isolating Woodstock Giru Road and the towns of Giru and Jerona. Road damage occurred along Woodstock Giru Road, and several properties in Giru were inundated. Flooding hit Giru twice, with Jerona and areas along Woodstock Giru Road remaining cut off. Burdekin River - Variable rainfall raised concerns for Home Hill. Major flood levels affected the river at Dalbeg and Clare, isolating Groper Creek and Rita Island. The main access road to Alva Beach was flooded, stranding residents, and the Bruce Highway was closed at Plantation Creek, limiting access for heavy vehicles between Ayr and Townsville.
Mar / April 2025	In late March 2025, major flash flooding impacted the Haughton River catchment, isolating Woodstock Giru Road at Mount Surround and the township of Jerona and causing minor flooding at Giru. Ongoing heavy rain from storms caused creeks and rivers to rise, isolating properties along Woodstock Giru Road. The Burdekin River catchment experienced significant rainfall variability, with minor flood levels threatening to isolate Groper Creek and Rita Island communities. On the night of April 5, 2025, an unexpected storm led to Jerona being isolated for four days once again.

Annexure G – Operational Risks – Whole of Council

Risk	Risk Rating
Flooding – Burdekin Dam Failure	H – 22
Tropical Cyclone – Cat 4 to 5	H – 21
Storm Surge – Cyclone Cat 4 to 5	H – 21
Flooding	M – 18
Severe thunderstorm / electrical storm / tornado	M – 18
Extreme high temperatures (>37°C for > 3 consecutive days	M – 18
Major agricultural fire – uncontrollable	M – 17
Exotic animal or plant disease	M – 17
Earthquake	M – 17
Burdekin Bridge failure	M – 17
High Pressure Gas Pipeline	M – 17
Terrorism	M - 17
Tropical Cyclone – Cat 1 to 3	M – 16
Storm Surge – Cyclone Cat 1 to **3**	M – 16
Bushfire (rural and interface areas)	M – 16
Major Urban Fire	M - 16
Prolonged drought	M – 16
Hazardous material accident – land, transport	M – 12
Hazardous material accident – Aquatic environment	M – 12
Epidemic / Pandemic	M - 11

Annexure H – Risk Level/Priority

Risk Level/Priority						
Likelihood	**Description**	**Consequence**				
		Insignificant 1	Minor 6	Moderate 11	Major 16	Extreme 21
Almost Certain – 9	Several times a year >90% chance of occurring	M10	M15	H20	E255	E30
Likely – 7	About once a year 50-90% chance of occurring	L8	M13	M18	H23	E28
Possible – 5	About once every 2-10 years 20-50% chance of occurring	L6	M11	M16	H21	E26
Unlikely – 3	About once in 10-50 years 1-20% chance of occurring	L4	L9	M14	M19	H24
Rare – 1	About once in 50-100 years <1% chance of occurring	L2	L7	M12	M17	H22

Emergency: 000

SES: 132 500

Burdekin Shire Council | DISASTER MANAGEMENT

disaster.burdekin.qld.gov.au

Airport Emergency Sub Plan

Burdekin Local Disaster Management Group

Prepared By
Local Disaster Coordinator

Authorised By
Local Disaster Management Group

Date Prepared
July 2025

Burdekin Shire Council

Document Control

Amendment Control

The Airport Emergency Sub Plan is a controlled document. The controller of the document is the Burdekin Shire Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded in writing to:

Local Disaster Coordinator
Burdekin Local Disaster Management Group
PO Box 974
AYR QLD 4807

The LDC may approve minor amendments to this document. The LDC will ensure that any changes to the document's content will be submitted to the Burdekin Local Disaster Management Group (LDMG) for approval and be endorsed by the Burdekin Shire Council.

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Amendment		**Plan Updated**		
No / Ref	**Issue Date**	**Inserted by**	**Summary of Changes**	**Date**
10	September 2024	Eileen Devescovi	Yearly Review	September 2024
11	July 2025	Eileen Devescovi	Yearly Review	July 2025

Endorsement

This Airport Emergency Sub Plan has been developed for the Burdekin Shire Local Government Area (LGA) and subsequently approved by the Burdekin LDMG. This Plan is a Sub Plan of the *Burdekin Local Disaster Management Plan* (LDMP) and is to be read in conjunction.

The Plan is recommended for distribution by the LDMG and is considered live once approved by the LDMG.



Mayor Pierina Dalle Cort
Chair Burdekin LDMG



Eileen Devescovi
Burdekin Local Disaster Coordinator

The functions of the Local Government were advised in accordance with the *Queensland Disaster Management Act 2003* (DM Act) (s80). This sub plan was formally adopted by the Burdekin Shire Council at the Council meeting through resolution held on 28 October 2025.



Mayor Pierina Dalle Cort

Abbreviation List

Abbreviation	Full Title
AAIT	Aircraft Accident Investigation Team
ADF	Australian Defence Force
ATSB	Australian Transport Safety Bureau
CASR	Civil Aviation Safety Authority
CHAIR	Local Disaster Management Group Chair
DFSB	Defence Flight Safety Bureau (formerly DDAAFS)
DM Act	Queensland Disaster Management Act 2003
LDC	Local Disaster Coordinator
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
NOTAM	Notice to Airmen
QAS	Queensland Ambulance Service
QFD	Queensland Fire Department (formerly QFES)
QPS	Queensland Police Service
SES	State Emergency Service
TSI Act	Transport Safety Investigation Act 2003

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1. Overview

The Burdekin Shire has two aerodromes and several smaller airstrips, owned and maintained by Burdekin Shire Council.

The Ayr Aerodrome is located on Aerodrome Road, Brandon, 12km from the Ayr central business district. It offers a 1,455m sealed runway capable of accepting light aircraft with a pavement concession of PCN 8/F/A/580(84psi)/U. The aerodrome has a night lighting system with solar-powered lights. Pilots of small and medium-sized aircraft now have the convenience of 24-hour fuelling at the Ayr Aerodrome after installing an on-site fuel facility.

The Home Hill Aerodrome is located on Heatley Road, Home Hill. The Home Hill aerodrome runway is unsealed. Smaller unsealed airstrips are also located near the towns of Clare (at the corner of Dunn Road and George Road), Millaroo (Newman Road) and Dalbeg (Foreman Walsh Road).

1.1 Purpose

This Airport Emergency Sub Plan aims to outline arrangements for the response to an aviation disaster within the Burdekin LDMG area of responsibility.

The implementation of this plan will allow the LDMG to:

- make informed, timely decisions regarding the aircraft accident;
- assist first responders which are typically emergency services personnel (i.e. Queensland Police Service (QPS), Queensland Fire Department (QFD) and Queensland Ambulance Service (QAS));
- outline the reporting requirements for military and civil aircraft accidents; and,
- ensure an orderly release of information to the community.

1.2 Objectives

The objectives of this sub plan are to:

- Provide guidance to first responders;
- Ensure site coordination and security of the crash site;
- Ensure the containment or dangerous materials, fuels and chemicals;
- Ensure the successful re-opening of the airport;
- Provide effective liaison between all emergency services and supporting agencies; and,
- Prescribe arrangements for testing, evaluation and maintenance of this plan.

1.3 Scope

This sub plan applies to civil and military aircraft disasters occurring within the Burdekin Shire Council area, which are within the capability and resources of the Local Government, Emergency Services and other supporting agencies with a response/lead function and/or responsibility.

1.4 Authority to plan

The Burdekin LDMG has prepared this Sub Plan under the provisions of *section 57* of the DM Act. This sub plan will be managed in accordance with the administrative and governance processes outlined within the Burdekin LDMP including approval, document control, distribution, review and renewal.

1.5 Plan Review and Testing Requirements

This sub plan is to be reviewed annually before the severe weather season or post event to include lessons learned. This sub plan is to be exercised to ensure the effectiveness and scalability of the plan and include involvement, communication and collaboration with identified key local, district and state stakeholders.

2. Governance

2.1 Activation of Sub Plan

The LDC of the Burdekin LDMG will activate this plan in the event of an aircraft incident or accident to support the coordination and conduct of response and recovery operations.

This sub plan is supported by the:
Burdekin LDMP;
Burdekin LDMG Communication Sub Plan;
Burdekin LDMG Community Information & Warnings Sub Plan; and
Burdekin LDMG Evacuation Sub Plan

LDMG personnel and Emergency Services personnel are specifically requested to follow the checklist provided by the Australian Transport Safety Bureau (ATSB) on their website when and wherever possible:

- ATSB Aviation Accident Site Checklist (Also included in Annexure A of this Sub Plan).

2.2 Use of Sub Plan during Operations

Transport accidents are inevitable, and depending upon size and complexity, these accidents could involve coordination of efforts and resources across several emergency response authorities.

Only light aircraft land at the Burdekin Shire's aerodrome and airstrips. There are several light aircraft in the area, and the possibility of an accident does exist.

This plan will be activated when an event requires liaison between relevant authorities and coordination of investigation and response activities in the event of an aircraft incident or accident.

2.3 Functional Responsibility

The LDC is to ensure all agencies and members of the LDMG are aware of these procedures.

2.4 Roles and Responsibilities

Lead Agency	Supporting Organisations	Roles and Responsibilities
QPS **(Until arrival of ATSB or DFSB)** Contact: Officer in Charge		• On-site coordination • Evacuation of persons if required • Security of specific areas for public protection and investigation purposes • Crowd control • Coordination of search operations
	ATSB (civil) **DFSB (military)** Contact: Officer in Charge	• Investigations into cause of any aircraft accident
	Ayr District Hospital Contact: District Manager	• Coordination of health care response
	Burdekin Shire Council Contact: LDC	• Supply of equipment and personnel as requested by the lead agency.
	Marine Rescue Queensland Contact: Communications Officer	• Conduct sea search and rescue if required
	QAS Contact: Officer in Charge	• Initial treatment of casualties • Transport and evacuation of casualties
	QFD Contact: Officer in Charge	• Control of rescue operations for trapped or stranded persons when fire ground is declared • Control of fires • Extrication of trapped personnel • Safety of persons in relation to fire
	State Emergency Service (SES) Contact: Local Controller / Deputy Controller	• Assist evacuating trapped persons • Provision of emergency communications and lighting • Provision of labour and equipment • Search operations • Provision of welfare support as required

3. Concept of Operations

While there are mandatory requirements in the *Transport Safety Investigation Act 2003* (TSI Act) in regard to civil transport accidents, the guidance material contained in this document does not override specific policies or procedures developed by QPS, emergency services or other agencies, such as airport authorities.

3.1 Safety Bureaus

3.1.1 Australian Transport Safety Bureau (ATSB)

The Australian Transport Safety Bureau (ATSB) is an independent Commonwealth Government statutory Agency. A Commission governs the ATSB and is entirely separate from transport regulators, policymakers and service providers.

The ATSB have developed a safety publication, which provides guidance for QPS and emergency personnel in the event of an incident or accident. See Hazards at Aviation Accident Sites.

3.1.2 Defence Flight Safety Bureau (DFSB)

The Defence Flight Safety Bureau (DFSB) is accountable to the Chief of Air Force in his capacity as the Defence Aviation Authority for the strategic management of flight safety in Defence. The DFSB provides Defence with independent aviation investigation, research and analysis, safety training and safety promotion capabilities. Accordingly, DFSB is the centre of expertise for flight safety within Defence.

3.2 Hazards at Aviation Accident Sites

The first people to arrive at an aircraft accident site can render valuable assistance to minimise injury and loss of life, reduce property loss through damage and prevent the loss of clues and evidence that are vital to determining the reason for the accident.

Often, emergency services personnel (QPS, QFD, QAS and their Defence Force equivalents) are the first trained personnel to arrive at aircraft accident sites. The Hazards at Aviation Accident Sites resource has been prepared by the ATSB and the DFSB to assist these personnel to:

- understand the reporting requirements for military and civil aircraft accidents;
- have an awareness of hazards at an aircraft accident site;
- consider how to manage the various hazards;
- understand the requirements of the TSI Act and the Defence Aviation Safety Program Manual; and,
- manage and control the accident site to preserve essential evidence necessary for the ATSB or DFSB to conduct an effective investigation.

3.2.1 Role of First Responders

There are three main components to the work of first responders to the scene of an aviation accident:

1. Reporting the accident to the ATSB or DFSB;
2. Coordination of the accident site including rescuing any survivors, managing fire and hazardous materials and ensuring that the site is secured; and,

3. Protection of the aircraft wreckage and associated evidence so that an effective investigation can be conducted.

The ATSB guide Hazards at Aviation Accident Sites assumes that first responders will apply their own expert training to deal with victims, manage hazards and control the site. It offers specific advice that may be helpful in identifying and managing the hazards and risks associated with an aircraft accident. It also contains important advice about preserving evidence at the site.

3.2.2 Aviation Accident Site Checklist

LDMG personnel and Emergency Services personnel are specifically requested to follow the checklist provided by the ATSB on their website when and wherever possible:

- ATSB Aviation Accident Site Checklist (Also included in Annexure A of this Sub Plan).

3.3 Reporting of Aviation Accidents and Incidents

The owner, operator or crew of the aircraft must report the accident or incident immediately. If members of the public, emergency services personnel or Council Officers witness an aircraft accident, they too are required to report the incident if the owner, operator, or crew are unable to report to the ATSB.

3.3.1 Reporting of Civil Aircraft Accidents/Incidents

The ATSB must be notified of all aviation accidents and serious incidents.

Classification	Reporting Process
Civil	All civil aircraft accidents must be reported to the ATSB via the toll-free number: **1800 011 034**

Aircraft type and registration letters usually begin with VH- followed by three letters. If the aircraft has no VH prefix, it may be a foreign civil or sports aviation aircraft, although, beware fire may have consumed any VH prefix. The registration appears typically on the side of the fuselage (main body), the fin/rudder combination and the wings. Operator details and aircraft type identification may also be printed on the aircraft. For a foreign civil aircraft, provide as much information as possible. In any case, give as much information as possible. All information may be useful.

3.3.2 Reporting of Military Aircraft Accidents/Incidents

The ATSB must be notified of all aviation accidents and serious incidents. In the event of a Military Aircraft accident, the DFSB Duty Officer will take your call and activate the military aircraft accident response plan.

Classification	Reporting Process
Military	Contact the DFSB Duty Officer: **02 6144 9199**.
	IF PRACTICABLE, also contact the nearest military base: **1300 DEFENCE (1300 333 362)**

Provide the Duty Officer with the aircraft type, serial number and side number. There may be an N prefix (Navy) or A prefix (Air Force or Army) on the side of the fuselage and some form of a squadron or unit identification. It may be difficult to identify a foreign military aircraft, but as a rule, military aircraft serial numbers are painted on either side of the fuselage.

The Australian Defence Force (ADF) maintains a multi-tiered aviation safety organisation, including a 24-hour rapid response Aircraft Accident Investigation Team (AAIT). Qualified personnel are available at all military bases where aviation activity takes place; these personnel will usually be the first to arrive at an accident site until they are relieved by qualified AAIT personnel. QPS is the responsible agency for securing the accident site until an officer/s from AAIT arrives.

3.3.3 Notification of LDMG

It is important to notify the Chair or LDC of the LDMG via Burdekin Shire Council of any accidents or incidents at any of the aerodromes within our Shire.

Organisation	Contact Number
Burdekin Shire Council	07 4783 9800

Council has a dedicated Aerodrome Officer, who will be immediately notified. Please refer to Burdekin Shire Council Emergency Contact List for numbers (not available for public release).

4. Accident Site Coordination and Security

QPS will normally coordinate the aircraft accident investigation.

The emergency organisation arriving first at the aircraft accident site may be a volunteer or permanent fire brigade under the QFD or a Defence fire brigade unit. In any case, initiative and liaison will be needed, particularly in the early stages when fire control is critical. A key consideration at accident sites is that the rescue personnel do not themselves become casualties. Individuals sometimes place themselves at considerable risk of injury or death. Caution and awareness of hazards at hand should be practised.

All accident sites must be secured to prevent unauthorised persons from entering the area. This is based on common sense and respect for casualties, protection of valuable, important, or classified equipment, preservation of evidence to establish factors that contributed to the accident, and prevention of unnecessary exposure to hazards.

The ATSB website provides guiding resources to assist with site coordination and security.

4.1 Protection of Aircraft Wreckage

The ATSB and ADF understand that QPS and emergency services personnel have a duty to act immediately after they arrive at the scene; however, it is important to determine the factors that contributed to the accident that wreckage, ground scars and the accident site are disturbed as little as possible.

Authorisation is not required to:

- ensure the safety of persons, animals, or property; or
- protect the environment from significant damage or pollution.

There is also a requirement to:

- prohibit the removal of fatalities until the arrival of QPS, coroner's representative and medical authorities;
- prevent interference with rescue and associated operations;
- admit only authorised personnel to the accident site; and,
- keep bystanders outside the established zone of safety.

4.2 Dangerous Materials and Hazards

Both civil and military aircraft may contain dangerous materials, hazardous fuels, explosives, magnesium and aluminium metals, composite materials, toxic gases, high-pressure containers, oxygen and other dangerous cargo that can harm the assisting personnel. All care must be taken not to interfere with dangerous or hazardous materials. Some materials may become dangerous when involved in a fire.

4.3 Re-opening of Airport

In the event of an aircraft accident on the runway or on any other part of the aerodrome where aircraft land, taxi and park, there is to be a comprehensive checklist inspection by certified personnel for full serviceability before re-opening the airport. It may be necessary to sweep the runway for foreign matter or debris that could cause damage to other aircraft at some time in the future. This re-open advice is sent out as a Notice to Airmen (NOTAM). The Airport Reporting Officer shall liaise with QPS, QFD and any other organisation investigating the crash site before any decision.

5. Debriefing

It is important for all personnel involved in assisting and rescue services at an aviation accident site to attend a full debriefing session.

6. Counselling Services

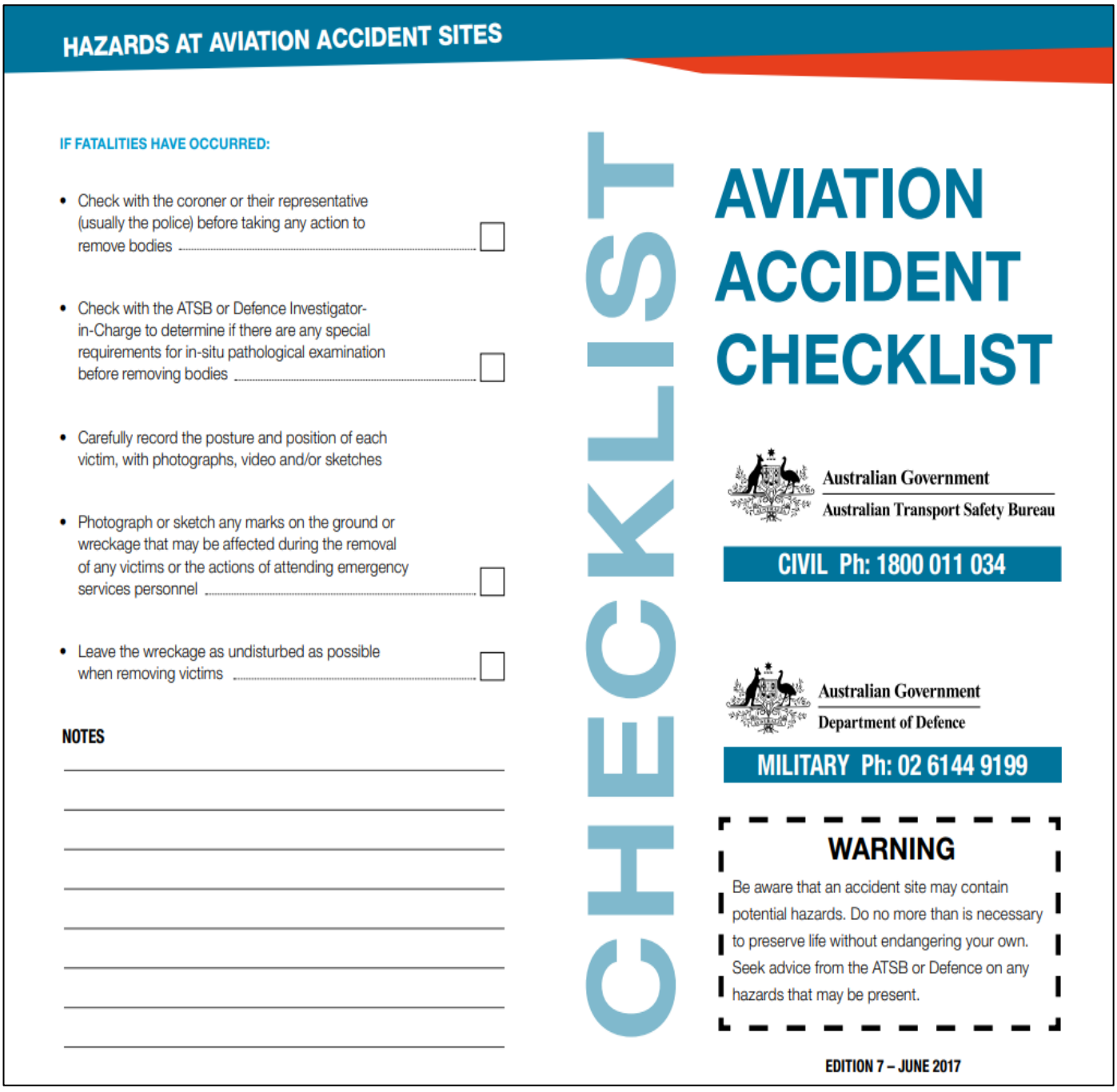
Some personnel may require counselling services.

Related Documents

- ATSB Aviation Accident Site Checklist
- ATSB Hazards at Aviation Accident Sites
- Defence Aviation Safety Program Manual
- Queensland Disaster Management Act 2003
- Transport Safety Investigation Act 2003

Annexure A – ATSB Aviation Accident Site Checklist

aviation-accident-site-check-list-2017.pdf (atsb.gov.au)



HAZARDS AT AVIATION ACCIDENT SITES

IF FATALITIES HAVE OCCURRED:

- Check with the coroner or their representative (usually the police) before taking any action to remove bodies ☐
- Check with the ATSB or Defence Investigator-in-Charge to determine if there are any special requirements for in-situ pathological examination before removing bodies ☐
- Carefully record the posture and position of each victim, with photographs, video and/or sketches
- Photograph or sketch any marks on the ground or wreckage that may be affected during the removal of any victims or the actions of attending emergency services personnel ☐
- Leave the wreckage as undisturbed as possible when removing victims ☐

NOTES

CHECKLIST

AVIATION ACCIDENT CHECKLIST

Australian Government
Australian Transport Safety Bureau

CIVIL Ph: 1800 011 034

Australian Government
Department of Defence

MILITARY Ph: 02 6144 9199

WARNING

Be aware that an accident site may contain potential hazards. Do no more than is necessary to preserve life without endangering your own. Seek advice from the ATSB or Defence on any hazards that may be present.

EDITION 7 – JUNE 2017

HAZARDS AT AVIATION ACCIDENT SITES

GUIDANCE FOR POLICE AND EMERGENCY PERSONNEL

WHAT TO DO:

Emergency response

Ensure normal emergency response notifications are completed: Police, Fire (including HAZMAT), Ambulance; telephone: **000**
ATSB: **1800 011 034** or DDAAFS: **02 6144 9199**.

REMEMBER:

- Exercise extreme caution: aviation accident sites contain potential hazards including flammable and toxic materials and may also contain explosives ☐
- Approach the aircraft cautiously, from upwind. This will help reduce your exposure to fumes and particulates. If possible, approach from the opposite direction of the aircraft's flight path ☐
- Do no more than is necessary to preserve life without endangering your own. Seek advice from the ATSB or Defence on any hazards that may be present ☐

NOTHING should be disturbed other than that necessary to rescue survivors or preserve life and suppress post-crash fires.

- Within the limits imposed by actions necessary to preserve life, photograph, video, sketch or make mental notes of wreckage to pass to the investigators, before disturbing it. DO NOT become a casualty yourself ☐
- Note the location and condition of safety harnesses and positions of occupants before they are moved. Cut rather than unbuckle safety harnesses ☐
- Every piece of the aircraft, its location and exact position, is important in determining the sequence of events and the contributing factors that led to the accident ☐
- Secure the accident site by placing a cordon around all scattered wreckage (50 m), as well as other evidence such as marks made by the aircraft, and ground scars— important evidence can be gained from instrument readings, soot and fire patterns, the location of fatalities, ground scars and so on ☐
- Obtain names, addresses, contact numbers and intended movements of witnesses, and note in particular any witnesses who may have photographic or video evidence of the accident ☐
- If the aircraft is carrying chemicals (such as an agricultural aircraft) consult Safety Data Sheet (SDS) and approach the aircraft cautiously, from upwind: this will help reduce your exposure to fumes ☐
- Be aware of powerlines that may have been struck during the accident—they may be lying on the ground and could be live ☐

Communications Sub Plan

Burdekin Local Disaster Management Group

Prepared By
Local Disaster Coordinator

Authorised By
Local Disaster Management Group

Date Prepared
July 2025

Burdekin Shire Council

Document Control

Amendment Control

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Burdekin Local Disaster Management Group
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AYR QLD 4807

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The Plan is recommended for distribution by the LDMG and is considered live once approved by the LDMG.



Mayor Pierina Dalle Cort
Chair Burdekin LDMG



Eileen Devescovi
Burdekin Local Disaster Coordinator

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Mayor Pierina Dalle Cort

Abbreviation List

Abbreviation	Full Title
AWS	Australian Warning System
BOM	Bureau of Meteorology
BSC	Burdekin Shire Council
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DM Act	Queensland Disaster Management Act 2003
DMO	Disaster Management Officer
EA	Emergency Alert
EOC	Emergency Operations Centre (SES)
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
MRQ	Marine Rescue Queensland
QAS	Queensland Ambulance Service
QFD	Queensland Fire Department
QPS	Queensland Police Service
RFA	Request for Assistance
SES	State Emergency Service

Definitions

Term	Definition
Primary Communications	The Telstra telephone network, including mobile telephones, and/or the internet. Key contact numbers are listed in Attachment A of this Sub Plan.
Secondary Communications	Radio communications in any band, HF, VHF, UHF and satellite telephones and links, may be available for use during disaster situations. Attachment B, C, D and E of this Sub Plan provide a list of radio networks and equipment held by various agencies.
Supplementary Communications	Additional primary or secondary communications facilities may be required from external sources during a disaster, in addition to those usually installed at the LDCC. Secondary communications will be requested from the Townsville District Disaster Management Group (DDMG) by means of a Request for Assistance (RFA).
Emergency Alert (EA)	Emergency Alert is the national telephone warning system used by emergency services to send voice messages to landlines and text messages to mobile phones within a defined area about likely or actual emergencies. EA is just one way of warning communities and will not be used in all emergencies or disasters. Emergency Alert relies on telecommunications networks to send messages, and message delivery cannot be guaranteed.

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1. Overview

1.1 Purpose

This Communications Sub Plan aims to outline arrangements for the effective coordination of communication systems and resources to support the needs of the Burdekin LDMG and other community support groups to perform their emergency response, recovery and assistance tasks effectively.

1.2 Objectives

The objectives of this sub plan are to:

- Identify types of communication;
- Identify available communication resources;
- Identify communications power supplies and transmission sites;
- Identify methods to communicate information to the public;
- Provide effective liaison between all emergency services and supporting agencies;
- Provide arrangements for efficient coordination of local resources and any required external support; and,
- Prescribe arrangements for testing, evaluation and maintenance of this plan.

1.3 Scope

This sub plan applies to emergency/disaster events occurring within the Burdekin Shire Council area, which are within the capability and resources of the Local Government, Emergency Services and other supporting agencies.

1.4 Authority to Plan

The Burdekin LDMG has prepared this sub plan under the provisions of section 57 of the DM Act. This sub plan will be managed in accordance with the administrative and governance processes outlined within the Burdekin LDMP including approval, document control, distribution, review and renewal.

1.5 Plan Review and Testing Requirements

This sub plan is to be reviewed annually before the severe weather season or post event to include lessons learned. This sub plan is to be exercised to ensure the effectiveness and scalability of the plan and include involvement, communication, and collaboration with identified key local, district and state stakeholders.

2. Governance

2.1 Activation of Sub Plan

This plan will be activated by the LDC of the Burdekin LDMG when an event requires liaison between relevant authorities and coordination of communications networks.

This sub plan is supported by the:

- Burdekin LDMP;
- Burdekin LDMG Airport Emergency Sub Plan;
- Burdekin LDMG Community Information and Warnings Sub Plan;
- Burdekin LDMG Community Recovery & Resilience Plan
- Burdekin LDMG Evacuation Sub Plan;
- Burdekin LDMG Pandemic Influenza Sub Plan;
- Burdekin LDMG Public Health Sub Plan;
- Burdekin LDMG Resupply Sub Plan;
- Burdekin LDMG Transport Sub Plan;
- Burdekin LDMG Tsunami Sub Plan;
- Burdekin LDMG Multi-Purpose Hall Place of Refuge Manual; and,
- Burdekin LDMG Local Disaster Coordination Centre Standard Operating Procedures (LDCC SOP).

The activation of these supporting plans should be considered concurrently with this plan.

2.2 Use of Sub Plan during Operations

This plan will be activated when an event requires liaison between relevant authorities and coordination of communications networks.

Threats to the Burdekin Shire which could cause this sub plan to be activated include:

- Flooding;
- Severe storm;
- Tropical Cyclone (TC);
- Storm surge;
- Earthquake;
- Landslide;
- Bushfire;
- Tsunamis; and,
- Other – any event per *S16 (1 and 2)* of the DM Act.

In the event the primary means of communication is lost, it is necessary to establish and control the secondary communication networks.

2.3 Functional Responsibility

The LDC is to ensure all agencies and members of the LDMG are aware of these procedures.

3. Concept of Operations

3.1 Communications Information

3.1.1 Local Disaster Coordination Centre (LDCC)

- All primary, secondary, and supplementary communications equipment and facilities will be available to the LDCC for preparation, response, and recovery from an event;
- The LDCC uses Council's social media pages, print media, radio, television, pamphlets, message boards, electronic variable message boards (Giru and Home Hill), Council's website and Disaster Dashboard to disseminate information to the community. Council moderates community posts to the social media page to ensure accurate and timely information;
- The management of information in a disaster event will be issued in the first instance by the Burdekin LDMG Chair to the public; and,
- In a disaster event, the LDCC will contact the affected Local Area Wardens daily via mobile telephone (Primary) or radio (Secondary) to obtain any updates they may have about their respective areas.

In summary, each member of the Burdekin LDMG is responsible for notifying their agency or group of any warnings of relevance. The LDMG utilises the Guardian IMS software to control all records, including public information and/or warnings released to the public via the Disaster Dashboard, during a disaster.

Information is managed in accordance with Council's document control process. This ensures that document protection, confidentiality, and waste disposal of information in the LDCC are adequately managed per the Records and Retention Policy.

Warning notification and dissemination is detailed within the Response section of the LDMP (Public Information and Warnings page 35). This section outlines the strategy the LDMG will undertake in relation to community warnings. This is usually in the form of Australian Warning System (AWS) messaging or Emergency Alerts (EA).

The LDMG will decide the appropriate means of delivering warnings to the community, depending upon local conditions (e.g. evacuation to safe housing, etc). The LDMG has access to email details for all electronic and print media in the North Queensland area. The LDMG also utilises the Burdekin Shire Council website, a dedicated Facebook page and the Disaster Dashboard to communicate with the community.

Depending on the event, the LDMG will use other specific methods of communication for the community e.g., community notice boards, electronic message boards, public notices, etc.

Full use is also made of local radio, commercial radio and television broadcasts.

3.1.2 Inter-Agency Communication

All responding agencies will provide to the LDCC, where practicable, a liaison officer with a radio for communication within their agency's established network.

The broad spread of frequency bands utilised by various response agencies include:

- Burdekin Shire Council – UHF (Channel 34), VHF & UHF SES programmed and owned;
- QPS – UHF/VHF;
- QAS – VHF;
- QFD – VHF;
- SES – UHF/VHF and HF; and,
- MRQ – HF.

The LDCC can communicate with all emergency agencies over the UHF Channel 34.

Note: Co-location of radio communications equipment may generate interference across the radio network.

3.1.3 Place of Refuge/Recovery Centres

Council's Place of Refuge is located at the Ayr Showgrounds Multi-Purpose Hall.

Mobile telephone is the primary source of communication at the Place of Refuge.

Fixed telephone communication can be achieved by installing and connecting Council's Telstra IP telephony handsets to Council's infrastructure located within the Multi-Purpose Hall.

Council hosts its primary disaster recovery infrastructure within the Multi-Purpose Hall, including a standby Starlink Satellite and 4G backup service for Council's Corporate (staff) internet service.

Both Council staff and public Wi-Fi is available at this location.

This facility also has a dedicated NBN STAND satellite service, which will be available for both staff and public use during a disaster event.

To provide communications other than by mobile telephone, NBN or Council Wi-Fi, the Burdekin SES may provide a place of refuge/recovery centre, when activated, with hand-held radios and/or SES Emergency Operations Centre (EOC) radio kit capability on SES frequencies. This will depend on the availability of radios and priority of use not required in the immediate emergency.

3.1.4 Flooding and Cyclones

Council's data capture system, Enviromon, can be accessed by Council staff. The Bureau of Meteorology (BOM) have access to Council's river height stations and utilises this system to collect and disseminate flood heights and reports to both response agencies and the general public.

3.1.5 Evacuations

As QPS assist the Burdekin LDMG with directed evacuations, the existing QPS communications network will be utilised with other agency networks, such as but not limited to QFD, SES, MRQ, and Rural Fire Service network.

Communications to the LDCC will be via either communication network.

3.1.6 Large Scale Disasters

In the event of a large-scale disaster impacting the Burdekin Shire, all existing permanent facilities may be damaged or destroyed, causing the total failure of primary communications.

In an emergency, the public should call 000 for life-threatening situations.

- In the event of a large-scale disaster impacting the Burdekin Shire where all existing primary communications facilities are damaged or destroyed, resulting in the total failure of primary communications, it will be necessary to utilise secondary and other communications facilities for the public to access the LDCC with requests.
- It will be necessary to advise the public on how and where they can request urgent assistance. The priority is that these facilities are for use only in the most urgent circumstances i.e. medical emergencies. The LDMG will ensure adequate notification is made available to the public regarding the appropriate use of secondary and supplementary communications.
- In the event of a large-scale disaster impacting the Burdekin Shire area where all existing primary, secondary and supplementary communication facilities are damaged or destroyed, it will be necessary to utilise rudimentary techniques considered appropriate at the time for the prevailing circumstances, including, but not limited to:
    - Door knocking;
    - Hailer-fitted vehicle patrols;
    - Roadside messaging boards; and,
    - Pamphlet distribution.

3.1.7 Alternate Disaster Coordination Centre

If a mobile/secondary LDCC facility is required, Council's radios are portable and can be taken to an alternate LDCC location if necessary.

The Burdekin SES will provide and staff their EOC caravan. This unit has the following communications network:

- SES UHF (channels "320" Repeater and "350" Talk);
- UHF – CB;
- 27 MHz – Marine;
- VHF Marine; and,
- UHF Fire Command.

The Burdekin SES also has a portable (battery/solar powered) UHF repeater (SES Channels 1 and 2), located at the SES headquarters in Ayr - 4 McCathie Street, Ayr QLD.

3.1.8 Media Releases

All media from the LDCC to the public must be formulated by the Media Liaison Officer and approved by the Chair of the Burdekin LDMG or an authorised person. Regular media briefings must be maintained throughout the disaster event operations as required.

Commercial and government television, radio stations and the Burdekin Shire Council Website, Disaster Dashboard and social media service the Burdekin communities.

A complete list of contact telephone numbers is listed in Attachment A of this sub plan.

3.2 Finance

The recovery of financial expenditure will be carried out in accordance with the procedures detailed in the Burdekin LDMP.

Related Documents

- Queensland Disaster Management Act 2003

Attachment A - LDCC Communications

Type	Contact	Number
Public Access Line		**4783 9800**
Facsimile		**4783 9999**
Silent	Chair	Mobile: 0447 150 582 Work: 4783 9900
	LDC	Mobile: 0429 648 514 Work: 4783 9847
	LDCC	Mobile: 0410 589 208 Work: 4783 9808
Mobile	Chair	0447 150 582
	LDC	0429 648 514
	Manager - Operations	0418 839 965
	Manager – Technical Services	0427 121 878
	Manager – Environment and Health Services	0417 528 750
Radio	SES UHF radio	Channels “320” Repeater & “350” Talk Around Repeater Mt Kelly 323
Mobile	Burdekin SES Local Controller	0405 060 466
Mobile	Burdekin SES Deputy Local Controllers	0484 925 278 0407 333 927

Note: Private/direct phone numbers not for public release.

Attachment B - SES Radio Network

Location	Radio Equipment
Engineering Conference Room	• 1 x UHF DLC 3 (Emergency Frequency) • 1 x VHF Channel 1 (Base 1 – Council Only)

Council – Depot	• 1 x UHF (Channel 29)
	• 1 x VHF
	  ○ Base 2 – Foremen's Office
	  ○ Base 3 – Workshop Office
	  ○ Base 6 – Store
	  ○ Base 7 – Water & Wastewater Office

Burdekin SES HQ Incorporating Ayr SES Group	• 2 x UHF Radio's (Base) – (SES & 80 Channel CB) • 1 X UHF Radio (Base) – (DLC "3" Emergency Frequency only)) • 1 x HF Radio (Base) • 4 x EOC – UHF Radio Packs – (SES & 80 Channel CB) • 34 x UHF Handheld Radios • 2 x Portable Repeater w/solar panels and telescopic mask – (SES Channels 1 and 2) • 1 x VHF Marine Radio (Base) • 1 x UHF Mobile Radio (Ayr 401) – Local Controller Utility • 1 x HF Mobile Radio (Ayr 401) – Local Controller Utility • 1 x UHF Mobile Radio (Ayr 501) - Truck •
EOC Caravan	• 2 x UHF Radio's (Base) • 1 x UHF CB Radio (Base) • 1 x 27MHz Marine Radio (Base)
Home Hill SES Group	• 1 x UHF Radio (Base) • 1 x UHF CB Radio (Base) • 1 x UHF Mobile Radio (Home Hill 501) – Truck
Giru SES Group	• 1 x UHF Radio (Base) • 1 x HF Radio (Base) • 1 x UHF Mobile Radio (Giru 501) – Truck • Giru Flood Boat UHF Radio (Giru 201) Giru Flood Boat VHF Marine Radio
Clare SES Group	• 1 x UHF Mobile Radio (Clare 401) – Utility
Rita Island SES Group	• 1 x UHF Mobile Radio (Rita Island 401) – Utility • Rita Island Flood Boat UHF Radio (Rita Island 201)

Note: All SES UHF Radios are fitted with channels "20" Repeater and "50" Talk Around. HF radios are fitted with frequencies HF radio band plan.

Attachment C – SES Vehicle and Boat Call Sign & Rego List

Call Sign	Equipment Details
Ayr 501	Ayr Truck Canter – QG-SB43
Ayr 401	Local Controller Ute – QG PC60
Ayr 301	Polaris – 36703C
Ayr 201	Ayr Boat – 463652
Home Hill 501	Truck – 376 QGQ
Home Hill 201	Boat – 461228
Rita Island 401	Rita Island Ute – QGOJ50
Rita Island 201	Rita Island Boat – 30829 QD
Clare 401	Clare 4WD Ute – QG VV77
Clare 201	Clare Boat – 461227
Giru 501	Giru Truck – 377 QGQ
Giru 201	Giru Boat – 4Q386 QD

Attachment D - MRQ Burdekin Radio Network

Facility	Contact Details
Boat Shed - 17 Ayr Dalbeg Road, McDesme 4807	Call sign VMR – 481 Phone 4783 1014
Communications Building - Alva Beach Radio Station (monitoring weekends/public holidays only)	Phone: 4783 5201 • 1 x HF Radio 2MHz (2182, 2524) and 4MHz (4125) • 1 x VHF Radio Ch. 80 • 1 x VHF Radio Ch. 16
Senior squad officer – Vince Papale If Senior squad officer cannot be raised: David Papale Lionel Tappenden Duty skipper	Phone: 0427 166 378 Mobile: 0459 393 454 Mobile: 0407 169 955 Phone: 0438 137 402
<u>Rescue Vessel</u> “Delta One” “Honeycombs Rescue”	 1 x HF Radio 3 x VHF Radios Satellite Phone: 0147184161 1 x VHF Radio Satellite Phone: 0147159687

Attachment E - QPS Radio Network

Police Station	Contact / Equipment Details
Ayr	**UHF Channel 34** • 3 x UHF Mobile (2 x cars, 1 x 4WD) • 1 x UHF Radio (Base) • 7 x UHF Handheld Radios Phone: 4790 3555 Fax: 4790 3521
Home Hill	**UHF Channel 34** • 1 x UHF Radio (Base) • 1 x UHF Mobile • 2 x UHF Handheld Radios Phone: 4782 1300 Fax: 4782 2545
Giru	**UHF Channel 34** • 1 x UHF Radio (Base) • 1 x UHF Mobile • 1 x UHF Handheld Radio Phone: 4759 9303
Clare	**UHF Channel 34** • 1 x UHF Radio (Base) • 1 x UHF Mobile • 1 x UHF Handheld Radio Phone: 4782 7101

Attachment F - Queensland Ambulance Service Radio Network

Queensland Ambulance Station	Contact / Equipment Details
QAS Ayr Station	• VHF Channel 4

Community Information and Warnings Sub Plan

Burdekin Local Disaster Management Group

Prepared By
Local Disaster Coordinator

Authorised By
Local Disaster Management Group

Date Prepared
July 2025

Burdekin Shire Council

Document Control

Amendment Control

The Community Information and Warnings Sub Plan is a controlled document. The controller of the document is the Burdekin Shire Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded in writing to:

Local Disaster Coordinator
Burdekin Local Disaster Management Group
PO Box 974
AYR QLD 4807

The LDC may approve minor amendments to this document. The LDC will ensure that any changes to the document's content will be submitted to the Burdekin Local Disaster Management Group (LDMG) for approval and be endorsed by the Burdekin Shire Council.

Amendment Register

All versions are archived, and this sub plan only references the last two versions.

Amendment		Plan Updated		
No / Ref	**Issue Date**	**Inserted by**	**Summary of Changes**	**Date**
7	September 2024	Eileen Devescovi	Yearly Review	September 2024
8	July 2025	Eileen Devescovi	Yearly Review	July 2025

Endorsement

This Community Information and Warnings Sub Plan has been developed for the Burdekin Shire Local Government Area (LGA) and subsequently approved by the Burdekin LDMG. This Plan is a Sub Plan of the *Burdekin Local Disaster Management Plan* (LDMP) and is to be read in conjunction.

The Plan is recommended for distribution by the LDMG and is considered live once approved by the LDMG.

Mayor Pierina Dalle Cort
Chair Burdekin LDMG

Eileen Devescovi
Burdekin Local Disaster Coordinator

The functions of the Local Government were advised in accordance with the *Queensland Disaster Management Act* (DM Act) (s80). This sub plan was formally adopted by the Burdekin Shire Council through resolution at the Council meeting held on 28 October 2025.

Mayor Pierina Dalle Cort

Abbreviations List

Abbreviation	Full Title
AWS	Australian Warning System
BOM	Bureau of Meteorology
BSC	Burdekin Shire Council
EA	Emergency Alert
EAP	Emergency Action Plan
EWN	Early Warning Network
GIS	Geospatial Information System
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDCC SOP	Local Disaster Coordination Centre Standard Operating Procedures
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
NEMA	National Emergency Management Agency
QFD	Queensland Fire Department
QPS	Queensland Police Service
SEWS	Standard Emergency Warning Signal

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1. Overview

1.1 Purpose

The purpose of the Community Information and Warnings Sub Plan is to manage the effective collection, monitoring, management and dissemination of accurate, useful, and timely information and warnings to the community for a local disaster event, in which the Burdekin LDMG and its plans and processes have been activated.

1.2 Objectives

The objectives of this sub plan are to:

- Define roles and responsibilities for emergency services and supporting agencies;
- Provide effective liaison between all emergency services and supporting agencies;
- Provide arrangements for efficient coordination of local resources and any required external support; and,
- Prescribe arrangements for testing, evaluation and maintenance of this plan.

1.3 Scope

This sub plan applies to emergency/disaster events occurring within the Burdekin Shire Council area, which are within the capability and resources of the Local Government, Emergency Services and other supporting agencies.

1.4 Authority to Plan

The Burdekin LDMG has prepared this sub plan under the provisions of section 57 of the DM Act. This sub plan will be managed in accordance with the administrative and governance processes outlined within the Burdekin LDMP including approval, document control, distribution, review and renewal.

1.5 Plan Review and Testing Requirements

This sub plan is to be reviewed annually before the severe weather season or post event to include lessons learned. This sub plan is to be exercised to ensure the effectiveness and scalability of the plan and include involvement, communication and collaboration with identified key local, district and state stakeholders.

2. Governance

2.1 Activation of Sub Plan

The LDC of the Burdekin LDMG will activate this plan in alignment with the level of activation of the LDMG (and Local Disaster Coordination Centre (LDCC), as required), to ensure ongoing situational awareness for key agencies and the community.

In the event of an LDMG activation, Burdekin Shire Council will prepare and distribute messaging as the "single point of truth" on behalf of the Burdekin LDMG.

This sub plan is supported by the:

- Burdekin LDMP;
- Burdekin LDMG Airport Emergency Sub Plan;
- Burdekin LDMG Community Recovery & Resilience Plan;
- Burdekin LDMG Communications Sub Plan;
- Burdekin LDMG Evacuation Sub Plan;
- Burdekin LDMG Pandemic Influenza Sub Plan;
- Burdekin LDMG Public Health Sub Plan;
- Burdekin LDMG Resupply Sub Plan;
- Burdekin LDMG Transport Sub Plan;
- Burdekin LDMG Tsunami Sub Plan;
- Burdekin LDMG Multi-Purpose Hall Place of Refuge Manual; and,
- Burdekin LDMG Local Disaster Coordination Centre Standard Operating Procedures (LDCC SOP).

The activation of these supporting plans should be considered concurrently with this plan.

2.2 Functional Responsibility

The LDC is to ensure all agencies and members of the LDMG are aware of these procedures.

2.3 Responsibilities of Agencies and Organisations

The release of information to the community regarding an emergency/disaster, and associated hazards, will be the responsibility of the Chairperson of the LDMG or his/her delegate. This will be done in conjunction with representatives of lead agencies and/or support agencies of the LDMG, who are responsible for the input of relevant information to this process.

A Media Liaison Officer from Council will be utilised for disaster events per the position description within the *Burdekin LDMG LDCC SOP*.

Some partner agencies that also provide public information and warnings in the event of an emergency/disaster include:

Organisation	Responsibility
Australian Government – National Emergency Management Agency (NEMA)	The Australian Warning System (AWS) provides point-in-time information about a hazard that is impacting or is expected to impact communities. It describes the impact and expected consequences for communities and includes advice on what people should do.
Burdekin Shire Council	Provides information on local road closures, traffic routes, evacuations, shelters and places of refuge, recovery centres, debris clean-up and all matters relating to the activation of the LDMG.

Organisation	Responsibility
Bureau of Meteorology (BOM)	Provides weather advice to media outlets on cyclones, floods (flood alert, flood watch and flood advice), severe storms (including thunderstorms), tsunamis, land gales and severe bushfires.
Department of Primary Industries	Provides clear, accurate information about an animal/plant disease emergency, its implications and the progress of control or eradication procedures.
Department of Transport and Main Roads	Provides information on road closures on state highways through 13 19 40
Ergon Energy	Provides information regarding power outages and power supply. Emergency hotline: 13 16 70
QFD	Provides information for the media and the public regarding fire, flood, chemical or gas emergencies.
Queensland Health	Provides information regarding a public health epidemic or heat wave.
QPS	Provides information about locally managed disaster events and may include directed evacuations.

2.4 Relevant Issues

Effective warning systems are an essential prevention strategy aiming to convey information to the community about the impending disaster event. Warnings to the community from the relevant agencies and the LDMG are transmitted via electronic media, social media, Disaster Dashboard (https://disaster.burdekin.qld.gov.au/), message boards and radio as per the processes of their respective organisations. Warning systems used for disaster management purposes are detailed in the *Emergency Messaging* of this document.

3. Communication Process

3.1 Communication Phases

Five (5) communication phases for disaster management are used within the LDMG. The length of each phase depends upon impact assessment and the size of a disaster event. These are:

Communication Phases*	Detail	Alignment with LDMP
Phase 1 – Seasonal Preparedness - Media	Community messaging including: • 'Get Ready' Burdekin Information Stalls/Promotional Activities, • Burdekin Shire Emergency Action Guide, • Disaster Dashboard, • Permanent electronic message boards, • Television, • Radio, • Newspaper, • Website, • Social media, and	***ALERT***

Communication Phases*	Detail	Alignment with LDMP
	• Promotional posters & information packs.	
Phase 2 – Watch and Act	When LDMG moves to Lean Forward, Intel will be circulated to LDMG members, agencies, and the Council's executive Officers. Community messaging will be disseminated as deemed appropriate by the Chair of the LDMG.	***LEAN FORWARD***
Phase 3 – Imminent Event	This would include communications immediately before the event or "as it is happening" disaster event – Intel will be circulated to LDMG members, agencies and Executive Officers of Council when LDMG moves to Stand Up. Community messaging will be disseminated as deemed appropriate by the Chair of the LDMG.	***STAND UP***
Phase 4 – During and Immediate Post-Event	Intel collated and information provided and circulated during and immediately post-event. Community messaging will be disseminated as deemed appropriate by the Chair of the LDMG.	***STAND DOWN***
Phase 5 – Recovery Post Event	Community messaging will be disseminated as deemed appropriate by the Chair of the LDMG.	***RECOVERY***

*Length of phase depends upon impact assessment and size of a disaster event. Natural disasters, such as cyclones or floods, often provide substantial lead time to enable sequential activation of each phase; however, other events may present as "no notice" events, where the LDMG must bypass the initial preparatory phases and move directly into response operations (i.e. Phase 3 – Stand Up).

3.2 Information to be released

Communications will focus on preparation for, response to and recovery from disaster events ensuring residents are informed of:

i) the progress of the event;
ii) the progress made in combating the event;
iii) the threat to themselves and the actions they need to take; and,
iv) recovery operations.

3.3 Assessment of the Situation

Information for events will be analysed and assessed per the LDMP and its sub plans and procedures. Decisions relating to warning of impending events, possible evacuations or other issues affecting the community will be distributed timely via various methods.

Events that may trigger community messaging include, but are not limited to:

- Cyclones;
- Storm tides;
- River flooding;
- Localised flash flood events;
- Potential landslides;
- Bushfires;
- Earthquakes;
- Public health threats and issues – pandemics, heatwaves, etc.; and,
- Other emergency disaster events that may arise from time to time.

3.4 Identification of At-Risk Communities

Burdekin LDMG understands that some community members may need specific consideration when receiving disaster and/or emergency information and warnings due to their increased vulnerability to adverse impacts associated with an event.

The Burdekin LDMG will work closely with external agencies regarding vulnerable groups and endeavour to assist as required. Vulnerable groups include (but are not limited to) aged care, people with disabilities, ethnic groups, vulnerable adults and young people at risk of abuse and neglect.

The Burdekin LDMG will maintain good relationships and effective lines of communication with external stakeholders to ensure that they meet the specific needs of the region's most at-risk individuals or groups during times of emergency or disasters. At-risk individuals include (but are not limited to) new residents, seasonal workers and tourists.

In addition, the LDMG has identified coastal and regional communities and established an Area Warden program, enabling the LDMG to better understand the situation in communities that become isolated during disasters or emergencies. Area Wardens are critical to the flow of information during a disaster and serve as a valuable point of contact in each community.

The LDMG has an active Area Warden program with wardens located in the following townships:

- Alva Beach;
- Clare;
- Dalbeg;
- Giru;
- Groper Creek;
- Jerona;
- Millaroo;
- Mount Surround;
- Rita Island; and,
- Wunjunga

4. Emergency Messaging

4.1 Method of Distribution

The method of distribution is a multipronged approach to optimise coverage to the community and may include:

- Official warning agencies;
- Local media;
- Telephone-based;
- Radio-based;

- TV-based;
- Internet-based (Council's website, Disaster Dashboard);
- Social Media (LDMG/Council);
- Person-to-person;
- Area Warden Program;
- Community organisation networks;
- Roadside changeable signs;
- Permanent Electronic Message Boards (Giru and Home Hill);
- Queensland Government Emergency Alert System (EA) – SMS, text, recorded message; and/or,
- Australian Warning System (AWS).

Mode of Distribution	Delivery Methods
Radio	Arrange interviews for key messages with the Chair of the LDMG or authorised representative. Implement pre-recorded radio advertisements or "live" reads with "key" messaging.
Television	Arrange interviews for key messages with the Chair of the LDMG or authorised representative.
Newspaper	Arrange interviews for key messages with the Chair of the LDMG or authorised representative.
Council Phone System – Messages on Hold	Implement pre-recorded messages using the same script as radio advertisements.
Council Website	Maintain content distribution network to host disaster information for the website
Council's Social Media Outlets • Facebook	Maintain increased monitoring and posting on the Burdekin LDMG Facebook page.
Council's Disaster Dashboard (https://disaster.burdekin.qld.gov.au/)	Refer residents and visitors to this user-friendly information sharing platform, which allows the LDMG to communicate: o Emergency News; o Road Conditions; o Weather Information; o Power Outages; and, o Other relevant information including Op-In Notifications. This dashboard provides a one-stop shop for users to obtain important emergency information.
Person-to-person	Doorknocking and/or mobile speakers
Area Warden Program	Area Wardens to be the "point" of contact for their community to provide up-to-date information. Area Wardens will also be vital in providing information back to the LDMG regarding their community wellbeing.
Community organisation networks	Contact as per arrangements through LDMG
Roadside changeable signs	Specific local messages at key locations
Permanent Electronic Message Boards	Specific local messaging

Mode of Distribution	Delivery Methods
Emergency Alerts (EA)	Key warnings/advisory messages sent via: - SMS to mobile phones; and - Automatic scripted voice recordings to landlines
Australian Warning System (AWS)	Key warnings/advisory messages using a nationally consistent set of hazard icons to reflect escalating tiers of warning severity. The AWS is a new national approach to information and warnings during emergencies like bushfires, floods, storms, extreme heat and severe weather.

4.2 Messaging for At-Risk Communities

Burdekin LDMG has adapted its communications processes to distribute emergency messages to reflect the following principles as per Communicating with People with Disability: National Guidelines for Emergency Managers (AIDR), to target all vulnerable groups in the community. Council will:

- Only distribute necessary and relevant information;
- Verbalise visual information, including phone numbers and website details;
- Use multiple information and presentation formats;
- Keep information consistent, accurate, short and sharp; and,
- Use clear language and simple sentences.

The LDMG, through Council, may use interpreter services as required to assist in delivering emergency warning messages.

4.3 Emergency Alert (EA)

EA provides a platform for local and state agencies to issue warnings by delivering messages directly to a person's mobile or landline phone. EA should complement other public information or warning delivery forms, such as traditional media, social media and website updates.

EA is the national telephone-based emergency warning system, which provides the capability to send warning messages to fixed-line telephones (i.e. landlines) based on the handset's location and to mobile phones based on the last known location of the mobile handset at the time of the disaster situation. The LDMG will use EA as required and per the Queensland Emergency Alert Manual - M.1.174.

Messages will:

- Warn targeted areas of the local community of imminent and severe threats from disaster events; and
- Direct those warned to other sources of information and/or direct them to move away from an imminent hazard or threat.

Three levels of warning (i.e. message severity) can be issued via EA, as follows:

Message Severity	Priority	General Meaning
Emergency Warning	1	You are in danger and need to take life-saving action immediately. Voice messages will be preceded by a four-second sound of the SEWS, followed by the words "Emergency, Emergency".
Watch and Act	2	There is a heightened level of threat, and conditions are changing. Act now to protect yourself and your family.
Advice	3	There is no immediate danger, but you need to stay informed in case the situation changes.

The LDMG will utilise Geographic Information System (GIS) data to generate map area that includes a polygon of the defined incident area. Using this map, the EA system will:

- Identify the phone services located within that polygon area;
- Send a voice message of up to 4000 characters to all identified landline telephone services based on their physical location;
- Send a text message of up to 612 characters (ideally less than 160 characters) to all identified mobile phone services containing a SIM card based on their physical location and/or service (billing) address; and,
- Report on the delivery of these messages.

The local areas to receive the messages and contents of the message will be prepared by the LDMG, approved by the Chairperson, and processed as per the Queensland Emergency Alert Manual - M.1.174

Predefined messages and mapped areas have been prepared for storm surge zones and stored by the Watch Desk, State Disaster Coordination Centre. The LDC and LDMG will review these messages and mapped areas annually.

4.4 Australian Warning System (AWS)

The AWS is a new national approach to information and Calls to Actions for hazards like bushfire, flood, storm, cyclone, extreme heat, and severe weather.

A warning provides point-in-time information about a hazard that is impacting or is expected to impact communities. It describes the impact and expected consequences for communities and includes advice on what people should do.

There are three AWS warning levels:

Warning Level	Description
Advice	An incident has started. There is no immediate danger. Stay up to date in case the situation changes.
Watch and Act	There is a heightened level of threat. Conditions are changing and you need to start acting now to protect you and your family.
Emergency Warning	An Emergency Warning is the highest level of warning. You may be in danger and need to act immediately. Any delay now puts your life at risk.

Each warning level has a set of action statements to give the community clearer advice about what to do. Depending on the hazard, calls to Action can be used flexibly across all three warning levels.

The Burdekin LDMG will issue warnings for storms, cyclones, and floods. The LDMG has prepared messaging templates for these hazards for operational use and distribution as required by the specific event.

The relevant functional lead agency will issue warnings about hazards such as bushfires, heat waves, biosecurity threats, and chemical spills.

Warnings will be broadcast to the community via the Disaster Dashboard, social media and local media outlets.

For more information on the AWS, visit the Australian Warning System.

Refer to Attachment A – AWS Hazard Icons and Example Action Statements.

4.5 Social Media and Website (Digital Communications)

The Burdekin LDMG has access to the Burdekin Shire Council's website. Social media links will be altered as required to ensure relevant and up-to-date information is available for the Community.

Highlighted links to include:

- Burdekin Shire Council Website – Disaster Management Information;
- Burdekin Shire Council Disaster Dashboard;
- Burdekin Disaster & Emergency Information Facebook;
- Burdekin Shire Council Facebook; Get Ready Queensland website.

During disasters, the Disaster Dashboard, Burdekin Disaster Information, and the Burdekin Shire Council Facebook accounts will be monitored and posted more frequently.

4.6 Standards Emergency Warning System (SEWS)

The SEWS is a wailing siren sound adopted by all States and Territories to alert the community to the broadcast of an urgent safety message relating to an emergency/disaster. The signal is sounded immediately before an emergency warning message is played on public media broadcasts in potential or likely impacted areas. As part of a coordinated national emergency plan, the SEWS attracts attention to emergency warnings such as cyclone warnings.

The Chief Executive of the DM Act is responsible for managing SEWS in Queensland, in coordination with the Queensland State Manager BOM for meteorological purposes.

Refer to the Queensland Standard Emergency Warning Signal – Manual M.1.171.

4.7 Early Warning Network (EWN)

The Early Warning Network (EWN) is a privately operated, paid subscription service that issues BOM weather advisories to subscribers via SMS messaging.

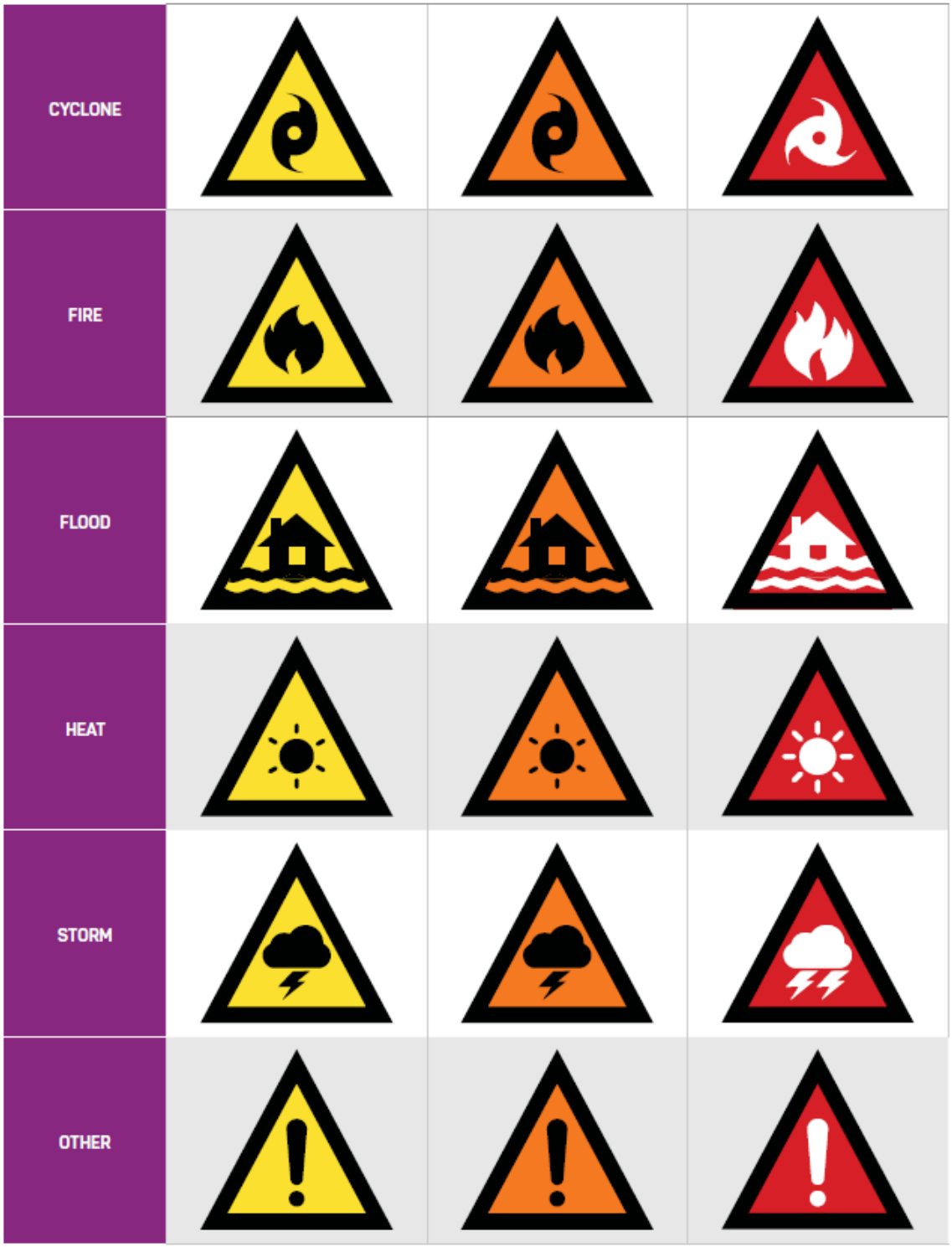
The Burdekin LDMG does not use the EWN to issue updates to the community regarding weather events.

Related Documents

- Australian Disaster Resilience Handbook Collection: Public Information and Warnings (2021)
- Australian Disaster Resilience Handbook Collection: Public Information and Warnings: Australian Warning System Companion (2021)
- Queensland Disaster Management Act 2003
- Queensland State Disaster Management Plan 2023
  - Emergency Alert and Standard Emergency Warning Signal (Pg. 30).
  - QPS is responsible for facilitating emergency alerts and SEWS (Pg. 90).
- Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guidelines 2018
  - Emergency Alert (Pg. 42).
  - Local governments may use local early warning systems and communication channels to issue information to provide advanced warning of severe weather or other public safety events to help prepare and protect people and property (pg. 41).
  - Undertake an analysis of identified risks that may require an Emergency Alert (Pg. 43).
- Queensland Standard Emergency Warning Signal (SEWS) Guideline
- Queensland Emergency Alert Manual M.1.174

Attachment A – AWS Hazard Icons and Example Action Statements

A.1. AWS Hazard Icons



Source: Australian Disaster Resilience Handbook Collection: Public Information and Warnings: Australian Warning System Companion (2021)

A.2. AWS Action Statements (Examples)

ADVICE	WATCH AND ACT	EMERGENCY WARNING
• Prepare now • Stay informed • Monitor conditions • Stay informed/threat is reduced • Avoid the area • Return with caution • Avoid smoke	• Prepare to leave/evacuate • Leave/evacuate now (if you are not prepared) • Prepare to take shelter • Move/stay indoors • Stay near shelter • Walk two or more streets back • Monitor conditions as they are changing • Be aware of ember attack • Move to higher ground (away from creeks/rivers/coast) • Limit time outside (cyclone, heat, asthma) • Avoid the area/avoid the flooded area • Stay away from damaged buildings and other hazards • Prepare for isolation • Protect yourself against the impacts of extreme heat • Do not enter flood water • Not safe to return • Prepare your property (cyclone/storm	• Leave/evacuate (immediately, by am/pm/hazard timing) • Seek/take shelter now • Shelter indoors now • Too late/dangerous to leave

Source: Australian Disaster Resilience Handbook Collection: Public Information and Warnings: Australian Warning System Companion (2021)

Evacuation Sub Plan

Burdekin Local Disaster Management Group

Prepared By
Local Disaster Coordinator

Authorised By
Local Disaster Management Group

Date Prepared
August 2025

Burdekin Shire Council

Document Control

Amendment Control

The Evacuation Sub Plan is a controlled document. The controller of the document is the Burdekin Shire Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded in writing to:

Local Disaster Coordinator
Burdekin Local Disaster Management Group
PO Box 974
AYR QLD 4807

The LDC may approve minor amendments to this document. The LDC will ensure that any changes to the document's content will be submitted to the Burdekin Local Disaster Management Group (LDMG) for approval and be endorsed by the Burdekin Shire Council.

Amendment Register

All versions are archived, and this sub plan only references the last two versions.

Amendment		Plan Updated		
No / Ref	**Issue Date**	**Inserted by**	**Summary of Changes**	**Date**
10	September 2024	Eileen Devescovi	Yearly Review	September 2024
11	August 2025	Eileen Devescovi	Yearly Review	August 2025

Endorsement

This Evacuation Sub Plan has been developed for the Burdekin Shire Local Government Area (LGA) and subsequently approved by the Burdekin LDMG. This Plan is a Sub Plan of the *Burdekin Local Disaster Management Plan* (LDMP) and is to be read in conjunction.

The Plan is recommended for distribution by the LDMG and is considered live once approved by the LDMG.

Mayor Pierina Dalle Cort
Chair Burdekin LDMG

Eileen Devescovi
Burdekin Local Disaster Coordinator

The functions of the Local Government were advised in accordance with the *Queensland Disaster Management Act* (DM Act) (s80). This sub plan was formally adopted by the Burdekin Shire Council through resolution at the Council meeting held on 28 October 2025.

Mayor Pierina Dalle Cort

Abbreviation List

Abbreviation	Full Title
BCA	Burdekin Community Association
BOM	Bureau of Meteorology
BSC	Burdekin Shire Council
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DE	Directed Evacuation
DM Act	Queensland Disaster Management Act 2003
LBGA	Lower Burdekin Gymnastics Association
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
LGA	Local Government Area
MOU	Memorandum of Understanding
QAS	Queensland Ambulance Service
QDMC	Queensland Disaster Management Committee
QFD	Queensland Fire Department
QPS	Queensland Police Service
SES	State Emergency Service
VE	Voluntary Evacuation

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1. Overview

1.1 Purpose

This Evacuation Sub Plan aims to outline arrangements for the evacuation of at-risk persons within the Burdekin LDMG area of responsibility in times of a declared disaster event.

The implementation of this plan will allow the LDMG to:

- make informed, timely decisions regarding evacuation;
- ensure an orderly release of warnings to the community;
- facilitate the safe and managed movement of at-risk persons to a safer location; and,
- facilitate a structured return of evacuated persons to their homes.

1.2 Objectives

The objectives of this sub plan are to:

- Define roles and responsibilities for emergency services and supporting agencies;
- Provide effective liaison between all emergency services and supporting agencies;
- Provide arrangements for efficient coordination of local resources and any required external support; and,
- Prescribe arrangements for testing, evaluation and maintenance of this plan.

1.3 Scope

This sub plan applies to emergency/disaster events occurring within the Burdekin Shire Council area, which are within the capability and resources of the Local Government, Emergency Services and other supporting agencies with an evacuation function and/or responsibility.

1.4 Authority to Plan

The Burdekin LDMG has prepared this sub plan under the provisions of section 57 of the DM Act. This sub plan will be managed in accordance with the administrative and governance processes outlined within the Burdekin LDMP including approval, document control, distribution, review and renewal.

1.5 Plan Review and Testing Requirements

This sub plan is to be reviewed annually before the severe weather season or post event to include lessons learned. This sub plan is to be exercised to ensure the effectiveness and scalability of the plan and include involvement, communication and collaboration with identified key local, district and state stakeholders.

2. Governance

2.1 Activation of Sub Plan

This plan will be activated by the LDC of the Burdekin LDMG, where the nature of a risk to the community will require the movement of at-risk persons to a safer location. This sub plan is supported by the:

- Burdekin LDMP;
- Burdekin LDMG Airport Emergency Sub Plan;
- Burdekin LDMG Community Recovery & Resilience Plan
- Burdekin LDMG Communications Sub Plan;
- Burdekin LDMG Community Information & Warnings Sub Plan;
- Burdekin LDMG Transport Sub Plan;
- Burdekin LDMG Tsunami Sub Plan;
- Burdekin LDMG Multi-Purpose Hall Place of Refuge Manual; and
- Burdekin Local Disaster Coordination Centre Standard Operation Procedures (LDCC SOP)

The activation of these supporting plans should be considered concurrently with this plan.

Operational Checklists have been developed to inform decision-making and response activities in the event an evacuation is required. Refer to Annexure A – Operational Checklists.

2.2 Evacuation Committee

The Burdekin LDMG may establish an Evacuation Committee if required by an event (Annexure B – Evacuation Committee Terms of Reference Template). The committee will consider all relevant information and data when considering risks to the community for a threat event. The Evacuation Committee will consist of the following persons or their nominated delegate:

Chairperson: LDMG Deputy Chairperson
Deputy Chairperson: Manager Environmental and Health Services

Members:

- Councillor(s) as required
- LDC or Deputy
- Director of Infrastructure, Planning and Environmental Services
- Director Corporate and Community Services
- Manager Operations
- Manager Technical Services
- Coordinator Workplace Health & Safety
- XO of the DDMG
- QPS Officer(s) in Charge
- SES Local Controller
- QAS Officer(s) in Charge
- BCA Chief Executive Officer
- Supporting Advisors: Representatives from other agencies, industries or community organisations deemed necessary to act as advisors for both planning and operational arrangements

2.3 Use of Sub Plan during Operations

While disaster management at the local level is the responsibility of the local governments, the disaster management system in Queensland involves a whole of government management framework with responsibilities shared between the state government, local governments and the community. One of the very important roles of Local Government in disaster management processes is the evacuation of persons from a potentially unsafe location to a safer location and their eventual return home.

QPS is the lead agency for managing directed evacuation. Strategies need to be in place for the most efficient means of evacuating isolated areas or suburbs and potentially entire communities throughout the Burdekin Local Government Area.

2.4 Functional Responsibility

The LDC is to ensure all agencies and members of the LDMG are aware of these evacuation procedures.

3. Concept of Operations and Evacuation Strategy

3.1 Activation of the LDMG and Local Disaster Coordination Centre

It is likely that the Burdekin LDMG and/or the Burdekin Local Disaster Coordination Centre (LDCC) will have already been activated. Further details regarding activation are located within Sections 2.3 and 12.2 of the Burdekin LDMP and the *LDCC Standard Operating Procedures (LDCC SOP)*.

Refer to Annexure A1 – Operational Checklist – Activation of the LDMG.

3.2 Activation of the Evacuation Committee

The LDC or the Chair of the LDMG will direct the Chair of this Committee to activate when and if required. When time permits this will be endorsed via the core membership of the LDMG.

3.3 Stages of Evacuation

Stage	Description
Community Preparedness	Analysis risk and probabilities (likelihood/worst case scenario) of an event, ensure communities understand risk and evacuation zones (maps) and ensure approaches to evacuation are scalable and documented.
Decision to Evacuate	Decision makers analyse event intelligence and make an assessment on the necessity to evacuate persons exposed to a range of hazards.
Warning	Notification of event conditions and appropriate actions required are conveyed to the public.
Withdrawal	The movement of exposed persons from a dangerous or potentially dangerous area to a safer location.
Shelter	The provision of refuge and basic needs for evacuees in safer locations and evacuation facilities.
Return	The assessment of a disaster area and the planned, coordinated and managed safe and timely return of evacuees.

Figure 1 (shown below) illustrates the entire spectrum of the evacuation process and is based on the Australian Institute for Disaster Resilience Evacuation Planning Handbook (2023). It highlights the need for planning at every stage and when preparing the community. An evacuation is not considered to be complete until each stage has been implemented.

As part of the evacuation planning process, the Burdekin LDMG has utilised an “all hazards” approach to assess local risks through the conduct of various hazard studies and risk assessments, in addition to the application of learnings identified through a range of training activities, exercises and live operations. The Burdekin LDMG has used this information to develop plans and strategies to guide decision-making in evacuation events, with flexibility to adapt these to the specific circumstances of the event, as required.

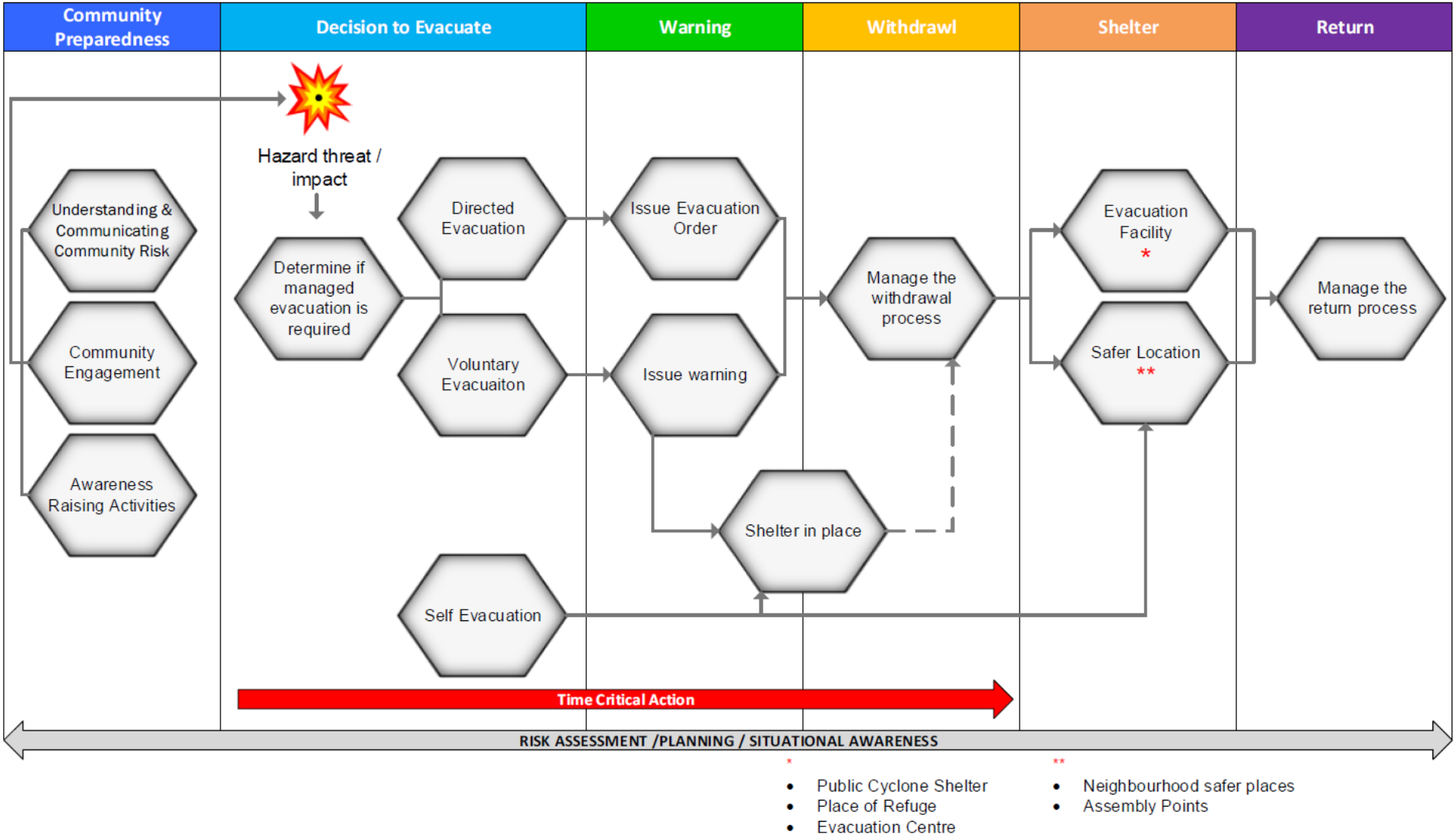


Figure 1. Queensland Evacuation Process - Queensland Fire and Emergency Services (2023). Evacuation: Responsibilities, Arrangements and Management - Manual.1.190

3.4 Burdekin LDMG Evacuation Strategy

The chart below depicts the evacuation type and safer locations for our region for cyclones, flooding and chemical spills.

	Type of Evacuation & Safer Locations for Directed Evacuations								
	Alva Beach	**Ayr**	**Brandon**	**Giru**	**Groper Creek**	**Home Hill**	**Jerona**	**Rita Island**	**Wunjunga**
Cyclone Cat 1	VE				VE		VE		
Cyclone Cat 2	VE				VE		VE		
Cyclone Cat 3	VE			VE	VE		VE	VE	VE
Cyclone Cat 4	DE Ayr	DE Ayr	DE Ayr	DE Ayr or North towards Townsville	DE Ayr or Home Hill	DE Ayr	DE Ayr or North towards Townsville	DE Ayr	DE Home Hill
Cyclone Cat 5	DE Ayr or North towards Townsville	DE Ayr or North towards Townsville	DE Ayr or North towards Townsville	DE Ayr or North towards Townsville	DE Ayr or Home Hill North towards Townsville or South towards Mackay	DE Ayr or North towards Townsville or South towards Mackay	DE Ayr or North towards Townsville	DE Ayr or North towards Townsville	DE Ayr or North towards Townsville or South towards Mackay
Minor Flooding									
Moderate Flooding									
Major Flooding				VE Ayr or North towards Townsville	VE Ayr or Home Hill	VE Higher ground Home Hill or Ayr	VE Ayr or North towards Townsville	VE Ayr	
Chemical Spills		Shelter in place, all doors and windows closed							

VE = Voluntary Evacuation **DE = Directed Evacuation**

4. Decision to Evacuate

4.1 Authority to Evacuate

Evacuations undertaken during small-scale incidents for the purposes of public safety would be conducted by Emergency Service responders in the execution of their normal duties and authorised in accordance with their relevant legislation. This sub plan is designed for the evacuation of persons at risk from large-scale disaster events in accordance with, and under the authority of, the DM Act.

4.2 Evacuation Options

Evacuation may be:

- Immediate (i.e. with little to no notice and limited preparation time);
- Pre-warned (i.e. resulting from an event that provides advanced warning and preparation time); or,
- Post-impact (i.e. after an event has already occurred).

Residents will be requested to shelter-in-place during a cyclone or flood event and follow normal awareness procedures, unless they are subject to a specific disaster threat, such as a storm tide associated with a cyclone. It will not be possible for the LDMG to provide temporary accommodation for all the community. Self-evacuation may be required for those residents who are in the affected area.

There are three (3) types of evacuations, two (2) of which can be authorised:

Evacuation Type	Description	Required Authorisation
Self-Evacuation	Refers to the self-initiated movement of people to safer places prior to, or in the absence of, official advice or warnings to evacuate. Some people may choose to leave early even in the absence of a hazard but based on a forecast. Safer places may include sheltering in their own home, or with family or friends who may live in a safer building or location. Self-evacuees manage their own withdrawal, including transportation arrangements. People are encouraged to evacuate early if they intend to evacuate.	Nil – self-initiated
Voluntary Evacuation (VE)	Refers to the encouragement of exposed (i.e. at-risk) persons, who may be impacted by an impending hazard, to commence evacuation voluntarily.	The voluntary evacuation of at-risk persons may be authorised and implemented by the LDC. The LDC will take reasonable steps to consult with and brief the DDC prior to the implementation of this decision.
Directed Evacuation (DE)	Refers to the directed (or mandatory) evacuation of exposed (at-risk) persons by the DDC or Declared Disaster Officer under legislation to evacuate an exposed (disaster) area.	A directed evacuation requires the approval of the DDC upon recommendation by the LDC. This request would also be based on advice from the chair of Evacuation Committee. Upon receipt of a recommendation for directed evacuation from the LDC or following consultation between the DDC and the LDC, the DDC will seek the approval from the Minister of Police, & Corrective

Evacuation Type	Description	Required Authorisation
		Services and Emergency Services for the declaration of a disaster situation in accordance with the provisions of the *Disaster Management Act 2003*. **Upon approval of the declaration, a directed evacuation order may be issued by the DDC, and persons may be authorised to exercise declared disaster powers to enable the effective conduct of the withdrawal process.**

Source: Queensland Evacuation Process - Queensland Fire and Emergency Services (2023). Evacuation: Responsibilities, Arrangements and Management - Manual.1.190

4.3 Considerations for Decision to Evacuate

The decision to evacuate is the first stage of the operational evacuation process. During this stage, the LDMG, in collaboration with the Evacuation Committee (if activated), will analyse specific event information and intelligence and make an assessment on the necessity to evacuate persons at risk. The decision to activate will be based on consideration of the following:

- Advice from relevant authorities on severity, time of onset and impact areas;
- The applicability of predetermined vulnerable zones and modification of existing or development of additional maps as required;
- The population within the at-risk area and the numbers of persons that may require evacuation;
- The time required to complete the evacuation and the lead time available. (i.e. Is evacuation achievable, safe and the most suitable option?);
- The best shelter and evacuation option. (What type of evacuation is necessary – voluntary or directed? Is shelter-in-place a safer alternative?);
- The capacity of proposed evacuation routes to support rapid egress by pedestrian and/or vehicular traffic given the specific event-related conditions;
- The suitability of proposed shelter and/or assembly points, including the ability to establish them quickly and sustain them for the duration of the event;
- Specific Transportation requirements (e.g. for vulnerable groups);
- Specific arrangements for facilities to support and accommodate special needs populations; and,
- Availability and access to the resources required to effectively manage the evacuation.

The final decision to conduct an evacuation will be based on a full and measured risk assessment of all available data, as well as consideration for the availability of alternative public protection measures. The following Annexures assist with this planning process:

- Annexure A2 – Operational Checklist - Evacuation (incl. General Planning, Preparation, Operational Deployment and Post-Deployment)
- Annexure C – Simplified Evacuation Planning Process
- Annexure D – Additional Considerations for Decision-making and Planning.

4.3.1 Vulnerable Population

In the planning stage and once a decision to evacuate has been made, LDMGs are encouraged to determine the best approach to engage and liaise with vulnerable people in their community and with service providers who support them. These service providers are in regular contact with their clients and

have pre-existing relationships with them and contact lists which will assist in communicating emergency messages and information.

Such service providers may include:

- BCA;
- Bluecare Burdekin Community Care;
- Flexi Queensland;
- Everglow Community Care;
- Selectability;
- Australian Red Cross;
- Aged care providers (Regis);
- Salvation Army;
- St Vincent De Paul;
- State agencies; and,
- other local community centres.

Tourists will generally have minimal local knowledge and potentially no experience or knowledge of Queensland hazard events. Unlike permanent residents, visitors are unlikely to have friends or relatives in nearby safer locations with whom they can seek refuge. Many tourists may also not have access to a vehicle to enable self-evacuation.

The Burdekin, at certain times of the year, has a large population of back packer residents and will liaise with backpacker accommodation providers during the evacuation planning process.

4.4 Evacuation Timelines

Timeline Type	Description
Decision Time	(Includes assembly of Evacuation Committee) Time required to make an informed decision, mobilisation and deployment of resources.
Warning Time	Time required to advise the community of evacuation.
Withdrawal Time	Time required for persons at risk to travel to a safer location.
Leave Time	Time required for people to secure home and prepare to leave.
Travel Time	Time to travel from evacuation zone to a safer location.
Time Past-a-Point	Time for all people and/or traffic being evacuated to pass a point on the evacuation route.
Shelter Time	Time for people to take shelter at a safer location.

4.4.1 Evacuation Route Capacity

To assist with determining the time it will take to conduct an evacuation, Council will adopt the travel timeframes previously outlined in an older Department of Energy and Public Works document. While it's unclear whether the Department still uses this formula, the timeframes remain practical and suitable for assessing travel across all road classes.

Council will now apply these standards independently to support consistent and safe planning. The formula calculates effectively and safely the travel times for all road classes, such as urban, rural and highway/motorway, and considers road conditions based on current weather conditions.

It is important to consider:

- the types and intensity of the hazard. For example, what evacuation decision should be made, and what are the estimated timeframes for a cyclone in which winds will reach 100kph.

- the evacuation route capacity is based on the principles outlined in the Queensland Department of Emergency Services & Queensland Department of Public Works resource, Mitigating the adverse impacts of cyclones (2008).

Route condition	Capacity (people per hour per lane)
Normal: Fine weather with normal traffic control	600 (assumes travel speed of 40kph)
Enhanced: Emergency response agencies intervene to increase route capacity. Traffic management strategies may include traffic-controlled intersections, contra flow, banning vehicles towing caravans and trailers	800 (assumes travel speed of 50kph)
Disrupted: Heavy rain with possible vehicle breakdowns, traffic accidents, landslips, minor flooding across roads, etc.	300 (assumes travel speed of 20kph)
Blocked: Route is closed by flood waters, the impact of fire or large-scale landslip, etc. An alternative route or means of transport may be required	100 (assumes travel speed of 5kph)

Source: Queensland Department of Emergency Services & Queensland Department of Public Works (2008). Mitigating the adverse impacts of cyclones

For evacuation timelines for each locality within the Burdekin Shire specific to the type of event, the Burdekin Shire Council will refer to the Burdekin Shire Storm Surge Study Volume 1 July 2003, Appendix A: *Detailed Cyclone Timing Assessments.*

5. Community Education and Awareness

Burdekin LDMG undertakes an 'All Hazards' approach to community education in partnership with the Burdekin Shire Council to target the spread of emergency and disaster preparedness key messages to all community groups within the region.

Sustained public awareness programs conducted before an event are required to build community resilience and ensure community confidence in the Burdekin LDMG's ability to manage disaster events. Such programs are also required to reinforce the level of responsibility and self-preparedness required by residents in the event of evacuation advice being issued.

In relation to evacuation, the primary message to be conveyed to the community is that individuals are encouraged to take responsibility for their own, their family and their pets/livestock safety. This includes having an emergency plan, an emergency kit and an evacuation kit easily accessible and ready.

Current research indicates that television, radio, brochures, interactive dashboards, the Internet, and social media are the preferred media for receiving information.

Burdekin LDMG employs many of these mediums to engage with its community in conjunction with the Burdekin Shire Council. They function as face-to-face community educators for disaster preparedness. The following table outlines the range of community education materials provided by the Burdekin Shire Council and methods of community engagement:

- Disaster Dashboard – https://disaster.burdekin.qld.gov.au/
- Burdekin Shire Council Website – www.burdekin.qld.gov.au
- Emergency Action Guide - https://www.burdekin.qld.gov.au/downloads/file/1491/emergency-action-guide

- Social Media – Council Facebook and Emergency Information Facebook pages.
- Community Electronic Message Boards.

6. Warnings

When a decision is made to evacuate an exposed population from an unsafe or potentially unsafe location, it is imperative to communicate this decision via a warning message to the exposed population as early as possible to ensure a safe and effective evacuation. An evacuation warning is a message that informs and enables individuals and communities to take appropriate action in response to an impending threat/event.

The purpose of a warning in the context of an evacuation is threefold:

- to provide information to those likely to be impacted by the threat/event about the nature and timing of that impact;
- to provide specific advice about the evacuation, including whom it applies to and why; when people should evacuate; where and when they should go; and how to get there; and,
- to provide information about the potential consequences of not evacuating and protective measures to take if not evacuating.

6.1 Warning Dissemination and Methods

Advice for the community will be forwarded from the Burdekin LDMG to media outlets by the LDCC Media Liaison Officer as per the *Burdekin LDMG Community Information and Warnings Sub Plan*.

To ensure broad distribution and communication of warning messages, various dissemination methods will be utilised to cover differing demographics and geographic locations and compensate for the time of day. Warning messages should also be repeated regularly, at a frequency determined by the Burdekin LDMG to ensure maximum coverage to the exposed population.

At Risk Population	Warning Method	Agency primarily responsible for dissemination of warning
General Population	Radio Media releases Social Networking systems, Area Warden program, Social Media, Disaster Dashboard, Internet, Telephone, Mobile, Electronic Message Boards	Council Media Officer LDMG via media contact lists, including website and social media. The Area Warden program will also be used for coastal and regional communities.
	AWS Messaging	Council Media Officer LDMG via media contact lists, including website and social media.
	Door knocking	QPS, with assistance from SES
	Emergency Alert System	State Disaster Coordination Centre (SDCC) LDMG to formally request through DDCC
	Public Notice Boards	Ayr –Woods Newsagency Home Hill – Home Hill News Giru – Giru SES/ Giru Shop and Newsagent

At Risk Population	Warning Method	Agency primarily responsible for dissemination of warning
Hospitals, Nursing Homes, Aged Care	Radio Media releases Social Media, Disaster Dashboard, Internet, Telephone, Mobile	LDMG via contact lists.
School, Day care	Radio Media releases Social Media, Disaster Dashboard, Internet, Telephone, Mobile	LDMG via contact lists.
Tourists	Radio Media Releases, Word of mouth, Internet, Social Media, Disaster Dashboard	Tourism operators Accommodation providers
Caravan Parks, Camping Grounds	Radio Media releases, Telephone managers of grounds, Social Media, Disaster Dashboard, Internet, Telephone, Mobile	LDMG via contact lists.
Non-English Speaking	Nominated central point of contact within community for interpretation and distribution to relevant ethnic groups.	LDMG via contact lists.
People with a disability	Methods appropriate to ensure audience understanding.	LDMG via contact lists

6.2 Standard Messages to the Community

The LDMG must provide people at risk with appropriate warnings regarding the threat and advice on actions they must take to support their personal safety. These public messages will take time to prepare, deliver and implement. Early decision-making will assist in getting timely and relevant warnings and advice to people.

Standard Evacuation Order message templates have been developed by the LDMG and tested at the (SDCC) in Brisbane.

Refer to Annexure E – Sequence of Warnings.

6.3 Warning – Community Notification

Any evacuation warning will be structured to provide timely and effective information. All directed evacuations must first be authorised by the DDC, via a request to State to declare a disaster situation, at the request of the LDMG.

The Chair of the LDMG will liaise with the Media Liaison Officer at the LDCC on the media release format to the community of the need to evacuate.

The media release for those residents who can self-evacuate will include:

- the dates and time of issue;
- details of the pending threat;
- timeframes - to include commencement and/or deadline for completion of evacuation;
- those areas affected, detailing any road boundaries;

- recommendation of minimum essential equipment and requirements;
- procedures to follow for residential security and safety;
- any advice on road closures that may be in force and evacuation routes preferred;
- any other relevant information; and,
- sign-off by the Chair of LDMG.

The media release for those residents who require assistance to evacuate or do not have suitable or safe shelter will include:

- the dates and time of issue;
- details of the pending threat;
- timeframes - to include commencement and/or deadline for completion of evacuation;
- those areas affected, detailing any road boundaries;
- recommendation of minimum essential equipment and requirements;
- procedures to follow for residential security and safety;
- any advice on road closures that may be in force and preferred evacuation routes;
- location of assembly area, if required;
- location of designated Pre-Impact evacuation centres;
- the LDCC telephone number for evacuation information and special transportation requests;
- any other relevant information; and,
- sign-off by the Chair of LDMG.

Advice to the community will use the most appropriate method of communication to suit the pending threat. This could include one or all the following:
Standard Emergency Warning System (SEWS) broadcast via:

- broadcast through radio and television organisations;
- broadcast through local radio 97.1 Sweet FM;
- vehicles equipped with loud hailers;
- use of megaphone, loud hailers and P/A system from vehicles; and/or,
- any other forms of communication available.

Messages are to be repeated regularly as determined by the LDMG. Templates for media releases are available from the LDMG Administration Support Officers.

For additional information, refer to Annexure A4 – Operational Checklist – Public Information & Warnings.

7. Withdrawal

Withdrawal is the physical evacuation process and involves removing people from a dangerous or potentially dangerous area to a safer place.

The LDMG is required to plan, resource and support the withdrawal of people from dangerous areas. The progress of the withdrawal of people from dangerous areas to places of safety should be regularly reported to the LDMG via the LDCC and closely monitored to ensure the safety of evacuees and supporting agencies.

QPS are the lead agency for a directed evacuation. As per s75(1) and s77(1)(c) of the DM Act, the DDC may authorise other agencies to assist as required.

From information collated by the LDMG, the LDC will liaise with QPS regarding:

- evacuation areas and priorities;
- timeframes;

- resources - transport and personnel;
- access routes;
- assembly areas/evacuation centres; and,
- special needs groups or individuals.

For the evacuation of larger numbers of people, temporary shelters may be provided at locations determined by the LDMG. Evacuations in special circumstances may also be undertaken to locations outside the Burdekin Shire.

7.1 Evacuation Routes and Evacuation Zones

Refer to Annexure F – Evacuation Routes by Township.

Refer to Annexure G – Evacuation Zone Maps.

7.2 Transport Arrangements

Evacuees will have been encouraged to make their own arrangements to withdraw before the threat impacts or event occurs. Typical options include own or a friend's car, taxi and where available public transport. However, some individuals do not own vehicles, and others will need assistance in evacuating. Earlier analysis conducted of the exposed population should provide demographic data that can be used to provide a basis for calculating those within the community which will require transportation assistance.

The transportation of these persons from an unsafe or potential unsafe location will be coordinated via a multi-agency approach. With the primary agency already determining that an evacuation is necessary, and the lead agency managing the coordination of the evacuation itself, in conjunction with the Burdekin LDCC and other associated agencies and Burdekin LDMG members.

Refer to the *Burdekin LDMG Transport Sub Plan*.

7.2.1 Traffic Management Strategy

It is important to consider the potential number of evacuees utilising the routes, the route capacity and the hazard immunity.

Refer to Annexure A5 – Operational Checklist – Transport.

7.3 Security Strategy

History has shown that individuals are more likely to be willing to relocate (evacuate) from their homes/communities in response to an unsafe or potentially unsafe threat / event if they know that security measures to protect their neighbourhood from looting are in place.

Appropriate security arrangements should have been put in place by the LDCC. Security is normally tasked out to an external contract security company with QPS providing support and roving patrols as necessary (some private facilities may already have contracted security arrangements).

The Security Strategy to protect evacuated areas includes, but is not limited to:

- patrols by QPS;
- regular patrols by privately contracted security, if required; and,
- the erection of barriers and manned road closures to restrict unauthorised entry to evacuated areas.

7.4 Situational Awareness

In advance of the withdrawal process being executed, clear lines of communication between the agency managing the withdrawal stage and the Burdekin LDCC need to agree upon based on the resources available and the circumstances of the threat/event (refer to the *Burdekin LDMG Communications Sub Plan*). This is vital to the success of the evacuation as it enables information about relevant withdrawal matters to be shared accurately and time efficiently.

Burdekin LDMG will provide regular reports (at a time and frequency that is deemed appropriate) on the evacuation status to the DDMG. These reports are to include but not limited to the following information:

- the progress of areas being evacuated;
- evacuation centres being utilised;
- number of current evacuees;
- needs that have been addressed; and,
- needs still requiring to be addressed (gap analysis).

8. Shelter

The shelter stage provides temporary accommodation for evacuees who cannot remain home due to a potential or direct threat impact. The shelter needs of individuals may vary over time; the types of shelter they seek, or that can be provided, may also vary. During the shelter stage, the identification of the most appropriate facility or safer location will be decided by the Burdekin LDMG and conveyed within warning messages to the exposed population.

8.1 Shelter and Evacuation Options

Shelter and evacuation options for residents of the Burdekin region include:

Option	Description
1. Shelter-in-Place	If you live in a well-constructed home (built after 1982) located outside of the storm tide evacuation zone or at-risk area.
2. Evacuate to shelter in a safer place	(Preferred option) a) with friends or family, who: • are located outside the storm tide evacuation zone/at-risk area and in a well maintained structure/home, or • live in another community outside the cyclone warning area;
	b) commercial accommodation located outside the warning area;
	(Last resort) c) Public Shelter • Place of Refuge; or • Evacuation Centre (emergency is not a cyclone)

8.2 Facility Types

Council has arrangements to use a number of buildings throughout the Burdekin area within its disaster management processes and plans as pre- and/or post-impact centres.

Facility Type	Description
Pre-Impact Centres (Places of Refuge)	Although not purpose-built, Places of Refuge are facilities capable of providing protection for people from an impending disaster (usually a tropical cyclone), who have been evacuated from storm tide evacuation zones or wind vulnerable accommodation and who have not been able to leave the cyclone warning zone or shelter with friends or family in modern houses (built since 1982) outside the evacuation zone. Pre-impact centres are designed to be in operation for a short period of time (up to 36 hours or when the cyclone threat has passed).
Post-Impact Centres (Evacuation Centres)	Facilities where people may be temporarily housed before an event (other than cyclone) or after an event. Evacuation Centres are capable of providing accommodation for people that have been adversely affected by the disaster and are unable to reside in their normal place of residence following the event.

8.3 Place of Refuge – Burdekin Multi-Purpose Building

The primary purpose of the Burdekin Multi-Purpose Building is to provide shelter for people evacuated from storm tide evacuation zones or wind-vulnerable accommodation, who have not been able to leave the cyclone warning zone or shelter with family or friends outside the evacuation zone.

The Multi-Purpose Building is not intended to store property or personal property/bedding during a cyclone event. The expectation of the Burdekin LDMG is that the Multi-Purpose Building will be opened as a “Place of Refuge” in time for vulnerable people to evacuate or be evacuated to the shelter and remain in use as a shelter until the threat has passed.

The Chair of the LDMG has the power to open the Place of Refuge for any other purpose or cyclone category based on the needs of the community.

Operation of this facility will occur as per the *Burdekin LDMG Multi-Purpose Hall Place of Refuge Manual*.

Refer to Annexure H – Place of Refuge Activation Sequence, Roles and Responsibilities.

8.4 Additional Evacuee Support and Accommodation

The provision of ongoing support and welfare is primarily through evacuation centres. A range of possible locations within the region is maintained and updated annually by the Burdekin LDMG in conjunction with the BCA.

An evacuation centre is similar to a welfare centre in many ways, and both of them may offer similar services, such as basic health care and sustenance. The primary difference is that an evacuation centre offers accommodation, while a Place of Refuge does not.

Evacuation centres will include the provision of basic needs for evacuees, such as:

- food and clean water;
- showering and toilet facilities;
- personal hygiene items, access to clothing and bedding;
- baby needs such as nappies and formula; and,
- access to other support agencies.

8.5 Assembly Points

While not physical structures providing shelter, Assembly Points are places where people can gather to seek safety from a specific hazard. They usually apply to an open space where people can gain a measure of safety protection e.g. during bushfires. There are no pre-determined assembly points in the Burdekin Shire, and they will be nominated when and as circumstances require.

8.6 Pets and Animal Welfare

8.6.1 Pets and Animals

During an evacuation that may require the evacuation of a resident and their pet, the LDMG **may** consider this issue and develop a strategy for the welfare of the pets and animals of evacuees.

Pets when referenced within this sub plan refer to household domestic pets only. The LDMG will not be responsible for the evacuation of livestock. The primary responsibility for livestock will rest with the livestock owner. Some evacuees may require accommodation for their pets and consideration of the following is required:

- Pets and animals to be separately accommodated for hygiene and safety reasons; and
- Assistance/companion animals for people with disabilities and how these animals can be accommodated with their owners.

Burdekin Shire Council's Animal Management officers will work with the Place of Refuge Managers to manage pets and animals that may be brought to evacuation centres.

8.6.2 Pets and Animal Welfare

Owners are responsible for making accommodation plans that include their animals while they are away from their primary residence.

Some people will refuse to evacuate if they are not permitted to bring and remain with their pets. Operations involving the assisted evacuation and accommodation of people from risk areas will also involve the evacuation and management of pets and companion animals.

Pet owners who evacuate with their pets will be asked to bring a pet pack with such items as health papers, at least 3 days' worth of food and water, medicines and other pet-related equipment (e.g., collars, leashes, small or collapsible carriers, bowls, muzzles, etc.).

8.6.3 Animal Management Facility

The Burdekin Shire Council **may** establish an animal management facility to accommodate pets/animals that cannot be managed by evacuees.

Commercial dog kennels and catteries may be requested to assist with animal accommodation.

If evacuees are transported out of the area, they will be encouraged to leave their pets with friends/relatives or with the council animal management facility.

9. Return Phase

9.1 Decision to Return

The decision to return evacuees to their homes will be considered after the impacts of the disaster have lessened or stopped completely. The following will be considered when assessing whether to return evacuees:

- hazardous nature of the area;
- possibility of the hazard or threat returning;
- safety of structures including accommodation, utilities and transport facilities;
- suitable management of public health issues and secondary threats (i.e. mosquito infestations);
- security within the affected areas;
- availability of suitable facilities including accommodation, utilities and hygiene facilities; and,
- availability of services to support the community.

9.2 Return and Re-entry Strategy

The return of the community to their homes will be conducted in phases for ease of control. Public communication will be a key tool to advise the local community of what is happening. The *Burdekin LDMG Community Information and Warnings Sub Plan* provides more detailed information on how communication will be executed throughout the disaster, including the return from evacuation and the subsequent recovery phase.

Prior to evacuees returning, it will be necessary to:

- quickly evaluate and assess the immediate human needs (food, water, health/medical and housing) and the operational status of vital community infrastructure (transportation, communications and utility systems);
- restore essential services; and,
- plan for and implement, the return of evacuees to their homes.

9.3 Return to the Impacted Area

Once the threat has passed, re-entry policy may be based upon different scenarios and outcomes such as:

- cyclone has passed, and there is little or no damages that affect the community;
- effects are isolated to a localised area with isolated significant damage; and,
- significant damage to residents and infrastructure over a widespread area.

The decision of when to permit residents to return to the affected area will be made cooperatively between the DDC, Chair LDMG and in the case where evacuees are being accommodated outside the impacted area, the host DDC. The decision to allow re-entry will be based on an overall evaluation of the situation, including the following major factors:

- access - following a major cyclone, an aerial survey of the impacted areas should be conducted immediately to identify and prioritise the most seriously damaged areas of the region. This can determine the level of damage to major routes into the area and help to determine the time needed for debris clearance from those routes;
- essential emergency services – emergency services agencies that have been moved to a safe location before an evacuation need to return to their service areas;
- water levels – floodwaters have receded from most of the area;
- public health - water and sewer services are operating;
- food and drinking water are available or made available in the impacted area;

- utilities - electricity, potable water, sewer services, telephone and natural gas services are operating or when they are made available in the affected area; and,
- existing services can support the people already in the impacted area as well as an additional influx of people.

9.4 Phased Re-Entry

Once the decision to permit re-entry has been established, QPS/SES personnel will set up checkpoints and roadblocks as needed based upon the level of damage that has occurred. Re-entry can proceed in phases. This can limit primary access to essential personnel and help to manage the number of people entering the disaster area.

Phase 1 – Allows the re-entry of agencies and groups that play key roles in restoring normal operations in the impacted area following a disaster. QPS should restrict access during this phase to provide for area safety and security. Phase 1 agencies and groups may include, but are not limited to, the following:

- QPS;
- SES teams;
- facility/Industry emergency crews;
- debris clearing and removal crews;
- infrastructure and public utilities repair personnel;
- damage assessment teams; and,
- other personnel at the direction of the LDCC.

Phase 2 – Allows for the limited re-entry of other critical groups, residents and business owners. The LDCC, in coordination with other emergency services will determine when it is safe to begin Phase 2 entry. These groups may include, but are not limited to, the following:

- disaster relief teams;
- emergency relief supplies;
- health agencies; and,
- insuranceagencies.

Phase 3 – Allows for the limited re-entry of only those residents who can prove they live, own, rent, lease, or otherwise need to be allowed into the restricted areas.

If the impacted areas cannot support the return of evacuated residents, temporary housing may need to be established in non-impacted areas near the disaster area. State and local authorities in accordance with the State Disaster Recovery Plan will make decisions on the location and operation of temporary housing facilities.

Residential and nursing homes are NOT to bring residents back to the community until all services have been restored to normal. This includes power, water, sewer, communications and local suppliers of commodities used by the facilities.

9.5 Re-entry Checkpoints and Routes

Evacuees will return to the area following evacuation routes unless the route is unusable due to cyclone damage. Traffic control points may be used to verify that residents or workers need to re-enter an impacted area. They also serve as a roadblock to deny entry to those looking to sight-see or other undesirable intent. QPS, supported by SES, will be primarily responsible for establishing and staffing checkpoints for re-entry into their locality.

Residents returning to their properties will be required to provide proof of residency either by showing a driver's licence or power bill/rate notice with their name linked to the address.

9.6 Contingency Planning for Minor Cyclone or Storm

A major Category 3 or greater cyclone involving a large-scale evacuation with several hundred private vehicles moving inland, is the contingency upon which this re-entry plan is based. However, an appropriate response to a lesser storm must also be prepared.

Category 1 or 2 cyclones or minor storm inundation areas are likely to be smaller and the resulting number of evacuees and persons seeking evacuation centres will be more manageable locally. Special provisions for mass relocation inland and regional traffic control may not be needed.

Related Documents

- Burdekin Shire Storm Surge Study (Maunsell) Volume 1 July 2003, Appendix A: *Detailed Cyclone Timing Assessments* (See ECM document # 1357377)
- Burdekin Shire Emergency Action Guide
- Australian Institute for Disaster Resilience Evacuation Planning Handbook (2023)
- Evacuation: Responsibilities, Arrangements and Management Manual.1.190 - Evacuation Responsibilities, Arrangements and Management
- Queensland Department of Emergency Services & Queensland Department of Public Works. Mitigating the adverse impacts of cyclones (2008)
- Queensland Disaster Management Act 2003
- Queensland Prevention Preparedness, Response and Recovery DM Guideline - Prevention Preparedness Response and Recovery Disaster Management Guideline
- Queensland State Disaster Management Plan - Queensland State Disaster Management Plan V1.2 Interim 2023
- Standard for Disaster Management in Queensland

Annexures

Annexure A – Operational Checklists

Annexure B – Evacuation Committee Terms of Reference

Annexure C – Simplified Evacuation Planning Process

Annexure D – Additional Considerations for Decision-making & Planning

Annexure E – Sequence of Warnings

Annexure F – Evacuation Routes by Township

Annexure G – Evacuation Zone Maps

Annexure H – Place of Refuge Activation Sequence, Roles & Responsibilities

Annexure A – Operational Checklists

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Reference No.	Event
A1	Operational Checklist – Activation of the LDMG
A2	Operational Checklist – Evacuation (incl. General Planning, Preparation, Operational Deployment, Post-Deployment)
A3	Operational Checklist – Evacuation Centre Management
A4	Operational Checklist – Public Information and Warnings
A5	Operational Checklist – Transport

(Refer to Operational Checklists – stored in Disaster Management/Checklists in Sharepoint)

Annexure B – Evacuation Committee Terms of Reference Template

1. Purpose

The LDMG establishes an Evacuation Sub Committee to oversee the Burdekin Local Disaster Management Plan (LDMP) evacuation processes and associated Evacuation Sub Plan.

2. Roles and Responsibilities

Coordination Authority	Role	Responsibilities
Burdekin LDMG	Chairperson or Deputy	Approve media release
	Councillor/s	Monitor the situation and appoint as required
	LDC or Deputy	• Overall coordination • Manage decision process for evacuations • Distribute evacuation procedures • Provide information including plans and maps • Collect and issue information • Request authority from the District Disaster Coordinator (DDC) to the State for directed evacuation • Arrange transport for evacuees, as required.
	• Director of Infrastructure, Planning and Environmental Services • Manager Operations • Manager Technical Services	• Provide accurate advice on the status of access/evacuation routes and the extent of any flooding/surge zones • Provision of personnel for traffic and crowd control
	• Manager Environmental and Health Services • Coordinator Environment and Health Projects •	• Contact evacuation centre managers when a decision has been made to open an evacuation centre or place of refuge • Provide evacuation centre checklists and manage the requests regarding the establishment and running of such centres
District Disaster Management Group (DDMG)	XO of the DDMG	• Approve and request from State, a declaration of a disaster situation, at the request of the LDMG • Approve directed evacuations • Issue media release on directed evacuation
Queensland Police Service (QPS)	Officer in Charge	• Implementation of the evacuation process • Provision of personnel for traffic and crowd control
Queensland Fire Department (QFD)	• Area Director, or representative • Officers in Charge	• Facilitate issuance of emergency alert bulletins • Assist with evacuations if required

Coordination Authority	Role	Responsibilities
State Emergency Service (SES)	Local Controller	Assist with evacuation
Queensland Ambulance Service (QAS)	Officers in Charge	Assist with evacuations if required
Burdekin Community Association (BCA)	Chief Executive Officer	• Provide advice regarding the status of evacuation centres • Provide staff for evacuation centres in conjunction with Red Cross

3. Chairperson

- Chairperson LDMG or Deputy

4. Secretariat

- Appointed BSC employee

5. Membership

- Councillor(s) as required
- LDC or Deputy
- Director of Infrastructure, Planning and Environmental Services
- Manager Operations
- Manager Technical Services
- Manager Environmental and Health Services
- Coordinator Environment and Health Projects
- Coordinator Public Health and Environment
- XO of the DDMG
- QPS Officer in Charge
- SES Local Controller
- QAS Officer(s) in Charge
- BCA Chief Executive Officer
- Supporting Advisors: Representatives from other agencies, industries or community organisations deemed necessary to act as advisors for both planning and operational arrangements

6. Communication

The Evacuation Committee will report back to the LDMG. The LDMG will use various communication methods to keep the public, and evacuees informed about the situation, including notices and announcements at shelters, media releases, social media announcements, website updates, broadcasts on radio and television, and notices in local papers.

- All communication disseminated will align with the Burdekin LDMG Communications Sub Plan and the Community Information and Warnings Sub Plan.
- All media releases will be approved by the Chairperson or Deputy of the Burdekin LDMG.

7. Meetings

- Frequency (usual business) - minimum of once per year

- Frequency (disaster activations) – as required and determined by the Chair

8. Agenda

- The LDC or Disaster Management Officer will email all committee members and required advisors before each meeting along with any minutes from the previous meeting.

9. Proxies

- A nominated Deputy can attend as a Proxy for a Member as long as the LDMG has received prior notification.

10. Quorum

- 50% membership plus one (8 members)

11. Training and Exercises

- In line with requirements under the DM Act

Annexure C – Simplified Evacuation Planning Process

Simplified Evacuation Planning Process *Note: Some steps may be undertaken concurrently*	
Step 1 **Identify the Impact of the Threat**	• Identify the Hazard. • Define the Hazard Area (map the threat). • Analyse the community affected – e.g., define the number of people affected and their demographic information. • Define *Special Needs* within the affected community. • Consider pets, tourists, stranded travellers, backpackers, aged care facilities, and the homeless. • Determine the *Evacuation Need* (how many, by when, for how long, etc.).
Step 2 **Identify resources available for evacuation**	• Determine what facilities are best suited as shelters in this event. • Confirm availability of resources to support Evacuation and Evacuation Centre Management. • Identify resources required by evacuees and develop workarounds or request assistance through the LDCC or DDC.
Step 3 **Define Evacuation Zones and Routes**	• Map evacuation zones and evacuation routes. • Estimate the number of people that will require evacuation. Determine any special needs. • Consider: - safety and capacity of evacuation routes. - time required to conduct the evacuation. - resources required to support withdrawal.
Step 4 **Develop Evacuation Plan**	• Using SMEAC format, distribute to all agencies and DDC. **Situation** – a short description of the situation and the evacuation need. **Mission** – a simple statement of intent (time-based, e.g. must include when the mission is to be achieved by). **Execution** – a description of how the evacuation is to occur and the tasks for each agency/organisation contributing to the evacuation effort (time-based). **Administration & Logistics** – details of administrative support and resources required (time-based). **Command, Control, Communications** – the authority framework for the evacuation and the reporting arrangements for all supporting agencies.
Step 5 **Develop and distribute warnings and public information**	• Develop Warnings (see Sub Plan – Community Information & Warnings). • Develop Public Messages and dissemination strategies. Public messages must: - defines the threat and the consequences, and - specifies the actions required by those affected. - disseminate the warnings.

Step 6 **Mobilise resources**	• Resources required to support: - withdrawal (transport, signage, traffic control, etc.) - open and establish Evacuation Centres as required - mobilise supporting agencies - address basic human needs of evacuees
Step 7 **Monitor and update plans**	• Monitor withdrawal and shelter stages to ensure the safety and well-being of evacuees and supporting agencies. Update plans as required as the situation changes. • Consider security measures for vacated homes and properties post event. • Provide regular sitreps to evacuees and supporting agencies.
Step 8 **Plan for Return**	• Consult all relevant agencies to determine when it is safe and appropriate for evacuees to return. • Consult with evacuees to determine return priorities. • Determine return timeframes and limitations on return (e.g. return for clean up only) • Develop and deliver return advice to evacuees and agencies

Annexure D – Additional Considerations for Decision-making and Planning

The decision to evacuate may also be made by residents who feel threatened and may choose to evacuate themselves without advice from emergency services or the LDMG.

The decision to evacuate people and the provision of resources to support evacuees is the responsibility of the LDMG.

In many cases, people will choose to evacuate to friends and family, but it may be necessary to provide evacuation support for some people who have nowhere safe to go. Decision makers will need to monitor and consider the community's needs when making decisions about evacuation and provision of evacuation support.

Decision makers should remain conscious of the time required to gather necessary resources and implement evacuation arrangements. Early consideration of the evacuation requirement in disaster operations will help ensure people are evacuated safely and cared for adequately.

Identify the Potential Risks

- time available until the threat impacts/event occurs;
- potential harm (both physical and psychological) to people sheltering-in-place and potential harm to people evacuating;
- potential harm to emergency services personnel undertaking the evacuation;
- potential cost of social and economic impacts of evacuation (e.g., interruption to social networks, loss of unprotected homes and businesses, loss of income, looting of unsecured property);
- potential for impact sooner than anticipated, and/or more severely than anticipated;
- number of people;
    - likely to be unaware of the threat;
    - unlikely to respond to warnings; and,
    - without the capacity to respond to the threat or warnings (e.g., lone parents with babies and small children, pregnant women); and,
- potential limitations on the movement of people or sheltering solutions due to social distancing.

Identification of Key Stakeholders

- Has the XO for the Townsville DDC been consulted?
- Have all the relevant key stakeholders been consulted, including (but not limited to):
    - the Lead Agency for the threat/event;
    - LDMG;
    - DTMR;
    - QPS;
    - Queensland Fire Department (QFD);
    - SES;
    - QAS;
    - RSPCA Qld; and,
    - Australian Red Cross?

Evacuation

- Is the number of persons requiring evacuation and the type of evacuation necessary (i.e. voluntary or directed evacuation)?
- Is the time required to complete the evacuation and the lead time available?

- Is the evacuation achievable, safe and the most suitable option?
- What is the critical point for the decision to evacuate and the point at which the evacuation is to be completed?
- What is the availability of appropriate resources to effectively manage the evacuation?
    - if the required resources available are insufficient, how can more be obtained?

If the evacuation may impact a neighbouring LGA, has the LDMG consulted with the neighbouring LGA?

Analysis of the exposed population

Analysis of the population exposed to each hazard can determine any special considerations or actions that may be required to accommodate the demographics of the community.

In conducting this analysis, the following categories or factors may be deemed as requiring special consideration:

- critical facilities e.g., hospitals;
- aged care facilities (e.g., community service organisations, retirement villages, nursing homes);
- schools and childcare centres;
- non-English speaking persons;
- persons with a disability or special needs;
- existing public transportation systems;
- socio-economic capacity of suburbs or areas;
- caravan parks;
- persons from specific groups such as homeless persons, housebound persons;
- previous isolated communities;
- temporary/transient populations and tourists;
- pet ownership;
- communities that are still recovering from a disaster;
  the specific transportation requirements for all residents, including people with special needs and pets;
- the capacity of proposed evacuation routes to support rapid egress by pedestrian and/or vehicular traffic, given the specific event-related conditions;
- the suitability of proposed safer locations and/or assembly points, including the ability to establish them quickly and sustain them for the duration of the event;
- the most suitable safer location for the impending threat, for example, shelter-in-place or evacuation centre; and,
- the implications on commercial operations and community criticism of unnecessary evacuation versus primary responsibility and duty of care for the safety of the exposed population.

Type of Event

- What areas of the shire may be affected?
- What is the estimated duration of the event?
- What are the current and expected climatic conditions?
- What time of day is the event unfolding?

Availability and Credibility of Information

- accurate data to be obtained from relevant agencies, e.g., BOM (cyclones, storm surge, floods), Sunwater (flooding from dams), Council (flood ALERT systems, inspection of road access, status of possible evacuation centres), emergency authorities (fires, plane crash, port accident, etc.);
- identify the number of people that may be affected;
- current resources available - Council, SES, emergency authorities, people, vehicles, buildings, infrastructure; and,
- if there is a potential for risk to people during an evacuation.

Available Lead Time

- Is there enough time to warn and evacuate the public before the impact of the hazard, or has the hazard already impacted?
- For cyclones, how long before 100km/h winds reach the coastline?
- Is voluntary or directed evacuation required? Is sheltering in place a safer alternative?
- Is DDC approval for directed evacuations required?

Ability to effectively warn affected people

- Are infrastructure, emergency workers, resources and procedures in place to issue warnings?
- Has planning been conducted for special needs populations and facilities?

Safety of Emergency Workers

- Is the area or situation too dangerous for emergency workers to perform their duties and warn or assist those at risk?

Temporary Accommodation

- Is temporary accommodation required?
- Are evacuation centres available?
- Which evacuation centres are appropriate for the event?
- What is the timeframe to establish evacuation centres?.
- Is an assembly area required?

Transport Considerations

- Is suitable transport available for the number of people who will need to be evacuated?
- Is additional transport required? For how many?
- How long before additional transport will be available?
- Is there adequate fuel for the transport resources?

Annexure E – Sequence of Warnings

Index

Reference No.	Event
E1	Cyclone/Storm Tide
E2	Flood (Rainfall generated)

E1 - Sequence of Warnings - Cyclone/Storm Tide

Warnings for cyclone and storm tide events will be issued to the LDMG by BOM through their Tropical Cyclone Warning Service in Brisbane. Information is available to the public on the Bureau's website, app, and Twitter feed. Current tropical cyclone information is also available by telephone on 1300 659 210.

Time before 100 km/h Wind Gusts on Coast	Warning	Comments
24 Hours	Preliminary Storm Tide Warning/Cyclone	• Consider issuing a voluntary evacuation order
18 Hours	Preliminary Storm Tide Warning/Cyclone	• Consider issuing a Voluntary Evacuation order • Consider the possibility of issuing a directed evacuation order
12 Hours	Storm Tide Warning/Cyclone	• First estimate of the storm tide height
9 Hours	Storm Tide Warning/Cyclone	
6 Hours	Storm Tide Warning/Cyclone	
3 Hours	Storm Tide Warning/Cyclone	• Evacuation completion deadline
100km/h winds reach the coastline	100 km/h winds reach the coastline	• Could be at any time and is dependent upon the size and speed of cyclone
ZERO Hours	Storm Tide Warning/Cyclone	
Plus 3 Hours	Storm Tide Warning	• Landfall of cyclone centre, depending on size and speed of cyclone
Plus 3 to 6 Hours	Storm Tide Warning	
Plus 6 Hours	Final Storm Tide Warning	

E2 - Sequence of Warnings - Flood (rainfall generated)

Time to Predicted Flooding (River Breakout)	Warning Type	Comments
48 Hours ++	Initial Preliminary Flood Warning from BoM (and/or Council) for LDMG	• Initiate a warning to the community immediately if flooding is predicted. • Advise of voluntary/directed evacuations (if required). • Flood warnings, including advice on predicted peak flood flow. • LDMG advises QFD (continual updates).
48 Hours +	Flood Warning for LDMG	• Update - current flow, predicted peak flow and time. • Public flood advice continues.
48 Hours	Flood warning for LDMG	• Update - current flow, predicted peak flow and time. • Public flood advice continues.
24 Hours	Flood warning for LDMG	• Initiate a warning to the community immediately if flooding is predicted. • Flood warnings of predicted peak flood flow. • LDMG advises QFD (continual updates). • Update - current flow, predicted peak flow and time. • Public flood advice continues.
12 Hours	Flood Warning for LDMG	• Voluntary/directed evacuations should be nearing completion (if required) • LDMG advises QFD (continual updates). • Update - current flow, predicted peak flow and time. • Public flood advice continues
ZERO Hours	Flood warning for LDMG	• Floods commence to break out • Update - current flow, predicted time that flood will remain at peak. • Public flood advice continues. • **Evacuation completion deadline**
Plus 6 Hours	Flood warning for LDMG	• Update - current flow, predicted fall rate of flood. • Public flood advice continues.
Plus 12 Hours ++	Final flood warning for LDMG	• Update - current flow, predicted fall rate of flood. • Public flood advice continues.

Annexure F – Evacuation Routes by Township

Township	Evacuation Route
Giru	This township is located close to the Bruce Highway and has two good access routes: • Shirbourne Road for those evacuating south to Ayr and • Woodstock-Giru Road for those evacuating north to Townsville.
Jerona	This township has only one evacuation route – Jerona Road to Bruce Highway. This road is subject to flash flooding by the Barratta Creek system, and heavy rain in the catchment area will see quick rises across Jerona Road at the causeway and access will be denied. Flooding of the causeway can be prolonged, lasting several days. It is essential to consider the early voluntary evacuation of Jerona residents and especially those at-risk residents if there is a risk of cyclone and storm surge.
Brandon	Low risk – On the Bruce Highway, and residents have the option to go north to Townsville or south to Ayr.
Ayr	Low risk – On the Bruce Highway, and residents have the option to go north to Townsville or south to Bowen/Mackay.
Alva Beach	This township has only one evacuation route – Alva Beach Road to Ayr. This road can be cut off at several locations along Beach Road in heavy localised rain events. Water usually rises quickly but also disperses quickly. When instructing an evacuation, consideration of localised flooding should be undertaken to ensure the safety of residents. Alva Beach has an established caravan park, and consideration of tourists should be included in any evacuation planning. It would be essential to consider the early voluntary evacuation of Alva Beach residents and visitors, and especially those at risk if there was a threat of a cyclone or storm surge.
Home Hill	Major flooding in the Burdekin River exceeding 12 meters will cause inundation into the lower end of Home Hill. Early evacuation of residents and businesses on the main street should be considered if forecast flooding is higher than 12 meters. Residents should review the Home Hill Flood maps and make their own informed decision when considering whether to stay or evacuate.
Rita Island	This township has only one main evacuation route – Rita Island Road, and has one access bridge – the Anabranch Bridge. Rita Island Road (Ayr side of the Anabranch Bridge) leads to Ayr, and a secondary road veers off along Kilrie Road to higher ground heading up to Rossiter's Hill. This may be the preferred option if there has been widespread rainfall and slow river rises prior to minor flooding or greater being forecast in the Burdekin River. Residents of Rita Island may experience isolation as early as "minor" flood heights, and it is essential to consider the early voluntary evacuation of Rita Island residents, and especially those at risk, if there is a threat of minor or greater flooding, cyclone, or storm surge. Residents will be advised to evacuate (if required) before flooding of the Rita Island Bridge on Rita Island Road. It is recommended to avoid the low point on Rita Island Road at the Plantation Creek crossing near Ayr.
Groper Creek	This township has only one evacuation route – Groper Creek Road to Home Hill. This road can be cut off at several locations in heavy localised rain events, where water usually rises quickly but also disperses quickly. Groper Creek is most at risk for major flooding of the Burdekin River, cyclones, and storm surge. Groper Creek has an established caravan park, and consideration of tourists should be included in any evacuation planning. It would be essential to consider the early voluntary evacuation of Groper Creek residents and visitors, and especially those at risk if there was a threat of major flooding, cyclone, or storm surge.
Wunjunga	This township has only one evacuation route – Wunjunga Road to the Bruce Highway, where residents can go north to Home Hill or south to Bowen/Mackay. Wunjunga residents are most at risk from cyclones and storm surge. Wunjunga has a well-known

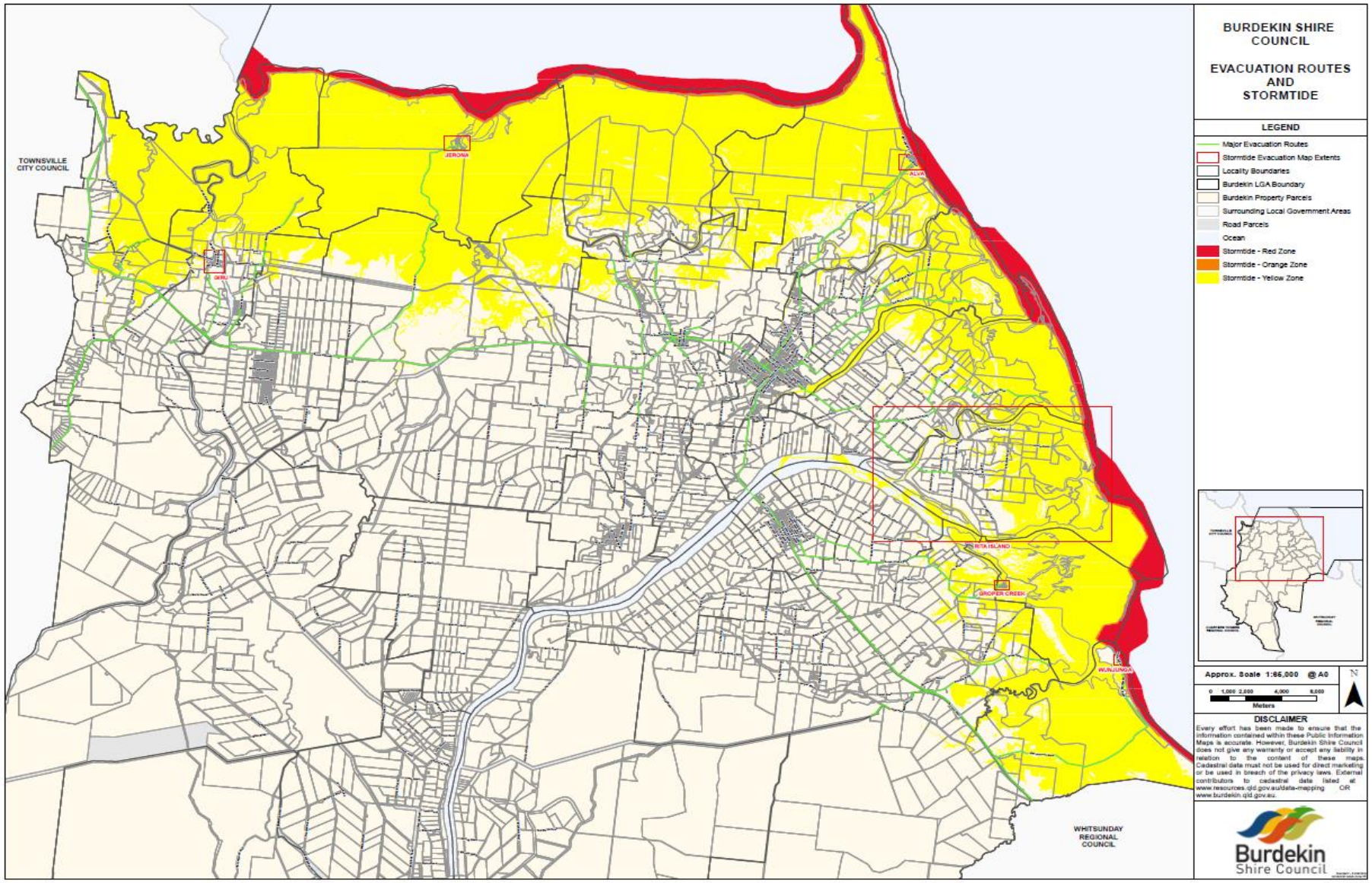
Township	Evacuation Route
	camping/caravan park – Funny Dunny and consideration of tourists should be included in any evacuation planning. It would be essential to consider the early voluntary evacuation of Wunjunga residents and visitors, and especially those at risk if there was a threat of a cyclone, or storm surge.

Annexure G – Evacuation Zone Maps

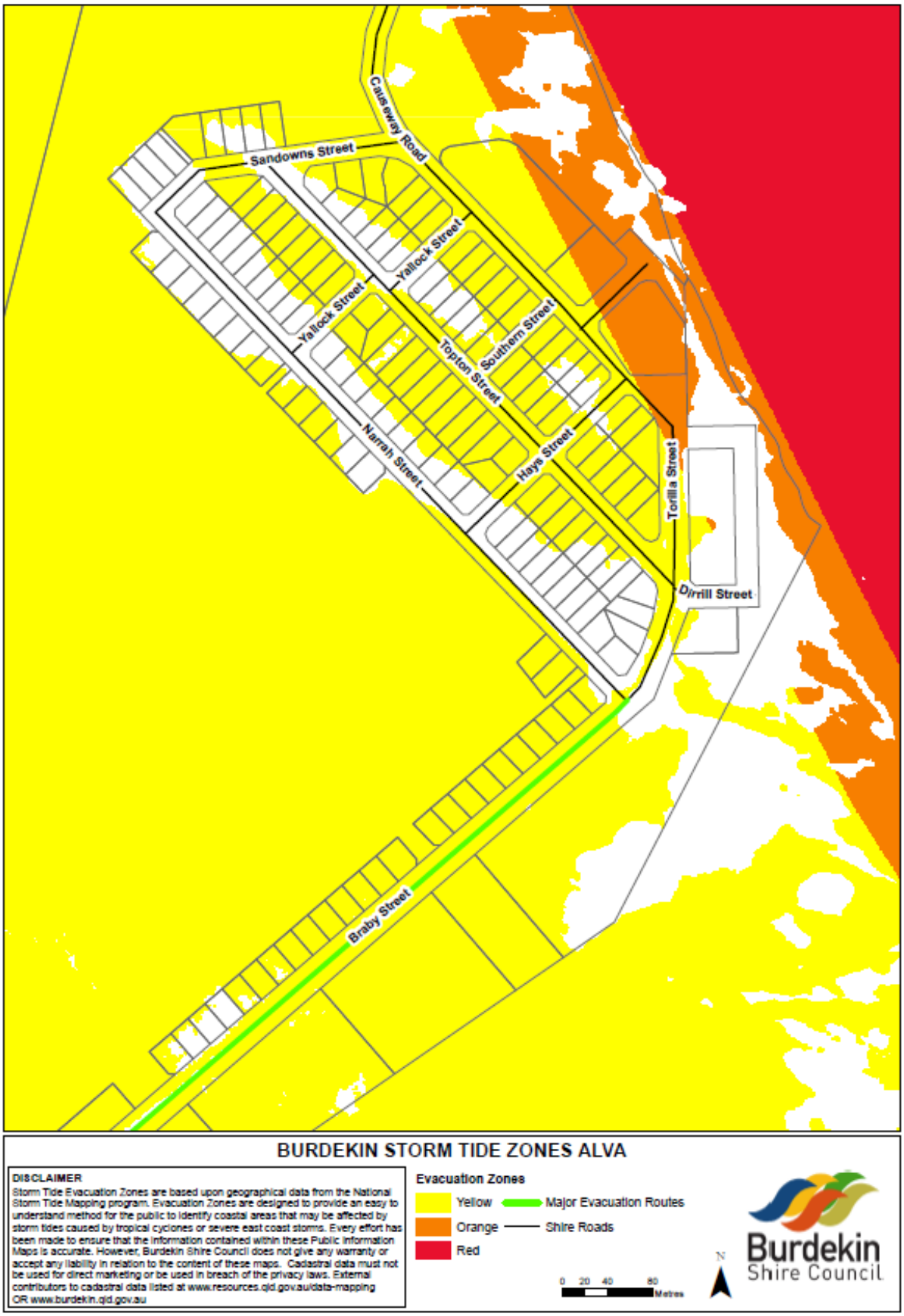
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Reference No.	Event
G1	Burdekin LGA Storm Tide Evacuation Zones with Evacuation Routes
G2	Burdekin Storm Tide Evacuation Zones – Alva
G3	Burdekin Storm Tide Evacuation Zones – Giru
G4	Burdekin Storm Tide Evacuation Zones – Groper Creek
G5	Burdekin Storm Tide Evacuation Zones – Jerona
G6	Burdekin Storm Tide Evacuation Zones – Rita Island
G7	Burdekin Storm Tide Evacuation Zones – Wunjunga
G8	Tsunami Inundation Maps (Burdekin Region and Ayr/Brandon Inset)
G9	Flood Evacuation Routes and Flooding 1%AEP (Q100)

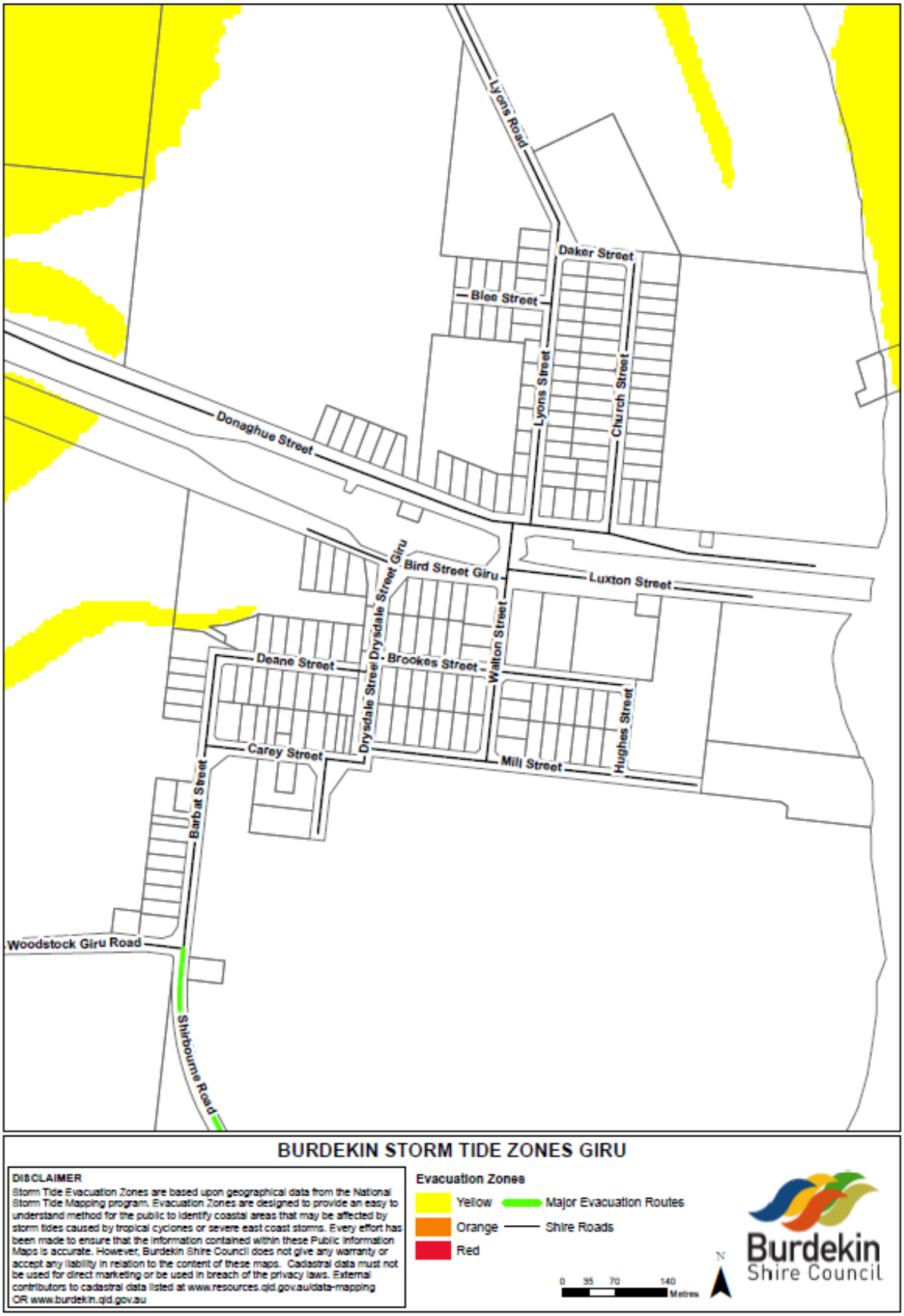
G1 – Burdekin LGA Storm Tide Evacuation Zones with Evacuation Routes



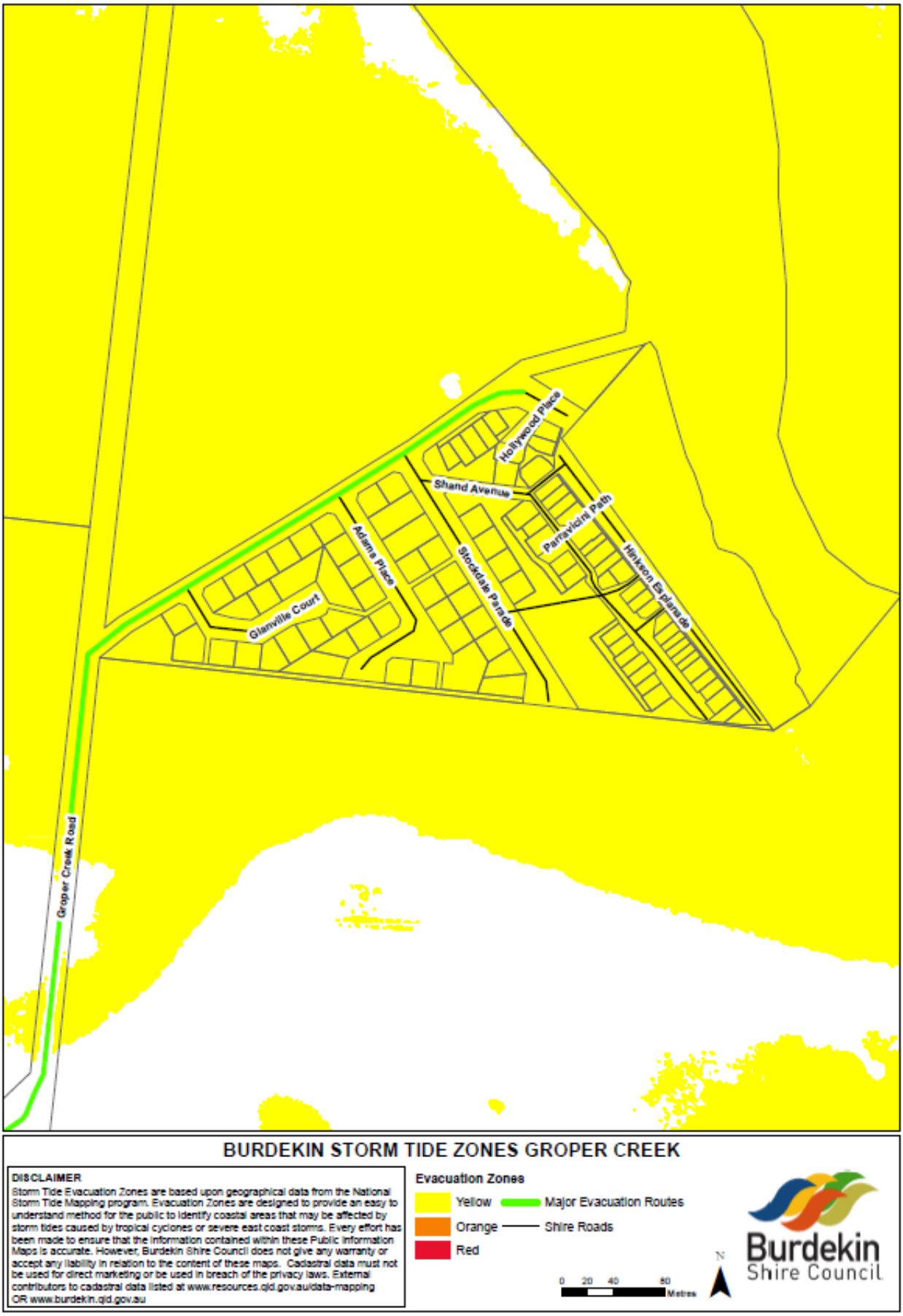
G2 – Burdekin Storm Tide Evacuation Zones – Alva



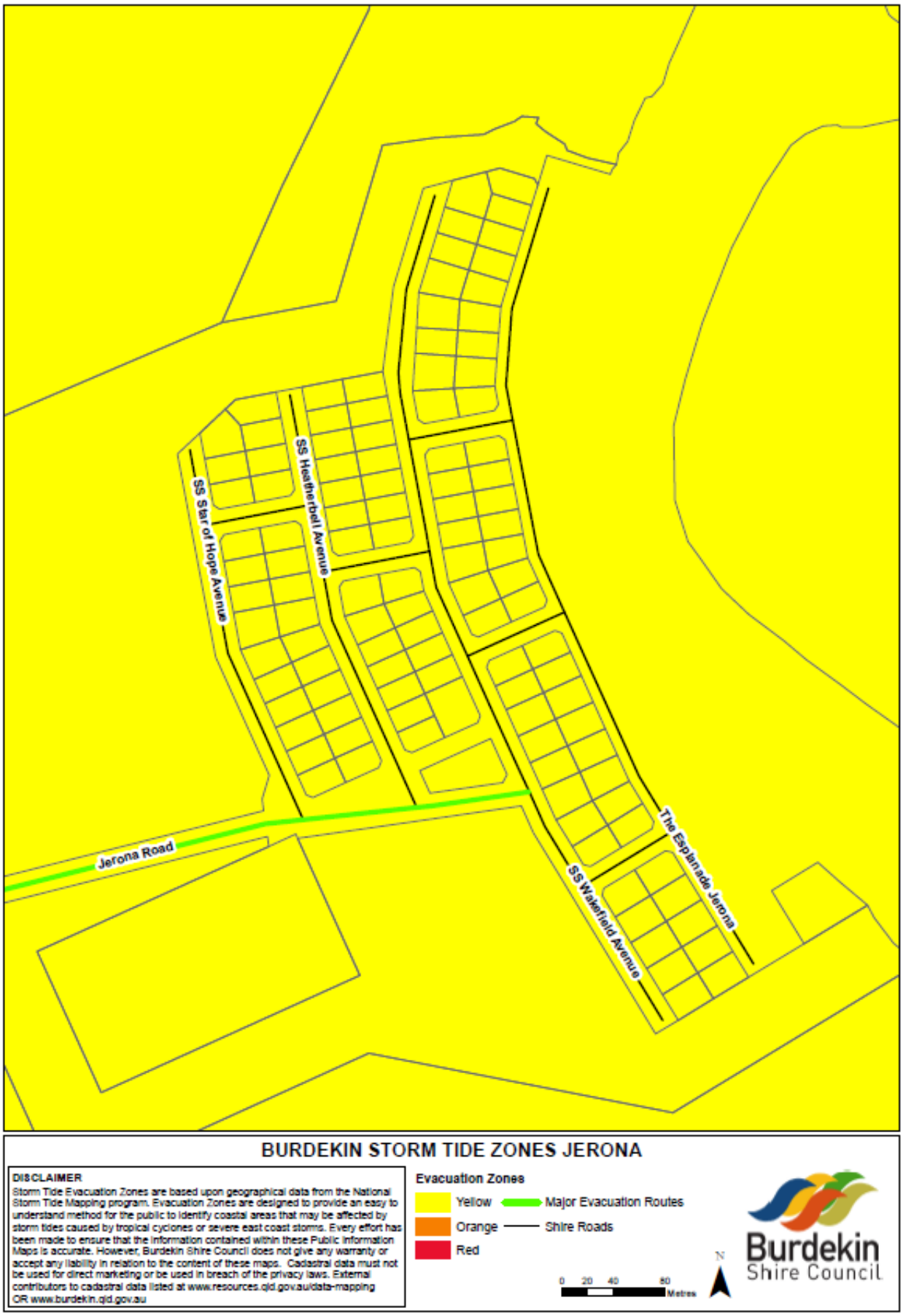
G3 – Burdekin Storm Tide Evacuation Zones – Giru



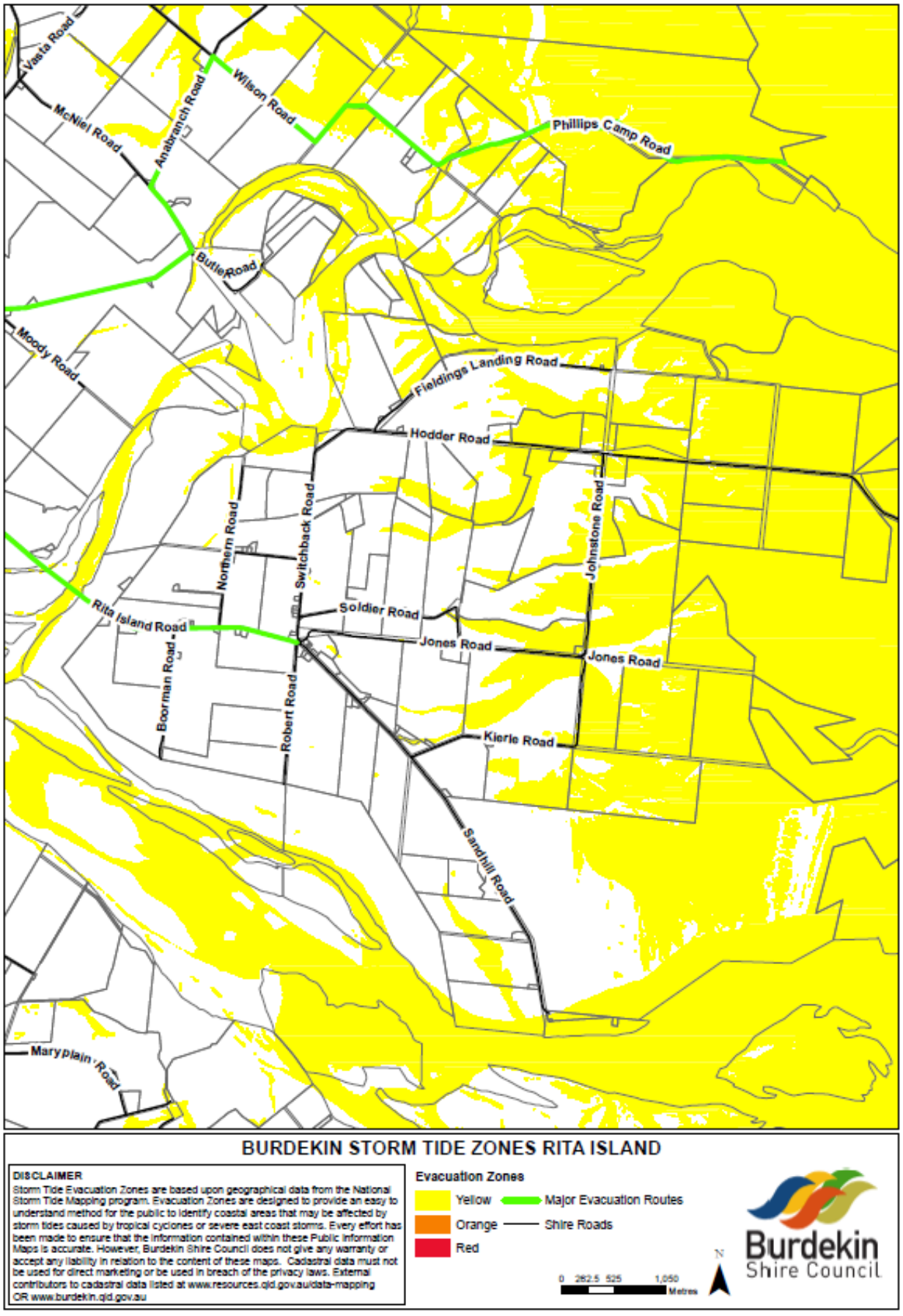
G4 – Burdekin Storm Tide Evacuation Zones – Groper Creek



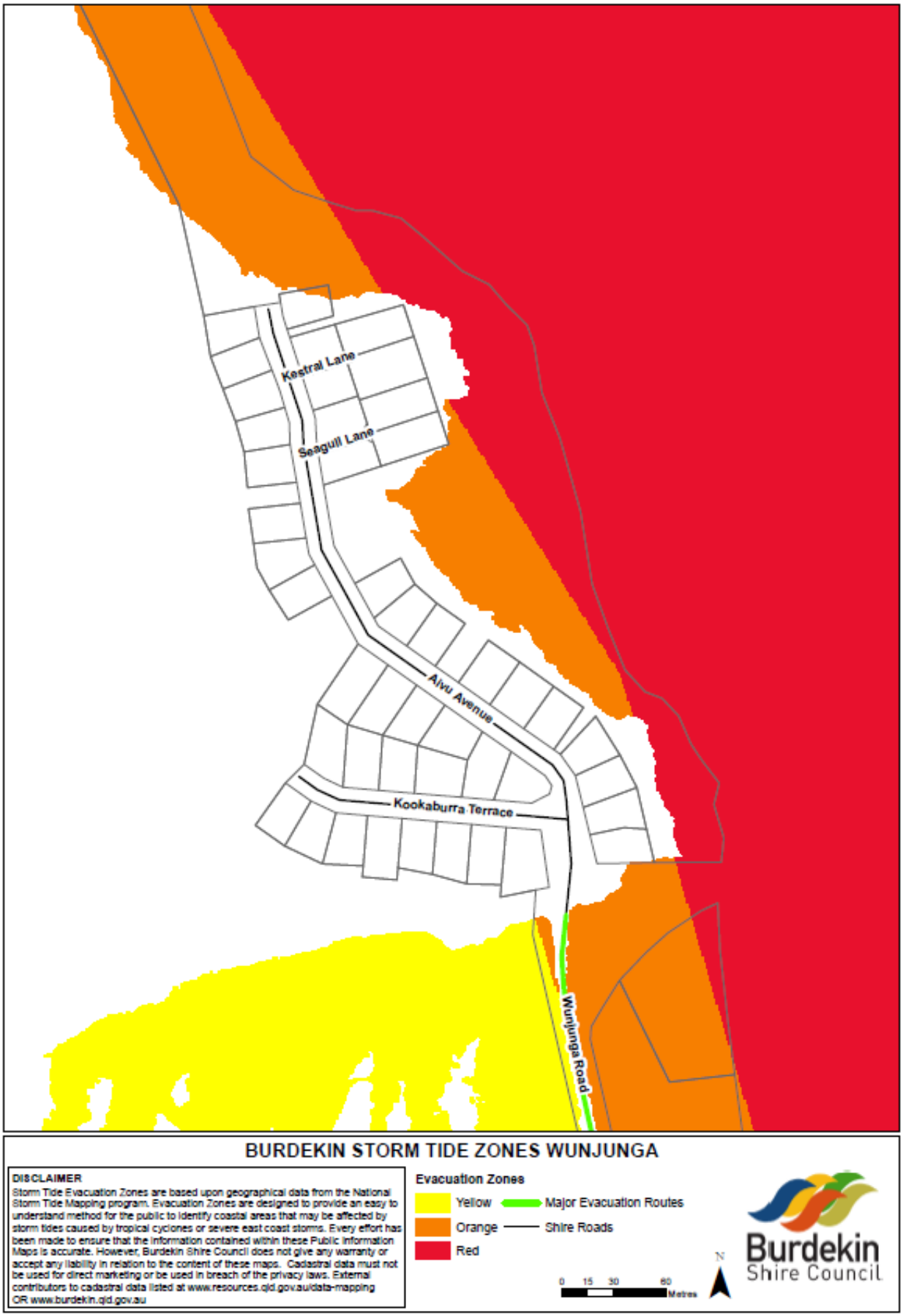
G5 – Burdekin Storm Tide Evacuation Zones – Jerona



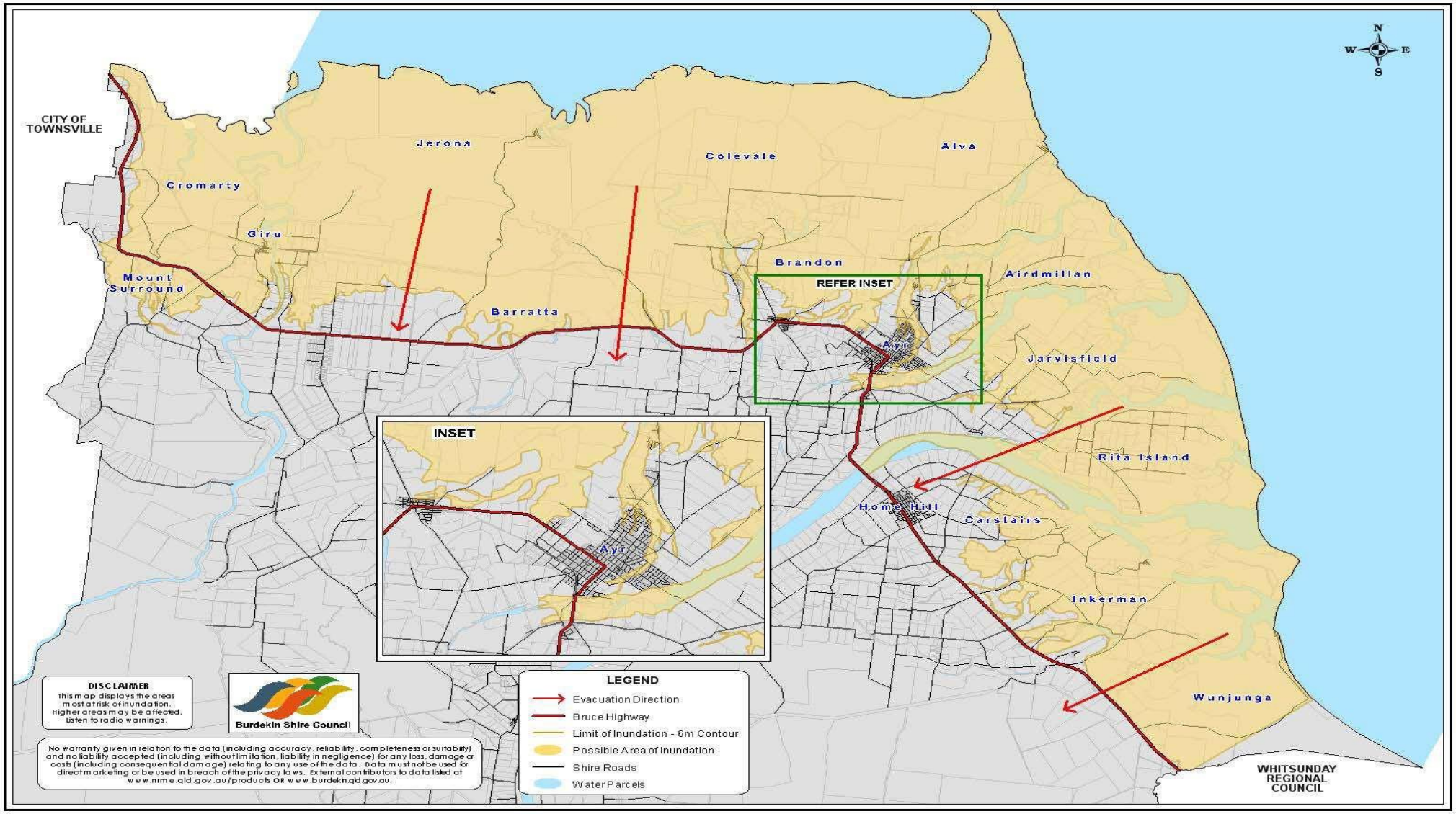
G6 – Burdekin Storm Tide Evacuation Zones – Rita Island

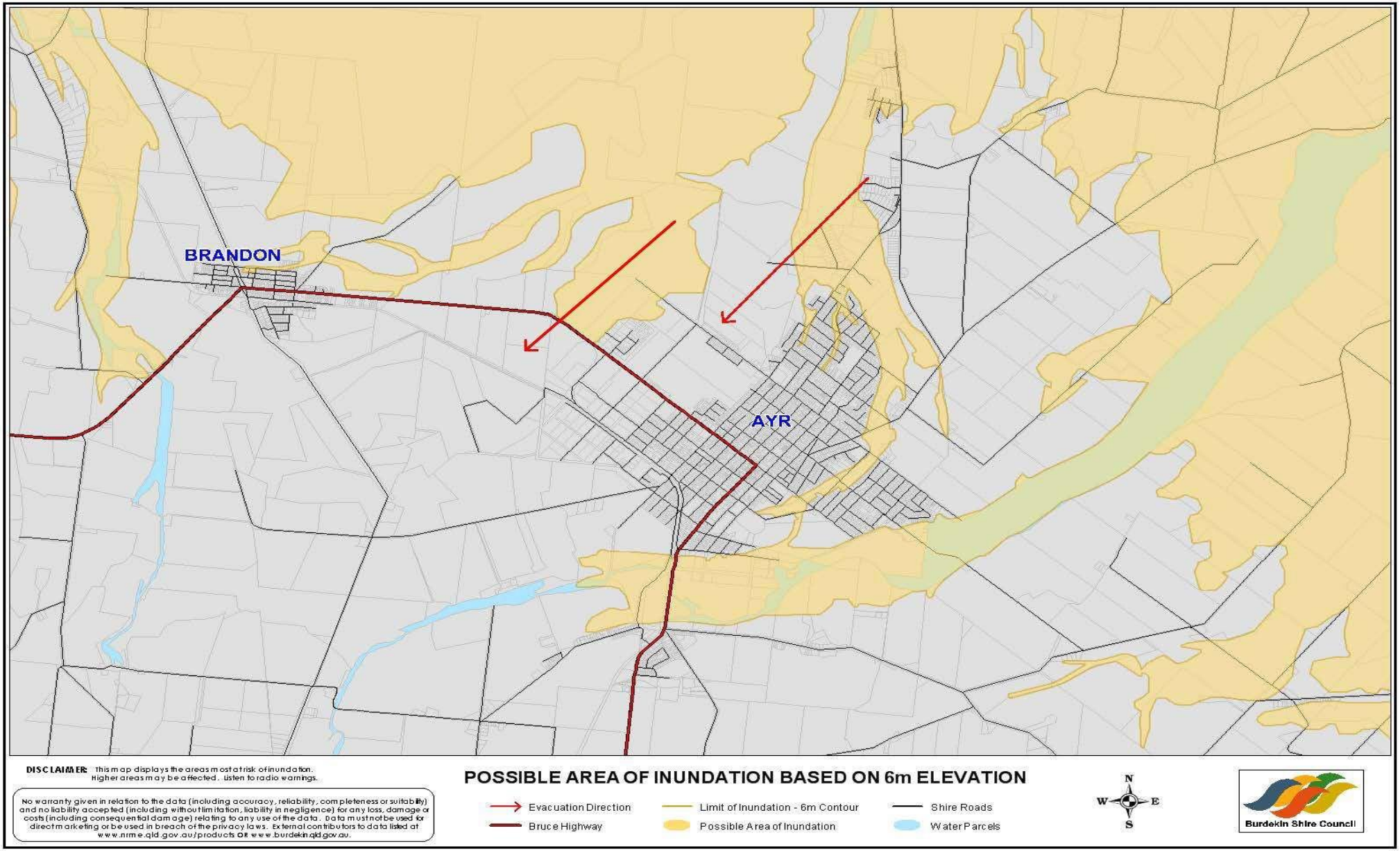


G7 – Burdekin Storm Tide Evacuation Zones – Wunjunga

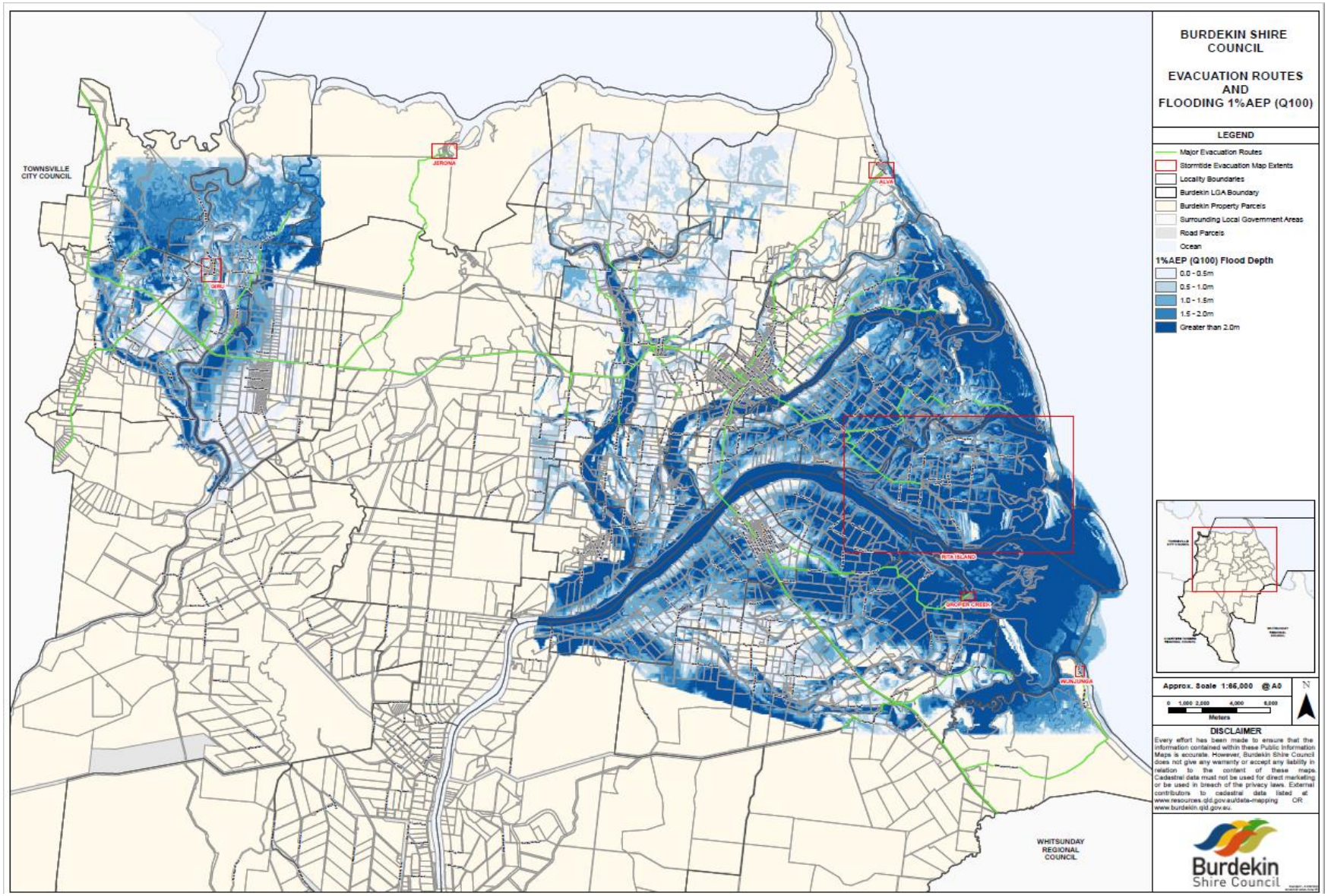


G8 – Tsunami Inundation Maps (Burdekin Region and Ayr/Brandon Inset)




BRANDON
AYR
DISCLAIMER: This map displays the areas most at risk of inundation. Higher areas may be affected. Listen to radio warnings.
No warranty given in relation to the data (including accuracy, reliability, completeness or suitability) and no liability accepted (including without limitation, liability in negligence) for any loss, damage or costs (including consequential damage) relating to any use of the data. Data must not be used for direct marketing or be used in breach of the privacy laws. External contributors to data listed at www.nrme.qld.gov.au/products OR www.burdekin.qld.gov.au.
POSSIBLE AREA OF INUNDATION BASED ON 6m ELEVATION
Evacuation Direction
Bruce Highway
Limit of Inundation - 6m Contour
Possible Area of Inundation
Shire Roads
Water Parcels
N
W
E
S
Burdekin Shire Council

G9 – Flood Evacuation Routes and Flooding 1%AEP (Q100)



Annexure H – Place of Refuge Activation Sequence, Roles & Responsibilities

Activation Sequence

These timings are based on the 'Sequence of Storm Tide Warnings'. These timings are recommended to be a guide only, as other events and conditions may occur and affect the planning process.

Timings	Action	Comments
12 Hours +	• LDMG to activate the opening of the Place of Refuge. • Advice to the DDC advising activation of the Place of Refuge. • Advice to applicable agencies as per the Place of Refuge Manual.	• Activate Evacuation Plan and prepare the Place of Refuge in accordance with the manual. Contact appropriate staff • Set up of the Place of Refuge in preparation for activation
12 Hours	• Activation of the Place of Refuge Manual	• Contact key personnel • Deployment of all Place of Refuge personnel • Arrange for vehicles to be removed within the immediate vicinity • Preliminary evaluation of resources and transportation availability
9 Hours	• Advice from LDC • Key support agency personnel to Place of Refuge	• Earliest advice of evacuation authority. • Establish centre set-up, check communications, facilities etc.
6 Hours	• Control of evacuees.	• Anticipated arrival of displaced persons after media announcements made
ZERO Hour	• Close all outer doors. Lockdown of facility	• Evacuation should have been completed
ZERO + 3 Hour	•	• Landfall of cyclone
ZERO + 6-12 Hour	•	• Cyclone and storm tide impact
ZERO + 12 Hour	• Information on severity of damage to be received and initial outcome for displaced persons.	• Threat passed
ZERO + 24 Hours	• Removal of all displaced persons to their normal residence or re-located to a place of refuge. • Remove resources and clean centres	
ZERO + 36 Hours	• Return control of centre to lessee	

Roles & Responsibilities

Lead Agency	Support Agencies	Responsibilities
Welfare Coordinator	Council/BCA/Red Cross	• Ensure availability of the building for use as a place of refuge and notify SES and LDC when the centre is available for use. • Activate MOU with Red Cross • Establishment of centres, including stationery and necessary equipment • Coordination of centres • Coordination of support agencies • Communications • Situation reports • Registration • Enquiries • Basic catering
	Councils - Environmental Health Officers	• Provision of toilets, including health and hygiene needs • Drinking water and re-supply • Provision of waste disposal • Maintain food hygiene standards • Clean up of centres
	Salvation Army	• Basic catering
	Medical Coordinator	• Contact St John Ambulance Service for the provision of non-life-threatening medical conditions. • Contact 000 or Ayr Hospital for Life-Threatening conditions.
	St Vincent de Paul, Salvation Army	• Provision of clothing
	QPS	• Security
Any additional organisation or agency as required.		

Pandemic Influenza Sub Plan

Burdekin Local Disaster Management Group

Prepared By
Local Disaster Coordinator

Authorised By
Local Disaster Management Group

Date Prepared
August 2025

Burdekin Shire Council

Document Control

Amendment Control

The Pandemic Influenza Sub Plan is a controlled document. The controller of the document is the Burdekin Shire Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded in writing to:

Local Disaster Coordinator
Burdekin Local Disaster Management Group
PO Box 974
AYR QLD 4807

The LDC may approve minor amendments to this document. The LDC will ensure that any changes to the document's content will be submitted to the Burdekin Local Disaster Management Group (LDMG) for approval and be endorsed by the Burdekin Shire Council.

Amendment Register

All versions are archived, and this sub plan only references the last two versions.

Amendment		Plan Updated		
No / Ref	**Issue Date**	**Inserted by**	**Summary of Changes**	**Date**
4	September 2024	Eileen Devescovi	Yearly Review	September 2024
5	August 2025	Eileen Devescovi/Linda Govan	Yearly Review	August 2025

Endorsement

This Pandemic Influenza Sub Plan has been developed for the Burdekin Shire Local Government Area (LGA) and subsequently approved by the Burdekin LDMG. This Plan is a Sub Plan of the *Burdekin Local Disaster Management Plan* (LDMP) and is to be read in conjunction.

The Plan is recommended for distribution by the LDMG and is considered live once approved by the LDMG.



Mayor Pierina Dalle Cort
Chair Burdekin LDMG



Eileen Devescovi
Burdekin Local Disaster Coordinator

The functions of the Local Government were advised in accordance with the *Queensland Disaster Management Act* (DM Act) (s80). This sub plan was formally adopted by the Burdekin Shire Council through resolution at the Council meeting held on 28 October 2025.



Mayor Pierina Dalle Cort

Abbreviation List

Abbreviation	Full Title
AHMPPI	Australian Health Management Plan for Pandemic Influenza
ALGA	Australian Local Government Association
BSC	Burdekin Shire Council
COAG	Council of Australian Governments
COVID-19	Coronavirus COVID-19
DM Act	Queensland Disaster Management 2003
FLU	Influenza
HHS	Hospital and Health Service
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
PPE	Personal Protective Equipment
PRC	Pandemic response committee
SLG	Senior Leadership Group (BSC)

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Overview

Purpose

This Pandemic Influenza Sub Plan aims to outline the general arrangements for influenza (flu) pandemic events and support provided by the Burdekin LDMG to Queensland Health as the lead agency, in responding to such an event. This sub plan is designed to be adapted to all types of communicable disease pandemics.

Objectives

The objectives of this sub plan are to:

- Assist Queensland Health in the coordination and concentration of efforts for preventing the spread of a communicable disease in the population of the Burdekin;
- Reduce the impacts of a pandemic situation on the community;
- Preserve the health of the community and enable business continuity;
- Provide support and assistance to those affected throughout the duration of the pandemic where possible;
- Assist Queensland Health to document actions and procedures that are not present in other Disaster Management protocols and are specific to a pandemic situation; and,
- Prescribe arrangements for testing, evaluation and maintenance of this plan.

Scope

This sub plan applies to influenza pandemic events occurring within the Burdekin Shire Council area, which are within the capability and resources of the Local Government, Emergency Services and other supporting agencies with a public health function and/or responsibility.

Authority to Plan

The Burdekin LDMG has prepared this sub plan under the provisions of section 57 of the DM Act. This sub plan will be managed in accordance with the administrative and governance processes outlined within the Burdekin LDMP including approval, document control, distribution, review and renewal.

Plan Review and Testing Requirements

This sub plan is to be reviewed annually before the severe weather season or post event to include lessons learned. This sub plan is to be exercised to ensure the effectiveness and scalability of the plan and include involvement, communication, and collaboration with identified key local, district and state stakeholders.

Governance

Activation of Sub Plan

The LDC of the Burdekin LDMG will activate this plan in the event of pandemic influenza to support Queensland Health for response and recovery operations.
This sub plan is supported by the:

- Burdekin LDMP;
- Burdekin LDMG Airport Emergency Sub Plan;
- Burdekin LDMG Communications Sub Plan;
- Burdekin LDMG Community Information & Warnings Sub Plan;
- Burdekin LDMG Evacuation Sub Plan;
- Burdekin LDMG Public Health Sub Plan;
- Burdekin LDMG Resupply Sub Plan;
- Burdekin LDMG Transport Sub Plan;
- Burdekin LDMG Tsunami Sub Plan;
- Burdekin LDMG Multi-Purpose Hall Place of Refuge Manual; and,
- Burdekin LDMG Local Disaster Coordination Centre Standard Operating Procedures (LDCC SOP).

The activation of these supporting plans should be considered concurrently with this plan.

Use of Sub Plan during Operations

The Queensland Department of Health is the functional lead agency for pandemic influenza in the state and is responsible for implementing national and state plans to ensure a coordinated, whole-of-health approach in Queensland. Planning assumptions and key messaging are provided from the national level to states. These can be adapted and utilised to inform planning at jurisdictional and local levels based on an appropriate risk assessment.

This sub plan is to be read in conjunction with the *Australian Health Management Plan for Pandemic Influenza 2019 (AHMPPI)*, *Queensland Whole of Government Pandemic Plan (March 2020)* and the *Australian Health Sector Emergency Response Plan for Novel Coronavirus (COVID-19)*.

The AHMPPI is a comprehensive and detailed document that describes the high-level decisions and the broad approach the Australian health sector will take to respond to the pandemic. The Queensland Whole of Government Pandemic Plan details the actions the State Government will conduct and the roles of the Queensland disaster management system.

This sub plan does not reiterate the information contained in those two plans or other relevant plans, such as the *Queensland State Disaster Management Plan* and the *Queensland Health Disaster and Emergency Incident Plan*.

Functional Responsibility

The LDC is to ensure all agencies and members of the LDMG are aware of these procedures.

Introduction[1]

Pandemics are epidemics on a global scale. For a disease to have pandemic potential, it must meet three criteria:

- Humans have little or no pre-existing immunity to the causative pathogen;
- Infection with the pathogen usually leads to disease in humans; and,
- The pathogen has the capacity to spread efficiently from person to person.

Pandemics can be prolonged, continuing for many months or for over a year. The impact of a pandemic is highly variable but can be very widespread, affecting many areas of daily life. Because the human population has little or no immunity to the disease, it can spread rapidly across the globe and may result in high numbers of cases and deaths.

The impact of a pandemic depends on how sick the pathogen makes people (clinical severity), the pathogen's ability to spread between people (transmissibility), the health system capacity, the intervention effectiveness and the population vulnerability.

A flu pandemic[2] occurs when a new subtype of flu virus emerges in humans, causing severe disease and spreading easily and rapidly to infect large numbers of people worldwide. Unlike other disasters, a flu pandemic could be prolonged for more than a year, causing large global numbers of illness, fatalities, economic downturn, and hardship across many sectors of society.

A flu pandemic will not directly affect physical infrastructure or assets. However, its impacts will also not be limited to those infected. It is anticipated that many people may withdraw from the workplace and society for fear of becoming infected. Others will be unable to participate in everyday activities because they are caring for children, family, and friends.

The measures that governments may take to reduce the impacts of a pandemic – including recommending that people avoid crowded places, closing schools and childcare centres, closing businesses, or reducing services and quarantining potentially infected people – could cause significant social disruption. Businesses will likely notice that demand for some goods will drop, while demand for services such as health and welfare could stretch existing resources. Communities must find innovative ways to support each other while avoiding traditional activities that physically bring people together.

Response and recovery plans must be flexible and adaptable to the new and largely unknown virus that finally emerges, as well as the resources available. Plans must also acknowledge that cooperation between countries, states and territories will be more critical than ever.

The Threat of Pandemic Influenza

Pandemic Influenza is a contagious respiratory illness caused by the influenza virus. Influenza can cause mild to severe respiratory tract infections, predominantly in the winter months (seasonal influenza). Severe influenza infections can result in hospitalisation or death. Some people, such as the young and the elderly, indigenous people, or those with pre-existing comorbidities, are at a higher risk of severe influenza complications and hospitalisation.

The virus can be spread via two main pathways – respiratory and physical contact.

a) Respiratory – when an infected person exhales/sneezes, their droplets can infect the eyes, nose, and mouth of an uninfected person (standing within a metre).
b) Physical Contact – an uninfected person accidentally infects themselves by touching their own eyes, nose, or mouth with contaminated hands. Hands can be contaminated by touching contaminated surfaces or objects.

[1] Queensland Whole of Government Pandemic Plan (March 2020), p5
[2] Queensland Health Influenza Pandemic Plan 2018

Respiratory droplets and contact spread are the easiest modes of influenza transmission in the community. The virus does not survive for long in the environment; therefore, people touching freshly soiled items will increase their chance of acquiring an infection.

Pandemics such as the Spanish Influenza (1918), Swine Flu (2009) and Avian Flu (2010) have been irregular but repeated occurrences during the last century. The risk of a pandemic is current with the emergence of Coronavirus (COVID-19) in November 2019 & others may become apparent in the future due to an increasingly mobile population.

Queensland Leadership Arrangements[3]

Queensland Health has functional responsibility for an influenza pandemic event.

The *Queensland Health Pandemic Influenza Plan* aims to provide an effective health response framework to minimise transmissibility, morbidity and mortality associated with an influenza pandemic and its impacts on the health sector and community.

The objectives described in the Queensland Health Pandemic Influenza Plan reflect the key aspects of the AHMPPI:

- to ensure that the Queensland Health system is prepared for an influenza pandemic by using existing systems and governance mechanisms as the basis of the response;
- ensure that the public receives informed and timely advice and information; and,
- minimise transmissibility, morbidity, and mortality.

Key factors that influence the Queensland Health planning approach include:

- the potential to apply this plan to seasonal influenza when it threatens to overwhelm Queensland's health system;
- a flexible and scalable approach that is proportionate to the level of risk and appropriate to the level of impact the pandemic is likely to have on vulnerable populations, and on the community as a whole;
- capitalise on existing emergency management arrangements within Queensland by developing and maintaining stronger links with other government agencies, non-government health services and the community;
- a health system response based on the principles of emergency risk management for health in full compliance with Queensland, Australian and international laws;
- clear guidance, monitoring and reporting on the epidemiology of the pandemic; and,
- an emphasis on communications as a key tool for managing the response to ensure timely, clear, accurate and transparent information is disseminated to health services staff, the community, and the media.

[3] Queensland Health Influenza Pandemic Plan 2018, p6-7

Queensland Health activities for Pandemic Influenza Management[4]

Prevention
• Promote good personal hygiene measures to health care workers and the general public, e.g., hand hygiene, respiratory etiquette (cover coughs/sneezes, use of disposable tissues), staying away from others whilst sick. • Promote seasonal influenza vaccine uptake in at-risk and vulnerable groups, in those that may transmit influenza to at-risk and vulnerable groups, in essential service workers (especially health care workers) and the public. • Contribute to influenza surveillance programs. • Contribute to research related to pandemic influenza management strategies. • Collaborate with regional neighbours where pandemic strains are more likely to emerge, through surveillance systems and early response to clusters of influenza viruses with pandemic potential. • Collaborate with the animal health sector to facilitate a 'One Health' approach.
Preparedness
• The Department of Health will develop, maintain, test and revise the ***Queensland Health Pandemic Influenza Plan*** and participate in an expert advisory capacity to the whole of government plan. • Hospital and Health Services (HHSs) and the Department of Health need to develop and maintain a health workforce with the skills necessary to implement pandemic response strategies.
Response
• Activate Queensland Health's disaster and emergency incident arrangements. • Commence enhanced surveillance to characterise the disease and inform decision-making. • Contribute to case identification strategies at the international/domestic border if directed by the Australian or Queensland Government. • Deliver health care to affected communities whilst maintaining essential core business. • Provide information to healthcare staff, the media, and the community. • Isolate cases and contacts in healthcare settings and the community. • Identify and consider the use of antiviral agents in cases (treatment) and contacts (pre- and post-exposure) and facilitate access as required. • Provide pandemic vaccine as per the Australian Government Department of Health. • Establish flu clinics (also referred to as fever clinics) and mass vaccination clinics. • Provide recommendations to the State Health Controller regarding implementing social distancing measures, e.g., school and workplace closures and cancelling mass gatherings. • Provide advice to inform mental health services to affected persons and communities. • Stand down enhanced arrangements when appropriate.
Recovery
• Contribute to community recovery as coordinated by the **Department of Families, Seniors, Disability services and Child Safety**

Note: These activities are not necessarily implemented sequentially.

[4] Queensland Health Influenza Pandemic Plan 2018, p3-4

Pandemic Stages[5]

An influenza pandemic represents a significant risk to Australia. It can potentially cause high morbidity and mortality levels and disrupt our community socially and economically. Like any other hazard, Australia will approach this risk by undertaking activities to:

- prevent, where possible, the development of a pandemic overseas or in Australia;
- ensure we are prepared to meet the health needs of our community should a pandemic occur;
- respond promptly and effectively to minimise the pandemic's impact; and,
- contribute to the rapid and confident recovery of individuals, communities, and services.

The activities required to support our community during a pandemic will involve state and territory governments, the Australian Government and many other health sector parties. Coordination and communication at national level will be essential during the active response, when a pandemic is currently circulating in our community. The AHMPPI, therefore, focuses primarily on response activities and the activities required to be prepared to respond.

To clearly show how the approach will change over the course of responding to a pandemic, the AHMPPI is divided into several stages. The following table outlines the key activities in each of the AHMPPI stages.

[5] Australian Health Management Plan for Pandemic Influenza 2019, p9-10

Table 1: Key Activities in each of the AHMPPI stages.

AHMPPI STAGES	AHMPPI STAGES	ACTIVITIES
Preparedness	**Preparedness**	• Establish pre-agreed arrangements by developing and maintaining plans; • Research pandemic-specific influenza management strategies; • Ensure resources are available and ready for rapid response; and, • Monitor the emergence of diseases with pandemic potential and investigate outbreaks if they occur.
Response	**Standby**	• Prepare to commence enhanced arrangements • Identify and characterise the nature of the disease (commenced in Preparedness); and, • Communicate to raise awareness and confirm governance arrangements.
Response	**Action**	Action is divided into two groups of activities: Initial (when information about the disease is scarce) • prepare and support health system needs • manage initial cases • identify and characterise the nature of the disease within the Australian context • provide information to support best practice health care and to empower the community and responders to manage their own risk of exposure; and, • support effective governance. Targeted (when enough is known about the disease to tailor measures to specific needs.) • support and maintain quality care • ensure a proportionate response • communicate to engage, empower, and build confidence in the community; and, • provide a coordinated and consistent approach.
Response	**Stand down**	• Support and maintain quality care • Cease activities that are no longer needed, and transition activities to seasonal or interim arrangements • Monitor for a second wave of the outbreak • Monitor for the development of antiviral resistance • Communicate to support the return from pandemic to normal business services; and, • Evaluate systems and revise plans and procedures.

The objectives in all stages will be to:

- Minimise transmissibility, morbidity, and mortality;
- Minimise the burden on and provide support to health systems; and,
- Inform, engage, and empower the public.

What individuals can do

The most effective ways that people can protect themselves (in the absence of a vaccine) are to:

- stay at home when sick, so you don't infect other people;
- wash your hands regularly with soap and water or an alcohol-based product;
- try to keep your hands away from your face;
- cover your mouth and nose with a tissue (not your hands) when coughing or sneezing, and dispose of the tissue in the closest bin;
- stand and sit back from other people (where possible, try to maintain a distance of at least one and a half metres);
- wear a mask if you are sick and need to be in a public space; and,
- seek medical advice if you are worried (either via websites, call centres or in person if necessary), particularly if you have a fever and any of the following symptoms: difficulty breathing, chills and shivering, muscle aches and pains, sore throat, dry cough, stuffy or runny nose, or extreme tiredness.

Individuals and families might also consider:

- teaching children about hand washing and cough and sneeze etiquette; and
- planning how you or your partner might be able to stay at home if you are sick, if you need to care for sick family members or friends, or if your children are not able to attend school or childcare temporarily; and preparing a list of telephone numbers in case of emergency, including the family doctor.

This might also include telephone numbers for your neighbours in case you notice they are ill or need assistance, especially those living alone.

During a pandemic, Queenslanders and visitors to the region must listen to authoritative government advice, which will be provided through all available means, including television, radio, newspapers, internet sites and public information hotlines. For up-to-date information during a pandemic, refer to the following website: https://www.qld.gov.au/health.

What businesses and non-government organisations can do

The Queensland Government encourages all businesses and non-government organisations to be prepared. Planning could minimise the impact of a pandemic on the organisation, help protect staff and contribute to national recovery.

Organisations providing key services to the community or key infrastructure must make every effort to continue operations. Organisations are encouraged to take steps to understand and monitor the risk, plan to protect their business, plan to protect staff, plan to communicate with staff, customers and suppliers, and plan to recover as quickly as possible.

Organisations should note the key government preparedness, response, and recovery strategies outlined in the *Queensland Pandemic Influenza Plan* and consider the implications for their business.

Role of Local Government

Local governments will have a dual role during a pandemic. They will be an essential part of the State Disaster Management System responding to the pandemic, as well as an employer like any other business. Councils will need to, as far as possible, protect staff and customers and maintain core business continuity.

Burdekin Shire Council - Critical Business Functions

Council defines a Critical Business Function in its current Business Continuity Plan as - A business function or part thereof identified as essential for the organisation's survival and achievement of its critical objectives. NOTE: A business function that protects critical interests of the community or another stakeholder to which a duty is owed may qualify as a critical business function (AS/NZS 505:2010).

The review of Council's updated Risk Registers and the desktop Business Impact Analysis has identified the following as critical business functions:

Serial	Name of Council Section	Critical Business Function	Maximum Acceptable Outage	Minimum Staff Requirements*
BCP-SP-001	Water & Wastewater	Potable Water Supply Services	<1 Day	12
BCP-SP-002	Water & Wastewater	Wastewater Services	1 Hour	12 (plus 12 from Operations Employee Pool)
BCP-SP-003	Information and Communications Technology (ICT)	Provision and Support of Critical ICT Infrastructure and Business Systems	30 mins (Corporate network, Server Virtualisation Platform, Secure internet Service, Business Telephone system) 2 days (ICT Service Desk)	6
BCP-SP-004	Customer Services	Front Counter, Call Centre, Cemetery Administration	4 hours	3
BCP-SP-005	Financial Management	Critical Financial Services	48 Hours	8.5
BCP-SP-006	Human Resources	Critical Human Resources and Payroll Services	Critical Payroll – Loss on Tues/Wed of pay week – 3 hours Critical Payroll – loss on other days – 2 days Recruitment – Critical Roles – 3-5 days Recruitment – non-critical roles – 10 days Industrial Relations – Critical incident/non-compliance with legislation – 1 day Industrial Relations- Possible unchecked fraud/corruption 3-5 days Industrial Relations – Low morale/negative staff culture – 10 days	3
BCP-SP-007	Works (Operations)	Critical Roads and Drainage Services	24 hours	18
BCP-SP-008	Environment and Health	Licensed Premise Services	Responding to complaints – 2 days Licensed Premises (Food, Accommodation, Caravan Parks and ERA licenses) – 30 days Licensing Inspections – 60 days	2.5
BCP-SP-009	Works (Operations Other)	Parks and Gardens/ Stores Services (including fuel supply)	8 Hours	Parks – 13 Stores – 2.8
BCP-SP-010	Environment and Health	Critical Animal Management Services	2 Days	2
BCP-SP-011	Environment and Health	Waste Collection and Removal Services	1 week	2

BCP-SP-013	Technical Services	Asset Management Services	Creation of capital projects and tasks- 30 days Asset capitalisations and disposals- 3 months	3
BCP- SP-014	Technical Services	Design Office- Technical Services	Flood reporting – 12 hours Technical advice- 72 hours Detailed Technical Designs- 72 hours Surveying- 72 hours	4

*Minimum staff requirements (in the above table) are provided for Continuity Phase planning only.

Strategies for Ensuring Critical Business Functions

Communication

It will be essential for the response's success to ensure that timely information is provided to council staff. Council will disseminate any relevant information provided by the Federal and State Governments, including the pandemic phase and risk of transmission. Information and updates will be provided through several different media, – e.g. website, emergency dashboard, intranet, emails, letters, posters, and paper-based information.

Business Continuity Planning

Council has an overarching Business Continuity Plan and sub plans developed for each section that provide vital information regarding key personnel, skills, and core business functions. These plans will assist with maintaining critical functions of the council for the community, with reduced staff numbers due to illness within the community.

Minimise transmission

Measures will be taken to ensure that transmission of the virus to staff is reduced. Several strategies will be employed, including:

- Remind all staff of good personal hygiene practices;
- Encourage staff to participate in influenza vaccination;
- Encourage staff displaying symptoms to stay away from the workplace;
- Reducing travel inter/intra-state to minimise exposure;
- Introduction of social distancing;
- Reduce the number of meetings and encourage telephone conferencing;
- Reducing customer face-to-face contact;
- Alternative work locations may be established to separate work teams;
- Encouraging staff to work from home if considered a critical business function; and,
- Distribution of personal protective equipment to reduce transmission (i.e., face masks, tissues, gloves, alcohol wipes etc.).

Protect staff and customers

Council staff will be encouraged to remain at home if they suffer symptoms. This will ensure that further spread of the disease does not affect co-workers or the community. If any of their family members are also suffering symptoms, staff will be allowed to remain at home to take care of their family.

Staff will be given personal protective equipment should the need arise, and changes to customer interfaces may also be triggered to reduce face-to-face contact with customers. Additional cleaning of work

surfaces and public areas will also be instigated to help prevent the spread to/from our customers and the greater community.

Council has implemented a “stay at home” or “work from home” arrangement until a negative Covid-19 result is achieved. This measure has been implemented to help prevent further spread of infection amongst staff. A risk assessment will also be conducted before returning to work for those with long Covid-19 or a long positive Covid-19 result.

These arrangements are reviewed periodically by the Council’s Pandemic Flu Committee and may be changed or altered at any time, according to Queensland Health State Directives.

LDMG Involvement

In accordance with the Queensland Disaster Management Arrangements, the LDMG may receive requests from Queensland Health as the lead agency to provide support to contribute to preparedness, response, and recovery operations throughout the region.

Examples of such requests may be:

- Provision of suitably qualified personnel to assist in vaccination operations.
- Identification and provision of suitable facilities for response and recovery operations.
- Assistance with traffic management by providing human resources and equipment such as signage, barriers, traffic cones and other equipment.

In the event of an Influenza Pandemic or potential risk of such an event, the LDC should immediately:

- Establish contact with the relevant Queensland Health representative for the Burdekin Region;
- Obtain sufficient detail of the event to determine the need for activation of the LDMG;
- Request the location and contact numbers for any established Queensland Health Incident Control Centre;
- Request the provision of regular written updated situation reports of the event to the LDMG;
- If deemed necessary by the LDC, request a personal briefing from a senior relevant Queensland Health representative to the relevant LDMG meeting; and,
- Seek clear advice from the Queensland Health-appointed Incident Controller detailing the level of support and functions required from the LDMG to support the response to the event.

Related Documents

- Australian Health Management Plan for Pandemic Influenza 2019 (AHMPPI)
- Australian Health Sector Emergency Response Plan for Novel Coronavirus (COVID-19)
- Queensland Disaster Management Act 2003
- Queensland Health Disaster and Emergency Incident Plan
- Queensland Health Pandemic Influenza Plan
- Queensland Interim State Disaster Management Plan 2024 - 2025
- Queensland Whole of Government Pandemic Plan (March 2020)

Public Health Sub Plan

Burdekin Local Disaster Management Group

Prepared By
Local Disaster Coordinator

Authorised By
Local Disaster Management Group

Date Prepared
August 2025

Burdekin Shire Council

Document Control

Amendment Control

The Public Health Sub Plan is a controlled document. The controller of the document is the Burdekin Shire Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded in writing to:

Local Disaster Coordinator
Burdekin Local Disaster Management Group
PO Box 974
AYR QLD 4807

The LDC may approve minor amendments to this document. The LDC will ensure that any changes to the document's content will be submitted to the Burdekin Local Disaster Management Group (LDMG) for approval and be endorsed by the Burdekin Shire Council.

Amendment Register

All versions are archived, and this sub plan only references the last two versions.

Amendment		**Plan Updated**		
No / Ref	**Issue Date**	**Inserted by**	**Summary of Changes**	**Date**
11	September 2024	Eileen Devescovi	Yearly Review	September 2024
12	August 2025	Eileen Devescovi/Linda Govan	Yearly Review	August 2025

Endorsement

This Public Health Sub Plan has been developed for the Burdekin Shire Local Government Area (LGA) and subsequently approved by the Burdekin LDMG. This Plan is a Sub Plan of the *Burdekin Local Disaster Management Plan* (LDMP) and is to be read in conjunction.

The Plan is recommended for distribution by the LDMG and is considered live once approved by the LDMG.



Mayor Pierina Dalle Cort
Chair Burdekin LDMG



Eileen Devescovi
Burdekin Local Disaster Coordinator

The functions of the Local Government were advised in accordance with the *Queensland Disaster Management Act* (DM Act) (s80). This sub plan was formally adopted by the Burdekin Shire Council through resolution at the Council meeting held on 28 October 2025.



Mayor Pierina Dalle Cort

Abbreviation List

Abbreviation	Full Title
ACM	Asbestos Containing Material
DPI	Department of Primary Industries
DETSI	Department of Environment, Tourism, Science and Innovation
ECAT	Evacuation Centre Assessment Tool
FSS	Australian Food Safety Standards
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
QFD	Queensland Fire Department
WWW	Water and Wastewater (Burdekin Shire Council)

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1. Overview

1.1 Purpose

This Public Health Sub Plan aims to outline arrangements for the effective prioritisation and allocation of resources to support the Burdekin LDMG in the protection of the community via temporary or preventative health measures to minimise the threats to public health, in addition to the protection of the environment, both during and after a disaster.

1.2 Objectives

The objectives of this sub plan are to:

- Detail the requirements necessary to mitigate public health risks in times of an emergency/disaster;
- Harness the efforts of a range of organisations into an efficient, coordinated environmental health response during disaster events, which may have a significant impact on public health;
- Provide effective liaison between all emergency services and supporting agencies;
- Provide arrangements for efficient coordination of local resources and any external support resources; and,
- Prescribe arrangements for testing, evaluation and maintenance of this plan.

1.3 Scope

This sub plan applies to emergency/disaster events occurring within the Burdekin Shire Council area, which are within the capability and resources of the Local Government, Emergency Services and other supporting agencies with a public health function and/or responsibility.

1.4 Authority to Plan

The Burdekin LDMG has prepared this sub plan under the provisions of section 57 of the DM Act. This sub plan will be managed in accordance with the administrative and governance processes outlined within the Burdekin LDMP, including approval, document control, distribution, review and renewal.

Key legislation covering functions, powers and authorisations of Environmental Health staff that may be required to undertake work according to this plan include:

- *Local Government Act 2009;*
- *Food Act 2006;*
- *Environmental Protection Act 1994;*
- *Public Health Act 2005;*
- *Public Health (Infection Control for Personal Appearance Services) Act 2003;*
- *Animal Management (Cats and Dogs) Act 2008;*
- *Waste Reduction and Recycling Act 2011;* and,
- Burdekin Shire Council Local Laws.

1.5 Plan Review and Testing Requirements

This sub plan is to be reviewed annually before the severe weather season or post-event to include lessons learned. This sub plan is to be exercised to ensure the effectiveness and scalability of the plan

and include involvement, communication, and collaboration with identified key local, district and state stakeholders.

2. Governance

2.1 Activation of Sub Plan

The LDC of the Burdekin LDMG will activate this plan to support the effective management of public and environmental health-related matters during a disaster. This sub plan is supported by the:

- Burdekin LDMP;
- Burdekin LDMG Airport Emergency Sub Plan;
- Burdekin LDMG Communications Sub Plan;
- Burdekin LDMG Community Information & Warnings Sub Plan;
- Burdekin LDMG Evacuation Sub Plan;
- Burdekin LDMG Pandemic Influenza Sub Plan;
- Burdekin LDMG Resupply Sub Plan;
- Burdekin LDMG Transport Sub Plan;
- Burdekin LDMG Tsunami Sub Plan;
- Burdekin LDMG Multi-Purpose Hall Place of Refuge Manual; and,
- Burdekin LDMG Local Disaster Coordination Centre Standard Operating Procedures (LDCC SOP).

The activation of these supporting plans should be considered concurrently with this plan.

2.2 Use of Sub Plan during Operations

A disaster event may cause significant disruption to the community and pose a range of risks to public health. Water supplies, sewage treatment, refuse disposal, power supply and access to food may be compromised. This may lead to an increased risk of disease, and the situation may continue for some time following the actual disaster event.

The Burdekin Shire Council has limited public health response capabilities and will require support and assistance from various agencies and organisations. Planning and coordination of the public health response is required to mitigate and respond to public health risks.

The term “public health” in this plan includes those matters that may be defined under Environmental Health, and all environmental health matters are to be included and considered as part of this plan.

A level of resilience in communities is encouraged via public awareness of basic hygiene practices during and following a disaster. It is expected that public awareness programs to help communities to be prepared and to be self-sufficient for several days with food, water, etc. will be implemented.

This sub plan aims to mitigate and manage potential, imminent, or actual public health risks within the Burdekin region before, during, and after hazardous events and disasters. This sub plan will be scaled up or down as required to provide operational support on behalf of the Burdekin LDMG.

This sub plan addresses immediate responses to disaster events. Longer-term disaster recovery issues are managed through the Local Recovery Group and will also include public health and environmental information and advice.

2.3 Functional Responsibility

The LDC is to ensure all agencies and members of the LDMG are aware of these procedures.

3. Concept of Operations

Queensland Health is the lead agency for all public health disaster events and public health risks.

When this sub plan is activated, Environmental Health Officers will provide expert advice on public health and environmental issues to the Burdekin LDMG, Local Disaster Coordination Centre (LDCC) and Local Recovery Group as required.

3.1 Management Process

The management and mitigation of threats to public health is to be achieved by:

- Delivering best practice environmental and public health principles;
- Planning and preparing for an effective response to hazardous events;
- Integrating Council's environmental health resources with other stakeholders;
- Delivering a timely response through the provision of timely advice and public information prior to, during and after a disaster event;
- Regularly reporting to and consulting with the Director Infrastructure Planning and Environment in relation to activities undertaken and decisions made; and,
- Learning lessons from experiences which can be used to improve practices and procedures in the future.

3.2 Supporting Agencies

Management of the threat, where necessary, will involve a coordinated response with other government departments, service providers and businesses. The Burdekin Shire Council is the primary agency responsible for ensuring public health before, during and after a disaster event supported by the LDMG.

Council's Environmental Health staff are responsible for implementing strategies to mitigate public health risks from a disaster event. Council staff will work closely with Queensland Health to develop and implement disaster-related public health programs and activities within the region. Queensland Health will coordinate the content of public health information during a disaster.

During the planning process, related agencies with an ancillary role in public health that do not have designated responsibility under the disaster management arrangements should be engaged and included in the *Burdekin Shire Public Health Disaster Operational Plan* as required.

Related agencies may include:

- Queensland Health – Public Health Unit;
- Department of p (DPI);
- Department of Environment, Tourism,Science and Innovation (DETSI)
- Licensed water carriers;
- Licensed food premises;

- Safe Food Queensland;
- Media outlets for the provision of advice to the community;
- QFD Chemical Services Unit; and,
- Waste contractors.

Additional local support agencies for public health include:

- Burdekin Community Association;
- Australian Red Cross;
- Blue Care;
- Meals on Wheels; and,
- Rural Health.

3.3 Public Health Response Strategy

The Environmental Health representative on the LDMG will monitor reports and updates on the potential event and activate the plan as required.

Council's Environmental Health Services section will work closely with the LDCC and collaborate with multi-disciplinary outreach teams to assess potential public health risks and provide specialist advice to the LDCC and the community following a disaster.

This plan outlines the public health risks in the region arising from a disaster event and considerations that will be made by Environmental Health staff. Areas to be considered include:

- Safe and adequate water supply;
- Safe and adequate food supply;
- Emergency ablution facilities;
- Refuse/Waste Disposal;
- Disposal of Dead Stock and Animals;
- Asbestos Management;
- Vector Control;
- Animal Management;
- Personal Hygiene and Infectious Disease Control;
- Evacuation centres/Places of Refuge or Shelter; and,
- Clean-up/Disinfection of Buildings.

Considerations for each of the above are included in this Sub Plan.

The following table outlines the major steps associated with the Public Health response.

Step	Action	Remarks
Alert	Awareness of a hazard that can potentially affect the local government area. No action is required; however, the situation is monitored.	LDMG at **ALERT**
STEP 1 **Before Impact**	Burdekin Shire Council Environmental Health staff are to consider likely public health issues that may arise from the impending event. Consideration of key asset protection measures, including waste management. Council Environmental Health staff commence collaboration with relevant agencies, including Queensland Health. Initial public health messages to the community are developed to assist in their preparations.	LDMG at **LEAN FORWARD**
STEP 2 **After Impact**	Council Environmental Health Staff collaborate with the LDCC to develop situational awareness of the impact of the disaster in the region. Council Environmental Health Staff allocates staff to gather information and data on public health issues arising from the disaster. Collaborate with other agencies as required to coordinate data gathering and immediate responses.	LDMG at **STANDUP**
STEP 3 **Document Situation & Undertake Risk Analysis**	Undertake Public Health Risk Analysis: • Identify public health risks for each element of the *Burdekin Shire Public Health Disaster Operational Plan*. Describe the consequences to the community for each risk if nothing is done. • Establish the priority for each risk. • Develop the risk treatment strategies to mitigate identified public health risks.	LDMG at **STANDUP**

Step	Action	Remarks
STEP 4 **Develop Public Health Messages and how they will be implemented**	Develop public health messages for each public health risk identified in Step 3. Determine the methods and timeframes for the delivery of each public health message. Determine the agencies responsible for delivering Public Health messages.	LDMG at **STANDUP** Collaborate with Queensland Health on public health messaging.
STEP 5 **Develop ACTION PLAN**	Specify the tasks to be undertaken by each agency/organisation involved in delivering public health outcomes as detailed in the Risk Treatment section of the Risk Analysis. Specify timeframes for all actions. Specify monitoring and reporting arrangements for all agencies with designated tasks. Report to LDMG on the Action Plan through the LDC.	**Note:** the plan is used as a tasking document for all agencies involved in the Public Health effort.
STEP 6 **Implement, Monitor, Update Plan**	Monitor the plan's implementation – seek agency reports on progress as detailed in the plan. Update/amend the plan as required, maintaining version control. Re-issue as required.	

3.4 Public Health Response Areas

The Environmental Health response team will also refer to the *Environmental Health Disaster Operational Plan* for each area below.

4. Safe and Adequate Water Supplies

Burdekin Shire Council provides a reticulated water supply system to many of the towns and communities in the Burdekin region. Many rural properties have their own private supply system. This includes residential premises and commercial properties, such as accommodation venues and caravan parks that supply water for their guests, visitors and residents, as well as food businesses.

Biological, chemical, or physical agents can cause contamination of drinking water.

The Environment and Health Section should liaise with the LDMG and the Council's Water and Wastewater section whenever there are concerns about water quality, supply, sources, treatment, storage, or transport. Consultation between Environmental Health Officers and the Council's Water and Wastewater section is necessary if there is an issue or concern with the Council's reticulated water supply.

The following outlines some of the issues and responsibilities relevant to the provision of safe and adequate water during a disaster:

- Water quality assessment processes (Operations);
- Safety and control of supply (Operations);
- Bacterial sampling (Operations and Environmental Health Officers);
- Water source monitoring programs (Operations);
- Sources of water and water treatment standards (Operations and Environmental Health Officers);
- Provision of public advice to boil water as necessary (Operations and Environmental Health Officers);
- Ensuring adequate water storage capacities (Operations and Environmental Health Officers); and,
- Transport and distribution of potable water to those who require it (conducted by LDMG).

4.1 Protection of Supply

For reticulated supplies, the Environment and Health Section may be required to assist the Council's Water and Wastewater section in the investigation and management of water contamination incidents by taking samples and submitting them for analysis and helping to implement strategies to protect public health.

Any Council licensed premises (including food premises, caravan parks and rental accommodation premises) that are in localities known to have been impacted by a disaster and have their own private water supply should be contacted by Environmental Health Officers to determine whether appropriate action is being taken to ensure a safe water supply.

4.2 Potable Water

The provision of potable water during an emergency is based on the minimum requirement in the Burdekin LDMP of 15 litres per person per day.

Each evacuation centre must be supplied with enough potable water. This may be supplied initially on-site by mains or storage tank water. The capacity of each centre should be identified in each operation manual.

The Environmental Health Section may be required to assist in identifying alternative water supplies if a water supply becomes contaminated.

Carting in water or providing bottled water may be options to consider. If a temporary water supply is installed, it is essential to ensure measures are put in place to prevent it from being contaminated.

Where no potable water is available from mains or tanks at an evacuation centre, the water supply may be arranged with designated water carriers. The Burdekin Shire Council licenses water carriers. Burdekin Shire Council Environmental Health Services maintains a list of licensed water carriers.

Bottled water may be used and stored in bulk at each centre or supplied as required by wholesalers or retailers in the locality when the need arises. The larger outlets, such as supermarkets, should be approached before the disaster event to avoid panic buying by arranging limits on public purchasing of bulk water supplies so that adequate supplies are maintained for evacuation centres. Additional bottled water supplies may be requested through the LDCC.

4.3 Treatment

If a water supply becomes contaminated and an alternative potable water supply is not available, the water supply will have to be treated to be made safe. Boiling or chlorination of the water are two options for treatment. Environmental Health Officers are to monitor and advise on these options, in consultation with Water and Wastewater.

4.4 Public Messaging

Public Health messages should be developed to educate the community on how to adequately treat tank water collected from roofs and stored in tanks on their property. This should include advice on first flush devices, coarse and fine filtration, and disinfection strategies. Such public health messages should also provide general advice on chemical disinfection of water using chlorine tablets, including the availability of such tablets.

Public health messages regarding water safety can be delivered via website, social media, media outlets, and brochures/pamphlets on water safety should be made available to evacuation centres, council offices, libraries, schools, shops, and other places where the public may gather.

General information and advice should be freely distributed throughout the affected area relating to potential hazards of polluted drinking water supplies and the fire and explosion dangers of using bottled gas to boil water during power outages.

5. Evacuation Centres/Places of Refuge or Shelter

Maintaining public health in temporary shelters is essential to assist those affected by a disaster. Evacuation Centres are the primary means by which shelter (including providing food, water, and appropriate ablution and toilet facilities) is provided to those with no suitable place of refuge in the

community. It is incumbent on those providing evacuation centre services to ensure they provide safe and adequate shelter that contributes to and maintains public health.

Evacuation centres may become crowded, and standards of personal and collective hygiene, safe water, and food supplies are all critical to minimise the risk of disease spreading among evacuees. Any illness can spread quickly in the confines of a crowded evacuation centre and will add significantly to the trauma experienced by those in such centres. Staff may be affected by an illness outbreak, reducing the centre's capacity to operate effectively.

The *Burdekin Shire Public Health Disaster Operational Plan* considers public health risks in evacuation centres. It ensures adequate support is provided to evacuation centre staff to maintain appropriate standards of food safety, safe water supplies, appropriate ablution facilities, refuse disposal, and individual and collective hygiene standards.

Regular and routine inspections of evacuation centres should be conducted to ensure adequate standards are maintained. Food donation to evacuation centres should be discouraged to avoid the possibility of contaminated food being ingested by evacuees and evacuation centre staff. Only trusted food suppliers should be used by Evacuation Centres.

Consideration of the management of pets for persons in evacuation centres, including measures to deal with animal control and the animal waste, forms part of the *Burdekin Shire Public Health Disaster Operational Plan*.

Queensland Health has developed a tool to assist Public Health planners in assessing evacuation centres. This tool, known as the Evacuation Centre Assessment Tool (ECAT), is provided in spreadsheet format and is held by the Council's Environmental Health staff. It augments the planning tools provided in the *Evacuation Centre Management Sub Plan*.

Not everyone impacted by a disaster will choose to seek shelter in an evacuation centre. Some people may choose to remain in their homes, which may not be suitable from a public health perspective.

5.1 Public Messaging

Public messaging should focus on the dangers to individuals and public health for people who have stayed in their homes and may now be affected by contaminated water, food spoilage, and sewage overflows. Pathways for people in such circumstances to seek appropriate help and support should be provided.

6. Safe and Adequate Food Supply

Food safety may be compromised due to the impact of a disaster event, and is usually related to spoilage caused by a lack of refrigeration during power outages or poor sanitation and food handling procedures.

Environmental Health Officers will be responsible for monitoring the safety of food and providing advice on food safety in the following situations:

- Council licensable and other food businesses affected by a disaster;
- Evacuation centres activated during the disaster; and
- Homes that have been impacted by the disaster, such as loss of power, water and/or damage.

The *Burdekin Shire Public Health Disaster Operational Plan* will implement an increased food safety monitoring program that undertakes inspections of food suppliers (as detailed above) to ensure adequate

food handling and storage arrangements are maintained. Any limitations should be identified and rectified where possible.

Establishing temporary kitchens and mass feeding the public or response workers may be necessary during disaster operations. In many cases, these facilities will be provided by specific organisations (service clubs, etc.) that maintain high food safety standards. However, routine and regular inspections of such facilities should be considered to ensure public safety.

Environmental Health Officers are to be available to answer enquiries from the public regarding the safety of food in homes that have been affected by a disaster.

6.1 Spoilt Food and Disposal

Spoilt food resulting from a lack of refrigeration or stock damaged by the impact of the disaster should be identified and removed to safe areas away from the public. Spoilt food must be removed from public spaces as quickly as possible. This includes food spoilage at retail food suppliers, institutions, evacuation centres and private residences. The *Burdekin Shire Public Health Disaster Operational Plan* identifies the arrangements to remove and manage spoiled food supplies.

For information about food safety legislation and requirements, refer to the *Food Act 2006* and Australian Food Safety Standards (FSS). Refer to the following website for a copy of the FSS:
https://www.foodstandards.gov.au/foodsafety/standards/Pages/Foodsafetystandards.aspx

6.2 Donation of food

It is important to remember that the community wants to actively help in a disaster situation. This will include individuals and shops donating food items. The integrity of the food should be determined by asking the following:

- How old is the food?
- What temperature has it been maintained at?
- Was the food frozen now (partially) thawed?
- Has the food been exposed to contamination?

Environment and Health staff should provide advice and information about the use of donated foods to community groups and businesses.

An Environmental Health Officer will need to assess the safety of the donated food. The food should be disposed of if it is believed to be a high risk to public health.

6.3 Emergency Food Supply

All requests for emergency food supplies will be directed through the LDMG – Request for Assistance (RFAs) to the District Disaster Management Group for resupply considerations. All emergency food supplies will adhere to the Resupply Guidelines.

6.4 Public Messaging

Public Messages should be developed to advise the community of the arrangements for removing spoiled food and how to maintain adequate food safety standards.

Public messaging should also be developed discouraging food donations to evacuation centres to minimise the risk of illness caused by inadequately prepared or spoiled food. Details on the symptoms of food poisoning and the immediate actions required should be widely distributed as part of public health messaging.

7. Emergency Ablution Facilities

Should emergency ablution facilities be required, monitoring and prevention of sewage and sullage overflows will be necessary.

Emergency ablution facilities may be established to support evacuation centres or large concentrations of emergency response workers deployed to respond to the event. They may also be installed to support longer-term shelter solutions and affected community members.

The arrangements for removing sewage and sullage from such temporary sites should be considered. Including sanitising such assets during and after their use. On-site sewage and sullage disposal must conform to established standards, and public health inspections may be required to monitor issues with such facilities.

Sewage overflows may have public health impacts, and the *Burdekin Shire Public Health Disaster Operational Plan* addresses the actions to be taken in the event of such overflows affecting the community.

Additional resources may be needed to pump out and dispose of sewage or sullage overflows. Disposal strategies for excess sewage/sullage should be developed.

7.1 Public Messaging

Public messaging that advises people on what actions to minimise public health issues relating to their septic and sewage systems should be considered.

8. Personal Hygiene and Infectious Disease Control

Managing infectious disease outbreaks is vital to maintaining public health after a disaster. Promoting the use of basic personal hygiene within the community remains the primary method of prevention.

However, an outbreak of infectious disease may occur despite these efforts.

The *Burdekin Shire Public Health Disaster Operational Plan* addresses the surveillance and reporting of infectious diseases and provides advice on any isolation or separation of infected individuals from susceptible groups. Council's environmental health staff may also be required to assist Queensland Health in controlling suspected disease outbreaks.

Maintaining personal hygiene after a disaster event is often the single most effective strategy that can be applied to minimise the risk of disease and infection. Ensuring affected communities have access to enough appropriate personal hygiene supplies must be a consideration in the *Burdekin Shire Public Health Disaster Operational Plan*.

Additional supplies may need to be obtained through the LDCC.

8.1 Public Messaging

Public messaging about not swimming in flood waters, staying away from dead animals, and using appropriate personal protective equipment should be reinforced throughout the disaster event.

Public messages about how individuals can maintain appropriate levels of personal hygiene should be developed and distributed. Such public messaging may consider:

- Handwashing and sanitiser products, including safety advice on their use;
- Treatment of minor cuts and scratches to avoid infection;
- Avoidance of potentially contaminated waters, e.g., floodwaters; and,
- Use of Personal Protective Equipment, e.g., gloves, waterproof boots, etc.

9. Refuse / Waste Disposal

Large quantities of waste and refuse may be generated because of a disaster, including Green, Building (including asbestos), Putrescible, Household, and Industrial (including toxic chemicals) waste. These may all pose a threat to public health.

The disaster event may compromise the capacity to remove and store all this waste.

The *Burdekin Shire Public Health Disaster Operational Plan* addresses the refuse/waste disposal issues for all the above waste/refuse elements. It will include:

- Identification of potential sites suitable for temporary waste collection and storage, in liaison with Department of Environment, Tourism,Science, and Innovation (DETSI);
- Manage collection of post-disaster waste via engagement of a local waste contractor;
- Safe and controlled movement of different waste (by both council and members of the public); and,
- Bunding/vermin control/access, etc, for temporary landfill storage sites.

9.1 Public Messaging

Public messaging that details the arrangements for all the above should be prepared with an early emphasis on the management of putrescibles.

Advice on what to do with asbestos from damaged buildings is also a high priority. Generally, the advice for asbestos removal is to leave it in place in the home and wait until professional disposal arrangements can be made.

Public messaging should also emphasise what can be accepted at temporary refuse sites and their hours of operation.

10. Disposal of Dead Animals

Disasters may kill livestock and wild animals, and the rotting carcasses of these animals may create a public health risk to the community. Large quantities of livestock may be affected, particularly where concentrations of animals have been affected, e.g., an entire pig farm flooded with all animals swept downstream.

Considerations include:

- Selection of appropriate disposal sites;
- Method of disposal (burial, cremation); and,
- Collection, transportation and disposal procedures.

11. Vector Control

The *Burdekin Shire Public Health Disaster Operational Plan* must include measures for vector control and should at least cover arrangements and resources necessary to:

- Undertake surveillance to ascertain the extent of the problem
- Vector identification;
- Vermin identification; and,
- Treatment options.

The above should be undertaken in accordance with the *Burdekin Shire Council's Mosquito Management Plan 2020-2025*, as amended.

In extreme cases, the resources available to Council for vector control may be overwhelmed. In such cases, support from nearby councils may be necessary. To ensure appropriate approvals are provided to support cost recovery under disaster funding arrangements, a formal Council-to-Council (C2C) Request for Support must be raised by the LDCC and approved by the LDC.

11.1 Public Messaging

Public messaging for residents to take standard precautions to protect from mosquito bites may be beneficial, such as wearing insect repellent and loose, light-coloured, long-sleeved shirts/pants.

12. Clean up / Disinfection of Buildings

Undertaking cleanup after a disaster poses a significant risk to public health as large numbers of people (emergency workers, affected individuals) commence moving around the impact zone. Toxic waste, raw sewage, putrescible waste and toxic bacteria all pose a threat to public health.

The *Burdekin Shire Public Health Disaster Operational Plan* assists in identifying measures to minimise these risks including, establishing standards for personal protective equipment, identifying specific risks and risk areas, and advising on treatment of cuts and scratches, etc., to reduce the likelihood of infection.

Mould may grow on anything affected by floodwaters or in hot/humid conditions and may affect all household goods, including carpets, rugs, mattresses, wall coverings and curtains. Mouldy hay and stock feeds may also pose a risk to public health. Workers and emergency responders should be made aware of such risks and provided with advice on personal protective equipment to reduce exposure.

12.1 Public Messaging

Mould after floods is a significant risk area. Public messaging should be developed to warn the public about the risks of mould causing lung infections and provide advice on personal protective equipment.

Queensland Health has fact sheets that can assist residents with managing mould, available from Environmental Health Officers, or via the Disaster Dashboard (https://disaster.burdekin.qld.gov.au/).

13. Animal Management

Animals, whether wild, livestock or pets are often displaced after disaster events. Snakes are usually very evident during and after floods. Livestock may wander due to downed fences and pose a risk to road users. Pets may be lost or homeless after a disaster.

The *Burdekin Shire Public Health Disaster Operational Plan* should consider arrangements for animal management for each of the above categories and should provide for public messages that include:

- What to do with wandering livestock;
- Whom to contact for assistance with wild animals, e.g., snake handlers, animal welfare providers, etc, and,
- What to do with lost or homeless pets.

14. Other Environmental Issues

Disaster events can create other environmental health issues not covered by the above points. Examples include:

- Accumulations of toxic chemicals and waste at river/creek choke points;
- Degradation of river/creek beds and banks;
- Impact on threatened species; and,
- Spread of noxious weeds.

The *Burdekin Shire Public Health Disaster Operational Plan* includes additional environmental health issues and provides guidance on how such matters are to be managed and the public messages that need to be developed for them.

15. Public Health Assessment Checklists

A range of tools and checklists has been developed, or are under development, that assist the Council Environmental Health Staff in undertaking assessments and inspections relating to public health in a disaster. These include:

- Asbestos Containing Material (ACM) Assessment Sheet;
- Environmental Health Rapid Assessment Form;
- Evacuation Centre Assessment Tool; and,
- Food Premises Inspection Form.

These tools/checklists are maintained by the Council's Environmental Health Staff and are included as appropriate to this Sub Plan when required.

Related Documents

- Burdekin Shire Council Local Laws
- Burdekin Shire Council Mosquito Management Plan
- Burdekin Shire Public Health Disaster Operational Plan
- Animal Management (Cats and Dogs) Act 2008
- Australian Food Safety Standards
- Environmental Protection Act 1994
- Food Act 2006
- Local Government Act 2009
- Public Health (Infection Control for Personal Appearance Services) Act 2003
- Public Health Act 2005
- Queensland Disaster Management Act 2003
- Waste Reduction and Recycling Act 2011







Resupply Sub Plan

2025 - 2026 | Version 6

Document Control

Amendment Control

This Resupply Sub Plan is a controlled document. It is maintained by the Burdekin Shire Local Disaster Coordinator (LDC) on behalf of the Local Disaster Management Group (LDMG).

Any proposed amendments to this plan are to be forwarded in writing to:

Post: Local Disaster Coordinator
Burdekin Local Disaster Management Group
PO Box 974, Ayr QLD 4807

Email: eileen.devescovi@burdekin.qld.gov.au

The LDC may approve minor amendments; significant changes will be sent to the Burdekin LDMG for approval before being endorsed by the Burdekin Shire Council.

Amendment Register

All versions are archived, and this sub plan only references the last two versions.

Amendment			Plan Updated	
No / Ref	Issue Date	Inserted by	Summary of Changes	Date
5	September 2024	Eileen Devescovi	Yearly Review	September 2024
6	September 2024	Eileen Devescovi/Jenny Cummings	Yearly Review, Rewrite following State Plan updates	September 2024

Endorsement

This Resupply Sub Plan has been developed for the Burdekin Shire Local Government Area (LGA) and subsequently approved by the Burdekin LDMG. This Plan is a Sub Plan of the Burdekin Local Disaster Management Plan (LDMP) and is to be read in conjunction with.

The Plan is recommended for distribution by the LDMG and is considered live once approved by the LDMG.

Mayor Pierina Dalle Cort
Chair Burdekin LDMG

Eileen Devescovi
Burdekin Local Disaster Coordinator

The functions of the Local Government were advised in accordance with the *Queensland Disaster Management Act* (DM Act) (s80). This sub plan was formally adopted by the Burdekin Shire Council through resolution at the Council meeting held on 28 October 2025

Mayor Pierina Dalle Cort

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Overview

Purpose

This Resupply Sub Plan aims to outline arrangements for the effective planning and coordination of resupply operations by the Burdekin Local Disaster Management Group (LDMG). Resupply may be required if a community, properties, or stranded persons become isolated from their usual sources of food and basic supplies for an extended period. The Resupply Sub Plan must be read in conjunction with the Local Disaster Management Plan (LDMP).

Objectives

The objectives of this sub plan, in accordance with the Queensland Resupply Manual, are to:

- Manage resupply operations for the Burdekin LGA, including assisting the LDMG to:
    - Coordinate resupply requests.
    - Coordinate transport arrangements for approved resupply requests, and
    - Coordinate the receipt and delivery of resupply at the local level.
- Preparing communities for the possibility of temporary isolation through ongoing community engagement.
- Provide effective liaison between all lead and supporting agencies, and
- Prescribe arrangements for testing, evaluation and maintenance of this plan.

Scope

This Resupply Sub Plan applies to emergency/disaster events occurring within the Burdekin LGA that are within the capability and resources of the local government, emergency services, and other supporting agencies with a resupply function and/or responsibility.

Authority to Plan

The Burdekin LDMG has developed this sub-plan in accordance with section 57 of the DM Act to ensure communities are resupplied with food and other essential items during times of extended isolation.

This sub-plan will be managed in accordance with the administrative and governance processes outlined within the Burdekin LDMP.

Plan Review and Testing Requirements

This sub-plan is reviewed annually, before each severe weather season or post-event, through testing and exercising, unless the plan or any of its components are activated during an event. This ensures the plan's effectiveness and scalability are reviewed, including involvement, communication, and collaboration with identified key local, district, and state stakeholders.

Governance

Activation of Sub Plan

This plan will be activated by the LDC of the Burdekin LDMG, where resupplying goods and resources to isolated areas of the community is required. This sub-plan is supported by the:

- Burdekin LDMP,
- Burdekin LDMG Airport Emergency Sub Plan,
- Burdekin LDMG Communications Sub Plan,
- Burdekin LDMG Community Information & Warnings Sub Plan,
- Burdekin LDMG Community Recovery & Resilience Plan,
- Burdekin LDMG Evacuation Sub Plan,
- Burdekin LDMG Pandemic Influenza Sub Plan,
- Burdekin LDMG Public Health Sub Plan,
- Burdekin LDMG Transport Sub Plan,
- Burdekin LDMG Tsunami Sub Plan, and
- Burdekin LDMG Local Disaster Coordination Centre Standard Operating Procedures (LDCC SOP).

The activation of these supporting plans should be considered concurrently with this plan.

Use of Sub Plan during Operations

The Burdekin LGA is susceptible to flooding from the Burdekin and Haughton Rivers and their associated waterways. Smaller settlements could be isolated due to flooding, cyclone damage, tidal surges, or other road blockages, preventing contact with larger towns for supplies, medical assistance, treatment, or necessary evacuation. Resupply of essential goods and resources may be required.

The application of this sub-plan, in accordance with the Queensland Resupply Manual, will help ensure eligibility for cost recovery under Australian and Queensland Government disaster funding programs.

Refer to the *Burdekin LDMG Transportation Sub* Plan for detailed arrangements on the coordination of transportation resources.

Functional Responsibility

The LDC or their representative will ensure all agencies and members of the LDMG and LRG are aware of these arrangements, including retailers and Local Area Wardens.

Individuals and communities should not become reliant on resupply operations and are encouraged to become self-sufficient in all their needs if they are in a known area of isolation risk. Preparation should include packing supplies for an emergency kit, which should contain at least 5-7 days' worth of fresh water and non-perishable food, as suggested in *Annexure B - Emergency Kit* and *Annexure C - Emergency Pantry List*.

Concept of Operations

Types of Resupply[1]

Resupply should not be seen as a substitute for proper preparation.

Resupply operations can be both expensive and logistically challenging, and they should always be considered a last resort. This plan reinforces the fundamental responsibility of individuals and communities to prepare, help themselves, and support one another.

[1] Queensland Resupply Manual (Nov 2024), page 4

People and communities must not become dependent on resupply operations during times of isolation. They are responsible for their own well-being, and this responsibility remains unchanged even in periods of isolation.

However, it is acknowledged that there may be instances when access to essential items, such as food and medication, is compromised due to isolation from the regular supply system.

Resupply operations are necessary to maintain the physical and/or psychological wellbeing of isolated individuals and communities. There are three types of Resupply, which support:

- **Isolated communities** by ensuring retail facilities can maintain access to essential goods without the burden of extraordinary transport costs, where a disaster has impacted communities or isolated them. The need for resupply is determined based on the overall accessibility of goods in a community. The Burdekin LDMG coordinates the resupply of isolated communities, which may be completed in two ways:
    - Using local resources, with notification to the district representative, who will then inform the State Disaster Coordination Centre (SDCC); or
    - A request for resupply may be escalated to the district representative and subsequently to the State for assistance.
- **Isolated rural properties,** including primary producers and smaller towns or outstations within a local government's area of responsibility, that cannot access retail facilities to maintain sufficient levels of essential goods without incurring extraordinary transport costs due to impacts from a disaster or isolation. Burdekin LDMG coordinates the resupply of isolated rural properties, which may be completed in two ways:
    - Using local resources, with notification to the district representative, who will then inform the SDCC; or
    - A request for resupply may be escalated to the district representative and subsequently to the State for assistance.
- **Stranded individuals (persons)** who are not at their usual place of residence and are unable to access retail facilities due to transport routes being cut off due to the impacts of a disaster or are isolated. The Queensland Police Service (QPS) coordinates the resupply or evacuation of stranded persons.

Individual and Community Responsibilities

The Burdekin Region is susceptible to seasonal flooding, which can isolate communities for prolonged and repeated periods during the wet season.

The primary cause of isolation in the Burdekin LGA is flooding of the lower Burdekin River and its tributaries, as well as flooding in the Haughton River catchment. Coastal communities such as Wunjunga, Groper Creek, Rita Island, and Jerona each have only one access road in and out. Floodwaters over roads and potential damage to road networks can quickly cut off these communities.

Most communities, properties, and individuals are familiar with the impacts of floods and isolation and maintain a level of preparedness against such periods of isolation. However, retailers and the public should still be regularly encouraged to keep stocks of essential goods for a minimum of five (5) to seven (7) days, and up to two weeks during prolonged events.

These preparations include:

- Stocking up on sufficient food, medicines, and other items they would need to sustain themselves for the expected period of isolation (a minimum of 5 to 7 days is recommended).
- Relocating stock from threatened areas and preparing fodder stockpiles to last them through the expected period of isolation.

- Providing as much protection as possible for the stockpiled goods to prevent them from being damaged and rendered unusable by the impact of the hazard or spoiling because of the length of storage time.
- having sufficient fuel stocks for generators, machinery, vehicles, and boats.

It is also likely that travellers may become stranded between rivers and creeks or within isolated areas throughout the Region during a major flood event. Heavy vehicle drivers of double and triple trailer road trains are susceptible to isolation as they cannot turn around on roads with saturated shoulders or where there is no opportunity to reverse or turn around near bridge infrastructure due to deep drop-offs and narrow carriageways.

Considerations for Resupply Operations[2]

No two resupply operations are identical and usually occur in remote locations. When preparing to undertake or when undertaking local resupply operations to isolated communities and individuals, the following should be considered:

- Education and communication:
  - Available BSC staff trained in resupply operations.
  - Communication methods and messaging for community members.
  - Process for requesting resupply for communities and individuals, and supply retailers.
- Risk factors:
  - Likelihood of prolonged isolation requiring resupply to a community/individual.
  - Capacity of retailers, how long supplies will support the entire community.
  - Isolation of Burdekin LGA for resupply from northern or southern supply routes.
- Planning:
  - Available transportation to deliver resupply – helicopter, boat, etc.
  - Have procurement processes for resupply in place.
- Understand the logistics:
  - Location to load and unload goods.
  - Capacity of transportation method – weight, size, etc.
  - Requirements for packing goods – plastic crates, plastic bags, etc.
- Understanding the supply and the supply chain:
  - Confirm arrangements for order cut-off times and pickup from retailers - Coles, Woolworths, and IGA.
  - Community storage capability and capacity.
  - Distribution to community members – properly prepared, packed and recipient details marked on packaging.

Bulk orders for supply to retailers, essential services, and other key stakeholders in circumstances where the entire Burdekin LGA is cut off from resupply from the north and south will be managed through the LDMG and the DDMG using principles from the *Queensland Resupply Manual – Guiding Considerations for Resupply Operations* (page 6).

[2] Queensland Resupply Manual (Nov 2024), page 6

Essential Goods[3]

The following goods are considered 'essential' to maintaining human and domestic animal life and or health until normal supply operations can recommence:

Item	Description/Purpose	Transport/Carrier Requirements
Basic food staples	Dried or tinned, or otherwise packaged to last 'on the shelf' without special storage	Nil
Frozen or chilled goods	Where alternative products are unavailable or unsuitable	Goods must be maintained at the appropriate temperature to prevent spoilage
Baby supplies	Foods, formula and nappies	Nil
Pet food	Dried (tinned should be obtained before isolation)	Nil
Hygiene products	Personal hygiene products	Nil
Cleaning products	Disinfectants and basic cleaners to maintain adequate hygiene practices	Clearance by the transport provider is required
Medical	Medicines, supplies and water purification tablets	Clearance by the transport provider is required
Fuels (note fuel will also be transported in a separate load)	To support essential motor transportation and power generation	Clearance by the transport provider is required
Aviation Fuel	To support reconnaissance activities or local homesteads	Clearance by the transport provider is required
Batteries	To power essential items	Clearance by the transport provider is required

The following are generally not considered essential goods except when required on the advice of an appropriate health practitioner:

- food staples to support dietary requirements (for example gluten free products)
- canned or bottled soft drink
- canned or bottled alcoholic drinks
- tobacco, vaping or e-cigarette products

Non-essential goods include:

- entertainment equipment
- electrical goods (not listed as essential)

[3] Queensland Resupply Manual (Nov 2024), page 5

Frozen or Chilled Goods

Resupply operations may not have access to aircraft or watercraft equipped with suitable units to carry refrigerated or frozen goods. It is recommended that, where possible, alternative products are considered (e.g. UHT or powdered milk instead of fresh milk).

The Resupply of frozen/chilled food will only be carried out if deemed 'essential', and if approved by the District Disaster Coordination Centre (DDCC) organising the resupply transport. The wholesaler must properly pack it to ensure preservation for the entire journey until the retailer/community take delivery.

Accurate coordination is required to ensure foodstuffs reach their destination without spoiling. Goods must be delivered to the departure point and collected at the destination point in a timely manner to minimise the period without refrigeration. Transportation of frozen/chilled goods will be undertaken on the understanding that there is a risk of deterioration due to delays in projected delivery times. It is the responsibility of recipients of frozen or chilled goods to take extra care to check their suitability for consumption.

Transporting/back-loading of goods from an isolated community

In some instances, consideration will be given to transporting/back-loading personnel or stores from the isolated community via aircraft/watercraft used in resupply operations. The community needs to demonstrate that they will be isolated for an extended period, and the transportation would be beneficial. No back-loading is to be undertaken without the approval of the DDCC, which is responsible for organising the resupply and advising the Burdekin LDMG on the administrative arrangements.

Education and Preparedness

Burdekin LDMG has created community engagement and education programmes to share key messages with the community through proactive and positive media coverage, presentations, displays, and the distribution of relevant materials.

Strategies include regular programs that inform the Burdekin LGA communities about potential hazards affecting the region and the preventative measures households can take to reduce these risks. BSC has designed and produced a local Resupply brochure, including checklists for items that can and cannot be ordered.

It is noted that Emergency Supply is not part of Resupply and has not been considered in this plan.

Emergency Supply is the acquisition and management of emergency supplies and services in support of displaced persons during disaster operations. QPS coordinates emergency supply as the lead agency in collaboration with the Burdekin LDMG.

Local Government Responsibilities and Financial Arrangements

When determining the need for resupply, the LDC and the LDMG should consider the availability of community-wide goods instead of individual retailer requests. Where practicable, the Burdekin LDMG should satisfy resupply requests to isolated communities by utilising the resources available to them and notify the district of those operations.

This will involve the local government arranging transport for resupply directly, without requesting district support. All practical local options should be ruled out before a request for resupply is passed to the district.

Resupply is not intended to substitute individual and retailer preparation and preparedness. Resupply must be used as a last resort and not used to maintain the normal trading levels of retailers during the isolation period.

As well as retailers, the LDMG must consider organisations other than retailers, such as:

- Hospitals and clinics.
- Charity organisations (Meals on Wheels, school-based feeding programs).
- Postal contractors.
- Fuel suppliers (aviation fuel, essential fuel supplies only).
- Veterinarians.
- Emergency Services (QAS, QFD, QPS).
- Aged care facilities; and/or.
- Any other local organisation that supplies essential goods or services.

Where resupply operations are conducted without DRFA activation, the QPS member or Emergency Management Coordinator (EMC) can provide advice on the available options for conducting resupply and their financial implications.

If a local government organises a resupply operation using local resources without district-level approval, they should ensure that suitable measures have been activated under the State Disaster Relief Arrangements (SDRA) or Disaster Recovery Funding Arrangements (DRFA) to enable cost recovery. Refer to the Queensland Disaster Funding Guidelines (2021).

Regardless of whether resupply is arranged at the local or district level, the LDCC/LDMG serves as the focal point for processing any request for resupply from any community within its area of responsibility. They are responsible for:

- Coordinating the activities of the retailers, fuel suppliers and hospitals in preparing and placing bulk orders and ensuring those goods are deemed 'essential' to the needs of the isolated communities.
- Ensuring no unauthorised variations are made by retailers with wholesalers.
- Collating all orders to determine volume and mass so that calculations can be made for the number and type of aircraft/watercraft required for transport quotes.

Note: *Volume and mass details provided are used to obtain quotes for the carriage of orders. Any increases in volume and/or weight of orders before loading may cause delays in the delivery of supplies or result in supplies being left behind.*

- Ensuring retailers arrange for the collection of supplies from the delivery point or organising local delivery.
- Checking the manifests of supplies delivered against the copies of the retailers' orders provided.
- Certifying to the appropriate local or district contact that all supplies have been delivered and delivery manifests are correct.

Note: *Local governments are advised to consider appointing an independent liaison officer to collate local orders. This appointment may prevent claims of bias against elected officials. The appointed officer should avoid involvement in food or retail outlets, as well as fuel suppliers, whenever possible.*

Where local governments require district or state assistance for resupply operations, they must provide a Resupply Request Form to the district, advising that a resupply operation is necessary to maintain the physical and psychological welfare of the inhabitants of the affected communities.

Important Links, Plans and Policies

- Interim State Disaster Management Plan (SDMP) 2024-2025
- Interim Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline 2024-2025

- Queensland Resupply Manual
- Queensland Disaster Funding Guidelines

The Isolated Community Resupply form, along with its associated forms, templates and communication examples, can be sourced from the Queensland Resupply Manual.

Resupply Process

Resupply may be required for isolated communities, isolated rural properties, or individuals who are stranded. It will be conducted in accordance with the Queensland Resupply Manual and the Interim Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline.

Retailers, Local Area Wardens and key community contacts will be informed of the commencement of resupply operations.

Resupply is designed to provide essential needs; it is not designed or capable of providing for all the needs of the community.

All requests for resupply to isolated communities, isolated rural properties, and stranded individuals must be referred to the LDMG/LDCC for consideration of eligibility. Requests can be made by:

- Isolated communities – retailers/individuals can alert their Local Area Warden or contact the LDMG/LDCC directly through the BSC Customer Service Call Centre
- Isolated rural properties – can contact the LDMG/LDCC directly through the BSC Customer Service Call Centre to discuss the possibility of a resupply.
- Stranded individuals – contact QPS.

Isolated Community Resupply

Initial requests for resupply will be logged through the BSC Customer Service Call Centre.

Once the LDMG/LDCC has determined that a resupply is required for a community/individuals, the Media Officer will publish a community notice advising of the arrangements for resupply to the community. If a Local Area Warden is embedded in the community, they will be provided the details of the resupply to assist in the coordination of the delivery. Information provided, but not limited to, may include:

- Participating retailers:
    - Community members are responsible for placing orders and paying directly to the retailer.
    - Prohibited and non-essential items may be removed from orders and not loaded for resupply.
    - Community members will need to liaise with the retailer for a credit for items not supplied.
- Cut-off times for placing orders.
- Expected day and approximate time of resupply delivery.
- Collection point for resupply.
- Method of delivery and any restrictions for goods supplied.
- A list of suggested items to order (*see Essential Goods*) *.
- Any prohibited items that will not be resupplied.

*Items on the Essential Goods List are considered essential; however, it is not an exhaustive list, and common sense must prevail.

What is delivered to isolated individuals will depend on logistics capabilities and the items requested.

Factors for consideration are:

- Community members may be isolated for a lengthy period of time.
- Providing some 'non-essential' items (not in the Essential Supplies List) may be warranted.
- Decision will also consider the logistical capacity of the aircraft/boat and whether it can be lawfully carried in this manner.

The decision must be in accordance with the guidelines and withstand public scrutiny, as ultimately, taxpayers' money is used to transport these goods. Equity will be maintained with one rule for everyone. If it is decided not to supply certain items, this will apply to all requests unless the restriction was due to the method of carriage or other exceptional circumstances that precluded the transportation of goods.

Isolated Rural Property or Household Resupply

The aim of resupply operations to smaller towns and isolated rural properties is to maintain access to essential goods. The definition of rural properties for this sub-plan includes both primary producers and smaller towns (e.g., Alva Beach, Giru) or outstations within the local government's area of responsibility that are isolated and cannot access retail facilities to maintain sufficient levels of essential goods.

It is the responsibility of the Isolated Rural Property to place their orders with the retailer and pay for the goods. The LDCC/LDMG and DDCC will facilitate and meet the cost of transport only. Resupplying isolated rural properties may continue for some time after resupplying isolated communities is no longer required. In addition to essential goods, isolated rural properties may require supplementary goods, such as medications, to be delivered as part of the resupply.

Isolation from the regular supply of essential goods and services is a frequent occurrence for people living on rural properties in Queensland. For many, this is a regular seasonal occurrence that they have experienced for generations. Typically, there is very little demand for rural properties, as the people who live there are resilient and accustomed to isolation. Experience is showing that as individuals move from the city areas to the rural sector, looking for the "country change", the demands on the resupply system are increasing as people expect the same services they enjoyed in populated areas.

The Burdekin LDMG will endeavour to inform all rural properties of the resupply process and who to contact should resupply be required.

Stranded Persons Resupply

The resupply of stranded persons aims to ensure that individuals who become stranded away from retail facilities and their residences can access essential goods.

QPS will determine the most appropriate course of action in response to reports of a stranded individual or group of individuals. QPS will decide to resupply stranded individuals or to evacuate them to a safer environment.

If the LDCC is not activated, QPS will coordinate the resupply or evacuation of stranded individuals through the regular QPS reporting and command structure. Should the LDCC activate in response to an event in the local government area, QPS may request to utilise the local group's resources to resupply or evacuate stranded individuals.

QPS remains responsible for the safety and welfare of stranded individuals, regardless of the involvement of Local Government Responsibilities (LDMG/LDCC).

Note: The LDCC may not be activated for all events. Assistance will still be provided as per the above through delegation of duties to BSC Officers by the Burdekin LDMG.

Roles and Activities

The following table provides an overview of who is responsible for completing the various activities that support resupply operations.

Activity	Isolated Communities	Isolated Rural Properties	Stranded Persons
Individual Property Owners			
Place an order with the retailer		✓	
Pay for goods		✓	
Assume risk for any frozen or chilled goods transported		✓	
Retailers / Service Providers			
Place an order with the wholesaler/supplier	✓		
Pay for goods	✓		
Assume risk for any frozen or chilled goods transported	✓		
Emergency Management Coordinators			
Provide advice on resupply operations	✓	✓	
Provide advice on the financial support available for resupply operations	✓	✓	
Review resupply request forms once complete	✓	✓	
Support with obtaining quotes for resupply operations, where possible	✓	✓	
Facilitate resupply operations when required	✓	✓	
Local Government / LDMG			
Prepare the community for periods of isolation	✓	✓	
Communicate with the community surrounding the impending resupply	✓	✓	
Provide advice if the LDMG can support resupply activities			✓
Maintain a list of rural properties, including contact details, number of residents, airstrip capacity and landing area, property location and UHF channel monitored		✓	
Maintain contact records	✓	✓	
Collate the property resupply details sheet		✓	
Notify the district disaster management group executive officer of resupply operations	✓	✓	
Complete a resupply request form where required	✓	✓	
Identify transportation options to facilitate resupply (where local resources are available)	✓	✓	
Provide advice on airstrip specifications (unsealed/sealed surface, lighting, length, and direction of strip and whether they have sufficient stocks of aircraft fuel)	✓	✓	
Provide advice on helipad/helicopter landing sites (unsealed/sealed surface, lighting, any hazards and whether they have sufficient stocks of aircraft fuel)		✓	
Prioritise the order of resupply		✓	
Request approval for items to be resupplied on the advice of a medical practitioner	✓	✓	

Determine volume and mass (with consideration for bulky items) of all orders to obtain transport quotes	✓	✓	
Collect mail and medications for inclusion in transportation	✓	✓	
Review orders to ensure goods are essential	✓	✓	
Seek approval for goods that may not appear essential	✓	✓	
Confirm no authorised variations are made to orders	✓	✓	
Coordinate the preparation and placement of bulk resupply orders with retailers		✓	
Coordinate the preparation and placement of bulk resupply orders with wholesalers/suppliers	✓		
Obtain resources to support loading or unloading transportation	✓		
Engage the transport provider to facilitate resupply	✓	✓	
Request transportation to facilitate resupply	✓	✓	
Pay transport providers		✓	
Notify the community of arriving resupply activities	✓	✓	
Oversee the community collection of ordered goods	✓		
Obtain a detailed goods manifest from the retailers/wholesalers and isolated properties	✓	✓	
Organise onward delivery of goods		✓	
Confirm receipt of delivery and that manifests are accurate	✓		
Monitor levels of essential goods in the community	✓	✓	
Consider resupply operations in the after-action review	✓	✓	
District Responsibilities			
Support and provide advice on the provision of quotes for resupply activities (if required)	✓		
Request approval for items to be resupplied on the advice of a medical practitioner (if required)	✓	✓	
Obtain quotes to support resupply activities (if required)	✓	✓	
Endorse resupply requests (if required)	✓	✓	
Refer resupply requests to the State Disaster Coordination Centre (SDCC) where appropriate	✓		
Use district resources to facilitate resupply activities where available	✓		
Ensure efficient use of district resources	✓		
Monitor resupply activities	✓		
Provide a quote to the SDCC for processing of the resupply request (if required)	✓	✓	
Ensure collaboration across local government areas to support resupply operations (e.g., efficient use of resupply transport)		✓	
Consider the proposed hours of engagement and any additional tasking transport resources could be used for (if required)		✓	
Inform the SDCC of resupply operations completed, including the number of people assisted and the quantity of goods provided	✓	✓	✓
Consider resupply operations in the after-action review	✓	✓	

State Disaster Coordination Centre			
Provide authorisation to the district to contract resources for resupply (if required)	✓	✓	
Raise a purchase order and pay transporters (where required)	✓	✓	
Provide advice on available financial support	✓	✓	
Arrange for suitable transport services (if not available at the district level)	✓	✓	
Consider the regular carriage of mail	✓	✓	
Consider resupply operations in the after-action review	✓	✓	
Queensland Police Service – Regional Policing Operations			
Facilitate resupply activities			✓
Facilitate the evacuation of individuals			✓
Advise LDMG of the support provided to stranded persons			✓
Report on resupply or evacuation operations			✓
Inform the SDCC of resupply operations completed, including the number of people assisted and the quantity of goods provided			✓
Consider resupply operations in the after-action review			✓

APPENDICES

Annexure A – Disaster Management Acronyms

Acronym/definition	Full detail
AC	Assistant Commissioner, QPS
BSC	Burdekin Shire Council
CDO	Counter Disaster Operations
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DRFA	Disaster Recovery Funding Arrangements
EMC	Emergency Management Coordinator, QPS
GPS	Global Positioning System
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
LGA	Local Government Area
QFD	Queensland Fire Department
QPS	Queensland Police Service
QRA	Queensland Reconstruction Authority
SDCC	State Disaster Coordination Centre
SDMG	State Disaster Management Group
SDRA	State Disaster Relief Arrangements

Annexure B – Emergency Kit

The following supplies are suggested – plan for 5 to 7 days of isolation and restock your kit after each event, as well as at the start of the season.

<table>
<tr><th colspan="2">Emergency Kit</th></tr>
<tr><td>Food and Water
A range of non-perishable food items
Bottled water</td><td rowspan="7">Important Documents

Keep original or certified copies of these documents in your Emergency Kit.
Insurance papers for you home
Inventory of valuable household goods
Wills and life insurance documents
House deeds/mortgage documents
Birth and marriage certificates
Passports/visa details
Stocks and bonds
Medicare, pension cards, immunisation records
Bank account/credit card details
Copy of important computer files saved on USB
Emergency Plan with emergency contact numbers</td></tr>
<tr><td>Medical and Sanitation
First Aid Kit and manual
Essential medications, prescriptions
Face Mask
Toilet paper/tissues
Disinfectant wipes/hand sanitiser
Toothbrush/toothpaste
Soap/shampoo/conditioner
Personal hygiene items</td></tr>
<tr><td>Communications
Battery-powered radio with extra batteries
Prepaid phone cards or coins for phone calls</td></tr>
<tr><td>Clothing and Footwear
Warm jumper, waterproof jacket
Hat and gloves for everyone
Closed-toed shoes or boots for everyone</td></tr>
<tr><td>Tools and Supplies
Whistle, utility knife, duct/masking tape
Plastic garbage bags, ties
Safety glasses and sunglasses</td></tr>
<tr><td>Light
Flashlight/torch with extra batteries
Battery-powered lantern</td></tr>
<tr><td>Miscellaneous
Special items for infants (nappies, formula etc.)
Special items needed by the elderly
Special items needed by people with special needs
Spare house and car keys
Pet food, water and other animal needs</td></tr>
</table>

Annexure C – Emergency Pantry List

The following supplies are suggested – plan for 5 to 7 days of isolation and restock your kit after each event, as well as at the start of the season.

<table>
<tr><th colspan="2">Pantry List</th></tr>
<tr><td>Dried and Long-Life Food
Ready-to-eat meals
Breakfast cereal
Flour/Bread mix
Milk power/UHT milk
Soup mix
Dried vegetables
Rice and pasta
Long-life cheeses
Tea/Coffee/Sugar</td><td>Ready-to-Eat canned or bottled food
Canned meat
Canned fish
Fruit
Vegetables
Soup
Pasta sauce</td></tr>
<tr><td>Snack Food
Dried fruits
Nuts
Biscuits
Crackers
Snack bars</td><td>Pet Food
Canned/Dry pet food</td></tr>
<tr><td>Drinks
Bottled water
Concentrated juice
Sports drinks</td><td rowspan="2">Emergency Power Supply
Batteries
Portable radio
Manual can opener
Portable power bank/Battery
Torch, candles and matches</td></tr>
<tr><td>Baby Supplies
Baby food and formula
Nappies and wipes</td></tr>
<tr><td>Toiletries
Toilet Rolls
Soap
Shampoo/Conditioner
Feminine hygiene products</td><td rowspan="2">Health Supplies
First Aid kit
Adult medication
Children's medication
Prescribed medications
Face masks
Protective gloves
Thermometer
Alcohol-based sanitiser</td></tr>
<tr><td>Household Cleaning Supplies
Rubbish bags
Tissues
Paper towel
Disinfectant
Disinfectant wipes
House/Laundry cleaning products</td></tr>
</table>

Annexure D – Contact Details for Resupply

Name	Address/Location	Contact details
Grocery/Food Retailers – online ordering preferred. Community members are responsible for ordering and paying for their own goods. Any credits owing due to the removal of non-essential goods before shipment are the responsibility of the community member to contact the supplier directly.		
Coles Supermarket	Burdekin Plaza, 118 Edward Street, Ayr	(07) 4783 3666 www.coles.com.au
Cornetts IGA	129 Eighth Avenue, Home Hill	(07) 4782 1783 www.igashop.com.au
Woolworths	64 Queen Street, Ayr	(07) 4784 2300 www.woolworths.com.au
Pharmacies		
Amcal Pharmacy	82 Queen Street, Ayr	(07) 4783 1203
Burdekin Plaza Pharmacy	118/122 Edwards Street, Ayr	(07) 4783 5277
Friendly Care Pharmacy	2A Chippendale Street, Ayr	(07) 4783 1356
Julie's Pharmacy	144 Edwards Street, Ayr	(07) 4783 1719
Terry White Chemmart	109 Queen Street, Ayr	(07) 4783 1201
Alliance Pharmacy	101 Eighth Avenue, Home Hill	(07) 4782 1228
Complete Health Pharmacy	129-141 Eighth Avenue, Home Hill	(07) 4782 1084
Veterinary Services		
Burdekin Veterinary Services	102 Edwards Str, Ayr	(07) 4783 2911
Kate's Mobile Vet		0402 835 546
Tropical Vets	184 Queen Street, Ayr	(07) 4783 2055

Emergency: 000

SES: 132 500

Burdekin Shire Council | DISASTER MANAGEMENT

disaster.burdekin.qld.gov.au

Transport Sub Plan

Burdekin Local Disaster Management Group

Prepared By
Local Disaster Coordinator

Authorised By
Local Disaster Management Group

Date Prepared
September 2025

Burdekin Shire Council

Document Control

Amendment Control

The Transport Sub Plan is a controlled document. The controller of the document is the Burdekin Shire Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded in writing to:

Local Disaster Coordinator
Burdekin Local Disaster Management Group
PO Box 974
AYR QLD 4807

The LDC may approve minor amendments to this document. The LDC will ensure that any changes to the document's content will be submitted to the Burdekin Local Disaster Management Group (LDMG) for approval and endorsed by the Burdekin Shire Council.

Amendment Register

All versions are archived, and this sub plan only references the last two versions.

Amendment		Plan Updated		
No / Ref	**Issue Date**	**Inserted by**	**Summary of Changes**	**Date**
11	September 2024	Eileen Devescovi	Yearly Review	September 2024
12	September 2025	Eileen Devescovi	Yearly Review	September 2025

Endorsement

This Transport Sub Plan has been developed for the Burdekin Shire Local Government Area (LGA) and subsequently approved by the Burdekin LDMG. This Plan is a Sub Plan of the *Burdekin Local Disaster Management Plan* (LDMP) and is to be read in conjunction.

The Plan is recommended for distribution by the LDMG and is considered live once approved by the LDMG.

Mayor Pierina Dalle Cort
Chair Burdekin LDMG

Eileen Devescovi
Burdekin Local Disaster Coordinator

The functions of the Local Government were advised in accordance with the *Queensland Disaster Management Act* (DM Act) (s80). This sub plan was formally adopted by the Burdekin Shire Council through resolution at the Council meeting held on 28 October 2025

Mayor Pierina Dalle Cort

Abbreviation List

Abbreviation	Full Title
BSC	Burdekin Shire Council
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DTMR	Department of Transport and Main Roads
LAW	Local Area Warden
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
MRQ	Marine Rescue Queensland
QFD	Queensland Fire Department
QR	Queensland Rail
RFA	Request for Assistance
SES	State Emergency Services
VMR	Volunteer Marine Rescue

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1. Overview

1.1 Purpose

This Transport Sub Plan aims to outline arrangements for the effective coordination of transportation resources to support the needs of the Burdekin LDMG and other community support groups to perform their emergency response, recovery and assistance tasks effectively.

1.2 Objectives

The objectives of this sub plan are to:

- Identify appropriate transport requirements in the event of an emergency/disaster;
- Provide a complete list of local transport resources;
- Provide effective liaison between all emergency services and supporting agencies;
- Provide arrangements for efficient coordination of local resources and any external support resources; and,
- Prescribe arrangements for testing, evaluation and maintenance of this plan.

1.3 Scope

This sub plan applies to emergency/disaster events occurring within the Burdekin Shire Council area, which are within the capability and resources of the Local Government, Emergency Services and other supporting agencies with a transport or evacuation function and/or responsibility.

1.4 Authority to Plan

The Burdekin LDMG has prepared this sub plan under the provisions of section 57 of the DM Act. This sub plan will be managed in accordance with the administrative and governance processes outlined within the Burdekin LDMP including approval, document control, distribution, review and renewal.

1.5 Plan Review and Testing Requirements

This sub plan is to be reviewed annually before the severe weather season or post event to include lessons learned. This sub plan is to be exercised to ensure the effectiveness and scalability of the plan and include involvement, communication, and collaboration with identified key local, district and state stakeholders.

2. Governance

2.1 Activation of Sub Plan

This plan will be activated by the LDC of the Burdekin LDMG, where the nature of a risk to the community will require the movement of resources or at-risk persons to a safer location. This sub plan is supported by the:

- Burdekin LDMP;
- Burdekin LDMG Airport Emergency Sub Plan;
- Burdekin LDMG Communications Sub Plan;
- Burdekin LDMG Community Information & Warnings Sub Plan;
- Burdekin LDMG Evacuation Sub Plan;
- Burdekin LDMG Pandemic Influenza Sub Plan;
- Burdekin LDMG Public Health Sub Plan;
- Burdekin LDMG Resupply Sub Plan;
- Burdekin LDMG Tsunami Sub Plan;
- Burdekin LDMG Multi-Purpose Hall Place of Refuge Manual; and,
- Burdekin LDMG Local Disaster Coordination Centre Standard Operating Procedures (LDCC SOP).

The activation of these supporting plans should be considered concurrently with this plan.

A list of local transport resources will be maintained and reviewed regularly. See Attachment A of this document.

2.2 Use of Sub Plan during Operations

The Burdekin Shire is susceptible to flooding from the Burdekin and Haughton Rivers and their associated waterways. Smaller settlements could be isolated due to flooding, cyclone damage, tidal surge or other road blockages, preventing contact with the larger towns for supplies, medical assistance, medical treatment or necessary evacuation. Transport assistance may be by road, rail, sea or air.

While disaster management at the local level is clearly the responsibility of the local governments, the disaster management system in Queensland involves a whole of government management framework with responsibilities shared between the state government, local governments and the community. One of the very important roles for Local Government in disaster management processes is the transportation of resources and people, as required by the particular event.

Refer to the *Burdekin LDMG Resupply Sub Plan* for detailed arrangements on resupply of goods and resources.

Refer to the *Burdekin LDMG Evacuation Sub Plan* for detailed evacuation arrangements.

2.3 Functional Responsibility

The LDC is to ensure all agencies and members of the LDMG are aware of these procedures.

3. Concept of Operations

A list of private companies engaged in the transportation of people and goods has been compiled to assess their availability in times of emergency. Although all companies responded positively, some stressed that they would not endanger their property or drivers in an event or if weather conditions were intolerable.

Council also has access to a large fleet of trucks and heavy equipment, both private and Council-owned. The database of privately owned vehicles and plant is available from Council.

3.1 Roles and Responsibilities

Coordination of transport for evacuations for affected communities within the Burdekin Shire is the responsibility of the Burdekin LDMG through the Local Disaster Coordination Centre (LDCC), when activated.

Queensland Rail (QR) and the Queensland Department of Transport and Main Roads (DTMR) will provide support upon direction by the Townsville District Disaster Management Group (DDMG), as required following a formal Request for Assistance (RFA).

The role of the LDCC (Logistics, Planning, and Intelligence cells) shall be to assist in achieving the objectives of this sub plan by:

- Coordinating the provision of transport of personnel, equipment, supplies, and the public as required, in the event of a disaster or major event.
- Coordinating local traffic management plans (if deemed necessary).
- Maintaining information regarding the levels of locally available fuel during a disaster. The ability to supply fuel may be limited if there is a power failure.
- Providing reports and making recommendations to the LDMG about matters relating to transport disaster management issues.

3.2 Support Agencies

The Burdekin LDMG will work closely with DTMR calling on other supporting agencies as required.

The following are the support organisations that may be called upon in the event of a disaster or emergency:

- Public transport contractors;
- Public sector agencies with suitable heavy vehicles;
- Private Bus companies;
- Private transport contractors;
- Taxi network;
- Airplane/Helicopter contractors;
- Voluntary agencies with transportation vehicle;
- QR;
- State Emergency Services (SES);
- Volunteer Marine Rescue (VMR)
- Marine Rescue Queensland (MRQ)
- Queensland Fire Department (QFD); and,
- Wilmar Sugar Industries

The provision of transport resources in response to an event requires maintaining information about the resources available locally. This information will be reviewed and updated at least annually and if possible, before every “wet” season commencing from November.

3.3 Media and Public Information Arrangements

Emergencies and disasters are likely to draw significant media interest to provide information. The response to requests needs to be coordinated through the Media Liaison Officer and is the responsibility of the Chair and Local Disaster Coordinator. The Chair of the LDMG is the spokesperson.

3.4 Remote and Isolated Communities

In the event of a disaster/emergency impacting the region, consideration also needs to be given to transport requirements for remote and isolated communities. The Local Area Warden (LAW) Program will be used to contact personnel in the affected areas to determine the community's needs.

Attachment A – Transport Resources

Company	Contact Numbers/Email (Not for public release)	Contact Name (Not for public release)	Details of Equipment/Vehicles
Road - Transport			
Burdekin Community Association	Phone: 07 4783 3744 Mobile: 0407 637 421	Debra Cochran	• 1 x 9 people – wheelchair (4 seats out) *Note: If there is a requirement for a wheelchair, then the pax will drop to 7 per vehicle.* • 1 x 8 people – wheelchair (4 seats out) *Note: If there is a requirement for a wheelchair, then the pax will drop to 5 for the vehicle.*
Burdekin Shire Council	Mobile: 0418 722 846	Kevin Holt	• 1 x 12-seater
Burdekin School	Phone: 07 4790 3111 Mobile: 0403 353 994 Email: - theprincipal@burdekinspecs.eq.edu.au	Clare Cheyne Principal	• 1 x 12-seater • 1 x 8-seater *Note: 8-seater and 12-seater can be converted to two-wheel chair capacity.*
Burdekin Taxi	Phone: 07 4783 7029 Email: admin@burdekintaxis.com.au After hours – 0447 127 410	Fiona Kirke Ross Northwood	• 3 x 4 passenger Taxis • 1 x 10 passenger Maxi/one wheelchair, and 6 passenger/ two wheelchair 3 passenger/Wat Taxi • 1 x 10 passenger Maxi/one wheelchair and 6 passenger/Wat taxi • 1 x 13 passenger Bus • 4 x 4 passenger Sedans ***Note: All passenger numbers do not include the Driver.***
BQC Sands	Phone: 07 4783 3811 Mobile: 0417 709 686 Email: deanne.lewty@bqc.net.au bqcsands@bqc.net.au admin@bqc.net.au	Joe Giddy	• 4 x loaders (4 registered) • 1 x Float with winch • 1 x truck & dog (tipper) - quad • 1 x 30-tonne excavator • 1 x 50-tonne excavator (16m reach) • 1 x Prime Mover/Float/Dolly • 1 x End tipper *Note: All are fitted with UHF radio and phones.*
Griggs Haulage – Giru	Phone: 07 4782 9350 Mobile: 0417 609 177 Email: ghc@griggshaulage.com.au	Damien Griggs	Various trucks of different capacities, six-wheelers plus dogs, low loaders, and front-end loaders

Company	Contact Numbers/Email (Not for public release)	Contact Name (Not for public release)	Details of Equipment/Vehicles
			Note: All equipped with UHF, personal 2-way radio and mobile phones.
Trans North Pty Ltd	Phone: 3036 2070 Mobile: 0428 650 837 Email: ayr.admin@transnorthbus.com.au Website: www.transnorthbus.com.au Mobile: 0412 303 299 Jeff Borroughs - Private	Jeff Burroughs – Operations Manager	• 4 x 24-seater • 1 x 53-seater • 2 x 43-seater • 2 x 49-seater • 1 x 59-seater • 2 x 33-seater • 1 x 66-seater **Note: All vehicles have CB radio to the base.**
Wilmar – (Burdekin Office – Pioneer Mill)	Phone: 07 4752 6222 Andrew Wallwork - 0417 392 458 4752 6241 or 0419 477 335 (Paul Turnbull)	Andrew Wallwork – Regional Operations Manager	• Locos where suitable • Forklifts • Mobile cranes • Loaders *Note: If needed – virtually anything.*
Air - Transport			
Ayr Flying Services	Mobile: 0428 777 290 Phone: 07 4782 5475 (Ayr Aerodrome) Phone: 07 4783 2822 (a/h) Mobile: 0428 777 290	Neil Hoffensetz	1 x Cessna (172 – pilot and 3 seats)
BlanchAir	Mobile: 0429 802 204 Mobile: 0419 727 192	Bobbie Blanch	1 x Helicopter - Jet Ranger 206 (1 x pilot pls 4 x passengers) 1 x R44 (1 x Pilot + 3 passengers)
Dwyer Aviation Services	Mobile: 0419 825 665 Email: info@dwyeraviation.com.au	Don and Brooke Tudehope	2 x Bell 206 Jet ranger helicopter (1 x pilot plus 3 x passengers) QFD radio 40 channel CB All aviation channels Can lift to 450 kg underslung Bell UH-1H helicopter (1 x pilot, no passengers) QFD radio 40 channel CB All aviation channels Can lift up to 1500 kg underslung 2 x Drones (50ltr/50kg)

Company	Contact Numbers/Email (Not for public release)	Contact Name (Not for public release)	Details of Equipment/Vehicles
Ryellen Heliwork PO Box 66 Ayr QLD 4807	Mobile: 0427 111 176 or 0427 009 928 Email: glenis.jones@bigpond.com Email: ryellen1@bigpond.com	Glenis Jones Ryan Jones	2 x Robinson 44 (1 x pilot plus 3 passengers) 2 x Robinson 22 (1 x pilot plus 1 passenger) CB radio to base
Roncato Helicopters Pty Ltd	Mobile: 0407 834 613 Email: roncato82@hotmail.com	Josh Roncato	1 x Long Ranger (1 pilot plus 6 passengers) Aviation air com
Agraerial (AGSKY) Services	Mobile: Charmaine Jacob- 0409 633 592 Ryan Jacob - 0498 975 242 Email: agskyservices@gmail.com	Ryan Jacob Charmaine Jacob	1 x Cessna Ag Wagon (Pilot only) 1 x Dual Cab Thrush (1 Pilot x 1 x passenger) 1 x Single Cab Thrush (Pilot only)

Note: Contact details are not for public release. Contact the Burdekin LDMG.

Tsunami Sub Plan

Burdekin Local Disaster Management Group

Prepared By
Local Disaster Coordinator

Authorised By
Local Disaster Management Group

Date Prepared
September 2025

Burdekin Shire Council

Document Control

Amendment Control

The Tsunami Sub Plan is a controlled document. The controller of the document is the Burdekin Shire Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded in writing to:

Local Disaster Coordinator
Burdekin Local Disaster Management Group
PO Box 974
AYR QLD 4807

The LDC may approve minor amendments to this document. The LDC will ensure that any changes to the document's content will be submitted to the Burdekin Local Disaster Management Group (LDMG) for approval and be endorsed by the Burdekin Shire Council.

Amendment Register

All versions are archived, and this sub plan only references the last two versions.

Amendment		Plan Updated		
No / Ref	**Issue Date**	**Inserted by**	**Summary of Changes**	**Date**
14	September 2024	Eileen Devescovi	Yearly Review	September 2024
15	September 2025	Eileen Devescovi	Yearly Review	September 2025

Endorsement

This Tsunami Sub Plan has been developed for the Burdekin Shire Local Government Area (LGA) and subsequently approved by the Burdekin LDMG. This Plan is a Sub Plan of the *Burdekin Local Disaster Management Plan* (LDMP) and is to be read in conjunction.

The Plan is recommended for distribution by the LDMG and is considered live once approved by the LDMG.

Mayor Pierina Dalle Cort
Chair Burdekin LDMG

Eileen Devescovi
Burdekin Local Disaster Coordinator

The functions of the Local Government were advised in accordance with the *Queensland Disaster Management Act* (DM Act) (s80). This sub plan was formally adopted by the Burdekin Shire Council through resolution at the Council meeting held on 28 October 2025.

Mayor Pierina Dalle Cort

Abbreviations List

Abbreviation	Full Title
AHD	Australian Height Datum
ATWC	Australian Tsunami Warning Centre
AWS	Australian Warning System
BOM	Bureau of Meteorology
BSC	Burdekin Shire Council
CIU	Coastal Impacts Unit
DAF	Department of Agriculture and Fisheries
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DM Act	Disaster Management Act 2003 (Queensland)
EA	Emergency Alert
GA	Geoscience Australia
IOTWS	Indian Ocean Tsunami Warning & Mitigation System
IOC	Intergovernmental Oceanographic Commission
JATWC	Joint Australian Tsunami Warning Centre
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
LGA	Local Government Area
MRQ	Marine Rescue Queensland
OIC	Officer In Charge
PTWS	Pacific Tsunami Warning & Mitigation System
QAS	Queensland Ambulance Service
QFD	Queensland Fire Department
QPS	Queensland Police Service
QTNP	Queensland Tsunami Notification Protocol
RFC	Regional Forecasting Centres (BOM)
SDCC	State Disaster Coordination Centre
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedure
VMR	Volunteer Marine Rescue
XO	Executive Officer, DDMG

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1. Overview

The risk to the Burdekin community from a tsunami has not been assessed. However, past events have shown that, even if tsunamis occur infrequently, their impacts can be catastrophic.

Tsunamis are recorded in Australia about once every two years, and most are minor and present little threat of land inundation to our coastal communities. However, the abnormal waves, tides and currents caused by even relatively small tsunamis can be dangerous to swimmers and mariners.

Australia has a comprehensive, independent tsunami warning service (Joint Australian Tsunami Warning Centre (JATWC)) to advise the media, public and emergency authorities of any threat to Australia.

People living or working in areas, that may be affected by a tsunami need to know that they should move to safer areas if a tsunami warning is issued.

1.1 Purpose

This Tsunami Sub Plan aims to outline arrangements for tsunami-specific preparedness, prevention and response for the Burdekin LDMG area of responsibility and residents of Burdekin Shire, who may be threatened by a tsunami.

The implementation of this plan will allow the LDMG to:

- make informed, timely decisions regarding tsunami warning and evacuation;
- ensure an orderly release of warnings to the community;
- facilitate the safe and managed movement of at-risk persons to a safer location; and,
- facilitate a structured return of evacuated persons to their homes.

1.2 Objectives

The objectives of this sub plan are to:

- Define legal requirements and authority to evacuate;
- Define management structure with roles and responsibilities;
- Provide effective warning and information to the community;
- Provide managed temporary shelters with welfare provisions for displaced people;
- Maintain effective transport resources, routes, and procedures;
- Coordinate the return of displaced people; and,
- Prescribe arrangements for testing, evaluation and maintenance of this plan.

1.3 Scope

This sub plan applies to tsunami events potentially impacting the Burdekin Shire Council area, which are within the capability and resources of the Local Government, Emergency Services and other supporting agencies with a warning or evacuation function and/or responsibility.

1.4 Authority to Plan

The Burdekin LDMG has prepared this sub plan under the provisions of section 57 of the DM Act. This sub plan will be managed in accordance with the administrative and governance processes outlined within the Burdekin LDMP including approval, document control, distribution, review and renewal.

1.5 Plan Review and Testing Requirements

This sub plan is to be reviewed annually before the severe weather season or post event to include lessons learned. This sub plan is to be exercised to ensure the effectiveness and scalability of the plan and include involvement, communication and collaboration with identified key local, district and state stakeholders.

2. Governance

2.1 Activation of Sub Plan

This plan will be activated by the LDC of the Burdekin LDMG in the event that a tsunami threatens (or potentially threatens) to impact the community and requires the movement of at-risk persons to a safer location. This sub plan is supported by the:

- Burdekin LDMP;
- Burdekin LDMG Airport Emergency Sub Plan;
- Burdekin LDMG Communications Sub Plan;
- Burdekin LDMG Community Information & Warnings Sub Plan;
- Burdekin LDMG Evacuation Sub Plan;
- Burdekin LDMG Pandemic Influenza Sub Plan;
- Burdekin LDMG Public Health Sub Plan;
- Burdekin LDMG Resupply Sub Plan;
- Burdekin LDMG Transport Sub Plan;
- Burdekin LDMG Multi-Purpose Hall Place of Refuge Manual; and,
- Burdekin LDMG Local Disaster Coordination Centre Standard Operating Procedures (LDCC SOP).

The activation of these supporting plans should be considered concurrently with this plan.

2.2 Use of Sub Plan during Operations

While disaster management at the local level is clearly the responsibility of the local governments, the disaster management system in Queensland involves a whole of government management framework with responsibilities shared between the state government, local governments and the community. One of the very important roles for Local Government in disaster management processes is the evacuation of persons from a potentially unsafe location to a safer location and their eventual return home. Refer to the *Burdekin LDMG Evacuation Sub Plan* for detailed evacuation arrangements.

2.3 Functional Responsibility

The LDC is to ensure all agencies and members of the LDMG are aware of these procedures.

2.4 Roles and Responsibilities

Local governments, where appropriate, should ensure they are registered to receive tsunami warning messages from the Bureau of Meteorology (BOM) and the State Disaster Coordination Centre (SDCC). Local governments should identify vulnerable areas within their boundaries. In consultation with the SDCC and District Disaster Management Group (DDMG), local governments should consider passing warning messages to:

- Local Government Community;

- Other Local Government outlets;
- Local Government managed facilities and campsites; and,
- Other vulnerable land and marine-based elements of the community.

Responsibility for the management of a tsunami event remains with the LDMG. The DDMG will support the LDMG in the management of a tsunami event. Table 1 (below) provides examples of roles and responsibilities.

Table 1 - Tsunami Response Roles and Responsibilities

Agency	Role	Responsibility	Watch	Warning – Marine Inundation	Warning – Land Inundation
Burdekin LDMG	Local Disaster Coordinator (LDC)/Core Group	Activation of process	☑	☑	☑
		Preparing advice to the public regarding voluntary evacuations			☑
		Modelling and forecasting in conjunction with BoM		☑	☑
		Implementing Council's community messaging system			☑
		Arrange transport for those in the community who do not have vehicles			☑
	Chairperson	Process Coordination		☑	☑
		Public communications – local preparedness and response that compliments other warnings		☑	☑
		Request evacuation order from District Disaster Coordinator (DDC)			☑
Council		Prepare for critical asset protection in risk areas Continuity of services Post-impact resource needs	☑		
		Prepare to close/evacuate beaches	☑		
		Beach Closures/Evacuations		☑	☑
		Commence critical asset protection in risk areas		☑	☑
		Public communications – local preparedness and response	☑	☑	☑
		Issuing of public information that complements other warnings and targets local needs before, during and after disaster impact events	☑	☑	☑
		Supporting the distribution of advice to the public regarding voluntary evacuations		☑	☑
		Supply of road signs			☑
		Provide technical advice on mitigation options and assist in the coordination of suitable response	☑		
Ergon		Prepare for critical asset protection in risk areas	☑		
		Commence critical asset protection in risk areas		☑	☑
Media	BOM, Council	Distribution of tsunami information and warnings	☑	☑	☑

Agency	Role	Responsibility	Watch	Warning – Marine Inundation	Warning – Land Inundation
Queensland Ambulance Service (QAS)		Prepare for critical asset protection in risk areas	☑		
		Commence critical asset protection in risk areas		☑	☑
		Preparation for use of QAS Station sites outside of impact zone for community support		☑	☑
		Assistance with evacuations (persons with medical conditions)			☑
		Provision of advice regarding medical special needs sectors of the community			☑
Queensland Fire Department (QFD)		Prepare for critical asset protection in risk areas	☑		
		Commence critical asset protection in risk areas			☑
Queensland Health		Prepare for potential influx of injured people	☑		
		Commence preparation for triage			☑
Queensland Police Service (QPS)		Coordination of evacuation arrangements		☑	☑
		Liaison with Australian Federal Police		☑	☑
		Prepare for critical asset protection in risk areas	☑		
		Commence critical asset protection in risk areas			☑
		Doorknock vulnerable communities tasked by LDMG			☑
State Emergency Service (SES)	Local Controller/ Volunteers (as directed)	Assist staff at evacuation centres (if requested)			☑
		Provide resources to QPS as required		☑	☑
		Doorknock vulnerable communities tasked by LDMG		☑	☑
Telstra		Prepare for critical asset protection in risk areas	☑		
		Commence critical asset protection in risk areas			☑
VMR		Public communication of LDMG information on Marine radio		☑	
Others		Responsibilities as required			

3. Levels of activation

3.1 Tsunami Watches and Warnings for Australia[1]

The Australian Government established an Australian Tsunami Warning System in 2009. This included:

- Establishment of the JATWC with 24/7 monitoring and analysis capacity for Australia;
- The upgrade and expansion of sea-level and seismic monitoring networks around Australia and in the Indian and Southwest Pacific Oceans;
- Implementation of national education and training programmes about tsunamis;
- Assistance to the Intergovernmental Oceanographic Commission (IOC) in developing the existing Pacific Tsunami Warning & Mitigation System (PTWS) and establishing an Indian Ocean Tsunami Warning & Mitigation System (IOTWS); and
- Technical assistance to help build the capacity of scientists, technicians, and emergency managers in South-West Pacific and Indian Ocean countries.

The JATWC is a national collaboration between the BOM, Geoscience Australia (GA) and the Department of Home Affairs (Home Affairs), which provides a comprehensive tsunami warning system providing 24/7 monitoring, detection and warning services for the Australian community. The three levels of tsunami warnings include:

Warning Level	Description
1 - Watch	A tsunami watch is to advise people that a tsunami threat may exist, and updates should be monitored in case the situation changes.
2 - Marine Warning	Warning of potentially dangerous rips, waves, and strong ocean currents within the marine environment. Included in a marine warning is the possibility of some localised overflow onto immediate foreshores in affected areas.
3 - Land Warning	Warning for low lying areas along the coastline for major land inundation and flooding. Dangerous rips, waves, and strong ocean currents.

If there is potential for an identified undersea earthquake to cause a tsunami threat to Australia, the BOM will issue a National Tsunami Watch. A National Tsunami No Threat Bulletin will be issued if there is no threat.

The National Tsunami Watch may be reissued if a tsunami remains unconfirmed by sea-level observations and any potential first point of impact on Australia is more than 90 minutes away (the minimum time criteria for warning).

If sea level observations and further data confirm the tsunami threat, or if any potential first point of impact is less than 90 minutes away, the BOM, on behalf of the JATWC, will use its severe weather communication infrastructure to issue Tsunami Warnings for the States and Territories under threat. The BOM's Regional Forecasting Centres (RFCs) in capital cities are the primary liaison points for emergency services during tsunami events.

Once separate tsunami watches or warnings are issued for individual States and Territories, a National Tsunami Warning Summary will also be issued listing all the watches, warnings and cancellations that are in effect for the current tsunami event. The JATWC website will provide a complementary coastal threat graphic showing the regions currently under threat.

[1] http://www.bom.gov.au/tsunami/about/tsunami_warnings.shtml

3.2 Australian Tsunami Warning Authority

The JATWC, operated by the BOM and GA, is the issuing authority for tsunami warning products for Australia.

All warning information is publicly accessible through the BOM website (http://www.bom.gov.au/tsunami/).

Note: information and warnings released by other International Tsunami Warning Centres, such as the Pacific Tsunami Warning Centre and Japan Meteorological Agency, should not be relied upon or referenced as the information is not applicable to the Australian coastline.

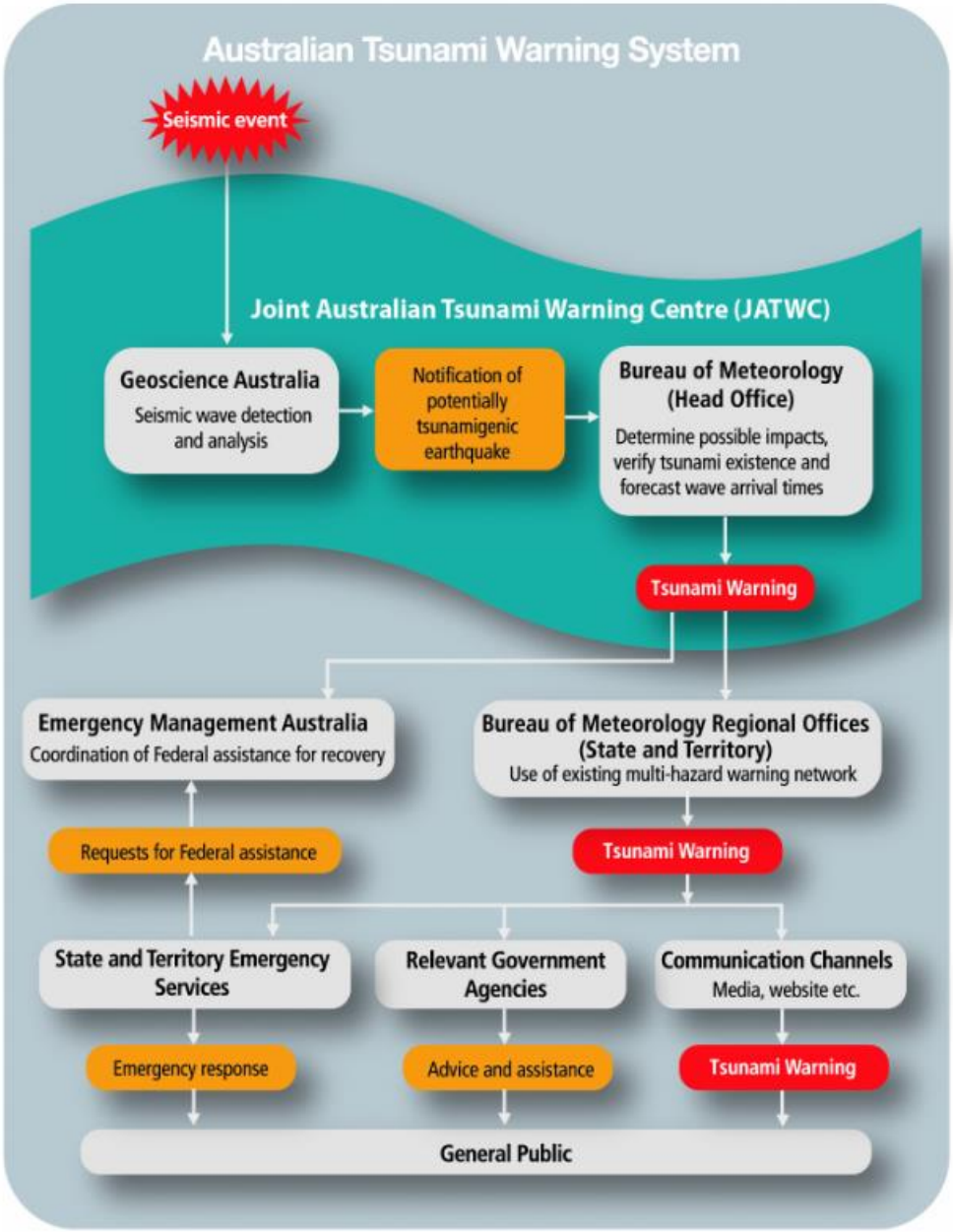


Figure 1 - The Australian Tsunami Warning System (Sourced from: http://www.bom.gov.au/tsunami/about/atws.shtml)

The Queensland Tsunami Notification Manual – M.1.183 (last updated 10th August 2018) guides all persons and roles involved in the use of tsunami warning products at local, district and state government levels as a community warning messaging tool within Queensland and operates under the DM Act, Fire Services Act 1990 and the Public Safety Preservation Act 1986.

The Queensland Government's Tsunami Guide for Queensland (last updated in 2024) has been developed in conjunction with QFD, GA, the Department of Environment, Science and Innovation and the University of

Newcastle. This resource provides general advice and information for consideration at the local, district and state level to:

- increase the understanding of tsunami in Queensland; and
- inform the development of risk-based disaster management plans.

3.3 Tsunami Watch

The Chair and LDC of the Burdekin LDMG will contact all core group members of the Burdekin LDMG to advise of the tsunami watch. The Burdekin LDMG will move to ALERT and continue monitoring the situation.

The Chair and LDC of the Burdekin LDMG will liaise with the DDMG XO and DDC throughout the watch and will continue to monitor the situation.

3.4 Tsunami Warning

Burdekin LDMG will take note of bulletins and warnings specific to the Tropical Waters Marine Forecast District 'from Cardwell to Bowen' by reference to Figure 1 and Table 2 below.

Marine Inundation – Activate LDMG. Marine Inundation warning operating procedures implemented (refer Table 2 – Queensland Marine Forecast Districts).

Land Inundation – Activate LDMG. Land Inundation warning operating procedures implemented (refer Table 2 – Queensland Marine Forecast Districts).

3.5 Tropical Waters Marine Forecast

Burdekin LDMG will take note of bulletins specific to the Tropical Waters Marine Forecast District 'from Cardwell to Bowen' in table 2 below.

Table 2 - Queensland Marine Forecast Districts

Marine Forecast Districts	Local Governments
South East Gulf	Burke Shire Council Carpentaria Shire Council Kowanyama Aboriginal Shire Council Mornington Shire Council
North East Gulf	Torres Shire Council Pormpuraaw Aboriginal Shire Council Aurukun Shire Council Mapoon Aboriginal Shire Council Napranum Aboriginal Shire Council
Peninsular Waters	Cook Shire Council Lockhart River Aboriginal Shire Council Hope Vale Aboriginal Shire Council
North Tropical Waters	Cook Shire Council Cairns Regional Council Cassowary Coast Regional Council Yarrabah Aboriginal Shire Council
Tropical Waters	Cassowary Coast Regional Council Hinchinbrook Shire Council Townsville City Council ***Burdekin Shire Council*** Whitsunday Regional Council
Central Coast	Mackay Regional Council Whitsunday Regional Council

Capricornia Waters	Rockhampton Regional Council Gladstone Regional Council Bundaberg Regional Council
Fraser Island Offshore Waters	Bundaberg Regional Council Fraser Coast Regional Council Gympie Regional Council
South East Coast Waters	Moreton Bay Regional Council Sunshine Coast Regional Council Brisbane City Council Redland City Council Gold Coast City Council



Figure 2 Queensland Forecast Areas Map[2]

3.6 Disaster declaration

A disaster declaration is expected to be signed for the affected area following the issue of a tsunami warning.

[2] http://www.bom.gov.au/qld/forecasts/map.shtml

The LDMG may request that the DDMG make an application to State for a declaration of a disaster situation, should it be considered that extra powers are required during the watch phase to ensure the movement of people away from the tsunami hazard, i.e. evacuations, road closures, authority to enter a place, etc.

3.7 Evacuation

Existing evacuation plans will provide the basis for tsunami response planning. However, the sudden onset nature of a tsunami presents some unique constraints for evacuation planning.

The Burdekin LDMG expects people in the vulnerable zone to evacuate themselves based on the information given to them by the LDMG. The evacuation will be based on the Tsunami Risk and Evacuation Map using the routes marked on the map. The maps will be available on our website and at the Council Chambers, as needed.

Where people cannot self-evacuate, they should seek the assistance of neighbours, support agencies, relatives, or friends. Emergency services (i.e. QPS, QFD, SES and QAS) will be asked to assist as a last resort.

Arrangements for evacuating persons with special needs have been identified in the Evacuation Sub-Plan.

3.7.1 Evacuation Centres

Evacuation Centre locations will be assessed with the latest information about the tsunami. Suitable facility/facilities will be opened as instructed by the Chairperson of the Burdekin LDMG.

Evacuation Centre locations will be provided at the time of the notification and will only be opened when fully staffed.

3.8 Distribution of Tsunami Bulletins and Warnings to the Media and Public[3]

Tsunami Bulletins, Watches, Warnings, Cancellations and Event Summaries are part of a suite of warnings for severe weather events and hazards issued by the BOM. Media organisations across Australia work with the BOM to also inform the public in the case of a tsunami event.

Tsunami Warning distribution lists are maintained at the BOM's State and Territory RFCs. These distribution lists are used for both National JATWC Bulletins and Regional Warnings.

In addition to the media, key agencies such as the State and Territory emergency services, local councils, port authorities and police are included on these dissemination lists. The bulletin and warning messages are automatically uploaded to the BOM's website.

[3] http://www.bom.gov.au/tsunami/about/tsunami_warnings.shtml

PPRR DM GUIDELINE – SUPPORT TOOLKIT
Last Updated: 10 August 2018

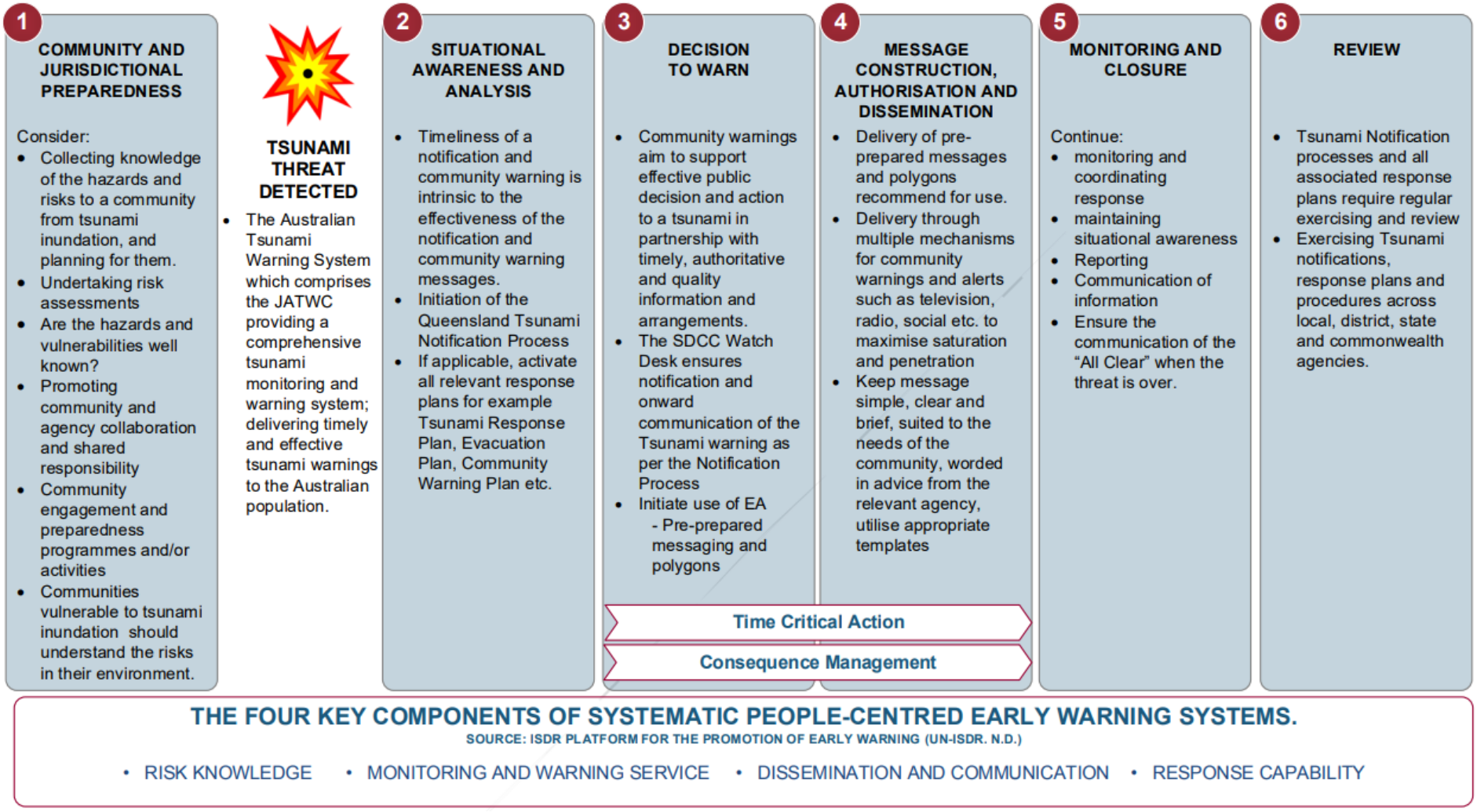


Figure 4 – Stages of Tsunami Notifications (Sourced from the Queensland Tsunami Notification Manual -M1.183 (Queensland Government)

Community warnings provide the community with appropriate advice on disaster and emergencies to enable the community to make informed decisions about preparedness and safety and the steps to be taken in responding to a disaster or emergency.

Alerts are a method of community warning and are defined as local and state agency-level notification methods, and arrangements that are applied concurrently with community warning systems such as tsunami notifications.

A transparent and consistent approach is required when determining the most appropriate community warning or alert delivery method to use, and then managing the consequences of the community warning and alert.

Community warnings should be timely and, to the greatest extent possible, be issued as soon as the appropriate recommendation for protective action can be made. Knowing when to use a community warning, alert, or information is important.

3.9 Tsunami Warning Messages Summary[4]

Messages: Types and Purpose

National No Threat Bulletin: To advise people that the earthquake has been assessed and that **no tsunami threat exists**

National or State/Territory Watch: To advise people that a tsunami threat **may exist** and that they should look out for further updates

State/Territory Warning: To advise people that a tsunami threat **does exist** and to advise them of the level of threat and action they should take marine = blue, land = red

National Warning Summary: To provide the public, media and emergency authorities with the status of tsunami warnings nationally

Event Summary: To provide the public, media, emergency authorities and government with summary information that can be used in post-event analysis

Messages: Layout & ContentMessages

Product Identifier: Identify type product/auto notifier

Media Instructions: How urgently message/s should be broadcast. Use of Standard Emergency Warning Signal (SEWS) or not

Message Title and Issue: Time Type, date/time and number sequence of message

Headline Message: Key message; eg. No Threat, Potential Threat, Threat

Summary: What, where and when the threat is

Threat Information: Level of threat , coastal areas affected, time of Arrival

Community Response Advice: What action people should take

Next Update Time: When the next update will be issued:

Where the Public can get Further Information: Web and telephone details for further/latest information

3.10 Categories of Threat Levels within Tsunami Warnings[5]

To assist the community, tsunami threat levels in Regional Tsunami warnings are categorised into three levels with required community responses; these have been determined in consultation with emergency management authorities. These Threat Levels will be specified for the same coastal areas used for routine BOM Coastal Waters Forecasts, already known to marine users.

Threat Level	Description
1 – No Threat	An undersea earthquake has been detected; however, it has not generated a tsunami, or the tsunami poses no threat to Australia and its offshore territories.
2 - Marine and Immediate Foreshore Threat	Warning of potentially dangerous rips, waves and strong ocean currents in the marine environment and the possibility of only some localised overflow onto the immediate foreshore.

[4] http://www.bom.gov.au/tsunami/about/tsunami_warnings.shtml

[5] http://www.bom.gov.au/tsunami/about/tsunami_warnings.shtml

Threat Level	Description
3 - Land Inundation Threat	Warning for low-lying coastal areas of major land inundation, flooding, dangerous rips, waves and strong ocean currents.

3.11 Decision to Warn

LDMGs considering issuing tsunami notifications should also continue to use a range of other community warnings, alerts and information to inform the community, such as social media, local disaster dashboards, radio, etc.

Broadcast media will carry messages distributed directly by the JATWC. The Standard Emergency Warning Signal (SEWS) may precede radio and television broadcasts if authorised by the BOM. Local broadcast media may carry messages tailored by LDMGs to their local communities.

The telephone is the most appropriate alert, particularly at night. The use of local or agency mass phone dialling message systems for alerting, such as Emergency Alert (EA), should be used commensurate with the risk. Use of radio, public address systems, sirens, variable messaging signs, social media and door knocking should be used as appropriate.

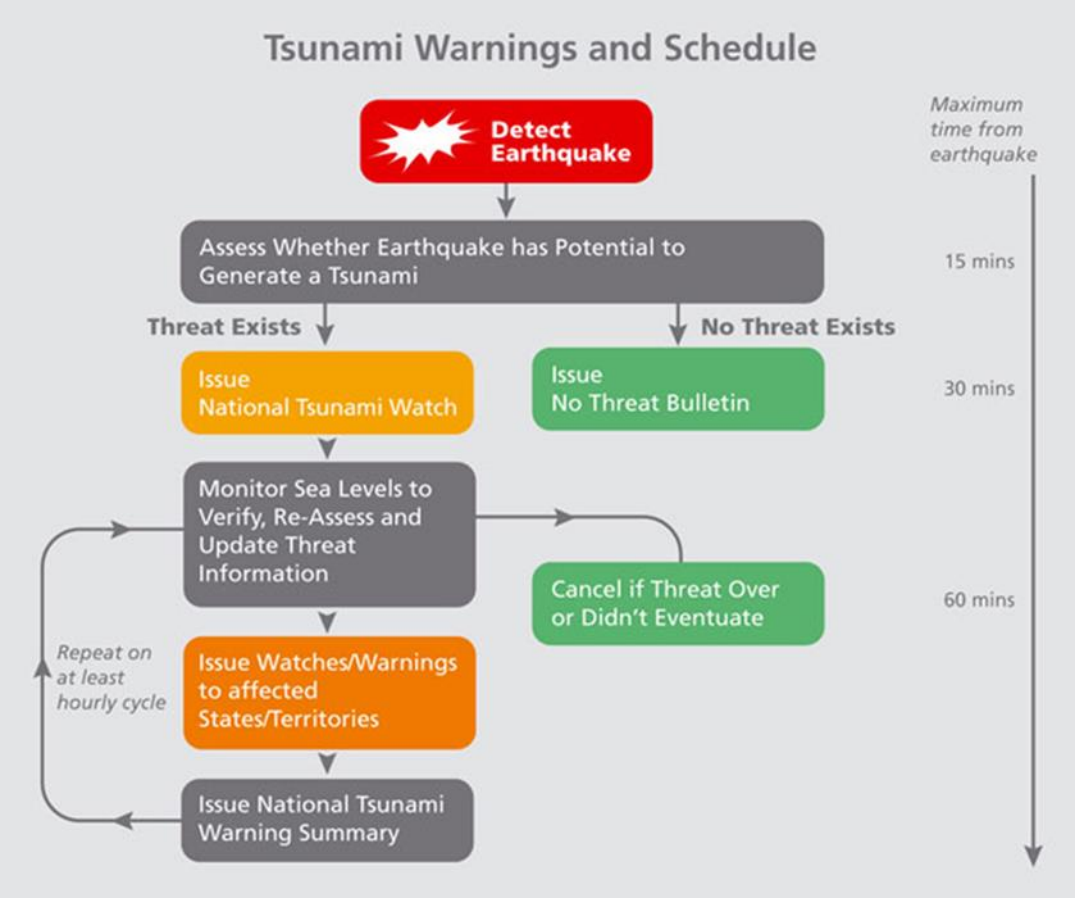


Figure 3 – Sequence of watches and warnings6

6 http://www.bom.gov.au/tsunami/about/tsunami_warnings.shtml

3.11.1 Tsunami Risk Considerations

The following table (Table 3) identifies those elements of the community vulnerable to tsunami based on the Burdekin Shire adopted height parameter, which is 6.0m AHD. Maps showing potential inundation areas are attached to this Sub Plan.

Table 3 – Vulnerable Communities and Groups

Elements within the Community	Exposure in Vulnerable Area*
Population (estimate based on estimated resident population and an approximate total population impact of 8%)	Total – 893 persons, of which: Over 65 – 323 persons (36%) Under 15 – 112 persons (12%)
Residential Dwellings; Industrial; Commercial	Giru, Jerona, Alva, Groper Creek, Rita Island, Wunjunga
Caravan Parks; Camping Grounds	Cromarty Creek, Plantation Creek Boat Ramp, Groper Creek, Alva Beach, Funny Dunny Park
Public Schools; Private Schools; Childcare Centres	Giru, Jarvisfield
Public Hospitals; Private Hospitals; Aged Care; Nursing Home Facilities	Nil
Submarine Infrastructure, i.e. electricity, sewerage	Nil
Aquaculture Industries	Pacific Reef Fisheries - Prawn Farm
Island Communities	Nil

*Notes:

- Vulnerable Area defined by less than 6.0 metres Australian Height Datum (AHD).
- Exposure likely depends on nature of tsunami warning, i.e., marine or land inundation.
- This column identifies the number of people and names, or locations of assets exposed for each element in the location.
- Mitigation strategies are included in the main disaster management plan and the Awareness and Capacity Building section of this Sub Plan.
- 2021 census data – www.abs.gov.au

4. Awareness and Capacity Building

4.1 Community Education

The Burdekin Shire Council has produced a map showing the 6.0m AHD contour, with areas below 6.0m AHD highlighted.

The Burdekin Shire Council has an emergency management partnership with the local radio station 97.1FM Sweet FM as well as the ABC North Queensland (630am), Triple M 102.3FM (Townsville) and Triple T (103.9FM). Public information announcements will be made on these radio stations regarding tsunami awareness.

4.2 Training and exercises

The Burdekin LDMG has established area warden contacts within vulnerable communities. Area wardens will be given training regarding Tsunami warnings and their responsibilities. Area warden training will be reviewed and exercised every two years.

4.3 Community resilience measures

The Burdekin Shire Council has developed and placed warning signs at caravan parking and camping areas throughout the Shire. Maps showing vulnerable areas and evacuation routes are available on Council's Disaster Dashboard - disaster.burdekin.qld.gov.au

5. Response Strategy

The response phase of the Tsunami Response Sub Plan commences with receiving a Tsunami Watch Bulletin or Tsunami Warning Bulletin. Evacuations will be initially voluntary, and following a declaration can be directed following a decision by the DDC of the Townsville DDMG.

Any evacuations will occur following consultation between the LDMG and the DDMG. If the two groups cannot be convened, a decision on evacuation strategies will be determined by the Chair of the Burdekin LDMG and the DDC.

The concept of operations to manage tsunamis will predominantly be in accordance with the existing 'all hazard' arrangements. This section will focus on those aspects that have been modified to address the sudden onset nature of this hazard.

5.1 Warning notification and dissemination[7]

The BOM issues advice and warnings on any identified tsunami threat to emergency agencies, relevant authorities, media and the general community using the same systems and infrastructure used for warnings of other hazardous events such as severe weather.

Media organisations across Australia work with the BOM to inform the public in the case of a tsunami event. Tsunami bulletin and warning distribution lists are maintained at each of the BOM's State and Territory Regional Forecasting Centres. These distribution lists are used for National and State/Territory based Bulletins. In addition to the media, key agencies such as the State and Territory emergency services, local councils, port authorities, and police are included on these dissemination lists. The bulletin and warning messages are also placed on the BOM's website.

Burdekin LDMG will distribute information to the SES, Media Liaison Officer and all Executive Officers of Council. Vulnerable communities will also be contacted by contacting the appointed Area Warden or Deputy if the Area Warden cannot be contacted.

[7] http://www.bom.gov.au/tsunami/about/jatwc.shtml

Further information regarding Community information and messaging can be found by accessing *Burdekin LDMG Community Information and Warnings Sub Plan*, which is also available on Council's website.

5.2 Media Outlets for Emergency Purposes

- ABC North Queensland 630 AM;
- Sweet FM 97.1 FM;
- Triple M 102.3 FM; and,
- Triple T 103.9 FM.

5.3 Warning Vunerable Groups

The table below (Table 4) documents the agencies responsible for distributing tsunami warnings to vulnerable groups within the community. It results from collaboration between agencies to ensure effective coverage of all vulnerable community elements.

All vulnerable groups are expected to receive notice of watch bulletins, warning bulletins and cancellation bulletins.

Table 4 – Warning Vulnerable Groups

Vulnerable Groups to consider	**Agency primarily responsible for dissemination of warning***
Land Based Elements	
Domestic and residents Industrial and Commercial buildings Shopping Centres Aged Care Facilities Hospitals Airports	Burdekin Local Disaster Management Group
Schools	Education Queensland
Coastal Parks and Reserves Users Ports, Harbours, Marinas Beach and Foreshore Users, i.e. swimmers, surfers, fishers, sunbathers, foreshore pedestrians	VMR/MRQ (Weekend) Council Area Wardens
Resorts, Hotels Offshore Islands Caravan Parks and Camping Areas	OIC QPS Giru Area Wardens Burdekin Shire Council
Motorists Critical Infrastructure	Queensland Department of Transport & Main Roads Traffic Management Centre (Burdekin Bridge Sign)
Marine Based Elements	
Boats and Crew Other Marine Users – Divers, snorkelers, etc Submarine Infrastructure, i.e. electricity, sewerage	VMR/MRQ

Vulnerable Groups to consider	Agency primarily responsible for dissemination of warning*
Aquaculture Industries	DAF – Department of Agricultural and Fisheries

* Refer to Queensland Tsunami Notification Guidelines for guidance

5.4 Warning Methods

Community warnings, alerts and information can be issued or sourced by several methods depending on the type of disaster, emergency and agency. Queensland's primary community warning, alert and information methods are:

- Information through local government or agency websites, disaster information boards, and local events and activities;
- Opt-in alerts from local government may provide SMS, landline, email, and social media community messaging;
- Agency-specific warnings and, for example, Sunwater;
- Through the Local Area Warden program;
- Alerts and information from media outlet broadcasts;
- BOM weather warnings for tropical cyclones, severe thunderstorms, severe weather, tsunami and bushfires;
- EA (Warning, Watch and Act or Advice); and,
- Australian Warning System (AWS) - aims to deliver a more consistent approach to emergency warnings using a nationally consistent set of icons.

Warning messages will be distributed by the most effective means allowing for factors such as time of day, season, infrastructure limitations, etc. Methods that the Burdekin LDMG have chosen to use may include:

- Media – radio and television broadcasts;
- Door knocking (QPS, wardens);
- Local Area Warden program;
- Telephone, mobile, fax;
- public message alerting systems;
- Councils Disaster Dashboard;
- Electronic Message Boards;
- Internet;
- Social networking sites (Facebook and Twitter);
- Marine Radio and Distress Systems and Networks;
- Mobile Public Address System;
- Local / Community Area Warden System;
- Fixed Variable Message Signs;
- EA;
- AWS; and,
- SEWS.

5.5 Standard media messages to the community

Wherever possible, media messages regarding Tsunami Warnings should be communicated verbatim. Where this is not possible or practicable due to the delivery method or technological limitations, the following abbreviated message format should be used:

> *The Bureau of Meteorology has issued a* ***<insert title of warning product>*** *for this part of Queensland. Please call 1300TSUNAMI, that is 1300 878 6264, or log onto www.bom.gov.au/tsunami for the full text of the message.*

Any other proposed variation should be cleared through the BoM before use.

References

- Joint Australian Tsunami Warning Centre (JATWC), www.bom.gov.au/tsunami
- Geoscience Australia, www.ga.gov.au
- Tsunami Guide for Queensland
- Queensland Tsunami Notification Manual - m.1.183

Attachments

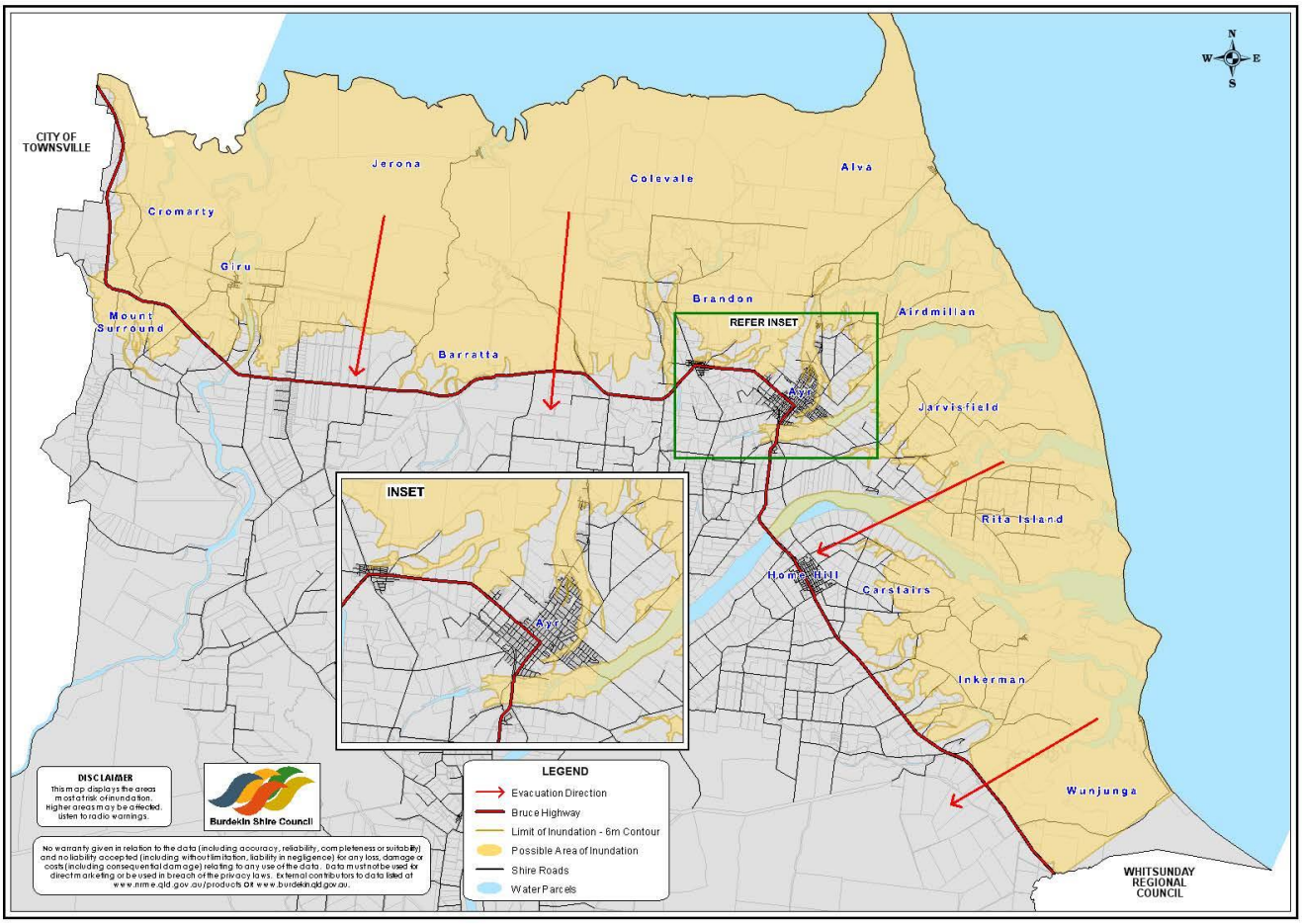
Attachments to this plan include the following:

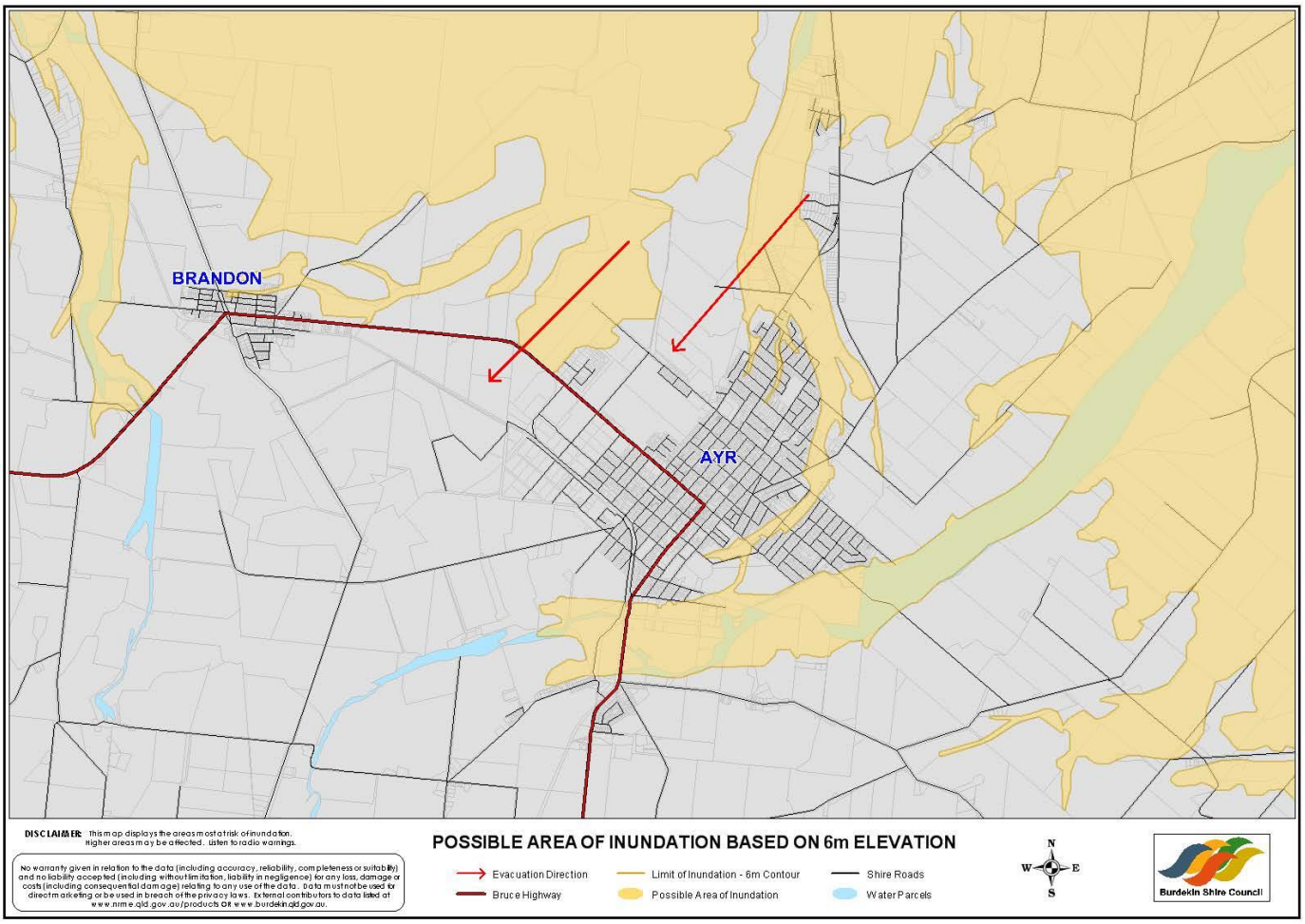
- Area Warden Contact List (not for public dissemination)
- Inundation Maps (Burdekin Region and Ayr/Brandon inset)

Attachment 1 – Area Warden Contact List

This list is not for public dissemination. The Area Warden contact list is regularly updated and forms part of the Response Strategy for this sub plan. This document is stored in the Burdekin Shire Council's Document Centre.

Attachment 2 – Inundation Maps (Burdekin Region and Ayr/Brandon Inset)




BRANDON
AYR
DISCLAIMER: This map displays the areas most at risk of inundation. Higher areas may be affected. Listen to radio warnings.
No warranty given in relation to the data (including accuracy, reliability, completeness or suitability) and no liability accepted (including without limitation, liability in negligence) for any loss, damage or costs (including consequential damage) relating to any use of the data. Data must not be used for direct marketing or be used in breach of the privacy laws. External contributors to data listed at www.nrme.qld.gov.au/products OR www.burdekin.qld.gov.au.
POSSIBLE AREA OF INUNDATION BASED ON 6m ELEVATION
Evacuation Direction
Bruce Highway
Limit of Inundation - 6m Contour
Possible Area of Inundation
Shire Roads
Water Parcels
N
W
E
S
Burdekin Shire Council



Community Recovery and Resilience Plan

2025 - 2026 | Version 34

disaster.burdekin.qld.gov.au

Burdekin Shire Council | DISASTER MANAGEMENT

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Alignment with our Vision

The Community Recovery and Resilience Sub Plan supports the achievement of our Burdekin Shire Council Corporate Plan 2025-2030 and helps realise:

Our Vision

A thriving community that values its rural identity whilst embracing innovation for future generations.



We work towards:

Our Mission

To work with our community to create a sustainable, inclusive, and forward-looking Burdekin through leadership, partnerships and service excellence.

Our Values

Our Customers are the centre of everything we do. We get things done with speed, conviction and agility.

Our Culture our way of life and how we conduct ourselves, which is demonstrated daily by our behaviour, our habits, our attitudes towards each other, and our moral beliefs.

Our Credibility is our most valuable asset. We act honestly and consistently in our behaviours, actions and decisions.

The strategic objective that supports this is:

Our Community

We are a welcoming, inclusive and adaptive community.

Read more about Council's Corporate Plan at: Burdekin Shire Council Corporate Plan 2025-2030

Disclaimer

The Burdekin Shire Council and its officers accept no responsibility for any loss whatsoever arising howsoever from any person's act or omission in connection with any information, expressed or implied, contained within this document. Nothing in this document should be taken as legal advice.

Authorisation and approval

The Burdekin Shire Council Community Recovery and Resilience Sub-Plan provides information and guidance to all entities on governance, planning, and operational issues relating to the provision of disaster recovery services.

This plan is a sub-plan of the Local Disaster Management Plan and, as such, is subject to the same administrative and governance provisions of that plan.

This plan was prepared under the authority of the Local Disaster Management Group, in accordance with sections 30, 57, and 58 of the *Disaster Management Act 2003* (DM Act), *Queensland Disaster Management Regulation 2014* and the *Queensland Reconstruction Authority Act 2011*.

The Disaster Recovery Sub-Plan has been endorsed by the Local Disaster Management Group (LDMG) and is approved for use by the Burdekin Shire Council (BSC). The functions of the Local Government were advised in accordance with the DM Act (s 80). This sub-plan was formally adopted by the Burdekin Shire Council at the meeting held on 28 October 2025, through a resolution.

.....
Signature:

Mayor Pierina Dalle Cort
Chair Burdekin LDMG

Date: 28 October 2025

.....
Signature:

Eileen Devescovi
Burdekin Local Disaster Coordinator

Date: 28 October 2025

INTRODUCTION

Aim of the plan

This plan aims to detail the disaster recovery arrangements within the BSC local government area (LGA). It provides a recovery assistance framework for community members during and after a disaster event that can be utilised by all members, deputies, and advisors of the Local Disaster Management Group (LDMG), the organisations they represent, and any partnering agencies.

Document management

The Community Recovery and Resilience Sub-Plan (henceforth referred to as the 'Plan') is a controlled document. It is maintained by the BSC Local Disaster Coordinator (LDC) on behalf of the LDMG.

Any proposed amendments to this plan are to be forwarded in writing to:

Post: Local Disaster Coordinator
Burdekin Local Disaster Management Group
PO Box 974, Ayr QLD 4807

Email: Eileen.devescovi@burdekin.qld.gov.au

The LDC may approve minor amendments to this document. Any significant changes to the document's content will be submitted to the Burdekin LDMG for approval before being endorsed by the BSC.

Version Control

Version No.	Date Issued	Amended By	Amendment Content	Date Approved by Council
33	September 2024	Eileen Devescovi	Yearly Review	September 2024
34	July 2025	Jenny Cummings Eileen Devescovi	Yearly Review, major restructure to modernise content	Xx xxxxxx 2025

Distribution

The BSC maintains a register of relevant organisations and agencies involved in the provision of disaster recovery services. A copy of this plan, along with any subsequent amendments, will be forwarded to the relevant entities as required.

Plan review and renewal

This plan should be reviewed in accordance with the provisions prescribed under the DM Act (s 59), in that the plan:

- May be reviewed or renewed when the local government considers it appropriate, however
- The effectiveness of the plan must be reviewed at least once a year.

Circumstances that may necessitate a review include:

- Activation of the plan or components of the plan due to an event:
- Training exercise(s) designed to practice or evaluate specific aspects of the plan or its overall operational efficacy.
- Changes to the roles and responsibilities of Burdekin Local Recovery Group (LRG) members.
- Operational changes.
- Emerging hazards.
- Following the assessment of the plan under the Emergency Management Assurance Framework.

Definitions

The following definitions are sourced from the Interim PPRR Queensland Disaster Management Guideline 2024-2024 Glossary:

Disaster	A disaster is a serious disruption in a community, caused by the impact of an event, that requires a significant coordinated response by the state and other entities to help the community recover from the disruption.
Disaster management	Arrangements about managing the potential adverse effects of an event, including, for example, arrangements for mitigating, preventing, preparing for, responding to and recovering from a disaster.
Hazard	A process, phenomenon or human activity that may cause loss of life, injury or other health impacts, property damage, social and economic disruption or environmental degradation. (United Nations Office for Disaster Risk Reduction, 2017).
Recovery	The taking of appropriate measures to recover from an event, including the action taken to support disaster-affected communities in the reconstruction of infrastructure, the restoration of emotional, social, economic and physical wellbeing, and the restoration of the environment.
Relief	Efforts to meet the needs of persons affected by a disaster, to minimise further loss through the provision of immediate shelter and basic human needs.
Resilience	A system or community's ability to rapidly accommodate and recover from the impacts of hazards, restore essential structures and desired functionality, and adapt to new circumstances.
Response	The taking of appropriate measures to respond to an event, including action taken and measures planned in anticipation of, during, and immediately after an event to ensure that its effects are minimised and that persons affected by the event are given immediate relief and support.

RECOVERY GOVERNANCE

Response to the recovery continuum

The processes identified in recovery planning are designed to be flexible, adaptable, and scalable, thereby meeting the diverse needs of the community across various disaster scenarios. Disaster recovery can be a lengthy and complex process, differing according to the existing strengths and capacities within communities.

This plan reflects the recovery principles and procedures outlined in the Queensland Prevention, Preparedness, Response and Recovery (PPRR) Disaster Management Guideline (the Guideline), the Queensland Recovery Plan and the Burdekin LDMP.

Ideally, the functions of response, relief and recovery should commence at the same time during a major disaster event:

- Response planning is explicitly focused on preventing loss of life, preventing property damage or further damage, clearing roads and infrastructure, setting up evacuation centres and resupply operations.
- Relief planning focuses on understanding the impacts and supporting the community after the disaster has subsided.
- Recovery planning focuses on returning the infrastructure, environment, community, and economy to a pre-disaster level while taking opportunities to learn from the disaster, build resilience, and consider future risks.

A smooth transition process from response to relief to recovery will help to ensure that the ongoing effort is focused, directed and maintains momentum.

Legislation

Disaster recovery in Queensland is undertaken in accordance with the *Queensland Disaster Management Act 2003* (DM Act), *Disaster Management Regulation 2014* (the Regulation) and the *Queensland Reconstruction Authority Act 2011* (QRA Act)

Disaster Management Act 2003

- Section 4A(a) of the DM Act specifies that disaster management should be planned across the four phases of prevention, preparedness, response, and recovery.
- Section 4A(d) states that “local governments should primarily be responsible for managing events in their local government area”.
- Section 4A(e) states that “district groups and the QDMC should provide local governments with appropriate resources and support to help the local governments carry out disaster operations”.

Queensland Reconstruction Authority Act 2011

- Section 1 of the QRA Act states that the primary purpose of the QRA Act is; (a) “to ensure Queensland and its communities effectively and efficiently recover from the impacts of disaster events; and (b) to improve the resilience of communities for potential disaster events”.
- Section 10 of the QRA Act details a range of functions that QRA is to perform in relation to disaster recovery in Queensland.

Other relevant doctrine

Other relevant disaster recovery doctrine that supports disaster recovery include the following:

- Australian Government Disaster Response Plan (COMDISPLAN)
- Australian Institute for Disaster Resilience Community Recovery Manual (Handbook 2)
- Australian Disaster Resilience Glossary (AIDR Online glossary of disaster resilience definitions)
- District Disaster Management Arrangements
- Australian Disaster Recovery Framework

- National Principles for Disaster Recovery
- Prevention, Preparedness, Response and Recovery Disaster Management Guideline
- Queensland Disaster Funding Guidelines including Disaster Recovery Funding Arrangements and State Disaster Relief Arrangements
- Queensland Policy for Offers for Assistance
- Queensland Recovery Plan
- Queensland Strategy for Disaster Resilience
- The Standard for Disaster Management in Queensland

Principles of disaster recovery

The following principles are identified in the Queensland Recovery Plan to support all recovery planning and operations in Queensland:

- Understanding the context - understanding community context, with each community having its own history, values and dynamics
- Recognising complexity - responsive to the complex and dynamic nature of both emergencies and the community
- Using local, community-led approaches - community-centred, responsive, and flexible, engaging with the community and supporting them to move forward
- Ensuring coordination of all activities - a collaborative, coordinated and adaptive approach, between community and partner agencies, based on continuing assessment of impacts and needs
- Employing effective communication - built on effective communication between the affected community and other partners
- Acknowledging and building capacity - recognising, supporting, and building on individual, community and organisational capacity and resilience to disaster events.

Stages of recovery

As highlighted in the Queensland Recovery Plan, *"recovery is a complex and protracted developmental process that can take many years.*

As part of the disaster management arrangements, recovery planning and preparations are undertaken. This is known as prevention and preparedness.

Recovery operations are undertaken across three stages. It is important to note that not all individuals, communities or recovery groups experience the same stage at the same time, nor transition at the same rate. In some instances, communities can be recovering from multiple overlapping events".

Following prevention and preparedness, there are three recognised stages of disaster recovery, namely:

- **Stage 1** - Immediate (post-impact relief and emergency repairs)
- **Stage 2** - Short/Medium term (re-establishment, rehabilitation and reconstruction)
- **Stage 3** - Long term (restoration, rebuilding, reshaping and sustainability)



Figure 1: Stages of Recovery

Refer to the Queensland Recovery Plan for more information on each stage.

Functions of recovery

Effective recovery requires an integrated, multidisciplinary approach to needs analysis, consequence management, community engagement, planning and service delivery.

A coordinated effort by all agencies involved in recovery is required. As recovery is a complex and protracted process, to assist with overall and effective coordination, aspects of recovery are conceptually grouped into five interconnected functions, namely:

- Human and social
- Economic
- Environment
- Buildings *
- Roads and transport *

** Whilst Council recognises the five functional areas of recovery, for ease of management, Council has split Buildings* into two separate functions: "Building and "Water Wastewater Infrastructure" to ensure effectiveness of the recovery operations for this function.*

Depending on the nature of the disaster, one or more of these functions may be the focus of recovery operations. Often, a disaster will be of such a scale that all functions need to be addressed to affect recovery. With any disaster event, there will likely be significant overlap between all the above functions. The individual functions must be openly engaged with one another as they have the potential to either negatively or positively impact the outcomes sought by the other functions.



Five functions of Recovery

Economic

The effects of a disaster on the economic environment may include loss of tourism, employment opportunities, loss of stock and equipment and reductions in cash flow for businesses. In turn, this may lead to increased costs for products, a decrease in property values, higher insurance premiums, and negative consumer perceptions. Strategies to address for recovery may include stimulating the economy, facilitating financial assistance to individuals and households, and supporting business and industry economic recovery.

Environment

Impacts to the environment may include impacts to the natural environment and public health. Natural environment focuses on damage or loss of flora and fauna, land degradation and contamination, as well as cultural concerns. Public Health focuses on poor air quality, reduced food and water quality, inadequate sanitation, and poor hygiene practices. The LRG may concentrate on areas in recovery, including the preservation of culturally significant sites and the regeneration of biodiversity and natural resources.

Building

This function supports the built environment. Damage may include loss to essential services (water and wastewater), the building sector (including housing, accommodation, education and health facilities), and other critical infrastructure (council buildings and facilities, public facilities). Projects are 'future-proofed' against disaster events. Where possible, the Burdekin LRG will support betterment projects.

Human and Social

Human and social recovery is the coordinated process of supporting disaster-affected individuals, families, and communities in restoring their emotional, social, physical, and psychological health and well-being. Ideally, this support is conducted 'with' the community rather than 'for' the community. The services required and duration of operations will be dictated by the nature and impact of the disaster event; however, services typically include providing information, paying financial assistance, and offering personal and psychosocial support.

Roads and Transport

This function supports the transport network. Damage to these networks may include loss of road, rail, aviation and maritime services, resulting in difficulty accessing communities and disruption to critical supply chains. Projects are 'future-proofed' against disaster events. Where possible, the Burdekin LRG will support betterment projects.

RECOVERY ARRANGEMENTS

Recovery arrangements are based on a collaborative approach involving all levels of government, non-governmental agencies, and the community, providing a supportive model throughout the various phases of recovery. Where practical, community-led recovery is encouraged throughout the phases of recovery. The Burdekin recovery model enables input and support from local community organisations that can assist with community-led recovery. This type of recovery requires flexibility. It will depend on the kind of event and the expected timeframe for recovery to ensure that ongoing community needs are met promptly.

The Australian Institute of Disaster Resilience's Community Recovery Handbook recognises the varying scales and intensities of disasters and their impacts on a community.

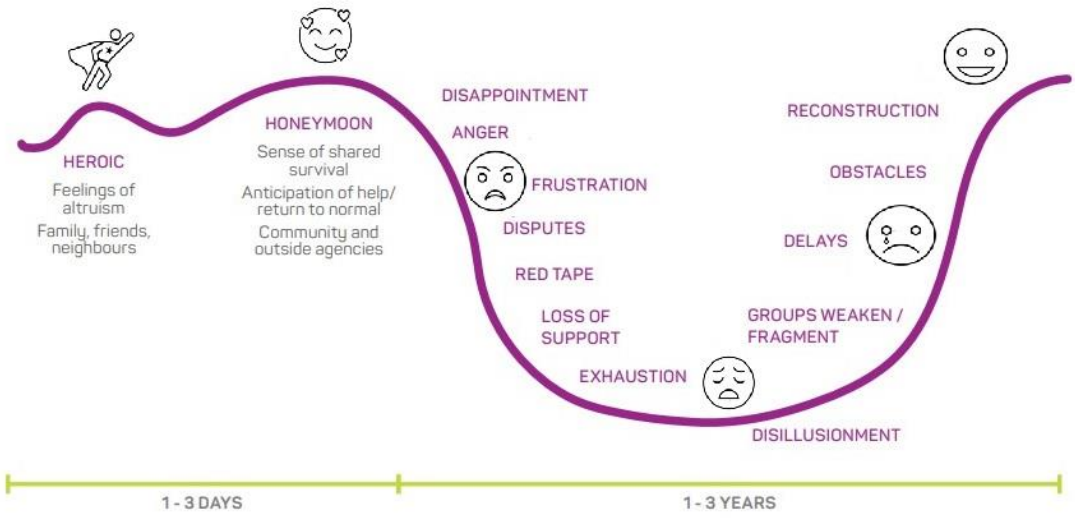


Figure 2: Different phases that individuals and communities might experience post disaster

Community-Led Recovery

Communities play a crucial role in the disaster recovery continuum, assisting in decision-making, providing resources, and building on the resilience and leadership already present within them. Community-led recovery should engage and empower the community, encouraging those affected by an event to participate actively in their own recovery. Disaster-affected communities understand their own needs. Empowering communities to create their own solutions can enhance overall social cohesion, a crucial factor in achieving sustainable recovery outcomes.

A community-centred approach to recovery should be implemented where possible and should be flexible, engaging, and empowering communities to move forward. Recovery activities will benefit from recognising that recovery:

- Should seek to address the needs of all affected communities.
- Should consider the values, culture, and priorities of all affected communities.
- Uses and develops community knowledge, leadership, and resilience.
- Recognises that communities may choose different paths to recovery and recover at different rates.
- Should ensure the specific and changing needs of affected communities are met with flexible and adaptable policies, plans and services.
- Should build strong partnerships between communities and those involved in the recovery process.

Local Government

Local government is recognised as the frontline for disaster management, primarily due to the benefits of localised knowledge and networks, as well as the services they provide directly to the community. The Council is responsible

for coordinating disaster management arrangements, including building the region's resilience through community engagement strategies.

Successful disaster recovery depends on clear and robust governance arrangements. Queensland's disaster recovery arrangements align with those articulated in the DM Act. They enable a collaborative approach that aims to bring together all agencies, stakeholders and resources to plan and coordinate the delivery of recovery functions.

The arrangements reflect a focus on impacted communities and the lead role of local recovery coordinators, local recovery groups, and disaster management groups in facilitating local recovery initiatives. These local groups are supported by district disaster management groups, recovery groups (where they exist), and the state government through functional recovery groups.

The recovery arrangements can be expanded as needed to address hazard-specific events.

Burdekin Recovery Model

Recovery in the Burdekin Shire will be managed through the LRG, which is responsible for leading recovery efforts on behalf of the community it serves. The Burdekin LRG reports to the LDMG and may be activated if the LDMG Chairperson and the LDC identify a need. This will be assessed on the following factors:

- Scale of the disaster.
- Outstanding issues and impacts that require a coordinated, multi-agency approach.
- Significance of disruption of the community's connectedness.
- The community does not have the capability to recover independently.
- People are unable to return to their properties in the long term.
- Reconstruction or other impacts, such as contamination.

Burdekin Local Recovery Group (LRG)

The LRG provides overall recovery coordination and oversight of the recovery sub-groups. The LRG will be supported and assisted by the LDMG, with the Local Recovery Coordinator (LRC) delivering regular reports to the LDMG. The LRG includes relevant organisational representatives to inform and assist in recovery operations based on their expertise, along with sub-group representatives responsible for each recovery function. The LRG is chaired by a Councillor nominated by the Chairperson of the LDMG.

The LRG may meet outside of a disaster to review documentation, member lists, and any changes in government legislation and/or agencies. The Chair and the Coordinator of the Human and Social Recovery Group must attend quarterly meetings scheduled by the lead agency, Department of Families, Seniors, Disability Services and Child Safety. The role of the LRG is to assist the LDMG in coordinating the recovery process by:

- Developing a recovery sub-plan.
- Identifying members for the recovery group.
- Providing a forum for agencies to discuss the effect of the event on agency service provision and plan for a coordinated approach to the recovery process.
- Providing community engagement opportunities to allow the community to be part of the recovery process.
- Informing the community of recovery activities and progress to ensure community expectations are managed.
- Coordinating recovery operations at the local level.
- Requesting assistance from the DDMG through the LDMG where local capacity has been exhausted.
- Developing a local event-specific recovery plan that is available to key stakeholders.
- Facilitating the coordination and effective implementation of recovery operations according to the event-specific local recovery plan.
- Monitoring and reporting the progress of recovery objectives to their communities, relevant groups and QRA.

Council has appointed an elected Councillor as the Chair of the Burdekin LRG and the Manager Financial Services as the LRC. To ensure clarity, the LRC is subordinate to the LDC. (See *Annexure C – Burdekin Shire Council Local Community Recovery Structure*).

Burdekin Recovery Sub-Groups

Burdekin LRG has five designated recovery sub-groups to assist in managing recovery. Depending on the event's characteristics, not all functions may be required to be activated:

- Economic
- Environment
- Human and Social
- Building – split into two groups
    - Building
    - Water and Wastewater
- Roads and Transport

The LRG Chair and LRC are responsible for all five Recovery Sub-groups. Each Recovery Sub-group has its own Chair and Subplan and consists of a local lead from the Council (Coordinator), a representative from a state agency, and key stakeholders within the relevant sector, with an emphasis on local representation. However, if circumstances permit, multiple recovery functions/sub-groups may be managed by one manager, subject to approval by the LRC and Chair. This allows for flexibility in events with low workloads under some recovery functions/sub-groups. The Recovery Sub-Groups aim is to support the Burdekin LRG to achieve its recovery outcomes for the community.

Evaluation

The Burdekin Recovery Model (plan and procedures) is evaluated annually (every year) through a recovery exercise or community workshop and/or after any major events to ensure continuous improvement and community inclusion, supporting a community-led approach to recovery activities. Any feedback provided by councillors, community organisations, and the public is evaluated to ensure that future operational priorities set by the LDMG are strengthened to support community involvement.

Disaster District

The functional responsibility of the District Disaster Management Group (DDMG) is to provide support to the local level. The District Disaster Coordinator (DDC), in collaboration with the functional recovery lead agencies, is encouraged to establish a District Recovery Group (DRG).

The Queensland Recovery Plan states:

> *"During recovery operations, a DRG is encouraged to facilitate communication and information sharing within the district, and to state FRGs, through their FRG lead agency members. A DRG also promote council-to-council arrangements where possible to facilitate recovery operations, investigate opportunities for local government collaboration, and build resilience and recovery resource capacity.*
>
> *DRGs may be used to facilitate 'regional' leadership discussions in conjunction with regional organisations to support the State Recovery Coordinator where required*".

The emphasis on community-led recovery suggests that the local level is the entry point for recovery. The district provides resources at the local level based on impact assessments and agreed service delivery arrangements, ensuring that the required resources are available and prioritised accordingly.

State Government

The Queensland Recovery Plan provides insight into the priority given to the impacted community and the lead role of local recovery coordinators, local recovery groups, and disaster management groups in facilitating local recovery initiatives (as shown in Figure 3). The local groups are supported by the district disaster management group, the district recovery group and the state through functional recovery groups.

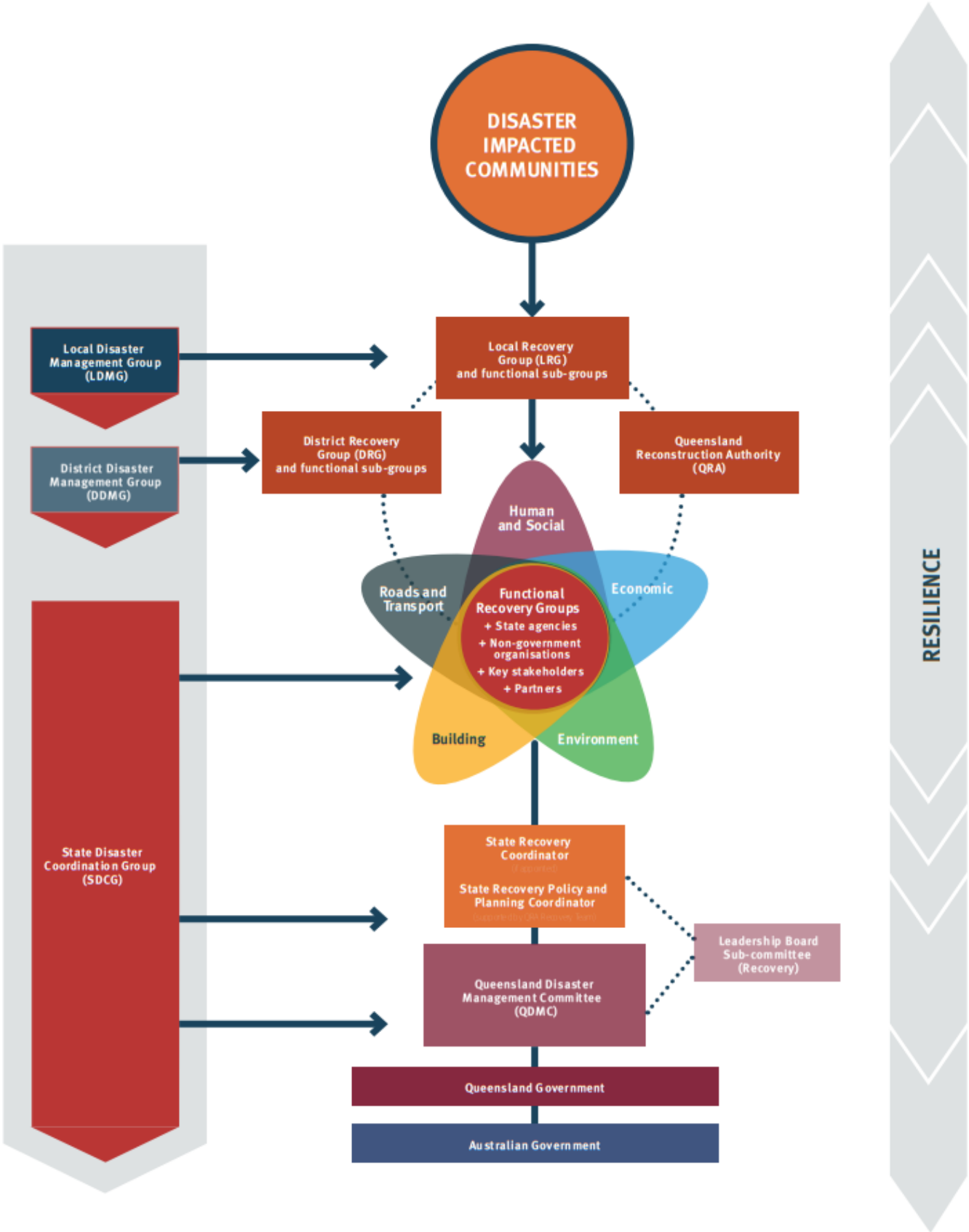


Figure 3: Queensland's disaster recovery arrangements, Queensland Recovery Plan, pg.

State Functional Recovery and Resilience Sub-Groups (FRRGs)

Functional Recovery and Resilience Groups (FRRGs) coordinate and support the planning and implementation of Queensland's whole-of-community recovery activities across the five functional lines of recovery and resilience – Roads and Transport, Building, Economic, Environment and Human and Social – supporting local government in fulfilling its recovery and resilience objectives.

The Queensland Recovery Plan has appointed functional lead agencies to lead recovery under each of the functions at a state level, and they are as follows:

Function of Recovery	Functional Lead Organisation
Human and Social	Department of Families, Seniors, Disability Services and Child Safety
Economic	State Development, Infrastructure and Planning
Environmental	Department of the Environment, Tourism, Science and Innovation
Building	Department of Housing and Public Works
Roads and Transport	Department of Transport and Main Roads

Federal Government

The National Emergency Management Agency (NEMA) leads the Australian Government's disaster and emergency management efforts, in partnership with States, Territories and the Australian community.

NEMA also manages the Australian Government's Disaster Response Plan (COMDISPLAN). This document outlines the non-financial assistance the Australian Government provides to states and territories when the total resources – government, community and commercial – of an affected jurisdiction cannot reasonably cope with the needs of the situation.

"COMDISPLAN derives its authority from the Australian Government Crisis Management Framework (AGCMF). The AGCMF outlines the roles and responsibilities of Australian Government in preparing for, responding to and recovering from crises. It is the Australian Government's capstone policy framing Australia's national crisis management arrangements.

The AGCMF is underpinned by a range of national plans that set out hazard and sector-specific crisis management arrangements."

RECOVERY OPERATIONS

The processes identified in recovery planning are designed to be flexible, adaptable, and scalable, enabling them to meet the community's needs in various disaster scenarios. Disaster recovery can be a lengthy and complex process, and it will vary according to a community's strengths and capacity.

This plan reflects the recovery principles and procedures outlined in the PPRR DM Guideline, the Queensland Recovery Plan and the Burdekin LDMP.

Ideally, the functions of response, relief and recovery should commence at the same time during a major disaster event:

- Response planning focuses on preventing loss of life, property damage, and further damage, clearing roads and infrastructure, setting up evacuation centres, and conducting resupply operations.
- Relief planning focuses on understanding the impacts and supporting the community after a disaster has subsided.
- Recovery planning focuses on returning the infrastructure, environment, community, and economy to a pre-disaster level while taking opportunities to learn from the disaster and building resilience by considering future risks.

A smooth transition from response to relief to recovery will help ensure that the ongoing effort is focused, directed, and maintains momentum.

Disaster recovery is most effective when locally led and executed, with support from the government and other relevant entities. The Recovery Plan recognises that recovery is driven by the community and informed by its needs, vision, and goals. In addition, it recognises communities have inherent strengths, assets and resources that can be actively engaged during the response and recovery phases of a disaster.

The National Principles for Disaster Recovery guide the development of the Recovery Plan and underpin recovery planning and operations in Queensland. The following principles are identified in the Queensland Recovery Plan to support all recovery planning and operations in Queensland:

- Understanding the context - understanding community context, with each community having its own history, values, and dynamics.
- Recognising complexity - responsive to the complex and dynamic nature of both emergencies and the community.
- Using local, community-led approaches - community-centred, responsive, and flexible, engaging with the community and supporting them to move forward.
- Ensuring coordination of all activities - a collaborative, coordinated and adaptive approach between community and partner agencies, based on continuing assessment of impacts and needs.
- Employing effective communication - built on effective communication between the affected community and other partners.
- Acknowledging and building capacity - recognising, supporting, and building on individual, community and organisational capacity and resilience to disaster events.

(See *National Principles for Disaster Recovery and Their Application* for a comprehensive list of principles)

Triggers for Recovery

Transition from response to recovery at the local and district level, and the need to undertake such a process, will be informed by local circumstances and determined by the chairs of the relevant LDMGs/DDMGs and guided by:

- Situation reports (SitReps), which evidence the de-escalation of response operations
- Status of response and immediate recovery/ relief operations
- Impact and needs assessments
- Response and early recovery situations that may escalate
- Anticipated recovery issues and risks.

Activation

The activation of this sub-plan will depend on the nature, size, and scale of the event.

It is important to note that Recovery Sub-Group members may be required to respond to small-scale and localised events when the Recovery Sub-Group is not formally activated. This coordination between agencies and the provision of recovery services would be considered a standard part of an agency's responsibilities.

Activation may occur when:

- The LDMG is activated to provide a coordinated response to an event.
- Council has received impact assessments detailing imminent or actual recovery needs resulting from an eligible disaster event.

As detailed in the Local Disaster Management Plan, Council works on four levels of activation:

- Alert
- Lean Forward
- Stand Up
- Stand Down.

The following diagram provides an understanding of the recovery activation and lessons management process.

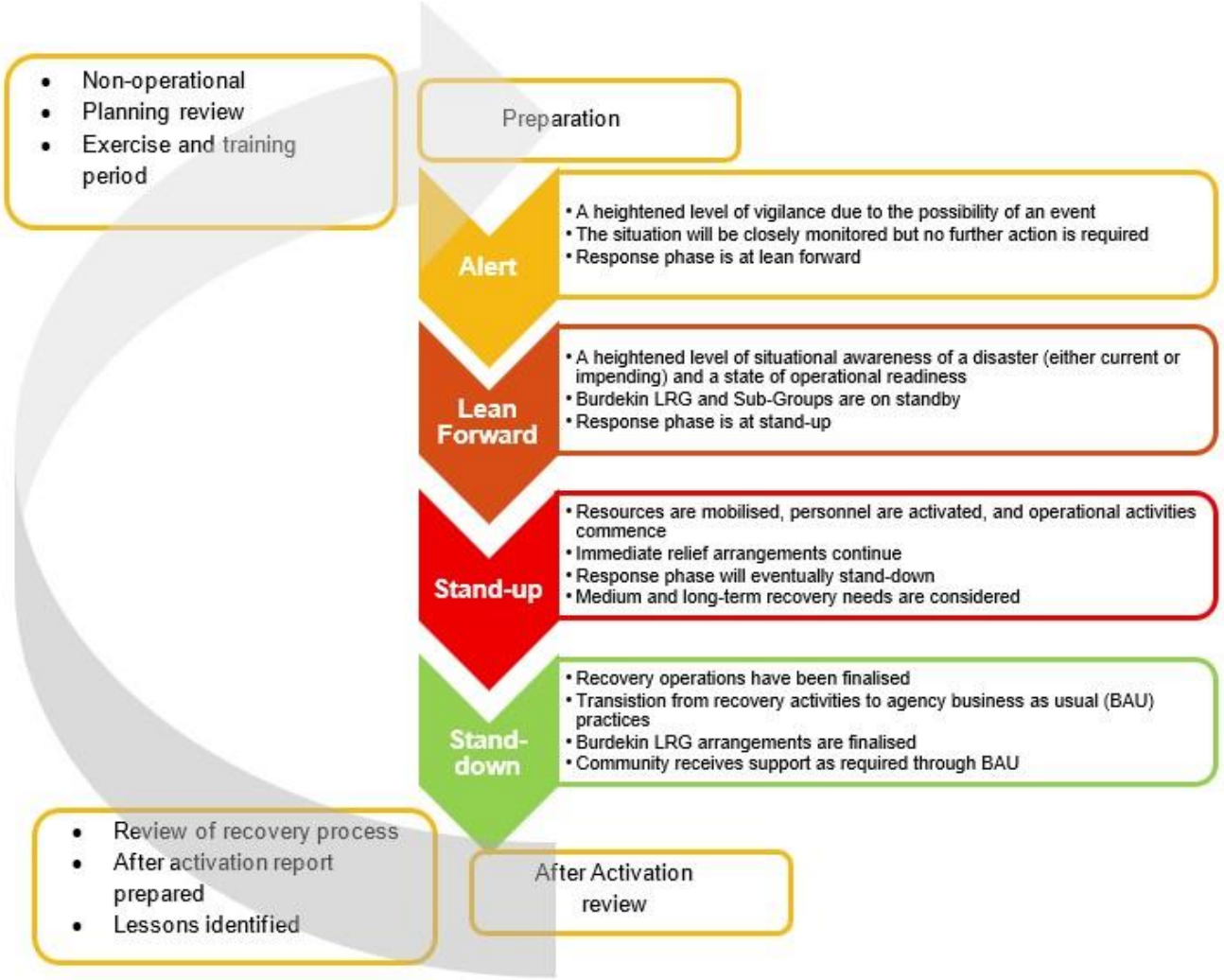


Figure 4: Recovery Activation and Lessons Management Process

The recovery groups can be activated by the following:

Burdekin Local Recovery Group	• Chair LDMG • Chair Burdekin LRG • Local Disaster Coordinator • Local Recovery Coordinator
Recovery Sub-Groups	• Chair LDMG • Chair Burdekin LRG • Local Disaster Coordinator • Local Recovery Coordinator • Chair Recovery Sub-Groups

Recovery is an integral part of responding to an event. As shown in the following diagram, it may begin at the same time as the response, allowing for recovery planning to commence. Local recovery arrangements may be activated to 'alert' once the response phase has reached the 'lean forward' level of activation, and they will continue to follow the response phase through the subsequent activation levels.

Recovery Functions for Levels of Activation

Response

Alert	Lean Forward	Stand Up	Stand Down Response
• Monitor situation • Liaise/update stakeholders • Issue warnings • Prepare rosters and place staff on call • Check availability of Places of Refuge • LDMG may be at 'Lean Forward'	• LDMG may be at Stand-Up • Continue to monitor the situation • Activate Event Action Plan • Gather Place of Refuge stock • Issue SITREPs • Pre-position Staff • Place of Refuge on standby • Place Red Cross on standby • Council operational procedures, e.g. close roads, restock sandbag stations for SES, etc.	• LDMG and LDCC are activated • Disaster management team is activated • Warnings are issued • Customer Service Call Centre activated • Places of Refuge may be opened (depending on the type of event) • Doorknocking may be activated (depending on the type of event) • Ongoing rosters completed • SITREPs continue to be issued • Identify transportation needs for evacuees (depending on the event) • Intelligence gathered for future recovery planning • Council operational procedures • Restock SES sandbag stations	• Assess and open impacted roads • Stand-down LDMG and handover to Burdekin LRG • Stand-down LDCC • Complete final SITREP • Begin response debriefs

Transition from Relief (immediate recovery) to medium to long-term recovery

Immediate Recovery – Relief				Medium and Long-Term Recovery
Alert	**Lean Forward**	**Stand Up - relief**	**Stand Up – medium long-term recovery**	**Stand Down Recovery**
• Monitor situation • LRC to liaise with LDC	• Plan for relief and prioritise depending on impacts and future predictions • Burdekin LRG and Sub-Groups are on standby	• LDCC Planning complete Recovery Incident Action Plan • Activate Burdekin LRG and relevant Recovery Sub-Groups • Refine the structure of LDCC into relief • Continue to issue SITREPs • Steup LDCC triage for recovery operations • Close Places of Refuge • Open Recovery Hubs • Conduct outreach • Conduct damage assessments focusing on individual needs • Identify waste management needs • Identify opportunities for BSC to support the community • Council operational procedures, e.g. open roads • Update Content Management and Call Centre	• Continue to monitor the situation • Complete regular reports for relevant stakeholders • Refine the structure of LDCC into medium to long-term recovery • Plan for recovery and prioritise depending on impacts and future predictions • Identify timeframes for immediate, medium and long-term recovery • Continue LDCC triage, including case management if required • Sub-Groups develop recovery objectives and actions and update action plans • Assess completed damage assessment and continue assessments if required, focusing on infrastructure and environmental needs • Support the ongoing needs of the community, particularly the vulnerable community • Continue outreach to heavily impacted areas • Provide financial support to the community • Identifying funding opportunities through DRFA, allocating ongoing recovery tasks to recovery group functions • Continue managing DRFA funding requirements • Develop an event-specific recovery plan • Conduct environmental repairs • Conduct infrastructure repairs • Update Content Management and Call Centre	• Final report completed • Collate financial records and reports • Begin recovery debriefs, identify and implement lessons learnt **Business As Usual** • Long-term recovery arrangements transferred to functional lead agencies • Identify and implement lessons learnt Continue community resilience activities

Coordination of Activities

Effective recovery requires a collaborative, coordinated, and adaptive approach, where responsibility for recovery is shared among all sectors of the community and partner agencies, based on ongoing assessments of impacts and needs. The shared responsibility does not negate the local government's accountability.

Recovery will benefit from recognising:

- Outcomes should be clearly articulated.
- There may be changes in community needs or stakeholder expectations, and flexibility is required.
- Processes can be guided by those with experience and expertise, using skilled, authentic and capable community leadership.
- The pace should reflect what is desired by the community and seek to collaborate and reconcile different interests and time frames.
- Well-developed community planning and information gathering before, during and after a disaster will enhance processes.
- Decision-making and reporting structures should show sound governance, which is transparent and accessible to the community.
- An understanding of the roles, responsibilities and authority of the organisations involved will enhance service delivery.
- Coordination across agencies will ensure minimal service disruption.

Effective Communication

Effective communication is crucial to successful recovery. Communication between the affected community and other recovery partners should be clear, accurate and targeted.

All public information released as part of recovery operations will be managed in accordance with the Burdekin Community Information and Warnings Sub Plan and Burdekin Shire Council's media policy.

Recovery activities will benefit from recognising:

- Communication should be two-way, and input and feedback should be encouraged.
- Information should be accessible to audiences in diverse situations, address a variety of communication needs, and be provided through a range of communication channels and networks.
- There should be mechanisms for coordinated and consistent communications between all service providers, organisations, individuals, and the community, and all communication should be relevant, timely, unambiguous, accurate, targeted, credible, and consistent.
- Recovery operations planning should identify trusted sources of information and repeat key recovery messages to enable greater community confidence and receptivity.

Acknowledging and Building Capacity

For successful recovery, it is essential to acknowledge individual, community, and organisational capacity and resilience. Recovery activities will benefit from recognising that recovery planning and operations should:

- Assess capability and capacity requirements before, during and after a disaster.
- Support the development of self-reliance, preparation, and disaster mitigation.
- Quickly identify and mobilise community skills, strengths, and resources.
- Develop networks and partnerships to strengthen capacity, capability, and resilience.
- Provide opportunities to share, transfer and develop knowledge, skills, and training.
- Recognise that a range of partners can provide resources.
- Acknowledge that existing resources may be stretched and that additional resources may be sought.
- Understand that additional resources may only be available for a limited period and that sustainability may need to be addressed.
- Understand when and how to step back, while continuing to support individuals and the community to be more self-sufficient when they are ready.

- Be evaluated to provide learning for future disasters and improved resilience.

If necessary, QRA may direct the development of temporary recovery groups to support recovery efforts following an event. An example is the additional recovery groups appointed to assist recovery efforts for COVID-19.

Additional Stakeholders

Queensland Disaster Management Arrangements (QDMA) are based upon partnership arrangements between local, district and state governments. The arrangements enable all agencies to work collaboratively to ensure the effective coordination of planning, services, information and resources necessary for comprehensive disaster management.

If required, additional stakeholders can be obtained through QDMA or from lead agencies.

(See *Annexure C – Burdekin Shire Council Local Recovery Structure*, for an expanded list of responsible agencies, stakeholders and officers required throughout the recovery phase).

Reporting

Internal reporting will be conducted in accordance with Burdekin Shire Council's standard operating procedures, including reports to Council and LDMG.

Regular situational reporting will occur across Queensland's Disaster Management Arrangements throughout the recovery operations. The Burdekin LRG Chairperson will determine the schedule of SITREP reporting in negotiation with the District and State Recovery Groups. A Recovery SITREP template is available in Guardian IMS or will be determined by the District and State Recovery Groups.

Event-Specific Recovery Planning and Reporting

A state-wide Event-Specific Local Recovery Plan template has been developed to provide a snapshot of Recovery Operations and Planning and is located in the council's document management system. (*see Annexure D – Event Specific Local Recovery Plan*).

Event-specific recovery plans (when required) are developed in partnership with stakeholders through a planning group and include:

- short, medium, and long-term recovery priorities
- consideration of local capability
- restoration of key infrastructure and services, rebuilding, and rehabilitation
- metrics for tracking progress to support accountability
- consideration of funding arrangements
- integration across all functional recovery areas
- mechanisms to engage community members in their recovery
- anticipated end of recovery activities and the expected transition to community activities and a new normal
- Queensland Health directives regarding COVID-19 will also be considered in this planning phase.

Short, medium, and long-term priorities have been considered for all five pillars of recovery. Each pillar of recovery has a sub-plan that supports planning, assessment, and decision-making throughout the recovery process. The sub plans contain priorities for each pillar and document strategies to manage the recovery phases, as well as other supporting documentation, such as resource capabilities, media/community engagement templates, and provide other relevant considerations.

Information Gathering

Following an event, it is essential to assess its impact and determine the necessary actions to safeguard lives and property, while working towards restoring community normalcy.

A post-disaster assessment reveals the extent of disruption experienced, along with the services and support needed by impacted individuals and communities. This information is vital for establishing priorities and guiding decisions related to response efforts and recovery transitions.

Key immediate services can include:

- Provision of shelter, food, and clothing
- Restoration of utilities and communication services
- Clearance of debris and hazards resulting from the event

The systematic collection, collation, and analysis of data after an event are fundamental for identifying community needs. Recovery sub-groups utilise this information to establish recovery objectives and formulate actions to aid the affected communities.

Critical sources of information for the recovery process comprise:

- Damage assessments and continuous evaluations of local infrastructure by QFD, and QRA.
- Field insights gathered through response operations, such as those undertaken by SES, QFD, and Ergon.
- Digital data systems, including the Council's Flood Intelligence System.
- The Burdekin LDMG, which facilitates communication between the Council and potentially isolated communities.
- The BSC provides feedback to the LRG on infrastructure damage through rapid damage assessment.
- Input from community organisations, the general public, and various media channels, including social media platforms like Facebook, Twitter, and Instagram.

This comprehensive approach ensures informed decision-making as communities work toward recovery and rebuilding.

Impact Assessments

Impact assessments examine the impact of the event on the community. The information gathered should include:

- The geographical extent of the area impacts
- Human effects and casualties, including:
    - Dead, injured and missing
    - Number of evacuees or displaced residents and where they have moved to
- Damage incurred assessments, including:
    - Details of the number of properties impacted and the type of structural damage, including whether they are habitable
    - Critical infrastructure and lifelines such as power, water, transport, and communications
    - Impacts on agriculture
    - Impacts on food supply chains
    - Impacts on key economic resources such as businesses and industrial premises
    - Details of key public buildings damaged or destroyed
- Identification of secondary hazards that may pose a threat in the immediate future
- Environmental health and sanitation threats
- Availability of food supplies
- The capacity of local government and emergency management structures to manage the local response and recovery
- Government, community, and other organisations operating in the area and their activities.

Needs Assessments

- Needs assessments examine the type, amount and priorities of assistance an affected community needs after a disaster or emergency. Their purpose is to identify:
- Needs of the affected community to save and sustain life
- Reduce the risk of further damage and indicate their urgency
- Needs that can be met from within the affected community and those that can only be met with outside assistance

Specialised needs of the affected community for recovery, the resources available to meet those needs from within the community, and any external assistance that may be needed.

Resources for the Community

Community Recovery Hubs

A recovery hub is established by the Department of Families, Seniors, Disability Services and Child Safety (DFSDSCS) when there is a need to provide centralised assistance to community members. These hubs support the relief and early recovery process of disaster-affected individuals, households, and communities by:

- Providing direct provision of government and nongovernment information and services in one easy-to-access location.
- Accelerating the administration of government processes and services.
- Engaging recovery workers who understand the context of the disaster and its effects on individuals, households, and communities.

Depending on the consequences of an event's impact in a particular location, DFSDSCS will work with LRG, other government agencies and non-government organisations to ensure that relevant information and services are accessible at a Recovery hub.

Examples of assistance that may be available include:

- Information and referral (e.g., welfare referrals, other local services, what assistance is available).
- Disaster-specific advice (e.g., safe clean up, managing health concerns, how to cope, and insurance advice).
- Psychological and emotional support (e.g., psychological first aid, personal support, counselling, and mental health services).
- Financial support (e.g., personal financial hardship assistance, financial counselling, or Centrelink – income support).
- Offers of assistance (e.g., referrals to material goods and donations).
- Practical support services (e.g., access to advocacy, translation services).
- Resources to assist vulnerable individuals and groups (e.g., young children and adolescents, domestic and family violence).

A Recovery Hub can take many forms (mobile or static) depending on the type and volume of needs, availability and size of premises, geographic characteristics, and the scale of the impact.

Outreach

"Outreach" refers to visiting individuals affected by disasters at their residences or temporary accommodations to provide one or more of the following service responses:

- To deliver psychological first aid.
- To proactively assess the need for personal hardship assistance and/or to contribute to a general community needs assessment.
- To provide information and resource materials to affected people.
- To provide face-to-face service for persons identified in a referral as "at risk" or unable to attend a recovery hub for one reason or another.
- To make referrals where required.

This service usually commences when the affected area is accessible and is safe for workers to enter.

The DFSDSCS Sub Plan provides a framework for coordinating recovery operations within the local government area. It is supported by the procedures outlined in the Queensland Recovery Guidelines.

FINANCIAL ARRANGEMENTS

Response and recovery to a disaster event can have significant financial impacts on communities and local governments. The costs associated with recovering from a disaster event may be eligible for recovery through the Disaster Recovery Funding Arrangements (*DRFA*) or State Disaster Relief Arrangements (*SDRA*).

Disaster Recovery Funding Arrangements (DRFA)

DRFA is a joint funding initiative of the Australian and state governments to provide disaster relief and recovery payments and infrastructure restoration to help communities recover from the effects of natural disasters and terrorist acts. In Queensland, this program is managed on a whole-of-government basis by the Queensland Reconstruction Authority (QRA).

Definition of an eligible disaster

A *natural disaster* or terrorist act for which:

- A coordinated multi-agency response was required, and
- State expenditure exceeds the Commonwealth's small disaster criterion, which is set at $240,000 for the period 2024-25.

DRFA eligible disasters

- Bushfire
- Cyclone
- Earthquake
- Flood
- Landslip
- Meteor strike
- Storm
- Storm surge
- Terrorist act
- Tornado
- Tsunami

DRFA supporting documents and information

- Queensland Disaster Funding Guidelines
- DRFA & SDRA information sheet
- Disaster Recovery Activation Request form
- Local Government Trigger Points
- QRA Treatment Guide 2020-21

Categories

There are four (4) categories of relief and recovery assistance measures available under DRFA:

Category	Measure	Activation request by	Administered by
A	Counter Disaster Operations	State agency or local government	QRA
	Personal Hardship Assistance Scheme (PHAS)	DFSDSCS	DFSDSCS
B	Counter Disaster Operations	State agency or local government	QRA
	Essential Services Safety and Reconnection Scheme	DFSDSCS	DFSDSCS
	Reconstruction of Essential Public Assets (including Emergency Works and Immediate Reconstruction Works)	State agency or local government	QRA
	Disaster Assistance (Not-for-profit organisations) Loans	DFSDSCS	QRIDA
	Disaster Assistance (Small Business) Loans	CDSB	QRIDA
	Disaster Assistance (Primary Producers) Loans	DPI	QRIDA
	Disaster Assistance (Essential Working Capital) Loans Scheme for Not-for-profit organisations	DFSDSCS	QRIDA
	Disaster Assistance (Essential Working Capital) Loans Scheme for Small Business	CDSB	QRIDA
	Disaster Assistance (Essential Working Capital) Loans Scheme for Primary Producers	DPI	QRIDA
	Freight Subsidies for Primary producers	DPI	DPI
C	Community Recovery Fund	DFSDSCS	DFSDSCS
	Special Disaster Assistance Recovery (Not-for-profit organisations)	DFSDSCS	DFSDSCS
	Special Disaster Assistance Recovery (Small Business)	CDSB	QRIDA
	Special Disaster Assistance Recovery (Primary Producers)	DPI	QRIDA
D	Category D relief measures may be made available when the community is so severely affected by an eligible disaster that: • Additional funding is required to meet the specific circumstances of the event, and • Where the gap or need for special assistance arises that is above and beyond the standard suite (Cat A and B) of the DRFA assistance.	Prime Minister and Premier	Dependent upon the type of assistance made available.

Council applicable categories - Council may be able to apply for financial assistance via the following relief measures:

- Category A – Counter Disaster Operations
- Category B – Reconstruction of Essential Public Assets (REPA), including Immediate Reconstruction Works (IRW) and Emergency Works (EW)
- Category C – Special disaster assistance grants, Community Relief Fund
- Category D - Extraordinary special assistance.

Activation

Any state agency or local government can request DRFA activation by submitting an Activation Request form to QRA via MARS or by emailing DRFA@qra.qld.gov.au detailing the disaster situation and requesting activation of this relief measure.

State Disaster Relief Arrangements (SDRA)

The SDRA is a 100% state-funded all-hazards relief program that covers both natural and non-natural disasters.

The SDRA can be requested when DFSDSCS identifies that local service providers have reached their capacity to provide services to people experiencing personal hardship as a direct result of a disaster event, or when there are no local service providers available to assist in the event of a disaster.

The purpose of the SDRA is to address personal hardship and community needs for disaster events where the Disaster Recovery Funding Arrangements (DRFA) cannot be activated. SDRA relief measures for the Personal Hardship Assistance Scheme and Counter Disaster Operations are the same relief measures that are activated under the DRFA.

A multi-agency assessment is conducted across DFSDSCS, QRA, and the Department of the Premier and Cabinet (DPC) for each SDRA request to ensure the request meets eligibility requirements and that the SDRA is the appropriate avenue for funding.

The DPC (supported by QRA) have the final decision on whether to activate the SDRA. QRA will coordinate the delivery of the SDRA assistance measures.

Information sources

- Disaster Recovery Funding Arrangements 2018 (Australian Government)
- Queensland Disaster Funding Guidelines (QDFG) 2024

Post Recovery

It is challenging to identify and measure the psychosocial impact of a disaster on a community. Communities and individuals recover differently depending on factors such as age, culture, geographic location, previous impacts and existing levels of resilience. This, in turn, makes it extremely difficult for government bodies to determine a timeframe for ending the recovery process and returning to business-as-usual practices. Considerations post-recovery should include:

- Infrastructure and environmental projects have moved to long-term recovery with few requests from the community to repair/restore assets
- A large majority of businesses are fully functional, and the community is investing locally
- Assurance there is confidence in the way government agencies, non-government organisations and others managed the event and learnt from any challenges identified
- Ongoing clear and concise communication with the community on updates to long-term projects that are created due to the event
- Recognition of milestones e.g., five-to-ten-year anniversaries to help the community
- Regularly engage with the community to rebuild a ‘sense of community’ and recognise how individuals dealt with the event by being resilient. What would the individual do differently next time, and how can local government help to increase resilience?
- Working in partnership with the community to plan and deliver long-term resilience-building projects and programs.

RESILIENCE

The Queensland Reconstruction Authority is the lead agency responsible for disaster resilience policy and has created the Queensland Strategy for Disaster Resilience 2022-2027 (*the Strategy*).

The Strategy describes resilience in the context of disaster management as: “a system or community’s ability to rapidly accommodate and recover from the impacts of hazards, restore essential structures and desired functionality, and adapt to new circumstances”.

To support QRAs vision of 'Stronger, safer, and more resilient Queensland communities', and build on the strategic commitments within Resilient Queensland, they have identified four new strategic commitments to enhance disaster and community resilience, and continue to support local and regional needs:



Figure 5: The five lines of resilience (QRA, the Strategy)

- **Understand risk** – apply data to improve understanding of risk reduction, culture and education to help communities become more resilient to future disasters.
- **Work together** - address systemic disaster risk by coordinating across stakeholders and sectors.
- **Seek new opportunities** – leverage regional, local and community knowledge to build capability and resilience for communities.
- **Continuous improvement** - Align investment pathway opportunities to local needs.

Communication and education are key in preparing for disaster events, and being prepared can help to minimise the impacts and create a more resilient community.

Council’s approach to resilience

The BSC Local Resilience Action Plan (LRAP) will better position Council for future resilience funding opportunities by clearly outlining Council's priorities that have been identified to improve resilience and assist the State in identifying local and regional priorities to inform any potential future funding opportunities.

Benefits of the LRAP:

- Aligns Council for future funding opportunities.
- Identifies high-priority resilience actions for the LGA.
- Live document that can be used to strengthen local disaster resilience for the community, which is therefore better equipped to face increasing natural disasters.
- Support the council to be proactive and identify priorities for their needs.

APPENDICES

Annexure A – Disaster Management Acronyms

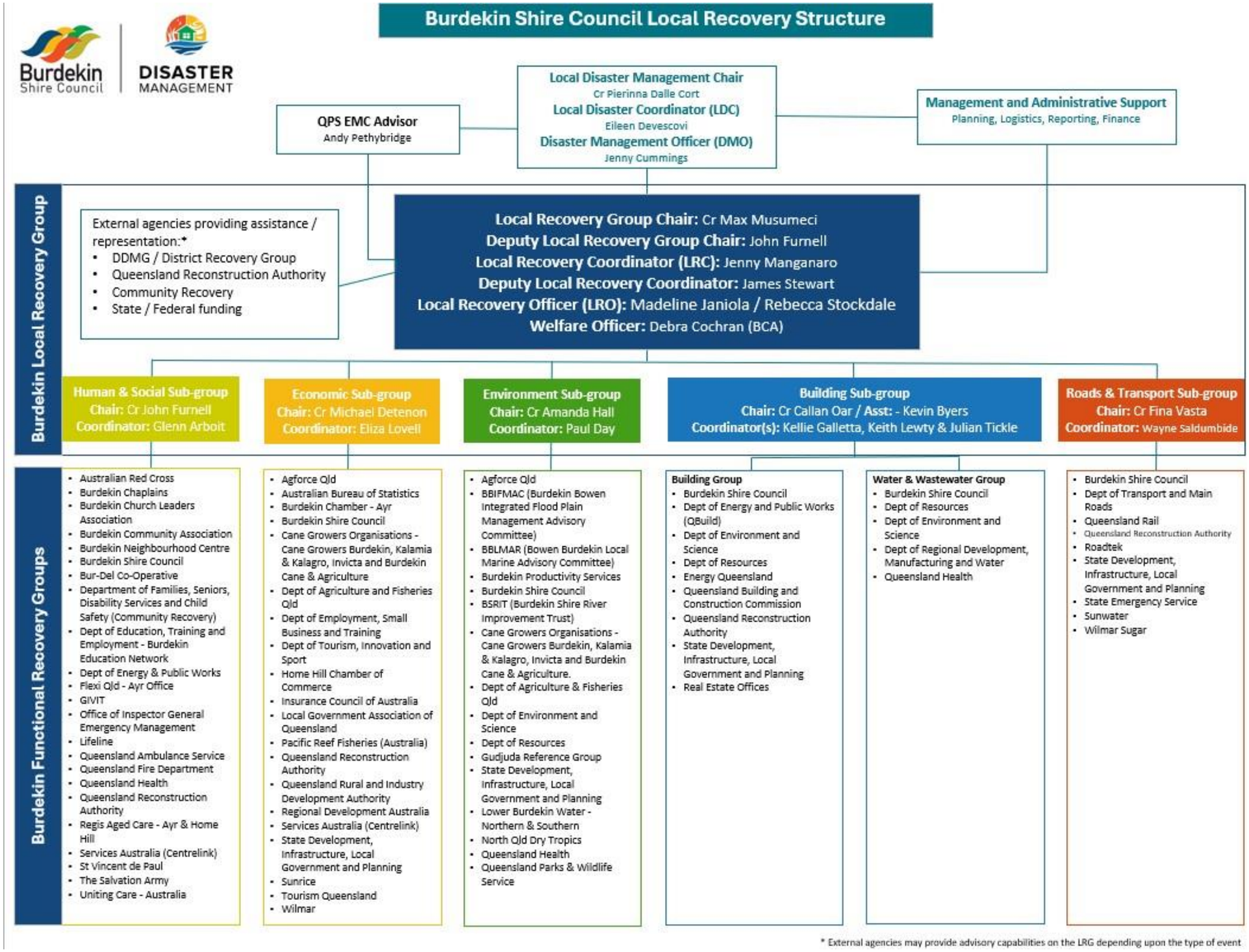
Acronym/definition	Full detail
DM Act	*Disaster Management Act 2003*
Burdekin LDMP	*Burdekin Local Disaster Management Plan*
the Regulation	*Disaster Management Regulation 2024*
the Standard	*The Standard for Disaster Management in Queensland*
the Strategy	*Queensland Strategy for Disaster Resilience 2022-2027*
PPRR DM Guideline	Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline
BSC	Burdekin Shire Council
CDSB	Customer Services, Open Data and Small and Family Business
DDC	Disaster District Coordinator
DDMG	District Disaster Management Group
DFRA	Disaster Funding Recovery Arrangements
DFSDSCS	Department of Families, Seniors, Disability Services and Child Safety (Community Recovery)
DRG	District Recovery Group
FRG/FRRG	Functional Recovery (and Resilience) Group
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LRC	Local Recovery Coordinator
LRG	Local Recovery Group
MOU	Memorandum of Understanding
QDMC	Queensland Disaster Management Committee
QFD	Queensland Fire Department
QPS	Queensland Police Service
QRA	Queensland Reconstruction Authority

Annexure B – Documents, Tools and Templates

The following documents are in the Council's document management system

Document
Related Documents
Burdekin Local Disaster Management Plan
Burdekin LDMG Community Information & Warnings Sub Plan
Community Recovery Communication Strategy
Burdekin LDMG Multi-Purpose Hall Place of Refuge Manual
Burdekin Local Disaster Coordination Centre Standard Operating Procedures (LDCC SOP)
Burdekin Shire Emergency Action Guide
Building Community Recovery Sub Plan
Economic Community Recovery Sub Plan
Environment Community Recovery Sub Plan
Human and Social Community Recovery Sub Plan
Roads & Transport Community Recovery Sub Plan
WWW Infrastructure Community Recovery Sub Plan
Other Supporting Documentation
Community Recovery Support Organisations 2025
Community Recovery Remote Area Support Organisations 2025
Evacuation Centre Management Guidelines
Recovery Hub Sites for 2025
Event Specific Local Recovery Plan Template
Duty Statement – Local Recovery Chair
Duty Statement – Local Recovery Coordinator
Duty Statement – Local Recovery Officer
Duty Statement – Recovery Sub-Group Chair
Duty Statement – Recovery Sub-Group Coordinator

Annexure C – Burdekin Shire Council Local Recovery Structure



Annexure D – Event Specific Local Recovery Plan (Example)

Burdekin Shire Council
Local Recovery Plan

Endorsed by Burdekin Shire Council on dd mmm yyyy

Burdekin Shire Council | DISASTER MANAGEMENT

Recovery Narrative

Recovery Narrative

Council Vision Statement

Burdekin will recovery rapidly and build a rural identity whilst embracing innovation for future generations. The *(insert weather event Recovery Plan)* was endorsed by the Local Recovery Group on the *dd mmm yyyy*.

Council Values

Our Customers Our customers are the centre of everything we do. We get things done with speed, conviction and agility.

Our Culture Our way of life and how we conduct ourselves, which is demonstrated daily by our behaviour, our habits, our attitudes toward each other, and our moral beliefs.

Our Credibility Our credibility is our most valuable asset. We act honestly and consistently in our behaviours, actions and decisions.

Recovery Sub-groups

Human & Social, Economic, Environment, Building, Roads & Transport

Key Stakeholders

The local community, lead state government agencies, community groups, non-government organisations, local business and business trader associations, service providers and other invested parties.

Recovery themes

1. Response: ensure community safety and wellbeing.
2. Rebuilding: bring the community forward to a new improved normal.
3. Restoration: work together to repair and re-establish community linkages across the lines of recovery.
4. Resilience: embed the principle in all activities to mitigate, improve and build betterment for the community.

Activations

Activations for Disaster Recovery Funding Assistance

For details of activations and assistance measures, visit **www.qra.qld.gov.au/activations**

Disaster relief measure	Activation date
Essential Services Safety and Reconnection Scheme	dd/mm/yyyy
Personal Hardship Assistance Scheme (PHAS)	dd/mm/yyyy
Counter Disaster Operations	dd/mm/yyyy
Reconstruction of Essential Public Assets	dd/mm/yyyy
Disaster Assistance (Small Business) Loans	dd/mm/yyyy
Disaster Assistance (Essential Working Capital) Loans Scheme for Small Business	dd/mm/yyyy
Disaster Assistance (Not-for-profit) Loans	dd/mm/yyyy
Disaster Assistance (Essential Working Capital) Loans Scheme for Not-for-profit	dd/mm/yyyy
Disaster Assistance (Primary Producers) Loans	dd/mm/yyyy
Disaster Assistance (Essential Working Capital) Loans Scheme for Primary Producers	dd/mm/yyyy
Freight Subsidies from Primary Producers	dd/mm/yyyy
Special Disaster Assistance Recovery Grants for Primary Producers	dd/mm/yyyy
Special Disaster Assistance Recovery Grants for Small Business	dd/mm/yyyy
Special Disaster Assistance Recovery Grants for Not-for-profit	dd/mm/yyyy

Recovery Objectives

Recovery Objectives (change to suit event)

1. Essential services – Power, water, waste, telecommunications – damage assessment – repaired and restored.
2. Displaced households – settled in suitable temporary accommodation.
3. Coordinate the provisions of basic needs (accommodation, financial assistance, personal requirements) to support community recovery.
4. Support the health, safety and wellbeing of community members including the provision of psychosocial condolence activities to aid recovery and build resilience.
5. Emergency funding (personal hardship etc.) – granted/approved.
6. Community support – mechanisms implemented.
7. Green and hard waste – removed and adequately processed.
8. Council damage impact assessments.
9. Road transport network – coordinated restoration and betterment planning for the extensive road transport network for state and local controlled roads.
10. Key transport routes – priority restoration and improved resilience to the key transport routes for primary producers and resource sector.
11. Environmental assessment, rehabilitation and restoration.
12. Clean up of Natural Environment – creeks and rivers.
13. Restoration of Council infrastructure – roads, parks, buildings, sewer, waste and water.
14. Flood resilience – develop and implement strategies for greater flood resilience.
15. Restoration of community facilities to the Burdekin communities.
16. Build resilience through amplifying sustainability and climate adaptation.
17. Empower local businesses to improve their resilience to disasters.
18. Restore confidence in the tourism market.
19. Rebuild Council buildings – *(name applicable buildings)*.
20. Rebuild Council creeks, waterways, estuaries and coastal environments.
21. Rebuild Council stormwater and add mitigation to minimise future impacts.
22. Economic Recovery Projects.

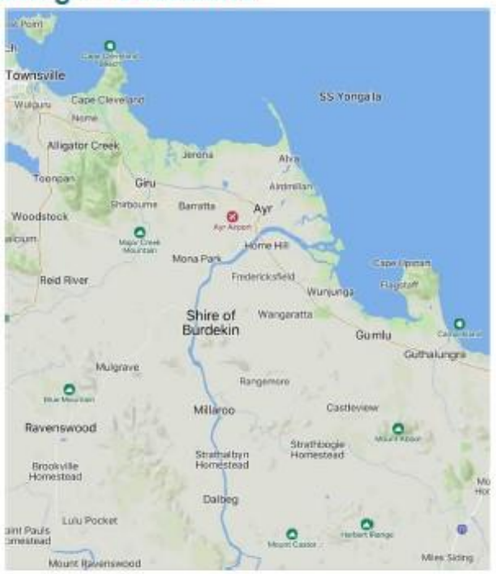
Recovery Timeframes

	Post Impact & early intervention up to dd mmm	Recovery and resilience Post dd mmm	
Human and social	2 3 4 5 6 8 14 22		Community supported, including mental health & wellbeing. No communities are isolated.
Economic	5 8 17 18 22		Work with all stakeholders to promote tourism and business opportunities for the whole of region.
Environment	8 11 12 14 16 20 22		Restoration of flood-impacted areas to a more resilient landscape and the replanting of vegetation to ensure protection of unique ecosystems.
Building	8 14 22		Community supported, including mental health & wellbeing. No communities are isolated.
Roads and transport	1 7 8 9 10 13 14 15 19 21 22		Community supported, including mental health & wellbeing. No communities are isolated.

Note: The Number of indicators corresponds to Recovery Objectives
Note: Some objectives will be ongoing throughout the entire recovery period.

Damage - Locations

Damage - Locations



Insert map showing relevant flooding, damage, etc.

Measures of Success

Recovery Strategies

Recovery Plan Strategies

Human and Social

- Understand the impact of the event as the base for informed recovery activities:
  - Work with partners to develop and implement an information management strategy to collect, manage, utilise, maintain and distribute data and information
- Facilitate accommodation to meet needs
- Facilitate provision of financial support
- Facilitate provision of personal needs (clothing/food/transport/medicine)
- Facilitate provision of psychosocial support
- Facilitate restoration of personal belongings
- Support the health, safety and wellbeing of community members
- Community engagement
- Restoration of social infrastructure
- Conduct activities to aid recovery and build community resilience
- Support GIVIT in relation to donations
- Learn from the recovery experience
- Support community and sporting organisations

Economic

- Coordinate economic recovery
- Determine impact on businesses
- Develop effective communications through the economic community
- Determine and support DRFA funding eligibility
- Determine and deliver business support needs
- Financial counselling/business support programs
- Maximise use of local supply
- Stimulate the economy

Natural Environment

- Impact assessments:
- Environmental assessment of river floodplain
- City waterways, wetlands and GPT impact assessments
- Coastal environment
- Debris, rubbish and pollutants
- Pest plant and feral animal assessment
- Immediate response:
- Debris, rubbish and pollutant remediation
- Treatment and environmental amelioration of waterways and wetlands
- Environmental management plans and permits
- Environmental resilience and adaptation:
- Long-term ecological restoration, resilience and adaptation activities and projects
- Sustainability resilience planning
- River recovery and restoration (including wildlife and pest management)
- Coastal areas and beach restoration

Built Environment

- Restore essential public infrastructure
- Address flood waste management
- Complete rapid damage assessment
- Facilitate property washouts
- Recovery and resilience of BSC assets

Facilitate XYZ State School reopening

-

Burdekin Shire Council
Local Recovery Plan

Endorsed by Burdekin Shire Council on dd mmm yyyy

Recovery Tasks

Human and Social
- Insert Text here

Economic
- Insert Text here

Environment
- Insert Text here

Building
- Insert Text here

Roads and Transport
- Insert Text here

Damage and Impacts

Human and Social
- Insert Text here

Economic
- Insert Text here

Environment
- Insert Text here

Building
- Insert Text here

Roads and Transport
- Insert Text here

Annexure E – Recovery Group Functions and Services

Human and Social

- Monitor and evaluate the effectiveness of the human and social relief and recovery arrangements.
- Provide information and advice to inform priorities for improving Queensland's human and social relief and recovery arrangements.
- Promote and facilitate the exchange of good human and social recovery practice, evaluation, research, and information, including member organisation changes and risks.
- Provide strategic oversight of recovery activities, including identifying emerging issues and removing obstacles to effective human and social recovery operations.
- Coordinate and/or provide state-level human and social recovery information support and resources to local and district disaster management groups (if required) to enable local recovery plans and arrangements.
- Provide information regarding strategies being undertaken by members to improve human and social resilience.
- Provide advice on priority focus areas for human and social resilience.
- Monitor and advise on current and potential public and mental health issues that may impact the local community/population.
- Enable access to information and/or coordinated government and non-government human and social recovery services through a range of service delivery channels, which may include: – promotion and/or referral to local community services – 1800 Community Recovery Hotline – grants portal – multi-agency recovery hubs – case coordination of vulnerable persons – outreach teams
- Engage additional human and social recovery services where local capacity is exhausted.
- Facilitate the matching and enabling of Volunteering Queensland's EV CREW (Emergency Volunteering).
- Enable the matching of donated goods, services and offers of assistance.
- Facilitate access to emergency and temporary accommodation assistance.
- Administer financial support to individuals (including Personal Hardship Assistance Grants).

Environment

- Identify and monitor actual and potential environmental impacts from natural and man-made disasters and the associated recovery operations and provide strategic advice to inform recovery efforts.
- Lead and coordinate the planning (based on community-identified recovery needs) and implementation of the functions for the lead agency for the environmental recovery group.
- Ensure environmental bodies, affected communities, and interest groups, including Aboriginal and Torres Strait Islander people, Natural Resource Management bodies, and local governments, are involved in decision-making processes.
- Identify, advocate, and pursue cross-sector recovery solutions that will achieve multiple objectives, including reducing future environmental impacts through the use of natural safeguards and environmentally resilient design.
- Coordinate the distribution of approved funding packages.

Economic

- Coordinate the economic function of recovery operations.
- Ensure agencies and partners are prepared for disaster recovery operations.
- Monitor and assess the impacts on key economic assets, employment issues and the capacity of local businesses to operate and develop strategies to minimise the effects on individuals and businesses.
- Facilitate business, industry and regional economic recovery and renewal.
- Provide input into industry and business recovery plans and implementation strategies in conjunction with local government, relevant state government agencies, regional economic development organisations and industry bodies.
- Facilitate financial assistance, access to funds, loans and employer subsidies and assist with contract arrangements.
- Monitor the impacts on the affected area's economic viability and develop strategies to minimise the effects on individuals and businesses.

- Facilitate linkages with job providers and employment agencies to source labour, re-establish supply chains, and undertake joint marketing activities.
- Develop a strategy to maximise the use of local resources during clean-up and restoration activities.
- Support small to medium enterprises (e.g. referrals, business assistance, etc.).
- Identify options for improvement or adjustment from current business operations.
- Ensure the involvement of local business and industry representatives in decision-making.
- Ensure that the event-specific recovery plan informs broader planning and decision-making activities across government and non-government agencies.
- Align economic reconstruction priorities with infrastructure development programs and activities (where possible) and ensure the recovery plan informs broader planning and decision-making activities across government and non-government agencies.

Roads and Transport

- Ensure agencies and partners are prepared for disaster recovery operations.
- Coordinate the effective and efficient delivery of state-controlled road and transport network recovery and reconstruction activities.
- Engage directly with industry, key roads and transport stakeholders and the community on the recovery and reconstruction phases following disasters.

Building

- Ensure agencies and partners are prepared for disaster recovery operations.
- Assess damage to buildings across the impacted areas to obtain information describing the extent and severity of damage and insurance losses to assist recovery efforts and monitor recovery progress.
- Assess damage and coordinate the demolition, securing, clean-up, repair, and restoration of State-owned buildings and facilities (public schools, government buildings, government employee housing, public housing).
- Provide information and advice to impacted homeowners and community members on how to clean up, move back in and organise the assessment, repair or rebuilding of their homes/properties.
- Provide advice and support regarding timely safety inspections and reconnection of utilities by providers as required.
- Provide advice and coordinate the clean-up and disposal of hazardous building materials and debris from public areas as required.
- Provide information and assistance to local and district recovery groups and local governments regarding building reconstruction and recovery steps, activities, and funding arrangements.
- Provide information and advice to the building industry supply chain (contractors, subcontractors, and suppliers) regarding rebuilding materials, skills and trades, and codes required for repair/rectification and rebuilding work.
- Monitor building/residence repair and reconstruction progress and standard of work to identify and remove emerging issues and obstacles to recovery.
- Provide information regarding how to improve the resilience of a building to future impacts from natural hazards.

Emergency: 000

SES: 132 500

Burdekin Shire Council | DISASTER MANAGEMENT

disaster.burdekin.qld.gov.au

6.3.1. FINANCIAL SERVICES
Monthly Financial Report - September 2025
Recommendation

That the Monthly Financial Report for Period Ending 30 September 2025 be received.

Attachments

1. Monthly Financial Report - September 2025
2. 2025-2026 Capital PCG - 30 September 2025 (Confidential)

Financial Report - September 2025

The following report provides a summary of Council's financial performance to 30 September 2025.

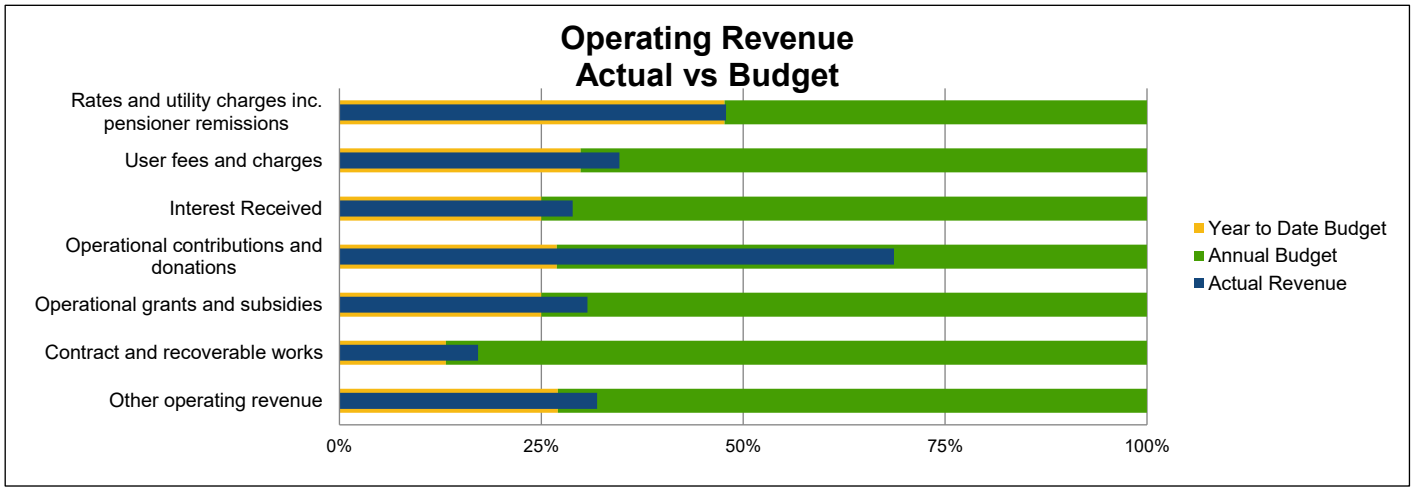
FINANCIAL STATEMENTS AT A GLANCE

As at 30 September 2025	Actual $	Annual Budget $	YTD Original Budget $	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Total Operating Revenue	30,710,817	74,297,126	29,049,822	1,660,995	6%
Total Operating Expenses	17,103,604	73,649,526	19,949,409	-2,845,805	-14%
Operating Position	**13,607,213**	**647,600**	**9,100,413**	**4,506,800**	**50%**
Capital Revenue	2,014,574	32,019,638	32,019,638	-30,005,064	-94%
Net Result	**15,621,787**	**32,667,238**	**41,120,051**	**-25,498,264**	**-62%**

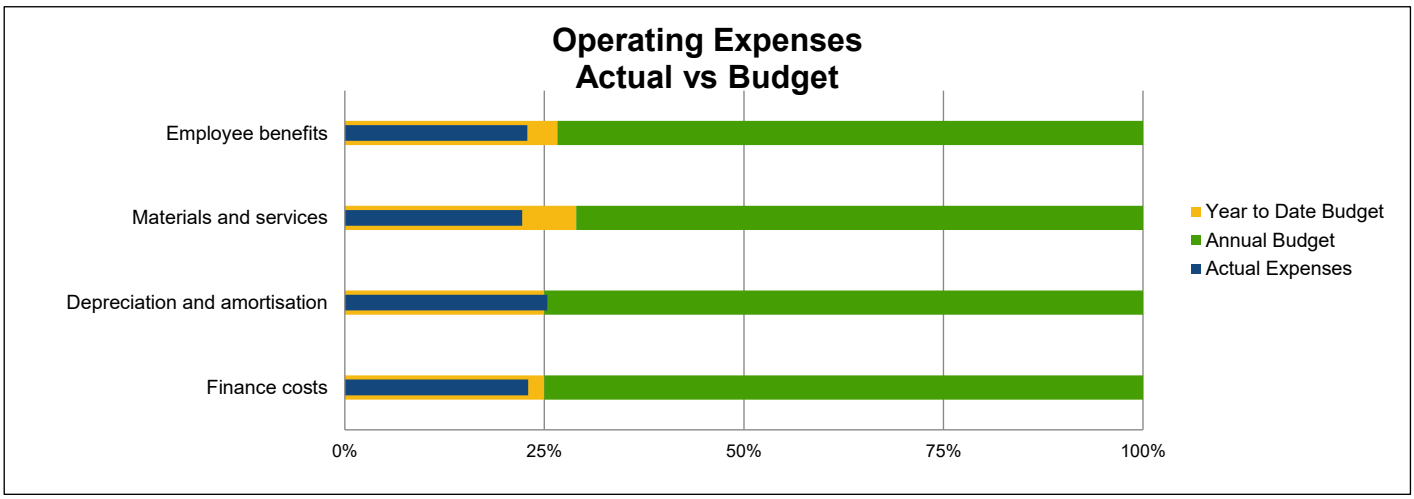
This report contains financial information for the period ending 30 September 2025. Council's operating position at month end is a $13.6M surplus.

Please note 25% of the year is now completed.

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



Ahead of Budget:
- User Fees and charges: Mainly due to Caravan Park income which is variable throughout the year. Also due to animal registrations and food licences issued in July with the budget spread evenly across the year.
- Interest Received: Due to conservative budgeting.
- Operational contributions and donations: Income received for Woody Weed program.
- Operational grants and subsidies: QRA grant funding is received as work is complete and submissions are approved.
- Contract and recoverable works: RMPC monies received for works claimed.



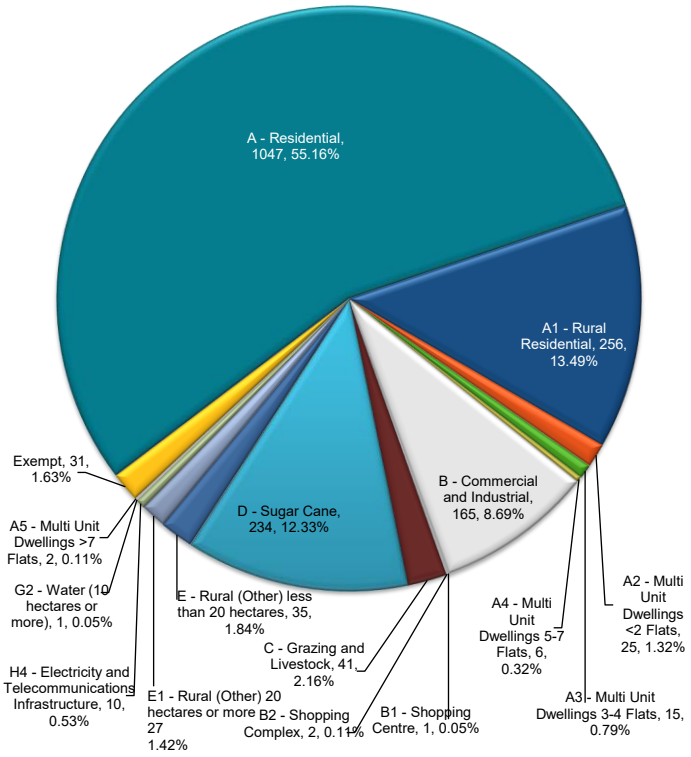
Under Budget:
- Employee benefits: Timing of DRFA works, an emphasis on the capital works program and Flying Fox dispersal program scheduled for July not required.
- Materials and services: Timing of contract payments for Waste Collection which is currently recording only payment for July and DRFA works.

RATES

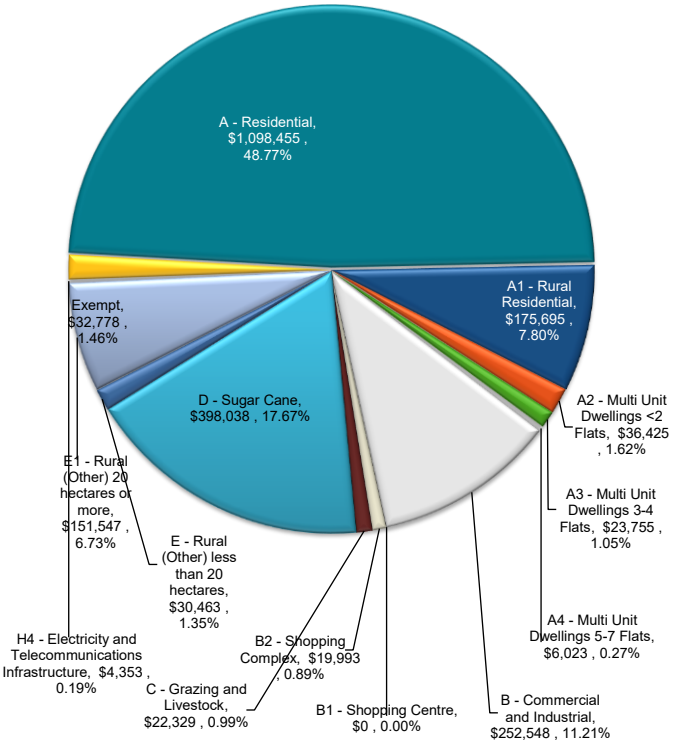
Arrears as at 1 July 2025		$761,476
Levy and fees raised *	$24,747,286	
Interest charged *	$32,582	
Less Pensioner subsidy and rebate	$359,901	$24,419,967
Payments received		$22,929,042
Arrears as at 30 September 2025		$2,252,401
% Arrears September 2025		8.95%
% Arrears September 2024		9.49%
Pre-payments as at 30 September 2025		$1,683,009
Pre-payments as at 30 September 2024		$2,190,843

* includes State Govt Emergency Management Levy

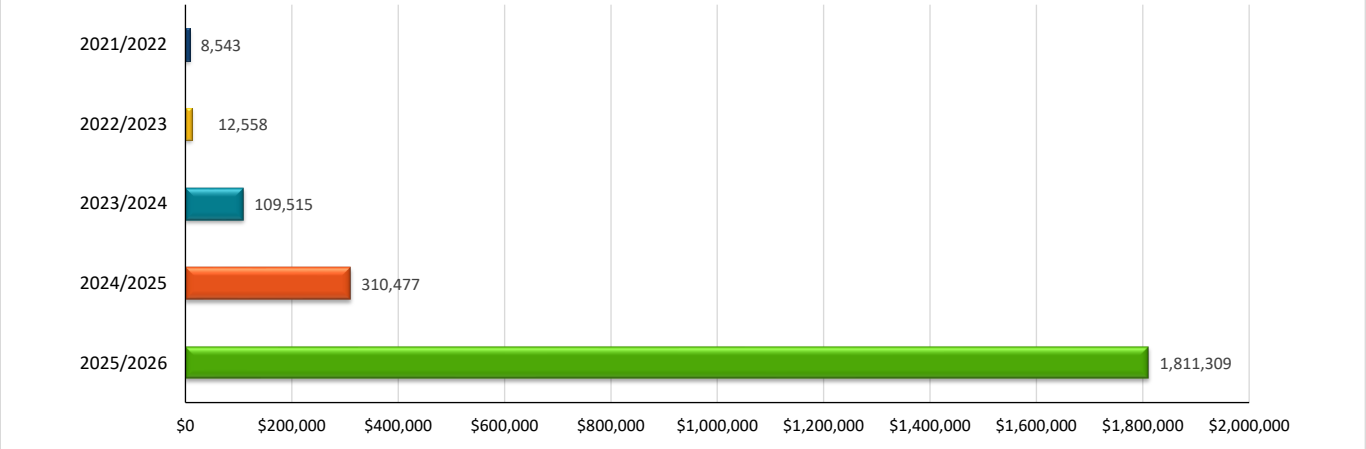
Number of Properties with Outstanding Rates by Rating Category



$ Value of Outstanding Rates by Rating Category



Total Rates Outstanding by Financial Year



Rates Debt Recovery

Collection House – Debt Referral

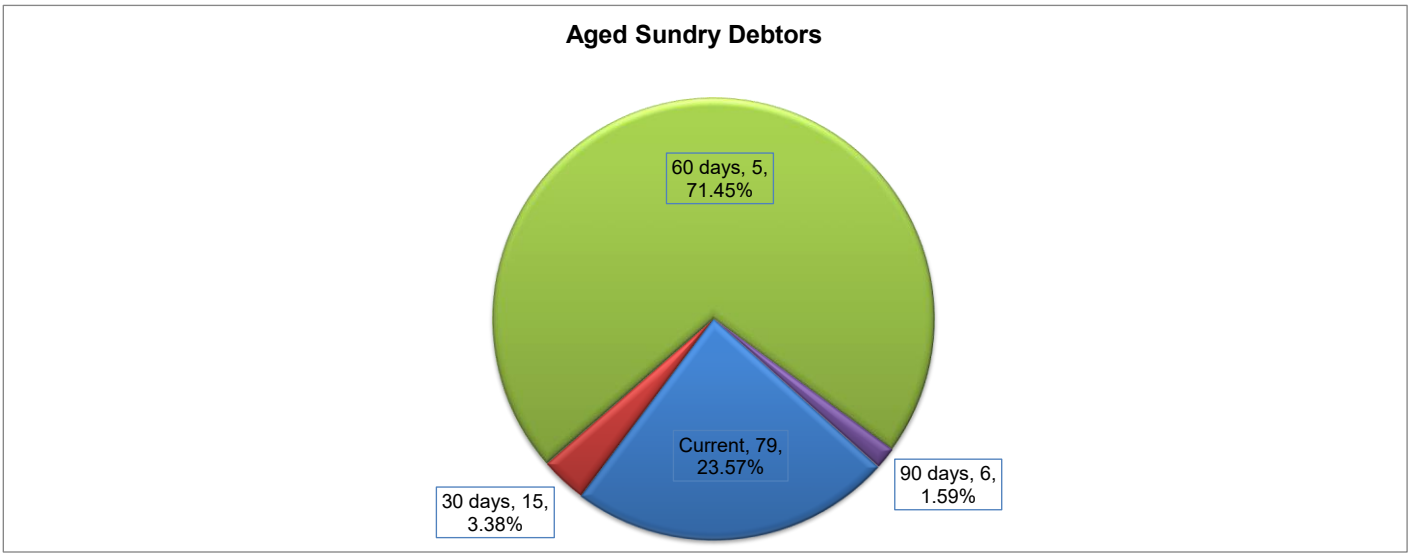
Council currently has 83 active files with Collection House.

Council Payment Plans

Council has received 155 approved periodic payment plans with a total outstanding balance of $222,241.72. These plans will be monitored to ensure conformance and have an expiration date of 31 December 2025.

SUNDRY DEBTORS

Total outstanding Sundry Debtors as at 30 September are $812,563.54.



Collection House - Debt Referral

Council currently has 1 active file with Collection House.

CASH AND INVESTMENTS REPORT
For the Month Ending 30 September 2025

		Compliant	Policy Condition	
Total Cash and Investments	**$ 101,880,029**			
Weighted average interest rate	**4.18%**	✓	**(to be no lower than QTC)**	**4.02%**
Investments within A1+ S & P Short Term ratings	**23.03%**	✓	**(maximum 75%)**	
Counterparty Limits - CBA	**5.01%**	✓	**(maximum 30%)**	
Counterparty Limits - NAB	**18.02%**	✓	**(maximum 30%)**	

INVESTMENTS HELD BY COUNCIL

Financial Institution	Description	Principal	Interest Rate	Maturity Date	Days to Maturity	S&P Short Term Rating
Queensland Treasury Corporation	On Call	$ 76,881,211	4.02%	Ongoing	N/A	A1+
Commonwealth Bank of Australia	Term Deposit	$ 5,000,000	4.23%	13/10/2025	13	A1+
National Australia Bank	Term Deposit	$ 5,000,000	4.20%	07/10/2025	7	A1+
National Australia Bank	Term Deposit	$ 5,000,000	4.15%	11/11/2025	42	A1+
National Australia Bank	Term Deposit	$ 5,000,000	4.15%	09/12/2025	70	A1+
National Australia Bank	Term Deposit	$ 3,000,000	4.15%	09/12/2025	70	A1+
Total Investments		**$ 99,881,211**				

CASH HELD BY COUNCIL IN BANK ACCOUNTS

Financial Institution	Description	Principal	Interest Rate	Maturity Date	Days to Maturity	S&P Short Term Rating
Queensland Country Bank	General Account	$ 1,998,818	2.25%	30/09/2025	0	A2
Total Cash at Bank		**$ 1,998,818**				

TOTAL CASH AND INVESTMENTS

Total Cash and Investments	**$ 101,880,029**

INVESTMENT INTEREST RATE PERFORMANCE

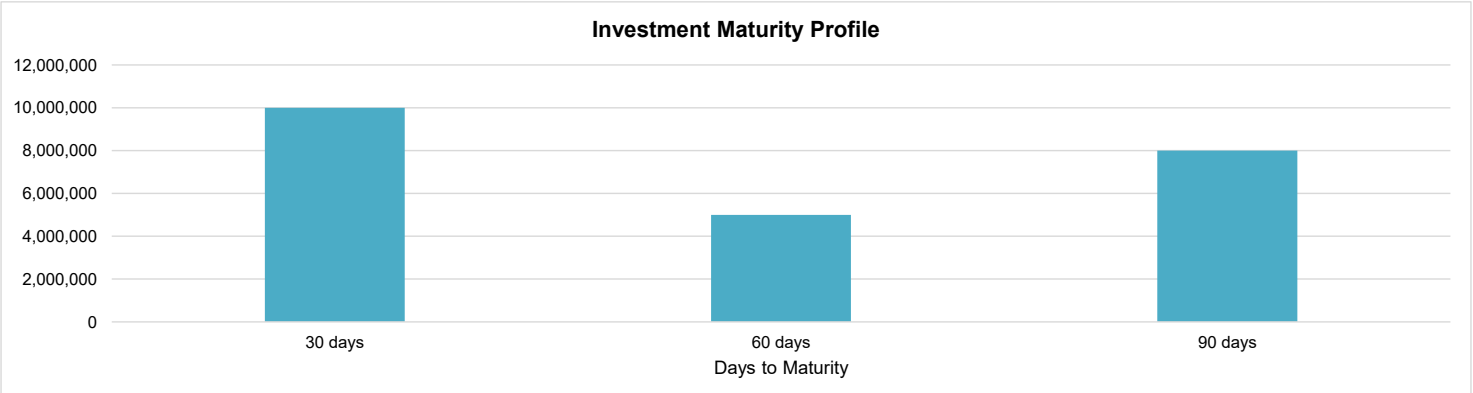
Weighted Average Interest Rate	4.18%
Target Interest Rate (to be no lower than QTC)	4.02%

CREDIT RATING LIMITS

S&P Short Term Rating	Policy Limit	Principal	%
	No Limit	$ 76,881,211	76.97%
A1+	75%	$ 23,000,000	23.03%

COUNTERPARTY LIMITS

Financial Institution	Policy Limit	Principal	%
Queensland Treasury Corporation	No Limit	$ 76,881,211	76.97%
Commonwealth Bank of Australia	30.00%	$ 5,000,000	5.01%
National Australia Bank	30.00%	$ 18,000,000	18.02%



OVERVIEW OF COUNCIL'S CAPITAL PROJECTS

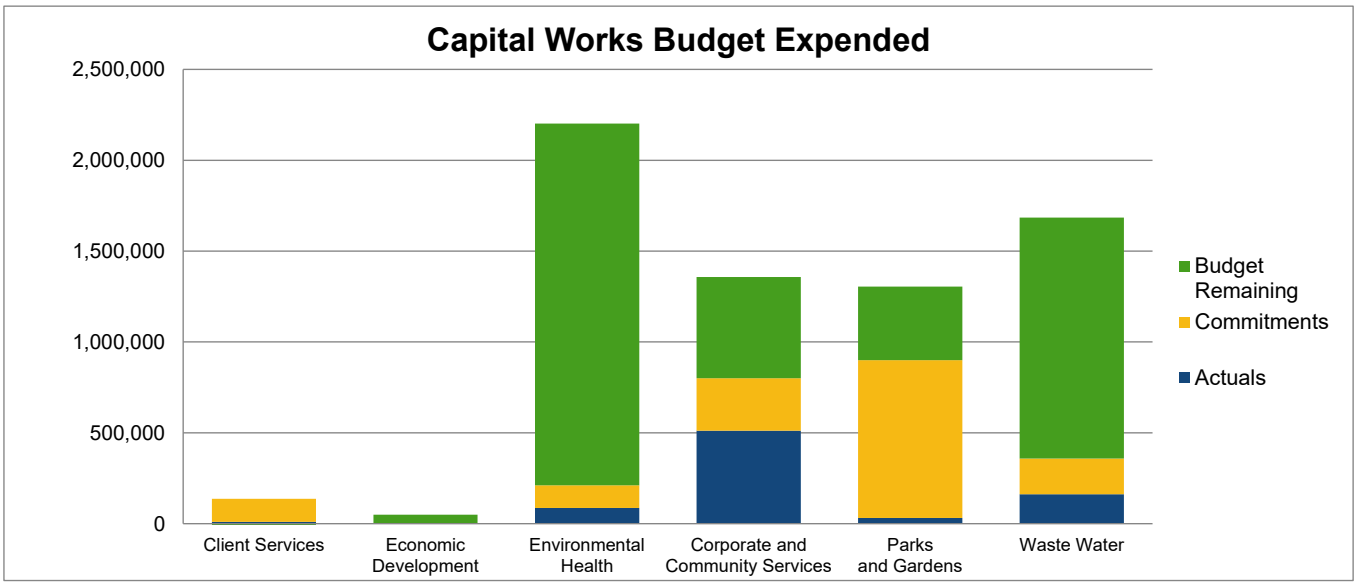
Capital expenditure incurred for the year to 30 September, is shown by asset category in the table below.

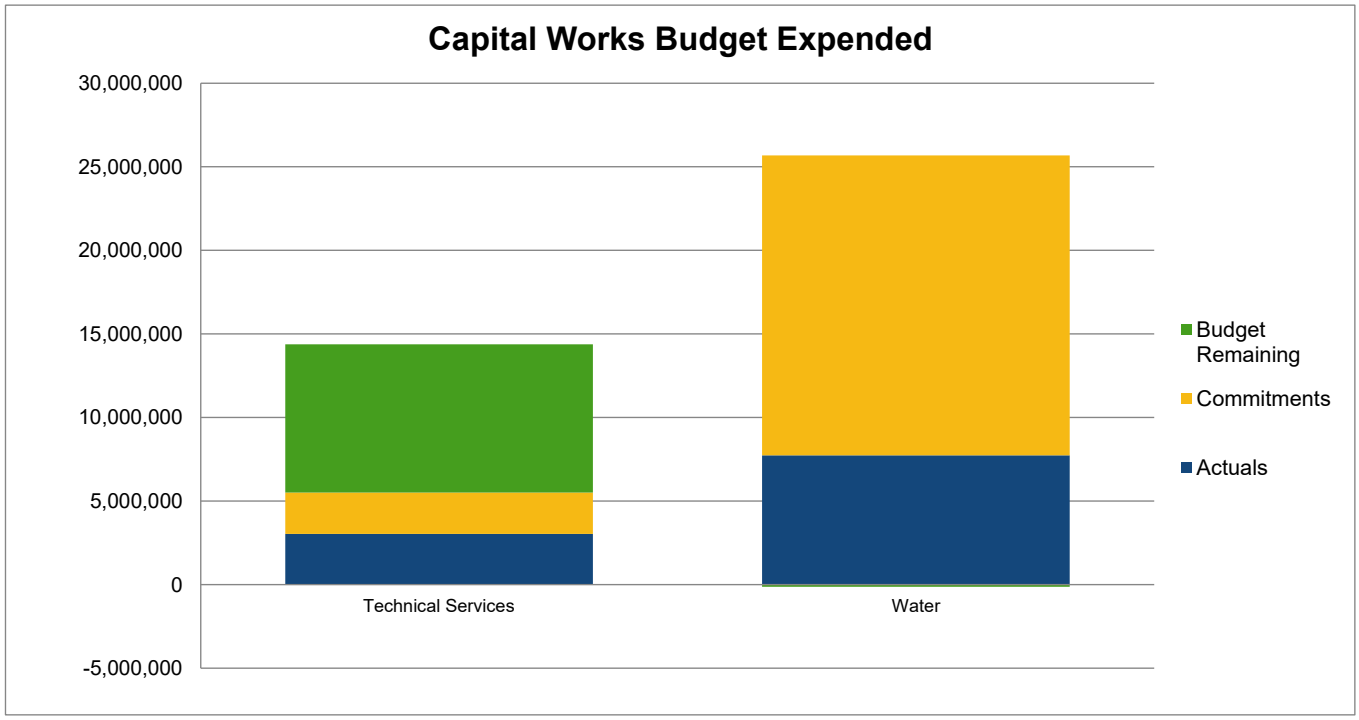
Capital project expenditure to 30 September is $11,567,795 in addition to this, there is $22,036,743 of commitments. Therefore totalling $33,604,539.

Financial Overview by Asset Category

Asset Category	Original Budget	Actuals & Accruals	Commitments	Total
Client Services	$ 121,500	$ 9,389	$ 127,343	$ 136,732
Corporate and Community Services	$ 1,357,000	$ 511,327	$ 289,289	$ 800,616
Economic Development	$ 49,690	$ -	$ -	$ -
Technical Services	$ 14,381,162	$ 3,029,710	$ 2,480,666	$ 5,510,376
Environmental Health	$ 2,202,000	$ 86,248	$ 124,866	$ 211,114
Parks and Gardens	$ 1,305,000	$ 31,687	$ 868,032	$ 899,719
Waste Water	$ 1,685,000	$ 161,834	$ 196,081	$ 357,915
Water	$ 25,555,370	$ 7,737,601	$ 17,950,466	$ 25,688,067
TOTAL	**$ 46,656,722**	**$ 11,567,796**	**$ 22,036,743**	**$ 33,604,539**

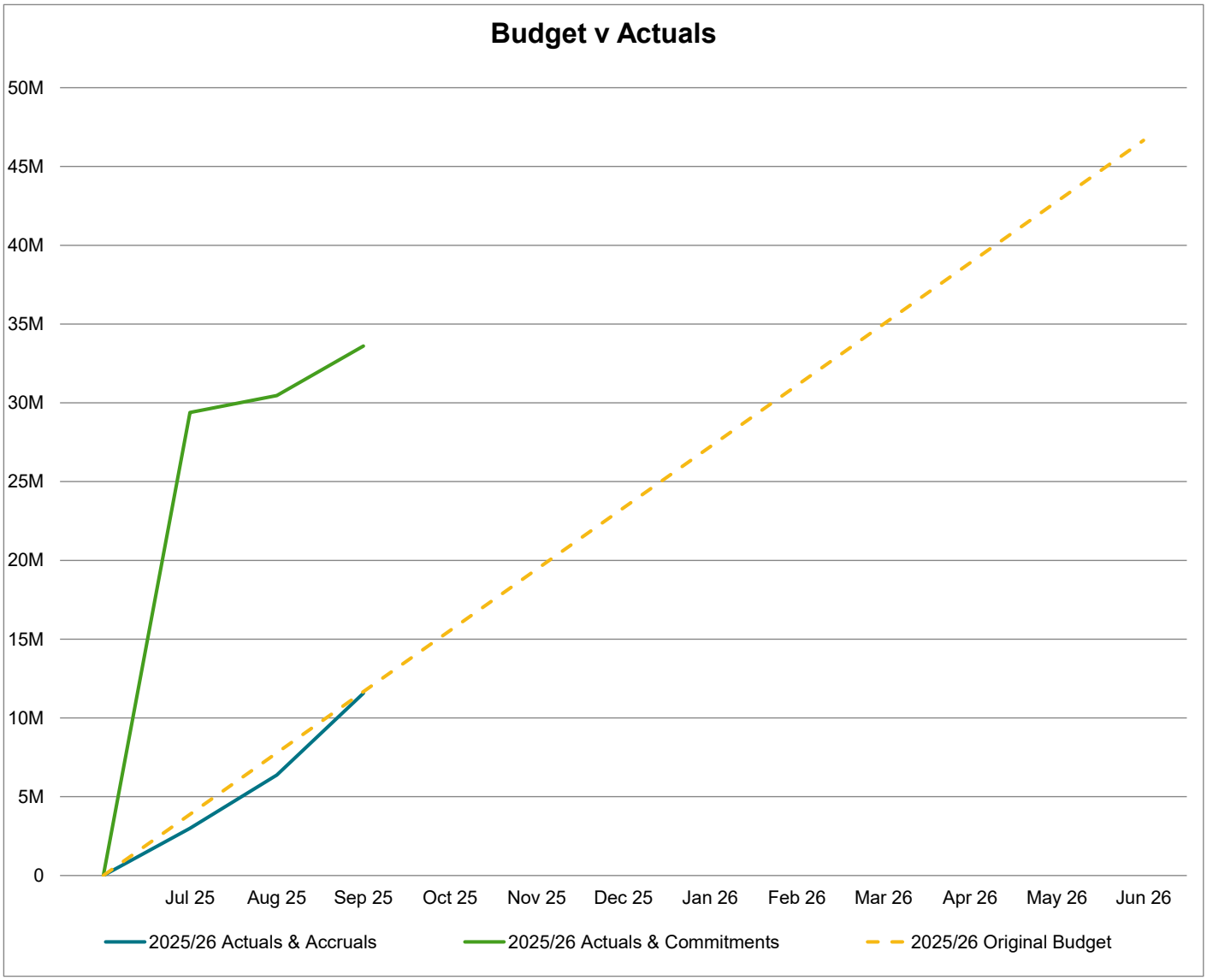
The below graph shows, by Asset Category, how much Council has spent (including accruals and commitments) on Capital Projects, compared to each budget.





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

OVERVIEW OF COUNCIL'S CAPITAL PROJECTS



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

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

APPENDIX 1 - OPERATING STATEMENT BY MANAGER

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

APPENDIX 2 - TOTAL COUNCIL OPERATING STATEMENT

Attached is the Total Council Operating Statement for your information.

APPENDIX 3 - STATEMENT OF FINANCIAL POSITION

Attached is the Statement of Financial Position as at 30 September 2025.

APPENDIX 4 - STATEMENT OF CASH FLOWS

Attached is the Statement of Cash Flows for the period ending 30 September 2025.

OPERATING STATEMENT
Period Ending 30 September 2025

Chief Executive Officer

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Operational contributions and donations	0	258	125	133	106%
Other operating revenue	12,054	14,709	16,650	-1,941	-12%
Total operating revenue	12,054	14,966	16,775	-1,809	-11%
Operating Expenses					
Employee benefits	254,400	741,828	1,008,046	-266,217	-26%
Materials and services	83,177	245,000	260,240	-15,240	-6%
Finance Costs	34	34	0	34	-
Total operating costs	337,611	986,862	1,268,286	-281,423	-22%
Surplus (deficit) from operating activities	-325,557	-971,896	-1,251,511	279,615	-22%
Net result for period	-325,557	-971,896	-1,251,511	279,615	-22%

Comments

Note: Comments to be provided for variances that are +/- 5%

Other operating revenue
Under budget due to Workcover payment being received sporadically which is overset by being ahead of budget for Burdekin Tourism Membership.

Employee benefits
Under budget due to oncost recovery, annual leave and long service leave. Annual leave and long service leave under as employees have not taken as much leave as budgeted. This is offset with CEO Section being over budget with budgets to be moved in the first budget revision following trajectory changes.

Materials and services
Under budget in Economic Development advertising due to timing of Industrial Estate marketing. Also under budget in training registrations due to timing of training. This is offset by unbudgeted consultant costs in People and Culture for leadership training.

OPERATING STATEMENT
Period Ending 30 September 2025

Director of Corporate & Community Services

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	13,416	56,492	42,021	14,471	34%
Operational contributions and donations	9,679	9,679	15,000	-5,321	-35%
Operational grants and subsidies	83,660	114,635	50,975	63,660	125%
Other operating revenue	17,826	18,173	1,000	17,173	1717%
Total operating revenue	124,581	198,980	108,996	89,984	83%
Operating Expenses					
Employee benefits	111,371	241,986	234,231	7,755	3%
Materials and services	83,683	218,570	218,122	448	0%
Depreciation and amortisation	141,196	433,000	422,290	10,710	3%
Total operating costs	336,249	893,556	874,643	18,912	2%
Surplus (deficit) from operating activities	-211,668	-694,576	-765,647	71,071	-9%
Capital grants and subsidies	84,260	84,260	97,771	-13,511	-14%
Net result for period	-127,408	-610,316	-667,876	57,560	-9%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges
Ahead of budget for aerodrome terminal rental income.

Operational contributions and donations
Under budget due to lower electricity use for Home Hill Showgrounds.

Operational grants and subsidies
Ahead of budget due to PCYC grant received, with the budget spread evenly across the year.

Other operating revenue
Ahead of budget due to insurance recoveries received and not budgeted.

Capital grants and subsidies
Grant funds received for Ayr Aerodrome Runway Reseal. Funding yet to be received for the Charlies Hill development.

OPERATING STATEMENT
Period Ending 30 September 2025

Manager Client Services

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Operational grants and subsidies	11,358	11,358	0	11,358	-
Total operating revenue	11,358	11,358	0	11,358	-
Operating Expenses					
Employee benefits	200,674	417,965	366,692	51,273	14%
Materials and services	201,422	1,430,554	1,271,708	158,847	12%
Total operating costs	402,096	1,848,520	1,638,400	210,120	13%
Surplus (deficit) from operating activities	-390,738	-1,837,162	-1,638,400	-198,762	12%
Net result for period	-390,738	-1,837,162	-1,638,400	-198,762	12%

Comments

Note: Comments to be provided for variances that are +/- 5%

Operational grants and subsidies
Ahead of budget due to receiving 90% of Get Ready Burdekin grant funding, not budgeted to be received until October.

Employee benefits
Over budget in Information and Communication Section, this is due to wages for two additional staff members being charged to the ICT section following the trajectory changes and will be amended in the first budget revision. This is offset by being under budget in Customer Services Centre due to vacancies, recruitment timeframes and extended sick leave of staff.

Materials and services
Over budget mainly Mtce IT software, this variance will be reduced after prepayment journals are processed. Also over budget Information & Communication Section consultants, budget allocated in June in error, this will be amended in the first budget revision. This is being partially offset by plant hire costs which are under budget in Counter Disaster and will be reviewed.

OPERATING STATEMENT
Period Ending 30 September 2025

Manager Community Services

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	54,374	82,618	76,100	6,518	9%
Operational grants and subsidies	92,119	92,119	18,119	74,000	408%
Other operating revenue	12,599	33,837	21,500	12,337	57%
Total operating revenue	159,092	208,574	115,719	92,855	80%
Operating Expenses					
Employee benefits	263,034	558,018	547,003	11,015	2%
Materials and services	156,495	424,631	399,763	24,868	6%
Depreciation and amortisation	11,698	35,767	33,900	1,867	6%
Total operating costs	431,226	1,018,416	980,666	37,750	4%
Surplus (deficit) from operating activities	-272,134	-809,843	-864,947	55,105	-6%
Capital grants and subsidies	21,772	21,772	80,000	-58,228	-73%
Net result for period	-250,362	-788,071	-784,947	-3,123	0%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges
Ahead of budget due to two unscheduled events occurring during September.

Operational grants and subsidies
Ahead of budget due to grant funding received from CheckUP Australian for Queensland Mental Health Week ($2,000), Queensland Health Tackling Regional Adversity through Connected Communities ($66,000) for various events and from Queensland State Library for the Service Development Subsidy ($6,000) which were unbudgeted.

Other operating revenue
Ahead of budget due to refund of performance fees from cancelled event - paid 2024/2025 refunded in 2025/2026. Increased bar sales in September due to the two additional events and ticket sales for Seniors Week which were budgeted to be received in October.

Materials and services
Over budget as standing donations which were budgeted to be paid in October were paid in September. This is being offset by electricity at the Burdekin Memorial Hall which is well under budget, this will be further investigated.

Capital grants and subsidies
Queensland State Library Grant paid quarterly, with the first payment being received in September.

OPERATING STATEMENT
Period Ending 30 September 2025
Manager Environmental & Health Services - Waste Program

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	71,882	158,815	143,750	15,065	10%
Interest Received	47,532	105,610	91,300	14,310	16%
Operational grants and subsidies	0	300	2,500	-2,200	-88%
Other operating revenue	10,849	37,836	33,625	4,211	13%
Total operating revenue	130,260	2,755,855	2,721,453	34,402	1%
Operating Expenses					
Employee benefits	152,651	302,742	253,520	49,223	19%
Materials and services	283,377	405,722	825,466	-419,744	-51%
Depreciation and amortisation	46,074	140,811	134,850	5,961	4%
Total operating costs	482,102	849,276	1,213,836	-364,560	-30%
Surplus (deficit) from operating activities	-351,843	1,906,579	1,507,617	398,962	26%
Other capital income (expense)	-36,512	-36,512	0	-36,512	-
Net result for period	-388,354	1,870,067	1,507,617	362,450	24%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges
Ahead of budget, income received sporadically throughout the year.

Interest Received
Ahead of budget due to conservative budgeting.

Operational grants and subsidies
Under budget, payment to be received from Cleanaway for public education on correct recycling.

Other operating revenue
Ahead of budget mainly due to takings at the Transfer stations. Other income received is from Recycle for the Container Revenue Share scheme. This revenue stream tends to vary significantly from year to year, and its unpredictable nature makes it difficult to accurately forecast income throughout the financial year.

Employee benefits
Over budget due to backpay paid in this period after a review of entitlements under the relevant industrial instrument, which confirmed that casual staff have been underpaid for a defined period.

Materials and services
Under budget due to timing of Cleanaway invoices, with staff following up to ensure invoices are received earlier.

Other capital income (expense)
Loss on waste asset write-offs.

OPERATING STATEMENT
Period Ending 30 September 2025
Manager Environmental & Health Services excluding Waste Program

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	97,831	337,442	248,226	89,216	36%
Operational contributions and donations	1,472	49,773	30,775	18,998	62%
Operational grants and subsidies	0	60,000	55,000	5,000	9%
Other operating revenue	1,040	3,580	2,625	955	36%
Total operating revenue	100,340	494,586	380,376	114,210	30%
Operating Expenses					
Employee benefits	220,371	480,834	610,183	-129,349	-21%
Materials and services	233,738	502,819	567,164	-64,345	-11%
Depreciation and amortisation	38,416	120,091	133,675	-13,584	-10%
Total operating costs	492,525	1,103,743	1,311,022	-207,278	-16%
Surplus (deficit) from operating activities	-392,186	-609,158	-930,646	321,488	-35%
Capital grants and subsidies	0	0	1,142,000	-1,142,000	-100%
Other capital income (expense)	-7,973	-11,099	0	-11,099	-
Net result for period	-400,159	-620,257	211,354	-831,611	-393%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges
Ahead of budget due to animal registrations and food licences issued in July with the budget spread evenly across the year. Caravan park income is also ahead of budget which is variable throughout the year.

Operational contributions and donations
Ahead of budget due to income received for Woody Weed program.

Operational grants and subsidies
Ahead of budget due to unbudgeted income for the QCoast Grant. This is offset by the delayed receipt of funding from the Reef Guardian program, which is contingent upon milestone achievements. Additionally, the budget for the Illegal Dumping Officer position remains pending, as final funding arrangements with the State Government are still under negotiation. This has been amended in the first budget revision.

Employee benefits
Under budget due to staff vacancies, as well as Flying Fox management costs for staff that were not required. The scope of works for the Flying Fox dispersal program scheduled for July was significantly reduced due to a large amount of flying foxes relocating.

Materials and services
Under budget due to timing of caravan park contract payments. Also under budget plant hire for vector administration. Works performed for vector control rely on seasonal factors. Costs will increase in the coming months.

Capital grants and subsidies
Grant funding for swimming pool projects (Works for Queensland) and new animal management facility (North Queensland Resilience Program) transferred quarterly from contract liabilities as works are completed.

Other capital income (expense)
Loss on building asset write-offs.

OPERATING STATEMENT
Period Ending 30 September 2025

Manager Financial Services

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Rates and Utility Charges	-1	15,559,404	15,480,444	78,960	1%
Pensioner remissions	145,931	-187,309	-185,000	-2,309	1%
User fees and charges	7,641	47,674	43,250	4,424	10%
Interest Received	218,149	483,827	415,925	67,902	16%
Operational grants and subsidies	0	910,337	1,765,576	-855,239	-48%
Total operating revenue	371,719	16,814,358	17,539,395	-725,037	-4%
Operating Expenses					
Employee benefits	246,554	541,852	668,017	-126,165	-19%
Materials and services	38,955	441,813	229,537	212,275	92%
Depreciation and amortisation	33,358	101,987	101,400	587	1%
Finance Costs	11,853	20,631	22,500	-1,869	-8%
Total operating costs	330,721	1,106,284	1,021,454	84,829	8%
Surplus (deficit) from operating activities	40,998	15,708,075	16,517,941	-809,866	-5%
Net result for period	40,998	15,708,075	16,517,941	-809,866	-5%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges
Ahead of budget as this is a fluid income area that is unpredictable and relies on transaction volume. Income received is from property searches.

Interest Received
Ahead of budget due to conservative budgeting.

Operational grants and subsidies
Under budget due to the FA grant prepayment received in the 24/25 financial year. This has reduced the quarterly payment amount for 25/26, budget will be amended in the first budget revision.

Employee benefits
Under budget due to a trajectory misalignment this will be corrected in the first budget revision.

Materials and services
Over budget due to insurance premiums paid in July. Also over budget due to subscriptions which are variable throughout the year. Budget spreads will be reviewed in the first budget revision.

Finance Costs
This is a fluid expense area that is unpredictable and relies on transaction volume.

OPERATING STATEMENT
Period Ending 30 September 2025

Manager Operations

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	19,391	55,741	44,550	11,191	25%
Operational contributions and donations	84,222	91,079	26,000	65,079	250%
Operational grants and subsidies	18,511	4,591,531	2,770,881	1,820,650	66%
Contract and recoverable works	109,789	378,523	290,600	87,923	30%
Total operating revenue	231,913	5,116,873	3,132,031	1,984,842	63%
Operating Expenses					
Employee benefits	701,881	1,484,193	2,059,909	-575,716	-28%
Materials and services	578,032	1,603,637	2,907,501	-1,303,864	-45%
Depreciation and amortisation	113,857	350,125	358,325	-8,200	-2%
Total operating costs	1,393,771	3,437,955	5,325,735	-1,887,780	-35%
Surplus (deficit) from operating activities	-1,161,858	1,678,919	-2,193,704	3,872,623	-177%
Capital grants and subsidies	0	0	2,760,000	-2,760,000	-100%
Other capital income (expense)	-9,910	-20,742	0	-20,742	-
Net result for period	-1,171,768	1,658,176	566,296	1,091,880	193%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges
Ahead of budget with income received from cemetery permits including advance purchase of cemetery plots by local undertakers to install vaults, Q100 flood certificates, sale of second-hand culverts, and various other permits to install additional property culverts. Budget is equally proportioned over twelve months and will stabilise in future reporting periods.

Operational contributions and donations
Ahead of budget due to substantial material change of use infrastructure charges for transport, drainage and parks received in September for subdivisional works.

Operational grants and subsidies
Ahead of budget due to income received from the Queensland Reconstruction Authority. QRA grant funding is received as work is complete and submissions are approved.

Contract and recoverable works
Ahead of budget for the Road Maintenance Performance Contract with monies received for works claimed.

Employee benefits
Under budget due to unspent REPA approvals for unsealed roads. The variance will reduce as Council's workforce transitions to focus on REPA works in the period up until Christmas as some of the larger capital roadworks projects are completed. Parks Operations, Cemeteries, Boat Ramps and Aerodrome employee benefits are trending above budget estimates year to date.

Materials and services
Under budget due to the unspent value of gravel resheeting in REPA claims and roads and drainage maintenance. The variance will reduce as Council's workforce transitions to focus on REPA works in the period up until Christmas as some of the larger capital roadworks projects are completed. Parks Operations, Cemeteries and Depot Operations are trending above budget estimates year to date.

Other capital income (expense)
Activity in the period represents the write-off and partial disposal of the Coutts Park Irrigation system and elements renewed as part of the Millaroo Pool project.

OPERATING STATEMENT
Period Ending 30 September 2025

Manager Water and Waste Water - Sewerage

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Rates and Utility Charges	-1	2,645,387	2,636,286	9,101	0%
User fees and charges	18,189	43,345	46,250	-2,906	-6%
Interest Received	73,254	162,899	142,525	20,374	14%
Operational contributions and donations	28,240	43,161	9,000	34,161	380%
Total operating revenue	119,682	2,894,791	2,834,061	60,730	2%
Operating Expenses					
Employee benefits	211,658	451,814	428,612	23,202	5%
Materials and services	144,832	492,010	499,975	-7,965	-2%
Depreciation and amortisation	160,940	493,533	468,700	24,833	5%
Total operating costs	517,431	1,437,356	1,397,287	40,069	3%
Surplus (deficit) from operating activities	-397,748	1,457,435	1,436,774	20,661	1%
Capital grants and subsidies	0	0	180,000	-180,000	-100%
Other capital income (expense)	-14,357	-14,357	0	-14,357	-
Net result for period	-412,106	1,443,078	1,616,774	-173,696	-11%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges
Under budget with lower than expected trade waste recovery charges. This is offset by unbudgeted income received for sewer connections.

Interest Received
Ahead of budget due to conservative budgeting.

Operational contributions and donations
Ahead of budget due to higher than expected electricity contributions received from RegenAqua for Macro-algae Facility and also due to receiving substantial material change of use infrastructure charges.

Employee benefits
Over budget in Sewerage Reticulation due to reactive network maintenance, this is offset by sewerage and pump station operations not seeing the same need for reactive maintenance in the current year.

Capital grants and subsidies
Grant funding for Craig Street and Chippendale Street extension sewer design (Residential Activation fund) transferred quarterly from contract liabilities as works are completed.

Other capital income (expense)
Loss on sewerage asset write-off's.

OPERATING STATEMENT
Period Ending 30 September 2025

Manager Water and Waste Water - Water

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
Rates and Utility Charges	-3,024	1,815,883	1,814,940	943	0%
User fees and charges	21,391	28,258	15,700	12,558	80%
Interest Received	43,150	95,042	83,600	11,442	14%
Operational contributions and donations	20,000	20,000	3,000	17,000	567%
Total operating revenue	81,517	1,959,184	1,917,240	41,944	2%
Operating Expenses					
Employee benefits	177,851	387,867	420,267	-32,400	-8%
Materials and services	186,743	566,449	631,000	-64,551	-10%
Depreciation and amortisation	116,003	355,685	349,675	6,010	2%
Total operating costs	480,598	1,310,000	1,400,942	-90,942	-6%
Surplus (deficit) from operating activities	-399,081	649,183	516,298	132,885	26%
Capital grants and subsidies	0	1,872,762	24,415,370	-22,542,608	-92%
Other capital income (expense)	0	-4,787	0	-4,787	-
Net result for period	-399,081	2,517,158	24,931,668	-22,414,510	-90%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges
Ahead of budget due to budget spread for communications lease payment.

Interest Received
Ahead of budget due to conservative budgeting.

Operational contributions and donations
Ahead of budget due to receiving substantial material change of use infrastructure charges.

Employee benefits
Under budget in Water Administration and Treatment due to vacancies. Also under budget in Property Meter Operational due to minimal impact this financial year. This is offset by Water Reticulation being over budget due to reactive network maintenance.

Materials and services
Under budget mainly due to timing of electricity payments. Also under budget insurance premiums with premiums lower than expected. Additional payment made for Giru Water from April 2025, picked up in 25/26, to be amended in the second budget revision. This is being offset by higher than expected plant hire internal costs due to reactive network maintenance.

Capital grants and subsidies
Capital grant funds for the South Ayr Filtration Plant to be received as works completed and claims submitted. Grant funding for Craig Street and Chippendale Street extension water design (Residential Activation fund) transferred quarterly from contract liabilities as works are completed.

Other capital income (expense)
Loss on water asset write-offs, including part disposal of Mt Kelly boreholes.

OPERATING STATEMENT
Period Ending 30 September 2025

Manager Planning and Development

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	38,299	209,879	217,276	-7,397	-3%
Operational grants and subsidies	0	0	30,000	-30,000	-100%
Total operating revenue	38,299	209,879	247,276	-37,397	-15%
Operating Expenses					
Employee benefits	115,045	303,597	405,087	-101,490	-25%
Materials and services	71,691	171,023	164,084	6,939	4%
Total operating costs	186,736	474,621	569,171	-94,550	-17%
Surplus (deficit) from operating activities	-148,438	-264,742	-321,895	57,153	-18%
Net result for period	-148,438	-264,742	-321,895	57,153	-18%

Comments

Note: Comments to be provided for variances that are +/- 5%

Operational grants and subsidies
Under budget due to grant monies under the Housing Supply Fund not being received in August as anticipated. This will be amended in the first budget revision with the expected payment in January 2026.

Employee benefits
Under budget with facilities section wages costed to Manager Technical Services, however budget remains in Manager Planning and Development. Budget for Development Assessment Engineer included under Materials and Services, with actuals in Employee Benefits. Also under budget due to staff vacancies.

OPERATING STATEMENT
Period Ending 30 September 2025

Manager Technical Services

	Month of September Actual	Year to Date Actual	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue					
User fees and charges	0	0	1,375	-1,375	-100%
Operational grants and subsidies	12,640	25,351	32,500	-7,149	-22%
Other operating revenue	119	6,064	2,625	3,439	131%
Total operating revenue	12,759	31,414	36,500	-5,086	-14%
Operating Expenses					
Employee benefits	362,800	794,326	807,692	-13,366	-2%
Materials and services	-216,573	-606,742	-275,100	-331,642	121%
Depreciation and amortisation	804,654	2,449,432	2,415,375	34,057	1%
Total operating costs	950,881	2,637,016	2,947,967	-310,951	-11%
Surplus (deficit) from operating activities	-938,122	-2,605,601	-2,911,467	305,866	-11%
Capital contributions	0	0	1,062,656	-1,062,656	-100%
Capital grants and subsidies	150,379	208,556	2,281,841	-2,073,285	-91%
Other capital income (expense)	-99,217	-85,279	0	-85,279	-
Net result for period	-886,960	-2,482,325	433,030	-2,915,354	-673%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges
Under budget as timing of income from National Heavy Vehicle Regulator rental is dependant on use of workshop facilities.

Operational grants and subsidies
Under budget due to timing of fuel tax credits with budget split evenly throughout the year.

Other operating revenue
Ahead of budget due to timing of income from sales of small plant and other miscellaneous income variable throughout the year.

Materials and services
Under budget due to Plant Hire Recoveries being $270,000 higher than estimated. Review of recoveries and hire rates currently in progress to determine any modifications to ensure recoveries match costs. Consultants under budget for Flood Study with consultant expected to be engaged in October. This is offset by consultant expenses for Asset Management Plans which are unbudgeted.

Capital contributions
Budgeted contributions for Bahr Road restoration are transferred quarterly from contract liabilities as works are completed.

Capital grants and subsidies
Income from capital grants is received as works are completed and claims submitted. Income received in September from Transport Infrastructure Development Scheme (TIDS) for Hughes Road reconstruction.

Other capital income (expense)
Loss from write-off of transport assets when new works are capitalised.

BURDEKIN SHIRE COUNCIL
OPERATING STATEMENT
Period Ending 30 September 2025

	Month of September Actual	Year to Date Actual	Original Budget	Year to Date Original Budget	$ Variance YTD Actual to YTD Original Budget	% Variance YTD Actual to YTD Original Budget
Operating Revenue						
Rates and Utility Charges	-3,032	22,517,760	47,010,394	22,425,698	92,062	0%
Pensioner remissions	145,931	-187,309	-370,000	-185,000	-2,309	1%
User fees and charges	342,413	1,020,262	2,941,926	878,498	141,764	16%
Interest Received	382,084	847,378	2,933,400	733,350	114,028	16%
Operational contributions and donations	143,613	213,949	311,600	83,900	130,049	155%
Operational grants and subsidies	218,288	5,805,632	18,904,656	4,725,551	1,080,081	23%
Contract and recoverable works	109,789	378,523	2,205,800	290,600	87,923	30%
Other operating revenue	54,487	114,623	359,350	97,225	17,398	18%
Total operating revenue	1,393,573	30,710,817	74,297,126	29,049,822	1,660,995	6%
Operating Expenses						
Employee benefits	3,018,291	6,707,023	29,339,842	7,809,259	-1,102,236	-14%
Materials and services	1,845,574	5,895,486	26,546,924	7,699,460	-1,803,974	-23%
Depreciation and amortisation	1,466,196	4,480,431	17,672,760	4,418,190	62,241	1%
Finance Costs	11,887	20,665	90,000	22,500	-1,835	-8%
	0	0	0	0	0	-
Total operating costs	6,341,947	17,103,604	73,649,526	19,949,409	-2,845,805	-14%
Surplus (deficit) from operating activities	-4,948,374	13,607,213	647,600	9,100,413	4,506,800	50%
Capital contributions	0	0	1,062,656	1,062,656	-1,062,656	-100%
Capital grants and subsidies	256,411	2,187,350	30,956,982	30,956,982	-28,769,632	-93%
Other capital income (expense)	-167,969	-172,777	0	0	-172,777	-
Net result for period	-4,859,933	15,621,787	32,667,238	41,120,051	-25,498,264	-62%

BURDEKIN SHIRE COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 30 September 2025

	Year to Date Actual $	Annual Budget $
Current Assets		
Cash and Cash Equivalents	93,341,390	78,123,413
Financial Assets	8,000,000	0
Receivables	2,067,962	1,723,619
Inventories	540,806	703,649
Contract Assets	884,282	0
Other Assets	787,544	2,557,194
Total Current Assets	105,621,985	83,107,875
Non-Current Assets		
Receivables	399,264	321,264
Property, Plant and Equipment	706,737,718	706,392,877
Intangibles Assets	177,491	137,295
Other Assets	9,333	100,317
Total Non-Current Assets	707,323,806	706,951,753
TOTAL ASSETS	812,945,791	790,059,628
Current Liabilities		
Payables	4,887,529	7,393,813
Provisions	7,680,441	8,208,597
Contract Liabilities	7,871,262	0
Other Liabilities	482,317	603,194
Total Current Liabilities	20,921,548	16,205,604
Non-Current Liabilities		
Provisions	17,898,953	18,190,612
Other Liabilities	600,351	757,285
Total Non-Current Liabilities	18,499,304	18,947,897
TOTAL LIABILITIES	39,420,852	35,153,501
NET COMMUNITY ASSETS	**773,524,939**	**754,906,127**
Community Equity		
Asset Revaluation Surplus	437,228,118	406,023,045
Retained Surplus (deficiency)	336,296,821	348,883,082
TOTAL COMMUNITY EQUITY	**773,524,939**	**754,906,127**

BURDEKIN SHIRE COUNCIL
STATEMENT OF CASH FLOWS
For Period Ending 30 September 2025

	Year to Date Actual $	Annual Cashflow Budget $
Cash Flows from Operating Activities		
Receipts		
Receipts from Customers	23,028,238	51,821,889
Payments to Suppliers and Employees	-15,433,787	-55,655,094
	7,594,451	-3,833,205
Interest Received and Investment Revenue Received	1,324,120	2,933,400
Operating Grants, Subsidies and Contributions	6,025,998	19,216,256
Other	1,755,074	359,350
Net Cash Inflow (Outflow) from Operating Activities	16,699,643	18,675,801
Cash Flows from Investing Activities		
Proceeds from Sale of Property, Plant and Equipment	207,509	750,000
Grants, subsidies, contributions and donations	6,198,223	30,956,982
Net movement in cash investments	-3,000,000	0
Payments for Property, Plant and Equipment	-11,549,873	-46,656,722
Net Movement in Loans to Community Organisations	-73,000	0
Net Cash Inflows (Outflow) from Investing activities	-8,217,142	-14,949,740
Net Increase (Decrease) in Cash and Cash Equivalents Held	8,482,500	3,726,061
Cash and Cash Equivalents at Beginning of the Financial Year	84,858,890	32,397,352
Cash and Cash Equivalents at end of the Period	93,341,390	36,123,413

6.3.2. FINANCIAL SERVICES
First Revised Budget Report 2025/26

File Reference: **2939**

Report Author: **Fiona Smith, Financial Accountant Reporting**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Responsibly manage Council's financial position to ensure sustainability.
- Implement effective governance frameworks.
- Undertake regulatory responsibilities in accordance with legislative obligations.

Executive Summary
In accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*, Council may, by resolution, amend the budget for a financial year at any time before the end of the financial year. As required by the regulation, Council has completed a budget revision for 2025/26 and the next two (2) financial years.

Management has completed a high-level review of the 2025/26 budget based on results to the end of September and estimated transactions for the remainder of the financial year. The first amended budget includes capital carryover projects and funding from the previous financial year.

An amended budget for the 2025/26 financial year is submitted for adoption.

Recommendation
That the amended budget and report for the period ending 30 June 2026 as tabled be adopted.

Background
The amended budget is based on best estimates of expenditure and income as provided by the relevant Managers following a high-level review to the end of September.

Financial Analysis

The original operational surplus of $647,600 has been amended to an operational deficit of $4,217,486 in the first budget revision. This decrease is mainly attributable to the prepayment in 2024/25 of $4,805,351 of the 2025/26 Financial Assistance Grant.

Additionally, the total of the Financial Assistance Grant to be received is approximately $523,000 more than anticipated. This is a result of new allocation methodology implemented by the Queensland Local Government Grants Commission.

Other operational grants increased $218,743, including $195,000 for QCoast2100 and $66,000 from Queensland Health for Tackling Regional Adversity through Connected Communities. All grants have matching expenses in Employee Benefits and Materials and Services.

Contributions have increased by $139,880, with substantial infrastructure charges received for stormwater drainage, transport, parks, sewerage, and water. The estimated electricity reimbursement from RegenAqua has been revised upwards by $40,000, with Council receiving more than the conservative

estimate included in the original budget.
The discontinuation of Council's in-house building certification services has had a notable impact on this budget, with User Fees and Charges expected to decline by $185,000. An estimated $200,000 has been allocated to cover the cost of finalising existing building applications. As these applications remain valid until mid-2027, Council is unable to determine the portion attributable to the current financial year. This budget will be reassessed during the second budget revision.

Employee Benefits has had a minor increase from the original budget. This is due to the Development Engineer role, which was initially budgeted under Materials and Services as a consultant, now being classified as an employee. The trajectory changes across Council departments have no impact on the consolidated result, as budget allocations have been adjusted to reflect the appropriate reporting areas.

Materials and Services are projected to increase by $366,255, in part offset by grant funding and transfers from reserves, and the movement of the Development Engineer to Employee Benefits. The increase includes $200,000 for engaging external building certification services as mentioned above, $99,000 for Town Planning consultants, and $15,000 for desiltation works at the Jerona Boat ramp. Internal Plant Hire costs have also risen due to greater utilisation of Council-owned plant and equipment, however this remains cost-neutral at the consolidated level.

Depreciation expense has increased by $326,600, mainly in the Sewerage, Water, and Transport asset classes. While Sewerage assets are generally depreciated over a 60-year useful life, the MacroAlgae Bioremediation Facility has a shorter estimated life of 25 years, resulting in higher annual depreciation. Water has had a similar impact, with SCADA assets written off over a reduced timeframe. Additionally, asset valuations completed after the original budget have affected both Water and Transport asset classes.

A budget of ($185,529) has been included for Other Capital Expenses which includes the write off of assets to the end of October. This expense is not included in the original budget as Council assumes no profit or loss on disposal or write off on assets.

The 2025/26 Capital Works Program budget has increased by $12.5M to $59.1M. The revised budget includes $8.6M of carryover projects representing incomplete or multi-year projects from the 2024/25 financial year. A further adjustment of $3.5M relates to timing of the completion of the South Ayr Filtration Plant.

Capital projects carried over from 2024/25 include:

$	756,558	Bahr Road Restoration Stage 4
$	730,000	2024/25 Fleet Renewal – Trucks
$	460,725	2025/26 Fleet Renewal – Trucks
$	400,755	2024/25 Reseal Program
$	331,646	Ayr Industrial Estate Road and Kerb Reconstruction
$	353,330	Queen Street Footpath Reconstruction Parker and Soper Streets
$	280,000	South Ayr Drainage Upgrades
$	238,281	Home Hill Be Active Trail Stage 5
$	231,819	South Ayr Bore
$	200,000	Home Hill Swimming Pool Upgrade
$	192,000	Ayr Swimming Pool New Amenities Block
$	175,951	First Street Drainage Upgrade
$	161,846	Fuel Dispensing System
$	159,208	Patricia Road Culvert Replacement
$	135,769	2023/24 Guardrail Renewal Program
$	135,000	Oakes Street Roadworks
$	125,481	Oakes Street Drainage
$	125,000	South Ayr Roadwork Reconstruction
$	120,000	Half-Court Basketball Upgrades at Various Shire Parks
$	117,997	Thompson Road Floodway Upgrade
$	108,822	2024/25 Path Renewal Program
$	100,000	Burdekin Theatre Installation of Solar Panels
$	100,000	2024/25 Fleet Renewal – Light Vehicles

The Ayr Industrial Estate expansion is projected to be completed within the 2025/26 financial year, with the following projects carried over from 2024/25:

$	685,509	Ayr Industrial Estate Expansion Roads Construction
$	188,063	Ayr Industrial Estate Expansion Drainage
$	113,736	Ayr Industrial Estate Expansion Sewer Infrastructure
$	90,000	Ayr Industrial Estate Expansion General
$	86,401	Ayr Industrial Estate Expansion Access
$	33,671	Ayr Industrial Estate Expansion Sales and Marketing

Other new or increased projects, funded by grants (*), depreciation (^), or other funding (#) are detailed below:

$	3,510,028	*	South Ayr Filtration Plant (State Government Funding)
$	50,000	*	Macroalgae Facility Solar Panels (Reef Guardian Grant)
$	47,800	*	Home Hill Water Reservoir Solar Panels (Reef Guardian Grant)
$	35,000	^	Office Security Upgrade - Depot

The revised budget capital works program for 2025/26 is attached. Bireme B

Consultation
The amended budget has been collated and presented by the Finance Department using estimates provided by Managers, in consultation with the Chief Executive Officer and Director Corporate and Community Services.

Budget & Resource Implications
Refer to content of report.

Legal Authority & Implications
Local Government Act 2009
Local Government Regulation 2012

Policy Implications
Not Applicable

Risk Implications (Strategic, Operational, Project Risks)
Councils operational risk register for Finance includes Ineffective Financial Management and Poor Budget Control. This budget review is a control measure listed in our risk register and helps to control risk by using a collaborative approach, management oversight, and transparent reporting to council and the wider community.

Attachments
1. Capital Works Program First Budget Revision 2025-26
2. First Revised Budget including Financial Sustainability 2025-26

Capital Works Program First Budget Revision 2025/26

Asset Class	Project Title	Project Type $	Council Funded $	Reserves $	Grant and Contributions $	Total $
Buildings						
Buildings Administration	Council Chambers Office Refurbishment	Renewal	300,000			300,000
Buildings Administration	Council Chambers Ernie Ford Board Room Refurbishment	Renewal	40,000			40,000
Buildings Administration	Council Chambers Carpet Replacement	Renewal	70,000			70,000
Buildings Community	PCYC - Replace Front Office Condenser Unit	Renewal	58,500			58,500
Buildings Community	Ayr Showgrounds - Main Hall Refurbishment	Renewal	220,000			220,000
Buildings Community	PCYC - Fire Panel	Renewal	8,500			8,500
Buildings Community	Burdekin Theatre - Change Room Refurbishment - Construction	Renewal	250,000			250,000
Buildings Community	Burdekin Theatre - Stage Refurbishment	Renewal	55,000			55,000
Buildings Community	Burdekin Theatre - Replace Roof Sheeting Over Kitchen	Renewal	15,000			15,000
Buildings Community	Burdekin Theatre - Replace Fast Sense Smoke Detection System	Renewal	20,000			20,000
Buildings Community	Burdekin Theatre - Replace Ceiling Lighting on Mezzanine Level	Renewal	11,500			11,500
Buildings Community	Burdekin Theatre - Foyer Entrance Doors Project	Renewal	66,250			66,250
Buildings Community	Burdekin Theatre - Installation of Solar Panels	New			100,000	100,000
Buildings Community	Memorial Hall - Installation of Solar Panels	New			50,000	50,000
Buildings Community	Ayr Showgrounds Main Hall - Installation of Solar Panels	New			50,000	50,000
Buildings Engineering	Jones Street Depot Masterplan - Works Supervisors Office Extension	New	102,535			102,535
Buildings Engineering	Jones Street Depot - Office Security Upgrade	New	35,000			35,000
Buildings Environmental	Burdekin Cascades Caravan Park - Refurbish Cabins x8	Renewal	100,000			100,000
Buildings Environmental	Home Hill Pool - Office/Amenities - Replace Fittings and Paint	Renewal	15,000			15,000
Buildings Environmental	Burdekin Cascades Caravan Park - Refurbish Old Amenities	Renewal	400,000			400,000
Buildings Environmental	Burdekin Cascades Caravan Park - Install Structure to House Laundry Facilities for Manager's Residence	New	25,000			25,000
Buildings Environmental	Burdekin Cascades Caravan Park - Replace Rusted Roof to Cabins 1 and 2	Renewal	15,000			15,000
Buildings Environmental	Home Hill Swimming Pool Upgrades	Renewal			600,000	600,000
Buildings Environmental	Construct New Amenities Block at Ayr Pool	Renewal			809,000	809,000
Buildings Environmental	Construct New Animal Management Facility	Renewal	250,000		125,000	375,000
Buildings Environmental	Construct New Biosecurity Shed	New	75,000			75,000
Drainage Infrastructure						
Drainage Infrastructure	Horseshoe Lagoon Upgrades to Drains Upstream of Bruce Highway	New	100,000			100,000
Drainage Infrastructure	Dosetto Street Soakage Pit, Ayr - Replace Perimeter Security Fence	Renewal	35,000			35,000
Drainage Infrastructure	Fifth Avenue Drain - Upgrade Culverts at Sixth Street and First Street	Renewal/New	444,208			444,208
Drainage Infrastructure	Topton Street, Alva Beach Drainage Upgrade	New	60,000			60,000
Drainage Infrastructure	Stace Road - Install Drainage at Downstream Farm Crossing	New	50,000			50,000
Drainage Infrastructure	Chippendale Street - Drainage Upgrade Between Ross Street and Queen Street	New	217,800			217,800
Drainage Infrastructure	Chippendale Street and Craig Street Drainage Upgrade	New	3,000		27,000	30,000
Drainage Infrastructure	Norham Road - Concrete Batter - Design and Construct	Renewal	97,741			97,741
Drainage Infrastructure	South Ayr Drainage Design and Construction - Robert, Drysdale, Woods and Albert Streets	Renewal/New	280,000			280,000
Drainage Infrastructure	Ayr Industrial Estate Expansion Drainage - Construction	New		188,063		188,063
Drainage Infrastructure	Ayr Drainage Improvements - Design	Renewal/New	57,006			57,006
Drainage Infrastructure	Gordon Street Drainage Upgrade - Design and Construction	New	83,552			83,552
Drainage Infrastructure	First Street Drainage Upgrade - Design and Construction	Renewal/New	175,951			175,951
Drainage Infrastructure	Oakes Street Drainage	New	9,935		115,546	125,481

Asset Class	Project Title	Project Type $	Council Funded $	Reserves $	Grant and Contributions $	Total $
Land & Improvements						
Land & Improvements	Ayr Industrial Estate Expansion - Access	New		86,401		86,401
Land & Improvements	Ayr Industrial Estate Expansion - Sales and Marketing	New		33,671		33,671
Land & Improvements	Ayr Industrial Estate Expansion - General	New		90,000		90,000
Office Equipment, Furniture & Fittings						
Office Equipment, Furniture & Fittings	Book Budget	Renewal	24,000		80,000	104,000
Office Equipment, Furniture & Fittings	Replace Office Photocopiers	Renewal	19,500			19,500
Office Equipment, Furniture & Fittings	Correspondence Scanner Replacement	Renewal	5,000			5,000
Office Equipment, Furniture & Fittings	Chambers Meeting Room Video Conferencing Upgrade	Renewal/New	99,489			99,489
Office Equipment, Furniture & Fittings	Edge Switch Replacement	Renewal	32,000			32,000
Office Equipment, Furniture & Fittings	Supply and Install Stand Alone Radio Solution for Street Poles on Queens Street	Renewal	12,000			12,000
Other Assets						
Other Assets Administration	BBQ Shelter - Council Chambers	New	17,000			17,000
Other Assets Community	Burdekin Memorial Hall - Replace Oven	Renewal	40,000			40,000
Other Assets Community	Burdekin Theatre - Replace Auditorium Projector	Renewal	50,000			50,000
Other Assets Community	Replace AV Equipment Music Loft	Renewal	12,500			12,500
Other Assets Community	Library Computer Bench	Renewal	15,000			15,000
Other Assets Community	Theatre Forecourt - Concrete Grassed Area	Renewal	25,000			25,000
Other Assets Community	Ayr Aerodrome - Reseal Runway	Renewal	48,081		48,081	96,162
Other Assets Community	Charlie's Hill Development - Interpretive Signs and Seating	New			49,690	49,690
Other Assets Community	Town Christmas Decorations	New	5,612	6,908		12,520
Other Assets Engineering	Install Road Flood Warning System Infrastructure on Barratta, Allen and Rita Island Roads	New	5,000			5,000
Other Assets Environmental	Upgrade Site Office - Home Hill Transfer Station	Renewal	15,000			15,000
Other Assets Environmental	Clare Pool - Fencing Upgrades	Renewal	50,000			50,000
Other Assets Environmental	Arch Dunn Playground Replace Freestanding Playground Equipment	Renewal	90,000			90,000
Other Assets Environmental	Miscellaneous Park Furniture	Renewal	40,000			40,000
Other Assets Environmental	CBD Furniture Upgrades	Renewal	50,000			50,000
Other Assets Environmental	Eighth Avenue Median Strip Upgrade Memorial Stumps	Renewal	65,000			65,000
Other Assets Environmental	Coutts Park All Abilities Access Road	New	165,000			165,000
Other Assets Environmental	Anzac Park All Abilities Replace See Saw and Surrounding Softfall	Renewal	60,000			60,000
Other Assets Environmental	Ayr Cemetery Installation of Water Distribution Line	New	10,000			10,000
Other Assets Environmental	Spiller Street Playground Refurbish Playground Fence	Renewal	50,000			50,000
Other Assets Environmental	Anzac Park Precinct Pump Track	New			808,138	808,138
Other Assets Environmental	Installation of Irrigation - Minor Parks	New	15,000			15,000
Other Assets Environmental	Replace Gatehouse Building	Renewal	75,000			75,000
Other Assets Environmental	Construct Shed For Storing E-Waste and Mattresses	New	40,000			40,000
Other Assets Environmental	Upgrade Basket Ball Units Various Parks	Renewal	60,000		60,000	120,000
Other Assets Environmental	Shade Sail Replacements - Parks and Gardens	Renewal	12,000			12,000
Other Assets Environmental	Home Hill Pool BBQ Shelter	New	45,600			45,600
Other Assets Environmental	Ayr Transfer Station - Bin Day, Dumping Ramp and Safety Rail Refurbishment	New	74,889			74,889
Other Assets Environmental	Ayr Transfer Station Works from Masterplan	New	56,036			56,036
Plant & Equipment						
Plant & Equipment	2022/23 Fleet Renewal - Light Vehicles	Renewal	5,000			5,000
Plant & Equipment	2022/23 Fleet Renewal - Plant and Equipment	Renewal	71,100			71,100
Plant & Equipment	2023/24 Fleet Renewal - Trucks	Renewal	460,725			460,725
Plant & Equipment	Fuel Dispensing System	Renewal	351,846			351,846

Asset Class	Project Title	Project Type $	Council Funded $	Reserves $	Grant and Contributions $	Total $
Plant & Equipment	2024/25 Fleet Renewal - Light Vehicles	Renewal	100,000			100,000
Plant & Equipment	2024/25 Fleet Renewal - Trucks	Renewal	730,000			730,000
Plant & Equipment	2024/25 Fleet Renewal - Plant & Equipment	Renewal	15,000			15,000
Plant & Equipment	2025/26 Fleet Renewal - Light Vehicles	Renewal	600,000			600,000
Plant & Equipment	2025/26 Fleet Renewal - Trucks	Renewal	800,000			800,000
Plant & Equipment	2025/26 Fleet Renewal - Plant and Equipment	Renewal	660,000			660,000
Plant & Equipment	2025/26 Fleet Renewal - Construction Equipment	Renewal	1,000,000			1,000,000
Roads & Bridges						
Roads & Bridges	DRFA December 24/January 25 Event - Unsealed Roads	Renewal			1,000,000	1,000,000
Roads & Bridges	DRFA December 24/January 25 Event - Sealed Roads	Renewal			1,000,000	1,000,000
Roads & Bridges	Culvert Replacement Program	Renewal	200,000		100,000	300,000
Roads & Bridges	Path Renewal Program	Renewal	200,000			200,000
Roads & Bridges	Reseal Program	Renewal	1,800,000			1,800,000
Roads & Bridges	Burdekin Be-Active Trail - Home Hill Stage 6	New	16,575		283,425	300,000
Roads & Bridges	Future Year Project Design Allocation	Renewal	50,000			50,000
Roads & Bridges	Plantation Park Bitumen Carpark	New	30,000			30,000
Roads & Bridges	Shirbourne Road Ch 4050 - 4230	Renewal	25,000			25,000
Roads & Bridges	Lisa Drive Pavement Reconstruction	Renewal	35,000			35,000
Roads & Bridges	Anzac Park Precinct - Roads and Parking Wickham Street	Renewal/New			100,000	100,000
Roads & Bridges	Queen Street Pavement Reconstruction Between Soper Street and Parker Street	Renewal	30,000			30,000
Roads & Bridges	Bahr Road - Restoration of Damaged Sections of Roads Stage 4	Renewal	287,459		1,819,099	2,106,558
Roads & Bridges	Keith Venables Road - Reconstruct Ch 5520-5800	Renewal	20,000			20,000
Roads & Bridges	Sexton Road - Reconstruction Ch 500-900	Renewal	127,547		300,000	427,547
Roads & Bridges	Drysdale Street - Widen Road Between Robert Street and Albert Street	New	30,000			30,000
Roads & Bridges	Graham Street Culvert Upgrade at Spiller Street	Renewal	20,000			20,000
Roads & Bridges	Thompson Road - Seal Remaining Unsealed Sections	Renewal/New			40,000	40,000
Roads & Bridges	Jerona Road - Bitumen Seal Approaches to Grid at Ch 9900	Renewal/New	20,000			20,000
Roads & Bridges	Jerona Road - Reconstruction of 6 Sections of Road - Total 1.2km	Renewal/New			40,000	40,000
Roads & Bridges	Hughes Road Ch 00 - 1640	Renewal	1,104,245		895,755	2,000,000
Roads & Bridges	Cartys Road - Reconstruct Kerb and Channel at Millaroo Pool	Renewal/New	30,000			30,000
Roads & Bridges	Cussen Road Reconstruction from Ch 70-1070	Renewal/New	521,745		292,430	814,175
Roads & Bridges	Kilrie Road - Reconstruct Floodway	Renewal			20,000	20,000
Roads & Bridges	Chippendale Street and Craig Street Extension	New	17,000		153,000	170,000
Roads & Bridges	Butler Road Floodway Construction	Renewal	37,919		25,986	63,905
Roads & Bridges	Conlan Street Design - Unsealed Clement Street to Old Home Hill Intersection	Renewal/New	4,731			4,731
Roads & Bridges	Ayr Industrial Estate - New Access Design Craig to Bird	New	55,806			55,806
Roads & Bridges	Chippendale Street Reconstruction Between Burke Street and Wilmington Street - Design	Renewal	21,410			21,410
Roads & Bridges	Corica Road - Reconstruction Sealed Road 500m Each End	Renewal	9,916			9,916
Roads & Bridges	Cox Street Reconstruction - Chippendale to Gibson Design	Renewal	9,916			9,916
Roads & Bridges	Giddy Road/Webber Road Intersection Upgrade - Design	Renewal	35,000			35,000
Roads & Bridges	Graham Street Reconstruction Between Drysdale Street and Railway Street - Design	Renewal	6,895			6,895
Roads & Bridges	Granshaw Road - Widening Between Ayr Dalbeg Road and George Road - Design	Renewal	57,122			57,122
Roads & Bridges	Kilrie Road Floodway Construction - Design	Renewal	9,378			9,378
Roads & Bridges	Linton Road and Georgees Road Culvert Upgrade - Design	Renewal	15,673			15,673
Roads & Bridges	Eighth Avenue - Alterations to Facilitate Disabled Access Between Sixth Street and Seventh Street - Design	Renewal	67,714			67,714
Roads & Bridges	McLain Road Reconstruction - Design	Renewal	11,500			11,500

Asset Class	Project Title	Project Type $	Council Funded $	Reserves $	Grant and Contributions $	Total $
Roads & Bridges	Switchback Road Intersection Upgrade	Renewal	18,587			18,587
Roads & Bridges	Wunjunga/Beachmount Road Grid Sealing - Design and Construct 20m Seal Each Side of 2 Grids	Renewal/New	62,529			62,529
Roads & Bridges	Home Hill Be Active Trail Stage 5 - Design and Construction	New	238,281			238,281
Roads & Bridges	South Ayr Works S1 - Road Reconstruction in Association with Drainage Upgrades to Drysdale, Robert, Woods, and Albert Streets	Renewal/New	125,000			125,000
Roads & Bridges	Ayr Industrial Estate Roads - Construction	New		685,509		685,509
Roads & Bridges	Hillier Road Culvert Renewal - Construction	Renewal	7,503			7,503
Roads & Bridges	Old Home Hill Road Reconstruction between Ch 1380 - 1780	Renewal	13,187			13,187
Roads & Bridges	Queen Street Footpath Reconstruction between Parker & Soper Streets - Construction	Renewal	353,330			353,330
Roads & Bridges	Patricia Road Culvert Replacement - Construction	Renewal	505,000			505,000
Roads & Bridges	Ayr Industrial Estate Road and Kerb Reconstruction - Construction	Renewal	331,646			331,646
Roads & Bridges	Thompson Road Floodway Upgrade - Construction	Renewal/New	266,270			266,270
Roads & Bridges	2023/24 Guardrail Renewal Program	Renewal	135,769			135,769
Roads & Bridges	2024/25 Reseal Program	Renewal	400,755			400,755
Roads & Bridges	2024/25 Culvert Replacement Program	Renewal	53,429			53,429
Roads & Bridges	2024/25 Path Renewal Program	Renewal	108,822			108,822
Roads & Bridges	Oakes Street Roadworks	New	19,455		115,545	135,000
Sewerage Infrastructure						
Sewerage Infrastructure	Sewerage Pump Upgrade and Replacement Program	Renewal	150,000			150,000
Sewerage Infrastructure	Sewerage Treatment Plant Valve and Pump Upgrade Replacement Program	Renewal	60,000			60,000
Sewerage Infrastructure	Sewer Pump Station Switchboard Replacement Program	Renewal	80,000			80,000
Sewerage Infrastructure	Home Hill Sewage Treatment Plant Refurbish/Replace Trickle Filter	Renewal	100,000			100,000
Sewerage Infrastructure	Home Hill Sewage Treatment Plant Office Roof Repair	Renewal	30,000			30,000
Sewerage Infrastructure	Ayr/Brandon Waste Water Treatment Plant Septic Receival Refurbishment	Renewal	150,000			150,000
Sewerage Infrastructure	Brandon Pump Station No.1 Perimeter Fence	Renewal	32,000			32,000
Sewerage Infrastructure	Water Quality Monitoring (Secondary Clarifier) Pump Station 27 Early Warning	New	69,972			69,972
Sewerage Infrastructure	Sewer Reline and Manhole Rehabilitation Project	Renewal	850,000			850,000
Sewerage Infrastructure	Craig Street and Chippendale Street Extension Sewer Design	New	20,000		180,000	200,000
Sewerage Infrastructure	Ayr Industrial Estate Expansion Sewer Infrastructure	New		113,736		113,736
Sewerage Infrastructure	Ayr Sewerage Treatment Plant - Perimeter Security Fence	New		86,854		86,854
Sewerage Infrastructure	Macro Algal Facility Solar Panels	New			50,000	50,000
Water Supply Infrastructure						
Water Supply Infrastructure	Water Pump and Valve Replacement Program	Renewal	150,000			150,000
Water Supply Infrastructure	Water Meter Replacement Program	Renewal	599,940			599,940
Water Supply Infrastructure	Water Main Replacement Program	Renewal	250,000			250,000
Water Supply Infrastructure	South Ayr Filtration Plant	New			25,891,698	25,891,698
Water Supply Infrastructure	South Ayr Bore	New			2,142,966	2,142,966
Water Supply Infrastructure	Hydrant Replacement Program	Renewal	200,000			200,000
Water Supply Infrastructure	Ayr Water Tower Ladder Access Engineering Assessment	Renewal	30,000			30,000
Water Supply Infrastructure	Craig Street and Chippendale Street Extension Water Design	New	10,000		90,000	100,000
Water Supply Infrastructure	Ayr Industrial Estate Expansion Potable Water Infrastructure	New		9,003		9,003
Water Supply Infrastructure	Mount Kelly Bores Lid and Safety Rail Upgrade	New	34,639			34,639
Water Supply Infrastructure	Design Stage 2 - Construction of Approximately 600m of 450mm DI Rising Main to Augment Supply	New	22,594			22,594
Water Supply Infrastructure	Home Hill Water Reservoir Solar Panels	New			47,800	47,800
			$ 20,310,115	**$ 1,300,145**	**$ 37,510,159**	**$ 59,120,419**

BURDEKIN SHIRE COUNCIL

Budgeted Statement of Comprehensive Income

For the periods ending 30 June

	Original Budget 2025/26 $	Revised Budget 2025/26 $	Forecast 2026/27 $	Forecast 2027/28 $
Revenue				
Rates and utility charges	47,010,394	47,010,394	48,512,831	50,097,877
Less Pensioner remissions	(370,000)	(370,000)	(370,000)	(370,000)
Net rates and utility charges	46,640,394	46,640,394	48,142,831	49,727,877
User fees and charges	2,941,926	2,783,360	2,852,942	2,924,261
Contributions	311,600	451,480	462,766	474,333
Operating grants and subsidies	18,904,656	14,841,446	11,623,607	11,793,160
Interest revenue	2,933,400	2,933,400	3,044,342	2,926,962
Sales of contract and recoverable works	2,205,800	2,190,800	2,245,570	2,301,709
Other income	359,350	386,158	374,482	419,841
TOTAL OPERATING REVENUES	74,297,126	70,227,038	68,746,540	70,568,143
Expenses				
Employee benefits	(29,633,942)	(29,736,085)	(28,474,288)	(29,242,304)
Materials and services	(26,252,824)	(26,619,079)	(20,209,477)	(20,776,211)
Depreciation and amortisation	(17,672,760)	(17,999,360)	(19,295,757)	(19,757,741)
Finance costs	(90,000)	(90,000)	(91,800)	(93,636)
TOTAL OPERATING EXPENSES	(73,649,526)	(74,444,524)	(68,071,322)	(69,869,892)
Operating surplus (deficit)	647,600	(4,217,486)	675,218	698,251
Capital income and expenditure:				
Capital grants, subsidies and contributions	32,019,638	37,510,159	12,225,470	9,499,706
Other captial expenses	-	(185,529)	-	-
Net result for the period	32,667,238	33,107,144	12,900,688	10,197,957

BURDEKIN SHIRE COUNCIL

Budgeted Statement of Financial Position

As at the periods ending 30 June

	Original Budget 2025/26 $	Revised Budget 2025/26 $	Forecast 2026/27 $	Forecast 2027/28 $
Current Assets				
Cash and deposits	36,123,413	77,108,820	81,427,404	80,217,085
Cash investments	42,000,000	5,000,000	5,000,000	5,000,000
Receivables	1,723,619	2,550,272	2,550,272	2,550,272
Inventories	703,649	580,693	580,693	580,693
Other assets	2,557,194	2,444,465	2,444,465	2,444,465
	83,107,875	87,684,250	92,002,834	90,792,515
Non-Current Assets				
Receivables	321,264	258,897	258,897	258,897
Property, plant and equipment	678,715,296	707,891,955	724,469,050	734,929,609
Intangible assets	137,295	155,908	102,808	49,708
Capital work in progress	27,677,581	32,052,218	32,052,218	32,052,218
Other assets	100,317	33,445	33,445	33,445
	706,951,753	740,392,423	756,916,418	767,323,877
TOTAL ASSETS	790,059,628	828,076,673	848,919,252	858,116,392
Current Liabilities				
Trade and other payables	7,393,813	8,319,995	8,319,995	8,319,995
Provisions	8,208,597	7,680,441	5,979,450	6,158,832
Contract liabilities	-	2,563,314	1,116,000	1,066,000
Other	603,194	603,674	3,323	3,323
	16,205,604	19,167,424	15,418,768	15,548,150
Non-Current Liabilities				
Provisions	18,190,612	17,898,953	18,405,859	18,418,290
Contract liabilities	146,708	-	11,183,641	10,041,011
Other	610,577	-	-	-
	18,947,897	17,898,953	29,589,500	28,459,301
TOTAL LIABILITIES	35,153,501	37,066,377	45,008,268	44,007,451
NET COMMUNITY ASSETS	754,906,127	791,010,296	803,910,984	814,108,941
Community Equity				
Asset revaluation reserve	406,023,045	437,228,232	437,228,232	437,228,232
Accumulated surplus/(deficiency)	348,883,082	353,782,064	366,682,752	376,880,709
TOTAL COMMUNITY EQUITY	754,906,127	791,010,296	803,910,984	814,108,941

BURDEKIN SHIRE COUNCIL
Budgeted Statement of Cash Flows
For the periods ending 30 June

	Original Budget 2025/26 $	Revised Budget 2025/26 $	Forecast 2026/27 $	Forecast 2027/28 $
Cash Flows from Operating Activities:				
Receipts				
Net rates and utility charges	46,640,394	46,640,394	48,142,831	49,727,877
Total fees and charges	2,975,695	2,783,360	2,852,942	2,924,261
Sales of contract and recoverable works	2,205,800	-	2,245,570	2,301,709
Interest revenue	2,933,400	2,933,400	3,044,342	2,926,962
Contributions	311,600	451,480	462,766	474,333
Government subsidies and grants	18,904,656	14,751,121	23,808,727	10,627,160
Other Income	359,350	2,576,958	374,482	419,841
	74,330,895	70,136,713	80,931,660	69,402,143
Payments				
Employee benefits	(29,312,270)	(29,736,085)	(28,228,373)	(29,050,491)
Materials and services	(26,252,824)	(27,195,887)	(20,809,828)	(20,776,211)
Finance costs	(90,000)	(90,000)	(91,800)	(93,636)
	(55,655,094)	(57,021,972)	(49,130,001)	(49,920,338)
Cash provided by / (used in) operational activities	18,675,801	13,114,741	31,801,659	19,481,805
Cash Flow from Investing Activities:				
Proceeds from sale of capital assets	750,000	1,061,500	648,000	607,000
Contributions	1,062,656	1,819,099	55,134	-
Government grants and subsidies	30,956,982	38,781,600	12,170,336	9,499,706
Subsidies and grants arising from contract assets and liabilities	(1,062,656)	(3,406,590)	(2,448,793)	(26,630)
Payments for property, plant and equipment	(46,656,722)	(59,120,419)	(36,467,752)	(30,772,200)
Payments for rehabilitation work	-	-	(1,440,000)	-
Net cash provided by investing activities	(14,949,740)	(20,864,810)	(27,483,075)	(20,692,124)
Net Increase (Decrease) in Cash Held	3,726,061	(7,750,069)	4,318,584	(1,210,319)
Cash at beginning of reporting period	32,397,352	84,858,889	77,108,820	81,427,404
Cash at end of Reporting Period	36,123,413	77,108,820	81,427,404	80,217,085

Budgeted Statement of Changes in Equity

For the periods ending 30 June

	Original Budget 2025/26 $	Revised Budget 2025/26 $	Forecast 2026/27 $	Forecast 2027/28 $
TOTAL COMMUNITY EQUITY				
Balance at the beginning of period	722,238,889	757,903,152	791,010,296	803,910,984
Increase (decrease) in net result	32,667,238	33,107,144	12,900,688	10,197,957
Balance at the end of period	754,906,127	791,010,296	803,910,984	814,108,941
Retained Surplus/Deficit				
Balance at the beginning of period	316,215,844	320,674,920	353,782,064	366,682,752
Increase (decrease) in net result	32,667,238	33,107,144	12,900,688	10,197,957
Balance at the end of period	348,883,082	353,782,064	366,682,752	376,880,709
Asset Revaluation Surplus				
Balance at the beginning of period	406,023,045	437,228,232	437,228,232	437,228,232
Increase (decrease) in net result	-	-	-	-
Balance at the end of period	406,023,045	437,228,232	437,228,232	437,228,232

BURDEKIN SHIRE COUNCIL

Measures of Financial Sustainability

For the year ended 30 June

	Target Tier 5	Original Budget 2025/26	Revised Budget 2025/26	Forecast 2026/27	Forecast 2027/28
Financial Capacity					
Council Controlled Revenue Ratio	N/A	66.74%	70.38%	74.18%	74.61%
Population Growth Ratio*	N/A	0.89%	0.89%	0.90%	0.89%
Operating Performance					
Operational Surplus Ratio	> -2%	0.87%	-6.01%	0.98%	0.99%
Operating Cash Ratio	> 0%	24.66%	19.62%	29.05%	28.99%
Liquidity					
Unrestricted Cash Expense Cover Ratio	> 4 Months	16.49	15.60	N/A for long-term sustainability statement	
Asset Management					
Asset Sustainability Ratio	> 90%	100.43%	121.56%	139.79%	98.19%
Asset Consumption Ratio		63.54%	63.97%	63.48%	62.81%
Asset Renewal Funding Ratio ^	N/A	N/A	N/A	N/A for long-term sustainability statement	
Debt Servicing Capacity					
Leverage Ratio	0 to 3 times	N/A	N/A	N/A	N/A

* Constant Rate Method used

^ Commencing 2026-27

Net rates and utility charges original budget prior year	45,568,373	45,568,373	46,640,394	48,142,831
Net rates and utility charges budgeted for current year	46,640,394	46,640,394	48,142,831	49,727,877
Change rates and utility changes net of discounts	1,072,021	1,072,021	1,502,437	1,585,046
Percentage change	2.35%	2.4%	3.2%	3.3%

6.4.1. GOVERNANCE
Regional Tourism Infrastructure Fund - Funding Application

File Reference: **7**

Report Author: **Janice Horan, Grants and Property Officer**

Authoriser: **Kim Olsen, Director Corporate and Community Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Activate and Build a Dynamic Regional Visitor Economy

Burdekin Shire Council Operational Plan 2025-2026

TOU6 Continue to implement projects and activities outlined in the Burdekin Tourism Strategy.

Executive Summary
This report seeks Council's endorsement of a funding submission to the Queensland Government's Regional Tourism Infrastructure Fund which will seek funding up to $300,000.00 to create infrastructure by installing an ablutions block, septic system and dump point at Giru Park to attract more visitors and improve regional tourism outcomes.

Recommendation
That Council endorses the submission of a funding application to the Queensland Government's Regional Tourism Infrastructure Fund for funds of up to $300,000.00 to create infrastructure by installing an ablutions block, septic system and dump point at Giru Park (described as Lot 1 on G7134 and Lot 3 on G71311 and situated at 27 - 31 Luxton Street, Giru), to attract more visitors and improve regional tourism outcomes.

Background
Advice was recently received inviting submission of funding applications to the Regional Tourism Infrastructure Fund. Grants of up to $300,000.00 are available under the program with no co-contribution required from Council. Applications close on 12 November 2025 with funding decision announcements expected in February 2026. Approved projects must be ready to commence construction within six (6) months of funding approval and be delivered by 31 March 2028. With Council approval, it is proposed to submit a funding application seeking funds of up to $300,000.00 to create infrastructure by installing an ablutions block, septic system and dump point at Giru Park to attract more visitors and improve regional tourism outcomes.

Consultation
Discussions with Councillors following Council Meeting on 23 September 2025.

Budget & Resource Implications
Funds of up to $300,000.00 are available under this program with no Council contribution required. If estimates exceed $300,000.00 in total, Councillors will be advised immediately. No Council funds would be expended without Council approval.

Legal Authority & Implications
Relevant approvals would be sought from Government agencies prior to any works being undertaken.

Policy Implications
Not applicable

Risk Implications (Strategic, Operational, Project Risks)
Works must be scheduled outside the cyclone and wet season.
Contingency time would need to be built into the proposed construction timeline.
Scope works tightly to avoid scope creep.

Attachments
None

6.4.2. GOVERNANCE
Trustee Lease - Lot 70 on Survey Plan 317980 - 1777 Jerona Road, Jerona - Jerona Citizens Association Inc.

File Reference: **2405**

Report Author: **Kimi Waterson, Governance and Property Officer**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Responsibly manage Council's financial position to ensure sustainability.
- Undertake regulatory responsibilities in accordance with legislative obligations.

Burdekin Shire Council Operational Plan 2025-2026

CG3 Manage Council's property portfolio (including the Ayr Aerodrome) in accordance with legislation with the timely reporting of matters to Council for approval.

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

Lessor:	Burdekin Shire Council
Lessee:	Jerona Citizens Association Inc.
Leased Area:	Lot 70 on SP317980
Term:	Ten Years, 2 December 2025 to 1 December 2035 (Nil Options)
Rent:	$0.10 (if demanded)

Recommendation
That Council agrees in principle to enter into a Trustee Lease with Jerona Citizens Association Inc. over Lot 70 on Survey Plan 317980, shown on Attachment 1, for a renewed term of ten-years being 2 December 2025 to 1 December 2035 (Nil Options) for uses consistent with recreation purposes.

The Trustee Lease will be subject to the Prescribed Terms pursuant to the *Land Regulation 2020 (Qld)* and Council's Standard Tenure Terms for a Trustee Lease.

Background
Burdekin Shire Council (Council) are the registered Trustee over Reserve R279 described as Lot 68 on Survey Plan 317980 and Lot 70 on Survey Plan 317980. The reserve is designated for Recreation and Camping purposes.

Jerona Citizens Association Inc. are the registered Lessee of Lot 70 on Survey Plan 317980 for the period 31 January 2021 to 1 December 2025.

Jerona Citizens Association Inc. have confirmed in writing their intention to enter into a further ten-year Trustee Lease term with Council commencing 2 December 2025.

The Trustee Lease will be subject to the Prescribed Terms pursuant to the *Land Regulation 2020 (Qld)* and Council's Standard Tenure Terms for a Trustee Lease. The *Land Regulation 2020 (Qld)* is subordinate

legislation to the *Land Act 1994* and outlines the State's requirements for Trustee Leases. Council's Standard Terms outline Council specific requirements.

The Lessees permitted use of the land will be consistent with the purpose of the trust land.

Consultation
Director Corporate and Community Services

Budget & Resource Implications
Staff resources and Legal representation will be utilised to prepare Trustee Lease documentation. The Lessee will bear the associated costs including, but not limited to, the costs of obtaining a registerable lease plan and lease registration fees.

Legal Authority & Implications
Local Government Regulation 2012 – Section 236
Land Act 1994 – Section 57(1) and 61 (3) (a)
Land Regulation 2020

Policy Implications
This Lease is in compliance with the revised Council Property and Leasing Policy.

Risk Implications (Strategic, Operational, Project Risks)
Council owned or controlled land used by community, commercial organisations or individuals without formal and consistent tenure arrangements, places liability on Council in the event of injury, accident or unenforceable agreements.

By formalising tenure arrangements, it reduces the risk of unenforceable arrangements and inappropriate use of Council land/property by providing appropriate and consistent tenure guidelines.

Attachments
1. New Lease Plan (Lot 70 on Survey Plan 317980)

Land Title Act 1994; Land Act 1994
Form 21 Version 4

SURVEY PLAN

Sheet 1 of 3

DIAGRAM A

Scale 1: 1000

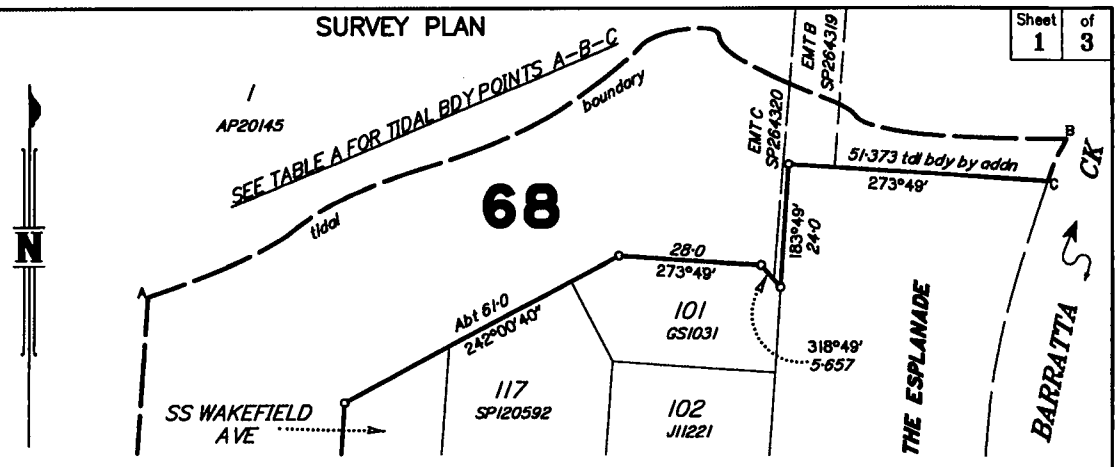


TABLE A

TIDAL BDY POINTS		
	BEARING	DISTANCE
A	abt 67°20'	abt 40·0
	abt 73°20'	abt 38·0
	abt 51°30'	abt 10·0
	abt 56°10'	abt 16·0
	abt 41°45'	abt 7·0
	abt 82°10'	abt 13·0
	abt 189°20'	abt 5·0
	117°46'10"	9·3
	110°12'10"	6·6
	110°18'50"	10·405
	110°50'10"	1·3
	148°13'10"	4·7
	abt 98°10'	abt 17·0
B	abt 90°0'	abt 23·0
B	abt 209°10'	abt 5·0
C	abt 187°40'	abt 4·0

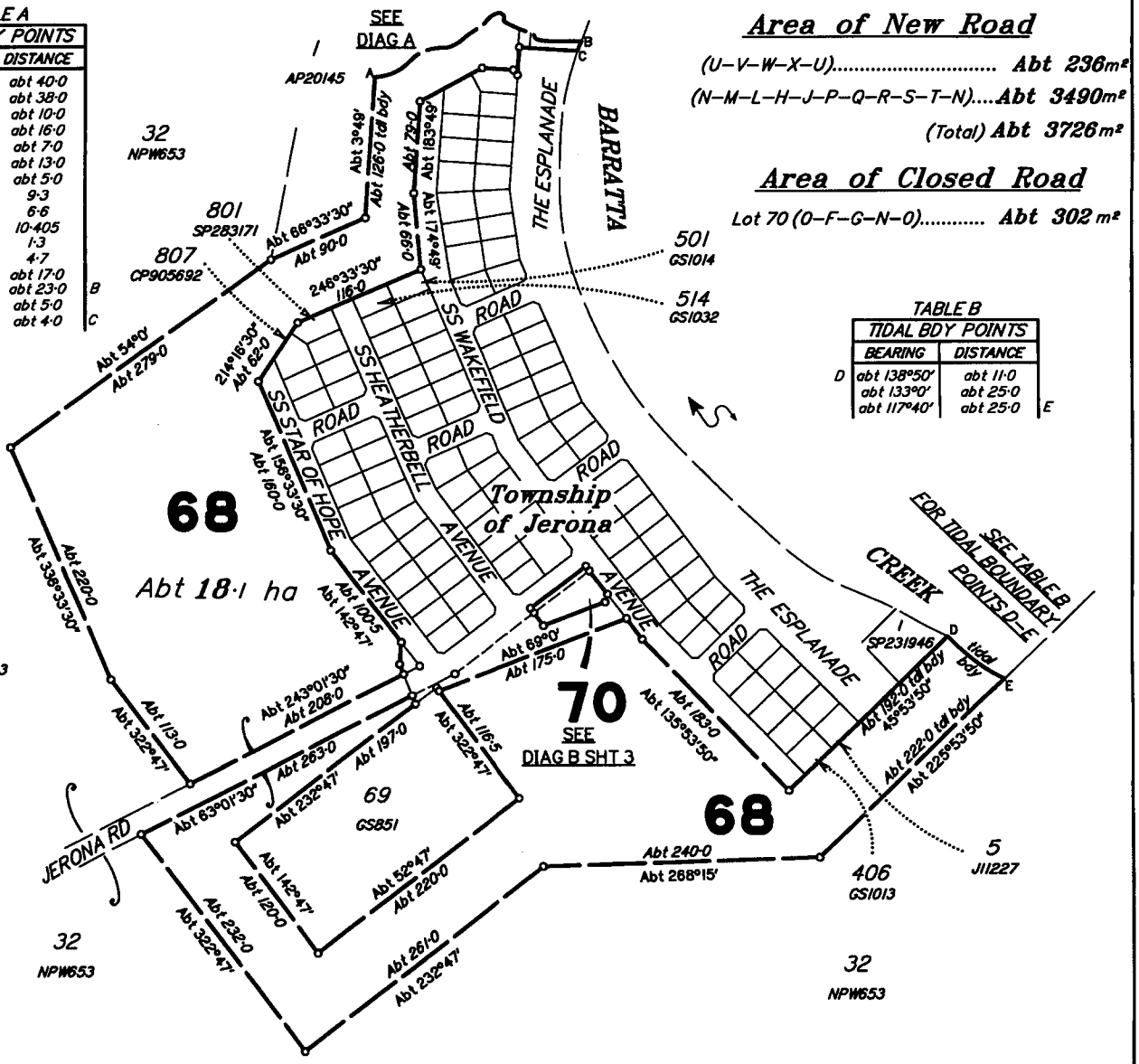


TABLE B

TIDAL BDY POINTS		
	BEARING	DISTANCE
D	abt 138°50'	abt 11·0
	abt 133°0'	abt 25·0
E	abt 117°40'	abt 25·0

Area of New Road

(U–V–W–X–U)..... Abt 236m²
(N–M–L–H–J–P–Q–R–S–T–N)....Abt 3490m²
(Total) Abt 3726m²

Area of Closed Road

Lot 70 (O–F–G–N–O)..... Abt 302 m²

First new plan of survey under Section 80 of the Survey and Mapping Infrastructure Act 2003.

0m 200m 400m 600m
0 50|mm 100|mm 150|mm

State copyright reserved.

I, Dale Ian ATKINSON hereby certify that I have made this plan under Section 16 of the Survey and Mapping Infrastructure Regulation 2014 and pursuant to the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the plan is accurate, and compiled from GS851, SP264319, SP264320, Burdekin Shire Council Sketch Plan M1164 and Qld 2018 50cm Earth_I satellite imagery in the Department of Natural Resources, Mines and Energy.

Dale Atkinson
Cadastral Surveyor
Date 3/1/2020

Plan of Lots 68 and 70

Scale: 1:4000
Format: STANDARD

Cancelling Lot 68 on GS851 and part of USL being Closed Road

LOCAL GOVERNMENT: *Burdekin Shire*
LOCALITY: *JERONA*

Meridian: *J11222*
Survey Records: *NO*

SP317980

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

Land Title Act 1994; Land Act 1994
Form 21B Version 1

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

Sheet 2 of 3

719879956

NO FEE
04/02/2020 09:12

TE 495

5. Lodged by
Department of Natural Resources, Mines + Energy
PO Box 5318 Townsville QLD 4810
SLAM-TOWNSVILLE TE 2340
eLVAS Ref 2018/007179
officer: Joelene Dewis 44479182
(Include address, phone number, reference, and Lodger Code)

1. Certificate of Registered Owners or Lessees.

I/We .....

.....

.....

.....

.....

(Names in full)

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

* as Lessees of this land agree to this plan.

.....
Signature of *Registered Owners *Lessees

* Rule out whichever is inapplicable

6.

Existing		Created		
Title Reference	Description	New Lots	Road	Secondary Interests
49014403	Lot 68 on GS851	68 and 70	New Rd	———

Lease 709615087 partially absorbed by new road

ENCUMBRANCE EASEMENT ALLOCATIONS

Easement	Lots to be Encumbered
715929559	68

LEASE ALLOCATIONS

Lease	Lots to be Encumbered
709615087	70

WATERCOURSE BOUNDARY REPORT:
The watercourse boundaries of this reserve have never been surveyed other than isolated connections on J11221, J1122.2 and SP264319.

A–B are the tidal boundary adjoining Lot 1 on AP20145. The feature delineating this boundary is the landward side of the mangroves as described on GS851 and SP264320. This feature complies with the Section 72 criteria. Tidal boundary points are compiled from SP264320 and Qld 2018 80cm Earth_1 satellite imagery

B–C and D–E are the tidal boundary of Barratta Creek. The feature delineating this boundary is top of bank/rock wall. This feature complies with the Section 72 criteria. Tidal boundary points are compiled from SP264319 and Qld 2018 80cm Earth_1 satellite imagery. The distance to the tidal boundary at C, D and E is quite different from J11221 and J11222. Analysis of previous aerial photography reveal no real noticeable change in the position of the feature from the 1961 Bowling Green Bay images. It was concluded that J11221 and J11222 must've located a different feature in determining the esplanade width.

2. Planning Body Approval.

*.....
hereby approves this plan in accordance with the :
%

Dated this ..... day of .....

..... #

..... #

* Insert the name of the Planning Body.
# Insert designation of signatory or delegation
% Insert applicable approving legislation.

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

....
Cadastral Surveyor/Director* Date
*delete words not required

Lots	Orig

7. Orig Grant Allocation :

8. Passed & Endorsed :
By : Dale Ian ATKINSON
Date : 3/1/2020
Signed : Dale Atkinson
Designation : Cadastral Surveyor

10. Lodgement Fees : Receipt # 2507695

Survey Deposit	$.....
Lodgement	$411.00
.....New Titles	$.....
Photocopy	$.....
Postage	$.....
TOTAL	$411.00

11. Insert Plan Number SP317980

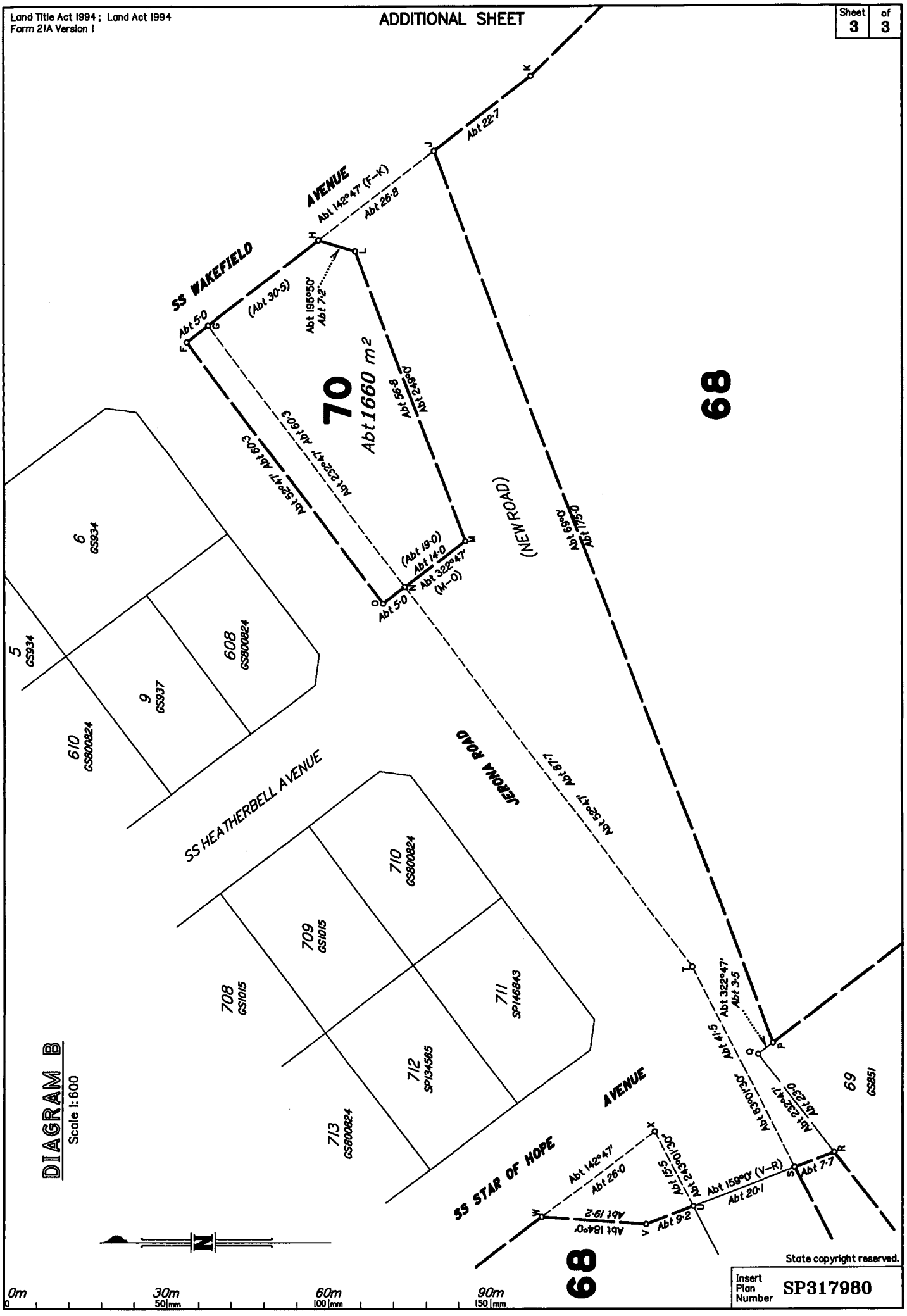
3. Plans with Community Management Statement :
CMS Number :
Name :

4. References :
Dept File : 2018/007179
Local Govt :
Surveyor : 19–210

Land Title Act 1994; Land Act 1994
Form 21A Version 1

ADDITIONAL SHEET

Sheet 3 of 3



State copyright reserved.

Insert Plan Number **SP317980**

6.4.3. GOVERNANCE
Freehold Lease - Lease A on Survey Plan 202797, Part of Lot 106 on Registered Plan 898777, Ayr Aerodrome, Brandon - Ian Haigh and Patricia Haigh

File Reference: **2747**

Report Author: **Kimi Waterson, Governance and Property Officer**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Responsibly manage Council's financial position to ensure sustainability.
- Undertake regulatory responsibilities in accordance with legislative obligations.

Burdekin Shire Council Operational Plan 2025-2026

CG3 Manage Council's property portfolio (including the Ayr Aerodrome) in accordance with legislation with the timely reporting of matters to Council for approval.

Executive Summary
Council approval is requested to enter into a Freehold Lease as follows:

Lessor:	Burdekin Shire Council
Lessee:	Ian Douglas Haigh and Patricia Carmel Haigh
Leased Area:	Lease A on Survey Plan 202797, Part of Lot 106 on Registered Plan 898777
Term:	Ten Years, 1 January 2026 to 31 December 2036 (Nil Options)
Rent:	Sum equivalent to 10% of the gross proceeds (including GST) of the crops of sugar cane to be harvested by the lessee from the demised lands during the 2026 to 2036 sugar crushing seasons.

Recommendation
That Council agree to enter into a Freehold Lease with Ian Douglas Haigh and Patricia Carmel Haigh over Part of Lot 106 on Registered Plan 898777, Ayr Aerodrome, shown on Attachment 1 as Lease A on Survey Plan 202797 for a renewed term of ten years being 1 January 2026 to 31 December 2036 (Nil Options) for uses consistent with Sugar Cane Farming Operations.

Background
Burdekin Shire Council (Council) is the owner of Lot 106 on Registered Plan 898777.

Ian Haigh and Patricia Haigh are the registered Lessees of Lease A on Survey Plan 202797 on part of Lot 106 on Registered Plan 898777 for the period 1 January 2015 to 31 December 2025.

Ian Haigh and Patricia Haigh have confirmed in writing their intention to enter into a further ten-year Freehold Lease term with Council commencing 1 January 2026.

The Freehold Lease will be subject to the Prescribed Terms pursuant to the *Land Regulation 2020 (Qld)* and Council's Standard Tenure Terms for a Freehold Lease.

Consultation
Director Corporate and Community Services

Budget & Resource Implications
Staff resources and Legal representation will be utilised to prepare Freehold Lease documentation. The Lessee will bear the associated costs including, but not limited to, the costs of obtaining a registrable lease plan and lease registration fees.

Legal Authority & Implications
Local Government Regulation 2012 – Section 236
Land Act 1994
Land Regulation 2020

Policy Implications
This Lease is in compliance with the revised Council Property and Leasing Policy.

Risk Implications (Strategic, Operational, Project Risks)
Council owned or controlled land used by community, commercial organisations or individuals without formal and consistent tenure arrangements, places liability on Council in the event of injury, accident or unenforceable agreements.

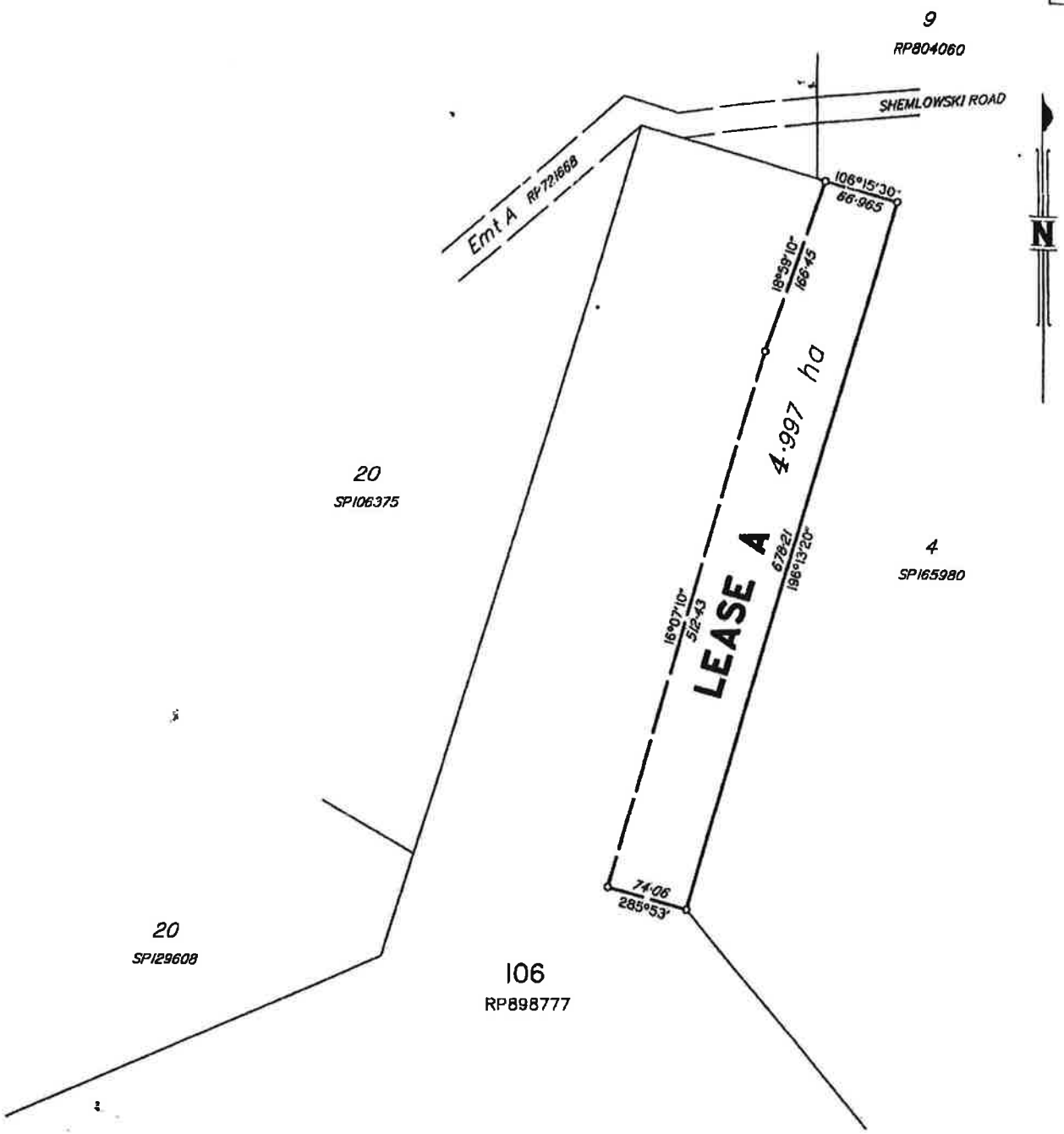
By formalising tenure arrangements, it reduces the risk of unenforceable arrangements and inappropriate use of Council land/property by providing appropriate and consistent tenure guidelines.

Attachments
1. Survey Plan Lease A SP202797- Haigh

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

SURVEY PLAN

Sheet 1 of 1



BRAZIER MOTTI PTY LTD (ACN 066 411 041) hereby certify that the corporation, by Graham Peter WARD, cadastral surveyor, for whose work the corporation accepts responsibility, has made this plan pursuant to the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the plan is accurate, and compiled from IS209010 in the Department of Natural Resources and Water.

BRAZIER MOTTI PTY LTD ACN 066 411 041 SEAL OF THE COLLEGIATE

Director

Director

Date 1/5/17

0 200m 400m 600m
0 50|mm 100|mm 150|mm

State copyright reserved

Scale: 1:4000

Format: STANDARD

Plan of Lease A in Lot 106 on RP898777

SP202797

PARISH: JARVISFIELD COUNTY: Gladstone

Meridian: vide RP898777 F/N's: No

Plan Status:

7.1.1. ENVIRONMENTAL AND HEALTH SERVICES
Twelve Month Extension of Council's Biosecurity Plan

File Reference: **322**

Report Author: **Megan Davies, Pest Management Supervisor**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030;

- Protect and improve water quality and the health of waterways, wetlands, and catchments.
- Partner with community groups and organisations to protect, restore, and enhance the Burdekin's natural environment, including environmentally sensitive areas and biodiversity corridors.
- Lead by example in adopting environmental best practices across Council operations and actively support businesses and residents to embrace environmentally friendly practices.

Burdekin Shire Council Operational Plan 2025-2026;

BS4 Review, Update, and Implement Council's Biosecurity Plan.

Executive Summary
Council Officers are seeking a 12-month extension of Council's Biosecurity Plan 2020–2025 to facilitate a comprehensive review and update. This extension is necessary due to pending updates from the Department of Primary Industries, anticipated changes to the invasive species assessment framework, and recent internal staffing changes. The review will align with regional and state frameworks, incorporate stakeholder input, and ensure the Plan remains effective and responsive to emerging biosecurity risks. The revised Plan is scheduled for completion by December 2026, with minimal budget implications expected.

Recommendation
That Council endorses a 12-month extension of the Biosecurity Plan 2020–2025 until December 2026, to allow for a comprehensive review and stakeholder engagement process.

Background
Under the *Queensland Biosecurity Act 2014*, local governments have specific obligations related to local government biosecurity plans.

Obligation	Description
Develop a Biosecurity Plan	Required under Section 53 of the Act.
Public Access	Plan must be available for inspection (Section 54).
Manage Invasive Species	Must manage invasive biosecurity matter (Section 48).
General Biosecurity Obligation (GBO)	Must take all reasonable steps to prevent or minimise biosecurity risks.

Scope and Purpose of a Biosecurity Plan:
Focuses on invasive biosecurity matter, which include:

- Prohibited matter (Schedule 1 of the Act).
- Restricted matter (Schedule 2).
- Locally declared species under local laws that meet criteria set by the Chief Executive of the Department of Primary Industries.

Biosecurity Plan Components:

- Outlines achievable objectives for managing invasive species.
- Details strategies, activities, and responsibilities for achieving those objectives.
- Has in place community engagement strategies to inform and involve the public.
- Monitors and evaluates processes to assess effectiveness.
- Has review mechanisms to update the plan as needed.

Encourage Community and Stakeholder Involvement:

- Plans are developed in consultation with local communities, industry, and relevant government agencies.
- They aim to coordinate pest management efforts across sectors and ensure resources are directed to high-priority and achievable actions.

Availability of Biosecurity Plan:

- Plans must be made available to the public, either in written or electronic form, free of charge at the local government office.

Council's Commitment to Review and Improve:

- State Government no longer “approves” Local Government biosecurity plans.
- There is no state-mandated timeframe to review the biosecurity plan.
- Monitoring, evaluation, and reporting on performance underpins the plan and associated programs and systems.
- As a lead agent, Council has a responsibility to demonstrate to its customers, stakeholders, and the community that the Plan is sound and effective.
- Council’s current plan commits to reviews that identify and reflect changing priorities, operational capacity, and the legislative framework, and has been afforded adequate financial and staffing resources.

Current Biosecurity Plan:

- Effective 1 July 2020
- Partial review completed March 2024 to list Chital deer as "Eradication" in the Rita Island locality
- Due for renewal in 2025.

Extension Required due to:

- Department of Primary Industries (DPI) conducting a review of the Prohibited and Restricted matter lists.
- Awaiting release of DPI Version 2 - Species Planning Toolkit.
- Liaising with the Local Government Association of Queensland (LGAQ) regarding possible changes to the Invasive Species Assessment Framework, as it is based on DPI's framework.
- Revisiting the Regional Pest Management Group (RPMG) agreement to collaborate with North Queensland Regional Organisation of Councils to standardise biosecurity plans.
- Reconnecting with local stakeholders and gain input.
- Major changes to Council's Environment and Health Management team.

Proposed Plan of Review Process:

- Extend the current Biosecurity Plan by 12 months (December 2026).
- Liaise with the DPI to conduct an internal review.
- Draft to be completed by January/February 2026.
- Conduct stakeholder engagement (February 2026 to June 2026).
- Finalise document by October 2026.

Consultation

Council Workshop on Tuesday, 30 September 2025.

Budget & Resource Implications

Council's Pest Management team will conduct the review. Assistance will be sought from State Government and the LGAQ regarding the details, such as the template and Invasive Species Assessment Framework utilised.

A consultant may be engaged to conduct 2-3 days of community/stakeholder engagement, which may have minor budget implications. NQ Dry Tropics will also be approached to assist. The secondary option will be to approach an external consultant. Budget implication is not expected to exceed $10,000.00 and will be discussed leading into the 2026-27 budget process or a budget review if needed.

Legal Authority & Implications

Queensland Biosecurity Act 2014.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Community Risk:

- Stakeholder relationships negatively impacted,
- Community objection to changes.

Operational Risk:

- Pressure/expectation for Council to undertake compliance activities,
- Pressure/expectation for Council to undertake specific control programs,
- Change in identified priorities, increasing Operational staff workload resulting in competing priorities and inability to complete identified priority goals and objectives.

Strategic Risk:

- Escalation of industry specific pests diverting focus from multi-industry high impacting pests.

Attachments

1. Biosecurity Plan 2020-2025

Burdekin Shire Council

Burdekin Shire Biosecurity Plan 2020-2025







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Acronyms

BSC	Burdekin Shire Council
WoNS	Weed of National Significance
ESA	Environmentally Significant Areas
DAF	Department of Agriculture and Fisheries
DES	Department of Environment and Science
DNRM	Department of Natural Resource Management
NQDT	NQ Dry Tropics
QPWS	Queensland Parks and Wildlife Service
RPMG	Regional Pest Management Group
TMR	Department of Transport and Main Roads
BBIFMAC	Burdekin Bowen Integrated Floodplain Management Advisory Committee
BPS	Burdekin Productivity Services
WRC	Whitsunday Regional Council
CRC	Charters Towers Regional Council
TCC	Townsville City Council

Executive Summary

Burdekin Shire Council Biosecurity Plan 2020-2025 (the Plan) provides a strategic direction for the management of invasive biosecurity matter (plants and animals) in the Burdekin Shire. The plan establishes local priorities and sets out actions that aim to minimise the environmental, economic, social and human health impacts of invasive biosecurity matter and brings all sectors of a local community together to manage invasive biosecurity matter in the shire.

This plan will replace the previous Burdekin Shire Biosecurity Plan 2016-2019. This plan is now aligned with the operational and financial cycle from July 1, 2020 to June 30, 2025.
The Plan has been developed by engaging stakeholders and community to achieve greater acceptance and understanding of the issue of pest management.

The Plan has identified six strategies for Council and the stakeholders participating in the Plan:

1. Awareness and education
2. Informed decision making
3. Prevention, early detection, containment, and eradication
4. Strategic planning framework and management
5. Effective integrated management systems
6. Commitment and partnership

The role of Council within the Plan is to appropriate actions that are consistent with its Corporate Plan, key strategic areas, and strategies.

The roles of Stakeholders within the Plan are to encourage community ownership of pest management throughout the Shire by contributing towards prevention and early intervention, community awareness, and knowledge of pest plants and animals.

The Plan is an informative reference for land managers and provides information to the wider community on Council's commitment to protecting the natural environment.

1.0 Purpose

The purpose of the Plan is to provide a strategic direction for the management of invasive biosecurity matter (plants and animals) in the Burdekin Shire. The plan establishes local priorities and sets out actions that aim to minimise the environmental, economic, social and human health impacts of invasive biosecurity matter and brings all sectors of a local community together to manage invasive biosecurity matter in the shire.

2.0 Scope

To manage risks associated with invasive biosecurity matter on all land and waterways within the boundaries of the Burdekin Shire Council. This includes all land owned or controlled by the State, Council, utilities, private companies and individuals.

The Plan will remain current for 5 years from the date of adoption. Whilst there is no mandatory requirement to review the Plan under the *Biosecurity Act 2014*, the progress of the Plan will be reviewed formally every 12 months by the Council and updates provided to all stakeholders

The Council will consider:

- Program goals and objectives
- Outputs and outcomes in key areas
- Monitoring changes against a baseline
- Stakeholder commitments and roles.

The Council may amend, replace, or approve minor revisions of the Plan at any time, if required in accordance with relevant requirements of the *Biosecurity Act 2014* and subject to formal Council endorsement.

3.0 Links to Council's Corporate Plan 2017-2022

Burdekin Shire Council's Corporate Plan 2017-2022 sets the strategic direction and priorities for our organisation for the next five financial years.

Strategic Areas – Environment

4.1 Balancing the needs of the community and the environment

4.2 A sustainable environment

Strategies:

4.1.2 Support community education programs that contribute to improves environmental and community outcomes

4.1.3 Protect and enhance the natural environment

4.1.4 Work in partnership with organisations and the community to support projects to protect and enhance environmentally sensitive areas

4.2.2 Partner with and consult key stakeholders' groups and government departments for a sustainable environment

Evaluation measures:

Adoption and implementation of environmental best practice

Compliance with statutory obligations

Delivery of community education programs

4.0 Invasive species management in Burdekin Shire

The Burdekin Shire Council (BSC) covers an area of approximately 5,053 square kilometres and encompasses a diverse range of agricultural and grazing land, wetlands, rivers, estuaries and national park areas to the north.

The management of invasive plants and animals is undertaken by all levels of government in Australia and is supported by legislation and strategies. Local governments and their communities continue to be best placed to control locally significant invasive plants and animals. Together they can develop practical and appropriate solutions to deal with the risks posed by invasive species.

Table 1. Impacts of invasive plants and animals on our valued environments, lifestyles and livelihoods in the Burdekin shire.

	Terrestrial biodiversity and conservation environments	Agriculture and production areas	Community and residential areas
What are these?	Vegetated areas across the Burdekin shire managed for conservation	Agriculture, horticulture, tourism and other production areas	Areas where the community lives, works and plays
Invasive plant impacts	Smother and transform ecosystems Outcompetes native species Reduce the ecological values of natural areas	Reduce productivity by outcompeting desirable pasture species Increase costs of production Contribute to loss of production/income	Reduce access to, amenity and scenic values of natural areas Cause health issues Reduce function and values of community open space areas
Invasive animal impacts	Displace and prey on native species Degrade natural bushlands and ecosystems	Compete with livestock Contribute to loss of production Prey on and threaten livestock Destroy infrastructure Carry diseases, weed seed and parasites that can impact on livestock and agricultural activities	Destroy infrastructure Cause traffic hazards Prey on native and domestic animal species

Source: (adapted from Sunshine Coast Council Local Government Area Biosecurity Plan 2017)

4.1 Vision and Strategy

Vision					
To minimise the impact of invasive biosecurity matter on the environment, the economy, human safety and social amenity.					
Strategy					
Awareness and education	Informed decision making	Prevention, early detection, containment and eradication	Strategic planning framework and management	Effective integrated management systems	Commitment and partnership
Objectives					
To provide accurate, accessible and timely information on invasive biosecurity matter. To increase stakeholder's awareness of invasive biosecurity matter and their impacts and individuals capacity to identify and manage them. To have appropriately skilled and knowledgeable officers able to respond effectively to invasive biosecurity matter.	To collect, use and make available reliable data relevant to invasive biosecurity matter management. To further the understanding of the biology, ecology and impacts of invasive biosecurity matter.	To prevent the introduction of new invasive biosecurity matter. To minimise the spread of invasive biosecurity matter to new areas. To contain invasive biosecurity matter within containment areas. To detect and eradicate new and specific invasive biosecurity matter.	To maintain and enhance a planning framework for invasive biosecurity matter management. To implement, evaluate and review integrated invasive biosecurity matter management programs. To resource invasive biosecurity matter management programs efficiently and adequately.	To adopt and develop new, and improve existing, invasive biosecurity matter management practices. To reduce populations and impacts of invasive biosecurity matter. To protect environmental significant areas from invasive biosecurity matter.	To establish and maintain long term stakeholder commitment to invasive biosecurity matter management. To establish roles and responsibilities for invasive biosecurity matter. To ensure compliance with the *Biosecurity Act 2014.*
Outcomes					
Stakeholders are informed, knowledgeable and have ownership of invasive biosecurity matter management.	Reliable information is the basis for decision making.	Introduction, spread and establishment of invasive biosecurity matter is prevented.	Strategic directions are developed and maintained.	Effective and integrated management systems are developed and widely implemented.	All stakeholders are committed to and undertake coordinated management of invasive biosecurity matter.

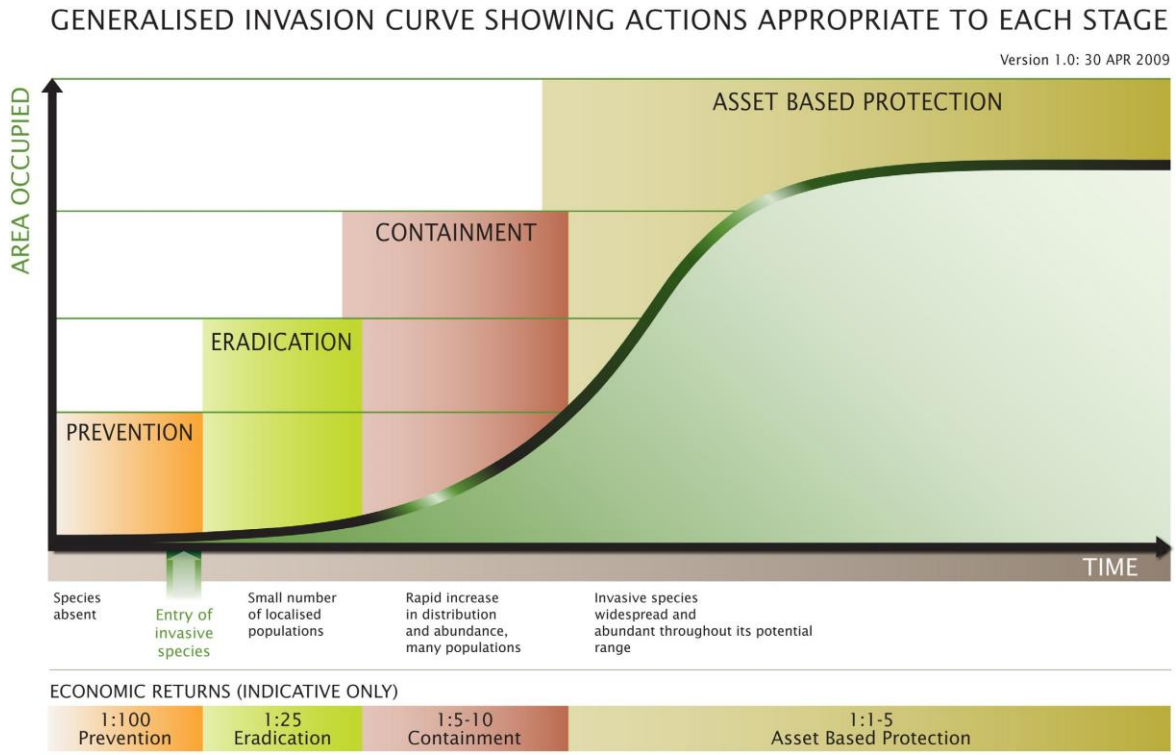
4.2 Invasive species assessment framework

An Invasive Species Assessment Framework is used to assess impact, analyse risk and determine realistic management targets for invasive species within the Burdekin Shire area.

In the preparation of this plan, a prioritisation process commissioned by LGAQ for the management of invasive plants and animals legislated for management under the Act and invasive plants and animals deemed to pose a significant local threat was undertaken. The process is defined in Appendix 2.

The prioritisation assessment consisted of a comparative risk assessment determined by assessing the invasiveness, impacts and potential distribution for each species and an assessment on the feasibility of control which was determined based on control costs, current distribution, and effectiveness of control options.

Management objectives describe appropriate strategic weed and pest animal management outcomes for a species and are based on the generalised invasion curve as per the figure below. The invasion curve describes the four stages of invasive species invasion and the most appropriate management objective for each stage (Agriculture Victoria 2020).



The management objectives are defined in detail in Table below.

Management objective	Description
Limited action	The species has low feasibility for control and targeted action is not likely to reduce the risk. The species would only be targeted for coordinated control in the management area if its local presence makes it likely to spread to areas where it ranks as a higher priority. Landowners/managers and people carrying out activities must still meet their General Biosecurity Obligation for these species. This includes meeting the prescribed prohibited or restricted matter obligations and reducing the likelihood of spread outside of the property.
Asset Protection	Aims to reduce the overall economic, environmental, and/or social impacts of the species. It may include targeted management that aims to prevent spread of the species to key sites/assets of high economic, environmental, and/or social value.
Containment	Aims to prevent the ongoing spread of the species in the management area. For containment, both the core infestations where species occurs (core infestation) and the area where it is absent but could spread (exclusion zone), should be identified. Within **exclusion zones** actions may include: - Manage species as per eradication objective. Within a **core infestation** actions may include: - managing species as per best practice to reduce impacts on priority assets (similar to as you would in an asset protection zone) - practice good hygiene to prevent spread outside of core infestation - aim for significant reduction in density through high level initial control and sustained management.
Eradication	Aims to completely remove the species from the management area. Actions may include preventing movement of species into eradication zones, surveillance/mapping to identify all populations/individuals and destroying all populations/individuals (e.g. seeds, spores, eggs etc.).
Prevention	Species are not present in the area. Aims to prevent the species arriving and establishing. Actions may include preventing entry into area, ongoing surveillance (including nursery inspections), training and awareness activities for the community to enable early detection.
This process allows an objective assessment to be made on an invasive plant and animal threat rather than simply react to its presence and appearance	

4.3 Identified Invasive biosecurity matter for management in the Burdekin Shire

Note: See Appendix 2 for Risk scoring matrix,Appendix 3 for Risk scores, Appendix 4 for Fact Sheets

Invasive/Restricted Pest Plant	**Categories under the Act**	**Management option**
Arrowhead *(Sagittaria platyphylla)*	Restricted 3	Prevention
Limnocharis *(Limnocharis flava)*	Restricted 2, 3, 4 &5	Prevention
Cabomba *(Cabomba spp.)*	Restricted 3	Prevention
Cha-Om *(Senegalia pennata sp. insuavis)*	Prohibited invasive	Eradication
Water Mimosa *(Neptunia oleracea)*	Restricted 2,3,4 &5	Eradication
Harrisia Cactus *(Harrisia sp)*	Prohibited invasive	Eradication
Cat's Claw Creeper (Macfadyena unguis-cati (L.) A.H.Gentry)	Restricted 3	Eradication
Siam Weed *(Chromolaena odorata)*	Restricted 3	Containment
Gamba Grass *(Andropogon gayanus)*	Restricted 3	Containment
Singapore Daisy *(Sphagneticola trilobata)*	Restricted 3	Containment
Asparagus fern *(A aethiopicus 'Sprengeri', A.africanus and A.plumosus)*	Restricted 3	Containment
Itch Grass (*Rottboellia cochinchinensis*)	Locally declared	Containment
Giant Rats Tail Grass *(Sporobolus pyramidalis, S. natalensis)*	Restricted 3	Containment
Captain Cook Tree/Yellow Oleander *(Thevetia peruviana)*	Restricted 3	Containment
African tulip tree *(Spathodea campanulate)*	Restricted 3	Containment
Sicklepod (Senna obtusifolia, S.hirsuta, S. tora)	Restricted 3	Asset Protection
Water Hyacinth *(Eichhornia crassipes)*	Restricted 3	Asset Protection
Parkinsonia *(Parkinsonia aculeata)*	Restricted 3	Asset Protection
Leucaena *(Leucaena leucocephala)*	Locally declared	Asset protection
Water Lettuce *(Pistia stratiotes)*	Restricted 3	Asset Protection

Invasive/Restricted Pest Plant	**Categories under the Act**	**Management option**
Bellyache Bush *(Jatropha gossypiifolia)*	Restricted 3	Asset Protection
Lantana (*Lantana camara)*	Restricted 3	Asset Protection
Grader Grass *(Themeda quadrivalvis)*	Locally declared	Asset Protection
Aleman Grass *(Echinochloa polystachya)*	Locally declared	Asset Protection
Rubbervine *(Cryptostegia grandiflora)*	Restricted 3	Asset Protection
Hymenachne *(Hymenachne amplexicaulis)*	Restricted 3	Asset Protection
Prickly Acacia *(Acacia nilotica)*	Restricted 3	Asset Protection
Salvinia *(Salvinia molesta)*	Restricted 3	Asset Protection
Parthenium Weed *(Parthenium hysterophorus)*	Restricted 3	Asset Protection
Chinee Apple *(Ziziphus mauritiana)*	Restricted 3	Asset Protection
Invasive/Restricted Pest Animal	**Categories under the Act**	**Management Option**
Rusa deer *(Cervus timorensis)*	Restricted 3,4 & 6	Prevention
Yellow crazy ants *(Anoplolepis gracilipes)*	Restricted 3,4 & 6	Prevention
Fox *(Vulpes vulpes)*	Restricted 3,4,5 & 6	Asset Protection
Feral cat *(Felis catus)*	Restricted 3,4 & 6	Asset Protection
Feral pigs *(Sus scrofa)*	Restricted 3,4 & 6	Asset Protection
Wild dog *(Canis familiaris, C.familiaris dingo, C.lupus familiarus, C.lupus dingo)*	Restricted 3,4 & 6	Asset Protection
Chital deer *(Axis axis)*	Restricted 3,4 & 6	Eradication in Rita Island zone,
		Containment in Majors creek area

Note: Your obligations for each category under the Act
Category 1 & 2: These two categories have specific urgent reporting requirements. Matter in category 1 must be reported to an inspector within 24 hours. Matter in category 2 must be reported to an inspector or authorised person within 24 hours. An inspector or authorised person can be contacted at Biosecurity Queensland on 13 25 23.

Invasive/Restricted Pest Plant	Categories under the Act	Management option
Category 3: You must not distribute this restricted matter. This means it must not be given as a gift, sold, traded or released into the environment unless the distribution or disposal is authorised in a regulation or under a permit. Deliberate human distribution or disposal is a key source of spread into other areas of the state. Category 4: You must not move this restricted matter to ensure that it is not spread into other areas of the state. Category 5: You must not possess or keep this restricted matter under your control as these pests have a high risk of negatively impacting the environment. You may only keep this restricted matter under a permit of the Act or another Act. Category 6: You must not possess or keep this restricted matter under your control and must not feed this category of restricted matter as feeding may cause their numbers to increase and negatively impact the economy or the environment. Feeding for the purpose of preparing for or undertaking a control program is exempted. Category 7: If you have these noxious fish in your possession, you must kill the restricted matter and dispose of the carcass in the authorised manner prescribed in regulation.		

4.4 Priority Species and Management

Following are the priority species under this Plan which will be actively managed as per the management options.

Invasive/Restricted Pest Plant	Categories under the Act	Management option
Siam Weed *(Chromolaena odorata)*	Restricted 3	Containment
Gamba Grass *(Andropogon gayanus)*	Restricted 3	Containment
Water Hyacinth *(Eichhornia crassipes)*	Restricted 3	Asset Protection
Parkinsonia *(Parkinsonia aculeata)*	Restricted 3	Asset Protection
Water Lettuce *(Pistia stratiotes)*	Restricted 3	Asset Protection
Bellyache Bush *(Jatropha gossypiifolia)*	Restricted 3	Asset Protection
Lantana (*Lantana camara)*	Restricted 3	Asset Protection
Grader Grass *(Themeda quadrivalvis)*	Locally declared	Asset Protection
Aleman Grass *(Echinochloa polystachya)*	Locally declared	Asset Protection
Rubbervine *(Cryptostegia grandiflora)*	Restricted 3	Asset Protection
Hymenachne *(Hymenachne amplexicaulis)*	Restricted 3	Asset Protection

Prickly Acacia *(Acacia nilotica)*	Restricted 3	Asset Protection
Salvinia *(Salvinia molesta)*	Restricted 3	Asset Protection
Parthenium Weed *(Parthenium hysterophorus)*	Restricted 3	Asset Protection
Chinee Apple *(Ziziphus mauritiana)*	Restricted 3	Assest Protection
Invasive/Restricted Pest Animal	**Categories under the Act**	**Management Option**
Feral pigs *(Sus scrofa)*	Restricted 3,4 & 6	Asset Protection
Wild dog *(Canis familiaris, C.familiaris dingo, C.lupus familiarus, C.lupus dingo)*	Restricted 3,4 & 6	Asset Protection
Chital deer *(Axis axis)*	Restricted 3,4 & 6	Eradication in Rita Island zone,
		Containment in Majors creek area

5.0 Stakeholders

Several stakeholders have interests in pest management in the shire. Effective engagement of all relevant parties is critical to the success of invasive biosecurity matter management programs. Responsibilities of each identified stake holder has been specified in Appendix 5.

5.1 Australian Government

The Australian Government provides the framework for weeds and pest animals management in Australia and coordinates, facilitates and promotes national weeds and pest animal management policies and programs.

The Australian Government also provides leadership and coordination for emergency responses to invasive biosecurity matter of national significance.

5.2 Queensland Government

Biosecurity Queensland

Biosecurity Queensland is responsible for the development and implementation of invasive biosecurity matter management policy through legislation, research and extension education programs.

The Department of Agriculture and Fisheries coordinate State responses to invasive biosecurity matter and guide, encourage and assist local governments, Natural Resource Management (NRM) groups, land holders and land managers in invasive plant and animal management.

Other Queensland Government agencies: DES, DNRM, TMR, QPWS, QR, Energy Queensland, Sunwater

Other Queensland Government agencies are responsible for managing invasive biosecurity matter on state-managed land and waterways in accordance with agreed local shire priorities.

5.3 Local Government: WRC, TCC, CRC

Local government has the responsibility to:

- Administer and enforce the *Biosecurity Act 2014*,
- Develop and enforce local government area biosecurity plans,
- Guide, encourage and assist regional NRM groups, community groups, land holders and land managers in invasive biosecurity matter management,
- Coordinate community invasive plant and animal management programs.
- Local governments are also required to manage invasive biosecurity matter on land controlled by local government.

5.4 Tertiary and other education research facilities: JCU, Biosecurity

Undertake research on invasive biosecurity matter and train and educate people in best practice in the management of invasive plants and animals.

5.5 NRM groups: BBIFMAC, NQ Dry Tropics

Promote and facilitate invasive plant and animal management on agreed local shire priorities.

5.6 Community groups: Landcare, Gudjuda Reference Group Aboriginal Corporation, Burdekin Canegrowers Association

Promote awareness of invasive plant and animal issues within the wider community and their members.

5.7 Land managers (public and private): Sunwater, LBW, Wilmar, BPS, Landholders

Follow best practice for invasive plant and animal management on land they have responsibility for in line with relevant legislation, policy, guidelines, management plans and codes of practice.

5.8 Residents

Residents have a general biosecurity obligation under the Act

6.0 Burdekin Shire Responsibility

6.1 Awareness and education

Effective management of invasive biosecurity matter relies on broad stakeholder knowledge of the problem and management issues. Often people are not aware of the impacts that invasive biosecurity matter has on the natural environment or primary production, or that their own actions may be contributing to the problem. Many invasive plant and animal problems are increased through lack of community knowledge and awareness.

The level of education on invasive biosecurity matter is increasing, but more targeted public education and a higher public profile are needed. Different stakeholders require different information and support to raise their awareness and their willingness to help manage invasive biosecurity matter.

Council's website contains a significant amount of information on invasive plant and animal management and provides promotional material in several formats.
Council also undertakes invasive plant and animal awareness programs at relevant events.

Council will during the lifespan of this plan:

- Provide accurate, accessible and timely information material and undertake awareness programs
- Encourage land managers to use a nil-tenure approach to invasive plant and animal management
- Provide warnings where human activities create favourable conditions for invasive plants and animals including signage at boat ramps

- Alert the public on any incursion of exotic invasive plants and animals
- Establish an awareness campaign aimed at preventing the human assisted spread of invasive plant and animal
- Investigate invasive plant and animal awareness program for schools
- Provide training to Council officers working on Council land on invasive plant awareness
- Ensure the provision of appropriately qualified and trained personnel
- Provide ongoing professional development
- Conduct educational/informative workshops on pest management

6.2 Informed decision making

Reliable data is needed to ensure that invasive biosecurity matter is managed holistically and for the long term. Invasive plant and animal control require an appropriate balance between prevention, surveillance and preparedness. An increasing amount of information is available on the distribution, abundance and impact of invasive plants and animals and Council needs to keep abreast of this information so informed decisions are made.

Management practices are regularly reassessed and updated, based on the best information available, to enable the most effective and efficient application of the control options.
Council currently researches and utilises information and updates from legislation, State Government, research groups, invasive plant and animal management groups and industry to inform the program.

Council will during the lifespan of this plan:

- Collect, utilise and make available relevant data on invasive plant and animal management
- Consider invasive plant and animal behaviour (biology and ecology), impacts (social, economic and environmental) and control costs in the prioritisation of invasive plant and animal species
- Enhance spatial data relating to pest distribution and management activities on platform provided by State and NRM
- Investigate and introduce mobile technology

6.3 Prevention, early detection, containment and eradication

Prevention and early intervention are generally the most cost-effective management strategy. Once an invasive species is introduced and becomes established, it is often very difficult or even impossible to eradicate and costly to control. Everyone has a role in preventing the introduction and spread of invasive plants and animals into and around our shire.

Invasive plants and animals present different levels of risk and hazard in different areas within the shire. Determining risk and hazard is essential in defining priorities for prevention and management. Preventing the expansion of current invasive plant and animal distributions and populations will greatly reduce the risk of further negative impacts.

Council is currently using biocontrol for invasive plant Siam weed, Salvinia, Chinee apple, Parkinsonia.

Council will during the lifespan of this plan:

- Develop and implement a management plan for Council land
- Develop and implement a management plan for nine lagoons in Shire -Aquatic Weed Management Plan
- Develop and implement an invasive plant hygiene plan for Council's equipment to prevent and reduce the movement of invasive plants along road corridors by Council operations
- Maintain the 1080 baiting program
- Provide free pig traps and quick spray units at minimum cost to landholders

- Investigate funding opportunities for the construction and maintenance of wash-down facilities at strategic locations within the shire
- Maintain Herbicide Subsidy Policy, Fox and Wild Dog Bounty Policy and Wild Dog Control Assistance policy.
- Work with local nurseries to raise awareness of potential invasive plants and suitable alternatives
- Develop a rapid response plan for handling and reporting new infestations of high priority invasive plant and animal
- Strive to Eradicate new incursions of identified high-risk species on Council land
- Enforce legislative provisions where reasonably practical
- Investigate incentive programs

6.4 Strategic planning framework and management

A system of setting priorities for the management of invasive plants and animals is critical to ensuring that resources are used as efficiently as possible.

A strategic approach can only achieve common goals and priorities if there is effective communication and cooperation between land managers, NRM groups, industry, local governments, and State government departments. The plan offers a 'partnership' mechanism to achieve this level of coordination and efficiency, and the Act facilitates a risk-based approach to invasive plant and animal management.

Council has undertaken a risk assessment to determine the level of risk from invasive biosecurity matter to assist in setting priorities. The prioritisation is critical to ensuring resources are used as efficiently as possible.

Council will during the lifespan of this plan:

- Develop and implement an Exotic Incursion Response Plan when new incursion is identified in Shire
- Develop and implement a Deer Management Plan
- Develop and implement Pig Management Plan
- Integrate pest management planning with other processes
- Develop individual and/or multi-species invasive plant and animal management plans if and when required
- Ensure plans are consistent with nationally recognised codes of practice
- Investigate funding opportunities and apply for funding to support Councils programs

6.5 Effective integrated management systems

It is widely accepted that integrated pest management systems are the most effective. That is, best practice for effective control of invasive species often involves multiple control methods. Successful long-term management of invasive biosecurity matter relies on cooperation with neighbours and the coordination of control activities.

To ensure the best possible outcomes, Council advocates and adopts best practice management for all invasive plant and animal management activities.

Council will during the lifespan of this plan:

- Develop new and improve existing management practices reflecting best practice
- Develop work instructions
- Investigate additional, improved and alternative methods of control including fire
- Discourage actions that contribute to or maintain invasive plant and animal impacts in and around urban areas

- Schedule management activities to coincide with natural population fluctuations and seasonal conditions

6.6 Commitment and partnership

Management of invasive biosecurity matter is the shared responsibility of everyone, land managers, owners and occupiers, industry and all levels of government. Clearly defined and accepted roles and responsibilities are crucial to the success of long-term management. There is often a degree of confusion within the community about the exact responsibilities of stakeholders in invasive plant and animal management which will be addressed.

The broad scope and nature of invasive plant and animal problems demands a long-term commitment by all stakeholders. Council's Biosecurity Plan is crucial to the success of invasive plant and animal management and provides an opportunity to foster community
commitment to roles and responsibilities.

Council partners with NRM and community groups, industry, local governments and State governments, when appropriate, to undertake coordinated invasive plant and animal management and educational activities.

Under the *Biosecurity Act 2014* everyone has an obligation to take all reasonable and practical measures to prevent or minimise a biosecurity risk. The legislation is backed by suitable enforcement measures which are only used when other approaches have failed.

Council will during the lifespan of this plan:

- Maintain working partnerships between stakeholders to generate a holistic approach to invasive plant and animal management and a sense of community ownership of the problem
- Communicate roles and responsibilities for invasive plant and animal management
- Identify common objectives and opportunities for sharing resources
- Liaise with neighbouring Local Councils to work collaboratively on common issues
- Support research where appropriate
- Participate in regional and State forums
- Enforce the *Biosecurity Act 2014* and relevant local laws in line with Council's enforcement policy
- Ensure compliance with legislative requirements placed on local government and pest management officers
- Commit to resourcing invasive plant and animal management actions on a priority basis including funding, staff and equipment

6.7 Compliance and Enforcement

Compliance is a suite of activities carried out to encourage (or sometimes enforce) land managers to take reasonable and practical measures to reduce biosecurity risk. There are many ways compliance can be supported, encouraged, or enforced as shown in figure below

Many people will comply voluntarily with regulations, which can be supported by providing information and education. Alternatively, there are people that continuously break the law, refusing to comply with regulations. Responses at this end of the spectrum include prosecution. People who sit between these extremes may need help to comply, including incentives, warnings, and penalties



Source: LGAQ commissioned tool report by Wild Matters

Wherever possible and considering the urgency and priority of pest issues, education is considered the first response. Parties should reasonably be given opportunity to discharge their GBO and meet legislative obligations.

The key questions (Appendix 5) will be asked by the Pest Management Officers when undertaking the compliance to ensure consistency and a fair decision process.

6.7.1 Biosecurity Orders

A biosecurity order is the main enforcement tool that may be given to a person if an authorised officer reasonably believes that a person has failed, or may fail, to discharge their GBO (s373) or other biosecurity obligations.

A person fails to discharge their GBO if they do not take 'all reasonable and practical measures' to mitigate a biosecurity risk.

A biosecurity order can direct a person to treat, control, eradicate, destroy or dispose of biosecurity matter or a carrier in a particular way, clean or disinfect something, stop using the place or remove something from the place.

A biosecurity order must be directed at ensuring the recipient discharges their GBO at the place; and may relate to a specific biosecurity matter. In addition, the biosecurity order may propose stated times

or intervals for re-entry to the place, a vehicle or another place, to check compliance with the order; or state how the recipient may show that the stated action has been taken.

6.7.2 Biosecurity Programs

Biosecurity programs (surveillance or prevention and control programs) have been implemented by the Department of Agriculture and Fisheries to enable proactive management of weeds and pest animals.

A Burdekin Shire Council invasive pest surveillance program is intended to provide a mechanism for undertaking proactive surveillance to determine the presence or absence of stated invasive biosecurity matter, monitoring compliance with the Act or the effect of measures taken in response to a biosecurity risk, or levels of biosecurity matter in a carrier – within Burdekin Shire Council local government area.

A Burdekin Shire Council's invasive pest prevention and control program/s are aimed at strategically managing, reducing or eradicating a limited number of high priority pests that currently pose a significant risk to the biosecurity considerations in the shire.

A copy of all Biosecurity Programs can be obtained on Council website or on request from Council customer centre and libraries at Ayr and Home Hill.

6.8 Plan implementation, review and performance reporting

To monitor and measure the effectiveness of the implementation of this plan, Council will prepare and maintain work plans incorporating operational requirements aimed at successfully progressing the responses. The operational actions will be assigned appropriate indicators so that performance against the outcomes can be regularly assessed. Appropriate reporting frameworks will be put in place to ensure management can monitor performance and adjust operational effort according to circumstances.

The Plan will be reviewed annually to ensure that it identifies and reflects changing priorities, operational capacity and the legislative framework and has been afforded adequate financial and staffing resources. Monitoring involves the collection and analysis of information to assist timely decision making, ensure accountability and provide the basis for evaluation and learning. It is an on-going process of methodical collection of data to provide indications of progress and achievement of objectives.

As lead agent in the implementation of the Plan, Burdekin Shire Council has a responsibility to demonstrate to its customers, stakeholders and the community that the Plan is sound and effective. Monitoring, evaluation and reporting on performance will underpin the plan and associated programs and systems.

7.0 Legislative framework

Council is responsible for the administration and enforcement of a range of State legislation and a local law within the Shire. The legal framework includes:

- *Biosecurity Act 2014*
- *Local Government Act 2009*
- *Local Law No. 1 (Administration) 2011*
- *Local Law No. 3 (Community and Environmental Management) 2012*
- *Subordinate Local Law No. 3 (Community and Environmental Management) 2012.*

7.1 *Biosecurity Act 2014* and *Biosecurity Regulation 2016*

The purposes of the *Biosecurity Act 2014* are to:

- Provide a framework for an effective biosecurity system for Queensland that helps to minimise biosecurity risks and facilitates responding to impacts on a biosecurity consideration, including responding to biosecurity events, in a timely and effective way,
- Ensure the safety and quality of animal feed, fertilisers and other agricultural inputs,
- Help align responses to biosecurity risks in the State with national and international obligations and requirements for accessing markets for animal and plant produce, including live animal and plants,
- Manage risks associated with
  - emerging, endemic and exotic pests and diseases that impact on plant and animal industries, the build environment, companion or leisure animals, biodiversity and the natural environment, tourism, lifestyle and pleasure industries, or infrastructure and service industries,
  - the transfer of diseases from animals to humans and from humans to animals,
  - biological, chemical and physical contaminants in carriers.

The Act provides a consistent regulatory approach for the management of invasive biosecurity matter across Queensland. The Act specifically requires the local governments to have a biosecurity plan for invasive biosecurity matter for its local government area and to pay an amount each financial year to the Land Protection Fund when requested.

Under the Act everyone has a 'general biosecurity obligation'. This means everyone is responsible for managing biosecurity risks that are under their control and that they know about or should reasonably be expected to know about.

Under the general biosecurity obligation, individuals and organisations whose activities pose a biosecurity risk must:

- Take all reasonable and practical steps to prevent or minimise each biosecurity risk,
- Minimise the likelihood of causing a biosecurity event and limit the consequences if such an event is caused,
- Prevent or minimise the harmful effects a risk could have, and not do anything that might make any harmful effects worse.

7.2 *Local Government Act 2009*

Although not specifically relating to invasive matter management the *Local Government Act 2009* provides the framework on which Council operates and includes the requirement to develop local laws.

7.3 *Local Law No. 3 (Community and Environmental Management) 2012*

The purpose of Local Law No. 3 and its subordinate local law is to protect the environment and public health, safety and amenity within the Burdekin Shire.
The purpose is in part achieved by providing for the elimination or reduction of risks and threats from inadequate protection against animal and plant pests and allows for the declaration of an animal or plant of a specified species to be a local pest.

7.4 Strategic links to other legislation

Local governments must ensure that the Plan does not breach the requirements of other legislation including:

- *Medicines and Poisons Act 2019*
- *Nature Conservation Act 1992,*
- *Water Act 2000,*
- *Environmental Protection Act 1994,*

- *Transport Infrastructure Act 1994,*
- *Plant Protection Act 2002 and Regulation 2002*
- *Animal Care and Protection Act 2001,*
- *Agricultural and Veterinary Chemicals (Queensland) Act 1994.*
- *Health (Drug and Poisons) Regulations 1996*

Strategic policies local governments need to consider include:

- *Queensland Biosecurity Strategy 2017-2021*
- *Queensland Government, Queensland Weed and Pest Animal Strategy 2016-20,*
- *Queensland Government, Wild dog management strategy 2011-16,*
- *Queensland Government, Feral deer management strategy 2013-2018*

General Biosecurity Obligation

The general biosecurity obligation applies to a person who deals with biosecurity matter or a carrier, or carries out an activity, if the person knows or ought reasonably to know that the biosecurity matter, carrier or activity poses or is likely to pose a biosecurity risk. The person has an obligation (a general biosecurity obligation) to take all reasonable and practical measures to prevent or minimise the biosecurity risk. Also, the person has an obligation (general biosecurity obligation) to prevent or minimise adverse effects on a biosecurity consideration of the person's dealing with the biosecurity matter or carrier or carrying out the activity; and to minimise the likelihood of causing a biosecurity event, or to limit the consequences of a biosecurity event caused, by dealing with the biosecurity matter or carrier or carrying out the activity; and not to do or omit to do something if the person knows or ought reasonably to know that doing or omitting to do the thing may exacerbate the adverse effects, or potential adverse effects, of the biosecurity matter, carrier or activity on a biosecurity consideration.

Biosecurity Matter

Biosecurity matter is a living thing, other than a human or part of a human; or a pathogenic agent that can cause disease in a living thing, other than a human; or in a human, by the transmission of the pathogenic agent from an animal to the human; or a disease; or a contaminant.

Biosecurity Risk

A biosecurity risk is a risk of any adverse effect on a biosecurity consideration caused by, or likely to be caused by biosecurity matter; or dealing with biosecurity matter or a carrier; or carrying out an activity relating to biosecurity matter or a carrier.

Biosecurity Event

A biosecurity event is an event comprising something that has happened, is happening or may happen; and has had, is having or may have a significant adverse effect on a biosecurity consideration and was or is being caused by, or may be or may have been caused by, biosecurity matter.

Biosecurity Consideration

A biosecurity consideration is defined as being human health, social amenity, the economy or the environment.

Carrier

A carrier is any animal or plant, or part of any animal or plant, or any other thing capable of moving biosecurity matter attached to, or contained in, the animal, plant or other thing from a place to another place. Or containing biosecurity matter that may attach to or enter another animal or plant, or part of another animal or plant, or another thing.

Appendix 2: Invasive Species Assessment Framework (Commissioned by LGAQ)

The risk of a species is assessed against three criteria, or areas of interest.

Step 1:

1.1 Impact: This section looks at the potential impacts of the species, including whether it reduces agricultural output; increases the cost of running an agricultural enterprise; the level of disruption it causes; its ability to outcompete other species; whether it can make people sick; its ability to change natural areas etc.
Impact scores are given across four areas: Economic, Social amenity, Human health, Environment

Impact level	Impact Area – Economic *This relates to how weeds and pest animals directly impact on business enterprises, particularly primary industries, including losses to production and costs of control. It also considers land management costs to governments and utilities.*	Score
Major	Significant reduction in regional agricultural output and increased control expenses. Control is a significant addition to existing routine weed/pest management practices. Major disruption to government land and infrastructure management. Major disruption to regional business or industry.	**4**
Moderate	Moderate threat to regional agricultural enterprises. Increased maintenance including drainage lines and creeks. Weed/pest threat to crop/pasture can be abated as part of routine management practices. Moderate disruption to government land and infrastructure management. Moderate disruption to regional business or industry, or localised major disruption.	**3**
Minor	Minor threat to farm assets throughout the property. Minor disruption to government land and infrastructure management. Minor disruption to regional business or industry, or localised moderate impacts.	**2**
Insignificant	Not of particular concern to agriculture under good land management practices. No or negligible disruption to government land and infrastructure management. No or negligible disruption to business or industry.	**1**
Don't know	Insufficient knowledge or information to identify an impact category.	**2***
Impact level	Impact Area – Social Amenity *This relates to how weeds and pest animals directly impact on people's use of town and peri-urban landscapes for access, recreation, cultural use and aesthetics.*	Score
Major	Potential to form solid stands of weeds or dense populations of pest animals across the region. Can out-compete or destroy gardens/pets and native plants/animals and impact on community natural area and nearby creeks, rivers and bushland. Could impact amenity values or damage infrastructure. May provide shelter for vermin and pest animals or reduce recruitment of native species overtime.	4
Moderate	Potential to move into degraded areas in and around townships/communities including into riparian areas, bushland and gardens. May affect access, appearance, or increase management requirements. High potential for pest to be replaced with other pests or weeds after treatment. Requires targeted management but threat to community areas can be responded to as part of regular management.	3
Minor	Likely to affect appearance or bring about complaints from residents or neighbours. May impact the function, use or appearance of community and residential areas or require a low- level management response.	2
Insignificant	Unlikely to affect community use and enjoyment of areas. May exist in isolated areas due to dumping or urban escapes but is not likely to spread or dominate vegetation and gardens in the community.	1
Don't know	Insufficient knowledge or information to identify an impact category.	2*

Impact level	Impact Area – Human Health *This relates to how weeds and pest animals may have direct health and safety impacts on people, including injury and infection risks.*	Score
Major	Medical treatment requiring long term hospitalisation e.g. serious dog bite, serious respiratory problems. May result in human fatality/ fatalities e.g. deer on road causing car accident, wild dog killing a child, serious allergic (anaphylactic) reaction; drowning due to Salvinia.	4
Moderate	Medical treatment requiring short term hospitalisation e.g., allergic response to airborne or contact allergen.	3
Minor	Medical treatment required. Minor adverse reaction/irritation.	2
Insignificant	Not of particular concern to agriculture under good land management practices. No or negligible disruption to government land and infrastructure management. No or negligible disruption to business or industry.	1
Don't know	No or extremely insignificant injuries or discomfort.	2*
Impact level	Impact Area – Environmental *This relates to how weeds and pest animals impact on biodiversity and the health of natural ecosystems.*	Score
Major	Potential to drastically out-compete native species, transform ecosystems and impact on biodiversity in a broad range of natural areas, including areas of intact high value vegetation.	4
Moderate	Potential to invade disturbed systems and impact on ecosystems that may be already degraded.	3
Minor	Potential to develop a presence in natural areas however will not out- compete native species or alter ecosystems.	2
Insignificant	Unlikely to establish in natural areas other than in isolated infestations e.g. dumping or urban escapes. Unlikely to spread or penetrate undisturbed areas.	1
Don't know	Insufficient knowledge or information to identify an impact category.	2*

1.2 Invasiveness: This section looks at the natural ability of a species to spread and establish. This is scored by thinking about the species' ability to: **Establish** – is disturbance needed for a weed to establish, or can it establish in intact native vegetation or well managed production systems? **Reproduce** – does the species have a high reproduction rate? **Spread** – how does a species disperse? Can it spread long distances? Does it spread by more than one way?

Spread level	Ability to spread	Score
Very high	Weeds: • Can easily establish within dense vegetation, or amongst thick infestations of other weeds. • Weeds may: - produce seeds within one year or less - produce high amounts of seeds - spread by vegetative means including fragments, runners or bulbs • Weeds are commonly dispersed >100m by natural means (e.g. birds, other animals, water, wind). • Weeds are commonly dispersed by people (e.g. fodder contaminant, hitchhiker, garden plant) Animals: Very high potential for dispersal (highly mobile species whose dispersal is not impeded by geographic or climatically unfavourable conditions, or where there is very high likelihood of deliberate or accidental human aided movement).	4

High	Weeds: • Easily establish within more open vegetation, or amongst average infestations of other weeds. • Weeds may: - produce seeds between 1-3 years - produce moderate amounts of seeds - spread moderately/frequently from plant parts • Can be frequently dispersed by more than 1 dispersal methods (e.g. birds, other animals, water, wind). Animals: High potential for dispersal (highly mobile species whose dispersal is not impeded by geographic or climatically unfavourable conditions, or where there is high likelihood of deliberate or accidental human aided movement).	3
Medium	Weeds: • Mainly establish when there has been moderate disturbance to existing vegetation, which substantially reduces competition. This could include intensive grazing, mowing, raking, clearing of trees, temporary floods or summer droughts. • Weeds may: - produce seeds after 3 years - Produce low amounts of seeds - Spread slowly/infrequently by plant parts • Are occasionally dispersed >100m by at least 1 dispersal methods (e.g. birds, other animals, water, wind) Animals: Moderate potential for dispersal (species can disperse to a limited area of localised and ecologically suitable habitat).	2
Low	Weeds: • Mainly need bare ground to establish, including removal of stubble/leaf litter. This will occur after major disturbances such as cultivation, overgrazing, hot fires, grading, long-term floods or long droughts. • Plants: - Don't produce seeds - are spread by plant parts - are not usually dispersed >100m. Animals: Low potential for dispersal (species requires specific and uncommon means of dispersal and/or is sedentary).	1
Don't know	Insufficient knowledge or information to identify an impact category.	2*

1.3 Potential distribution: It looks at the proportion of the area that is at risk from the species. This may depend on the: Climate and soil preferences of the weed. For example, some weeds may only be suited to sandy well-drained soils. and Climate and habitat preferences of the pest animal. For example, some pest animals may only be suited to higher rainfall areas.

Potential distribution level	Score
The species has the potential to spread to more than 70% of suitable habitat within the area	**4**
The species has the potential to spread to between 30-70% of suitable habitat within the area	**3**
The species has the potential to spread to between 10-30% of suitable habitat within the area	**2**
The species has the potential to spread to between < 10% of suitable habitat within the area	**1**
Insufficient knowledge or information to identify a potential distribution category	**2***

The total score for risk is determined by multiplying the scores for each of the three criteria . The excel spreadsheet will automatically calculate the total score.



Use the score to identify the overall risk category in the following table.

Risk Score	Risk Category	Score
>23	**Very high**	A **feasibility assessment** should be performed (as per step 3) to determine the most appropriate management objective.
>15	**High**	A **feasibility assessment** should be performed (as per step 3) to determine the most appropriate management objective.
>9	**Medium**	A **feasibility assessment** should be performed (as per step 3) to determine the most appropriate management objective.
<9	**Low**	These species do not need to be assessed using the feasibility tool (refer figure I and text below). It is a good idea to keep a mindful watch on these species. If they begin to show invasive characteristics, they may need to be reassessed.
<5	**Negligible**	These species do not need to be assessed using the feasibility tool (refer figure I and text below). It is a good idea to keep a mindful watch on these species. If they begin to show invasive characteristics, they may need to be reassessed.

2.0 Assess Feasibility:

The management feasibility of a species is assessed against three criteria, or areas of interest. These are: **Current distribution** – how large is the infestation/population? **Cost of control** – what is the cost of control activities? **Effectiveness of control options** – how effective are management options and what is the risk of the species being reintroduced to areas under management?

2.1 Current distribution

This section assesses at how widespread the species in in the area. It looks at the overall area that is occupied, plus the pattern of distribution (e.g. widespread, scattered).

Rating	Current Distribution	Score
None	The species is not present in the area but has the potential to occur.	**0**
Low	Infestations or populations only occur in a small part of the area. Plants or animals occur as isolated outbreaks or individuals.	**1**
Moderate	Infestations or populations occur in less than half of the management areas. Plants or animals occur scattered or clumped in small populations.	**2**
High	Infestations or populations occur in more than half of the area. Plants or animals form dense infestations or populations.	**3**
Very high	Infestations or populations occur in most of the area. Plants or animals form dense infestations or populations.	**4**
Don't know	Insufficient knowledge or information to identify a category.	**2***

(Categories adapted from the SA Weed Risk Management Guide and the SA Pest Animal Risk Management Guide).

2.2 Cost of control:

The cost of control will influence how feasible it is to manage a weed or pest animal species. **When answering this question assume the species has reached its maximum density in the area. The cost should be for initial control of activities targeted at the species.** Initial control costs are likely to be the most expensive. Costs can vary quite a bit depending on the species, the control method and other factors (see box below).

Because of this you may need to take the average control cost for the species when scoring. This question excludes the cost of travelling to a location and assumes you have ready access to water on site, meaning there is no lengthy travel time to fill up for chemical applications. There are other factors that will influence control costs.

Category	Cost of control	Score
4	Where costs (including chemicals, labour and equipment if necessary) are greater than $3000 per hectare.	4
3	Where costs (including chemicals, labour and equipment if necessary) are between $1500 and $3000 per hectare.	3
2	Where costs (including chemicals, labour and equipment if necessary) are between $250 and $1500 per hectare.	2
1	Where costs (including chemicals, labour and equipment if necessary) are below $250 per hectare.	1
Don't know	Insufficient knowledge or information to identify a category.	2*

2.3 Effectiveness of control options:

The ability to manage a weed or pest animal depends, in part, on having control options that are effective and readily available. This will give a greater chance of successfully managing the species. Control success can be affected by:

- The species' ability to tolerate or recover from treatment (what percentage of individuals survive treatment?)
- Treatments suitable for multiple situations (e.g. difficult to access areas, widespread weed infestations)
- Incomplete application of a treatment (e.g. not spraying enough herbicide onto a plant, or animals receiving a sub- lethal dose of a vertebrate pesticide or avoiding baits)
- Inappropriate timing of treatment (e.g. annual weeds germinating before or after treatment).

Control success is also influenced by whether a species can re-colonise an area after control has already happened. This can happen when:

- Weeds reproduce quickly and spread long distances by multiple mechanisms. These species will have a higher score.
- Pest animals are continuously or seasonally dispersing or escaping and can disperse medium-long distances. These species will have a greater chance of re-establishing than those than are sedentary and are not able to disperse (or only short distances).

Rating	Effectiveness of control	Score
Very high	Control options are available and are highly effective. Very low to no likelihood of the weed or pest being reintroduced into the area under management.	1
High	Control options are available and are effective. Low likelihood of the weed or pest being reintroduced into the area under management.	2
Moderate	Control options are available and are moderately effective. Some likelihood of the weed or pest being reintroduced into the area under management.	3
Low	Control options are ineffective or non-existent. High likelihood of the weed or pest being reintroduced into the area under management.	4
Don't know	Insufficient knowledge or information to identify a category.	2*

The total score for feasibility is determined by multiplying the scores for each of the three criteria



Feasibility Score	Feasibility Category
<5	Very high
>5	High
>9	Medium
>15	Low
>23	Negligible

3. Identify and confirm management objective:

Use the risk matrix to identify a management objective and review the objective to confirm if it's realistic

RISK	FEASIBILITY OF CONTROL				
	Negligible (>23)	Low (>15)	Medium (>9)	High (>5)	Very high (<5)
Negligible (<5)	No/limited action	No/limited action	No/limited action	No/limited action	No/limited action
Low (>5)	No/limited action	No/limited action?	Asset Protection	Asset Protection	Asset Protection
Medium (>9)	Asset Protection	Asset Protection	Asset Protection	Containment	Containment
High (>15)	Asset Protection	Asset Protection	Containment	Containment	Eradication
Very high (>23)	Asset Protection	Asset Protection	Containment	Eradication	Eradication

Appendix 3 Risk Score and Prioritisation of Pest Plants and Animals in Burdekin Shire Area

Invasive/Restricted Pest Plant	Risk Score	Categories under the Act	Management option
Arrowhead *(Sagittaria platyphylla)*	Very High -64	Restricted 3	Prevention
Limnocharis *(Limnocharis flava)*	Very High -64	Restricted 2, 3, 4 &5	Prevention
Cabomba *(Cabomba spp.)*	Very High -64	Restricted 3	Prevention
Cha-Om *(Senegalia pennata sp. insuavis)*	Very High -36	Prohibited invasive	Eradication
Water Mimosa *(Neptunia oleracea)*	Very High -36	Restricted 2,3,4 &5	Eradication
Harrisia Cactus *(Harrisia sp)*	Very High -24	Prohibited invasive	Eradication
Cat's Claw Creeper (Macfadyena unguis-cati (L.) A.H.Gentry)	Very High -27	Restricted 3	Eradication
Siam Weed *(Chromolaena odorata)*	Very High - 48	Restricted 3	Containment
Gamba Grass *(Andropogon gayanus)*	High -16	Restricted 3	Containment
Singapore Daisy (Sphagneticola trilobata)	High -16	Restricted 3	Containment
Asparagus fern (*A aethiopicus 'Sprengeri', A.africanus and A.plumosus)*	Very High -16	Restricted 3	Containment
Itch Grass (Rottboellia cochinchinensis)	Very High -27	Locally declared	Containment
Giant Rats Tail Grass *(Sporobolus pyramidalis, S. natalensis)*	Very High -48	Restricted 3	Containment
Captain Cook Tree/Yellow Oleander *(Thevetia peruviana)*	Very High -36	Restricted 3	Containment
African tulip tree *(Spathodea campanulate)*	High - 18	Restricted 3	Containment
Sicklepod (Senna obtusifolia, S.hirsuta, S. tora)	Very High - 64	Restricted 3	Asset Protection
Water Hyacinth *(Eichhornia crassipes)*	Very High - 36	Restricted 3	Asset Protection
Parkinsonia *(Parkinsonia aculeata)*	Very High - 36	Restricted 3	Asset Protection
Leucaena *(Leucaena leucocephala)*	Very High - 36	Locally declared	Asset Protection
Water Lettuce *(Pistia stratiotes)*	Very High - 64	Restricted 3	Asset Protection
Bellyache Bush *(Jatropha gossypiifolia)*	Very High - 64	Restricted 3	Asset Protection
Lantana (*Lantana camara)*	Very High - 36	Restricted 3	Asset Protection
Grader Grass *(Themeda quadrivalvis)*	Very High - 64	Locally declared	Asset Protection
Aleman Grass *(Echinochloa polystachya)*	Very High - 48	Locally Declared	Asset Protection
Rubbervine *(Cryptostegia grandiflora)*	Very High - 64	Restricted 3	Asset Protection

Hymenachne *(Hymenachne amplexicaulis)*	Very High - 48	Restricted 3	Asset Protection
Prickly Acacia *(Acacia nilotica)*	Very High - 64	Restricted 3	Asset Protection
Salvinia *(Salvinia molesta)*	Very High - 64	Restricted 3	Asset Protection
Parthenium Weed *(Parthenium hysterophorus)*	Very High - 36	Restricted 3	Asset Protection
Chinee Apple *(Ziziphus mauritiana)*	Very High - 64	Restricted 3	Assest Protection
Pest Animal		**Risk Assessment**	**Management Option**
Rusa deer *(Cervus timorensis)*	Very High -27	Restricted 3,4 & 6	Prevention
Yellow crazy ants *(Anoplolepis gracilipes)*	Very High -27	Restricted 3,4 & 6	Prevention
Feral cat *(Felis catus)*	Very High - 36	Restricted 3,4 & 6	Asset Protection
Feral pigs *(Sus scrofa)*	Very High - 48	Restricted 3,4 & 6	Asset Protection
Fox *(Vulpes vulpes)*	Very High - 36	Restricted 3,4,5 & 6	Asset Protection
Wild dog *(Canis familiaris, C.familiaris dingo, C.lupus familiarus, C.lupus dingo)*	Very High - 36	Restricted 3,4 & 6	Asset Protection
Chital deer *(Axis axis)* +	Very High - 36	Restricted 3,4 & 6	Asset Protection

Note: The risk assessment was carried out as per the Process described in Appendix 2. Only Species which were identified as Very High or High Priority category were categorised for Management Options. Burdekin Shire Council will manage the species listed in the table as per the management options.

Appendix 4 Links to information sheets -Pest plants and animals

Pest Plant	Link
Arrowhead *(Sagittaria platyphylla)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/sagittaria
Limnocharis *(Limnocharis flava)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/limnocharis
Cabomba *(Cabomba spp.)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/cabomba
Cha-Om *(Senegalia pennata sp. insuavis)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/prohibited/cha-om
Water Mimosa *(Neptunia oleracea)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/water-mimosa
Harrisia Cactus *(Harrisia sp)*	https://www.daf.qld.gov.au/__data/assets/pdf_file/0003/49179/IPA-Harrisia-Cactus-PP22.pdf
Cats Claw Creeper *(Macfadyena unguis-cati (L.) A.H.Gentry)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/cats-claw-creeper
Siam Weed *(Chromolaena odorata)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/siam-weed
Gamba Grass *(Andropogon gayanus)*	https://www.daf.qld.gov.au/__data/assets/pdf_file/0011/67466/IPA-Gamba-Grass-PP147.pdf
Singapore Daisy *(Sphagneticola trilobata)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/singapore-daisy
Asparagus fern *(A aethiopicus 'Sprengeri', A.africanus and A.plumosus)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/asparagus-fern
Itch Grass *(Rottboellia cochinchinensis)*	https://www.cabi.org/isc/datasheet/47782
Giant Rats Tail Grass *(Sporobolus pyramidalis, S. natalensis)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/giant-rats-tail-grass
Captain Cook Tree/Yellow Oleander *(Thevetia peruviana)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/captain-cook-tree
African tulip tree *(Spathodea campanulate)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/african-tulip-tree
Sicklepod *(Senna obtusifolia, S.hirsuta, S. tora)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/sicklepod

Pest Plant	Link
Water Hyacinth *(Eichhornia crassipes)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/water-hyacinth
Parkinsonia *(Parkinsonia aculeata)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/parkinsonia
Lantana *(Lantana camara)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/lantana
Bellyache Bush *(Jatropha gossypiifolia)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/bellyache-bush
Water Lettuce *(Pistia stratiotes)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/water-lettuce
Leucaena *(Leucaena leucocephala)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/other/leucaena
Grader Grass *(Themeda quadrivalvis)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/other/grader-grass
Aleman Grass *(Echinochloa polystachya)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/other/aleman-grass
Rubbervine *(Cryptostegia grandiflora)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/rubber-vine
Hymenachne *(Hymenachne amplexicaulis)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/hymenachne
Prickly Acacia *(Acacia nilotica)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/prickly-acacia
Salvinia *(Salvinia molesta)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/salvinia
Parthenium Weed *(Parthenium hysterophorus)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/parthenium
Chinee Apple *(Ziziphus mauritiana)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted/chinee-apple
Pest Animal	
Rusa deer *(Cervus timorensis)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/pests/invasive-animals/restricted/rusa-deer

Pest Plant	Link
Yellow crazy ants *(Anoplolepis gracilipes)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/pests/invasive-animals/restricted/yellow-crazy-ant
Feral cat *(Felis catus)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/pests/invasive-animals/restricted/feral-cat
Feral pigs *(Sus scrofa)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/pests/invasive-animals/restricted/feral-pig
Fox *(Vulpes vulpes)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/pests/invasive-animals/restricted/fox
Wild dog *(Canis familiaris, C.familiaris dingo, C.lupus familiarus, C.lupus dingo)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/pests/invasive-animals/restricted/wild-dog
Chital deer *(Axis axis)*	https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/pests/invasive-animals/restricted/chital-deer

Appendix 4: Stakeholders Responsibilities

Agencies/NGO's	Actions	Obligation
Biosecurity Working Group (Regional Pest Management Group)	Maintain collaborative partnerships, advocacy and coordination across local stakeholders Seek internal/external resources Participate in risk assessment Liaise with research organisations and programs Cost and develop long term operational works programmes as required Deploy coordinated early intervention to new outbreaks as required Deliver extension and communication Deliver disaster weed spread prevention protocols when required Monitor effectiveness of BQ plan	Disseminate information to represented groups Deploy early intervention to new outbreaks Deliver extension and communication Deliver disaster weed spread prevention protocols when required Report on progress Maintain operational works programs
Local Government	Education Awareness Risk assessment Pest surveillance Vehicle/ equipment hygiene Visitor/user management Data collection Monitoring	Develop strategic pest plans for managed properties and procedures Fire planning & management Pest management treatment in line with pest risk on Council land
Biosecurity Queensland (DAF)	Education Awareness Risk assessment Aerial/ ground surveys Vehicle/ equipment hygiene Capacity building Data collection Monitoring Legislative advice and compliance Research Chemical registration	Invasive biology and management research Release and monitor biocontrol Conduct control and impact research
Corridor and infrastructure managers (Power and Communications, Water and Sewage Network) Ergon, Powerlink	Ensure best management practice from operations. Allocate appropriate resource, Report any outbreaks immediately Risk assessment Aerial/ ground surveys Ensure clean equipment enters clean zones, weed hygiene Adjust maintenance and design practices Signage in high risk areas	Engage contractors and stakeholders to minimise spread on easements Engage all landowners, including community stakeholders in joint management programs Allocate resources to support management activities Maintain GIS data for operational and design activities Monitoring
Department of Transport and Main Roads	Ensure best management practice from operations. Allocate appropriate resource, Report any outbreaks immediately Risk assessment Aerial/ ground surveys Ensure clean equipment enters clean zones. Adjust maintenance and design practices Allocate resources to prevention activities Vehicle/ equipment hygiene Signage in high risk areas	Maintain road reserves in accordance with *Biosecurity Act 2014* and prevent spread of invasive plants and animals within the road network or into neighbouring properties. Coordination with adjacent landholders, Councils and other State government agencies in regional pest management.
Queensland Parks & Wildlife	Education Awareness Risk assessment Aerial/ ground surveys Vehicle/ equipment hygiene Visitor/user management Data collection Monitoring	Engage with neighbouring landowners in joint management programs Maintain GIS data Maintain operational works programs Fire planning & management Engage with neighbouring landowners in joint management programs
Unallocated State Land	Education Awareness Risk assessment Aerial/ ground surveys Vehicle/ equipment hygiene Visitor/user management Data collection Monitoring	Engage with neighbouring landowners in joint management programs Maintain GIS data Maintain operational works programs Fire planning & management Engage with neighbouring landowners in joint management programs

Agencies/NGO's	Actions	Obligation
Queensland Rail	Ensure best management practice from operations. Allocate appropriate resource, Report any outbreaks immediately Risk assessment Aerial/ ground surveys Ensure clean equipment enters clean zones. Adjust maintenance and design practices Allocate resources to prevention activities Vehicle/ equipment hygiene Signage in high risk areas	Maintain rail corridors in accordance with Biosecurity Act 2014 and prevent spread of invasive plants and animals within the rail network or into neighbouring properties. Coordination with adjacent landholders, Councils and other State government agencies in regional pest management.
Lower Burdekin Water Sunwater	Education Awareness Risk assessment Pest surveillance Vehicle/ equipment hygiene	Maintain relevant lands in accordance with *Biosecurity Act 2014* and prevent spread of invasive plants and animals to neighbouring properties. Coordination with adjacent landholders, Councils and other State government agencies in regional pest management.
NQ Dry Tropics	Regional pest management group Education and awareness Distribute information and facilitate the securing of resources for management Promote management targets and activities across stakeholder networks Capacity building integration into management programs	Co-ordinate local projects with pest management priorities
Natural Resource Management Bodies (BBIFMAC, Landcare)	Education and awareness Capacity building Distribute information and facilitate the securing of resources for management Promote prevention targets and activities across stakeholder networks Capacity building integration into management programs	Align landscape restoration targets with pest management priorities Facilitate education and awareness programs for tourists and recreational users Engage with stakeholders Liaise with local, state and commonwealth government
Indigenous, Catchment & Community groups (Gudjuda Reference Group Aboriginal Corporation)	Distribute information and facilitate the securing of resources for management Participate in on-ground activities Record and report on local issues and projects Actively search to make sure the area is free of target pests Report any outbreaks immediately Ensure clean equipment enters clean zones. Collaborate with management agencies where possible Report any outbreaks immediately Collaborate with pest management staff on management programs	Align landscape restoration targets with pest management priorities Implement on-ground works Facilitate education and awareness programs for tourists and recreational users Liaise with local, state and commonwealth government

Primary Producers and community members

Sector	Actions	Obligation (GBO)
Primary producers sugar cane (Canegrowers Association)	Headland and crop/risk area checks Survey for weeds/animals during routine maintenance Vehicle/machinery hygiene protocols Weed declarations when moving plant material or machinery Spot spraying, Manual removal, Bagging seed heads, use of fire or other control methods to reduce weed infestations and pest animal harbourage Property and site-specific signage identifying issue/risk Crop rotation and Cover cropping Manage off crop weeds on headlands, watercourse and adjacent roadways Develop strategic pest plans for managed properties Be aware of priority pest species in the shire.	Participate in feral animal control programs Reduce declared weeds on your property Prevent the spread of declared weeds by focusing on high risk spread areas such as watercourses, roadways and property boundaries Provide/maintain access for biosecurity programs
Landholders fruit production/horticulture	Crop/risk area checks,Survey during routine maintenance Ensure equipment leaving or entering your property is clean of contaminants Weed declarations Spot spraying, Manual removal, Bagging seed heads, use of fire or other control methods to reduce weed infestations and pest animal harbourage Property and site specific signage identifying issue/risk Ground cover management Develop strategic pest plans for managed properties Install pest appropriate fencing Reduce priority pests on your property Be aware of priority pest species in the shire.	Participate in feral animal control programs Reduce declared weeds on your property Prevent the spread of declared weeds by focusing on high risk spread areas such as watercourses, roadways and property boundaries Provide/maintain access for biosecurity programs
Nursery industry and plant sellers	Find out weed risk information before new stock lines are introduced Spot spraying, Manual removal, Bagging seed heads, use of fire or other control methods to reduce weed infestations and pest animal harbourage Property and site-specific signage identifying issue/risk Develop strategic pest plans for managed properties Reduce declared weeds on your property Be aware of priority pest species in the shire.	Report unusual plants and animals Prevent sale of state, local and problem environmental weeds Provide/maintain access for biosecurity programs Reduce declared weeds on your property
Landholders rural residential and lifestyle	Report unusual plants and animals Dispose of green waste responsibly Select locally suitable garden plants Participate in local area management activities Report recurrence of priority pest and weeds Develop strategic pest plans for managed properties Install pest appropriate fencing Reduce priority weeds on your property Be aware of priority pest species in the shire.	Participate in baiting and trapping programs Prevent the spread of declared weeds by focusing on high risk spread areas such as watercourses, roadways and property boundaries Provide/maintain access for biosecurity programs
Landholders urban and residential	Dispose of green waste responsibly Select locally suitable garden plants Cooperate in delivering local management priorities Report recurrence of priority pest and weeds Develop strategic pest plans for managed properties Install pest appropriate fencing Reduce priority weeds on your property Be aware of priority pest species in the shire.	Participate in baiting and trapping programs where practical Reduce declared weeds on your property Prevent the spread of declared weeds by focusing on high risk spread areas such as watercourses, roadways and property boundaries Provide/maintain access for biosecurity programs

7.1.2. ENVIRONMENTAL AND HEALTH SERVICES
Environmental Levy Application: Revive and Restore: Parker Lagoon Nature and Mind Rest Space

File Reference: **985**

Report Author: **Linda Govan, Coordinator Environment and Health Projects**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Protect and improve water quality and the health of waterways, wetlands, and catchments.
- Partner with community groups and organisations to protect, restore, and enhance the Burdekin's natural environment, including environmentally sensitive areas and biodiversity corridors.

Executive Summary
An application has been received from the Lower Burdekin Landcare Association (LBLCA) requesting $9,300.00 (excluding GST) from the Environmental Levy Fund. The funding will support the "Revive and Restore: Parker Lagoon Nature and Mind Rest Space" project, which aims to rehabilitate an overgrown area adjacent to Parkers Lagoon into a tranquil, nature-based retreat for community use. This report recommends Council approval of the funding request.

Recommendation
That Council approves the allocation of $9,300.00 (excluding GST) from the Environmental Levy Fund to Lower Burdekin Landcare Association for the project Revive and Restore: Parker Lagoon Nature and Mind Rest Space.

Background
The Lower Burdekin Landcare Association has submitted a funding application to support the revitalisation of land located behind the Bocce Club on International Road, adjacent to Parkers Lagoon. The project proposes to transform the currently overgrown and underutilised area into a welcoming, nature-filled retreat featuring cement tables and seating for community relaxation and engagement with nature.

The total project cost is estimated at $18,950.00 (excluding GST), comprising the requested $9,300.00 (excluding GST) in funding and additional contributions through donated materials and in-kind support from LBLCA.

The application meets the following eligibility criteria of the Environmental Levy Policy:
- (3)(e) Biodiversity conservation, preservation or enhancement;
- (3)(j) Management of local biosecurity matters such as declared pest animals and weeds; and
- (3)(k) Tree planting.

The project demonstrates both environmental and community benefits. The requested funding will primarily cover the cost of crusher dust for site maintenance and herbicide for weed control. LBLCA will undertake revegetation and weed management activities and will assume responsibility for ongoing site maintenance upon project completion.

Existing concrete tables and seating located within the area will be refurbished and incorporated into the revitalised space. Council Officers have conducted a site inspection with LBLCA representatives to assess potential flood impacts and weed management considerations. No significant issues were identified.

Consultation
LBLCA has provided letters of support from the following stakeholders:

- Burdekin Bocce Club
- Burdekin Community Church Ltd
- Lower Burdekin Water

Council officers, including the Pest Management Supervisor, Overseer – Works, and the Coordinator Environment and Health Projects, have visited the site with LBLCA President Ms. Deb Calligaro to assess the proposal.

This application was not referred to a Council workshop prior to this report as it is considered a straightforward, low-risk proposal that aligns clearly with the objectives of the Environmental Levy Policy. The project has demonstrated strong community support, meets multiple eligibility criteria, and involves a reputable proponent with a proven track record of successful project delivery. As such, it was deemed appropriate to progress the application directly to Council for consideration.

Budget & Resource Implications
Should the application be approved, a total of $9,300.00 (excluding GST) will be allocated from the Environmental Levy Fund.

As at 30 June the balance of the Enviro Levy in the Recurrent Reserve is $231,393.00.
In the Revised Budget (RBUD1), the additional expenses reduce the balance in the Recurrent Reserve to $206,608.00.

Legal Authority & Implications
Not Applicable.

Policy Implications
The funding request is consistent with the objectives and eligibility criteria outlined in the Environmental Levy Policy.

Risk Implications (Strategic, Operational, Project Risks)
This project is assessed as low risk; however, the following potential risks and mitigation strategies have been identified:

1. Environmental Risks
    - *Risk:* Inappropriate weed control methods could impact non-targeted native vegetation or aquatic ecosystems in Parkers Lagoon.
    - *Mitigation:* LBLCA has experience in environmental management and will use targeted, approved herbicides. Council officers have reviewed the proposed methods and found them appropriate.
2. Flooding and Erosion
    - *Risk:* The site's proximity to Parkers Lagoon may expose it to flooding, which could damage infrastructure or newly planted vegetation.
    - *Mitigation:* Council Officers have inspected the site and found no immediate flood-related concerns. The use of crusher dust and existing concrete infrastructure reduces the risk of erosion.
3. Ongoing Maintenance
    - *Risk:* Lack of long-term maintenance could lead to site degradation, weed regrowth, or vandalism.
    - *Mitigation:* LBLCA has committed to ongoing maintenance. Their track record with previous Council-supported projects demonstrates reliability in project delivery and stewardship.
4. Community Safety and Access
    - *Risk:* Uneven surfaces or poorly maintained infrastructure could pose safety hazards to users.
    - *Mitigation:* The project includes site preparation using crusher dust to improve accessibility and safety. Existing concrete tables and seating will be refurbished to ensure usability.

Attachments

1. Map - LBLCA - Parkers Lagoon
2. Site from track
3. Tables



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LEGEND

- Burdekin Shire Local Government Area
- Burdekin Shire Locality Boundaries
- Animals
- Defined Green Waste Area
- Garbage and Green Waste Areas

Waste Collection Days

- Mon Recycle Wk 1
- Mon Recycle Wk 2
- Tues Recycle Wk 1
- Tues Recycle Wk 2
- Wed Recycle Wk 1
- Wed Recycle Wk 2
- Thurs Recycle Wk 1
- Thurs Recycle Wk 2
- Fri Recycle Wk 1
- Fri Recycle Wk 2
- Strata Title
- Easements

Property Tenure

- Freehold
- Leasehold
- Reserve
- State Land
- Property Parcels
- Road Parcels
- Water Parcels
- National Park
- Housing Land
- Water Resource

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Burdekin Shire Council





7.1.3. ENVIRONMENTAL AND HEALTH SERVICES
Trial Changes to Dalbeg Community Waste Skip Bin

File Reference: **1849, 1764**

Report Author: **Rachel Martin, Coordinator Waste Services**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Deliver effective waste management programs that support waste reduction, reuse, and recycling in alignment with the North Queensland Waste and Resource Recovery Strategy 2020-2030.

Executive Summary
A 15m³ general waste skip bin was installed at Dalbeg Hall in November 2017 for domestic hard waste disposal. However, the bin has been consistently misused, with frequent disposal of prohibited items including metal, commercial waste, tyres, oil, mattresses, and hazardous materials such as gas bottles and waste oils. These practices pose safety risks and undermine the Council's waste management objectives.

To address this issue, a six-month trial is proposed. The permanent bin will be removed, and Cleanaway will be engaged to deliver a 15m³ bin quarterly on a Saturday for a four-hour period. A casual waste attendant will supervise disposal and offer a pay-to-dispose service for commercial and recyclable items that attract a fee, using a tray-back utility and box trailer. This report is seeking approval for the six-month trial.

Recommendation
That Council:

- Remove the permanent skip bin at Dalbeg Hall.
- Engage Cleanaway to deliver a 15m³ bin quarterly on a Saturday for a four-hour period.
- Deploy a casual waste attendant to supervise disposal and manage a pay-to-dispose service for items such as:
  - Small commercial trailer or utility loads
  - Mattresses
  - Tyres
  - Gas bottles
- Trial the new service for six months, with usage monitored and evaluated.

Background
The 15m^3 general waste skip bin was delivered to Dalbeg Hall in November 2017 for the disposal of domestic hard waste only. Since its installation, the bin has been consistently misused, with frequent disposal of inappropriate materials such as metal, commercial waste, tyres, oil and mattresses. These items are often placed in the bin to avoid the disposal fees typically associated with such waste.

More concerningly, hazardous items including gas bottles and waste oils have also been found in the bin. These pose significant safety risks to both landfill operators and transport personnel. The bin's location in an isolated area, combined with the absence of real-time monitoring, has created an environment where improper disposal continues to occur.

This misuse undermines Council's waste management objectives by reducing the ability to recover and recycle materials that could otherwise be diverted from landfill.

Consultation

- Community emails sent to Clare, Millaroo, and Dalbeg (23 June 2025 and 20 December 2024) seeking assistance in identifying misuse.
- Surveillance cameras were installed at the bin location.
- Signage installed to advise on correct disposal practices.
- Council Workshop held on 30 September 2025.

Budget & Resource Implications

Past Disposal Costs
24/25 Financial Year - Emptied 9 Times - Total Weight 13.4 tonnes
Cost – $8,878.04 per year
23/24 Financial Year - Emptied 8 Times - Total Weight 14.58 tonnes
Cost – $7,616.92 per year
22/23 Financial Year - Emptied 7 Times - Total Weight 11.6 tonnes
Cost – $6,404.72 per year

Additional Administrative Costs
Camera Surveillance and staff wages to travel to regularly travel to Dalbeg to maintain camera, install signage and removal of incorrect waste from skip bin.

New estimated costs - $8,000.00 per year minus waste disposal fees received.

Legal Authority & Implications

Not Applicable.

Policy Implications

Waste Management Policy

Risk Implications (Strategic, Operational, Project Risks)

The proposed trial presents low operational risk, however, the following potential risks have been considered:

- Community dissatisfaction: Quarterly dates set by the Waste Department may prove inconvenient for some residents. Mitigation includes regular public communication and responsiveness to feedback during the trial.
- Usage increase risk: Any surge in demand on quarterly set dates may mean that the $15m^3$ bin may be inadequate for the level of waste received. Data suggests this is unlikely. Usage in the trial will be monitored and managed for future dates if it occurs.

No significant strategic or legal risks are foreseen.

Attachments

None

7.3.1. PLANNING AND DEVELOPMENT
Adoption of Revised Floor Heights for Buildings with Habitable Rooms Policy

File Reference: **1185**

Report Author: **Kellie Galletta, Manager Planning and Development**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Promote sustainable infrastructure solutions to improve efficiency and reduce environmental impact.

Burdekin Shire Council Operational Plan 2025-2026

PD14 Consistently apply Council's Floor Heights for Buildings with Habitable Rooms Policy.

Executive Summary
The Floor Heights for Buildings with Habitable Rooms Policy aims to reduce the risk of inundation to habitable dwellings within the Burdekin Shire Local Government area, as a result of flood waters. The policy has been reviewed recently by Planning and Development Officers in accordance with the nominated 12-month policy review cycle with the policy to be updated to reflect the requirements of the State Planning Policy which requires the finished floor level of habitable rooms within a building to achieve a minimum 300mm above the defined flood level.

Recommendation
That Council adopt the revised Floor Heights for Buildings with Habitable Rooms Policy as attached to this report.

Background
Council first adopted the Floor Heights for Buildings with Habitable Rooms Policy in 2013. The policy applies to building works for all new dwellings and to alterations or additions to habitable rooms in existing dwellings within the Burdekin Shire, setting the minimum floor height for these buildings. The purpose of this policy is to assist as a mitigation measure with respect to flood inundation risks for residents planning to build or substantially extend their homes, on land identified as being subject to flood hazard. The policy was reviewed and updated in 2024.

This policy was an interim measure at the time of original implementation as the Planning Scheme at the time did not address flood hazard nor provide specific provisions relating to floor heights of habitable buildings.

During the review in 2024, and as Council's new Planning Scheme (effective since March 2023) did not include specific provisions relating to floor heights of habitable buildings, the policy remained relevant when assessing building works.

Officers anticipated that future amendments to the Planning Scheme together with the finalisation of new flood mapping for the Shire may affect the future relevance of this policy. Given this, Officers recommended that the review schedule timeframe be shortened from 36 months to 12 months in anticipation of these actions underway.

In this review officers have nominated minor changes to the policy wording to ensure clarity and current terminology is reflected.

Consultation
The amended policy was discussed with the Senior Leadership Group on 28 August 2025 and workshopped with Council at the Workshop held on 2 September 2025.

Budget & Resource Implications
Not Applicable.

Legal Authority & Implications
Not Applicable.

Policy Implications
The policy will be updated in Council's Policy Register and on Council's public website.

Risk Implications (Strategic, Operational, Project Risks)
The Floor Heights for Buildings with Habitable Rooms Policy is in place as a means of reducing the risks of inundation to buildings with habitable rooms as a result of flood waters, in areas where flood heights (historical/anecdotal) have been identified. By setting a minimum floor height for new buildings and extensions to existing buildings to abide by, prior to granting the development permit for the building works, Council is assisting the community in reducing the risk to homeowners, in the event of flooding occurring over the subject site.

Attachments
1. Floor Heights for Buildings with Habitable Rooms Policy

Floor Heights for Buildings with Habitable Rooms Policy

Policy Type	Corporate
Function	Development and Building Controls
Policy Owner	Director Infrastructure Planning Environmental Services
Policy Contact	Manager Planning and Development
Effective Date	~~26 November 2024~~

Purpose

The purpose of this policy is to ensure new building works with habitable rooms are constructed with floor heights that minimise the risk of inundation from floods.

Scope

This policy applies to all new structures containing habitable rooms with a building classification of Class 1, 2, 3 or 4 within the Burdekin Shire. This policy is intended to be an interim policy which will be reviewed as alternate planning instruments come into effect.

Exemptions

This policy does not apply to buildings or structures which are classed for non-habitable purposes.

Alterations and additions to existing lowset structures with a building classification of Class 1, 2, 3 or 4, which represent a less than 50% increase to the habitable floor area, are exempt from this policy.

Where the applicant can demonstrate that the individual site characteristics of the subject land can provide an adequate level of flood immunity below the stipulated habitable floor height, Council officers may approve a variation to the policy.

Any request for an exemption must be substantiated by a hydraulic engineer (RPEQ) or other suitably qualified professional.

Policy Statement

Identified Areas

Council has undertaken a flood study over specific regions of the Shire. Individual properties will be assessed against flood study mapping to identify properties affected by possible inundation by floods.

Defined Flood Level

The defined flood level for the purpose of this policy is 1% AEP (Annual Exceedance Probability).

Minimum Floor Heights

The floor height of habitable rooms must be located at least:

(a) 300mm above the defined 1% AEP flood level; OR
(b) where the defined 1% AEP flood level is not known, 300mm above:
    (i) the crown of the road; or
    (ii) the finished ground level;
whichever is the highest.

Document History and Version Control

Title of Document	Floor Heights for Buildings with Habitable Rooms Policy
Document Reference Number	BLD-POL-0002 Rev 3
Review Schedule	12 months
Council Meeting Date	28 October 2025
Council Resolution Number	Click or tap here to enter text.

7.3.2. PLANNING AND DEVELOPMENT
Cultural Heritage Study

File Reference: **544**

Report Author: **Kellie Galletta, Manager Planning and Development**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

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

Burdekin Shire Council Operational Plan 2025-2026

PD3 Finalise Cultural Heritage Report in accordance with the State Interest requirements.

Executive Summary
As part of the State's approval to commence Burdekin Shire Council's (Council) new *2022 Burdekin Shire Council Planning Scheme* in March 2023, Urbis was engaged by Council in September 2024 to complete a Cultural Heritage Study as per the requirements of the State Planning Policy 2017. Urbis commenced the study in November 2024 and completed in July 2025.

This report provides Council with a copy of the completed study including recommendations for noting.

Recommendation
That Council:
1. Endorse the Cultural Heritage Study (Final), dated July 2025, prepared by Urbis; and
2. Note the recommendations contained within the study, which are to be further considered at such times Council completes a major planning scheme amendment.

Background
In the Ministerial Advice issued by the State approving Council to adopt the current 2022 Planning Scheme, an Advice Statement requiring Council to undertake a Cultural Heritage Study to ensure the new Scheme fully complied with the *State Planning Policy 2017*, was included.

The final Cultural Heritage Study is provided in Attachment A.

Stakeholder engagement was undertaken by Urbis as part of the study, informing in part the recommendations listed in the study. In addition, the completed study included a gaps analysis that found:
- The existing Local Heritage Register has no identification of significant elements/features (i.e. Place Cards).
- The current Planning Scheme needs to:
    - Include provisions and/or mapping identifying character/cultural areas, building, residential or commercial places,
    - Provide appropriate clarity about how proposed development of a heritage place is assessed,
    - Include a supporting Policy regarding assessment criteria etc; and

- Provide clear and detailed considerations and how to identify, protect and/or manage the values of Indigenous Places.

Other recommendations within the study include:

- Addition of thirty-nine new places to the existing Local Heritage Register;
- Updates to the Heritage Overlay Code, Strategic Framework and Zone codes as part of the future scheme amendment;
- Creation of a Planning Scheme Policy to guide applicants on what is required to undertake development on or adjoining a heritage place; and
- Fact sheets development.

Next Steps
That the recommendations of the study be considered as part of a major planning scheme amendment process.

Consultation
As part of the review process, both external and internal stakeholder consultation was completed. All relevant Council Departments have been consulted with and the matter workshopped with the Mayor, Councillors and the Executive Leadership Team on 5 August 2025 and 30 September 2025.

Statutory Environment
Local planning schemes must be reviewed within ten years after they are made. Due to the imposition on Ministerial Conditions as part of the approval given 23 December 2022 to adopt the new Scheme, Council was required to complete a review within two (2) years of its implementation i.e. from 1 March 2025. The Ministers Guidelines and Rules outlines the process Council is required to follow for a Planning Scheme amendment.

Budget & Resource Implications
Updating the Local Heritage Register in the Planning Scheme to be included in any major Planning Scheme amendment has not been sought for nor allocated in the 2025/2026 Operational Budget. The request for funding expected to be made at Budget Review (RBUD) considerations in October/November 2025.

Legal Authority & Implications
Not Applicable.

Policy Implications
Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)
Aside from administrative errors, there is reputational risk to Council in having a planning scheme that is not reflective of the communities' desires; is not efficient; and/or contains unworkable provisions.

Attachments
1. Attachment A - Cultural Heritage Study

URBIS

CULTURAL HERITAGE STUDY

Burdekin Shire Council

Prepared for
BURDEKIN SHIRE COUNCIL
29 July 2025

URBIS STAFF RESPONSIBLE FOR THIS REPORT WERE:

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Project Code	P0048867
Report Number	01 DRAFT 26 March 2025
	02 FINAL 29 July 2025



Acknowledgement of Country

Urbis acknowledges the Traditional Custodians of the lands we operate on.

We recognise that First Nations sovereignty was never ceded and respect First Nations peoples continuing connection to these lands, waterways and ecosystems for over 60,000 years.

We pay our respects to First Nations Elders, past and present.

The river is the symbol of the Dreaming and the journey of life. The circles and lines represent people meeting and connections across time and space. When we are working in different places, we can still be connected and work towards the same goal.

Title: Sacred River Dreaming
Artist Hayley Pigram
Darug Nation
Sydney, NSW

All information supplied to Urbis in order to conduct this research has been treated in the strictest confidence. It shall only be used in this context and shall not be made available to third parties without client authorisation. Confidential information has been stored securely and data provided by respondents, as well as their identity, has been treated in the strictest confidence and all assurance given to respondents have been and shall be fulfilled.

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ACRONYMS AND ABBREVIATIONS

Acronym / Abbreviation	Detail
ACHA	*Aboriginal Cultural Heritage Act 2003*
Burra Charter	The Australia ICOMOS Charter for Places of Cultural Significance 2013
CHL	Commonwealth Heritage List
CMP	Conservation Management Plan
Council	Burdekin Shire Council
CWA	Country Women's Association
DEH	Department of Environment and Heritage (Former)
DEHP	Department of Environment and Heritage Protection (former)
DETSI	Department of Environment, Tourism, Science and Innovation
DWATSIPM	Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism
ICOMOS	International Council on Monuments and Sites
LGA	Local Government Area
LHR	Local Heritage Register
NLA	National Library of Australia
QHA	*Queensland Heritage Act 1992*
QHR	Queensland Heritage Register
RNTBC	Registered Native Title Body Corporate
SPP	State Planning Policy
SLQ	State Library of Queensland
TSICHA	Torres Strait Islander Cultural Heritage Act 2003
Urbis	Urbis Ltd

EXECUTIVE SUMMARY

Urbis Ltd (Urbis) has been engaged by Burdekin Shire Council (Council) to complete a Cultural Heritage Survey to inform future updates to the Burdekin Shire Council Planning Scheme (the Planning Scheme). This report provides an up-to-date list of places assessed as having significance in their own right at a local level, and worthy of consideration in an updated Local Heritage Register. It also provides commentary on the existing built form and character as observed across the Burdekin Shire, and recommendations for additional provisions that should be considered as part of a Planning Scheme update, to provide greater clarity on local heritage places, and broader opportunities for protection and promotion of the Shire's history and historic places.

This document also provides recommendations for 'next steps' for Council, both with regard to places of local historical / built heritage value and investigating places of Aboriginal, Torres Strait Islander, and South Sea Islander value.

The completion of this report included:

- Desktop review and gaps analysis. Gaps identified in the current Planning Scheme and Council's heritage management included an absence of places with potential archaeological value; traditional building (residential) or commercial character mapping; an absence of Indigenous places – including Aboriginal and South Sea Islander.
- Historical research;
- Survey throughout the Burdekin Shire Council Local Government Area. This included the towns of Ayr, Home Hill, Brandon, Clare, Giru, Jerona, Millaroo, Dalbeg, Wangaratta and Alva Beach; and the locales of Airville, Jarvisfield, and Rita Island;
- Identification of an appropriate set of heritage criteria (standard eight criteria). The standard eight heritage criteria was selected as most appropriate, for consistency with the Queensland Heritage Register criteria. Given that several places in the LHR are also included in the QHR, it was determined that using the same criteria – adapted to local thresholds – would be easier to understand as Council develops its register and heritage protection provisions in the Planning Scheme.
- Preparation of a recording proforma – Place Card – for recording information about the places of potential heritage value identified in the background research and survey;
- Post-survey information analysis and reporting.

The Planning Scheme currently includes 14 local heritage places. There are also seven State heritage places in the LGA, and one Commonwealth Heritage Place.

To inform the LHR update, a list of 125 places was provided by Council as having potential local heritage value, derived from a 1994 Windscreen Survey (Department of Environment and Heritage 1994) and the 'reported places' database that has previously been maintained by the Department of Environment, Tourism, Science and Innovation (DETSI). From the processes identified above, 39 places are recommended for consideration in the updated Planning Scheme Local Heritage Register. This includes

- Burdekin River Bridge (Inkerman Bridge), including archaeological remains, Home Hill
- Church of St James, Ayr
- Former Populin House, Ayr
- Former Zammit House, Ayr
- Delta Iron Works, Brandon
- Pioneer Mill Tramway Derrick
- Spanish Mission House, Ayr
- St Andrews Old Presbyterian Church, Ayr
- Former Ambulance Station, Ayr
- Former Parkside Church, Ayr
- Ayr Swimming Pool, Ayr
- Home Hill Post Office
- Australian Meat Workers Union, Ayr
- Thruby (Residence), Ayr
- Brandon War Memorial and Fig Trees, Brandon
- Pioneer Cemetery, Clare
- Ayr Cemetery, Ayr
- Former Rosslyn Private Hospital, Ayr
- All Saints Anglican Church, Ayr
- Burdekin Theatre, Ayr
- Hayes' Grand National Hotel, Ayr
- Country Women's Association Hall, Ayr

- Ayr Bowling Club, Ayr
- Renown Theatre, Brandon
- Cobb & Co Crossing and Former Burdekin Hotel, Clare
- Giru Railway Complex
- Giru International Hotel
- Hellenic Memorial Hall, Home Hill
- St Colman's Catholic Church, Home Hill
- Home Hill Station Building
- Residence, Home Hill
- Residence, Ayr
- Former Brandon Station Building, Brandon
- Former Telegraph Station including cairn memorial plaque (archaeological place)
- School of Arts, Giru
- Giru War Memorial
- Country Timber and Kitchens, Home Hill
- Burdekin Uniting Church, Home Hill
- Home Hill Cemetery

This report provides a series of recommendations, for short, medium, and long term consideration. This includes

- Updates to the Local Heritage Register. Should Council not wish to add all 39 places in the immediate future, several 'priority' places are identified, as an initial tranche of new places that reflect various historical phases, themes, and character of the LGA. In particular, the Burdekin / Inkerman Bridge is recommended for consideration, and this place may also warrant consideration for nomination to the Queensland Heritage Register;
- Further research into various places of potential heritage value, and key to the establishment and growth of the communities across the LGA, including Schools and the Mills;
- Recommendations to consider provisions for Residential / Traditional Character and Commercial Character Overlays, to afford more blanket protections for the character of the LGA;
- Clarifications and additions to the Heritage Overlay Code, to strengthen Council's capacity for identifying heritage places, and for assessing heritage impacts for development applications;
- Consideration of a specific Cultural Values Assessment, to identify Aboriginal cultural values across the LGA, and strengthen relationships with Traditional Custodians;
- Further investigation into the South Sea Islander history of the LGA;
- Longer term considerations such as Heritage Exemption Certificates, Conservation Management Plans for heritage places and heritage grants programs.

1. INTRODUCTION

Urbis Ltd (Urbis) has been engaged by Burdekin Shire Council (Council) to complete a Cultural Heritage Survey to inform future updates to the Burdekin Shire Council Planning Scheme. This report identifies places that should be considered by Council for inclusion in an updated Local Heritage Register (LHR) as well as strategic recommendations for updates to heritage provisions in the Burdekin Shire Council Planning Scheme (the Planning Scheme).

1.1. PURPOSE OF THE HERITAGE SURVEY

This report intends to provide an up-to-date list of places assessed as having significance in their own right at a local level, and worthy of consideration in an updated LHR. It also provides commentary on the existing built form and character as observed across the Burdekin Shire, and recommendations for additional provisions that should be considered as part of the Planning Scheme update, to provide greater clarity on local heritage places, and broader opportunities for protection and promotion of the Shire's history and historic places.

This document also provides recommendations for 'next steps' for Council, both with regard to places of local historical / built heritage value and investigating places of Aboriginal, Torres Strait Islander, and South Sea Islander value.

1.1.1. Background

Local planning schemes are required to be reviewed within ten years after they are developed or last reviewed (Queensland Government 2024). When establishing or amending a planning scheme local governments are required to address some state and regional policy matters within the State Planning Policy (SPP) and the North Queensland Regional Plan that relates to the Local Governments Area (LGA) (Queensland Government 2024). Final approval for establishing and amending a local planning scheme is provided by the State government Planning Minister.

The SPP was designed to express the State's interest in land use planning and development. The SPP includes assessment benchmarks for five broad themes of State interest, "Environment and Heritage" being one of those. The specific Cultural Heritage subtheme notes its intention is *the cultural heritage significance of heritage places and heritage areas, including places of Aboriginal and Torres Strait Islander cultural heritage, is conserved for the benefit of the community and future generations.*

A further requirement for Local Government Planning Schemes is to consider Aboriginal and Torres Strait Islander interests. The 'Advancing Aboriginal and Torres Strait Islander Interests in Land Use Planning: Guidance for local governments' (Queensland Government 2019) document provides advice to Local Governments on approaches to identifying and advancing Aboriginal and Torres Strait Islander knowledge and interests. The SPP includes the State interest policy that relates to the inclusion of Aboriginal and Torres Strait Islander interests. These guidelines help to inform the roles and responsibilities Councils have regarding inclusion of Aboriginal and Torres Strait Islander interests and cultural heritage into their Planning Scheme.

1.1.2. Scope of Study

The scope of this study includes consideration of both historic (i.e. non-Indigenous) and Indigenous (i.e. Aboriginal and Torres Strait Islander) values. The places identified for consideration of historic heritage values have been identified through a reported places list (refer Section 1.1.3), historical research, review of historical aerials, a preliminary 'drive through' on Google Street View to view individual places and streetscape for investigation during site survey, and the site survey itself.

Places of potential Indigenous heritage value have been identified through register searches, ethnohistorical research, consultation with the Gudjuda Reference Group Aboriginal Corporation, and site survey (refer Section 8).

The methodology for the project is discussed further in Section 1.2.

1.1.3. Reported Places List

To inform the LHR update, a list of 125 places was provided by Council as having potential local heritage value. It is understood the list was created as a result of two sources:

- The Windscreen Survey undertaken by the former Department of Environment and Heritage (DEH) now the Department of Environment, Tourism, Science, and Innovation – DETSI) in 1994. The survey and associated reporting was undertaken as an initial assessment of places of potential cultural heritage significance within Ayr; and
- The DETSI Reported Places list. It is known that DETSI has in the past maintained a list of places in Queensland reported as being potentially of heritage value, but that have not been subject to a formal assessment or nomination process. Several places were identified within Burdekin Shire as potentially having heritage values, and the majority are understood to have been identified in the Windscreen Survey.

It is noted that the total number of reference numbers allocated on the list was **125**, but the total number of *addresses* was **approximately 140**, as some entries included multiple properties or tenancies or at times unclear addresses or entries. Examples include:

- #613575: 117-119 MacMillan St / 117 & 119 MacMillan St;
- #613621: 129 or 131 MacMillan St;
- #613582: 182 & 182b Queen St;
- #613632: Shop, Queen St;
- #613687: Streetscape, eastern side of Queen St, Spearritts Shop to Burdekin Newsagency.

This report uses the 125 entries as the base list, but notes that some discrepancies may exist in overall numbers arising from determinations made during assessment about precise addresses and/or properties.

1.2. METHODOLOGY

The following was undertaken to prepare this report:

Desktop Review

- Review of key project information including:
- The DETSI reported place list of 125 places, as provided by Council;
- The existing Planning Scheme, including the OM8 Heritage Overlay Map, heritage provisions of the Planning Scheme, and the LHR;
- Review of existing places within Burdekin Shire on the Queensland Heritage Register (QHR); and
- Relevant Queensland Government documents and guidelines, including:
  - SPP 2017 State Interest – Cultural Heritage;
  - *Advancing Aboriginal and Torres Strait Islander Interests in Land Use Planning: Guidance for Local Governments* (Queensland Government 2019);
  - *Guideline: Identifying and assessing places of local cultural heritage significance in Queensland* (Queensland Government 2020), including the proposed local heritage assessment criteria;
  - *Assessing Cultural Heritage Significance: Using the Cultural Heritage Criteria* (Queensland Government 2020) to review key State themes and listing thresholds at State level, and to consider the preferred significance criteria for the local heritage register; and
  - *Guideline: Carrying out a heritage survey* (DEHP 2015).

Background Research

- Background research was undertaken using online resources to prepare an historical background for this report. Online resources included:
- Burdekin Shire Library digital resources;
- State Library of Queensland (SLQ);
- National Library of Australia (NLA) Trove database; and

- Histories of the area, as available online and referenced in this report.

Council's librarians were able to find the original 1994 document that much of the reported places list was based on, and provided a copy to the project team. This document was prepared by the Cultural Heritage Section, Department of Environment and Heritage and titled *Ayr, North Queensland Windscreen Survey report*.

Online research was supplemented by in-person research in the Ayr branch of Council's libraries during the site survey.

The historical background informs:

- An understanding of the history, development, key phases, and key places of Burdekin Shire; and
- An analysis of key historic themes, to contextualise the history of the Burdekin Shire and assist in determining the contexts in which various heritage / historic places are established, and assist in significance assessment.

Pre-Survey Preparation

To pre-plan as much as possible and maximise the outcomes of the physical survey, online sources were used where possible to understand the built character of the Burdekin Shire, and understand whether or not places identified in the 1994 DETSI survey were still extant.

Aerial imagery on NearMap was viewed to understand the general layout and size of the LGA and compare Lot on Plan information on the DETSI reported places to establish the likelihood of the continued existence of potential heritage places. Google Street View was also used to 'drive' through each of the towns (where the technology is available), to check for the existence of places on the list, gain an understanding of the built environment in the key towns, and also make a high level list of other potential places that had not previously been identified. All of this would be ground truthed during on-ground survey.

This identified 26 places no longer extant; and 23 additional places of potential heritage value. These were all added to or removed from the reported places list, for ground truthing during the survey.

Determination of Preferred Heritage Criteria and Recording Proforma

Council maintains a local heritage register but the Planning Scheme does not include any formal heritage criteria for which to assess places for local heritage values. This is discussed further at Section 1.3.

A recording proforma – Place Card – for recording of each heritage place was established, and based on the templates provided in *Guideline: Carrying out a Heritage Survey* (Queensland Government 2015) and *Guideline – to identifying and assessing places of local heritage significance* (Queensland Government 2020).

On-ground Survey

Pedestrian and vehicular survey was undertaken between 21 and 25 October 2024 (inclusive), including ground truthing any places identified as no longer extant, places identified through research, and visual inspection of all extant places on the reported places list.

The survey component comprised driving through / to each town or locale to confirm the results of the desktop work and identify any other places of heritage potential not previously identified through other research or desktop work. The survey was conducted as a combination of windscreen survey (driving) and pedestrian survey (walking through townscapes, individual places). Photographs were taken of each potential place, descriptions recorded, and reassessment of the places on the existing potential places list was undertaken to determine whether the place was still considered to potentially threshold for local listing.

Consultation with Gudjuda Reference Group representatives occurred during the survey, as well as ongoing communication via email and phone. This is discussed further in Section 8.

Consultation with local residents also occurred to identify any additional locally-known places of potential value. This included:

- Burdekin Shire Council personnel,
- The Burdekin Machinery Preservationists in Brandon;
- Representatives from the Pioneer Mill.

Post-Survey

Following survey all inspected and reviewed places were categorised into:

- No longer extant;
- Not recommended for listing, cannot be assessed as reaching local significance in its own right;
- Recommendation for character values, including residential or commercial; and
- Recommended for listing as a local heritage place on the LHR.

Place Cards have been prepared for all places recommended for listing, and these are at **Appendix C**.

1.3. LOCAL HERITAGE CRITERIA ADOPTED

The current Planning Scheme contains an LHR at Schedule 3, but there is no formal criteria for entry identified in the Planning Scheme. If a place is proposed for entry in a local heritage register, and/or for inclusion in a local planning scheme as a place of local cultural heritage significance, a standard way of assessing significance should be applied to each nomination (Queensland Government 2020). The *Queensland Heritage Act 1992* (QHA) does not specify criteria that is to be adopted by local governments, and therefore leaves it up to each local government to determine the preferred assessment criteria.

Consequently, one of the initial tasks of this project was to determine a set of criteria to be used to assess potential new additions to the LHR.

Urbis and Council discussed two options:

- Adopting the standard eight criteria, which was first introduced in 2000 by the Australian Government at the National Heritage Convention, and has generally been adopted in each State and Territory, and by many local councils across Australia. This criteria forms the basis of the QHR and is established under the QHA;
- Adopting the five criteria approach as proposed in *Guideline: Identifying and assessing places of local cultural significance in Queensland*, prepared by Arts and Heritage, Department of Environment and Science 2000. This guideline was prepared to assist local authorities develop heritage criteria, where they may not have an existing register or heritage criteria.

The five-criteria approach requires a different arrangement of thresholds and individual criterion to the standard eight criteria, and given that there are several State listed places in the LGA that are assessed against the eight criteria it was determined to likely add an additional layer of complexity particularly for a non-heritage audience, in understanding the two different approaches.

Therefore it was determined to adopt the standard eight criteria approach, for consistency with the State. Given that several places in the LHR are also included in the QHR, it was determined that using the same criteria – adapted to local thresholds – would be easier to understand as Council develops its register and heritage protection provisions in the Planning Scheme.

The local heritage criteria therefore adopted for this project, and recommended for adoption by Council, is as follows:

a) the place is important in demonstrating the evolution or pattern of the history of the Burdekin Shire;

b) the place demonstrates rare, uncommon or endangered aspects of the cultural heritage of Burdekin Shire;

c) the place has potential to yield information that will contribute to an understanding of the history of Burdekin Shire;

d) the place is important in demonstrating the principal characteristics of a particular class of cultural places within Burdekin Shire;

e) the place is important at local level because of its aesthetic significance;

f) the place is important at local level in demonstrating a high degree of creative or technical achievement at a particular period;

g) the place has a strong or special association at local level with a particular community or cultural group for social, cultural or spiritual reasons;

h) the place has a special association at local level with the life or work of a particular person, group or organisation of importance in the history of the Burdekin Shire.

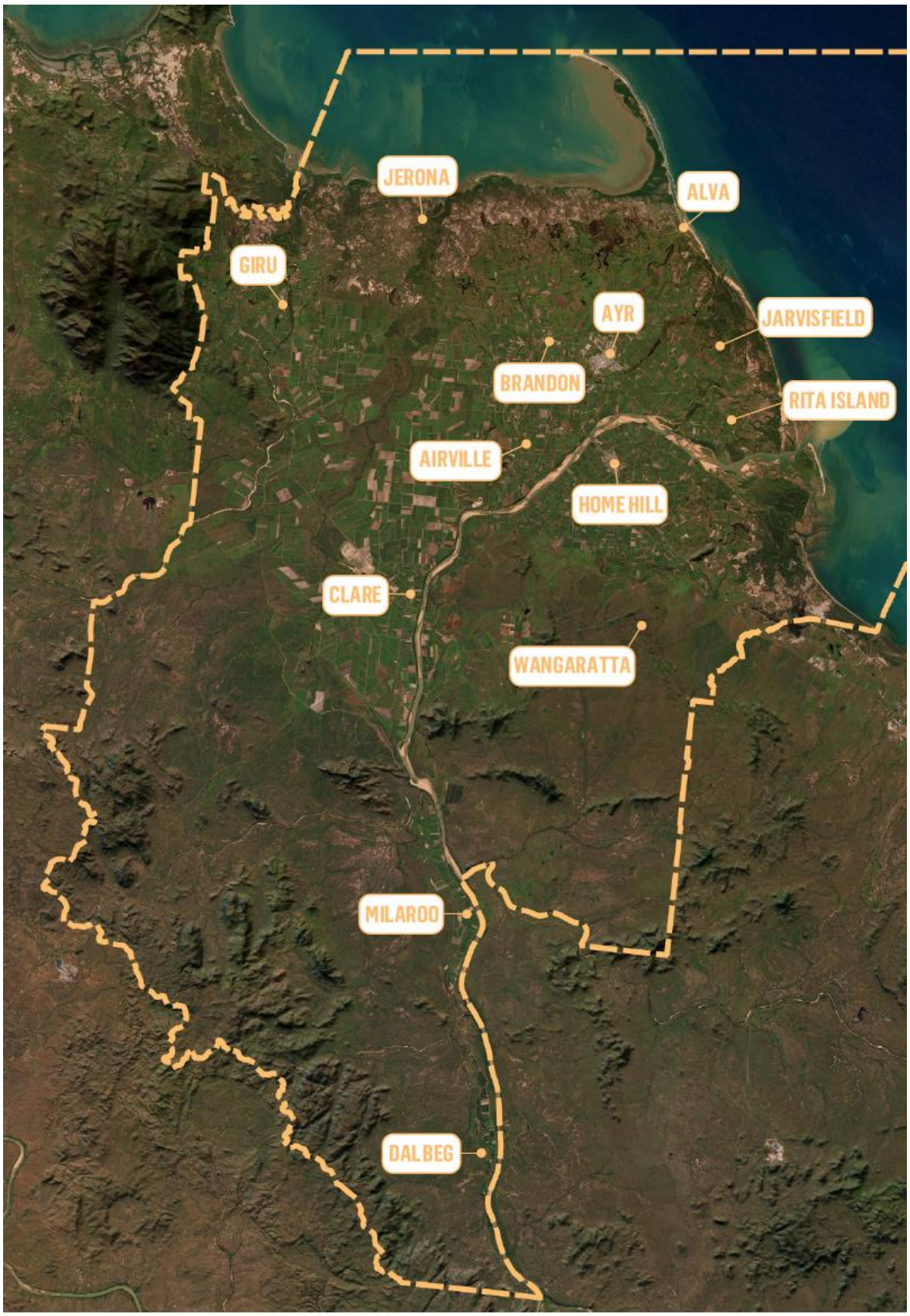
1.4. GEOGRAPHICAL AREA

Given the vast area of the Burdekin Shire and the timeframes for this survey, the survey first targeted places of Reported value – primarily located in Ayr, Home Hill, and Brandon – then continued across built-up areas within the Shire boundary. It was determined this would allow for the greatest exposure to the built environment and highest potential for identifying historic heritage places of potential significance. It is however noted that there is a vast amount of farmland and undeveloped country across the Shire, and the potential remains for historic infrastructure to be extant within unsurveyed areas.

The towns within the Burdekin Shire that were subject to the desktop audit and the physical site inspections included the following places shown in Table 1 and Figure 1.

Table 1 Towns and Locales Surveyed

Towns	**Locales**
Ayr	Airville
Home Hill	Jarvisfield
Brandon	Rita Island
Clare	
Giru	
Jerona	
Millaroo	
Dalbeg	
Wangaratta	
Alva Beach	



URBIS

FIGURE 1: KEY TOWNS AND LOCALES SUBJECT TO DESKTOP AUDIT AND SURVEY

BURDEKIN SHIRE COUNCIL HERITAGE STUDY

Project No: P0048867
Project Manager: Holly Maclean

1.5. TERMINOLOGY

Terminology used in this report derived from the Burra Charter (Australia ICOMOS 2013), other Local Government Planning Schemes, and the Local Heritage Places Guideline (Department of Environment and Science 2020). The following terms have been used throughout the report

Place

A geographically defined area, that may include elements, objects, spaces and views. Place may have tangible and intangible dimensions (Australia ICOMOS 2013).

Setting

Is the immediate and extended and extended environment of a place that is part of or contributes to its cultural significance and distinctive character (Australia ICOMOS 2013).

Significance / Cultural Significance

Aesthetic, historic, scientific, social or spiritual value for past, present or future generations. Cultural significance is embodied in the place itself, its fabric, setting, use, associations, meanings, records, related places and related objects (Australia ICOMOS 2013).

Cultural Landscapes

Cultural landscapes are considered to be places that are all around us and are the result of the interaction between humans and the environment (Australia ICOMOS 2010). Cultural landscapes are valued for:

- the evolution settlement and societies,
- holds myths, legends, spiritual and symbolic meanings,
- regarded as highly beautiful,
- tells us about societies use of natural resources, past events; and
- display landscape design and technology achievements.

Heritage Place

A heritage place is a place that has cultural significance for either the people of Queensland or a Local Community. The cultural heritage significance includes historic buildings, memorials, structures, gardens, cemeteries, archaeological sites, streets, townscapes and culturally significant natural landscapes. These places are important for the aesthetic, architectural, historical, scientific, social and spiritual values (DILGP 2015).

Character Area

The sum of the visual and other sensory qualities or attributes of a place, area, or precinct that are associated with its past.

These areas are typically built before ca. 1946 and are exemplified by their prevalence of the traditional timber and tin Queenslander style building, and also across several Local Government Areas (e.g. Brisbane City Council, Mackay Regional Council) this includes the 1920s art deco style which is a distinctive architectural style in its own right.

In some planning schemes these areas are also / alternatively referred to as Traditional Building Character, or Demolition Control Precincts.

The excerpt from the Guideline is at **Appendix B** and provides more detail on the qualities or attributes of areas of historical character.

Commercial Character

Buildings with Commercial Character are typically constructed in the mid-20th century or earlier and having attributes and characteristics that are designed for small scale commercial activities (i.e., a corner store or forms a group of shops), built to the front of the boundary alignment, and often incorporates an awning over the footpath often supported by timber or cast-iron posts (Brisbane City Council 2025).

Heritage Precinct

A Heritage Precinct is an area, part of an area or any other part of the State that may include public buildings, private houses, housing estates, archaeological sites, Industrial complexes, bridges, roads, cemeteries, churches, schools and natural areas and landscapes (NSW Heritage Office 2002).

1.6. CONSULTATION

Consultation with the Gudjuda Aboriginal Reference Group was undertaken between the group, members of Burdekin Shire Council, and Urbis. More about Indigenous consultation is at Section 8.

Consultation was undertaken with members of the Burdekin Shire Council, that resulted in knowledge sharing and locations of other places that are believed to be of cultural heritage significance.

While residents were not outwardly consulted, many local residents including the manager of the Burdekin Machinery Preservationists and staff of Wilmar Sugar Mills provided local knowledge and information about places thought to have cultural heritage significance. Much of the information gathered from these people/communities provided Urbis with key historical information about the places and the local towns such as when places were established, buildings demolished and/or relocated, key historical figures etc.

1.7. LIMITATIONS

Formal community consultation, in the form of open days or similar, was not included within the scope of this project.

Site survey and inspections of places of potential historical value was limited to exteriors and publicly accessible spaces, as the majority of those are privately owned. In many cases, the exteriors of places has formed the basis of assessment, but further detailed inspection of the interiors may reveal new information.

Some places on the reported places list did not have clearly identifiable locations and were not identified during survey. This included historic stock routes and the Giru WWII airfield.

This report does not include advice on wording of Performance Outcomes and Acceptable Outcomes in Schedule 5, rather recommendations are provided on potential changes or additions that can result in better heritage outcomes.

The assessment is limited to only considering places for inclusion on the Local heritage register. The assessment does not include consideration of places for State or higher thresholding. Individual Place Cards contain recommendations where higher thresholding could be considered.

Given the scale of the entirety of the Burdekin Shire Council region, coupled with the large number of places identified, the fieldwork component was limited in its capacity to provide comprehensive assessment of each individual item particularly with regard to private homes.

Similarly, while this scope included consideration of both potential historic and Aboriginal places of value, the scope of the historic heritage survey in itself was very broad both in terms of number of places to survey and the scale of the Burdekin Shire. Consequently this report is heavily focussed on built heritage and updates to the Planning Scheme, however Section 8 discussed Aboriginal cultural heritage and future opportunities for recognition of cultural values across the LGA.

The places surveyed as part of the Cultural Heritage Study were predominantly built heritage, streetscapes and some potential places with archaeological values. No natural features or landscapes were assessed.

1.8. ACKNOWLEDGEMENTS

Urbis would like to acknowledge and thank staff at Burdekin Shire Council who shared local information about the area that was key to understanding its history and development. We would also like to acknowledge Trisha Cornford from Wilmar Sugar Mills who provided valuable insight into four sugar mill properties and potential historical buildings.

We would like to acknowledge the Gudjuda Reference Group Aboriginal Corporation for consulting with Urbis and Council and sharing important cultural heritage knowledge.

Lastly we would like to acknowledge the members of the local community and historical society for meeting and sharing valuable insights.

2. HERITAGE PLACES

The Burdekin region has seven State Heritage places currently entered in the QHR, and 14 included as local heritage places in Schedule 3 and the Heritage Overlay of the Planning Scheme.

In accordance with the QHA, the minimal information required for a local heritage place entry in a register includes enough information to identify the location and boundaries of the place, and a statement of significance. The current LHR provides Lot on Plan boundaries but no statements of significance.

2.1. EXISTING HERITAGE LISTED PLACES

Sections 2.1.1 and 2.1.2 present the existing State and Local heritage listed places, respectively, within the Burdekin LGA. Figure 2 to Figure 5 show the distribution of the existing listed sites across Ayr, Home Hill, Inkerman and Brandon. State heritage places are shown in red, and local places are shown in yellow.



Figure 2 Distribution of heritage listed places across Ayr

Source: Queensland Globe



Figure 3 Distribution of heritage listed places across Home Hill

Source: Queensland Globe



Figure 4 Charlie's Hill Radar Station, Inkerman

Source: Queensland Globe



Figure 5 Former St Patrick's Church, Brandon

Source: Queensland Globe

2.1.1. Queensland Heritage Register

Table 2 State Heritage listed places within Burdekin Shire

Place Name + ID	Address	Image	Key Historic Themes	Historic Period / Era
Burdekin Shire Council Chambers 601922	145 Young Street, Ayr		7.4 Maintaining order: Local government	1919–1930s Interwar period
St Patricks Catholic Church (former) 600372	27 Spiller Street, Brandon		8.1 Creating social and cultural institutions: Worshipping and religious institutions	1900-1914 Early 20th Century
Ayr State High School 601574	82-90 Wickham Street, Ayr		2.10 Exploiting, utilising and transforming the land: Responding to climate and climatic events 9.2 Educating Queenslanders: Providing secondary education	1919–1930s Interwar period
Ayr Court House 601126	163 Queen Street, Ayr		3.5 Developing secondary and tertiary industries: Struggling with remoteness, hardship and failure 7.1 Maintaining order: Policing and maintaining law and order	1919–1930s Interwar period
Radar Station, Charlies Hill 601716	Off Charlie Hills Road, Inkerman		7.6 Maintaining order: Defending the country	1939–1945 World War II

Place Name + ID	Address	Image	Key Historic Themes	Historic Period / Era
Home Hill Powerhouse 601718	First Avenue, Home Hill		2.4 Exploiting, utilising and transforming the land: Agricultural activities 6.3 Building settlements, towns, cities and dwellings: Developing urban services and amenities	1919–1930s Interwar period
Ayr Masonic Temple 650273	118 – 120 MacMillan Street, Ayr		8.3 Creating social and cultural institutions: Organisations and societies	1919–1930s Interwar period

2.1.2. Local Heritage Register

Table 3 Local Heritage listed places within Burdekin Shire

Place Name	Address	Image	Key Historic Themes	Historic Period / Era
Ayr Post Office *(note, also on the Commonwealth Heritage List)*	155 – 159 Queen Street, Ayr		5.8 Postal services	1919–1930s Interwar period
Masonic Temple	118 – 120 MacMillan Street, Ayr		8.3 Creating social and cultural institutions: Organisations and societies	1919–1930s Interwar period
National Australia Bank (former)	130 Queen Street, Ayr		3.7 Developing secondary and tertiary industries: Financing	1919–1930s Interwar period

Place Name	Address	Image	Key Historic Themes	Historic Period / Era
Burdekin Hotel	204 – 210 Queen Street, Ayr		3.8 Developing secondary and tertiary industries: Marketing, retailing and service industries 3.11 Developing secondary and tertiary industries: Lodging people	1919–1930s Interwar period
Old School of Arts Building	1 – 5 Kennedy Street, Ayr		8.2 Creating social and cultural institutions: Cultural activities 9.3 Educating Queenslanders: Educating adults	1900-1914 Early 20th Century
All Saints Church	82 -84 MacMillan Street, Ayr		8.1 Creating social and cultural institutions: Worshipping and religious institutions	1940s-1960s Post-WWII
Catholic Church Presbytery	94 - 96 Edwards Street, Ayr		8.1 Creating social and cultural institutions: Worshipping and religious institutions	1900-1914 Early 20th Century
Sacred Heart Catholic Church	98 – 100 Edwards Street, Ayr		8.1 Creating social and cultural institutions: Worshipping and religious institutions	1919–1930s Interwar period
War Memorial and ANZAC park gateway	122 -136 MacMillan Street, Ayr		8.6 Creating social and cultural institutions: Commemorating significant events	1914-1919 WWI

Place Name	Address	Image	Key Historic Themes	Historic Period / Era
Ayr Town Clock	Intersection of Queen and Young Streets		8.6 Creating social and cultural institutions: Commemorating significant events	1919–1930s Interwar period
Old Home Hill Court House	138 -140 Eighth Street, Home Hill		7.1 Maintaining order: Policing and maintaining law and order 7.2 Maintaining order: Government and public administration	1919–1930s Interwar period
Malpass Hotel	145 Eighth Avenue, Home Hill		3.8 Developing secondary and tertiary industries: Marketing, retailing and service industries 3.11 Developing secondary and tertiary industries: Lodging people	1919–1930s Interwar period
Doctors Surgery	143 Eighth Avenue, Home Hill		10.1 Providing health and welfare services: Providing health services	1919–1930s Interwar period
Greek Orthodox Church	3 Eighth Avenue, Home Hill		1.2 Migration from outside and within 8.1 Creating social and cultural institutions: Worshipping and religious institutions	1940s-1960s Post-WWII

2.1.3. Commonwealth Heritage List

As well as being included in the Burdekin LHR, the Ayr Post Office is entered in the Commonwealth Heritage List for Criterion A, D, E and G, with the following Statement of Significance.

> *Ayr Post Office, built in 1936, is of historical and social significance. While the building is not the original post and telegraph office (constructed in 1884) and is not associated with the*

earliest development of the Burdekin area, it derives significance from, and is valued for its association with the local civic precinct which includes the community centre, courts and police station, council offices, and Country Women's Association building. The war memorial and clock lantern on the adjacent traffic roundabout complement the historic context and setting for the building. The relative degree of external intactness, and overall heritage character of the building, also enhance these values (criterion a and g).

Typologically, Ayr Post Office, built in 1936, is an example of a third generation retail post office which help demonstrate an emergent retail function in postal operations, separation of the telephone exchange area and increased requirements for larger post office box lobby areas with independent access. While these aspects were evident in the original design, subsequent works have impacted on the internal planning and related typological aspects of the building, while having a more limited impact on the exterior and external presentation. Stylistically, the building's Neo-Georgian Revival front is conservative, limited to three-dimensional massing, symmetry and low-relief decoration, and is a late application of the style. The post office design is also carried over from the suburban post offices of the 1910s and 1920s; and is again a late example of colonial revivalism in a small public building, combining a monumentalising breakfront around the postal hall in a tradition which dates from earlier post offices of c.1910-30. While acknowledging the conservative design of the building, Ayr Post Office is nevertheless relatively intact externally (to it main presentation), and has neatly executed detailing and a pleasing symmetrical form (criterion d).

Ayr Post Office also some landmark qualities, principally due to its parapeted breakfront to Queen Street, corner side porches and highly visible fleche/roof lantern. The aesthetic and landmark qualities also derive from the building's proximity to the prominent war memorial and clock lantern located on the traffic roundabout in front of the building, and through being part of a valued local civic precinct. Further, the post office, in association with the war memorial, features in tourism and promotional material for the town, again emphasising its aesthetic/landmark importance (criterion e).

The curtilage includes the title block/allotment of the property.

The significant components of Ayr Post Office include the main postal building and its corner presentation. Non-significant elements include later fabric and additions such as the post office boxes, storage shed in the south-west corner of the site, plant room in the side porch, and the service and loading-dock additions. The neighbouring telephone exchange is also not recommended to be included in the CHL.

2.2. POTENTIAL PLACES LIST

The potential places identified in the 2024 survey were selected from the list of 125 places provided to Urbis by Burdekin Shire Council. The list included places in Ayr, Home Hill, Brandon and Giru that were residential, commercial, and community places such as hospitals, former court houses, and ambulance stations. A list of the places is included in **Appendix A**.

2.2.1. Windscreen Survey 1994

While undertaking background research of Ayr, a 1994 Windscreen Survey conducted by the Department of Environment and Heritage Northern Region was located at the Burdekin Shire Council Library in Ayr.

The 1994 windscreen survey was intended to be an initial assessment of places in Ayr with cultural heritage significance. The survey included Edwards, Queen, MacMillan and Mackenzie Streets, with a more 'superficial' survey of the town conducted. The initial assessment identified 100+ places that consisted of residential and commercial. The initial assessment for each of the places included a brief description, history, condition and current use (as in 1994), and recognised that further research was required to confirm the initial assessment.

2.3. PROPOSED PLACES

This report recommends 39 places for Council consideration to enter into the LHR. The process to ultimately narrow down the list to these places is described below.

Following review and mapping of the 125 places identified in the initial Potential Places list, the background research and pre-survey preparation phases (refer Section 1.2) removed several places from the list, as they were determined to be no-longer extant.[1] The background research phase (later confirmed with survey) also identified some places considered unlikely to threshold for local listing, generally on account of changes to the place and loss of some key buildings or characteristics (such as the Parkside Timber Mill or the Ayr Hospital), and these were tentatively removed, pending site confirmation.

The majority of the places on the original list of 125 places were residential dwellings and commercial buildings. The pre-survey phase revealed a likelihood that many of those places were reflective of traditional 'timber and tin' character (residential), or were collections of buildings within a streetscape (commercial) and that a recommendation for broader character protections would likely be made. Consequently it was determined that the site survey would focus on residences of more unique architectural values, those that were likely to be particularly good examples of their type, and/or those that had yielded results from background research as having specific historic use or connections to local people or families (such as the former Rosslyn Hospital, and "Thruby") and commercial buildings with more distinct or unique architectural interest or research results. This was necessary as it was unlikely that all places on the list would be able to be inspected and researched, in addition to surveying the LGA more broadly to provide more geographical breadth to the LHR places.

Even though several places were removed, the preliminary research identified additional places for consideration, and the number of places to view during survey continued to remain above 100.

Post-survey review of those places, additional research, and assessment of significance against the established criteria has yielded the 39 places proposed for local listing.

[1] Note that these were confirmed during site survey

3. EXISTING PLANNING SCHEME

The existing Planning Scheme contains several provisions relating to heritage impact assessment, management, and protection; as well as the LHR and associated Overlay Map. These aspects of the Planning Scheme are discussed further in this section.

3.1. HERITAGE PROTECTION

Under Part 2 Strategic Framework, Section 2.6 Natural resources, the environment and heritage, 2.6.4 cultural heritage states the following:

1. Places of state and local cultural heritage significance shown on overlay map OM8, are conserved.
2. The significant historical or cultural values of heritage places are not compromised, diminished or obscured by development on or near the place.
3. Heritage sites are adaptively reused in a manner that is consistent with the relevant zone and compatible with to the heritage values of place.
4. Areas of known Indigenous cultural heritage significance are recognised and protected.

Editor's note–The Aboriginal Cultural Heritage Act 2003 (ACHA) and the Torres Strait Islander Cultural Heritage Act 2003 (TSICHA) provide for the recognition, protection and conservation of Aboriginal and Torres Strait Islander cultural heritage and impose a duty of care in relation to the carrying out of activities. The requirements of the ACHA and TSICHA apply separately and in addition to the SPP.

Editor's note–State heritage places are regulated under the Queensland Heritage Act 1992. Note that while development on or adjoining a Queensland Heritage Place may not be assessable under the planning scheme, referral may be a requirement of development under the Planning Regulation 2017.

3.2. LOCAL HERITAGE REGISTER

In accordance with the QHA, each local government must keep a local heritage register, or have local heritage planning scheme provisions such as an overlay or schedule. Specifically, Division 1 section 112 states:

A local government must identify places in its government area that are of cultural heritage significance for the area –

a) In its planning scheme; or

b) In a register (a Local heritage register) kept by the local government

The QHA provides for identification of places of heritage significance at State, and Local level. A place is considered to be of local significance if its heritage values are of a purely localised nature and do not contribute significantly to our understanding of the wider pattern and evolution of Queensland's history and heritage (Queensland Government 2020).

At local level the QHA requires that for each place entered in a local heritage register, there must be:

1. Enough information to identify the location and boundaries of the place; and
2. A statement about the cultural heritage significance of the place (s114).

An LHR for Burdekin Shire is established in the Planning Scheme, containing places considered to be of importance at local level. The LHR specifies the Lot on Plan details for each place, therefore the boundaries are generally cadastrally based. This satisfies item 1 above, however the existing LHR does not include statements of significance for the places included in the list.

3.3. HERITAGE OVERLAY CODE

The existing Planning Scheme Heritage overlay code is within Part 5 – Overlays, Section 5.2.6. The code applies to the development where the code is identified as applicable *categories of assessment and*

development for the Heritage overlay code (Burdekin Shire Council 2022). The current benchmarks for assessment of a Local heritage place are against 8 Performance Outcomes.

5.2.6 Heritage Overlay Code

5.2.6.1 Application

1. This code applies to development where the code is identified as applicable in the categories of assessment and development for the Heritage overlay code.
2. When using this code, reference should be made to section 3.3.2 and, where applicable, section 3.3.3, in part 3.

5.2.6.2 Purpose and overall outcomes

Note the purpose and overall outcomes are those presented above in Section 2.1 of this report.

5.2.6.3 Specific benchmarks for assessment

The specific benchmarks for assessable development against local heritage places is shown in Table 4 below.

Table 4 Benchmarks for assessable development

Performance Outcomes	Acceptable Outcomes
Development of a heritage place	
PO1 Development maintains the heritage values of the place.	No acceptable outcome is nominated.
PO2 Indigenous cultural heritage is protected, managed sustainably and informs new development. Editor's note–Early consultation with traditional owner's reference groups is encouraged to identify Indigenous cultural heritage and knowledge. This may include places, seascapes, landscapes, natural resources and cultural tradition.	No acceptable outcome is nominated.
PO3 Development is undertaken in a way that: (a) is sympathetic to and consistent with the character and appearance of the heritage place; (b) minimises disturbance to the original fabric of the heritage place; (c) provides a sensitive visual distinction between the original heritage place and new work; (d) maintains the visual prominence of the heritage place and its values; (e) does not intrude into important vistas to, or views within, a heritage place; and (f) ensures mechanical plant and other new services have minimal impact on the appearance and integrity of the building.	No acceptable outcome is nominated.

Performance Outcomes	Acceptable Outcomes
PO4 The removal or partial or total demolition, or relocation of a structure at a heritage place only occurs if it can be demonstrated that: (a) the loss of the building or structure will not contribute to the loss of cultural heritage values; or (b) the building or structure is not capable of structural repair; or (c) there is no prudent and feasible alternative, such as due to serious structural issues or health and safety concerns.	No acceptable outcome is nominated.
PO5 When demolition or relocation of a heritage place occurs, appropriate archival recording is undertaken and new development on the original site incorporates some commemorative element. Editor's note–A commemorative element may be a plaque, a sign, some vegetation planting or other landscaping feature.	No acceptable outcome is nominated.
Development adjoining a heritage place	
PO6 Development respects and is consistent with the heritage place having regard to its fabric, setting, built form, setbacks or other aspect.	No acceptable outcome is nominated.
PO7 Development, including landscape and building elements, does not impair views of the heritage place.	No acceptable outcome is nominated.
Reconfiguring a lot on or adjoining a heritage place	
PO8 Reconfiguring a lot reflects the pattern and lot layout of the original subdivision in the locality and does not: (a) reduce public access to the place; or (b) obscure, diminish or destroy the historical context, the landscape settings or the scale and consistency of the built environment.	No acceptable outcome is nominated.

Part 3 Tables of Assessment, Section 3.7 Categories of development and assessment—Overlays. This section details how the overlay may change the category of development and assessment from that stated in a zone and the relevant assessment benchmarks.

Table 5 Categories of development and assessment — Reconfiguring a lot

Development	Category of development and assessment	Assessment benchmarks for assessable development and requirements for accepted development (where applicable)
Any material change of use on a local heritage place *Editor's note–refer to section 3.3.2(6) in determining categories of assessment.*	Code Assessment	Heritage Overlay Code
Any building work on a local heritage place, including the demolition, partial demolition or removal of a local heritage place *Editor's note–does not include minor building work*.	Code Assessment	Heritage Overlay Code
Any operational work on a local heritage place	Code Assessment	Heritage Overlay Code
Any development made assessable under another table	No change to assessment level	Heritage Overlay Code

3.4. STOCK ROUTES

Part 2 Strategic Frameworks section 2.4 Economic Growth, 2.4.1 Diverse rural futures (15) States the following:

> *Development does not compromise the primary purpose of the stock route network for moving and agistment of livestock, or its other recreation, tourism, environmental, grazing and heritage values.*

The area is known for its historical stock routes, with many being mapped in the area. Even though many of the routes are not visible today its does not diminish the heritage values of the stock routes for the Council or the region.

Impacts on stock routes, including potential heritage values, are also managed in the Planning Scheme, Part 4, Table 4.2.9.3 Specific benchmarks for assessment.

Table 6 Benchmarks – Stock Routes

Performance Outcomes	Acceptable Outcomes
PO13 Development does not interfere with the use of stock routes or diminish their landscape, recreational or heritage values. Editor's note–Stock routes are shown on overlay map OM2.	**AO13** Development is not located within the stock route network.

Performance Outcomes	Acceptable Outcomes
PO21 Development does not interfere with the use of stock routes or diminish their landscape, recreational or heritage values. Editor's note–Stock routes are shown on overlay map OM2.	No acceptable outcome is nominated

4. BURDEKIN SHIRE HISTORICAL BACKGROUND

The landscape and lifeways of the Burdekin Shire has historically, and continues to be, in large part defined by the Burdekin River itself. Characterised by its variability, the river's flow varies widely from season to season, and one year to another, greatly affecting natural resource availability and landscape vegetation (Hoth et al. 2002). Despite the variability of groundwater, the region's water table is relatively shallow and has been a source of water for the agricultural industry in the decades since the 1960s (Charlesworth et al. 2002). These interchanging periods of abundant ground water and relative aridity which characterise the Burdekin region have heavily influenced settlement patterns, as well as pastoral and agricultural trends, and have been a source of innovation.

4.1. PRE-EUROPEAN COLONISATION

Prior to European exploration or colonisation, the region now mapped as the Burdekin Shire was populated primarily by the Bindal and the Juru people. However, as with most regions within north Queensland, the kinship connections and social and cultural frameworks within the area would have extended to the adjacent people groups, with the surrounding area being home to at least a further 14 identified people groups (Dortins 2018; NQ Dry Tropics n.d.).

The Bindal and Juru Peoples have a long and deep connection to the landscape of the Burdekin Shire, and the lifeways of these groups reflect this connection. The coastal region played an important role in the lifeways of these peoples, although the inland areas of the region played an equally important role, particularly the major watercourse of the Burdekin River (Brayshaw 1977).

An expedition led by Ludwig Leichhardt between 1844-45 noted that as the party travelled along the course of the Burdekin River, they encountered groups of Indigenous people camping within the dry riverbed and on the riverbank within proximity to waterholes (Leichhardt 1847). Archaeological investigation undertaken during the mid-20th century confirmed these habitation practices, and along with the ethnohistorical literature have illustrated the semi-sedentary habitation practices of the Indigenous population of the Burdekin region prior to European settlement. Habitation appears to have been seasonal, and dependent upon the relative nature of the wet and dry seasons (Brayshaw 1975).

Marine resources gathered from the Burdekin River and other tributary watercourses in the region evidently played a key role in Indigenous lifeways, again within a seasonal timeframe. Archaeological evidence of freshwater shell middens appears to be far less numerous than those of other regions within north Queensland, whilst ethnographic observations note the abundance of the terrestrial faunal and plant resources, potentially indicating that the primary resource gathering skills of these people groups was in terrestrial hunting and landscape resource gathering (Brayshaw 1975; Brayshaw 1990).

4.2. EARLY EXPLORATION

The Burdekin River was named by Leichhardt during his early explorations of the region, although the watercourse had previously been named the Wickham River by John Clements Wickham upon its initial discovery by HMS Beagle in 1839 (Queensland Times 'The Exploration of the Burdekin' 14 March 1862). Ludwig Leichhardt, an explorer and natural scientist, arrived in Sydney in 1842 to conduct field studies of geology, flora and fauna. In 1844 he mounted an expedition to survey the regions between Moreton Bay and Port Essington, a route which travelled between southeast Queensland and the north of the Northern Territory (Bailey 2011).

It was during this expedition that Leichhardt made observations concerning the habitation practices of the local Indigenous populations, although this was not the expedition's primary purpose. The costs of this expedition were partially funded by the family of Thomas Burdekin, an ironmonger and councillor in Sydney, who contributed to the expedition using his wealth after he passed away (City of Sydney 2024). Upon his discovering the Burdekin River, and without realising that it was the same watercourse as that which had been discovered and named by John Wickham five years previously, Leichhardt named the river for the family name of the expedition benefactor and the name remains (Bailey 2011).

Unbeknownst to other explorers a man named James Morrill was already exploring the Burdekin and Bowen region. Morrill was a survivor of the shipwreck of the *Peruvian*, that wrecked on the Minerva Shoals in 1846 (Scott 2011). Morrill and others survived the shipwreck and drifted ashore arriving along the Burdekin Coast area, Morrill became a sole survivor and spent time with an Indigenous group for over 17 years travelling between Cape Cleveland to Bowen (Scott 2011).

Further notable exploration of the river and surrounds was undertaken in 1859, when an expedition was undertaken at the request of the New South Wales Government to find a suitable area within north Queensland to establish a port. This expedition ventured as far into the interior as the Burdekin River, but decided to turn back, and subsequently founded the township of Bowen (then called Port Denison); however, expansion of pastoralism and agriculturalism in the area necessitated a port on the Burdekin River. This was established at Plantation Creek, in the southern portion of the current footprint of Ayr (Brisbane Courier 'Lower Burdekin' 20 April 1878, p.7).

The first record of a steamer calling is a small ship named the *Murray* which was subsidised to run a mail service between Brisbane and Bowen and extended occasionally to the Burdekin. Plantation Creek gradually grew in importance and was at its most active when sugar shipping commenced. The sugar from Airdmillan, Seaforth, and Kalamia mills was shipped from Plantation Creek by mail steamers to Townsville, and later another sugar port was opened at Baratta Creek to handle the sugar from Pioneer. Those two ports were maintained until the Ayr tramway was built in 1901 (Townsville Daily Bulletin 'A Short History of the Lower Burdekin', 1 September 1938, p.12).

4.3. SETTLEMENT AND INDUSTRY

Although initially settled as an area of pastoral farming, the region's importance as one of the country's premier sugar producing regions began to grow into the late 19th century (although the region has always maintained a strong pastoral element). This change was precipitated by the introduction of the British government's *Sugar and Coffee Regulations 1864* which gradually converted pastoral holdings to sugar plantations. The sugar industry in Queensland supplied the bulk of sugar across Australia, but it quickly became an industry that was highly politicised and received a lot of attention (Moore 1974). *The Sugar Acquisition Act* and the *Regulation of Sugar Cane Prices Act* were passed by the Queensland Parliament in 1915 to legislate and establish regulatory controls on the production, marketing and pricing of sugar cane (Australian Cane Farmers 2020). In 1922 Australia began exporting sugar, with North Queensland sugar mills producing and storing the highest quantities of raw sugar, the first sugar export was to Canada in 1924 (Australian Cane Farmers 2020).

In 1878 the Burdekin Delta Sugar Company was formed, when the estates of R. W. Graham and A.C. Macmillan were merged. The company erected a large milling and manufacturing plant in Airdmillan, which commenced processing in 1883 (Townsville Daily Bulletin 'A Short History of the Lower Burdekin', 1 September 1938, p.12). Approximately a decade and a half after the mill first began operation, the Airdmillan Estate was broken up into farms, and the bulk of the machinery was moved to operations in Pioneer (Brandon). The Seaforth estate and mill, owned by James McKenzie, began operation in 1880, until 1898 when it was merged with Kalamia Mill to increase operations. The Pioneer and Kalamia Mills would then go on to become the dominant mills in the region.

To support the growing sugar cane industry, the townships of Ayr and Brandon were established c.1882, with A. C. Macmillan of the Burdekin Delta Sugar Company serving as an early chairman of the Ayr Shire Council. A few years later, the Ayr Divisional

A major contributor to the success of the region's crop yield was John Drysdale, an engineer and manager of the Kalamia Mill who in the late 1880s implemented a solution to the changeable nature of available water supply. The dry spells of the Burdekin delta, and the periodic droughts the region experienced had taken a toll on the sugar cane industry and held back the region's profitability. Although irrigation had been implemented by 1884, John Drysdale used a system of perforated tubes with filters to pump water from the shallow water table. Wind pumps and electric pumps powered from local electricity utilities drew the water to the farm distribution channels, and the floodwaters of the Burdekin River replenished the water table (Townsville Daily Bulletin, 1 September 1938, p.12). Drysdale would later establish the Inkerman Mill.

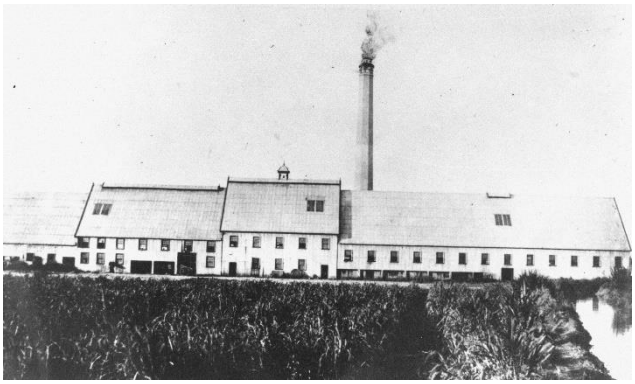
During this time the sugar which the region produced was transported to Townsville for distribution by steamers traversing the Burdekin River and coastline. These were operated independently by Burns, Phillip & Co. and a Mr Aplin and Mr Brown, until 1894 when shipping was monopolised by the Adelaide Steamship Company which had recently expanded to conduct operation in Townsville.

In 1948 The Commonwealth and Queensland Government authorised the establishment of Tobacco farms in the Clare region. The establishment of Tobacco farms in the region was in correlation with the Soldier Settlement Scheme that allowed returned soldiers to develop skills in farming and cultivating tobacco. It was a profitable industry but however was short lived, by 1974 growing tobacco has ceased in the region.



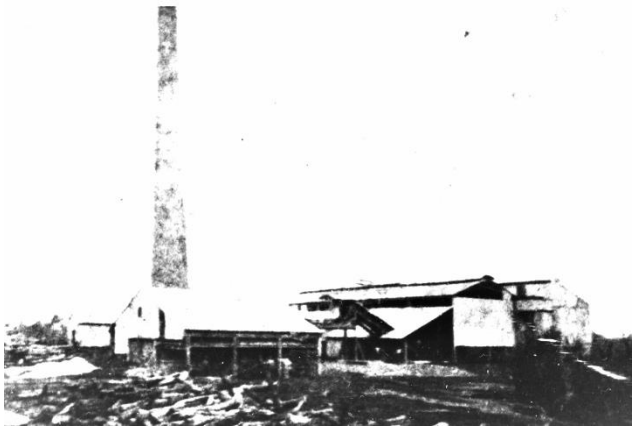
Picture 1 Portrait of A.C. MacMillan, one of the proprietors of the Delta Sugar Company

Source: Burdekin Library, Album 11-419



Picture 2 Pioneer Mill c. 1884

Source: Burdekin Library, Album 8 - 213



Picture 3 Kalamia Sugar Mill c.1885

Source: Burdekin Library, Album 8-231



Picture 4 Norman Duke inspecting tobacco farm

Source: Burdekin Library, Album 14-669

4.4. RAILWAY CONNECTION AND BRIDGES

Calls for a rail connection to both Ayr and the township of Bowen further south on the coastline began as early as c.1887, however it was not until 1898 with the establishment of the Ayr Tramway Joint Board that meaningful action began to take place. The joint board between the Townsville Municipal Council, the Thuringowa Divisional Board and the Ayr Divisional Council was established to borrow the necessary money from the State Government and oversee construction of the rail line between Townsville and Ayr (Townsville Daily Bulletin 'A Short History of the Lower Burdekin' 1 September 1938, p.12).

Although a railway in practice, the proposed line was advertised as a tramway due to its authorisation under the *Tramways Act 1890*. A call for tenders for the construction of the line occurred in 1899 and although two were closely considered, in 1900 the Board '*resolved to approach the Government and ask permission for the Board to construct the line itself*' (Townsville Daily Bulletin 1938, p.12). This was agreed to and a Mr Peter Minehan was contracted to deliver the construction project. Minehan had previously submitted a tender to the Board but had been rejected due to the price of the quote. The new contract was awarded with the understanding that the cost be reduced to £78,000 and construction last no longer than 12 months. The line was completed on March 27, 1901, and open to the public on April 2, and connected Ayr to Stuart Creek near Townsville. During early operation by the Board, the locomotives and rolling stock required were hired from Queensland Rail and three trains ran each week with extra services in the sugar season. The Pioneer Sugar Mill supported the financial viability of the service during this time (Buchanan Architects 2002).

The Ayr Tramway ran in proximity to the independently constructed Bowen Railway, and further works were undertaken to link these, and by 1913 the two lines met at the Burdekin River. To accommodate this, the

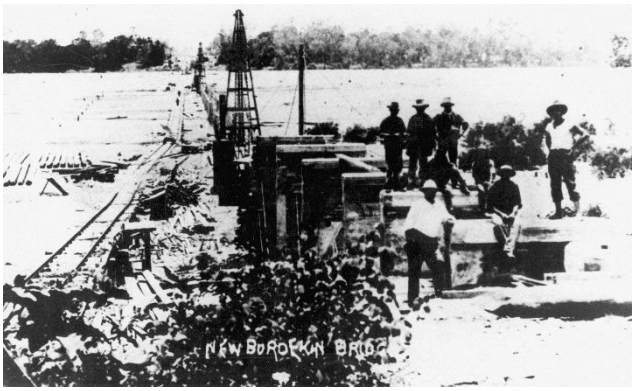
Inkerman Bridge was constructed over the Burdekin River which opened in 1913. The opening of the bridge was hailed as a continuation of the expansion and prosperity of Ayr in its greater connection to Bowen and Townsville and the wider Queensland State. The bridge was opened with a ribbon cutting ceremony in which the engine of the first train to cross the bridge moved forward, broke the tape, the Railway Band struck up the “National Anthem” (Bowen Independent ‘The Inkerman Bridge’ 20 September 1913, p.3). These lines would come to be incorporated into the North Coast Railway and by 1919 that further connected Home Hill and McDesme via rail (Buchanan Architects 2002). The region was fully incorporated into the North Coast Railway by December 1923, and through this was a part of the continuous rail connection of the Queensland coastline between Brisbane and Cairns.

The Inkerman Bridge rail connection was followed by a road bridge in 1930. Both structures were frequently damaged by flooding due to their low elevation, and consequently the decision was made to replace them with a high dual-level bridge known as the Silver Link, which was constructed between 1947 and 1957.



Picture 5 Pioneer Mill tramway operations workers and the McDesme locomotive

Source: State Library Queensland (SLQ), Image number bur00210



Picture 6 Construction of the Burdekin River railway bridge 1911

Source: SLQ, image number bur00255



Picture 7 Steam train crossing over the flooded Burdekin River

Source: SLQ, image number bur00009



Picture 8 New Silver Link bridge alongside the first rail bridge across the Burdekin (LHS)

Source: Burdekin Library, Album 8-189

4.5. AYR

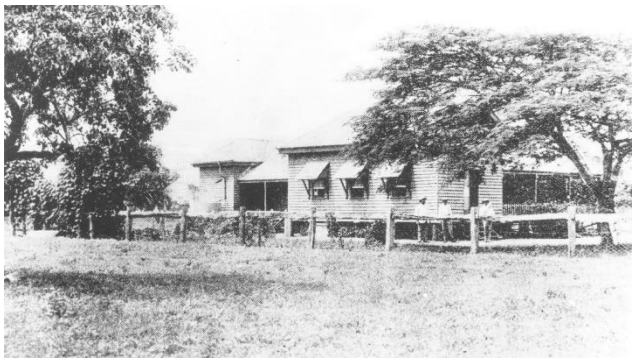
Late 1800s

Ayr was proclaimed a town in 1882. The local Council was initially housed in a timber building constructed in 1895 but later destroyed by fire in 1919 (Queensland Government 2022a). The Ayr Divisional Board was established in 1888, which would ultimately become the Ayr Shire Council (Shire of Ayr) in 1903 under the *Local Authorities Act 1903*.

In 1886 the first provisional school was opened with 30 pupils under the schoolmaster F.W. Hacker (c.1892). In 1893 a Courthouse was established with an associated Police Station and was manned by two constables, and an Aboriginal tracker (Picture 9).

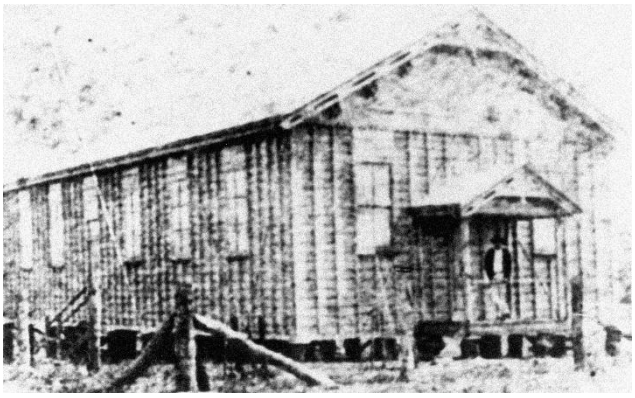
The 1890s also saw the establishment of the first Church of England Church (the modern-day congregation now worship in the All Saints Anglican Church at MacMillan / Edwards Street), whilst Presbyterian meetings took place in the Federal Hall (Picture 10) which was the first venue in town that could host public gatherings – with seating up to 300 people. Constructed on Queen Street opposite the Queens Hotel, it also had a small dance floor and stage (The Australian Handbook 1903; Queensland Family History Society 2010).

The Queens Hotel (Picture 11) was the first Hotel in Ayr before the Delta Hotel opened in 1895 (Picture 19). The original Queens Hotel was destroyed, and later replaced with a two-storey hotel that burnt down in a fire in 1935 (Picture 12).



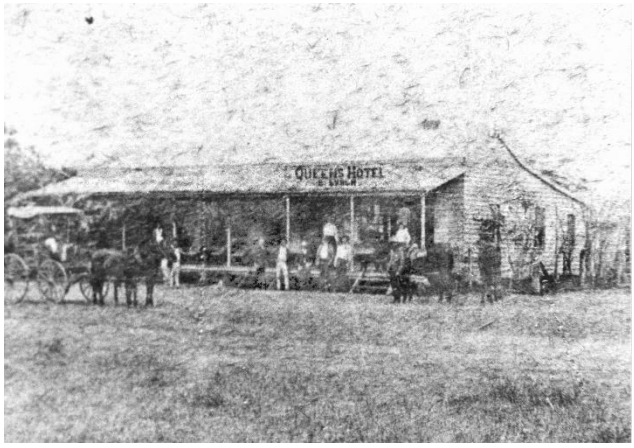
Picture 9 Police Station in 1908

Source: Burdekin Library, Album 9-274



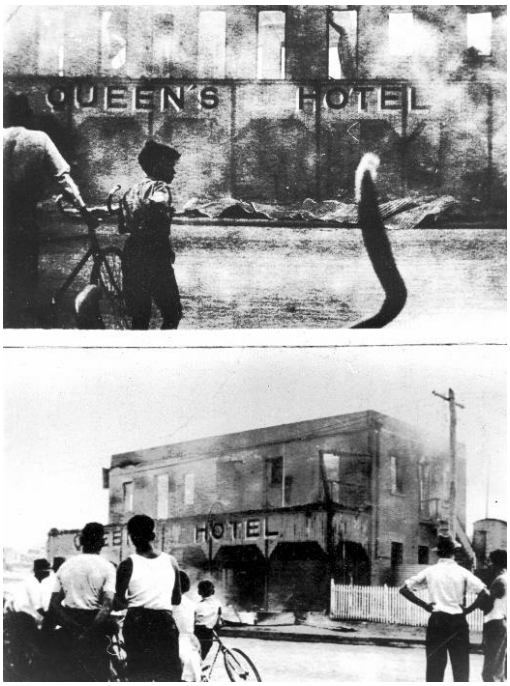
Picture 10 The Federal Hall in 1893, built opposite the Queens Hotel

Source: SLQ, image number bur00287



Picture 11 The original Queens Hotel in 1900

Source: SLQ, image number bur00097



Picture 12 Queens Hotel after fire in 1935

Source: SLQ, image number bur00274

1900s

By 1903 the town had grown to also include a post office (Picture 13), a permanent school, five stores, two saddlers and two blacksmiths. Organisations were established including the Lower Burdekin Farmers, the Lower Burdekin Athletic Club, and the Ayr Chamber of Commerce. Additionally the Freemasons were represented by the Delta lodge S.C.A, and Oddfellows by the Lower Burdekin lodge (The Australian

Handbook 1903). The first show at the Ayr showground was held in 1904 by the Lower Burdekin Pastoral, Agricultural and Industrial Association.

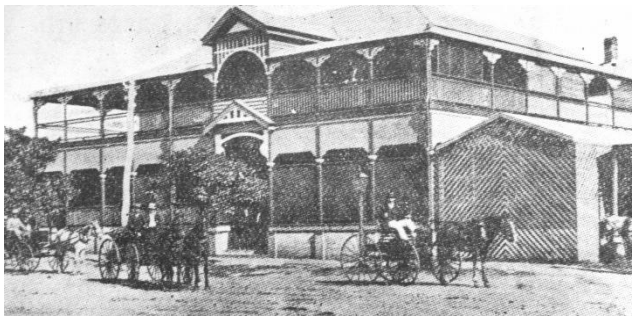
With an increasing community and growing families, a cemetery was required to be the final resting place of some of the town's early pioneers. Ayr cemetery was established on the outskirts of town, on the corner of present day Bruce Highway, Jones Street and MacKenzie Street, and the first interment registered on Council's Burial Register is Elizabeth Robb on the 24 January 1900 (Burdekin Shire Council 2024).



Picture 13 Post and Telegraph office in 1914

Source: Burdekin Library, Album 1-643

During these early years of the town, the owners of the Delta Hotel provided some impetus to its expansion and modernisation (Picture 14). In 1910 they opened a picture theatre, the Delta Theatre, and by 1914 the venue's electricity generator was upgraded to supply the whole town, which continued until 1930s (Picture 15). By 1917 a hospital had opened in Ayr, it was initially established in a low set Queensland bungalow with a water tank and windmill (Picture 16). A private hospital called Rosslyn Hospital in Ayr was established on MacMillan Street c.1930's and prominent Ayr residents such as William Conley passed away at the hospital (Townsville Daily Bulletin 'Death of Mr. W. Conley' 10 April 1939, p.6).



Picture 14 Delta Hotel as seen in 1912

Source: SLQ, image number bur00350



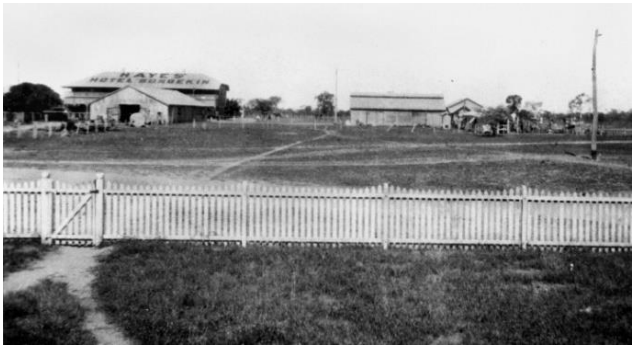
Picture 15 Delta Theatre as seen in 1919

Source: SLQ, image number bur00033



Picture 16 Ayr hospital established 1917

Source: SLQ, image number bur00037



Picture 17 Burdekin Hotel on Queen Street in 1913

Source: SLQ, image number bur00003

1920s – 1950s

By the 1920s the Central Business District of Ayr was forming along Queen Street (Picture 18). The Delta Hotel and Theatre were positioned on Queen Street along with the Queens Hotel and the Burdekin Hotel, a general store, pharmacy, and bakery. Queen Street was a wide unsealed street in 1918 with many stores having posts to tie horses and 'parking' spaces for horse and buggies (Picture 19). By 1922 the district hospital had been expanded upon with a section of land around the hospital designated as 'hospital reserve' (Figure 6).



Picture 18 Queen Street as seen in 1918; the Queens Hotel seen on the RHS

Source: SLQ, image number bur00034



Picture 19 Corner of Queen Street and Young Street in 1917. The Delta Hotel seen in the background

Source: SLQ, image number bur00262

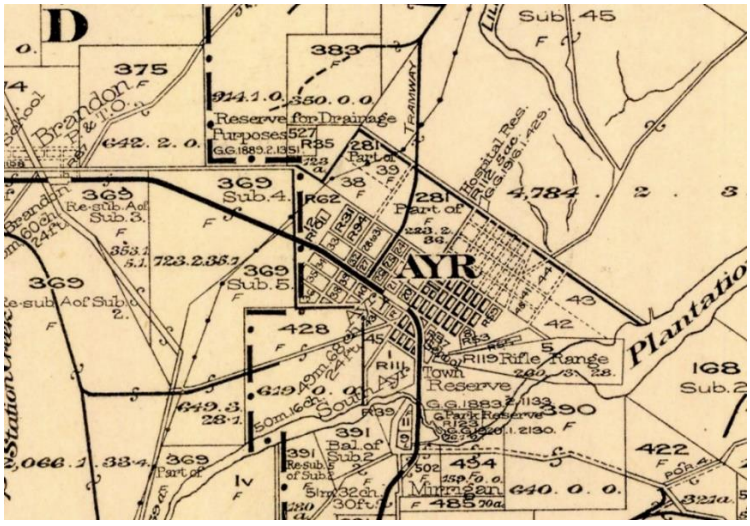


Figure 6 Extract of 1922 County Gladstone map of the Ayr township

Source: Queensland Globe 2024

The expansion of the sugar industry in the 1920s and 1930s gave rise to civic improvements within the town itself, including the construction of the Council Chambers on Young Street in 1922 which replaced the previous timber Council building. The building was designed by local architect Frederick Smith and extended in the late 1930s, who incorporated the strongroom of the original building which had been left undamaged (Queensland Government, 2022a).

The sugar industry sustained the local economy during the 1930s depression, and important civic buildings were constructed, most notably a new Post Office in 1936. In 1930, John Drysdale was commemorated with the opening of clock tower in Ayr, at the intersection between Queen and Young Streets (Picture 20)(Queensland Places, 2018a). The state school expanded in 1928 to include a secondary school, which then became the separate Ayr State High School (Picture 21).



Picture 20 The Drysdale Clock in 1935 located at the intersection of Queen and Young Streets

Source: Burdekin Library, Album 14-623



Picture 21 Ayr State School in 1938

Source: SLQ, image number bur00069

The growth in population and immigration into the Burdekin region post WWII called for the need for public services to increase. A new hospital was opened in February 1945 that also included a maternity ward (Picture 22)(Townsville Daily Bulletin 'Ayr's New Hospital' 5 February 1945, p.2). The new hospital was designed by J.P Donoghue and C.W Fulton to be two storey, with a third storey in a central brick building containing 63 bed (Burdekin Library, album 11-399).

In the 1950s a hostel that was funded by the Country Women's Association (CWA) was added to the Hospital reserve, for the use of waiting mothers (Picture 23) (Bowen Independent 25 May 1951, p.9). The district hospital and CWA hostel were demolished for redevelopment of the site ca. 2005 for the present-day hospital and ancillary buildings (Queensland Parliament 2005).

Associated with the improvements to the local health services was the establishment of the Ayr branch of the Queensland Ambulance Service. The Ayr community had been petitioning to have a private ambulance service that was not connected to the hospital since 1912 and after a long wait the ambulance service finally came to Ayr in 1950. A converted ford sedan was purchased in 1951 that would also service Home Hill and a building was constructed on Queen Street, next to the Burdekin Hotel, specially to house the ambulance service (Picture 24 & Picture 25) (Townsville Daily Bulletin 11 June 1954, p.1).

The Ambulance Service building was officially opened on 14 April 1956, and has recently (ca. 2010s) been converted into four residentials units.



Picture 22 The Ayr District Hospital , 1945

Source: Burdekin Library, Album 11-399



Picture 23 District Hospital and CWA hostel Ayr, c.1950

Source: SLQ, Image number 33495-0002-0033



Picture 24 Opening ceremony of the Ambulance Station in 1956

Source: Burdekin Library, Album 13-581



Picture 25 Ayr Ambulance Station in 1994

Source: Burdekin Library, Album 13-581

During the mid- to late-20th century Ayr continued to evolve, with notable developments including a drive-in cinema in 1964, the Burdekin Theatre in 1982, and the Burdekin Library in 1984 that absorbed the earlier School of Arts library. Since then, further development has included offices and headquarters for local agricultural associations, a golf course, expanded aquatic centre, and a bowling venue. After a downturn in the sugar industry in the 2000s, Ayr diversified into aquaculture, soya beans, and fish feed businesses.

4.6. CLARE

Mulgrave / Clare

The township of Clare was first known as The Burdekin Crossing or Hamilton's Crossing, then the town of Mulgrave from the early 1870s. It was a relatively safe water crossing because of the rock bar beneath the sandy river bed, and banks that were able to be negotiated by bullock wagons. Following a formal land survey in 1877 by Surveyor Wilson the name was changed in 1882 to "Clare". It was established on the banks of the Burdekin River and was the first township in the Lower Burdekin district (Mitchell 1982).

Before the formal survey of the township, the land was used for pastoral grazing purposes with large Stations established in the area. In 1862 J. Hall Scott took up land selection in Clare and established 'Woodhouse' Station, later managed and operated by Edward Cunningham. 'Woodhouse' remained in the Cunningham family until 1988 (Mitchell 1982). Mona Park Station was established ca.1900 and was considered an outstation of Woodhouse, located on land owned by Edward Cunningham (Figure 8). Mona Park Station was used as a residence for workers and their families and for cattle dipping before being taken along the Stock Route to the Merinda Meat Works at Bowen. Mona Park Station was also used as a coach changing station, that were located at 15-mile intervals (Picture 26-Picture 28). It was demolished in the 1960s (Mitchell 1982).

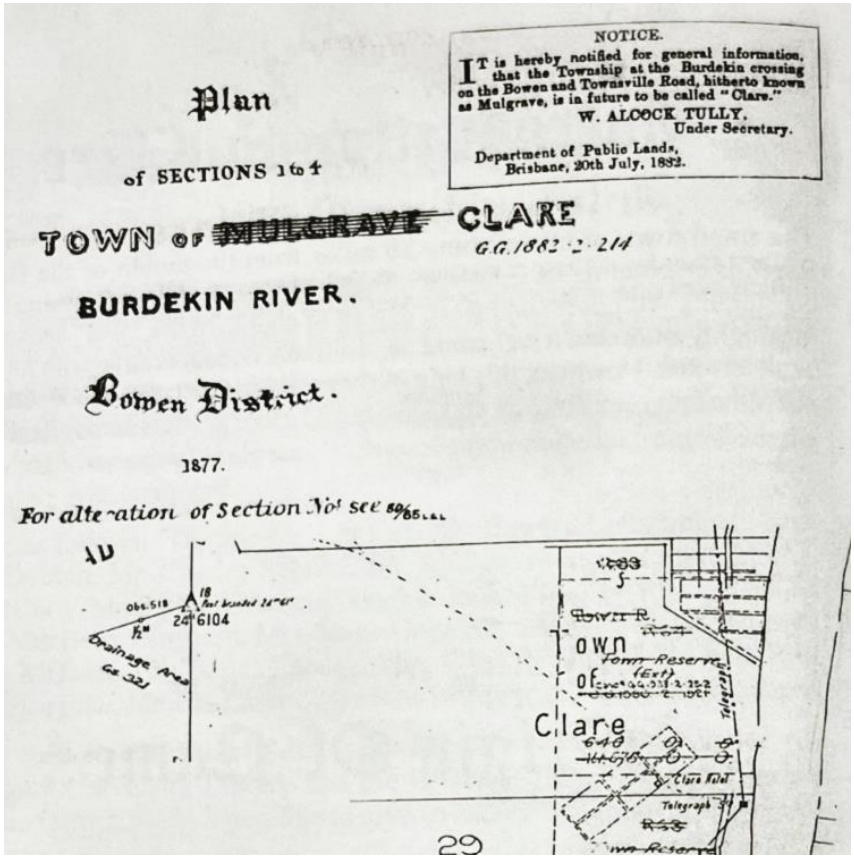


Figure 7 Plan of Town of Clare, formerly Mulgrave, 1882

Source: Mitchell 1982

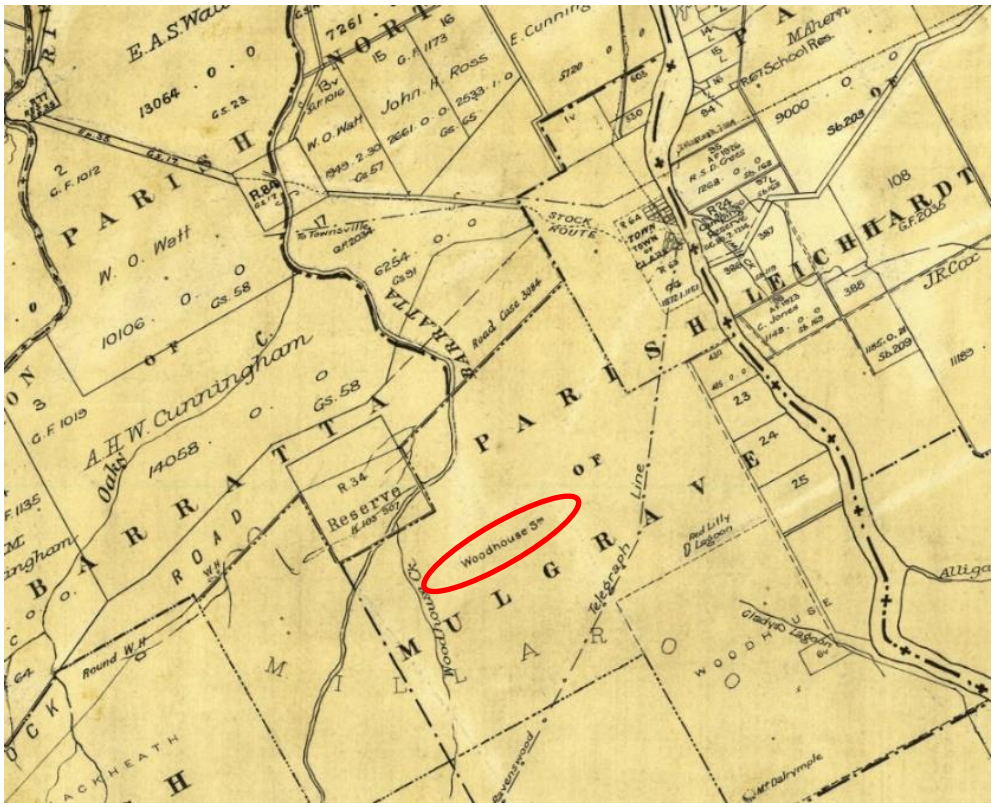
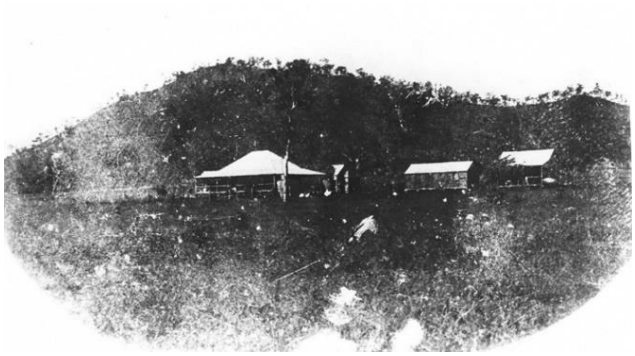


Figure 8 Extract of 1921 map for the Kennedy district, showing the location of Woodhouse Station and the telegraph line. Note much of the surrounding land owned by the Cunninghams

Source: Queensland State Archives, item number DR94173



Picture 26 Woodhouse Station, 1905

Source: Burdekin Library, Image number bur00184



Picture 27 Ladies of Woodhouse Station, 1905

Source: Burdekin Library, Image number bur00088



Picture 28 Drawing of Mona Park Station c. 1900

Source: Mitchell 1982, p.12



Picture 29 Portrait of Edward Cunningham

Source: Burdekin Library, Album 11-431

Clare Hotel and Hamilton's Crossing

Following the formal survey of the town of Clare, marked out within in rich agricultural country and with a permanent water source, pastoral grazing pursuits commenced. The first buildings were a slab hut hotel built by Mr Jack Silver in 1868, followed by a Telegraph Station in 1872 (Figure 9 and Figure 10).

Mitchell (1982) asserts that Clare was a staging post for the Cobb and Co coach service (Picture 30), however this has not been confirmed definitively through research to date for this report. A crossing is clearly identified on several historic maps, but the use by Cobb and Co is not confirmed. The crossing point is understood to have been known as "Hamilton's Crossing", for Mr. Hamilton who is believed to be the original owner of the Clare Hotel.

This is likely the same Mr Hamilton referred to in the diary of John Fenwick, early grazier in the Kennedy District and who diarised his droving through the Lower Burdekin. He referred to a crossing near "Cassady's sheep station" – Leichhardt Downs (Figure 11), identified as the last station before the first crossing of the Burdekin, and near a "wretched public house" run by a Mr Hamilton – *close to the crossing place where you can get vile spirits at 1/- per nobbler, ale and porter 5/- per bottle!* (Johnston 1970).

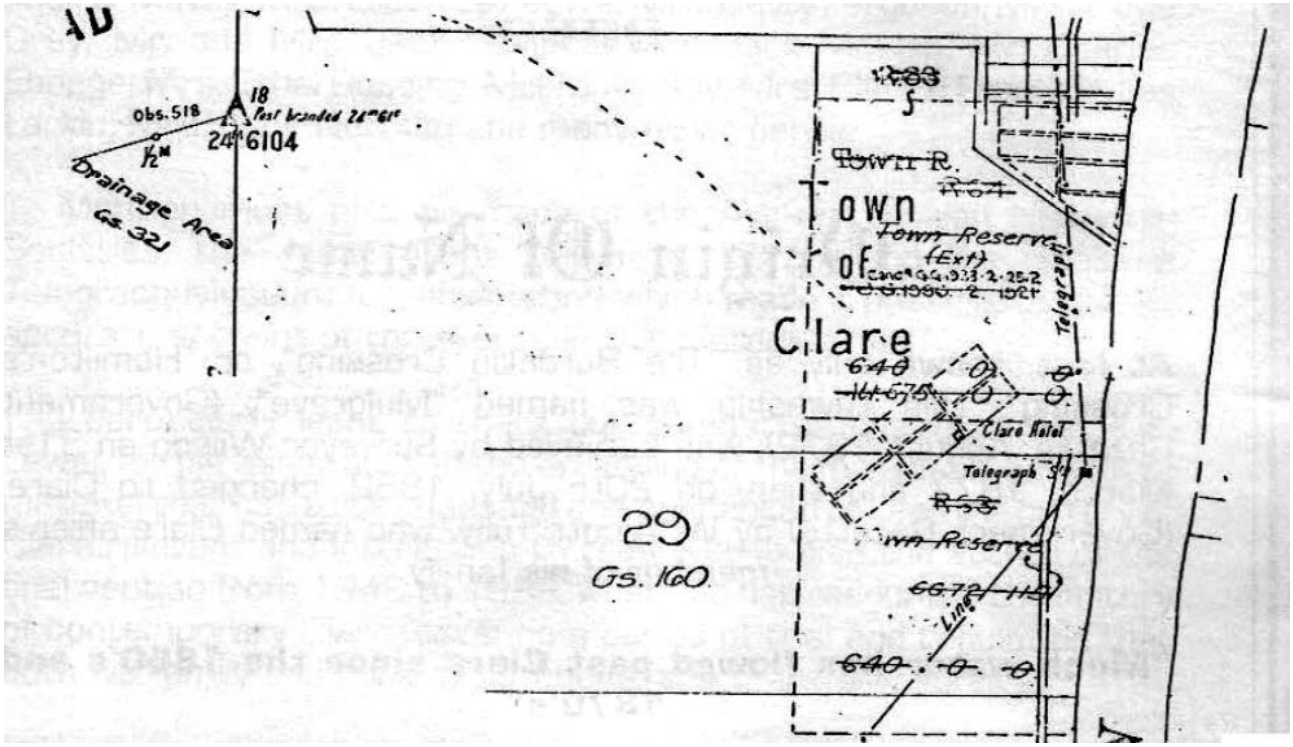


Figure 9 Extract of survey map, 1899, for town of Clare. Locations of Clare Hotel and Telegraph Station, and Telegraph line shown.

Source: Mitchell 1982

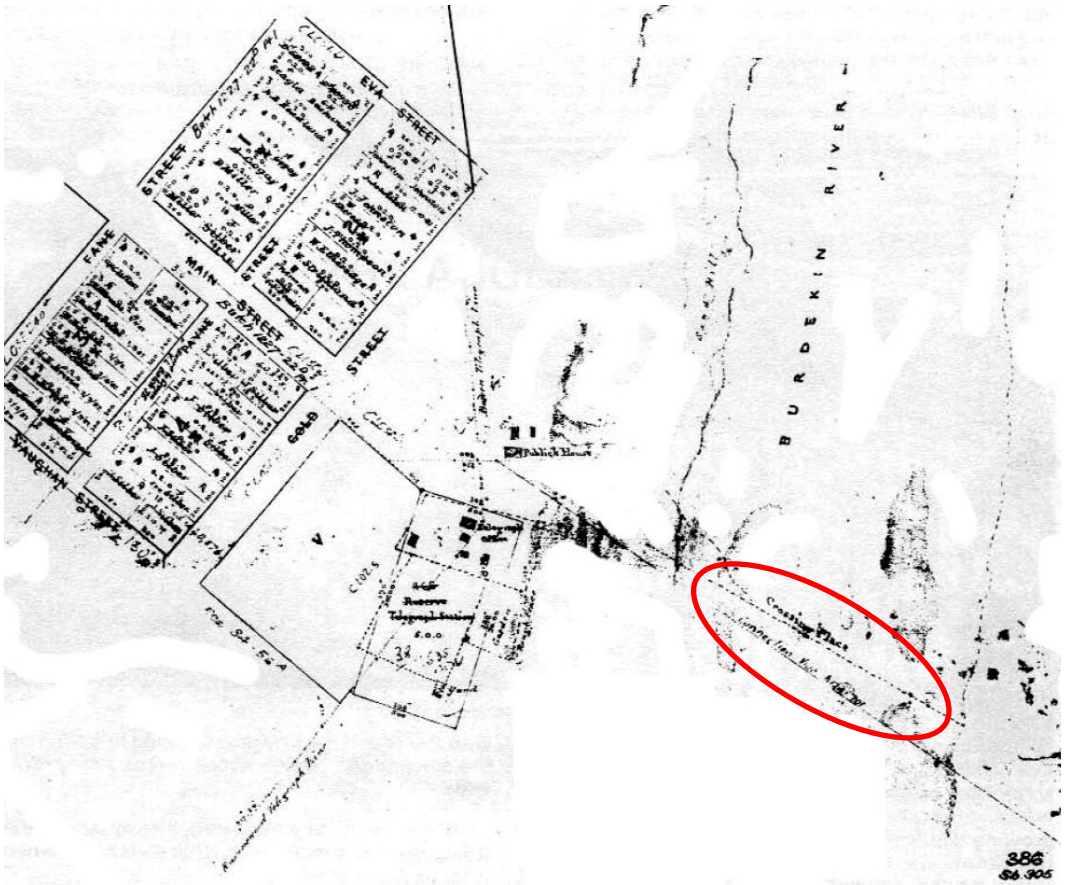


Figure 10 Extract from survey map that indicates the location and direction of the crossing place at Clare across the Burdekin River

Source: Mitchell 1982



Figure 11 Showing the expansive Leichhardt Downs on the eastern bank of the Burdekin River, and Clare and the crossing point (identified in red). Note also “Cassidy Creek”

Source: County Gladstone map, 1922



Picture 30 Cobb and Co. mail coach c.1900 heading to Ayr

Source: Burdekin Library, image number bur00051



Picture 31 Remains of a bridge across the Burdekin River in 1930, bridge noted to be ’20 miles up-river from Ayr’

Source: Burdekin Library, image number bur00222

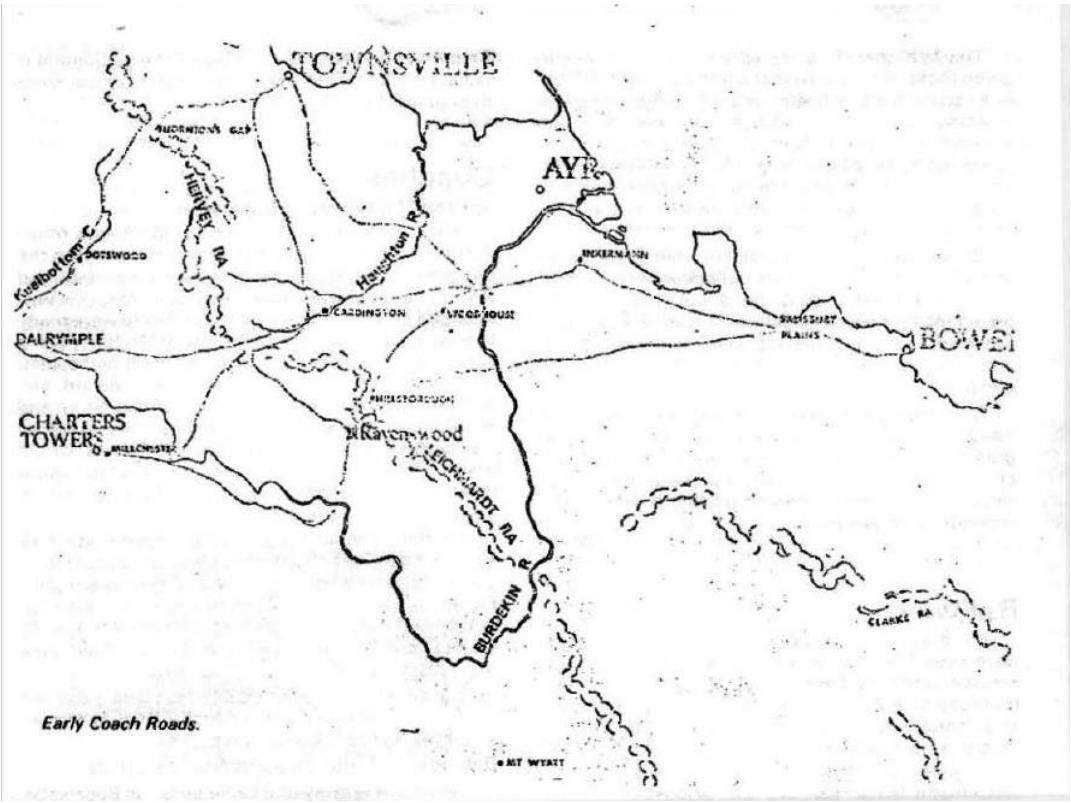


Figure 12 Early coach routes in the Burdekin area

Source: Mitchell 1982, p 22.

Interpretive material in the former St Patricks Church in Brandon notes that the hotel at Hamilton's Crossing in the 1880s was known as the Carrier's Rest Hotel, supporting drovers moving cattle from the Reid River to Merinda. Picture 32 below is believed to be the Carrier's Rest Hotel, Clare, Qld.



Picture 32 Carrier's Rest Hotel, 1883

Source: A.Lomer & Co photograph, SLQ APO-14 Scrapbook of Miscellaneous Views of Queensland 1882-1888

By the 1890s the Clare Hotel was purchased and operated by Mrs. Ann Kemp, who migrated to the Burdekin Region from Ireland with her husband and children, and during the time of the gold rush at Ravenswood (1868 – 1900s). The Clare Hotel was well visited in this period, hosting pioneers, supply teams, businessmen, and gold miners. The hotel grounds were equipped with changing yards, wheelwrights, and a blacksmith; and the Hotel offered accommodation, dining and bar services (Picture 33) (Mitchell 1982).

It is understood that the original building was condemned ca. 1901 during the ownership by Edward Larkin. He and his sons dismantled the original hotel and rebuilt it from locally cut timber, and they owned the place until at least ca. 1908 (The Townsville Daily Bulletin Mon 13 April 1908:2). At the time the closest supply centre for the hotel was located in Reid River, 32 miles away from Clare, Larkin's sons would make the round trip to gather fresh supplies for the hotel and their family (Mitchell 1982). Mr Larkin later sold the hotel to Alice Lancaster when business started to dry up due to the closure of the crossing and the end of the 'pioneering era' in Clare (Mitchell 1982), and Miss Mary Satchel is understood to have been the last keeper of the hotel until the early 1920s, with the place described in a newspaper as 'an old landmark in the district' (The Townsville Daily Bulletin Wed 25 May 1927:3). In 1926 the hotel was moved to Ayr and re-erected next to the Buffalo Lodge building (Burdekin Library 'Clare Hotel 1923' n.d).



Picture 33 Clare Hotel in 1923

Source: Burdekin Library, image number bur00017

Cemetery

Located near the Clare Hotel was a small cemetery, although the precise number of burials, and names of those interred are lost to history. Some believe it to be the burial location of Mrs W. Graham the wife of a Telegraph linesman, Mr Williams whose coffin was made by Mr E. Larkin who owned the Clare Hotel, two swagmen (accidentally poisoned themselves), Mac Kloas rumoured to be buried under a bloodwood tree, two children and a telegraph officer who died of pneumonia (Mitchell 1982).

Telegraph Station

The Clare Telegraph Station (Picture 34) was established in 1868, four years after the construction of the first Clare Hotel. The Telegraph Station with residence was built on high stumps with one room dedicated specifically for the telegraph and postal services, with the remaining areas being used as a residence. The Telegraph Station is listed as being an operational station by 1897, that was staffed with a messenger unlike the telegraph station in Ayr (Pugh's Queensland almanac, directory and law calendar 1862-1866, p.282).

In the 1870s the Station was referred to as 'Hamilton's Crossing', then by 1872 it was known as the Repeater Station. It connected Clare to Inkerman, Ravenswood, Cape Bowling Green Lighthouse and Reid River. In March 1879 some lines were replaced after a cyclone had swept away sections of the line across the Burdekin River, and it became common to need to replace the lines after cyclones (Mitchell 1982).

Local residents would stop by the telegraph station once or week or would come and collect the mail when the postmaster would blow a whistle (Mitchell 1982). Between 1901-1914 John Nelson was the telegraph operator, and his son Jack Nelson would become a tobacco manufacturer.

By 1916 with the establishment of the rail line and rail bridge across the Burdekin River connecting Ayr and Home Hill, the telegraph lines were rerouted to follow the rail line up to Townsville. The telegraph line between Clare and Ravenswood was dismantled, with other sections becoming used as a private line for residents of Airville (Mitchell 1982). Following the rerouting and dismantling of the telegraph line the Telegraph Station was no longer required. Consequently, sections of the building were reused in another building on Burke Street in Ayr.



Picture 34 Clare Telegraph Station c. 1901

Source: Burdekin Library, image number bur00267

After the closure of the crossing, and closure of the hotel and end of the gold rush Clare became a quiet and empty town. It was not until 1948 with the commencement of the Burdekin Dam Scheme and the establishment of the soldier settlement that the township of Clare became populated again, with a new town centre away from the Burdekin River. In the early settlement days of Clare there was no school in the region, a formal school was not established in Clare until the 1950s. Children were either homeschooled or had to travel to attend school.

Tobacco Farms and Soldier Settlements

In 1948 the Commonwealth and Queensland Government authorised the establishment of irrigated farms for tobacco growing in Clare (Western Herald 'Tobacco Growing Farm' 19 November 1948, p.1). Tobacco growing was one of the endeavours proposed for returned soldiers under the War Service Land Settlement Scheme and as part of the Burdekin River Project Stage 1.

Tobacco farming provided to be a reasonably successful endeavour and by the 1950s Clare became well-known as a tobacco settlement (Picture 35) (Townsville Daily Bulletin, 'Clare' 16 March 1950, p.7). In March 1950 the Irrigation Department proposed to have an additional 20 tobacco farms (including houses) in Clare that would be ready for the season in August. Tenders were called for additional benzol covers, trays, seed beds, flues and stacks and curing barns to cater for the additional farms (Picture 36- Picture 37) (Townsville Daily Bulletin '20 More Clare Tobacco Farms' 8 March 1950, p.1). However by December 1950 Clare's tobacco industry had been impacted by an abnormal wet season in North Queensland resulting in a loss of 50% of the crops (The Cairns Post 'Tobacco Industry' 6 December 1950, p.4).

By 1952 many Tobacco farmers in Clare started to reduce the amount of tobacco being grown, and instead were growing other crops such as cotton, pumpkins, potatoes, with some interest in an experimental peanut crop started by Mr. G. Kraft (Townsville Daily Bulletin 'Tobacco Area at Clare' 10 July 1952, p.1). The Government was also seeking to dispose of Clare tobacco leaf and by the 1960s this crop was largely abandoned in favour of sugar cane, due to increasing issues with disease and the levee soils of the Burdekin which were simply not suited to tobacco farming (The Cairns Post 'A Pretty Sorry Picture' 3 February 1953, p.3; Griggs 2002). Around 82 tonnes of cane per hectare was being produced by the late 1960s, with cane being sent to Invicta for crushing along the tramline (Mitchell 1982).



Picture 35 Tobacco crop in Clare c.1950

Source: Burdekin Library, image number bur00024



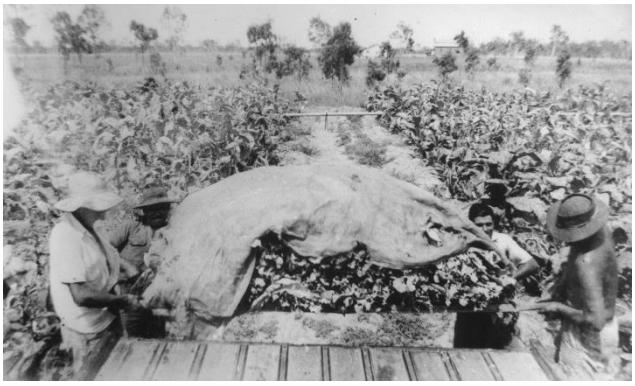
Picture 36 Tobacco shed in Clare, c.1950

Source: Burdekin Library, image number bur00176



Picture 37 Tobacco shed and home in Clare c.1954

Source: Burdekin Library, Album 12-556



Picture 38 Cultivated tobacco being pulled onto a truck, the Dearness home and tobacco shed in the background

Source: Burdekin Library, Album 14-659

Rice was also established in Clare, and further south in Milaroo. While the latter location was the primary focus for the initial trials of rice crops, it became a secondary crop to sugar cane due to the highly impervious soil which is ideal for rice crops (Mitchell 1982).

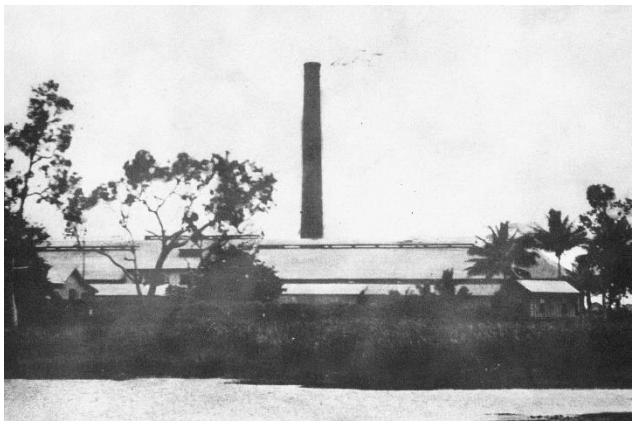
4.7. BRANDON

Early Land Selections and Sugar Mills

Land selections in the area now occupied by the township of Brandon began in 1878 when William Banister purchased 632 acres of land. Surrounding land was subsequently purchased by George Moss, Gavin Dick, and Henry Brandon who acquired his land west of Sheep Station Creek and set up a sugar mill that he named Pioneer, reflecting his previous venture in Mackay with the Pioneer sugar plantation and mill (Queensland Places: Brandon). His new sugar mill in the Burdekin was established with business partner John Spiller.

By 1884 the Pioneer Mill was well-established and cane was sourced from five plantations owned and operated by a partnership of nine men – mostly from the Drysdale family. John Drysdale was a very successful pastoralist, who was the Mill Manager for the Pioneer Mill and ultimately the Director of the combined Pioneer and Inkerman Mills in the mid-1910s. He was one of the first occupants of the Mill Manager's house on the Pioneer Estate, a sprawling tract of land centred on the mill that includes workers' homes and a small school for workers' children (Burdekin Library, Album 8 – 188).

Heavy rainfall, a drop in global sugar prices and minimal methods of transportation posed ongoing constraints on the success of the mill, but fortunes changed in 1886 when Drysdale uncovered the underground aquifers that fed the lagoons on the Pioneer Estate. He invented a method to tap into this resource – spear pumping – to irrigate the crops, and established a tramway between the cane fields and the mill to increase transport, and that would ultimately be linked with the railway to Townsville (James Cook University 2022a; Sharman 1972). Later purchasing the land of the subdivided Inkerman Sugar Estates and establishing the Inkerman Mill, his land holdings in the region were vast and his shrewd business policies saw him become one of the Burdekin's most successful businessmen. His reliable irrigation innovation saw sugar cane farming dominate the region, a legacy which continues to present day.



Picture 39 Pioneer Mill at Brandon

Source: Burdekin Library, item number bur00251



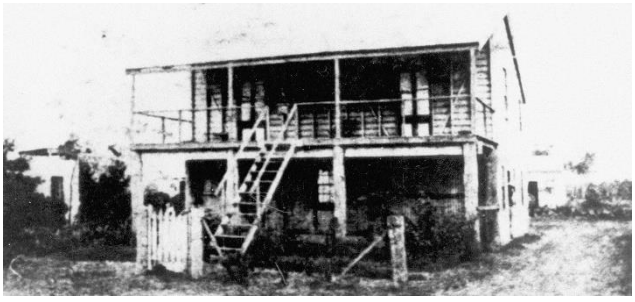
Picture 40 Pioneer Mill Estate 1919

Source: Burdekin Library, Album 8-193



Picture 41 'Pioneer House' the mill managers residence at the Pioneer Estate, 1968

Source: Burdekin Library, Album 11-410



Picture 42 Highest House within Pioneer Estate, 1890

Source: Burdekin Library, Album 8-212

Brandon Township

In 1882, William Banister elected to subdivide his land for the establishment of a township – to be known as Brandon. Early streets were formed including Sexton Street and Drysdale Street, and the first hotel – the 'Pioneer' – was established along Drysdale Street (Finn 1988).

Supplies into the small town were delivered by boat from Barratta Creek to a wharf owned by the Irving Brothers. The wharf also served as an export point for the sugar from Brandon's Pioneer mill. The Irving Brothers also opened a Post Office in 1883, followed by a general store (Picture 43) (Finn 1988). A secondary Hotel and store were opened by Joseph Kelly in 1886 on Spiller Street (Picture 44), and William Ching Do operated a large store and hosted many dinner parties at his home for the fledgling community (Picture 45 & Picture 46).

Brandon was serviced by the Ayr Tramway operating between Ayr and Townsville and opening in 1901, around this time the Brandon passenger station was built, located across from where the Foundry would be built in 1906 (Buchanan Architects 2022). Brandon's early expansion peaked c.1911 with a population of 689, however this expansion began to recede during the decades after WWI and by 1947 had fallen to 386 (Australian Bureau of Statistics 2011a; Australian Bureau of Statistics 2011b). The adoption of intensive

irrigation practises allowed small farms to continue operation and ensured that the population grew to a healthy size throughout the later 20th century and in recent decades.



Picture 43 Brandon Post Office, c. 1907

Source: Burdekin Library, item number bur00004



Picture 44 Kelly's Hotel opened in 1909

Source: Burdekin Library, Album 11-479



Picture 45 Photo of a kitchen tea party hosted at Ching Do's house

Source: Urbis 2024, photograph of an image held by the Brandon Machinery Preservationists in the former St Patrick's Church, Brandon



Picture 46 Ching Do's store on the LHS, in 1918

Source: Urbis 2024, photograph of an image held by the Brandon Machinery Preservationists in the former St Patrick's Church, Brandon

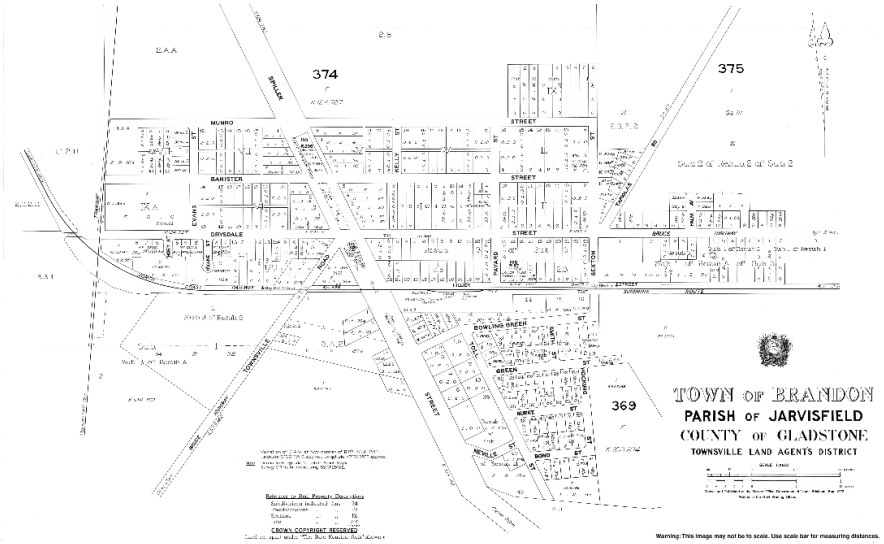


Figure 13 Town map of Brandon c. 1973

Source: Queensland Globe

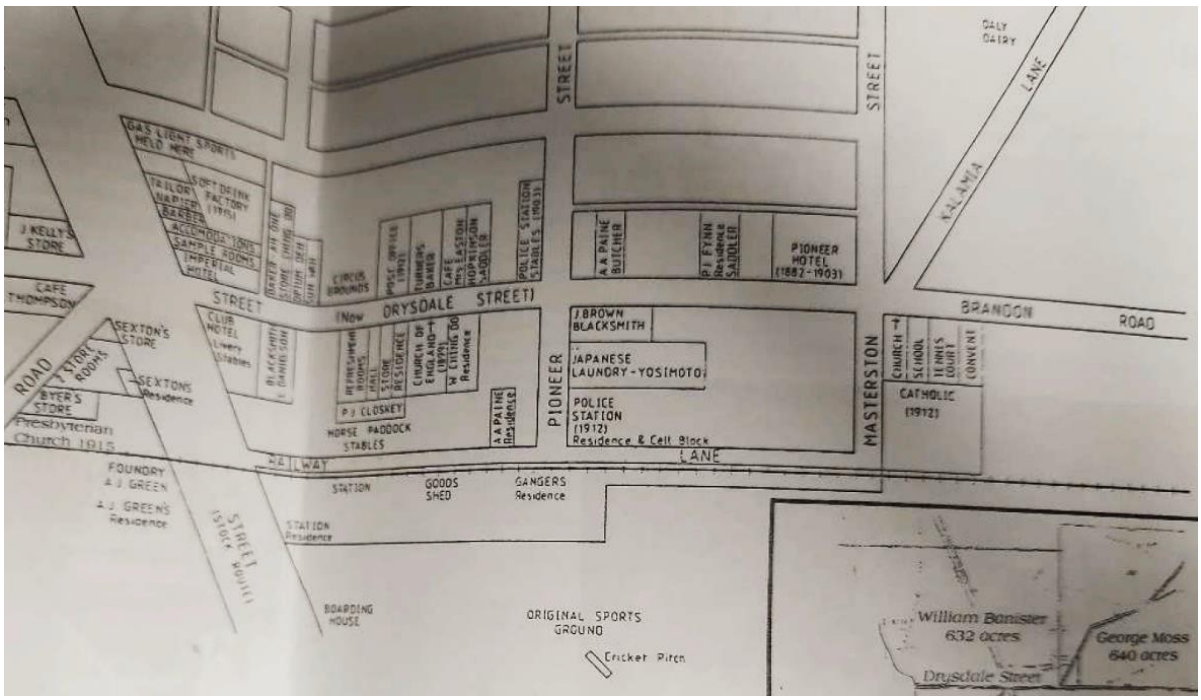


Figure 14 Extract of the early layout of Brandon. Note the key buildings such as the railway station and foundry

Source: Finn, 1988

Delta Iron Works

The Delta Iron Works commenced operations in Brandon c.1906 under Alfred Green who moved from Townsville to Brandon at the behest of John Drysdale (James Cook University n.d.). It was originally established as Green's Foundry, however a fire in 1917 destroyed this building, with only the cupola furnace remaining. The foundry was rebuilt in 1920 and renamed as the Delta Iron Works (Picture 47 and Picture 48) (State Library of Queensland image number bur00153). The foundry was established to provide engineering services to the Pioneer Sugar Mills (Pioneer and Kalamia) by manufacturing machinery and equipment for use within the mills, and also for cane cultivation (Picture 49 and Picture 50) (James Cook University n.d.). During WWII the Iron Works was utilised by the Ministry of Munitions to manufacture and maintain ship winches. In more recent history the sections of the Delta Iron Works have been converted into the Iron Works Brewery. The Iron Works has substantial connection to Brandon, and the Burdekin more broadly as the long standing and major manufacturer of machinery for the rural industries of the region and for its ownership by the Green family for four generations.



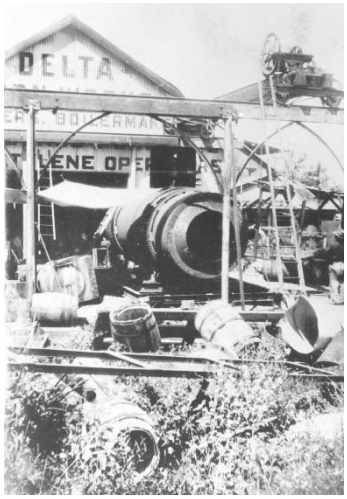
Picture 47 Group of workers outside the Delta Iron Works in 1920

Source: SLQ, Negative number 75039



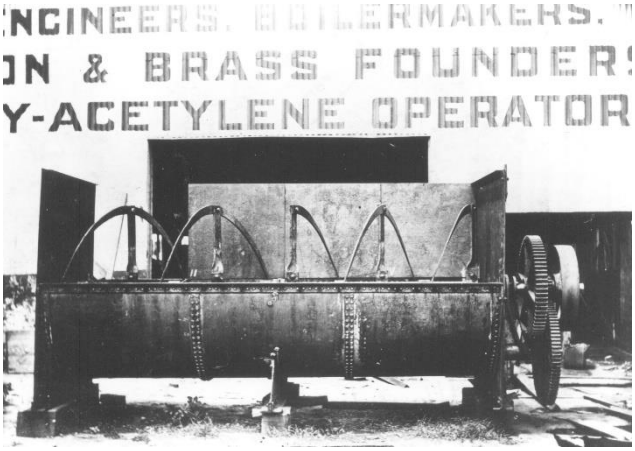
Picture 48 Delta Iron Works in 1946, expanded to include a garage

Source: SLQ, Image number bur00153



Picture 49 Delta Iron Works c.1920

Source: Burdekin Library, Album 11-470



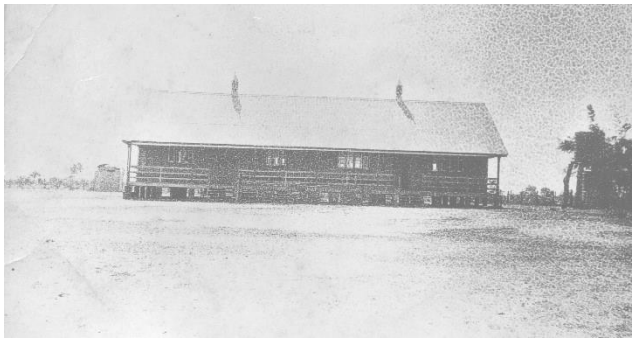
Picture 50 Sugar mill molasses mixer produced at the Delta Iron Works

Source: Burdekin Library, Album 11-461

Education

In 1882 an application was made to the Minister of Education to establish a State School in Brandon, with a list of 32 children proposed to attend (Finn 1988). After an inspection of Brandon in 1883 the Minister confirmed that a school was needed and subsequently an application was granted for the construction of school buildings (Finn 1988). However, by the time the tender for construction was awarded, the Education Department had changed their minds, blaming the downturn in the sugar industry. Instead, they approved the construction of a Provisional School, with the latter being a more temporary means to provide an educational facility in an area with low population instead of a fully funded state school (Finn 1988).

The school was officially opened in April 1888 with 15 students (Picture 51) (Finn 1988). A formal State School in Brandon was finally approved in 1897, with the intention to construct a new school building and convert the Provisional School building into a headmaster's residence (Finn 1988).



Picture 51 Brandon State School 1898

Source: Burdekin Library, image number bur00104



Picture 52 Former Provisional School on right, State School building on left

Source: Finn 2016

Religious Institutions

In 1897 the first Catholic Church was opened in Brandon, following a decision by the Catholic Diocese of Rockhampton to build a church in the Burdekin District. A site close to the State School was selected, but the building was damaged by Cyclone Leonta in 1903. The district transferred to the care of the Townsville Parish in 1908, and the first church – which had been rebuilt after the cyclone – was relocated and modified for use as a school, and the St Patricks Catholic Church, a gothic-style timber church, was built in 1910 (Queensland Government, QHR Entry 600372) (Picture 53 and Picture 54), and remained in use until 1974. It is now sited in the Brandon Historical Precinct and is a State heritage place. The original church – later school – was relocated to Jarvisfield in 1939.



Picture 53 Religious ceremony at the Catholic Church, c.1900

Source: Burdekin Library, image number bur00010



Picture 54 Catholic church, school and convent c. 1910

Source: Burdekin Library, Album 9-289

4.8. GIRU

Giru is believed to be named after the type of sugar cane variety grown in the region called Goru, however some sources claim that it is derived from an Indigenous word that describes watercourses or lagoons (Queensland Places 2018f). The town was established originally as part of Woodstock Station that was managed by Andrew Ball for sheep grazing (Family History Association 1999).

Sugar cane was first harvested in Giru in 1906, however the cane was not milled in the region until the 1920s. The Haughton River Farmers Association purchased an old sugar mill in Bundaberg that was called 'Invicta'. Invicta was re-erected at Giru near the Townsville-Ayr tramline (Picture 55) (Queensland Places 2018f).

The commencement of the operations of the Invicta Sugar Mill in the 1920s was the key driver in the growth of the township. Giru State School opened in 1924, the School of Arts building followed in 1926, two hotels were established (Giru and Invicta) by 1929, as well as a baker, a butcher and a general store (Figure 15) (Queensland Places 2018f).

In April 1942, the US 91st Engineers Battalion arrived in Giru to assist the US 46th engineers to build airstrips in the Burdekin Shire (Anzac Square & Memorial Galleries n.d). The battalion worked 24 hours a day clearing three landing strips. One of the airstrips that originally measured over 7000ft (2.13km), has since been incorporated into Woodstock Giru Road. The eastern and southern parts of the runaway have been incorporated back into agricultural fields.



Picture 55 Invicta Mill, Giru c. 1921

Source: SLQ, Image number bur00115



Picture 56 Invicta Hotel in Giru

Source: SLQ, Negative number 41765

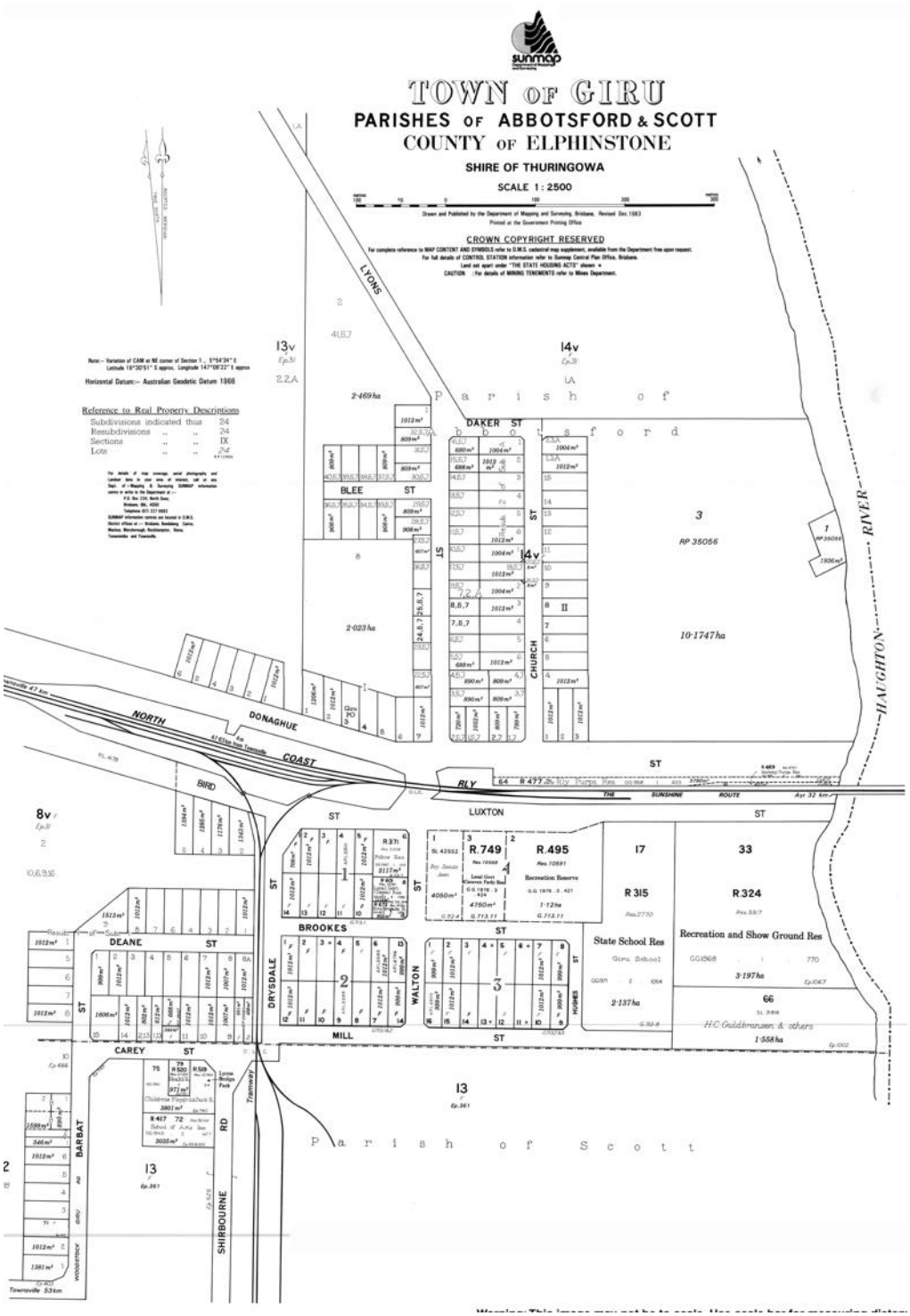


Figure 15 Cadastral map of Giru in 1983

Source: Queensland Globe

4.9. INKERMAN

The locality was named after Inkerman Station, which in turn is understood to have been named by British immigrants to the Burdekin who had fought in the Crimean War in the 1850s.

When Queensland became a separate colony 6 June 1859 land was made available for selection, for pastoral grazing purposes. In 1860 three men – John Graham MacDonald, Robert Towns and A. Stuart – took up a large selection that would become the Inkerman Pastoral Station in 1864, with MacDonald receiving the licence to occupy (Home Hill State Primary School, 1988). In 1877 the North Australian Pastoral Company was formed by Thomas McIlwraith, William Forrest and William Collins (Scott 2011). The

Company moved into the Lower Burdekin region and took over Inkerman Station, as well as the Woodhouse Pastoral Station on the land in which the town of Clare is now sited. In 1929 Inkerman Station changed hands again, to the Cox family (Bowen Independent 'Inkerman Station Changes Hands' 15 January 1929, p.2).

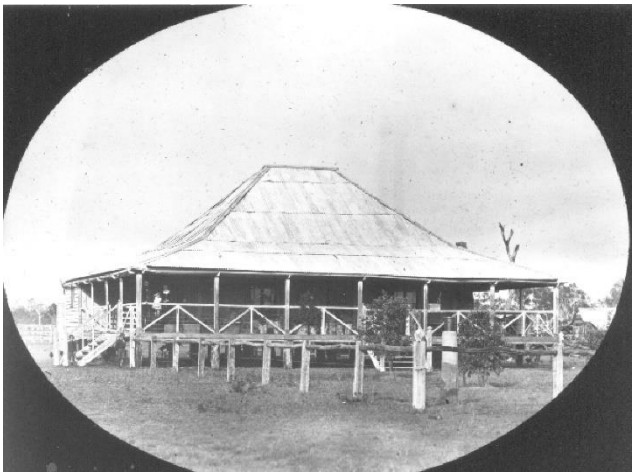
In its prime, the property contained substantial grazing land, a homestead with nine rooms and a kitchen, three cottages, an office, a store, blacksmiths, sawmill, and a meat house (Picture 57 to Picture 60) (Scott 2011). It was a successful station for its duration, despite the growing prevalence of sugar cane plantations and other agricultural land uses brought about by the *Sugar and Coffee Regulations 1864*. Inkerman Station was also a changing station for Cobb and Co coaches until the rail line was completed in 1913, and was an important link for telegraph and postal services between Clare and Cape York (Home Hill State Primary School 1989).

Under *The Land Act 1910* and *The Closer Settlement Act 1906*, the Government resumed a large portion of the Station, called the Inkerman Repurchased Estate, to establish smaller blocks for greater numbers of farms. The land blocks were open for selection in 1913, and around 500 families moved into the district (Figure 16, Figure 17).



Picture 57 Cattle grazing at the Inkerman Pastoral Station

Source: State Library of Queensland, Negative Number 200216



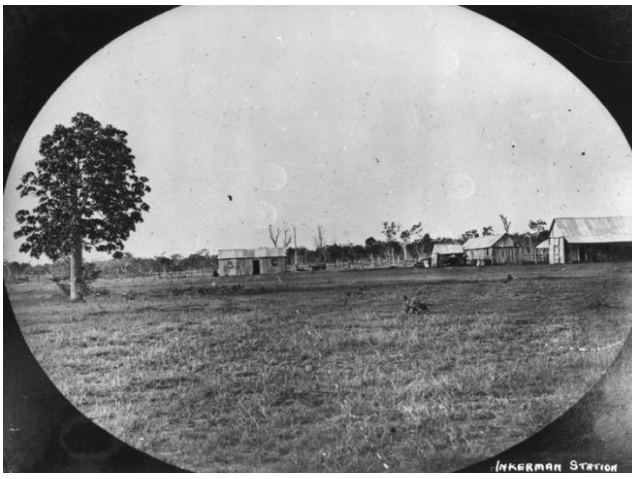
Picture 58 Inkerman Station c.1880

Source: Burdekin Library, Album 11–423



Picture 59 Sawmill located at Inkerman Station

Source: Burdekin Library, Album 11-421



Picture 60 Outbuildings of Inkerman Station, ca. 1880

Source: State Library of Queensland, Negative Number 1991

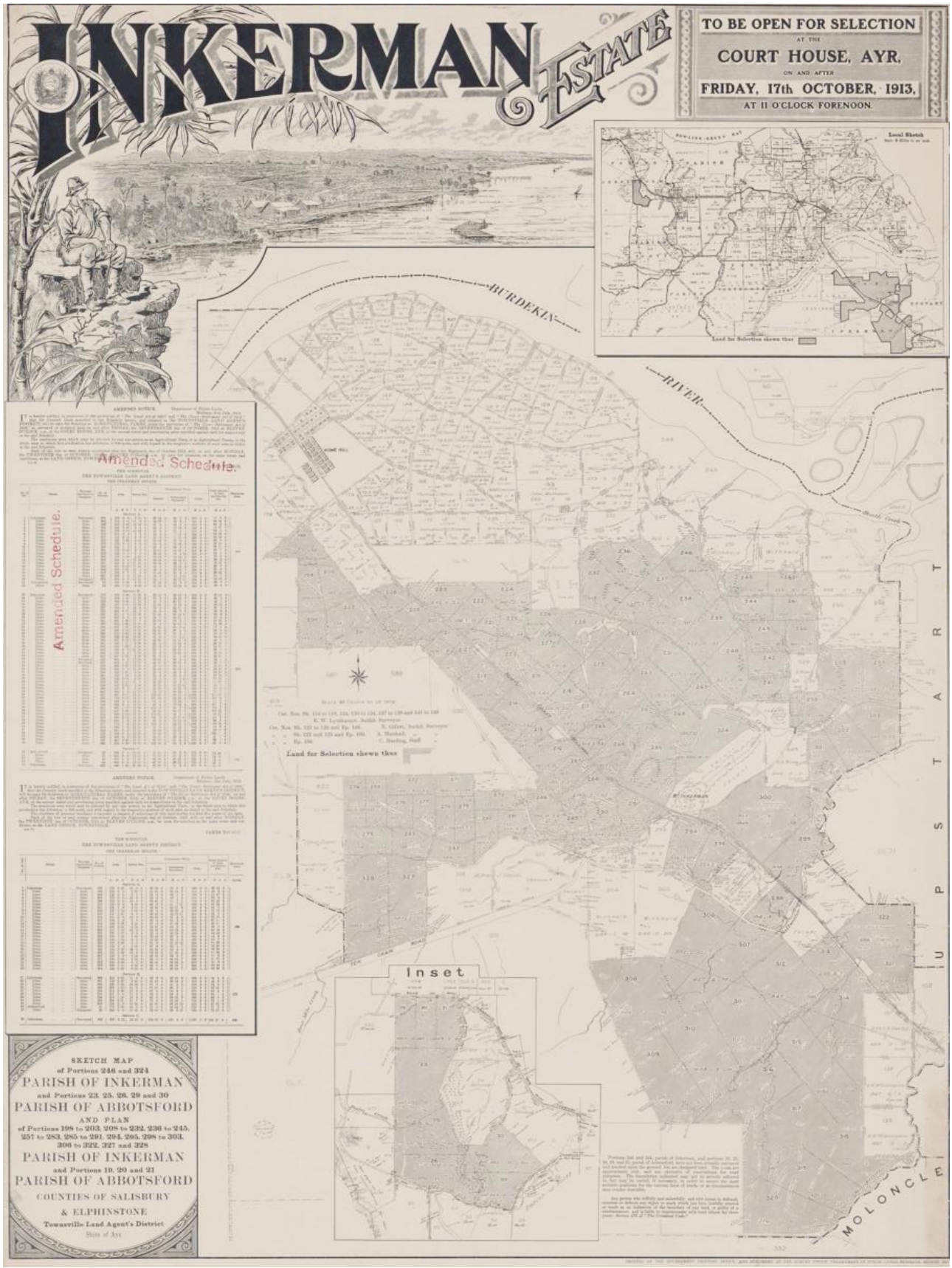


Figure 16 Inkerman Estate, subdivision plan 1913

Source: Queensland Lands, Mapping and Survey Department
https://apps.information.qld.gov.au/data/v2/HistoricalMaps/StaticMap/cadastral/cad-map-govt-land-sales-inkerman-estate-1913/original

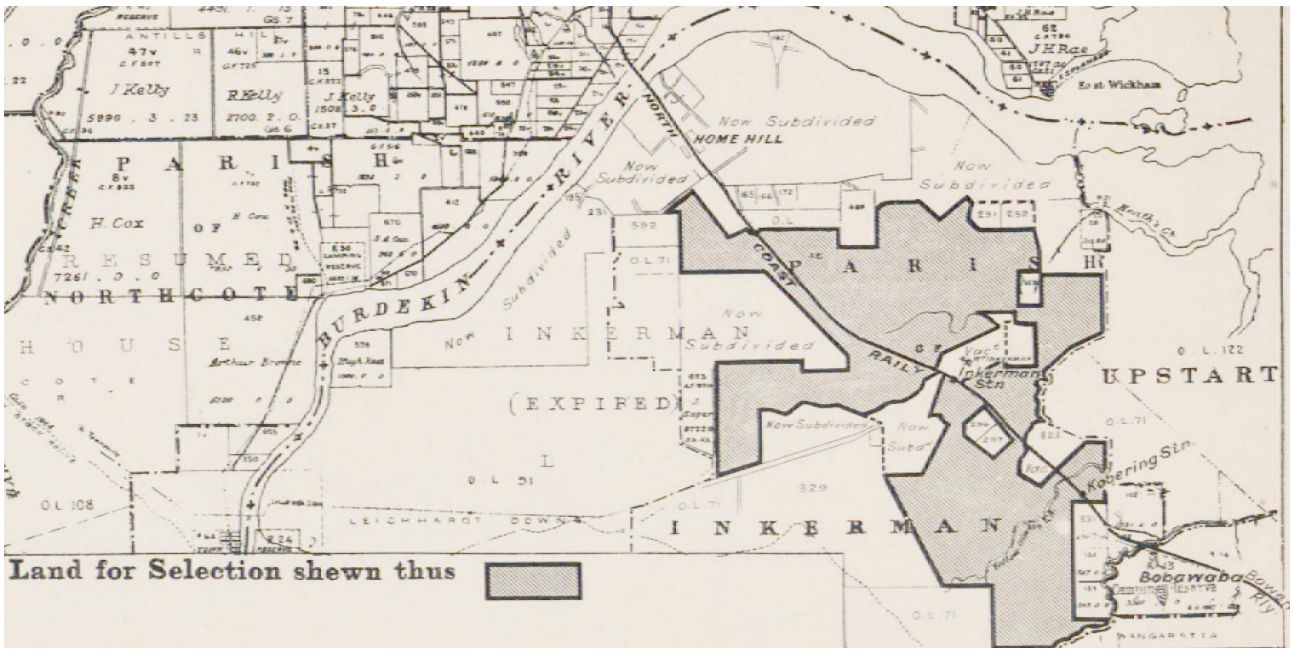


Figure 17 Excerpt, focussing on Inkerman Estate, subdivision plan 1913

Source: Queensland Lands, Mapping and Survey Department
https://apps.information.qld.gov.au/data/v2/HistoricalMaps/StaticMap/cadastral/cad-map-govt-land-sales-inkerman-estate-1913/original

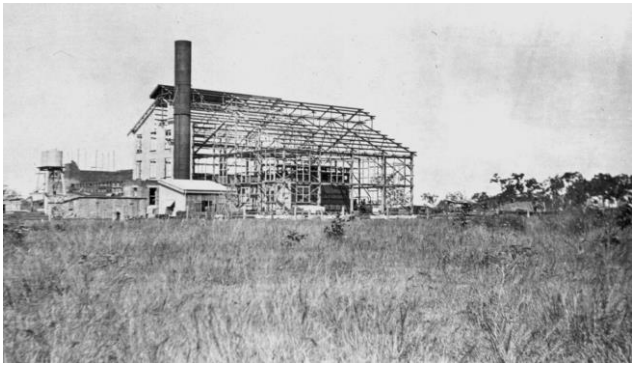
With an increased number of land holders in the sub-divided land, local facilities and infrastructure were soon sought. A changing station for Cobb & Co coaches was established, until the construction of the railway line in 1913 (Home Hill State Primary School, 1988). The Osborne State Primary School opened in 1914, later becoming the Inkerman State School. Originally only a shed with canvas walls, it was replaced by a one-room school building in 1917 and operated until closure in 1974 (Picture 61) (“Tenders Accepted”, 1915; Queensland Places 2018c).

John Drysdale, who owned a substantial amount of sugar can land around Ayr and north of the Burdekin River, negotiated with the Government for the construction of a mill in this newly subdivided land. His mill – Inkerman Mill (Picture 62) – began crushing in 1915, supplementing the product from his existing Pioneer Mill. The Inkerman Mill is still in operation.



Picture 61 First Osborn School at left of image, new school building at right

Source: SLQ, Negative Number 200216



Picture 62 Construction of Inkerman Mill, 1913

Source: SLQ, Image Number bur00060

During WWII, a Radio Direction and Ranging (RADAR) Station was built at Charlie’s Hill within the Inkerman area, in expectation of a Japanese attack following the commencement of war in the Pacific. No.211 Radar Station was built by the Royal Australian Air Force (RAAF) as part of 20 such installations in coastal areas of North Queensland, and operated round-the-clock by the RAAF and the Women’s Auxiliary Australian Air

Force (WAAAF) (Queensland Government QHR Entry 601716). The station ceased operations in 1945, following Japanese surrender. The RADAR Station is now a State heritage place.

4.10. HOME HILL

Exploration

The land that would become Home Hill was explored by Captain John Wickham in 1839. He had sailed to Australia on the *Beagle* and travelled to Cape Upstart, so named by Captain Cook in 1770. Wickham observed a great river that he named after himself, but the name was changed to “Burdekin” in 1845 by Ludwig Leichhardt during his explorations. In 1859 Elphinstone Dalrymple explored the Burdekin River and in his report to the Colonial Secretary in 1862 he acknowledged that the lower Burdekin would be prime for agricultural and pastoral pursuits (Scott 2011).

Before long, the Inkerman Station was established, and included the area now occupied by the Home Hill township (refer Figure 16 in Section . With the sale and subdivision of the Station into smaller farmland, a formal township to support the increased and growing population was soon needed. The township of Ayr to the north of the Burdekin River was growing, but without an easy river crossing a town on the south of the River was needed. Surveys were conducted in 1911 to the south of the River and Ayr, and the name “Inkerman” was considered for the new town. That name was rejected by the postal authorities on the basis that there were existing townships named Inkerman (Scott 2011). Holme Hill was decided on, but changed to Home Hill in November 1911 (Bowen Independent December 3, 1912, p.3; Scott 2011), likely in reference to Home Hill (or Home Ridge), the British 2nd Division’s main position in the Crimean War at the Battle of Inkerman (Queensland Places 2018e).

Early 1900s Growth

A railway bridge across the Burdekin River was built in 1911 and was instrumental in the opening up of the region. Safe crossing of the Burdekin River between Home Hill and Ayr was possible, and sugar cane from the north could be transported to the Inkerman Mill.

However, the bridge was constructed at a low level, so was subject to regular flooding and damage (Picture 64) and unfortunately proved unreliable until the current bridge, colloquially known as the Silver Link, was opened in 1957 (Picture 65).

The Home Hill Station was completed after the line opened in 1913 (Picture 66), and a good sheds and station masters house was built around the same time (Buchanan Architects 2022). The goods shed was removed prior to 1994.

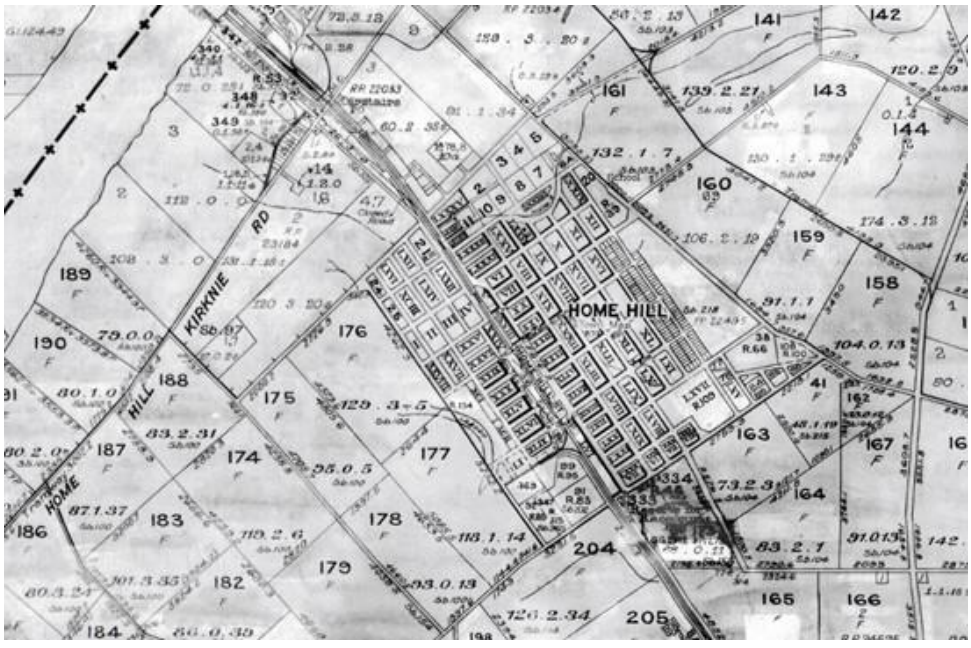


Figure 18 Extract of 1913 map of Inkerman showing town lots laid out for Home Hill

Source: Queensland State Archives, Item DR93034



Picture 63 Steam train crossing the Burdekin River

Source: Burdekin Library, image number bur00049



Picture 64 Bridge collapse during the 1918 floods

Source: Burdekin Library, image number bur00047



Picture 65 Old and new bridges

Source: Photograph on display at the Home Hill Railway Station



Picture 66 Railway Station soon after construction

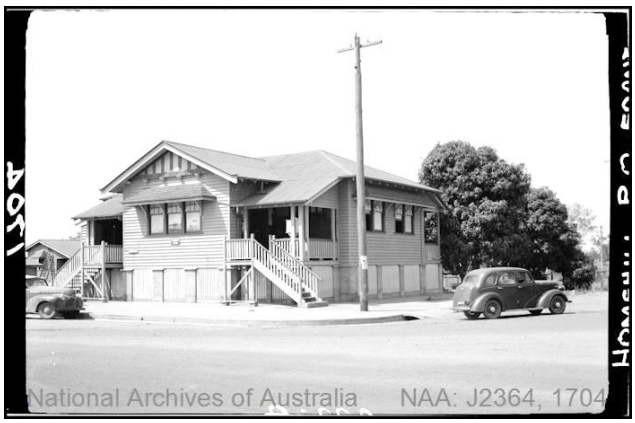
Source: Photograph on display at the Home Hill Railway Station

Further development occurred through the 1910s including the Home Hill Post Office (1913) (Picture 67), the Crown hotel (1913) (Picture 69) and a private hospital (1915) ("Home Hill hospital, 1924-25" n.d.; Queensland Places 2018d).

A cemetery was proposed in 1915, to be located at the southern end of Home Hill where the present-day Ford Park is located. However, due to the high-water table this location was deemed unsuitable and forfeited (Vollema-Creek n.d). A new location was chosen for the cemetery in 1918, at the corner of Fourth Street and Burdekin Road. Three people were interred in this location before its formal survey in 1919 (Burdekin Shire Council 2024). Once established, those three people were reinterred within the Home Hill Cemetery (Vollema-Creek n.d; Burdekin Shire Council 2024).

To support the increased number of farms in the area, the Inkerman Irrigation Scheme was proposed, modelled on the Murrumbidgee Irrigation Scheme which utilised a central powerhouse to supply power to irrigation pumps on surrounding farms (Queensland Heritage Register Entry 601718). The Home Hill Powerhouse was officially opened in 1922, providing electricity to some of the Inkerman farmers but also providing electricity to Home Hill. During WWII the powerhouse also provided electricity to Townsville. The powerhouse operated for 31 years, and is now on the Queensland Heritage Register.

In 1923 the first courthouse was in operation in a timber building formerly used for commercial purposes. It was later moved to a purpose-built brick building in 1937, although it ceased operation as a courthouse in 1991 (Picture 71) (Burdekin Shire Council, 2016). As part of the building boom in Home Hill Watson's Theatre opened and was enlarged in 1929 as pictures went from silent to talking (Picture 72).



Picture 67 Home Hill Post Office, 1940

Source: National Library of Australia Item ID 5073486



Picture 68 Construction of the Crown Hotel, 1913

Source: SLQ, Negative Number 58104



Picture 69 Home Hill Powerhouse, 1940

Source: SLQ, Negative Number 202490



Picture 70 Home Hill Powerhouse, 1946

Source: SLQ, Negative Number 109898



Picture 71 Home Hill Court House and Police Station c. 1950

Source: SLQ, image number 33495-0002-0129



Picture 72 Watson's Theatre, Home Hill c. 1923

Source: SLQ, image number bur00244

Mid to Late 20th Century

Home Hill was the base for the North Queensland Fruit and Vegetable Growers Association, which staged the first agricultural show in 1928. Eventually ground was secured in 1935 for the growing event. An important civic centre, a Memorial Hall was constructed in 1960 when it was used as the venue for district balls and other regional events. Renovated in 1982, it was renamed the Burdekin Memorial Hall (Monument Australia, 2010).

The State High School joined with the Primary School in 1964, and further investment into education occurred with the development of a rural training college in 1970, converted to the Burdekin Agricultural College in 1986 (Brady, 2013). A TAFE also opened in 1985.

4.11. NON-BRITISH IMMIGRATION

Whilst the Burdekin region was initially populated by people of predominantly British origin, the region has a significant history as a place of non-British migration. British migrants were initially drawn to the region for the commercial pastoral opportunities, then for the agricultural opportunities present by sugar cane plantations - tempted by the colonial rhetoric which celebrated the “fearlessness, even-handedness, and industriousness” of British settlers (Grant, 2005). British canecutters were in the majority seasonal workers, travelling to north Queensland for the harvest and then dispersing to their homes around the State or Country at its end.

However, the region, like much of north Queensland more broadly, experienced a steady rise in southern European immigration as the sugar cane industry intensified during the late 19th century. This intensification spurred a need for a greater supply of labourers than had previously been required, and for a variety of reasons labour was supplied by largely Italian migrants, although migrant labourers also travelled from southern European countries more broadly including Greece, Spain and Malta (Alien Immigration Commission, 1925).

The first group migration of Italians into Queensland occurred in 1891, when a group of 330 people arrived in north Queensland. The majority of these immigrants were single men, although 26 married couples also arrived, with 153 people settling in the Ayr/Burdekin region (Alien Immigration Commission, 1925). This initial group of immigrants was encouraged due to a growing concern amongst cane growers that the end of the South Sea Islander labour scheme would mean they would not have sufficient labour to ready their crops for crushing and milling (Ealing-Godbold, 2024).

The arrival of non-British European immigrants greatly decreased the need for cane growers to employ British workers from outside the immediate region, as these migrants were willing and capable of undertaking both skilled and unskilled work. Migrants also tended to settle in the region permanently ‘*if he can possibly obtain work, as he has no interest in any other part of the commonwealth*’, and so were an ever-present and stable labour source (Alien Immigration Commission, 1925). These people, often from northern Italy, were viewed by the Government as a ‘*very desirable class of immigrant’* who ‘*conformed to the laws of the State and the British standard of living… without friction absorbed in the social and economic life of the country*’ (Alien Immigration Commission, 1925).

However, a system known as the Act of Call which allowed immigrants to sponsor further immigrants and facilitate their journey to Australia meant that north Queensland experienced a wave of over-immigration during the mid-1920s. This resulted in the exploitation of migrants and large-scale limitation of work opportunities, causing further friction between British and Italian workers which led to migrants forming exclusive social groups based purely on ethnicity and language (Alien Immigration Commission, 1925). Socio-political events leading to the Second World War in southern and central Europe again precipitated a wave of migration, although this slowed considerably in the years surrounding the conflict, with many people of Italian heritage subject to interment or other social isolation in Queensland (Glaros, 2023).

Immigration from non-European countries was at this time less common, although the earliest such immigrants in the Burdekin Region were Tommy Chun Tie and his brother Charlie Chun Tie, the sons of Chinese migrants Chun Tai (Picture 74) and Qui Fa who had emigrated from China in the c.1890s. Tommy and Charlie were born in the township of Croydon, but moved to Burdekin to establish their own businesses, being some of the first of the area’s Chinese community, amongst the predominantly British, Italian and Greek communities (Trajkovich, 2021; Alien Immigration Commission, 1925). Charlie Chun Tie established the Shanghai Cafe, a convenience store and Chinese Takeaway which was the first in the region. Tommy Tie established a convenience store in Ayr on the corner of Graham and Edwards Street which he operated for 60 years. Both of these stores are still visible in Home Hill and Ayr respectively and although the descendants of the Chun Tie family have moved elsewhere in north Queensland, the family contributions to the legacy of the region’s history can be seen through the extant store buildings, Tommy’s house ‘Thruby’ on Graham Street, and the Tommy Tie Park named by the Rotary Club of Ayr.

Later waves of predominantly Italian immigration to the Burdekin region occurred after the Second World War through 1945 to 1965 and were supported by the Commonwealth Government which provided passage to Australia (Migration Heritage Centre, 2010). From the point of landing (often Melbourne) the immigrants were often met by relatives, or more commonly acquaintances of relatives, who had themselves emigrated

from Italy and who would facilitate their journey to Brisbane, were they were again often met by other migrants who would facilitate their journey to north Queensland (Ricatti, 2014).

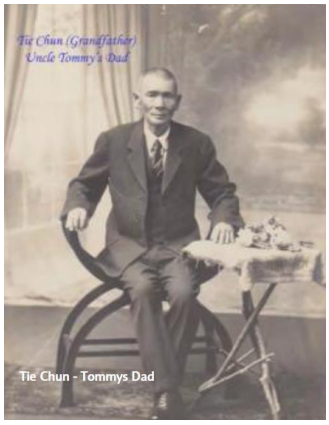
These immigrants often worked as cane cutters for those Italian cane growers who had set up in the decades prior, often being paid based on the weight of cane they cut. Home Hill had a large Italian population, centred around St. Coleman's Catholic Church and weekly social events, including Saturday night dances and family gatherings (Ealing-Godbold, 2024). The township of Ayr too was a popular place for Italian immigrants to settle. These immigrants have made a lasting impression on the town, which has been recognised in recent years. Of note are the Populin family, who originated in the northern Italian Providence of Pordenone and moved to Ayr in the late 1940s where Demetrio Populin established a construction firm ("Beach Road Mural Honours Popular Populins", 2024).

In 1960 the business undertook a construction project with which they intended to benefit the entire town, by developing a block of old shops and a stagnant watercourse on Queen Street into a block of five new shops over which would be a function hall to service Ayr and the surrounding region. Although Maria, Demetrio's wife died in 1961 and never saw the finished building, the project was completed that same year and was used by the community for weddings, balls, live music and other functions arranged by the Burdekin Entertainment Committee. Although weekly dances ceased in the 1970s, the hall continued to be used for functions and festivals throughout the late 20th century and further into recent decades (Cislowski, 2024).



Picture 73 Italian brickmakers constructing a building in Home Hill,1933

Source: Burdekin Library ALBUM 11 - 430



Picture 74 Chun Tie, who arrived in Australia in 1893 and had a large family in the Burdekin region

Source: Burdekin Local News 04.02.2021
https://issuu.com/duomagazine/docs/burdekin_local_news_04.02.21

4.12. AUSTRALIAN SOUTH SEA ISLANDERS

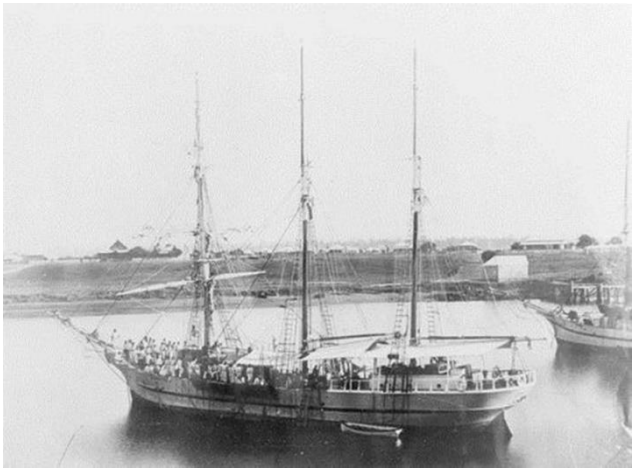
Tens of thousands of people were brought relocated to Australia's cane fields form the 1860s, either through trickery, kidnap, or forcible relocation. People were brought from over 80 Pacific islands including the Solomon Islands and Vanuatu, and played an integral role in the success of the sugar cane industry in Australia. This practice was first banned in 1891 by the Queensland Liberal government, although fears from the sugar industry prompted the ban to be delayed.

With the passing of the *Pacific Labourers Act 1901* (Cth) by the federal government, the use of labourers from the Pacific Islands ceased, with almost all being thus deported (Graves, 1993). Around 1000 people were permitted to remain, and the forced deportation of the majority of people left most with uncertain futures and significantly disrupted family units. From a history of being a marginalised people in Queensland to establishing strong ties to the land and forming strong community groups and kinship ties to homelands, in 2000 the Queensland Government recognised South Sea Islanders as a distinct ethnic and cultural Australian group (National Museum of Australia 2022).



Picture 75 South Sea Islanders cutting cane in North Queensland

Source: SLQ, image number 35504



Picture 76 Schooner used to transport South Sea Islanders to Queensland

Source: Parliament of Australia https://www.aph.gov.au/Parliamentary_Business/Committees/House/Social_Policy_and_Legal_Affairs/South_Sea_Islanders/Podcast

5. KEY HISTORIC THEMES

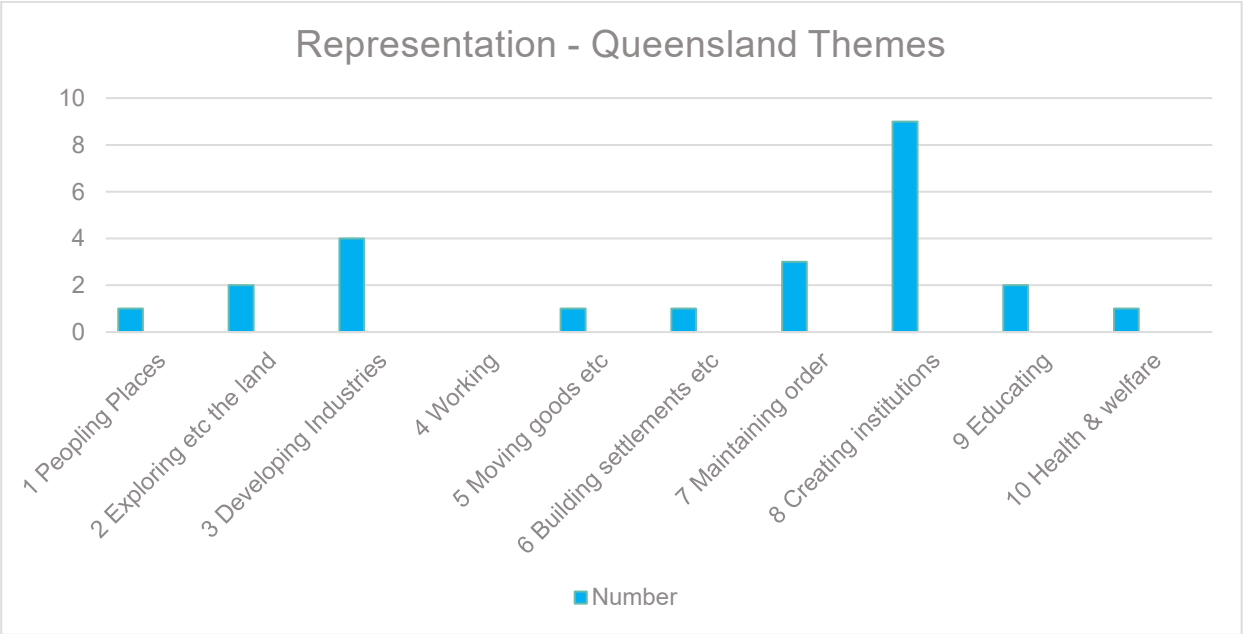
In the mid-1990s, the Australian Heritage Commission identified 10 principal themes in Australia's history, to contextualise places of potential heritage value by understanding how those places connect to larger historical stories. As identified by the Australian Heritage Commission:

> *The consistent organising principle for the Thematic Framework is activity. By emphasising the human activities that produced the places we value, and the human response to Australia's national environment, paces are related to the processes and stories associated with them, rather than to the type of function or place. The themes do not invalidate classifications such as type and function. Themes are simply another way of investigating and interpreting the history of a place.*
>
> *The themes are not intended to follow a chronological order. Rather, they are generic, and designed to be applied and interlinked, regardless of the period or place… [the themes] are not arranged as a hierarchy which gives priority, weighting and privilege to some themes…[they can] enrich historical contexts and stories…*

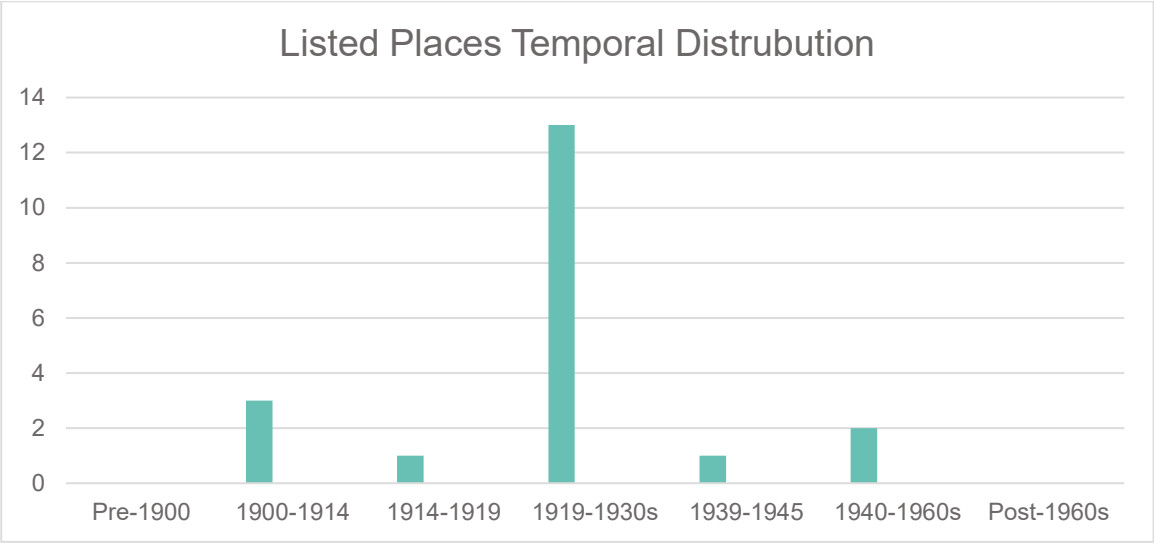
Using the historic thematic framework in local heritage assessment and survey can establish major or minor themes in the development of a particular local area. Heritage listings or places considered to be of value can often be focussed on the largest / grandest / most visible / most well known places, but this can leave gaps in the history of an area where places that seem more modest are overlooked despite potentially having an important role in the history and development of a local area. By investigating themes and interrogating heritage lists, over- or under-representation of particular areas can be identified, and studies conducted to find more balance to the representation of a place's history.

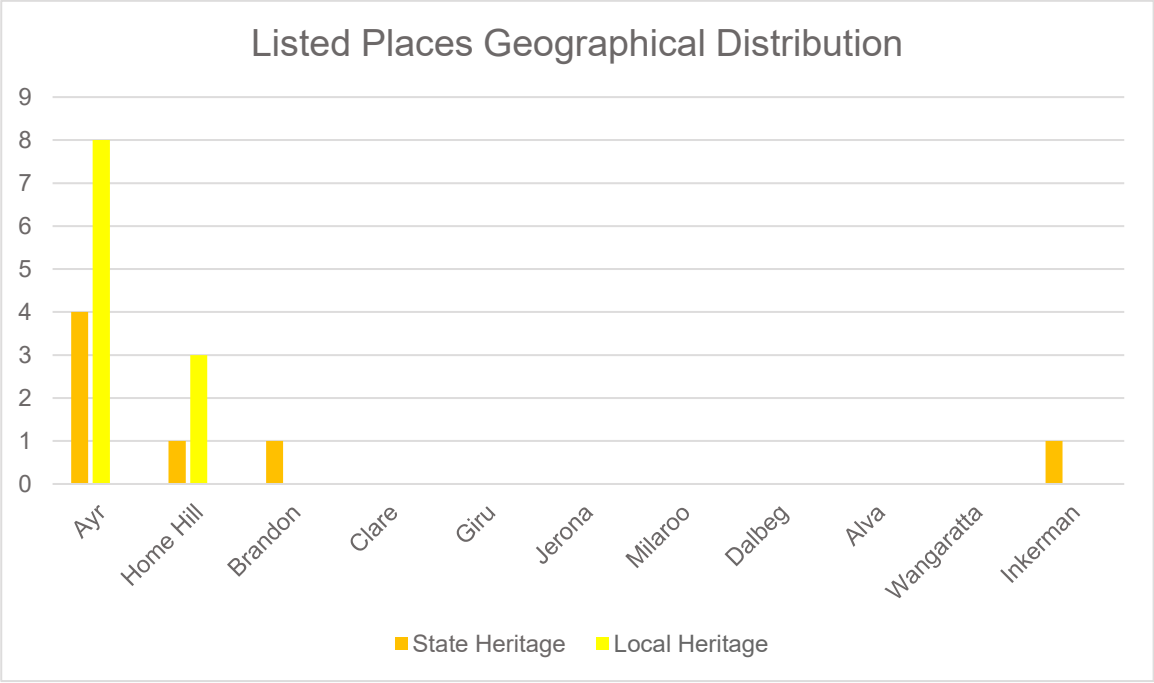
5.1. EXISTING THEMATIC REPRESENTATION

Based on the themes identified for each existing heritage place (refer Section 2.1) the graph below shows the representation of themes in the existing listed places within Burdekin Shire. Note that there are 20 currently listed places, and some reflect more than one theme.



Additionally, the listed places can be further sorted into location as represented across Burdekin Shire, and historical / construction era to provide understanding of historical and geographical representation.





5.2. KEY HISTORIC THEMES

The following section has identified key historic themes that are associated with the Burdekin Shire. The themes and sub themes are sourced from the 'Queensland Cultural Heritage Places Context Study' (Blake 2005). The principal historic themes identified by Blake (2005) revolve around the development of Queensland through movement, process, activity, phases and events that formed Queensland. It should be noted that the themes are predominantly centred around European settlement/colonisation and activities and processes because of colonisation that shaped Queensland.

The themes have been selected based on the historic background of the Burdekin Shire and the townships within the Shire. Not all the themes and sub themes identified by Blake have been included, as not all the themes or sub themes are relevant to the evolution of the Burdekin Shire, therefore only ones relevant to Burdekin Shire have been included.

Table 7 Principal Queensland Thematic Framework

Theme	Sub-theme	Examples
1. Peopling places	1.1 the first inhabitants 1.2 migration from outside and within 1.3 encounters between indigenous and non-indigenous peoples 1.4 family and marking the phases of life	▪ Gudjuda reference group Aboriginal Corporation – Juru walk, repatriated human remains – Ayr ▪ Migration of not only British/Scottish and Irish immigrants into the region but also Chinese, German, Italian and Greek ▪ Pastoral stations, land and businesses that have been passed down through families
2. Exploiting, utilising and transforming the land	2.1 exploring, surveying and mapping the land 2.2 exploiting natural resources 2.3 pastoral activities 2.4 agricultural activities 2.5 managing water 2.6 managing flora and fauna 2.7 experimenting, developing technologies and innovation	▪ European settlers surveying land in Ayr, Home Hill, Brandon and Clare to establish towns and settlements ▪ Sourcing timber from bush to build the first homesteads (i.e., Woodhouse Station in Clare), Hotels, telegraph stations etc. ▪ Woodhouse (Clare) and Inkerman Stations (Home Hill) for pastoral runs to run cattle. ▪ The region is well known for producing and cultivating sugar cane ▪ Vegetables and fruits more common in Clare, Milaroo and Dalbeg. ▪ Rice was previously grown in Milaroo. ▪ Tobacco was grown and harvested in Clare in the mid-1940s through to the early 1970s. Tobacco was a large industry in Clare before sugar cane. ▪ John Drysdale invented irrigation technology that aided the continuation of growth of sugar cane in the region. The Delta Iron Works factory manufactured technologies to be used within sugar mills to evolve the crushing process. ▪ Technology developed Rivett welding on the Silver Link bridge that fast tracked the bridge construction. ▪ Even though cane lifts were not invented within the Burdekin Region they were utilised in the region since 1891.
3. Developing secondary and tertiary industries	3.1 feeding Queenslanders 3.2 developing manufacturing capacities 3.3 developing engineering and construction industries	▪ Producing sugar, vegetables and tropical fruits. ▪ Green's Foundry/Delta Iron Works was built to handle manufacturing of equipment utilised in sugar mills and for other industries.

Theme	Sub-theme	Examples
	3.4 developing economic links outside Queensland 3.5 struggling with remoteness, hardship and failure 3.6 inventing devices 3.7 financing 3.8 marketing, retailing and service industries 3.10 entertaining for profit 3.11 lodging people 3.12 catering for tourists	▪ Raw sugar produced in the mills was exported throughout Australia, with internation exports starting in 1922. ▪ In Clare solider settlements were known to walk off farms due to the hardship. Early sugar cane crops failed. ▪ CWA Ayr branch established to support women and children with remoteness and hardship. The CWA raised funds for the hostel for waiting mothers (since demolished). ▪ Banks were established in Ayr during the 1900s. ▪ Ayr and Home Hill were main business centres within the Burdekin region with established retail and other services. ▪ Brandon and Home Hill had established theatres to entertain to local community. ▪ Hotels were quickly established in Brandon, Clare, Ayr and Home Hill for food, drink and lodging. The Hotel in Clare was known to lodge people travelling to Ravenswood gold field.
3 Working	4.4 organising workers and workplaces 4.5 unpaid labour 4.6 surviving as Indigenous people in a white-dominated economy 4.7 working as exploited/indentured labour	▪ The Queensland Worker's Union had established a presence in Ayr (building still present today). ▪ Sugar cane industry historically used unpaid labour from South Sea Islanders to work in the cane fields
5 Moving goods, people and information	5.1 utilising human movement 5.2 using draught animals 5.3 using rail 5.5 using motor vehicles 5.7 telecommunications 5.8 postal services	▪ Hotels and homesteads were established near Cobb and Co routes to capitalise on humans moving through the area. ▪ Draught animals were used for travel, planting crops etc. The Cobb and Co had changing stations in the Clare area. ▪ Motor vehicles were used for people to travel between the towns, trucks were used for hauling sugar cane to the mills before the tramline was finished. ▪ The Ayr Tramway was essential for the area to move peoples and goods, the line was used to move sugar cane from the mills to the coast. The rail line connected the individual towns to each other, i.e., the line between Home Hill and Ayr.

Theme	Sub-theme	Examples
		▪ Telegraph Stations were established in Brandon, Clare and Ayr to establish early communication ▪ Postal services were also established in the same offices as the telegraph stations. Post was typically delivered via the cobb and co mail coach.
6 Building settlements, towns, cities and dwellings	6.1 establishing settlements 6.4 dwellings	▪ Land selections were quickly taken up across Burdekin to establish pastoral or agricultural settlements. ▪ Dwellings were established across the region. Ayr, Home Hill, Brandon, and Giru maintain characteristics of early Queensland Bungalow style housing.
7. Maintaining order	7.1 policing and maintaining law and order 7.2 government and public administration 7.4 local government 7.6 defending the country	▪ Police Stations and Court houses were established in Ayr, Brandon, Clare and Home Hill. ▪ Ayr became the location for seat of the council, with the council building being sited on Young Street. ▪ Men from the Burdekin Shire region fought in WW1 and II, the Delta Iron Works was commandeered by the Minister of Munition during WWII for purposes of repairing ship parts.
8. Creating social and cultural institutions	8.1 worshipping and religious institutions 8.2 cultural activities 8.3 organisations and societies 8.4 festivals 8.5 sport and recreation 8.6 commemorating significant events	▪ Churches of a variety of dominations were quickly established during settlement in Ayr, Home Hill and Brandon. ▪ Home Hill and Brandon had Theatres for entertainment and activities. Halls were also established to host dances. The Burdekin Theatre in Ayr hosts plays and concerts. ▪ Organisations such as the Workers Union established in Ayr ▪ Ayr Water festival first held in 1958, Sweet Days Hot Night festival in Home Hill. ▪ Sporting fields and clubs formed, racing track in Home Hill and Ayr ▪ War memorials established in Ayr, Home ill and Brandon to commemorate Burdekin Contribution.
9 Educating Queenslanders	9.1 primary schooling 9.2 secondary schooling 9.3 educating adults	▪ Primary schools established across the region ▪ Secondary school in Ayr ▪ TAFE established in Home Hill in the 1980s

Theme	Sub-theme	Examples
	9.4 tertiary education	
10 Providing health and welfare services	10.1 health services 10.3 caring for women and children	▪ A hospital was first established in Ayr in 1917. A Hospital was established in Home Hill in the 1920s. ▪ An Ambulance service was established in Ayr in the 1950s that also serviced Home Hill. ▪ The CWA established a branch in Ayr to care for women and children in remote areas. The CWA also funded the construction of a hostel at the Ayr District Hospital to be used for women waiting (building since demolished).

5.2.1. Discussion

Theme 2 Exploiting, Utilising and Transforming the Land: is a key theme of the whole area, many of the towns that make up Burdekin Shire i.e., Brandon, Clare, Millaroo, Giru, Home Hill and Ayr were all established around agriculture. The rail/tramline was established to transport people but mostly agricultural goods such as sugar cane to and from the mills. The settlements typically evolved around the sugar mills with residential houses, primary schools, post offices/general stores, places of worship and Hotels were quickly established.

Theme 3 Developing Secondary and Tertiary Industries: Other commercial businesses flourished as the result of the growth of agriculture in the region, Ayr, Home Hill, Clare and Giru are examples of *secondary and tertiary industries*. Commercial businesses were established that fed people, bakeries and general stores were set up generally by the 1920's. In Brandon Greens Foundry/Delta Iron Works was established to provide machinery for farming and manufacturing in the region. The National Australia Bank set up in Ayr and opened in 1913 to care for the financial needs of the region.

Theme 3, sub theme 3.8 marketing, retailing and service industries: The commercial centres in Ayr (mainly Queen Street) and Home Hill (Eighth Avenue) are representative examples of commercial buildings built in the late 19th century and early 20th century. Even though many have been adapted, and/or demolished since construction there are still some representative examples of buildings with traditional commercial character in the Burdekin Shire.

Theme 9 Educating Queenslanders, sub theme 9.1 Primary schooling and 9.2 secondary schooling is a common theme in the Burdekin Shire. Historically, the State Schools were built in towns that started to grow because of industry. Many of the Schools were built after local communities initiated the communication with the early education department to have a school in their region. Ayr State High School is listed as a place of State heritage significance entered into the Queensland Heritage Register

Theme 10 Providing Health and Welfare Services. Sub theme 10.1 health Services: In Ayr and Home Hill, the growth of population led to the need for community services such as private and public hospitals, and ambulance service to provide necessary health care. The Queensland Country Women's Association (QCWA) Ayr branch established a women's hostel next to the Ayr hospital, that was demolished c. 2005. The QCWA provided services to women and children in Burdekin – *sub theme 10.3 caring for women and children.* The QCWA Ayr branch continue to operate in a building located at 117 Young Street.

6. GAPS ANALYSIS

Following completion of the background research, review of documents including the Planning Scheme, review of the existing heritage places within the LGA (Local, State, Commonwealth), the following gaps have been identified.

6.1. LOCAL HERITAGE REGISTER

In compliance with the QHR, the Planning Scheme does include a Heritage Overlay and an LHR. However there is no significance assessment or identification of significant elements / features associated with those places. Considering one of the key aims of the Heritage Overlay Code is *the significant historical or cultural values of heritage places are not compromised, diminished or obscured by development on or near the place;* and the assessment benchmarks rely heavily on maintaining heritage values and not negatively impacting on those values, original fabric, or significant elements, it can only be assumed that a high level of subjectivity or confusion would be experienced by developers and Council trying to assess changes to heritage places.

There is currently limited to no information about how places can be proposed for entry into the LHR, and no information about how property owners can repeal the decision if they do not agree to have their property listed.

6.2. PLANNING SCHEME

The current Planning Scheme Heritage Overlay Code does not include archaeology, or the potential research value of a place. From a heritage perspective archaeological places have heritage value and can have the potential to yield information that could contribute to the understanding of the Burdekin Shire history (non-Indigenous), that cannot be readily gleaned from other sources. Archaeological places are entered into the QHR, and generally threshold as Criterion C.

The Planning Scheme does not include mapping / provisions for Character or cultural landscape areas, such as Significant Landscape Features (Indigenous and non-Indigenous)/Traditional Building Character / Residential Character / Commercial Character, and / or pre-1911 places. The provisions generally recognise the importance of early 20th Century “Queenslander” or “timber and tin” places before architectural changes of the mid-20th Century; and the special character of Federation or earlier buildings.

While is it a not statutory requirement to have these as part of the planning scheme, many councils within Queensland have adopted them as they provide broader protection of the unique built character of places, particularly where individual structures may not threshold for local listing in their own right. LGAs that have such provisions include Brisbane City Council, Ipswich City Council, Toowoomba Regional Council and Mackay Regional Council.

The current Planning Scheme does not include a Planning Scheme Policy for cultural heritage. The purpose of a Planning Scheme Policy for cultural heritage is to provide applicants with additional information and guidance in meeting requirements of the heritage overlay code, such as how to prepare a Heritage Impact Statement, or recommendations to prepare a Conservation Management Plan.

Finally, more clarity could be provided in the Planning Scheme about how development to a heritage place is assessed. The Planning Scheme notes that certain developments are ‘code assessable’, however the Scheme lacks information about what is required to assess the development and the type of documentation that is required, such as a Heritage Impact Assessment that is prepared with reference to Burra Charter principles. Some LGAs, Brisbane City Council, Redlands City Council, and Sunshine Coast Regional Council provide greater clarity in their planning schemes or have links on their websites or downloadable materials about approval pathways.

6.3. INDIGENOUS PLACES

No places of potential Indigenous (i.e. Aboriginal and / or Torres Strait Islander) heritage values are currently mapped. It is noted that considerations of such heritage are included in the Planning Scheme, but could be expanded to provide more clarity on how to achieve identification, protection and / or management of such values.

It is noted that while the Department of Women, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts maintains a cultural heritage database, many Aboriginal Parties are hesitant to have location or other information about significant places available for public knowledge.

A notable omission from the Planning Scheme consideration is Australian South Sea Islander heritage, particularly given that this population has played a major role in the development of the sugar cane industry in North Queensland, with many South Sea Islanders still present in the region today. It is noted that from a legislative perspective, the management of such heritage is a 'grey area', but generally managed under the provisions of the QHA rather than the Cultural Heritage Acts (2003).

7. SURVEY OBSERVATIONS

This section details observations made of each of the towns and locales surveyed in late October 2024. The information in this section is based on visual inspection, usually of the exterior of the subject location only, and consideration of physical attributes and characteristics. As the survey progressed, clear observations were made about the built character (commercial / residential) of the LGA, and these observations have formed some of the recommendations in Section 9.

7.1. AYR

Ayr, as the main town in the Burdekin Shire, unsurprisingly has the highest concentration of residences and commercial businesses observed during the survey. Queen Street, the genesis of the town, retains a highly intact early 20th century character.

Commercial

Ayr retains a strong commercial character streetscape in its town centre, largely reflecting the 1930s town growth and art deco architectural influences. Most of the original /earliest timber buildings have been lost over time. Some shopfronts have had modifications over time and some infill development has occurred likely as a result of the 2004 CBD Revitalisation project. The commercial character buildings in Ayr are generally concentrated around Queen Street, Edward Street, Graham Street, Young Street and Macmillan Street. In general, despite a variety of later accretions in the streetscape, the existing condition is highly reflective of the streetscapes seen in historic imagery such as those at Picture 77 to Picture 79.

The following physical attributes were observed, and illustrated at Picture 80 to Picture 84**Error! Reference source not found.**:

- Narrow lots;
- Majority single storey buildings with ground floor entrances. Only a few buildings are two storeys;
- Art deco facades, largely intact above the awning;
- Rendered and decorative facades with parapets;
- Shop awnings that extended to the kerb;
- Wide road with central parking and tree plantings;
- Shading over pedestrian crosswalks along Queen Street;
- Public art; and
- Plaques throughout with historical information on individual buildings, installed as part of the 2004 CBD Revitalisation project stage 1 (Picture 85 to Picture 86).



Picture 77 Queen Street streetscape c. 1913

Source: SLQ, image number bur00034



Picture 78 Queen Street streetscape c. 1950.

Source: SLQ, image number 33495-0002-0075



Picture 79 South side, Queen Street streetscape in 1936. Two-storey NAB building in centre of image

Source: SLQ, image number bur00078



Picture 80 South side, Queen Street streetscape, 2024. Two-storey NAB building at background

Source: Urbis 2024



Picture 81 Northern side of Queen Street. Note the shading over the cross walk (red outline)

Source: Urbis 2024



Picture 82 Northern side of Queen Street commercial buildings, with low scale parapets in a variety of forms

Source: Urbis 2024



Picture 83 Double height parapet of Coutts Bulk Stores, Queen and Edwards Street, established 1886

Source: Urbis 2024



Picture 84 Commercial Character buildings on Young Street

Source: Urbis 2024



Picture 85 Example of a plaque noting the location of Coutts Bakery located on Queen Street as part of the CDB revitalisation project

Source: Urbis 2024



Picture 86 Plaque on Queen Street noting the location and history of the National Bank building

Source: Urbis 2024

Residential

In general, residential development across Ayr is low scale, and rarely above two storeys. Many places identified in the reported places list have been demolished to accommodate more modern unit blocks and aged care housing.

While there are a number of later flats, duplexes, and apartment blocks (Picture 87 and Picture 88), there are several areas across town that have aesthetically pleasing collections of the Queenslander timber and tin vernacular. This also includes a number of places assessed as being “pre-1911”, clearly reflecting 19th Century workers’ cottage characteristics – single gable, weatherboard buildings, generally with enclosed verandahs, and often with extensions to the rear encapsulated under a single extended roof line. These are likely to have been constructed as workers’ cottages, and as a collective have potential to reflect a specific period and style of dwelling in Burdekin’s history.

The majority of older dwellings are situated on long narrow blocks of the land that allow large front and back yards. The built character of Ayr’s historic timber and tin homes typically have the following characteristics:

- timber weatherboard cladding;
- hipped roofs, colonial-era single gable roofs, some skillion roofs;
- corrugated iron roof sheeting;
- casement or sash windows;
- window hoods, either skillion or bullnose profile;
- low set with undercroft areas enclosed with timber battens;
- single street facing entry, with set of timber stairs leading up to the house;
- short verandahs with skillion awning roof; and
- infill cladding in fibre cement sheeting (potentially containing Asbestos).



Picture 87 Brick apartment block known as ‘Woodville’

Source: Google Street View, captured 2023



Picture 88 Modern two-storey apartment block on Chippendale Street

Source: Google Street View, captured 2023



Picture 89 Example of 19th Century workers’ cottage

Source: Urbis 2024



Picture 90 Good example of timber and tin bungalow Queenslander

Source: Urbis 2024



Picture 91 Example of the bullnose style window hoods commonly seen on traditional houses in Ayr

Source: Urbis 2024



Picture 92 Example of a house with kitchen annexe and skillion roofed timber batten window hoods

Source: Urbis 2024

Distinctive/Key Residential Buildings

Several buildings were identified in the reported places list that had more distinctive architectural typologies than the timber and tin vernacular. As the survey progressed, isolated examples of such buildings became apparent. These buildings were typically rendered masonry, with some art-deco or functionalist influenced curved lines, individualised architectural detailing, and at times an intriguing combination of several architectural influences, including Greek, Spanish, and Italianate aesthetics.

Research into these places has shown that several have connections to notable families of Ayr / Burdekin, and are recommended for inclusion in the LHR. These include:

- Spanish Mission house on MacMillan Street, with its terracotta tiled window hoods and roof, twisted barley columns, and yellow painted rendered façade (Picture 93 & Picture 94);
- "Thruby" at Graham Street which is associated with the Tie family, one of the very first Chinese families to settle in the Burdekin Shire (Picture 95);
- The unusually detailed home on MacMillan Street, that displays the general characteristics of a bungalow style Queenslander but with a rendered stucco façade and a concrete porch with highly visual concrete Doric columns (Picture 96);
- The masonry home on Beach Road is a very distinctive low-set rendered house with decorative brick quoining, a low brick parapet and columns on the porch. The house is associated with the well-known Populin family, that settled in the Burdekin Shire. In 2024, the rear of the adjacent commercial tenancies adjacent to the house was painted with a mural of the Populins – Maria and Demetrio, and their dog Mork (Picture 97 & Picture 98);[2]
- The former Rosslyn Private Hospital on MacMillan Street, adjacent to the Masonic Hall, that is a now a private residence (Picture 99); and
- 'Hightrees' on Wickham Street sited opposite Ayr State High School. This house is sited on a very large lot and the house itself is assumed to one of the earliest large residences in Ayr (Picture 100).



Picture 93 Street facing façade of the Spanish Mission house

Source: Urbis 2024



Picture 94 North-east elevation of the Spanish Mission house as seen from the Anglican Church

Source: Urbis 2024



Picture 95 'Thruby' home of Tommy and Ruby Tie

Source: Urbis 2024



Picture 96 113 – 115 MacMillan Street. Note the doric columns on the verandah

Source: Urbis 2024

[2] https://www.burdekinlife.com/article/beach-road-mural-honours-popular-populins



Picture 97 11 Beach Road, house lived in by the Populins

Source: Urbis 2024



Picture 98 Mural of the Populins sited on the building adjoining 11 Beach Road

Source: Urbis 2024



Picture 99 Former Rosslyn Private Hospital, MacMillan Street, highly concealed by vegetation

Source: Urbis 2024



Picture 100 View of 'High Trees', substantially concealed from street by vegetation

Source: Urbis 2024

Notable Features

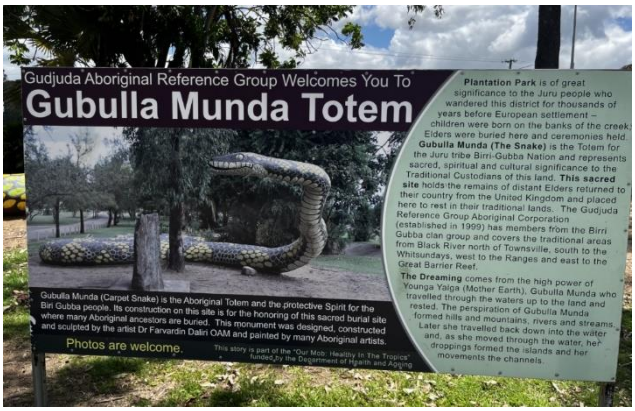
During the Ayr site inspection it was noted that the township has public art displays and murals throughout painted onto the sides of buildings, and other art pieces sited on Queen Street. This added a layer of aesthetic value and whimsy to Ayr. The art works are good examples of how public art can be incorporated into a commercial streetscape (Picture 101).

Perhaps one of the most notable public art pieces is sited outside the Gudjuda café (former school of arts building). The Gubulla Munda (Carpet Snake) is the totem animal of the local Aboriginal people and protective spirit for the Biri Gubba people. This totem marks the sacred location of repatriated human remains of distant elders of the Biri Gubba people. The site marks the entry into the Plantation Park and the Juru Walk (Picture 102 - Picture 104).



Picture 101 Public art in Ayr

Source: Urbis 2024



Picture 102 Information panel for the Gubulla Munda Totem

Source: Urbis 2024



Picture 103 The Gubulla Munda Totem

Source: Urbis 2024



Picture 104 Totem plaque

Source: Urbis 2024

Hotels

Ayr is not short of historic hotels, all sited on Queen Street - Delta Hotel, Burdekin Hotel and Kalamia Hotel. Coutts Commercial Hotel is also located on Queen Street, but is clearly modern, only referencing the naming of the historic hotel. The Delta Hotel is sited in its original location but no longer operates as a publican establishment, and has externally been heavily altered. Generally all hotels have been altered over time with modern additions, but they still retain dominance in the streetscape (Picture 105 - Picture 106).



Picture 105 Queens Hotel located on the corner of Queen and Edward Streets

Source: Urbis 2024



Picture 106 Kalamia Hotel located on Queen Street

Source: Urbis 2024

Churches

A range of denominations is represented in Ayr. They generally appear in very good condition, dominant in the streetscape, and with fine architectural characteristics clearly representative of places of worship.

During the site inspection, a small A-frame structure was observed within the Regis Ayr property, and is a highly unique style of Church. Only one other structure of similar architectural style was observed in the LGA, and this is a clearly distinctive mid-20th Century style as compared with other church styles across the LGA (Picture 109 - Picture 110).



Picture 107 Sacred Heart Catholic Church

Source: Urbis 2024



Picture 108 New and old Presbyterian churches

Source: Urbis 2024



Picture 109 A-frame church building, located between residential development and cane fields in the north of Ayr

Source: Urbis 2024



Picture 110 A-Frame former Parkside Church, Norham Street

Source: Urbis 2024

7.2. HOME HILL

The built character of Home Hill reflects that of Ayr, with a dominant timber and tin Queensland aesthetic. The Inkerman Mill is the major industrial feature of the Home Hill area, on the eastern bank of the Burdekin River. The Burdekin Diorama (Picture 111) is in Home Hill, with interpretive signage (Picture 112) on the history of the area, and the Mill. At time of site survey the diorama of the Burdekin Bridge (Silverlink) was no longer present in the diorama display.



Picture 111 Inside the Home Hill Lions Club diorama

Source: Urbis 2024



Picture 112 Heritage interpretation signs outside the diorama

Source: Urbis 2024

Commercial

Eighth Avenue remains the main commercial strip for the town, but has become a high traffic area due to Eighth Avenue being incorporated into the Bruce Highway. Eighth Avenue has been beautified by a long row of Melaleucas that stretch from the junction of Sixth Street and Eighth Avenue to the junction of Tenth Street and Eighth Avenue. These form a memorial avenue, with oval plaques on top of wooden posts next to each tree and each is dedicated to a different person that had a connection to Home Hill's pioneering history (Picture 113 - Picture 114).



Picture 113 Row of melaleucas on Eighth Avenue

Source: Urbis 2024



Picture 114 Example of a plaque found along the memorial avenue

Source: Urbis 2024

The commercial character of Home Hill is similar to that of Ayr, with an aesthetically pleasing row of single story, rendered and parapeted shopfronts. The historic hotels - Crown Hotel and the Malpass Hotel at two storeys are the highest structures in the streetscape (Picture 115).

The Home Hill Post Office is extant at the south-eastern end of Eighth Avenue but for unknown reasons is not on the Commonwealth Heritage List, despite being a functioning post office. The former railway station is in very good condition and used as the local information centre and is visually connected to the Post Office.

The Country Timbers and Kitchens building is an interesting and distinctive building, being clad in ripple iron, with relatively intact shopfronts, and gabled parapets.



Picture 115 The Crown Hotel located on the corner of Eighth Street and Eighth Avenue

Source: Urbis 2024



Picture 116 Indicative examples of Eighth Avenue shopfronts

Source: Urbis 2024



Picture 117 Country Timbers and Kitchens shop

Source: Urbis 2024

Residential

The residential character of Home Hill is similar to Ayr, with strong timber and tin character, with some fibre cement-clad homes, particularly earlier single gable workers cottages. The houses are predominantly low set and set on concrete or timber stumps, with some high-set houses with the lower level infilled, and bungalow hipped roofs that extend over front verandahs.

Small numbers of masonry homes with art deco or functionalist influences were observed. These stood out in the streetscape with their rendered facades, curved forms and porches with columns.



Picture 118 Example of some of the housing types in Home Hill

Source: Urbis 2024



Picture 119 Example of a low set house on concrete stumps finished in fibre cement cladding, and bungalow roof extending over verandah

Source: Urbis 2024



Picture 120 Example of art deco / functionalist style residence

Source: Urbis 2024

Railway Station

The Home Hill Railway Station (Picture 121) and line is still operational, although the rail functions have substantially declined. The former station building now operates as the Information Centre (Picture 122) and including some interpretive and historical photography displays. It has been subject to little change over time and is still highly reflective of its original design.



Picture 121 Home Hill Railway Station

Source: Urbis 2024



Picture 122 Inside the Information centre

Source: Urbis 2024

Cemetery

The E. W. Ford Park located on the corner of First Street and Bruce Highway is the location of the first cemetery in Home Hill, as denoted by a plaque sited within the park (Picture 123). The Home Hill Cemetery is sited at the corner of Fourth Street and Burdekin Road and has great value to the community as the final resting place of residents including some notable and early pioneers of the region. It is also of interest for its variety of interments and grave styles that reflect several denominational styles as well as the evolution of burial practices (Picture 124).



Picture 123 Plaque with Ford Park noting the first cemetery

Source: Urbis 2024



Picture 124 Section of the Home Hill Cemetery

Source: Urbis 2024

7.3. BRANDON

Historically Brandon was built around the Pioneer Mill which provided the bulk of employment within the area. It is mainly residential with a few commercial buildings and the Brandon State School located on the outskirts of town.

The Brandon Heritage Precinct has a prominent location on the corner of Drysdale and Spiller Streets, and is highly visible from the highway. The Precinct contains the former Renown Theatre (Picture 125), the Brandon Railway Station and the former St Patrick's Church. On the opposite side of the railway tracks from the precinct is the former Delta Iron Works. Across the road from the Brandon Heritage Precinct is a small park that contains a war memorial and several large fig trees (Picture 126).



Picture 125 Brandon Historical Precinct

Source: Urbis 2024



Picture 126 War memorial in Brandon

Source: Urbis 2024

Brandon has a reasonable proportion of fibre cement-clad, low scale residences mixed with timber and tin character (Picture 127). The former is generally observed in the good examples of 19th century workers cottages (Picture 128), and Banister Street in particular has several early timber houses. These older houses

are mainly timber, with enclosed verandahs and casement windows (Picture 127 -Picture 128). Many residences display some staining on their facades, being residues of the cane burning season.



Picture 127 Example of the Traditional Building Character housing on Banister Street

Source: Google Street View captured in 2023



Picture 128 Example of traditional workers cottage

Source: Google Street View captured in 2023

7.4. CLARE

Clare is a very small township and was one of the earliest places settled in the Burdekin Region, directly adjacent to the Burdekin River. The settlement included the Clare Hotel, cemetery and the Telegraph Station/Post Office, which now only exist as places of archaeological potential. The cemetery is of particular value to the community, being tended by local residents, and the place recognised through a plaque installed by the community (Picture 129). A cairn identifies the original location of the Telegraph Station, which historically was sited within a Cobb and Co route (Picture 130).



Picture 129 Clare cemetery showing the two marked out graves

Source: Urbis 2024



Picture 130 The cairn marking the location of the former telegraph station

Source: Urbis 2024

Clare generally contains low set timber houses, on large and narrow lots with most houses large front and rear yards. The few high-set buildings in Clare include the former Police Station, and a building potentially being a former workers accommodation located on George Street (Picture 133 - Picture 132).

Clare was historically important for its tobacco farms in the region after WWII as part of the soldier settlement program. No clearly discernible tobacco drying sheds were identified during the survey, however should such exist they warrant further inspection and consideration for entry on the local heritage register.



Picture 131 Example of a streetscape in Clare

Source: Urbis 2024



Picture 132 Former Police Station, one of the high-set buildings in Clare

Source: Urbis 2024



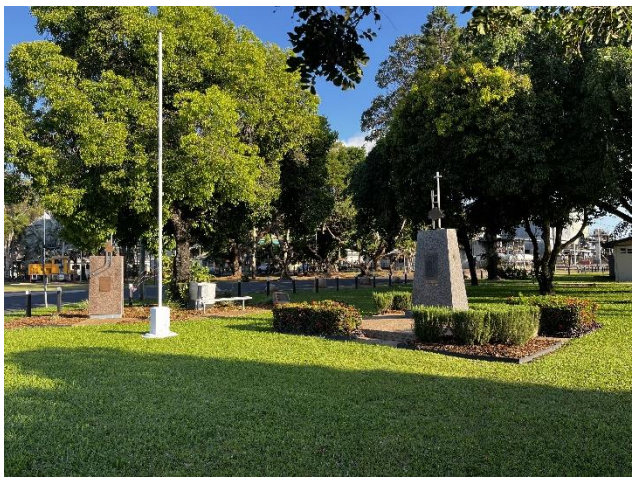
Picture 133 Potential former workers accommodation on George Street

Source: Urbis 2024

7.5. GIRU

Giru, like Home Hill and Brandon, was established around a sugar mill. Many of the houses built around the mill on Barbat Street are low-set houses set on stumps, and clad in weatherboard. Other houses around the mill are high-set, clad in weather boards, other low-set houses are finished in fibre cement sheeting or with a render.

For a very small town, Giru has a notable volume of historical buildings and features, including the Progress Theatre and the Giru Station that has been adapted into the Giru Historical and Information Centre. Giru celebrated 150 years of rail in Queensland in 2015. Brolga Park sited across from the sugar mill is the location of the School of Arts building, the building for the Giru branch of the Queensland Country Women's Association, the Giru war memorial, amenities block and children's park (Picture 134). The historic Giru International Hotel is also extant and occupies land close to the rail line (Picture 137).



Picture 134 War memorial sited in Brolga Park

Source: Urbis 2024



Picture 135 The former Progress Theatre building in Giru

Source: Urbis 2024



Picture 136 The former Giru Station

Source: Urbis 2024



Picture 137 The south-east elevation of the Giru International Hotel

Source: Urbis 2024

7.6. JERONA

Jerona is a small town on the banks of Baratta Creek and near the mouth of the Creek out to the ocean. Jerona has three streets with a large boat ramp, fishing huts and residences and a recreation club. It has a strong overall aesthetic of a seasonal fishing town, with no streetscapes or individual places of potential heritage value.



Picture 138 The boat ramp and parking area in Jerona

Source: Urbis 2024



Picture 139 Example of the Jerona Streetscape

Source: Urbis 2024

7.7. JARVISFIELD

It was observed that Jarvisfield is largely a rural agricultural area, with a small degree of built places set in a highly agricultural (cane fields) landscape. No built character of note was observed during field survey, however the Jarvisfield State School is an early school that continues to service the local community.

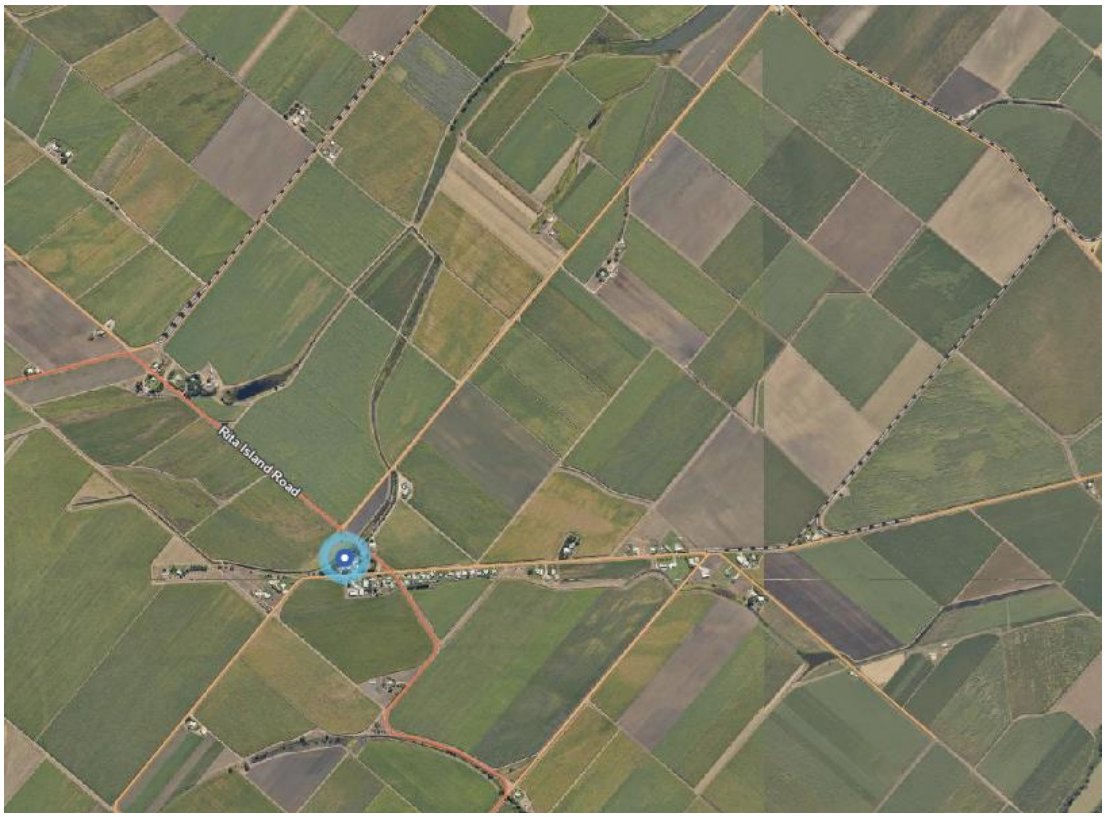


Figure 19 Aerial view of Jarvisfield. Note the agriculture/sugar cane plots and few houses

Source: Google maps 2025

7.8. DALBEG

Dalbeg is a small rural locale with few residences, and no streetscapes or individual buildings of particular note from a heritage perspective. The locale is dominated by sandalwood farms.

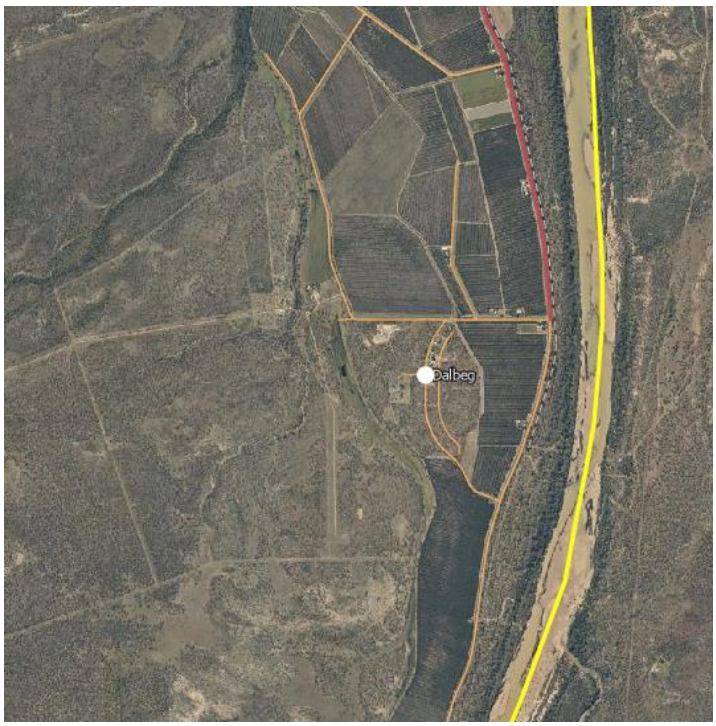


Figure 20 The settlement area of Dalbeg, with sparse residences but vast tracts of land used for sandalwood farms

Source: Google maps 2025

7.9. MILLAROO

Millaroo is surrounded by agricultural and sugar cane land and contains seven streets. The State School (Picture 140) has long served the community, but in general there are no streetscapes or individual buildings of potential heritage value. The roads were wide and partially sealed (Picture 141), and the houses a mix of low-set and high-set houses.



Picture 140 Millaroo State School

Source: Urbis 2024



Picture 141 View of a street in Millaroo

Source: Urbis 2024

7.10. RITA ISLAND

Rita Island is the site of the first town established in the Burdekin Shire, called “Wickham” after Captain Wickham who encountered the Burdekin region in 1839 while sailing the H.M.S *Beagle*. However, due to ongoing flooding, the site was abandoned, and today a plaque identifies the history of the area. The

monument is located at the very end of Sandhill Road (Picture 142) and in general there are no streetscapes or individual places of potential heritage value identified in the locale.



Picture 142 Monument marking the location of the first town on the banks of the Burdekin River

Source: Urbis 2024

8. INDIGENOUS CULTURAL HERITAGE

8.1. PLANNING SCHEME

The Planning Scheme has a typical level of protection for Indigenous cultural heritage that reflects similar approaches in planning schemes across Queensland. In general, planning schemes provide a high level statement requiring consideration of Indigenous heritage but that generally defaults to the requirements of the State legislation under the ACHA.

No places of Indigenous significance are currently included in the Planning Scheme. Relevant clauses in the Planning Scheme that seek to identify and manage Indigenous cultural heritage include:

2.6.4 Cultural Heritage

(4) Areas of known Indigenous cultural heritage significance are recognised and protected.

Editors note – The ACHA and the TSICHA provide for the recognition, protection, and conservation of Aboriginal and Torres Strait Islander cultural heritage and impose a duty of care in relation to the carrying out of activities. The requirements of the ACHA and the TSICHA apply separately and in addition to the SPP.

5.2.6 Heritage overlay code

5.2.6.2 (d) Indigenous cultural heritage is protected, managed sustainably and informs new development.

Editor's note: Early consultation with traditional owner's reference groups is encouraged to identify Indigenous cultural heritage and knowledge. This may include places, seascapes, landscapes, natural resources and cultural tradition.'

8.2. DESKTOP SEARCHES

As of the date of this report, 83 cultural heritage places are included in the Department of Women, Aboriginal and Torres Strait Islander Partnerships, and Multiculturalism (DWATSIPM) cultural heritage database. Cultural heritage site types include:

Site Type	Number
Scar Tree	8
Artefact Scatter	22
Grinding Groove(s)	1
Isolated Find	2
Shell Midden	36
Burial	3
Hearth / Oven	4
Painting	3
Landscape Feature	2
Aboriginal Intangible Place	1
Resource Area	1

The current Aboriginal Cultural Heritage Bodies and Parties include:

Cultural Heritage Body	Cultural Heritage Party
Gudjuda Reference Group Aboriginal Corporation	Bindal People #2
Birriah Aboriginal Corporation Registered Native Title Body Corporate (RNTBC)	Birriah People
Kyburra Munda Yalga Aboriginal Corporation RNTBC	Juru People (Part A)
	Juru People (Part B)

As identified in the ACHA, a **Cultural Heritage Body** is *An entity registered under Part 4 of the Cultural Heritage Acts as an Aboriginal or Torres Strait Islander cultural heritage body for an area. The purpose of a cultural heritage body is to*

- *identify the Aboriginal or Torres Strait Islander parties for an area*
- *serve as the first point of contact for cultural heritage matters.*

A **Cultural Heritage Party** refers to a native title party for an area. A native title party is defined as:

- Registered native title holders (where native title has been recognised by the Federal Court of Australia).
- Registered native title claimants (whose native title claims are currently before the Federal Court of Australia).

Previously registered native title claimants (the 'last claim standing') are native title claims that are no longer active and have been removed from the Register of Native Title Claims administered by the National Native Title Tribunal. Previously registered native title claimants will continue to be the native title party for that area providing:

- there is no other registered native title claimant for the area; and
- there is not, and never has been, a registered native title holder for the area.

The native title party maintains this status within the external boundaries of the claim even if native title has been extinguished.

Boundaries of the Cultural Heritage Bodies is below at Figure 21, followed by Cultural Heritage Parties at Figure 22.

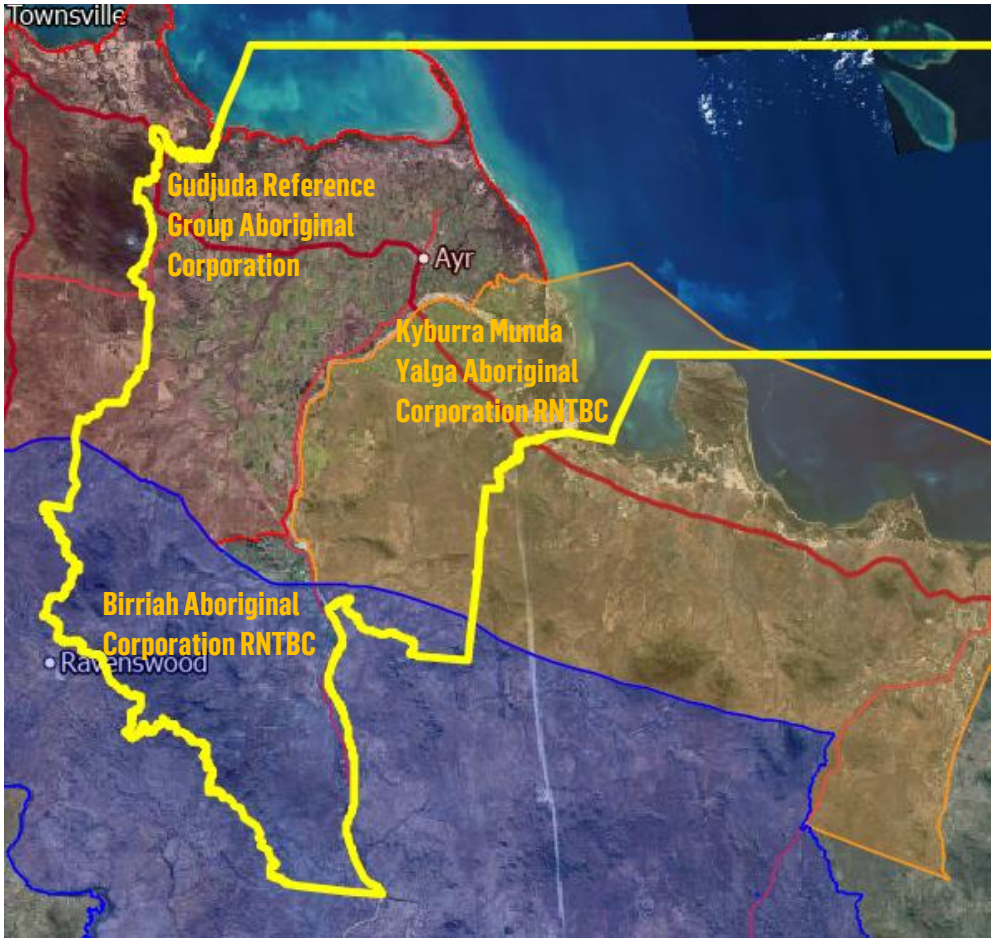


Figure 21 Boundaries of Cultural Heritage Bodies within Burdekin Shire LGA

Source: Queensland Globe

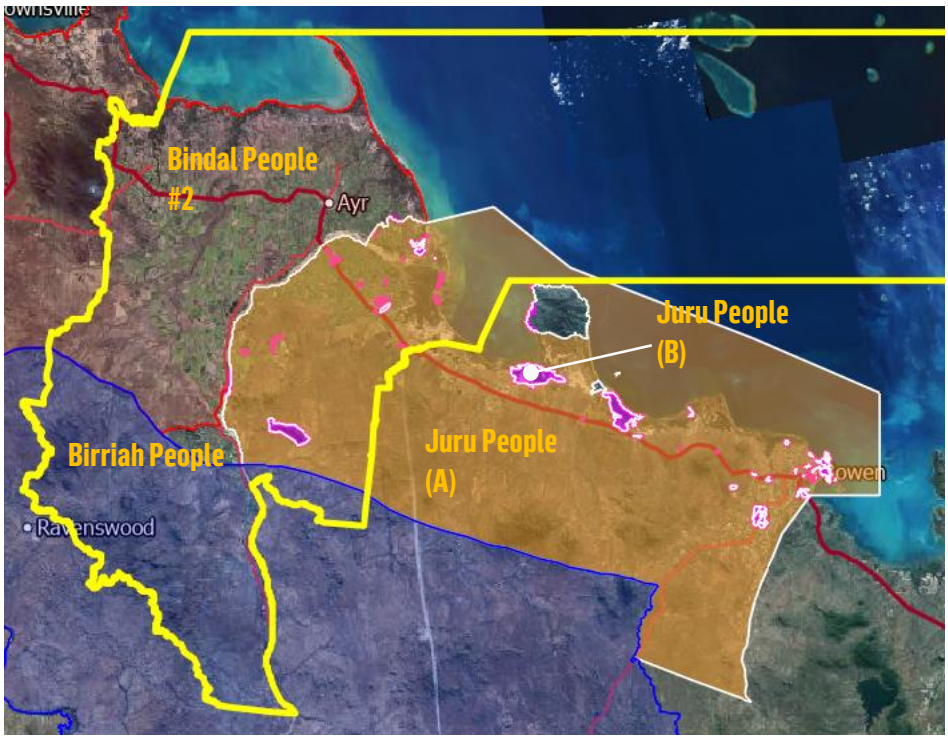


Figure 22 Boundaries of Cultural Heritage Parties within Burdekin Shire LGA

Source: Queensland Globe

8.3. CONSULTATION

Gudjuda Reference Group Aboriginal Corporation responded to a request for consultation during the onsite survey. This invaluable consultation revealed that the Corporation holds knowledge of the culture and history of the area, and knowledge of cultural sites beyond what has been formally recorded on the database. The consultation also revealed that:

- Plantation Creek and surrounds is a place of significance, as an important occupation site;
- The Carpet Snake cultural totem is important and protects repatriated human remains;
- The area occupied by the Carpet Snake totem could be considered for inclusion in the Planning Scheme, excluding those areas in the Road Reserve.

8.4. ABORIGINAL CULTURAL HERITAGE CONSIDERATIONS

The discussion held with Gudjuda Reference Group Aboriginal Corporation was a successful introductory meeting. However with consideration of the information that was started to be revealed (as culturally appropriate), and the number of registered cultural heritage sites in the Shire, it is apparent that a cultural heritage study focussing just on Aboriginal cultural heritage should be considered.

The scope of this Heritage Study report for built heritage places alone is vast, and has included background research, consultation, ground truthing and site survey and reporting. The same processes should ideally be followed for a cultural heritage study, given sufficient time for site survey but also to establish meaningful relationships with the Cultural Heritage Parties and Bodies of the Shire.

A standalone survey and assessment facilitated by and actively including Council, would allow Council to establish direct, long-term relationships with the Aboriginal Parties (and potentially the broader Aboriginal community) for the Shire and gain understanding of cultural heritage places and preferred management. Ideally cultural heritage survey, consultation and management would be led by Council, and supported by qualified archaeologists and/or anthropologists. Such a project would also afford:

- Understanding of the individual ways that each of the Aboriginal Parties prefer to conduct business, consultation, and cultural heritage identification and management, and in particular understanding of management of places of intangible value;

- Greater involvement of the Aboriginal Party in broader process such as land or waterways management;
- How each of the Aboriginal Parties wishes to reveal or restrict access to sensitive cultural sites and information;
- Facilitate understanding of other cultural knowledge that may inform other overlays like bushfire or other land use planning;
- Appropriately allocating survey or consultation team members to participate in discussions about men's or women's business / sites;
- Particular issues facing the Aboriginal community beyond cultural heritage management, and how planning schemes can provide foundations for addressing such concerns.
- At present, it is recommended that Council continue its approach to defer to the requirements of the Duty of Care Guidelines under the ACHA. This is discussed further at Section 9.

9. RECOMMENDATIONS

Following the review of the existing Local Heritage places, State places, gaps analysis, assessment of additional heritage places and site inspections, the following recommendations are made for further studies and development of the list of heritage places. Recommendations are based on best practice management of places of heritage significance.

9.1. EXISTING HERITAGE LIST

The existing LHR contains Lot on Plan information that clearly identifies the boundary of the heritage place, in compliance with the QHA (refer Section 3.2) but no statements of significance are included. For full compliance with the QHA, the existing LHR should be updated to include statements of significance and identification of significant elements to assist Council in assessing impacts to those places. The Place Cards for the LHR places at **Appendix C** should be used as a basis.

The formulation of an online heritage list should be considered, so that the general public can understand the places included in the LHR, and for clear understanding of heritage significance and significant elements, should the public propose works or changes to those places. If an online list is formulated, consideration should also be given to inclusion of State heritage places in the list. These are currently mapped in the Heritage Overlay map OM 8.8. This would provide greater public knowledge of the range of heritage places within the LGA.

9.2. PROPOSED PLACES FOR LISTING

The survey has resulted in the proposal for 39 places to be added to the LHR. While many of the small locales and townships would still not be represented in the LHR, the additional places would include representation of four locales not currently reflected in the LHR. Our proposed Methodology in Section 1.2 of this report, reduced the original list of 125 places down to the 39 recommended individual inclusions as identified below. The residential places that have been proposed for listing are considered to be standouts among the large number of residential dwellings that were on the original list of 125 places.

The below also includes identification of “priority” recommendations, being those places that are recommended for priority consideration should Council not wish to progress with listing all 39 recommendations in the first instance. Those priority items are recommended for consideration in the upcoming Planning Scheme update. In particular, inclusion of the Burdekin / Inkerman Bridge (the “Silver Link”) is recommended, and may potentially also warrant nomination to the QHR.

The proposed places for listing include:

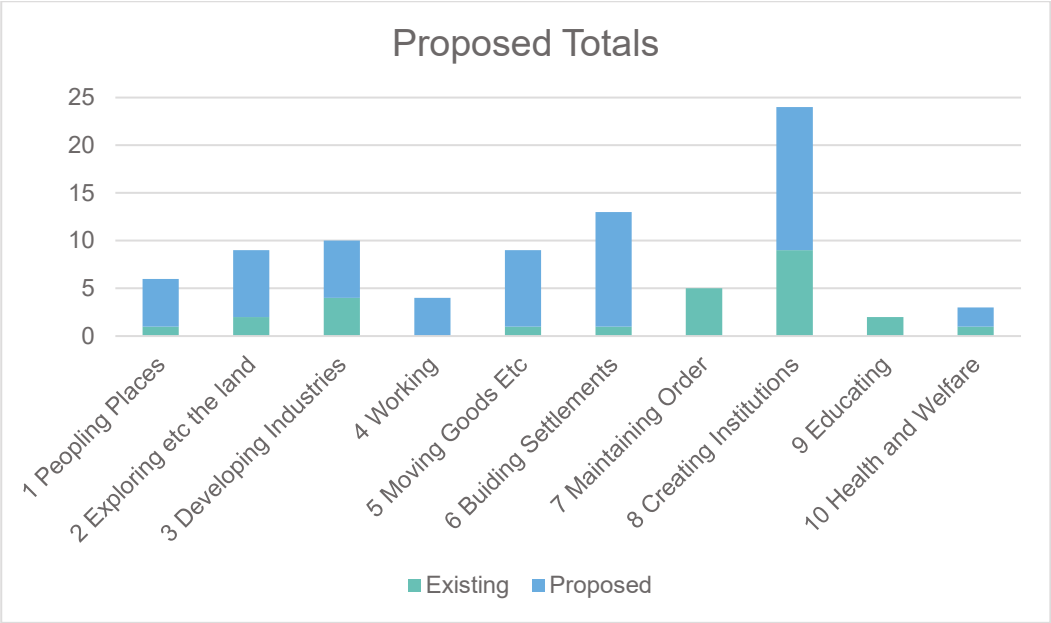
Recommended Places	Address	Town
Priority List		
Burdekin River Bridge (Inkerman Bridge), including archaeological remains	Bruce Highway	Home Hill
Home Hill Post Office	58 Eighth Avenue	Home Hill
Former Populin House	9 Beach Road	Ayr
Church of St James	9A-27A Chippendale Street	Ayr
Australian Meat Workers Union	127 Edwards Street	Ayr
Thruby	85 Graham Street	Ayr
Former Zammit House	115 MacMillan Street	Ayr
Brandon War Memorial and Fig Trees	Spiller Street, corner with Bruce Highway	Brandon
Delta Iron Works	Spiller Street	Brandon
Pioneer Cemetery	Ayr-Dalbeg Road	Clare
All Other Recommended Places		
Pioneer Mill Tramway Derrick	171 Waterview Road	Airville
Ayr Cemetery	134 Cameron Street	Ayr

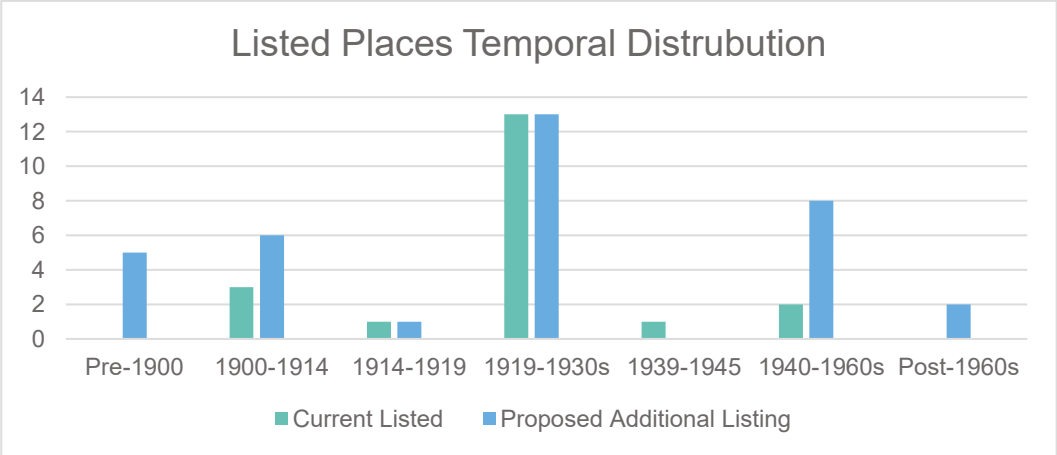
Recommended Places	Address	Town
Spanish Mission House	86 MacMillan Street	Ayr
Former Rosslyn Private Hospital	114 MacMillan Street	Ayr
St Andrews Old Presbyterian Church	105 MacMillan Street	Ayr
All Saints Anglican Church	82-84 MacMillan Street	Ayr
Former Ambulance Station	202 Queen Street	Ayr
Burdekin Theatre	161 Queen Street	Ayr
Former Parkside Church	81 Norham Street	Ayr
Hayes' Grand National Hotel	82-84 Railway Street	Ayr
Ayr Swimming Pool	242-250 Queen Street	Ayr
Country Women's Association Hall	117 Young Street	Ayr
Ayr Bowling Club	101 Young Street	Ayr
Residence	134 Cameron Street	Ayr
Renown Theatre	21-27 Spiller Street	Brandon
Former Brandon Station Building	21-27 Spiller Street	Clare
Cobb & Co Crossing and Former Burdekin Hotel	Ayr-Dalbeg Road	Clare
Former Telegraph Station including cairn memorial plaque (archaeological place)	Ayr-Dalbeg Road	Clare
Giru Railway Complex	Corner Walton and Luxton Streets	Giru
School of Arts	3 Invicta Road	Giru
Giru International Hotel	11 Bird Street	Giru
Giru War Memorial	Carey Street	Giru
Hellenic Memorial Hall	1 Eighth Avenue	Home Hill
Country Timber and Kitchens	68-70 Eighth Ave	Home Hill
St Colman's Catholic Church	89-91 Tenth Street	Home Hill
Burdekin Uniting Church	38 Twelfth Street	Home Hill
Home Hill Station Building	Lot 22, Fifth Avenue	Home Hill
Home Hill Cemetery	1-7 Bruce Highway	Home Hill
Residence	49-51 Ninth Avenue	Home Hill

Currently there is a dominance of places dating to the 1919-1930s period and relating to Historic Theme 8: Creating social and cultural institutions. Reflecting on the history as presented in Section 4 this is likely a reflection of the opening of the Inkerman Bridge and the rail line in 1913, connection to the North Coast Rail Line in 1919 and then the opening of the road bridge in 1930. These infrastructure projects led to increased connectivity of the Burdekin to population centres to the north and the south, and would have facilitated easier transportation of materials, and people, to the region.

The proposed places do continue a dominance of places relating to the Historic Theme 8, but provide more distribution across other themes including some not currently represented in the LHR. Similarly, the proposed heritage places mostly reflect that Interwar 1919-1930s period, but provide greater temporal distribution including pre-1900 places.

Statistics of existing and proposed local heritage entries are shown below; followed by aerial imagery of the distribution of proposed new places.


Proposed Totals
25
20
15
10
5
0
1 Peopling Places
2 Exploring etc the land
3 Developing Industries
4 Working
5 Moving Goods Etc
6 Buiding Settlements
7 Maintaining Order
8 Creating Institutions
9 Educating
10 Health and Welfare
Existing
Proposed


Listed Places Temporal Distrubution
14
12
10
8
6
4
2
0
Pre-1900
1900-1914
1914-1919
1919-1930s
1939-1945
1940-1960s
Post-1960s
Current Listed
Proposed Additional Listing

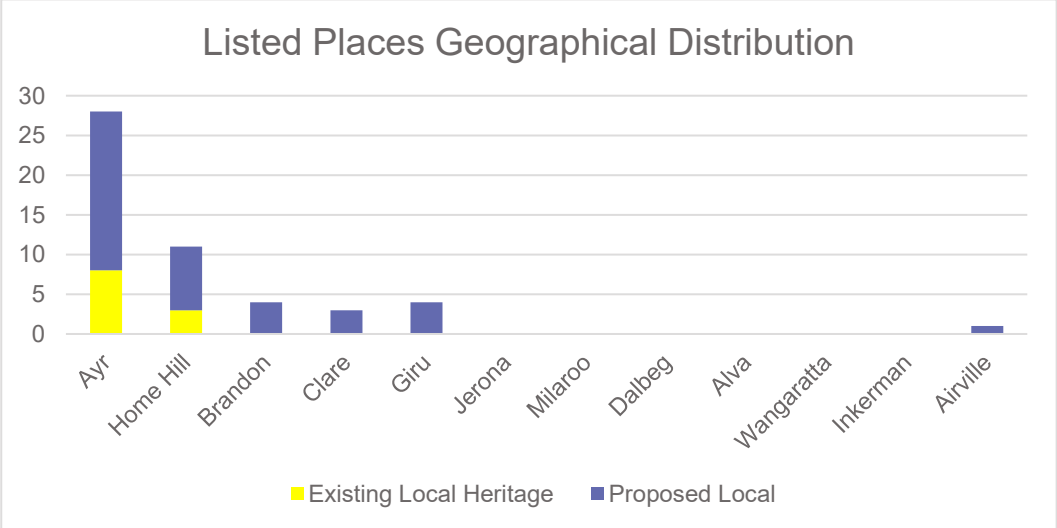

Listed Places Geographical Distribution
30
25
20
15
10
5
0
Ayr
Home Hill
Brandon
Clare
Giru
Jerona
Milaroo
Dalbeg
Alva
Wangaratta
Inkerman
Airville
Existing Local Heritage
Proposed Local



Figure 23 Existing heritage listed places, Ayr (State and Local)

Source: Queensland Globe



Figure 24 Distribution of proposed additions to LHR, Ayr

Source: Queensland Globe



Figure 25 Existing heritage listed places, Home Hill (State and Local)

Source: Queensland Globe



Figure 26 Distribution of proposed additions to LHR, Home Hill

Source: Queensland Globe



Figure 27 Existing heritage listed places, Brandon (State place only)

Source: Queensland Globe



Figure 28 Distribution of proposed additions to LHR, Brandon

Source: Queensland Globe



Figure 29 Distribution of proposed additions to LHR, Giru. No currently listed places

Source: Queensland Globe



Figure 30 Distribution of proposed additions to LHR, Giru. No currently listed places. Showing pioneer cemetery (white) and indicative proposed investigation area for former townsite and river crossing

Source: Queensland Globe



Figure 31 Distribution of proposed additions to LHR, Airville. No currently listed places

Source: Queensland Globe

It is recommended that Council consider adding to the LHR, starting with the places recommended in this report. Inclusion of the proposed places will provide a solid foundation for Council to further its understand of the significant heritage places in the LGA, and enact measures to conserve and manage the places for the benefit of present and future generations.

It is further recommended that Council propose a timeframe (i.e. 5 years) for a revision of the (updated) LHR. Future revisions should be undertaken to determine whether listed places still should be included, and may also include a specific survey to target themes or historical eras still considered to be underrepresented in the LHR. This includes Theme 4: Working and Theme 7: Maintaining Order; and historical periods pre-1900, and the wartime periods (WWI and WWI) – and including other conflicts such as Vietnam or Korean Wars.

The Place Cards (**Appendix C**) for the proposed places include high level historical information and concise statements of significance. Limitations on time and resources have resulted in as complete entries as possible, but with further research and refinement additional information and aspects of significance may be uncovered about each place. Where possible, Council should consider further refinement of the Place Cards provided.

9.3. FURTHER CONSIDERATION – SCHOOLS

The majority of the state schools in the LGA, particularly in smaller or rural locales, have operated since early (non-Indigenous) occupation of those areas. Consequently, these places are likely to have social and historical values that may warrant heritage listing, or at least further investigation. The majority of the schools reflect the timber and tin style of Queensland Government state schools but have been modified, expanded on, and changed over time in response to population fluctuations and student learning needs.

Consideration could be given to a specific study on local schools to determine their representation as state schools, their rarity value in terms of age and representation, and if they warrant inclusion as local heritage places. This would contribute further to representation across the LGA in terms of Historic Theme 9: Education.

It is noted that if heritage listings are placed on those schools, restrictions will likely then apply in terms of changes to individual buildings or overall campuses, and the heritage potential should be balanced with an understanding of the potential impacts on the functioning of these small schools, particularly where applications may incur substantial costs.

9.4. FURTHER CONSIDERATION – MILLS

The sugar mills in the region have a significant historical connection to the growth and development of the Burdekin. This connection will endure for as long as sugar production continues, and will continue to be an employer for people in the region.

Similarly to the above (Section 9.3) the Mills could be added to the LHR as Cultural Landscapes, as large-scale places that contain a variety of industrial areas and residential areas that demonstrate the functions and the evolution of the sugar cane industry. A local heritage listing on a Mill may however place certain restrictions on the place that managers may be concerned about, and that may conflict with required technological changes and ongoing operations.

Further consideration could be given to research into the Mills, either for consideration as local heritage places or research purposes to prepare documents or interpretation that describe the Mills, their role in the development of the region, and should include oral histories with present and former workers.

9.5. PLANNING SCHEME RECOMMENDATIONS

This section relates to recommendations to other sections of the Burdekin Shire Council Planning Scheme that after a gaps analysis should be altered to include heritage places, commercial character and traditional building character houses.

9.5.1. Local Character – Residential

It is recommended that Council implement Character provisions into the Planning Scheme. As identified in the Queensland Government document (2020) historical character generally encompasses the sum of the visual and other sensory qualities or attributes of a place, area, or precinct that are associated with its past (refer **Appendix B**.) In Brisbane City Council LGA for example, pre-1946 areas generally contain areas or collections of buildings that exist as historic streetscapes, whereas pre-1911 overlays are often for individual

residences, as with time and changing population needs it is rare to find intact groupings of residences of this age.

The provision of Character areas, in terms of residential or “Traditional Building Character” generally includes Heritage Overlays of pre-1911 construction, and pre-1946 construction which generally reflect the ‘end dates’ before changes to residential architectural forms became noticeable. However, the dates selected for a given LGA or town, should be informed by more in-depth survey and analysis of the built character.

Within Ayr, streets such as Graham Street, MacMillan Street, Wilmington Street and Mackenzie Street were observed to contain several intact homes that would threshold for character protections. This type of protection would allow internal changes but restrict external structural changes in order to maintain the integrity of the historic streetscapes.

Places reflecting residential character attributes are shown below, and where collections of such places are extant, they should be considered for heritage protections.

Table 8 Residential Character examples

Image	Location	Commentary
	139 Graham Street, Ayr	Early 20th Century home very reflective of “Workers Home Type F”, per 1911-1915 Workers Dwelling Board Architectural Plans[3]
	127 MacMillan Street, Ayr	Likely early 1900s bungalow style residence, with roof extending over a L- or U-shaped verandah. Numerous examples throughout the LGA
	25 Burke Street, Ayr	Well maintained example of a ca.1930s porch and gable residence
	56 Railway Street, Ayr	Early 1900s workers cottage, bungalow with single verandah

A number of early 1900s works cottages were also identified, in typical Colonial style of small footprint, single gable / hipped roof homes. There are clear differences between the early workers cottages, and the larger, but still early, pyramid-roof homes with more extensive verandahs.

[3] https://www.archivessearch.qld.gov.au/items/ITM1572645

Table 9 Pre-1911 residence examples

Image	Location	Commentary
	34 Queen Street, Ayr	Well maintained 1880s-1890s era single gable workers' dwelling, with extensions to rear under main roof line. Front verandah enclosed
	132 Wilmington Street, Ayr	1880s-1890s hipped roof workers dwelling with extensions to rear and bullnose verandah roof, verandah has been enclosed
	129 Graham Street, Ayr	Pyramid roof core, French doors to verandah that has separated roof form, posts and decorative brackets and timber balustrade. This particular building appeared to be in good condition, and may be reflective of an early home originally set on a larger property or estate
	131 Wilmington Street, Ayr	Late 19th to early 20th Century residence, with pyramid roof form to main house separated from verandah roof

The DETSI reported places list that formed the basis of this Heritage Survey contained a large number of private residences. During the survey it became clear that there is substantial opportunity for a Character Study of the region, or individual towns, to provide guidance on built character and the extent of local character areas. It is recommended that a Character Study is considered. The study would allow for more in-depth research into specific historic building typologies and may result in expansions of the LHR where individual homes are subject to comparative analysis and determination as being excellent examples of their typology.

Should a Traditional Character and/or Pre-1911 Overlay be considered for the Planning Scheme, a respective Overlay Code would be required to appropriately regulate changes to these places, including demolition, use and/or design provisions.

9.5.2. Local Character – Commercial

Similarly to the discussion in Section 9.5.1 above, the DETSI reported places list contained a vast number of commercial places including almost the entirety of the Ayr town centre. Overall, the main towns in the LGA – Ayr and Home Hill – contain highly intact streetscapes dating to ca. 1910s-1930s. It is recommended that these places are considered for inclusion in a Character Overlay, as Commercial Character. This is separate to residential character in that Commercial Character reflects collections of buildings with specific commercial functions, usually shops.

The survey identified several shops that could be considered for inclusion in the LHR in their own right, with further research and inspection of their interiors. These items display unique features, intactness, good condition, or other factors that distinguish them from surrounding buildings. These are shown below.

Table 10 Indicative commercial character

Image	Location	Commentary
	191 Queen Street, current use Chill Café drive through, formerly a petrol station	Could be considered for local threshold on account of its art deco detailing
	Felix Behan building	Could be considered for local listing following inspection of interior and results of any character study. Fine example of a parapeted façade with art deco influences, and historic owner name included in detailing
	Delta Cinema, Ayr	Dominant art deco qualities, however at time of survey the place (interior at least) was being refurbished
	Young Street, Ayr	Reasonably intact commercial streetscape
	Eighth Avenue Shops, Home Hill	Reasonably intact row of shops reflecting their early 20th Century appearance and characteristics

It is recommended that if a Character Study is commissioned, this should also include assessment of opportunities for Commercial Character mapping across the LGA. Should this occur a clear naming system for individual locations should be devised if needed. This would be particularly important if places were entered as Local heritage items. It is commonly seen that a shop will be entered into a register with reference to an existing tenant or function, which is confusing in future once that use has ceased or the tenant changed. Naming should reflect original uses, the most significant use, or a simple address.

Further, opportunity exists to consider a specific study of art deco buildings in the LGA. There are a large number of commercial and residential buildings observed during survey that possess architectural attributes

of art deco form. Similar studies have been undertaken in Brisbane and Mackay, and would provide an opportunity to study and celebrate the presence of this distinct architectural typology in the region.

Should a Commercial Character overlay be considered for the Planning Scheme, a respective Commercial Character Overlay Code would be required to appropriately regulate changes to these places.

9.6. HERITAGE OVERLAY CODE

No major changes are recommended to the Heritage Overlay code in general, but for greater clarity on its application and assessment under the Code, the following is recommended:

PO1 update, *Development maintains the heritage values of the place*. Updating the LHR with specific statements of significance that identify key aspects of a place's significance will provide further clarity for assessment of impacts. Consideration could be given to adding additional wording, such as

- *Where necessary, a heritage impact assessment is prepared verifying the proposal is in accordance with the Australia ICOMOS Burra Charter* (Brisbane City Plan 2014). A link is provided to the Burra Charter;
- *Where necessary, a heritage impact assessment report is prepared by a suitably qualified person as detailed in SC6.13 — Local heritage planning scheme policy.* (Rockhampton Region Planning Scheme 2015). Section SC6.13.8 provides guidelines for the content to be included in a heritage impact assessment report for both development on and adjacent to a heritage place;
- *The preparation of a Heritage Impact Statement (HIS) in accordance with SC6.11 City Plan Policy – Heritage management is Council's preferred method for demonstrating compliance with this performance outcome.* (City of Gold Coast City Plan 2016). The Heritage Overlay code also refers to the preparation of a Conservation Management Plan as a method of managing heritage values. SC6.11 City Plan policy – Heritage management provides further detail on the local heritage criteria, Heritage Exemption Certificates (local), requirements for a Conservation Management Plan, guidelines for a Heritage Impact Statement, Archival Recording requirements, and Archaeological Assessment and Management.

The Planning Schemes identified above include guidance for preparation of a Heritage Impact Assessment.

PO3 update, *Development is undertaken in a way that…* Consideration could be given to including impacts on archaeological potential. This could include:

- *Excavation or other earthworks do not have a detrimental impact on known and potential archaeological sites of a Local heritage place* (City of Gold Coast).

PO5 update, regarding demolition and Archival Recording. Consideration should be given to including specific requirements (such as those established by City of Gold Coast), or inclusion of wording such as *Archival Recording is to be undertaken in compliance with the Guideline: Archival Recording of Heritage Places (Queensland Government 2012); or*

In every case where a local heritage place is demolished (partially or wholly) or removed, an archival quality photographic record of the local heritage place, including its features, is made prior to demolition or removal and lodged with Council (Rockhampton Region Planning Scheme 2017).

9.6.1. Aboriginal / Indigenous Cultural Heritage

PO2 identifies that *Indigenous cultural heritage is protected, managed sustainably and informs new development*. The Editor's Note confirms best practice to consult with Traditional Owners as early as possible can assist in achieving this outcome. Consideration could be given to expanding this, for further compliance with the ACHA, such as inclusion of:

- *Land users must take all reasonable and practicable measures to ensure their activity does not harm Aboriginal or Torres Strait Islander cultural heritage. At a minimum, a Duty of Care Assessment should be prepared to assess and manage the potential for impacts. This document should be prepared in accordance with the Cultural heritage duty of care guidelines and should adopt a consultative approach that is acceptable to Traditional Custodians and provides opportunities for Traditional Custodians to participate in the identification and management of cultural heritage. [Guidelines: https://www.qld.gov.au/firstnations/environment-land-use-native-title/cultural-heritage/cultural-heritage-duty-of-care]*

To maximise the likelihood of developers / land users giving regard to their legislative obligations under the ACHA, it is recommended that compliance with the ACHA be included as a standard condition of any development approval granted by Council.

9.7. PLANNING SCHEME POLICY – HERITAGE

A Planning Scheme Policy contains relevant information to guide groups, communities and individuals in how to identify what is required to conserve and protect heritage places. The Townsville City Plan 2014 (Townsville City Council 2024) is a good example of a Planning Scheme that includes a comprehensive list in Schedule 6 Planning scheme policies – SC6.3 Cultural heritage planning scheme policy for what is required from applicants to meet the Cultural heritage in the cultural heritage overlay code. The list includes what information is needed to support a development proposal on and adjoining a heritage place, how to prepare a Heritage Impact Statement, a Condition Report, Archival Recording and an Archaeological Management Plan. The City of Moreton Bay have included a guide to preparing a heritage Conservation Management Plan and a guide for requirements for assessment of trees (City of Moreton Bay Planning Scheme 2016).

The addition of Planning Scheme Policy (PSP) that relates to the existing heritage overlay within the Planning Scheme would guide residents and business owners with what is required from them in order to undertake development on or adjoining a heritage place. A guide for what is required in a Heritage Impact Statement at minimum should be included in the PSP. A Heritage Impact Statement is a crucial part of gaining approval for development of a heritage place via an Exemption Certificate pathway (see Section 9.7.1).

Factsheets can be developed based on the Heritage Planning Scheme Policy as resource that can be accessed by the community to better understand what is required to conserve and protect Local heritage places.

9.7.1. Exemption Certificates

Local Heritage Exemption Certificates and General Exemption Certificates could be prepared to provide quicker assessment and approvals pathways for works that will have minimal, or no impact on the heritage values of a place. Such provisions are offered for State places under the QHA, and local governments including Brisbane, Gold Coast, Townsville, Redlands and Scenic Rim.

9.8. OTHER PLANNING SCHEME PROVISIONS

9.8.1. Zoning

Section 2.3 Liveable Communities and Infrastructure – Strategic Outcomes – 2.3.3 Centres, and 2.3.4 Housing Diversity covers the commercial and housing preferred outcomes for the region. Part 4 – 4.2 sets out the assessment benchmarks for Zones. The Centre zone code Table 4.2.1.3(a) – Benchmarks for development that is accepted subject to requirements and assessable development - PO1 states:

***PO1** Buildings have height, scale and alignment consistent with streetscape character, and create a safe, continuous and comfortable pedestrian environment at the street front.*

This is the only PO in this table regarding the Centre zone code, that mentions something heritage adjacent - streetscape character. The remaining codes and benchmarks do not mention heritage places or commercial character places in Centre zones. Section 4.2.6 Low density residential zone code has assessment benchmarks that restricts any future development in this zone building height that is consistent with the low-rise scale locality.

It is recommended that the zone codes should be updated to include the commercial character in Centre zone areas to include restrictions on altering façades, particularly the upper levels, allowance for the ground floor to modernise within the benchmarks already laid out in the table.

The Housing diversity also excludes heritage places and/or Traditional Building Character/Character Housing. It is recommended to update the section 2.3.4 to include adapting building character and character housing places provisions. Adapting the housing diversity provisions allows for the opportunity to increase the number of dual occupancies in the area.

9.9. LONGER TERM CONSIDERATIONS

To support Council in maintaining and managing an expanded heritage list, a variety of processes and guidelines could be implemented in future.

9.9.1. Character Studies

To support future mapping of Character Areas, studies should be undertaken to inform any such initiatives, as discussed in Section 9.4.

9.9.2. Cultural Values Assessments

Little information has been gained during this study for specific provisions for management of Indigenous cultural heritage. It is considered that the understanding of significant Indigenous heritage values, places and landscapes should be a study in its own right. A project to investigate Indigenous cultural heritage values should have a long duration to allow for relationship building with Aboriginal parties, Traditional Custodians, Elders, and other knowledge holders.

As part of any study, an Indigenous Cultural and Intellectual Property (ICIP) agreement should be prepared to ensure safeguarding of all sensitive information provided by Indigenous peoples, and establish how that information is allowed to be used. Outcomes of such a project should be determined in collaboration between Council and Indigenous peoples, such as whether cultural sites should be included in a Planning Scheme, if sites should be included in the Queensland cultural heritage database, or if information could be used to establish interpretive opportunities or cultural experiences across the LGA.

Members of the South Sea Islander community have an enduring connection to the region through work in the cane industry. The Queensland Museum has partnered with Australian South Sea Islander communities across Queensland, including the Ayr Australian South Sea Islander Community to research their histories, in order to ensure an enduring sense of identity, heritage, and to reveal deeper stories that will have a continuing meaning for future generations.[4] Council should consider engaging with this project and / or conducting consultation and histories to identify places in the Burdekin of significance to the Australian South Sea Islander community.

9.9.3. Conservation Management Plans

Consideration could be given to the preparation of Conservation Management Plans (CMPs) for local heritage places owned by Council. This would assist Council and site users of listed places in appropriate management of those places, and set a precedent for other owners of heritage properties within the area. A guide to what to include in a Conservation Management Plan can be included in the PSP to ensure that professionals know what is required for a comprehensive CMP.

9.9.4. Heritage Factsheets and Grants

Some Local Councils in Queensland have developed strategies and resources to provide to the community and property owners to ensure that owning a heritage place does not need to be a burden.

The City of Gold Coast, Rockhampton Regional Council, Redlands City Council, Toowoomba Regional Council and Brisbane City Council have provided factsheets that are accessible through council websites on how to maintain and managed heritage places. It is recommended that Burdekin Shire develop their own factsheets that detail what heritage is, what types of works can be done to a heritage place without requiring approval, etc.

[4] https://www.museum.qld.gov.au/collections-and-research/projects/australian-south-sea-islander-lived-identities



Figure 32 Example of a heritage factsheet from Redland City Council

Source: Redland City Council



Figure 33 Example of a heritage factsheet from the City of Gold Coast

Source: City of Gold Coast, https://www.goldcoast.qld.gov.au/About-our-city/Cultural-heritage.

9.9.5. Subsidies or Grants

It is noted that the preservation and management of heritage places is based on more than just policies and statutory regulations, communities also play a role in the preservation of heritage places. Property owners may see their property listed as a heritage place as a burden and hindrance. Incentives could be offered such as:

- Grants could be offered by Council to owners of local heritage places, to assist owners in undertaking essential maintenance or conservation works that protect significant fabric and maintain heritage values;
- Subsidised rates or other discounts including on development applications;
- Provision of free heritage advice.

9.9.6. Heritage Officer Position

A formal heritage officer role could be established by Council, to assist in the management of heritage places, provision of heritage advice to property owners, the assessment of applications, commissioning of any studies, enhancing relationships with Indigenous peoples and the updating of the heritage register, heritage entries etc.

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APPENDIX A INVESTIGATED PLACES

DES Number	Place Name	Town
601717	Derrick, Pioneer Mill Tramway System (Possibly demolished -	Ayr
601719	Cabinet Works	Home Hill
601720	Ham and Bacon Factory	Home Hill
601783	Historic Stock Route (GI 2 - GIRU: recorders ref)	Giru
601784	WWII US Army airfield (GI 1 - GIRU: recorders ref)	Giru
602430	Ayr District Hospital	Ayr
612661	Home Hill Railway Station Bulding	Home Hill
612663	Burdekin Bridge	Home Hill
612663	Burdekin River Bridge	Home Hill
612666	Brandon Railway Station Building	Brandon
612668	Giru Railway Complex	Giru
613570	Good Samaratin Convent	Ayr
613571	St Francis Convent School	Ayr
613573	Parish House, Sacred Heart Parish, Ayr	Ayr
613575	117 & 119 Edward Street, Ayr	Ayr
613577	Australian Meat Workers Union	Ayr
613578	128 Edwards Street	Ayr
613580	Fabrics n DÃ©cor/ OJ Mellick 1905	Ayr
613581	Ayr Veterinary Surgery / Tropical Vet Services / Ayr Clinic	Ayr
613582	Pomades for Hair/Dry Cleaners (182b) S & G Electrical (182)	Ayr
613583	former Ambulance Station	Ayr
613587	114 MacMillan Street, Ayr	Ayr
613589	Spearitts Jewellers / Spearritts for Jewellery	Ayr
613590	Ayr Camera Centre / Swerve Surf and Ski	Ayr
613591	Treena's Florist n' Health / Dotty Daisy Flowers	Ayr
613592	City Butchers / Butcher on Queen	Ayr
613593	Glen Dell	Ayr
613594	Jensens Shoes	Ayr
613595	Brandon Travel / Explore Property	Ayr
613596	122 Queen Street, Ayr / Jetsetter Travel / Surveyors and Town Planners	Ayr
613597	Mac's Toyworld	Ayr
613599	Burdekin Newsagency / Fabric Shop?	Ayr
613602	Eagle Boys / Zammitt	Ayr
613604	Felix Behan - Dental Surgery / Former Picture Theatre	Ayr
613606	Harvey World Travel/Camping & Disposal Store	Ayr
613607	Michael's/Country Connection	Ayr
613610	Korvette	Ayr
613612	L Shu on Queen/ P A Homewood Optometrist	Ayr
613614	Delta Hotel / Chill Café / Ayr Budget Accommodation	Ayr
613617	Burdekin Theatre	Ayr
613620	S & G Electronics (repeated as above)	Ayr
613621	129 MacMillan ST	Ayr
613622	133 - 139 MacMillan Street, Ayr	Ayr
613626	127 MacMillan Street, Ayr	Ayr

613627	115 MacMillan Street, Ayr	Ayr
613628	St Andrews Old Presbyterian Church	Ayr
613629	93 MacMillan Street, Ayr	Ayr
613631	Kalamia Hotel	Ayr
613632	Shop, Queen Street	Ayr
613633	45 Graham Street, Ayr	Ayr
613634	56 Graham Street, Ayr	Ayr
613635	54 Graham Street, Ayr	Ayr
613637	33 Parker Street, Ayr	Ayr
613639	Country Women's Association Hall	Ayr
	Parisottos Agencies (42a)/Comtel computers (42b) / The	
613640	Mustard Seed and Eds Music	Ayr
613641	Burdekin Coach & Freight Centre	Ayr
613643	Ayr Swimming Pool	Ayr
613645	Spanish Mission House	Ayr
613669	Anglican Church Hall	Ayr
613670	Anglican Church	Ayr
613671	78 MacMillan Street, Ayr	Ayr
613672	70 MacMillan Street, Ayr	Ayr
613673	66 Graham Street, Ayr	Ayr
613674	72 Graham Street, Ayr	Ayr
613675	Car Park, Graham Street, Ayr	Ayr
613677	129 Graham Street, Ayr	Ayr
613683	Thruby	Ayr
613685	Queens Hotel	Ayr
613687	Building, Queen Street	Ayr
613688	Ayrfield House / Terry White Chemist	Ayr
613692	121 Wilmington Street, Ayr	Ayr
613693	126 Wilmington Street, Ayr	Ayr
613695	58 Railway Street, Ayr	Ayr
613699	44 Canberra Street, Ayr	Ayr
613700	Parkside Timber Mill / Parkside Group, Former Sawmill	Ayr
613701	House, Cnr Wickham and Soper Streets	Ayr
613703	67 Burke Street, Ayr	Ayr
613705	51 Burke Street, Ayr	Ayr
613706	2 Soper Street, Ayr	Ayr
613707	29 Burke Street, Ayr	Ayr
613709	25 Burke Street, Ayr	Ayr
613711	24 Burke Street, Ayr	Ayr
613718	House, Cnr Chippendale & Airdmillan Streets	Ayr
613719	Hayes' Grand National Hotel 1901	Ayr
	Grow Plus/Burdekin Secondhand Shop / Max Place Business	
613720	Centre	Ayr
613721	Ayr State School	Ayr
613722	182 Railway Street, Ayr	Ayr
613723	134 Cameron Street, Ayr	Ayr
613724	138 Cameron Street, Ayr	Ayr

613725	120 Cameron Street	Ayr
613729	Ayr Bowling Club Inc Ray Northwood and Sons Building / Ayr Exhaust and Chill	Ayr
613946	Espresso Drive Thru Coffee	Ayr
615050	Hospital Ancillary Buildings	Ayr
615051	Medical Superintendents Residence	Ayr
634402	AYR (various)	Ayr
634561	Stock Camp Site	Milaroo
638477	Pioneer Lodge / House	Brandon
644038	Pioneer Cemetery Clare	Clare
n/a	103 Queen Street Coutts Ltd Bulk Stores	Ayr
n/a	Commercial Hotel	Ayr
n/a	Kalamia Mill Sidings	Ayr
n/a	Kanaka Hospital	Ayr
n/a	Burdekin Fire Brigade Station	Ayr
n/a	Renown Theatre	Brandon
n/a	Brandon State School	Brandon
n/a identified through research	Delta Iron Works	Brandon
n/a identified through research	Clare State School	Clare
n/a identified through research	Giru Airfield	Giru
n/a identified through research	Giru School of Arts	Giru
n/a identified through research	International Hotel	Giru
n/a identified through research	War Memorial	Giru
n/a identified through research	Giru State School	Giru
n/a identified through research	St Josephs Church	Giru
n/a identified through research	Progress Theatre	Giru
n/a identified through research	Church	Giru
n/a identified through research	6 Baxter Street	Giru
n/a identified through research	Home Hill State School	Home Hill
n/a identified through research	Cemetery	Home Hill
n/a identified through research	St Colman's Catholic Church	Home Hill
n/a identified through research	Burdekin Uniting Church	Home Hill

n/a identified through research	Eighth Avenue shops	Home Hill
n/a identified through research	Jarvisfield State School	Jarvisfield

APPENDIX B LOCAL PLACES GUIDELINE EXCERPT – HISTORICAL CHARACTER AREAS

[to be replaced by PDF]

APPENDICES

APPENDIX 1: DISTINGUISHING BETWEEN HERITAGE PLACES AND CHARACTER PLACES

Protecting historical character, especially in urban environments, has become a cornerstone of many local government planning schemes in Queensland.

Planning schemes use a variety of terms to express 'historical character'. These include 'streetscape contribution', 'neighbourhood character', 'traditional building character' and 'residential character'.

But what is 'historical character', and how does this differ from a place of local cultural heritage significance?

WHAT IS 'HISTORICAL CHARACTER'?

Although historical character is a product of the past, a knowledge of local history is not essential to gain a sense of this 'character'.

Historical character relies on the visual and other sensory appreciation of place (such as sounds and spatial awareness).

Historical character therefore is the sum of the visual and other sensory qualities or attributes of a place, area or precinct that are associated with its past.

These qualities or attributes may include, but are not limited to, any or all of the following:

- distinctive historical patterns of land subdivision, street planning, provision for public spaces, building set-backs, etc;
- distinctive historical land use patterns – residential, commercial, industrial, rural, government precincts, landscapes, recreation, etc or mixes of these;
- distinctive use of traditional building materials, elements or techniques;
- distinctive building types and forms from one or more periods of history;
- distinctive architectural designs from one or more periods of history; and
- distinctive landscape design (both private and public) or street beautification projects from one or more periods of history.

Sometimes the historical character is created by the **built form and detailing.**



Princess Street, Paddington, Brisbane

Image: Queensland Government

Sometimes historical character may depend upon the inter-relationship of places and patterns of development combining to create a sense of the past.

Streetscapes in which the majority of buildings are substantially intact externally and of a particular era or eras, can create a strong sense of historical character.



Given Terrace, Paddington, Brisbane, commercial character streetscape

Image: Queensland Government

DISTINGUISHING BETWEEN HISTORICAL CHARACTER AND A PLACE OF LOCAL CULTURAL HERITAGE SIGNIFICANCE

Some places do more than make a visual or other sensory contribution to the historical character of a town, city or rural landscape.

Places that make a significant contribution to our knowledge of the history of a local area, and to our understanding of how that history has shaped the present, may be places of local cultural heritage significance.

This can include streetscapes, but not all streetscapes are places of local cultural heritage significance.

Consider the following two streetscape examples:



Park Terrace, Fortescue Street, Spring Hill, Brisbane

Image: Queensland Government

Park Terrace, Fortescue Street, Brisbane, is a row of five timber cottages built in 1889. The precinct is of **local heritage significance** for its contribution to the historical record of suburban development in Spring Hill, as a highly intact row of cottages built by Spring Hill resident, James Anderson, as rental properties. It is significant as it reflects Spring Hill's development as an inner city residential suburb in the nineteenth century.



Girraween Grove, Ashgrove, Brisbane

Image: Queensland Government

Girraween Grove, Ashgrove, a suburb of Brisbane, is identified in the *Brisbane City Plan 2014* as an area of traditional building character, largely for the consistency in materials, scale and design of the interwar housing stock. Neither the precinct nor individual houses have been identified as places of local heritage significance, but the interwar streetscape character would be the poorer if inappropriate development in the street was permitted.

BCC, Brisbane City Plan 2014, Part 8, Overlays, 'Traditional building character overlay'.

IDENTIFYING LOCAL HERITAGE PLACES

Distinguishing between places of historical character and places of local heritage significance requires:

- a working knowledge of the key historical themes and events that have shaped the local area; and
- a sound knowledge of the historical built fabric/ landscapes of the local area.

Usually this knowledge is acquired through commissioned historical thematic research and a fabric survey.

Armed with this basic information, key indicators of heritage significance can then be applied to the surveyed places. These indicators include:

- role in the historical development of the local area;
- strength of association with people, businesses or organisations who or that have made a significant contribution to local history;
- earliness;
- intactness/integrity;
- extensiveness;
- exceptionality;
- representativeness;
- rarity/uncommonness;
- contribution to a streetscape or precinct of heritage significance;
- aesthetic value;
- social and/or spiritual value; and
- potential for further research.

To assist in determining whether a place may be of local cultural heritage significance, this Guideline proposes five criteria by which the above values may be measured.

For a place to be of local heritage significance, it need satisfy only ONE of the five criteria.

APPENDIX C PLACE CARDS

7.3.3. PLANNING AND DEVELOPMENT
Request for Exemption of Bond Payment - Relocation of Dwelling at 42 Bartlett Road, Horseshoe Lagoon

File Reference: **533**

Report Author: **Kellie Galletta, Manager Planning and Development**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Develop affordable housing projects.
- Encourage diverse housing types.

Executive Summary
Council has received a written request from a local resident seeking exemption from the bond payment associated with the relocation of a dwelling onto their property.

The applicant has outlined significant personal hardship, including the recent loss of a child, medical challenges within the family, and the destruction of their caravan accommodation following heavy rainfall.

The applicant requests that Council waive the bond requirement and fast track the approval process to enable the relocation of a modest home onto their property to provide stability and safety for their family.

This report seeks Council's consideration of the request, taking into account the applicant's circumstances and relevant policy provisions, and potential implications for precedent and financial risk.

Recommendation
That Council:
1. Notes the exceptional personal hardship faced by the applicant and the potential community benefit in supporting a local family to establish stable housing; and
2. Authorises the Chief Executive Officer to determine the matter under delegated authority, taking into account the applicant's individual circumstances, applicable policies.

Background
Council requires a bond payment when a dwelling is relocated within the Shire to ensure that the structure is appropriately restored, maintained, and complies with relevant building and planning standards. The bond serves as a form of security until the dwelling achieves full compliance and an approved final inspection.

In this instance, the applicant has requested exemption from this payment due to financial hardship. The dwelling is being relocated only a short distance, and the relocation contractor has confirmed full insurance coverage.

The applicant's submission outlines severe personal circumstances, including:
- The loss of a child, resulting in ongoing emotional distress;
- The husband's chronic back and shoulder injuries preventing employment;
- The applicant's own health condition (mitral valve prolapse);
- The recent destruction of their caravan accommodation during heavy rainfall.

The applicant intends to relocate a modest home to their block as a permanent residence, restoring it to a safe and habitable standard for their family.

Consultation
Internal consultation has occurred with Planning and Development Services to confirm the standard bond requirements and assess potential options available under policy or delegated authority.
External consultation has included preliminary discussions with the dwelling relocator regarding insurance, timeframe, and compliance commitments.
Should Council support the recommendation, further consultation will occur with the applicant to confirm feasible conditions or alternative arrangements to the standard bond process.

Budget & Resource Implications
Waiving or reducing the bond payment may present a minor financial risk to Council if the relocated dwelling is not restored to a satisfactory standard or if compliance is delayed.
However, the relocation contractor's insurance and the applicant's commitment to completing the required works reduce this risk.
The decision will not require additional staff resources beyond normal operational duties.

Legal Authority & Implications
Council's authority to impose or waive bond payments is derived from the *Planning Act 2016*, *Building Act 1975*, and relevant local laws and policies regulating relocatable dwellings.
Any decision to waive or modify the bond must be consistent with Council's adopted delegations and policy framework, and documented to ensure transparency and accountability.

Policy Implications
Amenity and Aesthetics and Removal and Rebuilding Building Works Policy (November 2024)
Extract:
Security Bonding
Under the provisions of the *Planning Regulation 2017*(Schedule 9, Part 3, Div 2, Table 7) -
a security bond may be required for all successful referral agency responses which is to be paid prior to the building permit being issued.

Note: if a Material Change of Use (MCU) is triggered, the bond is determined by the assessment manager and may or may not be conditioned to be paid as part of the planning approval.
The value of the security bond will be as per Council's Fees and Charges Schedule, current at the time of referral to Council.

Burdekin Shire Council will retain the bond until:
1. The works for all permits have been completed satisfactorily in accordance with all of Council's conditions applied to any development permit; and
2. An inspection of Council's assets and infrastructure (e.g. road reserve, footpaths, signage etc) has been completed and no damage found.

If the work covered by the security bond is not carried out to the satisfaction of Council within the currency period stated in the decision notices and/or damage is caused to Council's assets/infrastructure as a result of the removal and/or relocation action, Council reserves the right to use the security bond received to pay a licensed contractor to complete the required work or, remove the building or structure from the site.

Risk Implications (Strategic, Operational, Project Risks)
Waiving or reducing the bond payment for the dwelling relocation may pose a risk to Council should the relocated dwelling not be restored to a satisfactory standard or if compliance with building and planning standards is delayed.

Attachments
1. Request for Exemption from Bond Payment

[redacted] [redacted]

Sent: Mon, 20 Oct 2025 16:41:54 +1000
To: "RES - Mailbox - Email Registration" <EmailRegistration@burdekin.qld.gov.au>
Subject: URGENT:Request for Exemption from Bond Payment Due to Exceptional Circumstances

To whom it may concern: 42 Bartlett Road, Horseshoe Lagoon

I am writing to humbly request your support and consideration regarding a bond payment exemption associated with the relocation of our home.

My family and I recently moved to this area to begin anew following the traumatic loss of our child. We have been trying to rebuild our lives amidst many challenges. My husband is unable to work due to chronic back and shoulder injuries, and I myself have mitral valve prolapse.Despite these personal and financial hurdles, I have worked full-time since I was 21 and have only ever accessed benefits while pregnant.

Our initial plan was to live in a caravan at a local park while we slowly prepared our block. However, during the recent heavy rains, our caravan was completely written off. Since then, we've had no stable shelter, relying instead on on tents or the generosity of friends and family for a place to stay.

An opportunity recently arose to purchase a modest home to relocate to our block. While we are incredibly grateful for this chance, each step of the relocation process has come with significant costs that are difficult for us to meet, as we are living paycheck to paycheck.

The home is only being moved a short distance, and the relocator is fully insured. Given these circumstances—and the fact that the ongoing weather may prevent the move if delayed—we kindly ask the Council to consider granting us an exemption from the bond payment, or at the very least, to fast-track approval so that we can proceed before further rainfall makes relocation impossible.

We are committed to restoring the home to a safe and welcoming environment for our children. We love our family dearly and are doing everything we can to provide them with security and stability after all that we've been through.

We understand there is a meeting scheduled in two weeks, but unfortunately, that timeline may be too late. I am respectfully and sincerely asking for any possible support or flexibility you can offer in this matter.

Thank you very much for your time and consideration.

Sincerely

[redacted]

7.4.1. TECHNICAL SERVICES
School Transport Infrastructure Program

File Reference: **2765**

Report Author: **Kevin Byers, Manager Technical Services**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Support projects and activities to improve public safety, health, and inclusiveness through strategic partnerships.
- Encourage equitable access to facilities and resources.
- Build active communities by delivering programs promoting regular physical activity and wellbeing.
- Facilitate partnerships to improve community safety and wellbeing including crime prevention initiatives.

Burdekin Shire Council Operational Plan 2025-2026

TS10 Assess items identified by the Burdekin Road Safety Advisory Committee.

Executive Summary
This report seeks Council's endorsement of a funding submission to the Department of Transport and Main Roads School Transport Infrastructure Program which will seek funding to install school zone threshold treatments on Chippendale, Adelaide and Melbourne Streets, Ayr and a new footpath along Melbourne Street from the school to Palm Court to improve safety issues at the Burdekin Christian College. The proposed path will encourage pedestrians including children and parents to use the footpath and reduce people using the road carriageway and parking areas. The existing verge is steep and uneven in places which deters people from using it especially in wet weather.

The proposed threshold treatments are intended to increase driver awareness of the school zones.

Recommendation
That Council:

1. Endorses the submission of a funding application to the Department of Transport and Main Roads School Transport Infrastructure Program of $140,000.00 (excluding GST) for the installation school zone threshold treatments on Chippendale, Adelaide and Melbourne Streets, Ayr and a new footpath along Melbourne Street to address and improve safety issues at Burdekin Christian College.
2. Fund $70,000.00 (excluding GST) as Council's 50% contribution to the total cost of the project if successful.

Background
Safety concerns have been raised regarding near misses involving children walking or crossing the roads near Burdekin Christian College. A meeting was held with the school’s Principal, who confirmed that the school is in the process of having a strategic plan completed for the future of the school which will include parking. The school is aware of the issues, which have been caused by the increase in students attending the school.

The school has undergone a recent expansion of the facility which triggered a Material Change of Use and Operational Works applications. Conditions of the approval required the construction of on-street parking including kerb and channel and pavement widenings and the provision of a concrete pathway adjacent to the new parking.

The scope of the proposed project includes the following:

- New 2.0m wide pathway from the school entrance to Palm Court;
- Retaining wall for the full-length path due to the steep crossfall on the grass verge;
- Replacement of sections of damaged kerb and channel and drainage inlet to eliminate trip hazards; and
- School zone threshold treatments adjacent to existing school zone signs in Chippendale, Adelaide and Melbourne Streets, Ayr.

This funding is an opportunity for Council to contribute to improving the safety of parents and children around the Burdekin Christian College.

Consultation
Burdekin Christian College.

Budget & Resource Implications
The total cost of the project is estimated at $140,000.00 (excluding GST).
The funding arrangement is 50/50 with the Department of Main Roads and Council.
Councils' 50% contribution will be $70,000.00 (excluding GST).

Legal Authority & Implications
Not Applicable.

Policy Implications
Not applicable.

Risk Implications (Strategic, Operational, Project Risks)
Works will need to be scheduled during school holidays.

Attachments
None

7.4.2. TECHNICAL SERVICES
Register of Pre-Qualified Suppliers - Trade Services - Plumbers, Builders, Carpenters, Fabricators, Painters, Cabinetmakers, Surveyors and Bore Maintenance

File Reference: **765, 766, 202, 807**

Report Author: **Gary Keane, Manager Contracts**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Support and promote local businesses.
- Improve water and sewerage network reliability and efficiency through planned infrastructure renewals and upgrades.
- Plan, build and maintain infrastructure that enhances and extends the life of community assets.
- Enhance water security and protect and improve water quality.

Executive Summary
Tenders for TBSC/25/025 – Register of Pre-Qualified Suppliers – Trade Services – Plumbers, Builders, Carpenters, Fabricators, Painters, Cabinetmakers, Surveyors and Bore Maintenance closed on 18 September 2025 at 2:00pm.

Four hundred and sixty-six sets of documents were requested from prospective tenderers through Vendor Panel (Marketplace).

Ten tenders were received from companies at the nominated closing time. Five (5) were from local firms, three (3) from Townsville firms, one (1) from Mackay and one (1) from Brisbane.

No tenders were received for the categories of Painters and Cabinetmakers.

Recommendation
That Council accepts the tenders submitted by the following contractors for inclusion in the Register of Pre-qualified Suppliers - Trade Services, covering the categories of Plumbers, Builders, Carpenters, Fabricators, Painters, Cabinetmakers, Surveyors and Bore Maintenance:

- R.P.S. Consulting – Surveying
- Brazier Motti – Surveying
- Maxi-built Machinery – Fabrication
- Ferguson Plumbing – Plumbing
- Data Right Pty. Ltd. – Plumbing
- Michael Conway – Building, Carpentry & Concreting
- M.D.L. & Co. – Carpentry & Concreting
- B & M Drilling – Bore Maintenance
- Professional Pump Services & Irrigation – Bore Maintenance
- Eureka Water & Filtration – Bore Maintenance

The register will be effective for a period of two (2) years from 3 November 2025.

Background
Council has significant assets throughout its various departments and their associated buildings and infrastructure currently totalling $98,764,700.00 (excluding GST) which it maintains and upgrades as required. In recent times it has been increasingly difficult to obtain quotations from trades to undertake minor repairs and maintenance. The establishment of a new Register of Prequalified Suppliers for Trade Services will enable officers to engage contractors on hourly rates under direct supervision.

The establishment of a panel of prequalified trade support services affords Council options to procure the most advantageous service provider in a timely manner. The panel also allows Council to assess the service provided over time by the suppliers and utilise the company offering the superior service.

Council may establish a register of pre-qualified suppliers under the provisions of the *Local Government Regulations 2012*, Division 3 Section 232. A Local Government may enter into a contract without first inviting written quotes or tenders if the contract is entered into with a supplier from a register of pre-qualified suppliers.

A Local Government may establish a register of pre-qualified suppliers of particular goods or services only if -

(a) the preparation and evaluation of invitations every time the goods or services are needed would be costly; or
(b) the capability or financial capacity of the supplier of the goods or services is critical; or
(c) the supply of the goods or services involves significant security considerations; or
(d) a precondition of an offer to contract for the goods or services is compliance with particular standards or conditions set by the local government; or
(e) the ability of local business to supply the goods or services needs to be discovered or developed.

Tenders were evaluated by three (3) Council officers, two (2) from Facilities Management Department and one (1) from Water and Waste Water Department. The key selection criteria consisted of Experience, Key Personnel, Resources, Skills, Local Content and Price.

This is in line with provisions within Council's Procurement Policy 2025/2026.

Consultation
Tenders for the above, closing on 18 September 2025 at 2:00pm were advertised on Council's Web page, Vendor Panel (Marketplace) and in the Burdekin Life commencing on 25 August 2025.

Budget & Resource Implications
In the 2024/2025 financial year council spent a total of $3,082,843.22 (excluding GST) on these services for capital projects and maintenance throughout the organisation.

Legal Authority & Implications
Local Government Regulations 2012, Chapter 6 Contracting.
Division 3: Exceptions for medium-sized and large-sized contractual arrangements.
Section 232: Exception for register of pre-qualified suppliers.

Burdekin Shire Council Procurement Policy 2025/2026.

Policy Implications
The establishment of a Register of Pre-qualified Suppliers is consistent with the Burdekin Shire Council Procurement Policy 2025/2026 as follows:

The Policy's objectives states:
The objectives of this policy are to achieve advantageous procurement outcomes by:

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

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, service and support; and
- whole-of-life costs including costs of acquiring, using, maintaining and disposal; and
- internal administration costs; and
- technical compliance issues; and
- risk exposure; and
- the value of any associated environmental benefits.

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; and
- benefit to Council of associated local commercial transaction.

Exceptions
The Local Government Regulations 2012 Chapter 6 Contracting, Part 3 Default contracting procedures at Division 3 (Sections 229-235) identifies exceptions for medium-sized and large-sized contracts. If one of the exceptions applies, Council may enter into:

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

The exceptions are summarised as follows:
Section 232 – Register of pre-qualified suppliers.

Risk Implications (Strategic, Operational, Project Risks)
Council has significant assets & infrastructure through the organisation. The upgrades and maintenance have been delivered by suppliers utilising tenders and mainly quotations. The obtaining of quotes for minor works is becoming increasing difficult due to the current contractor environment. Operationally the infrastructure requires maintenance and upgrades. A number of companies offer these services, and it is considered risk averted to utilise a number of companies to deliver these services especially to complete works in a timely manner.

Attachments
None

7.5.1. WATER AND WASTEWATER
Sewer Relining - Package 1

File Reference: **768**

Report Author: **Julian Tickle, Water and Wastewater**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Improve water and sewerage network reliability and efficiency through planned infrastructure renewals and upgrades
- Plan, build and maintain infrastructure that enhances and extends the life of community assets.

Burdekin Shire Council Operational Plan 2025-2026

WW3 Maintain strict compliance with environmental licence conditions utilising councils' site-based management plan, including all required water quality monitoring matrices. Ensure ongoing implementation of environmental risk management and improvement initiatives.
WW6 Enhance the existing Sewerage Condition Assessment program (Clean and Camera) with the addition of Smoke Testing. In 25/26 complete a condition assessment of the Brandon sewer network.

Executive Summary
Tenders for TBSC/25/026 - Sewer Relining - Package 1 closed on 18 September 2025 at 2:00pm.

Thirty-five sets of documents were requested and issued to prospective tenderers. Three (3) tenders were received at the nominated closing time, one (1) from Townsville, one (1) from Cairns and one (1) from Victoria.

Recommendation
That Council enters into a contract with Relining Solutions for $462,219.00 (excluding GST) to undertake sewer and stormwater relining program in accordance with the 2025/2026 Capital Budget.

Background
Council called for tenders for the Sewer Relining of the Shire sewers as part of its Capital Budget for the 2025/2026 financial year.

The acceptance of the above recommended tender is in line with Council's Procurement Policy 2025/2026.

Consultation
The scope of works for this tender, designated Package 1, focuses on the renewal of critical wastewater and stormwater assets within the Shire. The primary objective is to reline 1.37km of 150mm sewer main and re-establish 38 house junctions, ensuring the continued integrity and extended life of the sewer network. A key part of the sewer relining involves removing sections of old, failed spiral wound liner to improve hydraulic performance. Additionally, the project includes the relining of a 300mm diameter stormwater pipe beneath a private residence. The chosen technology for this project is Cured-In-Place Pipe (C.I.P.P.) relining, which involves inserting a flexible liner into the existing pipe and curing it (typically with steam or ultraviolet light) to create a new, structural pipe within the old one, avoiding expensive and disruptive excavation.

Tenders for the above, closing on 18 September 2025 at 2:00pm were advertised on Council's Web page, Burdekin Life and Vendor Panel "Marketplace" commencing on 26 August 2025.

A meeting of prospective tenderers was held at the Brandon Pump Station No. 1 on 8 September 2025 at 10:30am to explain the purpose of the tender and permit prospective tenderers to ask questions. No tenderers attended the meeting.

Attendance at the meeting was non-mandatory.

Three (3) tenderers initially submitted tenders as detailed below:

Tenders	Comments	Evaluation
Southwest Pipe Relining Pty. Ltd.	This company tendered on C.I.P.P. Fibreglass liners.	6.9
Relining Solutions	Fold & Foam P.V.C. liners. Not a fibreglass C.I.P.P. liner. Not Considered under Tender Assessment	
Relining Solutions	U.V. – C.I.P.P Fibreglass liners	7.85
The Austrans Group	This company can currently only carry out patches.	

Council is proposing to accept a tender totalling $462,219.00 (excluding GST) for sewer and stormwater relining works. This includes:

- $434,023.00 allocated to sewer infrastructure, covering:
  - Relining of 1.37km of 150mm sewer main
  - Removal of 18 sections of spiral wound liner installed in 2012 to improve hydraulic performance
  - Re-establishment of 38 house junctions
- $28,196.00 allocated to stormwater infrastructure, specifically for the relining of a 300mm diameter stormwater pipe located beneath a private residence on Margaret Street, Ayr. This component is funded under the Culvert Replacement Program.

An additional section of stormwater pipe under Margaret Street, Ayr may require relining following cleaning and inspection, with potential costs estimated at $20,000.00. Should Council decide not to proceed with the stormwater works under the residence, the contractor will instead complete sewer relining works of equivalent value.

Two (2) contractors submitted conforming tenders:

- Southwest Pipe Relining Pty Ltd proposed a steam-cured in-place liner and will provide R.P.E.Q. Certification if awarded the contract.
- Relining Solutions offered either a U.V. cured-in-place pipe (C.I.P.P.) fibreglass liner or a steam-cured P.V.C. liner, with R.P.E.Q. Certification provided upon award. Council's preference is for the U.V. C.I.P.P. fibreglass liner, which has demonstrated superior performance. The P.V.C. option, while slightly more cost-effective, is not favoured due to past failures in Brandon.

To ensure flexibility in the acceptance of tenders, the following clause was included in the Terms and Conditions of the Request for Tender:

Council reserves the right to award the contract in whole or in part, or not at all, based on the best value outcome for Council.

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 2025/2026 budget allocation of $850,000.00 (excluding GST) for the works.
Drainage relining works will be funded from the drainage maintenance budget.

Legal Authority & Implications
Local Government Regulations 2012, Chapter 6 Contracting.
Division 2: Entering into particular contracts.
Section 226: Large-sized contractual arrangement – tenders needed first.

Burdekin Shire Council Procurement Policy 2025/2026.

Policy Implications
The calling of tenderers is consistent with the Burdekin Shire Council Procurement Policy 2025/2026 as follows:

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

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

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, 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; and
- internal administration costs; and
- technical compliance issues; and
- risk exposure; and
- the value of any associated environmental benefits.

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.

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

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

Generally, the following applies:

- 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).

The invitation for tenders or expressions of interest must:

- be published on the Council's website for at least 21 days; and
- be made by an advertisement in a newspaper that circulates generally in the Local Government area of Council; and
- allow written tenders or expressions of interest to be given to Council while the invitation is published on the website.

Risk Implications (Strategic, Operational, Project Risks)
The relining of Council sewers ensures the continued integrity by extending the life of Council's sewers. Failure to reline the sewers will allow the degradation of Councils network leading to an expensive and highly intrusive replacement program.

Attachments
1. Combined Sewer Relining Package 1 (Confidential))
2. Plan 1 Water and Waste Water
3. Plan 2 Stormwater

PLAN 1.



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Telephone (07) 4783 9800
E-mail: enquiries@burdekin.qld.gov.au

LEGEND

Sewerage Reticulation
- STP Sample Locations
- Sewer Pump Stations
- Sewer Manholes
- Sewer House Connections
- Sewer Flush Points and Valves
- Sewer CED
- Sewer Overflows
- Sewer Mains
- Sewer HD Connections
- Sewer Rising Mains

Water Reticulation
- Air Injection Points
- Water Valves
- Water Hydrants
- Water Bores
- Water Meters
- Water Rising Mains
- Water Mains
- Water Services

Stormwater Drainage
- Minor Drainage Manholes
- Stormwater Pits
- Minor Drainage Pipes
- Minor Drainage Channels Drains

Road Assets
- Road Hierarchy
- Road Drainage Lateral
- Footpaths
- Kerb and Channel
- PDM Road Imagery (2020)
- Road Videos
- Road Blocks - Lines

Road Blocks
- Ashphalt
- Asphalt
- Chip
- Chip Seal
- Concrete
- Formed
- Gravel
- Unformed

- Structures Bus Shelters
- Structures Bridges
- Other BSC Assets
- Building Assets

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Burdekin Shire Council

PLAN 2.

Gulliver Lane
Banister Street
Newton Lane
Drysdale Street
Evans Street
Leeds Lane
Hyne Lane
McIntosh Lane
Spiller Street
Okane Street
Bruce Highway

SE031255
SE031141
SE031247
SE031246
SE031254
SE031253
SE031252

0 20 40 60 80 m

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N W E S

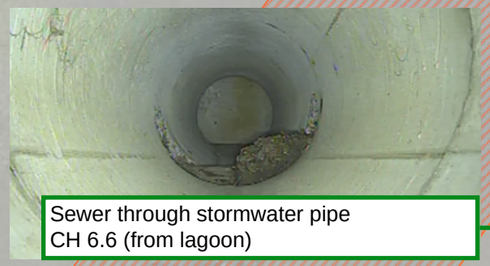
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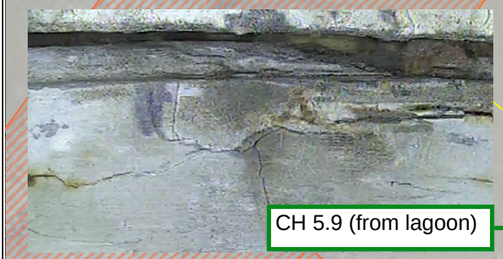
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Burdekin Shire Council



Sewer through stormwater pipe
CH 6.6 (from lagoon)



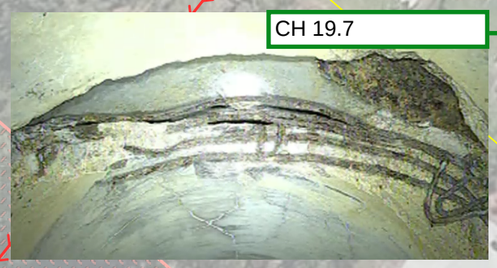
CH 5.9 (from lagoon)



MH
CH 30.6

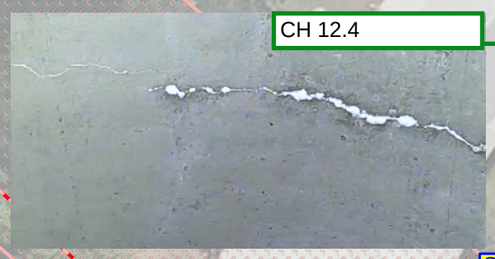
MH IL 6.870

MH IL 7.107



CH 19.7

MH IL 7.265



CH 12.4

Invert level unknown but expected to be around 7.3

Chippendale Street

Margaret Street

250

100

100

1

5

7

6

119

121

123

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S

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Burdekin Shire Council

7.5.2. WATER AND WASTEWATER
Demand Management Policy - Integrated Water Management Strategy and Operational Standard Implementation

File Reference: **2935**

Report Author: **Julian Tickle, Water and Wastewater**

Authoriser: **James Stewart, Director Infrastructure Planning and Environmental Services**

Meeting Date: **28 October 2025**

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Enhance water security and protect and improve water quality.
- Plan, build and maintain infrastructure that enhances and extends the life of community assets.

Executive Summary
This report presents the Integrated Water Management Strategy and the associated Operational Standard for the implementation of demand management. These documents establish a proactive framework to manage potable water demand, protect groundwater quality, and respond to contamination risks such as Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS). The strategy outlines resilience building measures, community engagement, and infrastructure planning, while the operational standard provides a staged restriction model based on reservoir levels, aquifer drawdown, and PFAS thresholds.

Recommendation
That Council:
1. Endorse the Integrated Water Demand Management Strategy as a guiding framework for water sustainability.
2. Adopt the Demand Management Operational Standard and Demand Management Policy for implementation across all Burdekin Shire communities.
3. Authorise the Executive Leadership Team to activate restriction stages as required under the standard in consultation with Council.
4. Endorse a move to Stage 1 management to support the upcoming planned works on the 10 ML Storage for the South Ayr Filtration Plant project.

Background
Burdekin Shire relies heavily on groundwater for potable water supply. Climate variability, aquifer stress, and contamination risks particularly PFAS necessitate a structured approach to demand management. The strategy and operational standard respond to these challenges by:
1. Promoting efficient water use
2. Establishing clear restriction triggers and enforcement protocols
3. Enhancing community awareness and preparedness

Consultation
Internal stakeholders including Infrastructure, Planning and Environmental Services.
Workshopped with Council members on 30 September 2025.

Budget & Resource Implications
Implementation will be managed within existing operational budgets. Costs associated with PFAS testing, SCADA upgrades, and public communication campaigns are accounted for in the 2025-2026 Water Services budget.

Legal Authority & Implications
The strategy and operational standard are compliant with:

1. *Water Supply (Safety and Reliability) Act 2008*
2. *Water Act 2000*
3. *Environmental Protection Act 1994*
4. *Local Government Act 2009*

Council is authorised to enforce water restrictions and appoint Authorised Persons under Sections 45–48 of the *Water Supply (Safety and Reliability) Act.*

Policy Implications
Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)
Strategic Risks:
Weather change impacts on water availability (e.g. Drought).
Regional water security coordination.

Operational Risks:
PFAS contamination.
Infrastructure failure during disaster events.

Project Risks:
Community non-compliance with restrictions.

Mitigation measures include staged restrictions and public education.

Attachments

1. Attachment A - Demand Management Policy
2. Attachment B - Demand Management Operational Standard
3. Communications Plan – Stage 1 Water Restrictions

Policy Type	Corporate
Function	Water Supply
Policy Owner	Manager Water and Wastewater
Policy Contact	Manager Water and Wastewater
Effective Date	14 October 2025

Purpose

Council recognises the importance of implementing controls that support the safety and reliability of water supply to customers connected to our water supply network. The purpose of this policy is to ensure sustainable, safe, and resilient water use across the Burdekin Shire by managing demand in alignment with North Queensland's climatic conditions and emerging environmental risks, including drought, groundwater contamination (e.g. PFAS), and regional water security challenges.

This strategy supports compliance with the *Water Supply (Safety and Reliability) Act 2008*, which requires water service providers to:

- Operate infrastructure responsibly
- Ensure continuity and reliability of supply
- Implement restrictions when necessary
- Protect public health and environmental values

Scope

This policy applies to all water supply operations managed by Burdekin Shire Council and guides strategic planning, infrastructure investment, and community engagement related to water demand management.

Policy Statement

Burdekin Shire Council is committed to the sustainable, safe, and efficient use of water resources through proactive demand management. This policy provides a framework to improve water efficiency, guide infrastructure planning, and engage the community in response to local climate variability and environmental risks such as drought, aquifer stress, and PFAS contamination. The Council aims to protect groundwater quality and ensure reliable supply for all users. By implementing tiered restrictions, smart metering, and education initiatives, the policy supports compliance with the *Water Supply (Safety and Reliability) Act 2008* and reinforces Council's commitment to responsible service delivery and environmental stewardship.

North Queensland is subject to:

- Highly variable rainfall patterns with prolonged dry seasons
- Increased evaporation rates due to rising temperatures
- Groundwater vulnerability from agricultural runoff and PFAS contamination
- Flooding events that disrupt infrastructure and contaminate water sources

Guiding Principles

- Resilience: Build capacity to withstand drought and contamination events
- Efficiency: Promote responsible water use across all sectors
- Transparency: Engage community and stakeholders in water planning

- Innovation: Adopt technologies and practices that improve water efficiency

Monitoring and Evaluation

- Annual water consumption audits by sector
- Quarterly PFAS and groundwater quality reports
- Community satisfaction surveys on water services
- Review strategy yearly or following major climate events

Community Engagement

- Promote water conservation practices
- Deliver educational programs in local schools
- Encourage uptake of water-efficient appliances and rainwater tanks

Objectives

This policy aims to achieve the following objectives:

- Reduce potable water demand by implementing tiered pricing, smart metering, and public education; and.
- Protect groundwater quality by monitoring PFAS and other contaminants and restrict high-risk activities near bores; and.
- Strengthen drought preparedness by aligning with the Regional Drought Resilience Plan 2022-2030; and.
- Collaborate regionally by sharing data and strategies with Townsville, Charters Towers, and other NQWRAP Councils.

Risk Management

Drought

- Activate staged water restrictions based on reservoir levels
- Promote drought-resilient landscaping and irrigation practices
- Maintain emergency water supply reserves for critical use

Groundwater Contamination (PFAS)

- Continue bore relocation and treatment upgrades (e.g. Ayr4)
- Partner with Townsville Laboratory Services for PFAS testing
- Implement buffer zones around known contamination sites

Infrastructure Vulnerability

- Upgrade aging water mains and treatment facilities
- Conduct regular flood risk assessments and asset audits
- Integrate climate modelling into infrastructure planning

Legislation

Water Supply (Safety and Reliability) Act 2008
Water Act 2000
Environmental Protection Act 1994

Local Government Act 2009

Definitions and Abbreviations

Watering	The use of water for outdoor purposes such as: • Irrigating gardens, lawns or landscapes, • Filling or topping up swimming pools or ponds, • Using sprinklers, hoses or irrigation systems outdoors.
PFAS (Per- and Polyfluoroalkyl Substances):	A group of man-made chemicals used in various industrial and consumer products for their resistance to water, oil, and heat. They are persistent in the environment and human body, earning the nickname "forever chemicals."
Aquifer	A natural underground layer of water-bearing rock or sediment that stores groundwater and can supply water to wells and springs.
Reservoir	A large artificial container or tank used to store water for various purposes, such as drinking water supply, firefighting, or industrial use. In water supply systems, reservoirs help manage demand, maintain pressure, and ensure a consistent water supply during peak usage or emergencies

Related Documents

Reference Number	Document Title
Burdekin and Charters Towers Regional Drought Resilience Plan	Burdekin and Charters Towers Regional Drought Resilience Plan 2022–2030
Drinking Water Quality Management Plan	Burdekin Shire Council Drinking Water Quality Management Plan
	Managing Climate Change Risks to Water – Queensland Government
WAT-OSD-0004	Demand Management Operational Standard

Document History and Version Control

Title of Document	Demand Management Policy
Document Reference Number	WAT-POL-0003 Rev 0
Review Schedule	12 months
Council Meeting Date	14 October 2025
Council Resolution Number	1901997

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Purpose

The purpose of the Operational Standard is to implement the Integrated Water Demand Management Strategy by establishing a structured water restriction framework for groundwater-reliant communities. This standard ensures sustainable water use, protects aquifer health, and responds to contamination risks, particularly PFAS, through proactive and enforceable measures.

Scope

This standard applies to:

- Residential, commercial, agricultural, and public sector potable water users
- All properties connected to Council managed potable water supplies.

Operational Standard Content

Background

Groundwater is a critical supply source for Burdekin communities. Local audits show that over 80% of potable water is used for outdoor purposes, primarily irrigation and garden maintenance. Reservoir drawdown, aquifer stress, and PFAS contamination pose significant risks to supply continuity and public health, necessitating a responsive restriction framework.

Water Restriction Stages

Water restrictions are triggered by any one of the following conditions:

- Reservoir storage thresholds, based on a nominal daily supply capacity o
  - Ayr/Brandon – 10 ML
  - Home Hill – 3.5ML
  - Mt Kelly – 0.64ML
  - Giru – 0.57ML
- PFAS contamination levels, benchmarked against Australian Drinking Water

Updated PFAS Guideline Values (ADWG 2025)

PFAS Compound	New Guideline Value
PFOS (Perfluorooctane sulfonic acid)	• 8 ng/L (0.008 µg/L)
PFHxS (Perfluorohexane sulfonic acid)	• 30 ng/L (0.03 µg/L)
PFOA (Perfluorooctanoic acid)	• 200 ng/L (0.2 µg/L)
PFBS (Perfluorobutane sulfonic acid)	• 1000 ng/L (1 µg/L)

- Aquifer drawdown, measured as a percentage decline from the seasonal average water table level

Restriction Matrix

Stage	Trigger Condition (Any One Met)	Restrictions	Enforcement
Stage 1 – Low Restrictions	• Reservoir storage without recovery for a 7-day period • PFAS levels > 50% of ADWG thresholds • Aquifer drawdown > 10% below seasonal average without recovery	• Odd/even day watering schedule based on street address • No watering permitted on Mondays • Public awareness campaign and conservation messaging	Education only
Stage 2 – Moderate Restrictions	• Reservoir storage < 25% without recovery for 48 hours • PFAS levels > 75% of ADWG thresholds • Aquifer drawdown > 20% below seasonal average without recovery	• Odd/even day watering schedule based on street address • No watering permitted on Mondays • No watering between 9am–4pmon scheduled day • Public awareness campaign intensified • Commercial users encouraged to reduce use voluntarily	Warnings issued
Stage 3 – Severe Restrictions	• Reservoir storage < 15% without recovery for 24 hours	• No outdoor watering • No car washing at home	Fines apply

Stage	Trigger Condition (Any One Met)	Restrictions	Enforcement
	• PFAS levels > 100% of ADWG thresholds • Aquifer drawdown > 30% below seasonal average without recovery	• Agricultural users must submit water efficiency plans	
Stage 4 – Emergency Measures	• Confirmed PFAS exceedance requiring public health intervention • Infrastructure failure regardless of storage • Aquifer drawdown > 40% below seasonal average	• Water use limited to essential indoor use only • Emergency water carting activated • All non-essential use banned	Full enforcement

PFAS Monitoring Protocol

- Monthly sampling of groundwater bores for PFOS and PFOA
- Laboratory analysis conducted by NATA-accredited facilities
- Immediate notification to DLGWV if levels exceed ADWG thresholds
- Public advisories issued within 24 hours of confirmed exceedance

Aquifer Monitoring Protocol

- Monthly monitoring of water table levels at designated bore sites
- Seasonal average calculated using 5-year historical data
- Drawdown thresholds reviewed annually and adjusted for climate variability

Monitoring and Review

- Daily reservoir level tracking via SCADA and telemetry systems
- Monthly review of PFAS and aquifer data
- Annual audit of restriction effectiveness and community compliance
- Post-event debriefs following activation

Communication Protocol

- Public notices via website, radio, and SMS alerts
- Signage in public spaces
- Exemptions granted on application at the discretion of the Manager Water and Wastewater

Compliance and Enforcement

In accordance with Sections 45–48 of the Water Supply (Safety and Reliability) Act 2008, Burdekin Shire Council may appoint Authorised Persons to ensure compliance with water restrictions. These officers are empowered to:

- Enter properties to inspect adherence to declared water restriction stages
- Issue warnings or infringement notices for non-compliance
- Enforce restrictions under this Operational Standard and relevant provisions of the Act

An appeals process is available for residents or businesses seeking exemptions due to hardship or essential use. All enforcement actions will be proportionate to the restriction stage and guided by Council's compliance policy.

Responsibilities

Specific responsibilities that are assigned to individual positions from the context of this Operational Standard are listed below:

Chief Executive Officer (CEO)	• Provide strategic oversight and governance to ensure that water restriction policies and operational standards are implemented in alignment with Council's legislative obligations and community expectations. • Support inter-agency coordination and public accountability, including endorsing public communications during emergency stages and ensuring Council resources are mobilised effectively during critical water events.
Managers (Senior Leadership Group)	• Authorise activation and escalation/reduction of restriction stages based on operational data, PFAS monitoring results, and aquifer drawdown trends, ensuring alignment with the Demand Management Operational Standard. • Oversee compliance, communication, and exemption processes, including appointing Authorised Persons, approving hardship exemptions, and coordinating public advisories and stakeholder engagement.
Supervisors/Coordinators (Senior Supervisors Group)	• Monitor and assess trigger conditions using SCADA and telemetry systems to determine the appropriate restriction stage based on reservoir levels, PFAS thresholds, and aquifer drawdown. • Coordinate public communication and enforcement, including issuing notices, overseeing signage, and ensuring Authorised Persons are deployed for compliance checks and community engagement. • Review and report restriction effectiveness, ensuring monthly audits of water use, community compliance, and post-event evaluations are completed and documented.
Health and Safety Representatives (HSR)	• Not Applicable
Work Health and Safety Advisors (WHSA)	• Not Applicable
Workers	• Conduct on-ground inspections and monitoring to verify compliance with restriction rules (e.g. watering schedules, outdoor use bans), and report any breaches or anomalies to supervisors. • Install and maintain signage and public notices in affected areas and assist with community engagement by answering basic questions and directing residents to official information channels.

References

Sources	Description
Water Supply (Safety and Reliability) Act 2008	Legislation
Water Act 2000	Legislation

Definitions and Abbreviations

Watering	The use of water for outdoor purposes such as: • Irrigating gardens, lawns or landscapes, • Filling or topping up swimming pools or ponds, • Using sprinklers, hoses or irrigation systems outdoors.
PFAS (Per- and Polyfluoroalkyl Substances)	A group of man-made chemicals used in various industrial and consumer products for their resistance to water, oil, and heat. They are persistent in the environment and human body, earning the nickname "forever chemicals."
SCADA (Supervisory Control and Data Acquisition)	A system used to monitor and control infrastructure and industrial processes, such as water treatment plants, through real-time data collection and automation.
Aquifer	A natural underground layer of water-bearing rock or sediment that stores groundwater and can supply water to wells and springs.
Reservoir	A large artificial container or tank used to store water for various purposes, such as drinking water supply, firefighting, or industrial use. In water supply systems, reservoirs help manage demand, maintain pressure, and ensure a consistent water supply during peak usage or emergencies.
NATA (National Association of Testing Authorities)	The national accreditation body that ensures laboratories and testing facilities meet international standards for technical competence.
DLGWV (Department of Local Government, Water and Volunteers)	A government department responsible for supporting local councils, managing water policy and infrastructure, and promoting volunteerism within communities. It plays a role in regulating the Water Supply Act in Queensland.
ADWG (Australian Drinking Water Guidelines)	A set of guidelines developed by the National Health and Medical Research Council (NHMRC) that outline the quality of water considered safe for human consumption in Australia.

Related Documents

Reference Number	Document Title
WAT-POL-0003	Demand Management Policy

Document History and Version Control

Title of Document	Demand Management Operational Standard
Document Reference Number	WAT-OSD-0004 Rev 0
Document Owner	Manager Water and Waste Water(30041)
Council Section	WAT - Water
Review Schedule	12 months
SLG Approval Date	31/10/2025
ELT Approval Date	7/10/2025

11.1. COUNCILLOR REPORTS
Late Councillor Report for August 2025
Recommendation

That Council notes the late August 2025 monthly report.

Attachments

1. Councillor Hall - August 2025



Councillor Amanda Hall

Councillor Report for the month of August 2025.

Date	Description
Mon 4 August	Councillor Column for Burdekin Life
Tues 5 August	Council Workshop
Tues 5 August	CEO Performance Review
Tues 12 August	First Ordinary Council Meeting
Wed 10 August	Staff Retirement Morning Tea Function
Thurs 14 August	Townsville Hospital and Health Service Burdekin Community Advisory Network Meeting
Thurs 14 August	Australia Local Government Women's Association Online Masterclass – The Art of Listening in the Chamber
Tues 19 August	Council Workshop
Wed 20 August	Lower Burdekin Water Board Meeting
Wed 20 August	Home Hill Chamber of Commerce Meeting
Wed 26 August	Second Council Ordinary Meeting

11.2. COUNCILLOR REPORTS
Councillor Reports for September 2025
Recommendation

That Council notes the September 2025 monthly reports.

Attachments

1. Mayor Dalle Cort - September 2025
2. Councillor Furnell - September 2025
3. Councillor Hall - September 2025
4. Councillor Vasta - September 2025



Mayor Pierina Dalle Cort

Councillor Report for the month of September 2025.

** This report does not include meetings with the Council staff, community members & general daily duties

Date	Description
01 Sept	Burdekin Community Association – 50 Year Anniversary Client Luncheon
02 Sept	Council Workshop
03 Sept	Meeting with selectability
	Quarterly Meeting with Department of State Development Representatives
	Audit and Risk Committee Meeting
	ICT Steering Committee Meeting
04 Sept	Locusts Taskforce Meeting
05 Sept	Copperstring Regional Reference Group Meeting
06 Sept	Burdekin Water Festival
07 Sept	Official Opening of Care More Support Services
09 Sept	First Ordinary Council Meeting including Australian Citizenship Ceremony
10 Sept	Public Hearing – Inquiry into Sugarcane Bioenergy Opportunities in Qld - Townsville
11Sept	Burdekin Chamber Meeting
	Canegrowers Meeting – Sidings Emergency Use Permit Process
12 Sept	Judging - Ayr State High School $20 Boss Program
	Queensland Fire Department Ayr Fire and Rescue Station Appliance Handover
	Burdekin Shire Council Meet and Greet with Millaroo Community
13 Sept	Giru Show
	Burdekin Community Association 50 Year Celebration Dinner



16 Sept	Council Workshop
17 Sept	Radio 97.1 Sweet FM Interview
	Home Hill Chamber of Commerce
21 Sept	Burdekin Wilmar Challenge – Combined Lawn Bowls Event
23 Sept	Second Ordinary Council Meeting



Councillor John Furnell

Councillor Report for the month of September 2025.

Date	Description
01SEP25	Burdekin Community Association 50th Anniversary Lunch
02SEP25	Burdekin Shire Council Workshop
03SEP25	ICT Steering Committee Meeting with Consultants
06SEP25	Burdekin Water Festival
09SEP25	First Ordinary Council Meeting
12SEP25	Ayr State High School $20 Boss Program
12SEP25	Burdekin Shire Council Meet and Greet with Millaroo Community
13SEP25	Burdekin Community Association 50th Anniversary Dinner
15SEP25	Burdekin Shire Youth Council
23SEP25	Second Ordinary Council Meeting
23SEP25	Burdekin Community Association Annual General Meeting
25SEP25	Anglican Church Cent Sale
29SEP25	Queensland Police Remembrance Day
30SEP25	Burdekin Shire Council Workshop



Councillor Amanda Hall

Councillor Report for the month of September 2025.

Date	Description
Tues 2 Sept	Council Workshop
Tues 9 Sept	First Ordinary Council Meeting including the Australian Citizenship Ceremony
Tues 9 Sept	Burdekin Shire Council – John Drysdale Chambers Upgrade Meeting
Thurs 11 Sept	Townsville Hospital and Health Service Burdekin Community Advisory Network Meeting
Thurs 11 Sept	Australia Local Government Women's Association Online Masterclass – Being Purpose Driven in Public Office
Fri 12 Sept	Queensland Fire Department Ayr Fire and Rescue Station Appliance Handover
Fri 12 Sept	Burdekin Shire Council Meet and Greet with Millaroo Community
Mon 15 Sept	Councillor Column for Burdekin Life
Tues 16 Sept	Council Workshop
Wed 17 Sept	Lower Burdekin Water Board Meeting
Wed 17 Sept	Home Hill Chamber of Commerce Meeting
Tues 23 Sept	Second Ordinary Council Meeting
Monday 29 Sept	National Police Remembrance Day
Tues 30 Sept	Council Workshop



Councillor Fina Vasta

Councillor Report for the month of September 2025.

Date	Description
1.9.25	Burdekin Community Association 50th Birthday Lunch – Ayr RSL
2.9.25	Council Workshop – Council Chambers
3.9.25	ICT Steering Committee Meeting – Council Chambers
5.9.25	Burdekin Domestic and Family Abuse Prevention Network Candlelight Vigil Planning Meeting – Music Loft
8.9.25	Burdekin Neighbourhood Centre Meeting – Burdekin Neighbourhood Centre
8.9.25	Australian Local Government Women's Association Queensland Committee Meeting – Microsoft Teams (Online)
9.9.25	First Ordinary Council Meeting – Council Chambers
9.9.25	Australian Citizenship Ceremony – Council Chambers
10.9.25	Radio 97.1 Sweet FM Interview
10.9.25	Burdekin Domestic and Family Abuse Prevention Network Vigil Planning Meeting – Burdekin Theatre
12.9.25	Queensland Fire Department Ayr Fire and Rescue Station Appliance Handover – Ayr Fire Station
12.9.25	Burdekin Shire Council Meet and Greet with Millaroo Community – Millaroo
13.9.25	Burdekin Community Association 50th Birthday Dinner – Brandon Tavern
15.9.25	Burdekin Shire Youth Council Meeting – Council Chambers
15.9.25	Australian Local Government Women's Association Queensland Committee Meeting – Microsoft Teams (Online)
16.9.25	Council Workshop – Council Chambers
17.9.25	Home Hill Chamber of Commerce Meeting



23.9.25	Burdekin Community Association General Meeting and Annual General Meeting – Home Hill Community Sports Club
24.9.25	Burdekin Domestic and Family Abuse Prevention Network Vigil Planning Meeting – Burdekin Theatre
25.9.25	Burdekin Domestic and Family Abuse Prevention Network Committee Meeting – Music Loft
26.9.25	Pioneer Avenue Memorial Plaques Project Meeting – Burdekin Theatre
30.9.25	Council Workshop – Council Chambers